				May 09		
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
April 26	27	28	29	30	May 1	2
3	4	5	6	7	8	9
		Last Day - JV's Run STACAP overnight	Profit & Revenue JV's		Close Month – Per.#10 OSC complete Account balance transfer (lapsing/ Carrying)	
10	11	12	13	14	15	16
	Month end reports available in Fortis					
17	18	19	20	21	22	23
					All accounts receivable reports must be received by OSC	
24	25	26	27	28	29	30
31	Holiday				Security Coordinators must report on user status. Last day to process non-emergency RQS No new unit request until July 7, 2009.	NYTI Process $0 budget roll

June 09

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 31	June 1	2	3 Last Day - JV's Run STACAP overnight	4 Profit & Revenue JV's	5 Close Month – Period 11 Submit list of accounts that carry to Terry Brann.	6
7	8 Month end reports available in Fortis	9	10	11	12 Last day to submit FY09 non emergency CT, CTB & DO documents.	13
14	15	16	17	18	19	20
21	22	23	24	25	26 Check run all disb. priority	27
28	29 FY 09 GAX & PRC over $5,000 to OSC by 12:00	30 *All FY 09 GAX & PRC must be in FINAL status (overs and unders) *Last day to deposit FY09 cash and chacks. *All payroll insufficiencies must be resolved. *Check run all disb. priority	July 1	2	3	4

July 09						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
June 28	29	30	July 1	2	3	4
			* FY2010 opens * Process mandatory FY2010 interface files. (No PRC's) chk run = 98 only * Process cash receipts for * FY09 ACHs and wire transfers by 12:00. * Advantage down at noon.	Open activity roll (CT, CTB, BPO, DO, RE's) Advantage unavailable.	Holiday Advantage unavailable.	Purchase Order Rollover Appropriation rollover
5	6	7	8	9	10	11
	Proposed State Shutdown Advantage unavailable.			Last Day – FY 09 JV's Run per #12 STACAP overnight	Profit & Revenue JV's Close Month – Per 12 Check run all disb. priority	
12	13	14	15	16	17	18
	Per 12 reports available in Fortis			Last day for OSC JV's Run per #13 STACAP overnight	Profit & Revenue JV's Per #13 close	Budget Roll, BCB
19	20	21	22	23	24	25
	Per 13 reports available in Fortis (includes Quarterly reports)					
26	27	28	29	30	31	August 1