



**Kansas Soybeans as a Food  
Reimbursement Form**

One semester and teacher per form

For faster reimbursement, fill out the form and submit receipts and lesson plans online at [kssoy.org/fcs](http://kssoy.org/fcs)

2024-2025

\_\_\_\_ Fall Semester \_\_\_\_ Spring Semester

School: \_\_\_\_\_

Teacher's name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Reimbursement paid to the order of: \_\_\_\_\_

To whose attention, if not the teacher: \_\_\_\_\_

Address for sending reimbursement:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Total number of students in class(es): \_\_\_\_\_ Grade(s): \_\_\_\_\_

Amount of Reimbursement Requested (can receive \$3/student up to \$400/semester): \_\_\_\_\_

Do you have any suggestions for improving the "Kansas Soybeans as a Food" program?

Teacher's signature: \_\_\_\_\_ Date: \_\_\_\_\_

**In order to be reimbursed, you must include with your submission:**

- Lesson plans (activities used, recipes, etc.)
- Receipts

**Reimbursement deadline is: January 31, 2024, for the fall and June 15, 2024, for the spring.**

**No reimbursements will be accepted after June 15, 2023.**

Return to: Kansas Soybean Commission

1000 SW Red Oaks Place

Topeka, KS 66615-1207

E-mail – [info@kansassoybeans.org](mailto:info@kansassoybeans.org)

For Office Use Only

Amount approved: \$ \_\_\_\_\_ Invoice Number: \_\_\_\_\_

FCS program Coordinator: \_\_\_\_\_ Date Received: \_\_\_\_\_

The "Kansas Soybeans as a Food" program is a soybean-farmer checkoff-funded project by the Kansas Soybean Commission.