

PSA 2 AAA REPORTING TIMELINE - FY 2021/2022

Revised 5/24/2021

<p style="text-align: center;">JULY, 2021 7/12/2021</p> <p>July Menus 4th Qtr. Nutrition Site Monitoring Report 4th Qtr. Data Reports (Titles IIID and IIIE) June Monthly Fiscal Reports June Monthly SAMS Reports June Board Minutes June I & A Call Logs (Shasta) June Monthly Homemaker/Chore Logs</p> <p style="text-align: center;">7/15/2020</p> <p>Closeout Reports and Original Sig. Pages Audit Indication Form Alternative Procedures (if applicable) Inventory Report Profit & Loss Report YTD by Program</p>	<p style="text-align: center;">AUGUST 8/10/2021</p> <p>August Menus July Monthly Fiscal Reports July Monthly SAMS Reports July Board Minutes July I & A Call Logs (Shasta) July Monthly Homemaker/Chore Logs</p>	<p style="text-align: center;">SEPTEMBER 9/10/2021</p> <p>September Menus August Monthly Fiscal Reports August Monthly SAMS Reports August Board Minutes August I & A Call Logs (Shasta) August Monthly Homemaker/Chore Logs</p>
<p style="text-align: center;">OCTOBER 10/11/2021</p> <p>October Menus 1st Qtr. Nutrition Site Monitoring Tool 1st Qtr. Data Reports (Titles IIID and IIIE) September Monthly Fiscal Reports September Monthly SAMS Reports September Board Minutes September I & A Call Logs (Shasta) September Mthly Homemaker/Chore Logs</p>	<p style="text-align: center;">NOVEMBER 11/9/2021</p> <p>Budget Revision #1 21/22 (Due date likely to change- contingent upon receipt of One-Time-Only funding)</p> <p style="text-align: center;">11/9/2021</p> <p>November Menus October Monthly Fiscal Reports October Monthly SAMS Reports October Board Minutes October I & A Call Logs (Shasta) October Mthly Homemaker/Chore Log</p>	<p style="text-align: center;">DECEMBER 12/9/2021</p> <p>December Menus November Monthly Fiscal Reports November Monthly SAMS Reports November Board Minutes November I & A Call Logs (Shasta) November Mthly Homemaker/Chore Logs</p> <p style="text-align: center;">12/15/2021</p> <p>Final Budget Transfers 21/22 Due</p>
<p style="text-align: center;">JANUARY, 2022 1/11/2022</p> <p>January Menus 2nd Qtr. Nutrition Site Monitoring Tool 2nd Qtr. Data Reports (Titles IIID and IIIE) December Monthly Fiscal Reports December Monthly SAMS Reports December Board Minutes December I & A Call Logs (Shasta) December Mthly Homemaker/Chore Logs</p>	<p style="text-align: center;">FEBRUARY 2/9/2022</p> <p>February Menus January Monthly Fiscal Reports January Monthly SAMS Reports January Board Minutes January I & A Call Logs (Shasta) January Mthly Homemaker/Chore Logs</p>	<p style="text-align: center;">MARCH 3/9/2022</p> <p>March Menus February Monthly Fiscal Reports February Monthly SAMS Reports February Board Minutes February I & A Call Logs (Shasta) February Monthly Homemaker/Chore Logs</p>
<p style="text-align: center;">APRIL</p> <p>Original Budget 22/23 <i>(contingent upon receipt of planning estimates)</i></p> <p style="text-align: center;">4/11/2022</p> <p>April Menus 3rd Qtr. Nutrition Site Monitoring Tool 3rd Qtr. Data Reports (Titles IIID and IIIE) March Monthly Fiscal Reports March Monthly SAMS Reports March Board Minutes March I & A Call Logs (Shasta) March Monthly Homemaker/Chore Logs</p>	<p style="text-align: center;">MAY 5/10/2022</p> <p>May Menus April Monthly Fiscal Reports April Monthly SAMS Reports April Board Minutes April I & A Call Logs (Shasta) April Monthly Homemaker/Chore Logs</p> <p>FY 22/23 Nutrition Education Plan FY 22/23 Staff Training Plan FY 22/23 Emergency Plan</p>	<p style="text-align: center;">JUNE 6/9/2022</p> <p>June Menus May Monthly Fiscal Reports May Monthly SAMS Reports May Board Minutes May I & A Call Logs (Shasta) May Monthly Homemaker/Chore Logs</p> <p style="text-align: right;"><i>Note: Closeout 21/22 due July 15, 2022</i></p>