

Chemung County-Legally Exempt Billing and Payment Schedule

2024 SUBSIDY BILLING /PAYMENT SCHEDULE

| BILLING PERIOD | BILLS DUE- MUST BE ENTERED INTO CCTA BY MIDNIGHT ON THE DUE DATE. OR PAYMENT WILL NOT BE PAID UNTIL NEXT BILLING CYCLE | ATTENDANCE SHEETS DUE-MUST BE SUBMITTED TO THE CHILD CARE COUNCIL BY MIDNIGHT ON DATE LISTED BELOW. OR PAYMENT WILL NOT BE PAID UNTIL NEXT BILLING CYCLE | PAYMENT DATE |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 12/1/2023-12/31/2023 | 1/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 12/3/2023) | 1/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 12/3/2023) | Friday 1/19/2024 |
| 1/1/2024-1/31/2024 | 2/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 1/3/2024) | 2/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 1/3/2024) | Thursday 2/15/2024 * |
| 2/1/2024-2/29/2024 | 3/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 2/3/2024) | 3/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 2/3/2024) | Friday 3/15/2024 |
| 3/1/2024-3/31/2024 | 4/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 3/3/2024) | 4/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 3/3/2024) | Friday 4/19/2024 |
| 4/1/2024-4/30/2024 | 5/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 4/3/2024) | 5/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 4/3/2024) | Friday 5/17/2024 |
| 5/1/2024-5/31/2024 | 6/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 5/3/2024) | 6/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END BUSINESS ON 5/3/2024) | Friday 6/21/2024 |
| 6/1/2024-6/30/2024 | 7/3/2024 | 7/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END | Friday 7/19/2024 |

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| | (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 6/3/2024) | OF BUSINESS ON 6/3/2024) | |
| 7/1/2024-7/31/2024 | 8/3/2024 (ANY LATE BILLS SUBMITTED AFTER END OF BUSINESS ON 7/3/2024) | 8/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 7/3/2024) | Friday 8/16/2024 |
| 8/1/2024-8/31/2024 | 9/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 8/3/2024) | 9/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 8/3/2024) | Friday 9/20/2024 |
| 9/1/2024-9/30/2024 | 10/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 9/3/2024) | 10/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 9/3/2024) | Friday 10/18/2024 |
| 10/1/2024-10/31/2024 | 11/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 10/3/2024) | 11/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 10/3/2024) | Friday 11/15/2024 |
| 11/1/2024-11/30/2024 | 12/3/2024 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 11/3/2024) | 12/3/2024 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 11/3/2024) | Friday 12/13/2024 |
| 12/1/2024-12/31/2024 | 1/3/2025 (ANY LATE BILLS SUBMITTED AFTER MIDNIGHT ON 12/3/2024) | 1/3/2025 (ANY LATE ATTENDANCE SHEETS SUBMITTED AFTER END OF BUSINESS ON 12/3/2024) | Friday 1/17/2025 |

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 or drop off attendance sheets in our drop box at the Child Care Council and 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