

**Chemung County- LICENSED/REGISTERED CHILD CARE PROGRAMS-2023 subsidy billing /payment schedule**

| <b>BILLING PERIOD</b> | <b>BILLS DUE ENTERED INTO CCTA MUST BE DONE BY MIDNIGHT ON THE DUE DATE</b>   | <b>ATTENDANCE SHEET DUE- MUST BE SUBMITTED TO THE CHILD CARE COUNCIL BY MIDNIGHT ON THE DUE DATE</b> | <b>PAYMENT DATE</b> |
|-----------------------|-------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|---------------------|
| 1/1/2023-1/15/2023    | <b>1/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 1/3/2023) | <b>1/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 1/3/2023)                 | Friday 1/27/2023    |
| 1/16/2023-1/31/2023   | <b>2/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 1/18/2023) | <b>2/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 1/18/2023)                 | Friday 2/10/2023    |
| 2/1/2023-2/15/2023    | <b>2/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 2/3/2023) | <b>2/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 2/3/2023)                 | Friday 2/24/2023    |
| 2/16/2023-2/28/2023   | <b>3/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 2/18/2023) | <b>3/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 2/18/2023)                 | Friday 3/10/2023    |
| 3/1/2023-3/15/2023    | <b>3/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 3/3/2023) | <b>3/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 3/3/2023)                 | Friday 3/24/2023    |
| 3/16/2023-3/31/2023   | <b>4/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 3/18/2023) | <b>4/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 3/18/2023)                 | Friday 4/14/2023    |
| 4/1/2023-4/15/2023    | <b>4/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 4/3/2023) | <b>4/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 4/3/2023)                        | Friday 4/28/2023    |
| 4/16/2023-4/30/2023   | <b>5/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 4/18/2023) | <b>5/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 4/18/2023)                 | Friday 5/12/2023    |
| 5/1/2023-5/15/2023    | <b>5/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 5/3/2023) | <b>5/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 5/3/2023)                 | Friday 5/26/2023    |
| 5/16/2023-5/31/2023   | <b>6/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 5/18/2023) | <b>6/3/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 5/18/2023)                 | Friday 6/9/2023     |
| 6/1/2023-6/15/2023    | <b>6/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 6/3/2023) | <b>6/18/2023</b><br>(AND ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 6/3/2023)                 | Friday 6/23/2023    |

|                           |                                                                                       |                                                                                              |                      |
|---------------------------|---------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|----------------------|
| 6/16/2023-6/30/2023       | <b>7/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 6/18/2023)   | <b>7/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 6/18/2023)   | Friday 7/14/2023     |
| 7/1/2023-7/15/2023        | <b>7/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 7/3/2023)   | <b>7/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 7/3/2023)   | Friday 7/28/2023     |
| 7/16/2023-7/31/2023       | <b>8/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 7/18/2023)   | <b>8/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 7/18/2023)   | Friday 8/11/2023     |
| 8/1/2023-8/15/2023        | <b>8/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 8/3/2023)   | <b>8/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 8/3/2023)   | Friday 8/25/2023     |
| 8/16/2023-8/31/2023       | <b>9/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 8/18/2023)   | <b>9/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 8/18/2023)   | Friday 9/15/2023     |
| 9/1/2023-9/15/2023        | <b>9/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 9/3/2023)   | <b>9/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 9/3/2023)   | Friday 9/29/2023     |
| 9/16/2023-9/30/2023       | <b>10/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 9/18/2023)  | <b>10/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 9/18/2023)  | Friday 10/13/2023    |
| 10/1/2023-10/15/2023      | <b>10/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 10/3/2023) | <b>10/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 10/3/2023) | Friday 10/27/2023    |
| 10/16/2023-<br>10/31/2023 | <b>11/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 10/18/2023) | <b>11/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 10/18/2023) | Thursday 11/9/2023*  |
| 11/1/2023-11/15/2023      | <b>11/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 11/3/2023) | <b>11/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 11/3/2023) | Friday 12/01/2023    |
| 11/16/2023-<br>11/30/2023 | <b>12/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 11/18/2023) | <b>12/3/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 11/18/2023) | Friday 12/8/2023     |
| 12/1/2023-12/15/2023      | <b>12/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 12/3/2023) | <b>12/18/2023</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 12/3/2023) | Thursday 12/21/2023* |
| 12/16/2023-<br>12/31/2023 | <b>1/3/2024</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER<br>MIDNIGHT ON 12/18/2023)  | <b>1/3/2024</b><br>(AND ANY LATE BILLS<br>SUBMITTED AFTER END OF<br>BUSINESS ON 12/18/2023)  | Friday 1/12/2024     |

**Bills that are not submitted by midnight on the due date will be paid the next payment date on the schedule. CCTA dates and time stamps when you enter bills into the system.**

**All Child Care Programs except out of state programs will be required to enter their bills into the CCTA (Child Care Time and Attendance) system.**

**Attendance sheets not submitted by MIDNIGHT on the due date will be paid the next payment date on the schedule. You can email your attendance sheets to [subsidybills@chemchildcare.com](mailto:subsidybills@chemchildcare.com) or drop off attendance sheets in our drop box at the Child Care Council they will be date stamped the day they are received.**

**Payment will depend on CCTA (bill submission), attendance sheet submission to the Child Care Council and verification by the Child Care Council.**

**\*- payment will be mailed on Thursday**

**THIS SCHEDULE IS SUBJECT TO CHANGE WITHOUT NOTICE**