

EDUCATION AND LABOR CABINET
Kentucky Board of Education
Department of Education
(Amendment)

702 KAR 6:110. Claim reimbursement for school and community nutrition programs.

RELATES TO: KRS 156.070(5), 7 C.F.R. 210.8, 220.11, 225.9, 226.10, 42 U.S.C. 1751, 1761, 1766, 1773

STATUTORY AUTHORITY: KRS 156.070(5), 7 C.F.R. 210.8(b)(1), 220.11(b), 225.9(d)(6), 226.10(e)

CERTIFICATION STATEMENT:

NECESSITY, FUNCTION, AND CONFORMITY: KRS 156.070(5) requires the Kentucky Board of Education to promulgate administrative regulations governing the operation of programs within the Department of Education. 7 C.F.R. 210.8(b)(1), 220.11(b), 225.9(d)(6), and 226.10(e) provides the Department of Education with the authority to establish deadlines for claim reimbursement for federal nutrition programs. This administrative regulation establishes the claims deadlines for these programs.

Section 1. Definitions.

- (1) "Online Reporting System" means the Web-based computer application used for claims processing.
- (2) "Program Operator" means an entity approved to participate in a nutrition program that is administered by the Division of School and Community Nutrition (SCN).

Section 2. Submission of Monthly Claims. To be entitled to reimbursement, each participating program operator shall submit a monthly Claim for Reimbursement to SCN. The Claim for Reimbursement shall be submitted in the online reporting system or by U.S. mail.

Section 3. Submission Timeframes.

- (1) A final Claim for Reimbursement shall be postmarked or submitted through the online reporting system to SCN no later than 11:59 p.m. Eastern time on the 15th of the month following the month covered by the claim to be considered a timely filing.
- (2) Corrected claims shall be postmarked or submitted through the online reporting system to SCN no later than 11:59 p.m. Eastern time on the 30th of the month following the month covered by the claim to be considered a timely filing.
- (3) A request for a waiver from the deadline established in subsection (1) or (2) of this administrative regulation may be submitted in writing to the SCN division director with the reason for the late claim filing clearly specified.
- (4) Claims submitted after the deadline established in subsection (1) or (2) of this administrative regulation shall be accompanied by a completed claim for reimbursement corrective action plan.

Section 4. Claim Verification. The claim shall be signed by an authorized official of the program operator if submitted by U.S. Mail.

This is to certify that the chief state school officer has reviewed and recommended this administrative regulation prior to its adoption by the Kentucky Board of Education, as required by KRS 156.070(5).

DR. ROBBIE FLETCHER, Commissioner of Education
SHARON PORTER ROBINSON, Chair

APPROVED BY AGENCY: April 13, 2026

FILED WITH LRC: April 13, 2026 at 2:20 p.m.

PUBLIC HEARING AND COMMENT PERIOD: A public hearing on this administrative regulation shall be held on June 23, 2026, at 10am, in the State Board Room, Fifth Floor, 300 Sower Boulevard, Frankfort, Kentucky. Individuals interested in being heard at this hearing shall notify this agency in writing by five workdays prior to the hearing, of their intent to attend. If no notification of intent to attend the hearing was received by that date, the hearing may be cancelled. A transcript of the public hearing will not be made unless a written request for a transcript is made. If you do not wish to be heard at the public hearing, you may submit written comments on the proposed administrative regulation. Written comments shall be accepted through June 30, 2026. Send written notification of intent to be heard at the public hearing or written comments on the proposed administrative regulation to the contact person.

CONTACT PERSON: Todd G. Allen, General Counsel, Kentucky Department of Education, 300 Sower Boulevard, 5th Floor, Frankfort, KY 40601, phone 502-564-4474, fax 502-564-9321, email regcomments@education.ky.gov.