

6/30 Fiscal Year End Planning Calendar

JANUARY

Due Date	
1/10	Section 3 Report to FHEO (Washington, DC)
1/30	User Administrator certifies Users in EIV system
1/31	HUD-269A & Logic Model for PHFSS & ROSS
1/31	HUD-52681B Oct, Nov, & Dec data due end of Jan in VMS (S8)
	CFP obligated/expended data submitted through eLOCCS

FEBRUARY

Due Date	
#	(MID FEB) PHA publishes notice of draft Annual Plan available for public review and comment at public hearing in 45 days
	CFP obligated/expended data submitted through eLOCCS

MARCH

Due Date	
3/31	Audited FASS submission accepted by REAC
3/31	Hard Copy of IPA Audit due to Field Office
*	(EARLY MARCH) PHA certifies addresses in RASS
	CFP obligated/expended data submitted through eLOCCS

APRIL

Due Date	
4/17	Approved PHA Plan for next FYB due (75 days prior to FYB)
4/30	Budget forms due to Field Office (60 days prior to FYB), if requested
4/30	HUD-52681B Jan, Feb & March data due end of March in VMS (S8)
*	(EARLY APRIL) PHA certifies RASS Implementation Plan
	CFP obligated/expended data submitted through eLOCCS

MAY

Due Date	
#	PHA reviews utility allowance schedules and revises if necessary
	Submit revised schedules to Field Office (S8)
	CFP obligated/expended data submitted through eLOCCS

JUNE

Due Date	
#	PHA conducts QC HQS inspections (S8)
	HUD-52754, Board Resolution due to Field Office
	CFP obligated/expended data submitted through eLOCCS

JULY

Due Date	
7/30	User Administrator certifies Users in EIV system
7/31	HUD-269A & Logic Model for PHFSS & ROSS
7/31	Lead Based Paint (HUD-52850) due to Field Office
7/31	HUD-52681B April, May & June data due end of July in VMS (S8)
	CFP obligated/expended data submitted through eLOCCS

AUGUST

Due Date	
*	(MID AUG) PHA certifies RASS Follow Up Plan
8/29	SEMAP Submission due in PIC (60 days after FYE)
8/31	MASS Submission due to REAC
8/31	Unaudited FASS submission due to REAC
8/31	FSS Annual Report due to Field Office
	CFP obligated/expended data submitted through eLOCCS

SEPTEMBER

Due Date	
	CFP obligated/expended data submitted through eLOCCS

OCTOBER

Due Date	
10/10	Minority Business Enterprise (MBE) Report due to Field Office
#	PFS/Operating Fund Calculations due to Field Office
	Anticipated electronic submission in SAGIS for FFY 2008
10/31	HUD-52681B July, Aug, & Sept data due end of Oct in VMS (S8)
	CFP obligated/expended data submitted through eLOCCS

NOVEMBER

Due Date	
#	PHA reviews new FMRs and revises payment standards accordingly
	CFP obligated/expended data submitted through eLOCCS

DECEMBER

Due Date	
	CFP obligated/expended data submitted through eLOCCS

* Approximate Dates—Please see RASS Business Calendar at http://www.hud.gov/offices/reac/products/rass/business_calendar.cfm

Recommended Dates

NOTE: Please note that the above dates are for reference only. It is the PHA's responsibility to comply with the other deadline/dates that are not listed on this page. ALL DATES ARE SUBJECT TO CHANGE.