



STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**TO:** Child and Adult Care Food Program (CACFP) Home Sponsors

**FROM:** Paul F. Flinter  
Bureau of Health/Nutrition, Family Services and Adult Education

**DATE:** November 2, 2007

**SUBJECT:** Operational Memorandum #02H-08  
**ED-103 Schedule C – Reimbursement Claim for Day Care Homes**

Enclosed for your use is a supply of revised ED-103 Schedule C reimbursement claim forms and instructions. The new forms must be used beginning with the October 2007 claim that is due in the Bureau of Health and Nutrition Services and Child/Family/School Partnerships on November 15, 2007.

Accuracy of claim data submitted with the data CD is critical. Claims will not be processed for payment if discrepancies are found. Therefore, the reports that will assist in ensuring the integrity of the claim data should be printed and reviewed monthly.

If there are questions regarding the issues addressed in this memorandum, sponsors may contact Susan Bohuslaw at (860) 807-2073.

Enclosures

PFF:sb