



FY12 OASPR/HPP Timeline for CATRAC Sub-recipients **(REVISED 9-26-2011)**

July 2011	August 2011	September 2011
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 *26 27 28 29 30

January 2012	February 2012	March 2012
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October 2011	November 2011	December 2011
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April 2012	May 2012	June 2012
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

Important Dates/Activities

July 1, 2011	Start of DSHS FY12 Contract Period
July 29, 2011	Project Worksheets Due to CATRAC
* September 26, 2011	CATRAC to distribute Sub-Recipient Agreements & Binders <i>(*Note that the distribution was delayed from the original date of 9/09/2011 and changed to 9/26/2011.)</i>
** October 28, 2011	Sub-recipient Agreements due to CATRAC office <i>(**Note that due to the delay, the date to return the sub-recipient agreements has changed to 10/28/11 instead of the original 10/14/11 due date.)</i>
December 31, 2011	All Quotes/ PO's and Preapproval forms due to CATRAC Office
April 2, 2012	All invoices due to CATRAC office.
June 30, 2012	Close of DSHS FY12 Contract Period
Last Business Day of Month	Monthly Reports from Sub-recipients due to CATRAC