

## Submitting a SFSP Claim

Login

You are entering [North Dakota Department of Public Instruction](#) Child Nutrition and Food Distribution System (NDFoods).

North Dakota  
*login*

**Already Registered - Not sure?**

North Dakota Login:

Forgot Login

Password:

Forgot Password

**Login**

**New to North Dakota Online Services?**

**Register Now!**

Benefits of North Dakota Login

- One North Dakota Login and password to access multiple [ND Online Services](#)
- Register once for secure access to State services

Need help? Read through the [FAQ](#).

For [more information](#) on North Dakota Login, contact the [Service Desk](#).

If you need assistance with **this Online Service**, please contact [North Dakota Department of Public Instruction](#).

## Enter the NDFoods System

**Main Menu**

**Menu**

[Sponsor Profile](#)

[Search Orders](#)

[My Requests](#)

[Contact Us Form](#)

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**Food**

[Search Food Survey](#)

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**Claims and Payments**

[Submit Claim](#)

[Claim History](#)

[Search Claims](#)

[Program Rates](#)

[Search Payments](#)

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**Food Invoice and Payment**

[Search Invoices](#)

**Work Queue**

**You have 9 unread message(s). [View](#)**

- **Claims Not Submitted (16)**

When a claim is available for completion, the user will get a notice in the Work Queue. Click on the link to access claims available for completion.

**Submit Claims for New Town Public School**

**Program:**

**Program Year:**

**Refresh**

**CACFP Claim Months**

Claim Month	Closes	Claims Submitted	Defer Until Next Month	Action
9/2012	2012-11-29 00:00:00	1 of 1	No	<a href="#">Select</a>   <a href="#">Defer</a>
8/2012	2012-10-30 00:00:00	0 of 1	No	<a href="#">Select</a>   <a href="#">Defer</a>
7/2012	2012-09-29 00:00:00	0 of 1	No	<a href="#">Select</a>   <a href="#">Defer</a>
6/2012	2012-08-29 00:00:00	1 of 1	No	<a href="#">Select</a>   <a href="#">Defer</a>
5/2012	2012-07-30 00:00:00	1 of 1	No	<a href="#">Select</a>   <a href="#">Defer</a>
4/2012	2012-06-29 00:00:00	1 of 1	No	<a href="#">Select</a>   <a href="#">Defer</a>

**Return**

Select Summer Food (SFSP) and the appropriate Program Year from the drop down boxes and click on "Search". The system will display the claims available. Click on "Select" to begin a claim.

## Submit Claims - New Town Public School

Program: Summer Food (SFSP)

Program Year: 2012

Claim Month: August 2012

Closes: 10/30/2012

### Sites

Site	Plant No.	Claimed	Status	Action
New Town Elementary School	1455	0.00	Not Started	<a href="#">Edit</a>
<b>Total:</b>		<b>\$0.00</b>		

[Return](#)

Click on "Edit" to begin a claim that is Not Started.

### Edit Claim for New Town Elementary School

Program: Summer Food (SFSP)

Program Year: 2012

Claim Month: August 2012

Closes: 10/30/2012 12:00 AM

Average Daily Attendance:

#### Breakfast

Days Served:

Price	Meals Served	Meals Reimbursed	Operational Rate	Operational Claimed	Administrative Rate	Administrative Claimed
First Meals	<input type="text"/>		1.7100		.1700	
Second Meals	<input type="text"/>	<small>(max is 2% of first meals)</small>	1.7100		.1700	
Total	0	0		\$0.00		\$0.00

#### Lunch

Days Served:

Price	Meals Served	Meals Reimbursed	Operational Rate	Operational Claimed	Administrative Rate	Administrative Claimed
First Meals	<input type="text"/>		2.9800		.3125	
Second Meals	<input type="text"/>	<small>(max is 2% of first meals)</small>	2.9800		.3125	
Total	0	0		\$0.00		\$0.00

Comments:

I certify that, to the best of my knowledge and belief, this claim is true and correct in all respects, the procedures used to calculate this claim are in accordance with the terms of existing agreements, and records are available to support this claim. I recognize that I will be fully responsible for any excess amounts which may occur as a result of erroneous or neglectful reporting herein.

[Cancel](#) [Save](#)

Complete the claim with the necessary monthly information, check the certification box and click on "Save"

Food claim has been saved.

## Submit Claims - New Town Public School

**Program:** Summer Food (SFSP)

**Program Year:** 2012

**Claim Month:** August 2012

**Closes:** 10/30/2012

### Sites

Select: [All](#), [None](#)

Select	Site	Plant No.	Claimed	Status	Action
<input type="checkbox"/>	New Town Elementary School	1455	77.59	Completed	<a href="#">Edit</a>
			<b>Total:</b>	<b>\$77.59</b>	

[View Summary](#) [Submit to DPI](#)

[Return](#)

Click "View Summary" to review the claim or click "Submit to DPI"

## Claim Submittal Confirmation

You are about to submit the following claims to the Food and Nutrition Division of the North Dakota Department of Public Instruction.

Site	Plant No.	Claimed
New Town Elementary School	1455	77.59
		<b>Total: \$77.59</b>

[Return](#) [Confirm and Submit](#)

Click "Confirm and Submit"

## Search Claims

### Search Criteria

**Program:**

**Claim Month:**

**Thru:**

**Status:**

**Approval:**

[Clear](#)

[Search](#)

### Search Results

1 claims found.

Site	Program	Claim Month	Adjustment	Status	Approval	Action
New Town Elementary School	Child and Adult Care (CACFP)	7/2012		Completed		<a href="#">View</a>

[Return](#)

The claim is now in Completed status.