

Wisconsin Department of Public Instruction



May 2024

Announcements from the Special Milk Program (SMP)

June/ July 2024 Claims Processing Shut Down

Each year due to State year-end wrap up and rollover into the new state fiscal year, the processing of claims is shut down. Please be aware of the following information when filing claims for any federal or state Child Nutrition Program.

Claims submitted the afternoon of **June 18, 2024, through July 8, 2024, will be processed on July 9, 2024.** Only one claim per program may be entered during this time per agency, including adjustments. Only if the claim is close to the 60-calendar day cutoff, please email a paper claim to: jacqueline.darrow@dpi.wi.gov.

Claim forms can be found on the [Claim](#) webpage. Click on the [Online Services](#) webpage to see the schedule for the claim payments for the end of the calendar year. If you have questions, contact Jacque Darrow at jacqueline.darrow@dpi.wi.gov or by phone (608) 267-9134.

June/July 2024 Payment Processing Schedule

Week Start Date	FNS Payment Processing Date	Voucher Date	ACH Deposit Date
Sunday, June 16 th	Tuesday, June 18 th	Thursday June 20 th	Monday, June 24 th
Sunday, June 23 rd	NO PAYMENT PROCESSING THIS WEEK		
Sunday, June 30 th	NO PAYMENT PROCESSING THIS WEEK		
Sunday, July 7 th	Tuesday, July 9 th	Thursday, July 11 th	Monday, July 15 th



REMINDER: Claim Submission Deadlines: Federal regulations impose a claim submission deadline of 60 calendar days after the last day of the month for which the claim applies. For DPI's Claim Submission Deadlines visit [Claim Submission Deadlines](#).

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