



2013 -2014 INDIANA'S AMERICORPS CALENDAR OF DEADLINES & EVENTS



July 2013

- 4 *4th of July—OFBCI closed*
- 10 Periodic Expense Report (12-13 PY) due to OFBCI via OnCorps**
- 18 Program Director Orientation, American Red Cross, Indianapolis

August 2013

- 1 Concept Paper Instructions issued for 2014-15 grant funding
- 20-22 Cluster Conference, St Charles, IL (optional)
- 12 Periodic Expense Report (12-13 PY) due to OFBCI via OnCorps**
- 31 2013-14 Budgets Due in OnCorps**

September 2013

- 2 *Labor Day – OFBCI closed*
- 3 Concept papers due (not applicable to Continuation applicants)
- 10 Periodic Expense Report (12-13 PY and/or 13-14 PY) due to OFBCI via OnCorps**
- 11 *National Day of Service and Remembrance (<http://911dayofservice.org/>)*
- 24 Fiscal Best Practices Webinar (for fiscal staff only)
- 26 New Program/Staff Conference Call 9:30-10:30am

October 2013

- 1 4th Quarter Progress Report due to OFBCI via OnCorps (June 1 – August 31)**
- 3 Opening Ceremonies for members at Governor's Conference
- 3-4 Governor's Conference
- 10 Periodic Expense Report Due to OFBCI via OnCorps (final for 2012-13 PY and Sept PER for 2013-14 PY)**
- 14 *Columbus Day – OFBCI closed*
- 18 2012-13 PY Closeout and Federal Financial Report due to OFBCI via OnCorps (April through October-program year ends in August but often invoices arrive through September)**
- 26 *Make A Difference Day (www.makeadifferenceday.com)*

November 2013

- 11 *Veterans' Day– OFBCI closed*
- 12 **Periodic Expense Report due to OFBCI via OnCorps**
- TBD *National Family Volunteer Day (www.familyvolunteerday.org)*
- 14 *New Program/Staff Conference Call 9:30-10:30am*
- 28 *Thanksgiving Day– OFBCI closed*
- 29 *Lincoln's Birthday– OFBCI closed*

December 2013

- 5 **Program Director all day training**
- 10 **Periodic Expense Report due to OFBCI via OnCorps**
- 24 *Washington's Birthday– OFBCI closed*
- 25 *Observe Christmas Day– OFBCI closed*

January 2014

- 1 *New Year's Day—OFBCI Closed*
- 9 *New Program/Staff Conference Call 9:30-10:30am*
- 10 **Periodic Expense Report due to OFBCI via OnCorps**
- 20 *Dr. Martin Luther King, Jr. Day of Service (<http://mlkday.gov/>)*

February 2014

- 6 *All Program Conference Call (9:30-10:30)*
- 10 **Periodic Expense Report due to OFBCI via OnCorps**

March 2014

- 6 *New Program Conference Call (9:30-10:30)*
- 10 **Periodic Expense Report due to OFBCI via OnCorps**
- 28 **Semi-Annual Progress Report Due (September 1- February 28)**

April 2014

- 6-13 *National Volunteer Week (<http://www.handsonnetwork.org/programs/more/nvw>)*
- 10 *New Program/Staff Conference Call 9:30-10:30am*
- 10 **Periodic Expense Report due to OFBCI via OnCorps**
- 11 **Federal Financial Report due to OFBCI via OnCorps (August – March 31)**
- 11 *Global Youth Service Day (<http://gysd.org/>)*
- 18 *Good Friday—OFBCI Closed*
- 22 *Earth Day (www.earthday.org)*

May 2014

- 3 *Join Hands Day (www.joinhandsday.org)*
- 6 Program Director meeting all day
- 8 New Program/Staff Conference Call (9:30-10:30am)
- 12 Periodic Expense Report due to OFBCI via OnCorps**
- 26 *Memorial Day- OFBCI closed*

June 2014

- 10 Periodic Expense Report due to OFBCI via OnCorps**
- 17 Fiscal and TA Needs Assessments Due
- TBD *National Conference on Volunteering & Service (Atlanta, GA)*
- 26 All Program/Staff Conference Call (9:30-10:30 am)

July 2014

- 4 *Independence Day- OFBCI closed*
- 10 Periodic Expense Report due to OFBCI via OnCorps**
- 17-18 (Tentative) Program Director Orientation 2014-15 PY

August 2014

- 11 Periodic Expense Report due to OFBCI via OnCorps**

September 2014

- 1 *Labor Day—OFBCI Closed*
- 10 Periodic Expense Report Due to OFBCI via OnCorps**
- 30 Year end Progress Report Due via OnCorps (March 1-August 31)**

October 2014

- 10 Final, 2013-14 Periodic Expense Report Due to OFBCI via OnCorps**
- 13 *Columbus Day—OFBCI Closed*
- 17 Federal Financial Report due to OFBCI via OnCorps (April through October-program year ends in August but often invoices arrive through October)**

****Request for Funds to be submitted monthly only AFTER PER is reviewed AND approved.**