

## **FY 2022 - PLANNING & PROGRAM DEPARTMENT CALENDAR FISCAL & PROGRAM REPORTING DUE DATES**

October 5, 2021	September FY 2021 Monthly Expense Reports <ul style="list-style-type: none"><li>Email reports to <a href="mailto:monthlyexpenditures@eciaaa.org">monthlyexpenditures@eciaaa.org</a> by 12:00 p.m.</li></ul> FY 2021 4 <sup>th</sup> Quarter Fiscal Reports <ul style="list-style-type: none"><li>Enter in Fiscal Tracker from Oct 1<sup>st</sup> to Oct 11<sup>th</sup> by 4:00 p.m.</li></ul>
October 11, 2021	FY 2021 4 <sup>th</sup> Quarter Program Reports <ul style="list-style-type: none"><li>upload to ECIAAA provider portal by 4:00 p.m.</li></ul> September FY 2021 Client Data Entry <ul style="list-style-type: none"><li>Enter in ACORN by 4:00 p.m.</li></ul>
<b>October 12, 2021</b>	<b>BEGIN FY 2022 Client Data Entry into ACORN</b>
November 1, 2021	Nutrition Providers FINAL FY 2021 Monthly Expenditure Report <ul style="list-style-type: none"><li>Email reports to <a href="mailto:monthlyexpenditures@eciaaa.org">monthlyexpenditures@eciaaa.org</a> by 12:00 p.m.</li></ul>
November 5, 2021	September Supplemental #1 FY 2021 Monthly Expense Reports <ul style="list-style-type: none"><li>Email reports to <a href="mailto:monthlyexpenditures@eciaaa.org">monthlyexpenditures@eciaaa.org</a> by 12:00 p.m.</li></ul>
<b>November 8, 2021</b>	<b>October FY 2022 Monthly Expense Reports</b> Email reports to <a href="mailto:monthlyexpenditures@eciaaa.org">monthlyexpenditures@eciaaa.org</a> by 12:00 p.m.
November 10, 2021	FY 2021 Final Fiscal Reports Enter in Fiscal Tracker from Nov 1 <sup>st</sup> to Nov 10 <sup>th</sup> by 4:00 p.m.
November 10, 2021	October FY 2022 Client Data Entry <ul style="list-style-type: none"><li>Enter in ACORN by 4:00 p.m.</li></ul>
December 6, 2021	November FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>Email reports to <a href="mailto:monthlyexpenditures@eciaaa.org">monthlyexpenditures@eciaaa.org</a> by 12:00 p.m.</li></ul>
December 10, 2021	November FY 2022 Client Data Entry <ul style="list-style-type: none"><li>Enter in ACORN by 4:00 p.m.</li></ul>
January 5, 2022	December FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>Email reports to <a href="mailto:monthlyexpenditures@eciaaa.org">monthlyexpenditures@eciaaa.org</a> by 12:00 p.m.</li></ul>
January 10, 2022	FY 2022 1 <sup>st</sup> Quarter Fiscal Reports <ul style="list-style-type: none"><li>Enter in ACORN Fiscal from Jan 1<sup>st</sup> to Jan 10<sup>th</sup> by 4:00 p.m.</li></ul> FY 2022 1 <sup>st</sup> Quarter Program Reports <ul style="list-style-type: none"><li>upload to ECIAAA provider portal by 4:00 p.m.</li></ul> December FY 2022 Client Data Entry <ul style="list-style-type: none"><li>Enter in ACORN by 4:00 p.m.</li></ul>
February 4, 2022	January FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>Enter in ACORN</li></ul>

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February 10, 2022	January FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
March 4, 2022	February FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
March 10, 2022	February FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
April 5, 2022	March FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
April 11, 2022	FY 2022 2 <sup>nd</sup> Quarter Fiscal Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN Fiscal from Apr 1<sup>st</sup> to Apr 11<sup>th</sup> by 4:00 p.m.</li></ul> FY 2022 2 <sup>nd</sup> Quarter Program Reports <ul style="list-style-type: none"><li>▪ upload to ECIAAA provider portal by 4:00 p.m.</li></ul> March FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
May 5, 2022	April FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
May 10, 2022	April FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
June 6, 2022	May FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
June 10, 2022	May FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
June 30, 2022	*** <u>SIS/CPoE, Caregiver Advisors &amp; Nutrition Providers</u> – SHAP and all GRF/State Support sources including Options Counseling, a portion of Reducing Social Isolation, any Minimum Wage Support as well as State supported Gap Filling funds expire***
July 5, 2022	June FY 2021 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
July 11, 2022	FY 2022 3 <sup>rd</sup> Quarter Fiscal Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN Fiscal from Jul 1<sup>st</sup> to Jul 11<sup>th</sup> by 4:00 p.m.</li></ul> FY 2022 3 <sup>rd</sup> Quarter Program Reports <ul style="list-style-type: none"><li>▪ upload to ECIAAA provider portal by 4:00 p.m.</li></ul> June FY 2022 Client Data Entry

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- Enter in ACORN by 4:00 p.m.

August 5, 2022	July FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
August 10, 2022	July FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
September 5, 2022	August FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
September 9, 2022	August FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
October 5, 2022	September FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN</li></ul>
October 10, 2022	FY 2022 4 <sup>th</sup> Quarter Fiscal Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN Fiscal from Oct 1<sup>st</sup> to Oct 10<sup>th</sup> by 4:00 p.m.</li></ul> FY 2022 4 <sup>th</sup> Quarter Program Reports <ul style="list-style-type: none"><li>▪ upload to ECIAAA provider portal by 4:00 p.m.</li></ul> September FY 2022 Client Data Entry <ul style="list-style-type: none"><li>▪ Enter in ACORN by 4:00 p.m.</li></ul>
November 4, 2022	September Supplemental #1 FY 2022 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter into ACORN</li></ul>
November 7, 2022	October FY 2023 Monthly Expense Reports <ul style="list-style-type: none"><li>▪ Enter into ACORN</li></ul>
November 10, 2022	FY 2022 Final Fiscal Reports <ul style="list-style-type: none"><li>▪ Enter in ACORN Fiscal from Nov 1<sup>st</sup> to Nov 10<sup>th</sup> by 4:00 p.m.</li></ul>