



## Child Care Attendance Forms (CCAFs) Reimbursement Schedule January 2024 – December 2024

CCAFs received by SFCS before 5:00 p.m. on Tuesday will be processed, and reimbursements will be issued by the third Wednesday after. Example: Child Care Attendance Forms received by 5:00 PM on April 2, 2024, will be processed, and reimbursement will be sent by April 17, 2024. Child Care Attendance Forms received between April 3, and 5:00 PM on April 9, 2024, will be processed, and reimbursement will be sent by April 24, 2024. \* = **Once the reimbursement is sent to the bank, it can take up to 48 hours for the provider to see it in their account. Paper checks mailed to the provider may take longer to receive.**

- The cut-off date **will not be extended** when SFCS-observed holidays fall on Tuesdays. *You may drop off your forms in the brown mailbox outside our front door.*
- Regardless of when CCAFs are received by SFCS, they are not payable until the month after the services are provided.
- It is in your best interest to submit your CCAF by 5:00 PM on or before the first Tuesday of the month (after services are provided).
- If you cannot get the CCAF into us by the first Tuesday of the month, we ask that they be submitted by the 15th of the month (after services are provided).
- Any CCAFs not received by the last day of the month (after services are provided) may not be processed until the end of the fiscal year (June 30) and may only be paid IF we have funding available at that time. This does not apply to CDSS (Stage 1) cases.

CCAFs Received by SFCS On or Before 5:00 PM On...	...Will be Processed, and Reimbursements Will be Sent * By:
January 2, 2024	January 17, 2024
January 9, 2024	January 24, 2024
January 16, 2024	January 31, 2024
January 23, 2024	February 7, 2024
January 30, 2024	February 14, 2024
February 6, 2024	February 21, 2024
February 13, 2024	February 28, 2024
February 20, 2024	March 6, 2024
February 27, 2024	March 13, 2024
March 5, 2024	March 20, 2024
March 12, 2024	March 27, 2024
March 19, 2024	April 3, 2024
March 26, 2024	April 10, 2024
April 2, 2024	April 17, 2024
April 9, 2024	April 24, 2024
April 16, 2024	May 1, 2024
April 23, 2024	May 8, 2024
April 30, 2024	May 15, 2024
May 7, 2024	May 22, 2024
May 14, 2024	May 29, 2024
May 21, 2024	June 5, 2024
May 28, 2024	June 12, 2024
June 4, 2024	June 19, 2024
June 11, 2024	June 26, 2024
June 18, 2024	July 3, 2024
June 25, 2024	July 10, 2024

CCAFs Received by SFCS On or Before 5:00 PM On...	...Will be Processed, and Reimbursements Will be Sent * By:
July 2, 2024	July 17, 2024
July 9, 2024	July 24, 2024
July 16, 2024	July 31, 2024
July 23, 2024	August 7, 2024
July 30, 2024	August 14, 2024
August 6, 2024	August 21, 2024
August 13, 2024	August 28, 2024
August 20, 2024	September 4, 2024
August 27, 2024	September 11, 2024
September 3, 2024	September 18, 2024
September 10, 2024	September 25, 2024
September 17, 2024	October 2, 2024
September 24, 2024	October 9, 2024
October 1, 2024	October 16, 2024
October 8, 2024	October 23, 2024
October 15, 2024	October 30, 2024
October 22, 2024	November 6, 2024
October 29, 2024	November 13, 2024
November 5, 2024	November 20, 2024
November 12, 2024	November 27, 2024
November 19, 2024	December 4, 2024
November 26, 2024	December 11, 2024
December 3, 2024	December 18, 2024
December 10, 2024	December 25, 2024
December 17, 2024	January 1, 2025
December 24, 2024	January 8, 2025
December 31, 2024	January 15, 2025