

CFY 2024 - 2025 REPORTS CALENDAR

Created: 10/4/2024

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

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

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

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

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

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

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

August							
WK	Su	Mo	Tu	We	Th	Fr	Sa
44						1	2
45	3	4	5	6	7	8	9
46	10	11	12	13	14	15	16
47	17	18	19	20	21	22	23
48	24	25	26	27	28	29	30
49	31						

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

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

June							
WK	Su	Mo	Tu	We	Th	Fr	Sa
36	1	2	3	4	5	6	7
37	8	9	10	11	12	13	14
38	15	16	17	18	19	20	21
39	22	23	24	25	26	27	28
40	29	30					

September							
WK	Su	Mo	Tu	We	Th	Fr	Sa
49		1	2	3	4	5	6
50	7	8	9	10	11	12	13
51	14	15	16	17	18	19	20
52	21	22	23	24	25	26	27
53	28	29	30				

- Oct 14** Columbus Day
- Nov 11** Veterans Day
- Nov 28-29** Thanksgiving
- Dec 25** Christmas Day

- Jan 1** New Year's Day
- Jan 20** M L King Day
- Feb 22** Washington's Birthday

- Apr 18** Good Friday
- Apr 20** Easter
- May 26** Memorial Day
- Jun 19** Juneteenth Independence Day

- Jul 04** Independence Day
- Sep 1** Labor Day

- M Monthly Reports:**
 - Expenditure & Collections (EC)
 - Outputs/Subcases
 - Ch 2008-111, L.O.F.
 - Civil Indigence
 - Payment Plan

- Q Quarterly Reports:**
 - (Oct, Jan, Apr, Jul)
 - Collections Performance
 - Outputs Timeliness
 - Juror Management Performance
- Q** (Due on **10th** of Oct, Jan, Apr, Jul)
 - Jury Management Reimbursement

- Q** Quarterly s. 318.18(14), F.S. (30th day after end of Qtr)
- A Annual Reports:**
 - Annual Financial Receipts (on Sep Outputs report)
 - Annual Continuous Case Workload (Dec 2)
 - Annual Collection Agent (Dec 2)
 - Annual Financial Audit Report s.218, F.S. - Complete by Jun 30 (Jul 20 to CCOC)
 - Fiscal Management Measures (Sep 30)

CFY 2024 - 2025 REPORTS DUE BY MONTH

Created: 10/4/2024

October:

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

Quarterly Collections Performance
Quarterly Outputs Timeliness
Quarterly Juror Management Performance
Jury Management Reimbursement
Quarterly s. 318.18(14), F.S.

Annual Financial Receipts
(Cell "07" on **Outputs Monthly Worksheet**)

November:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

December:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

Annual Continuous Case Workload (**Dec 1**)
Annual Collection Agent (**Dec 1**)

January:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

Quarterly Collections Performance
Quarterly Outputs Timeliness
Quarterly Juror Management Performance
Jury Management Reimbursement
Quarterly s. 318.18(14), F.S.

February:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

March:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

April:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

Quarterly Collections Performance
Quarterly Outputs Timeliness
Quarterly Juror Management Performance
Jury Management Reimbursement
Quarterly s. 318.18(14), F.S.

May:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

June:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

Audited Comprehensive Financial Report
Complete by Jun 30

July:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

Quarterly Collections Performance
Quarterly Outputs Timeliness
Quarterly Juror Management Performance
Jury Management Reimbursement
Quarterly s. 318.18(14), F.S.

Audited Comprehensive Financial Report
Jul 20 to CCOC

August:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

September:

Expenditure & Collections (EC)
Outputs/Subcases
Ch. 2008-111, L.O.F.
Civil Indigence Tracking
Payment Plan

Fiscal Management Measures (**Sep 30**)