

CFY 2021 - 2022 REPORTS CALENDAR

Created: 10/01/21

FIRST QUARTER

OCTOBER

WK	Su	Mo	Tu	We	Th	Fr	Sa
52						1	2
1	3	4	5	6	7	8	9
2	10	11	12	13	14	15	16
3	17	18	19	20	21	22	23
4	24	25	26	27	28	29	30
5	31						

November

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

December

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

- Oct 11 Columbus Day
- Nov 11 Veterans Day
- Nov 25 Thanksgiving Day
- Dec 25 Christmas

M Monthly Reports:
 Expenditure/Collections (EC)
 Sub-Case/Outputs
 Ch.2008-111 L.O.F.
 Civil Indigence Tracking Report

SECOND QUARTER

JANUARY

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

February

WK	Su	Mo	Tu	We	Th	Fr	Sa
18			1	2	3	4	5
19	6	7	8	9	10	11	12
20	13	14	15	16	17	18	19
21	20	21	22	23	24	25	26
22	27	28					

March

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

- Jan 01 New Years Day
- Jan 17 M L King Day
- Feb 15 Presidents' Day

Q Quarterly Reports:
 (Due in Oct, Jan, Apr, Jul)
 Collections Timeliness
 Outputs Timeliness
 Juror Pay Timeliness
 Pandemic Recovery Exp
 Pandemic Recovery Cert (Dec, Mar, Jun, Sep)

Q (Due on 10th of Oct, Jan, Apr, Jul)
 Jury Management Reimbursement

THIRD QUARTER

APRIL

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

May

WK	Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6	7
32	8	9	10	11	12	13	14
33	15	16	17	18	19	20	21
34	22	23	24	25	26	27	28
35	29	30	31				

June

WK	Su	Mo	Tu	We	Th	Fr	Sa
35				1	2	3	4
36	5	6	7	8	9	10	11
37	12	13	14	15	16	17	18
38	19	20	21	22	23	24	25
39	26	27	28	29	30		

- Apr 15 Good Friday
- Apr 17 Easter Sunday
- May 30 Memorial Day

Q Quarterly 318.18(13), F.S. Report (30th day after End of Qtr)

A Annual Reports:
 Annual Financial Receipts (on Sep Outputs report)
 Annual Continuing Case Workload Report (Dec 1)
 Annual Collection Agents Report (Dec 1)
 County Audited Financial Report - complete by Jun 30 (Jul 20)
 Fiscal Management Measures (Sep 30)

FOURTH QUARTER

JULY

WK	Su	Mo	Tu	We	Th	Fr	Sa
39						1	2
40	3	4	5	6	7	8	9
41	10	11	12	13	14	15	16
42	17	18	19	20	21	22	23
43	24	25	26	27	28	29	30
44	31						

August

WK	Su	Mo	Tu	We	Th	Fr	Sa
44		1	2	3	4	5	6
45	7	8	9	10	11	12	13
46	14	15	16	17	18	19	20
47	21	22	23	24	25	26	27
48	28	29	30	31			

September

WK	Su	Mo	Tu	We	Th	Fr	Sa
48						1	2
49	4	5	6	7	8	9	10
50	11	12	13	14	15	16	17
51	18	19	20	21	22	23	24
52	25	26	27	28	29	30	

- Jul 04 Independence Day
- Sep 5 Labor Day

REPORTS DUE BY MONTH

Created: 10/01/21

October:

Expenditure/Collections (EC)
Sub-Case/Outputs + **Financial Receipts**
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

Quarterly Collections Timeliness
Quarterly Outputs Timeliness
Quarterly Juror Pay Timeliness
Jury Management Reimbursement
Quarterly s. 318.18(13), F.S. Report
Pandemic Recovery Expenditures

November:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

December:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report
Pandemic Recovery Certification

Annual Continuing Case Workload
Annual Collection Agents Report(s)

January:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

Quarterly Collections Timeliness
Quarterly Outputs Timeliness
Quarterly Juror Pay Timeliness
Jury Management Reimbursement
Quarterly s. 318.18(13), F.S. Report
Pandemic Recovery Expenditures

February:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

March:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report
Pandemic Recovery Certification

April:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

Quarterly Collections Timeliness
Quarterly Outputs Timeliness
Quarterly Juror Pay Timeliness
Jury Management Reimbursement
Quarterly s. 318.18(13), F.S. Report
Pandemic Recovery Expenditures

May:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

June:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report
Pandemic Recovery Certification

County Audited Financial Report

July:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

Quarterly Collections Timeliness
Quarterly Outputs Timeliness
Quarterly Juror Pay Timeliness
Jury Management Reimbursement
Quarterly s. 318.18(13), F.S. Report
Pandemic Recovery Expenditures

August:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report

September:

Expenditure/Collections (EC)
Sub-Case/Outputs
Ch. 2008-111, L.O.F. Report
Civil Indigence Tracking Report
Pandemic Recovery Certification

Fiscal Management Checklist (Jul 20)