

State Reimbursement for Meals – Change in process

Effective with School Year 2015-2016, the payout of state meal reimbursement is changing. Please note that there is no change to the federal meal reimbursement process. State reimbursement will no longer be paid on a monthly basis and limited to meals claimed in July through February. We will now pay state reimbursement four times a year and include the months of July - May. Below is the payment schedule:

<b>Processing Month</b>	<b>Includes claimed meals served in these months</b>	<b>Claim submission deadline to be processed</b>
November	July, August, September	November-15
January	October, November, December	January-15
March	January, February	March-15
June	March, April, May	June-15

Based on meal count history, the state appropriated funds will be portioned to disperse 17% in the November process, 31% in the January process, 20% in the March process, and 32% in the June process. Each allotment of money will be divided based on the number of meals claimed during the months above instead of a set per meal rate. We will no longer have a distinct breakfast state rate (.03) and lunch state rate (.04).

It is essential that you submit claims in a timely manner or risk not receiving state reimbursement for meals served. Once the state payment for the particular months has occurred it will not be repeated. If a district/nonpublic school/RCCI submits the December claim before the January state payment process takes place it will be included and will receive state reimbursement. If the December claim is not submitted until after January 15th, the process would have already completed the January state payment process (that included December claims) so the district/nonpublic school/RCCI will not receive state reimbursement for the meals served in December. Federal reimbursement will continue to be paid on a monthly basis and the current USDA submission requirements (within 60 days of the claim month for an original claim) remain the same. Please contact Patti Harding at [patti.harding@iowa.gov](mailto:patti.harding@iowa.gov) or Joyce Sabel at [joyce.sabel@iowa.gov](mailto:joyce.sabel@iowa.gov) if you desire assistance.