

# CFY 2025 - 2026 REPORTS CALENDAR

Revised: 12/12/2025

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

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

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

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

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

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

May							
WK	Su	Mo	Tu	We	Th	Fr	Sa
31						1	2
32	3	4	5	6	7	8	9
33	10	11	12	13	14	15	16
34	17	18	19	20	21	22	23
35	24	25	26	27	28	29	30
36	31						

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

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

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

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

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

- Oct 13** Columbus Day
- Nov 11** Veterans Day
- Nov 25-26** Thanksgiving
- Dec 25** Christmas Day

- Jan 1** New Year's Day
- Jan 19** M L King Day
- Feb 16** President's Day

- Apr 3** Good Friday
- Apr 5** Easter
- May 25** Memorial Day
- Jun 19** Juneteenth Independence Day

- Jul 03** Independence Day
- Sep 7** Labor Day

- M** **Monthly Reports:**
  - Expenditure and Collections (EC)
  - Outputs/Subcases
  - Civil Indigence Tracking
  - Payment Plan

- Q** **Quarterly Reports:**
  - (Oct, Jan, Apr, Jul)
  - Collections Performance
  - Outputs Timeliness Performance

- Q** (Due on **15th** of Oct, Jan, Apr, Jul)
- Jury Management Reimbursement

- A** **Annual Reports:**
  - Annual Financial Receipts (on Sep Outputs report)
  - Annual Continuous Case Workload (Dec 1)
  - Annual Collection Agent (Dec 1)
  - Current Year Operational Budget (Dec 15)
  - Budget Issues Request (Jun 1)
  - Revenue Projections (Jun 1)
  - Annual Financial Audit Report - Complete by Jun 30 (Jul 20 to CCOC)
  - Fiscal Management Performance Measures (Sep 30)

- Q** Quarterly s. 318.18(14), F.S. (30th day after end of Qtr)

# CFY 2025 - 2026 REPORTS DUE BY MONTH

Revised: 12/12/2025

## October:

Expenditure and Collections (EC)  
Outputs/Subcases + **Financial Receipts**  
Civil Indigence Tracking  
Payment Plan

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

Annual Financial Receipts  
(Cell "O7" on Outputs Monthly Worksheet)

## January:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

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

## April:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

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

## July:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

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

Annual Financial Audit Report  
(Submit to CCOC with July Reports)

## November:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## February:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## May:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## August:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## December:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## March:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## June:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

## September:

Expenditure and Collections (EC)  
Outputs/Subcases  
Civil Indigence Tracking  
Payment Plan

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

Budget Issues Request (Jun 1)  
Revenue Projections (Jun 1)  
Annual Financial Audit Report  
(Completed and AG filed by Jun 30)

Fiscal Mgmnt Performance (Sep 30)

## NOTES:

1. Reports are due in the months shown above but the data included in the reports is for the reporting period ending in the previous month.
2. Beginning with County Fiscal Year 2025-2026 (CFY2526) the following reports are no longer submitted separately but have been absorbed into another report. The data is still reported but the document for submission is different because the data is collected on a different report form under that report's name.
  - (a). **Collections to General Revenue** data is now reported on: **Expenditure and Collections (EC)**
  - (b). **Juror Management Performance** data is now reported on: **Jury Management Reimbursement**
3. This revised calendar includes the annual Operational Budget Actuals, Operational Budget Projections, Budget Issues Requests, Revenue Projections, Budget Certification Letters document due dates established in statute or by the Budget Committee and CCOC Executive Council.