# SNP Memo #2021-2022-30

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**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: March 15, 2022

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: SNPWeb Claims for Reimbursement Payments- delayed this week

The purpose of this memorandum is to advise school and child nutrition program sponsors that payments for claims for reimbursement submitted on Wednesday, March 16, 2022, will have a revised pay date of **Friday, April 1, 2022**. All other SNPWeb reimbursement pay dates remain unchanged. This delay is the result of a Commonwealth of Virginia system enhancement scheduled to begin on March 23, 2022.

As a reminder, monthly claims for reimbursement must be filed within 60 calendar days of the last day of the claim month. Program operators may request a one-time late claim exception every 36 months for each program in the event this deadline is missed. Program operators are strongly encouraged to file claims promptly after the end of the month.

For more information or questions, please email the SNP policy mailbox at [SNPPolicy@doe.virginia.gov](mailto:SNPPolicy@doe.virginia.gov).

SCC/CEJ/rd