Child & Adult Care Food Program
Deadline for Submission of Claims

Only original claims submitted to the Kansas State Department of Education within 60 calendar days following the close of the claim month are eligible for reimbursement. Upward revisions must also be filed within 60 calendar days. Below is a list of the last dates to submit an original or revised Child & Adult Care Food Program claim for each month.

Claim Processing: KSDE processes and pays claims nearly every week. If the claim is in KN-CLAIM and in Approved status, the claim will be processed. Sponsor claims that are in Pending or Error status will need to be completed and/or corrected before they can be processed and paid. If you are mailing a claim close to the deadline, the postmark will be used as the received date in the event that the form is received in our office after the deadline. Claims submitted after the deadline will not be accepted.

Claim Month	60 Calendar Days
October 2023	12/30/2023
November 2023	1/29/2024
December 2023	2/29/2024
January 2024	3/31/2024
February 2024	4/29/2024
March 2024	5/30/2024
April 2024	6/29/2024
May 2024	7/30/2024
June 2024	8/29/2024
July 2024	9/29/2024
August 2024	10/30/2024
September 2024	11/29/2024
October 2024	12/30/2024

For more information, contact:

Child Nutrition & Wellness
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The Kansas State Department of Education does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: KSDE General Counsel, Office of General Counsel, KSDE, Landon State Office Building, 900 S.W. Jackson, Suite 102, Topeka, KS 66612, (785) 296-3201.

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