

WorkAbility I - 2017/2018 Reporting Timeline

Dates subject to change by CDE

- * **August 1 – Expenditure Report “Final”** *(for prior year, project-specific form was received at your site with the Grant Award for the prior year, check “Final” – was also used for Interim)*
- **August 1 – Actual Detail Expenditure Report** *(for prior year)*
- * **Grant Award - Due within 10 days** of date Grant Award Notification is received at your site

Also, mail original signed hard copy to:

*Attn: Associate Governmental Program Analyst
Student Support and Special Services Branch
Special Education Division, Administrative Services Unit
California Department of Education
1430 N Street, Room 2401
Sacramento, CA 95814-5901*

- * **Final budget - Due within 30 days** of date Grant Award Notification received at your site
- * **February 27 – Expenditure Report “Interim” Due** *(project-specific form received at your site with the Grant Award, make a copy, check “Interim”)*
- * **April 15 - Budget Amendment Request** *(if you anticipate transferring more than 10% of your total budget you must submit prior to deadline)*
- **April 1 - Follow-Up Period Begins**
- **June 15 - WorkAbility Data Collection System, last day to submit:**
 - **End-of-Year Report**
 - **Renewal Application** *If needed, include 5% On-Campus Waiver Request*
 - **Projected Budget**
 - **Education Code Requirement Report**
 - * **Statement of Assurances**
 - **Student Baseline and Follow Along Data**
 - **Submit Follow-Up Date**

** Documents must be completed, signed, dated, scanned, and e-mailed to Penny Cobb:
PCobb@cde.ca.gov*