

EVENT	QUARTER 4	QUARTER 1				QUARTER 2			QUARTER 3			QUARTER 4		
	Sept 2009	Oct 2009	Nov 2009	Dec 2009	Jan 2010	Feb 2010	Mar 2010	April 2010	May 2010	June 2010	July 2010	Aug 2010	Sept 2010	
Administration														
Administrative Manual			30											
FFY 11 Call for Participation														
Draft Call and Timeline - share with RDs/CAOs & Advisory Committee							2-17							
CAO Conference Call/Assumption Validation for Budget Inclusion														
Call Communication (E-mail announcing call) All Attachments							2							
Breeze Training Sessions (3 sessions)														
County Budget Files due to CAO's/RD's for Review and Approval (COPY STATE OFFICE)								1						
CAO's and RD's Forward Financially Approved Budget Workbooks to State Office														
County Narrative due from Regional Offices to State Office (Packet)								20						
Work with Counties - Budgets, Targeting Plans/Ensure MOU Receipt														
Campus Closure														
Curriculum Ordering														
CSU														
Other														
Electronic Signature Request (submitted 8/26/09)														
Internal Audit		10/1												
Online Time Records System														
Phase 1 (Current System Enhancements) Programming to Begin -- 8/20/09														
Phase 1 Beta Test Begins					1									
Phase 2 (Third Party Extenders) Programming to Begin					15									
Phase 1 Production Rollout						1								
Phase 2 Beta Test Begins											1			
Phase 2 Production Rollout - 12/31/10														
Site Visits														
Shasta/Trinity	23-24													
San Joaquin				15										
Yolo											22			
Updated/New Time Record Forms														
Meetings & Trainings														
Administration Meeting														
Advisory Committee	22													
EFNEP/FSNEP Conference		20-22												
FSNEP Admin. Conference ***CONFIRM DATE***							10							
Network/FSNEP Joint Meeting														
		7 1:30-4:30 pm												
Network Conference							8-9							
Town Hall Conference Calls		6 12:00- 2:00 pm	3 12:00- 2:00 pm	1 12:00- 2:00 pm	5 12:00- 2:00 pm	2 12:00- 2:00 pm	2 12:00- 2:00 pm	6 12:00- 2:00 pm						

*Note: Based on last year's timeline

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	Sept 2009	Oct 2009	Nov 2009	Dec 2009	Jan 2010	Feb 2010	Mar 2010	April 2010	May 2010	June 2010	July 2010	Aug 2010	Sept 2010	
Evaluation & Reporting														
EARS														
EARS county based EARS/Invoicing/Quarterly Reporting to BETA counties/Training		1												
CRS5 Roll out to all Counties with Adult components; Hanson to send out DB's; CRS5 to be used for all Adult Eval Reporting; 25% of total Adult Pop.			10											
CRS5 Training via WebEx; State Office Hosted			16											
Month One Beta test teacher extender info into Consolidation Models; Adult entry			16											
Feedback to State Office on improvements to Fields/Inputs/Model			25											
State Office Trains State on 95% Finalized/Updated Consolidation Model for Familiarity				1-9										
State Office finalizes Consolidation Model				14										
Counties expected to be using/Updating CRS5 monthly with Adult Eval.				14										
State Office trains on material changes to Consolidation Model				15-19										
Consolidation Model in active use in all counties for Youth and Adult					4									
Q1 Consolidation Model sent to State Office: - Includes quarterly EARS entry - Includes State Share Invoicing Info (hours) - Includes comments around quarterly progress														
State Office Consolidates State info via Access DB (EARS)														
State Office presents statewide progress via Quarterly Update to CDSS														
State Office invoices State Share plus Federal Spend by March														
Final Report FFY 09														
Call to Counties	30													
Final Report due to the State Office		30												
Quarterly Projection Reports to Counties														
Quarterly Report														
Review Budget for Final Spending														
Time Records due to State Office														
Staff	15	15	16	15	15	15	15	15	14	15	15	16		
Teachers					6			30				30		
Other														

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