



**Schedule of Deadlines**

**Funding Cycle: January 1, 2012 – December 31, 2012**

**IMPORTANT NOTICE**

Invoices must be emailed to [keepingkidsfirst@stlouisco.com](mailto:keepingkidsfirst@stlouisco.com) by the 2<sup>nd</sup> Friday of every month, see specific dates below. Payment should be received by the service provider by the last day of the month. Failure to submit the invoice by the 2<sup>nd</sup> Friday of the month will result in delay of payment.

**Monthly Invoice Schedule**

Activity Month	Invoice Due (2 <sup>nd</sup> Friday of the Month)
January 2012	February 10, 2012
February 2012	March 9, 2012
March 2012	April 13, 2012
April 2012	May 11, 2012
May 2012	June 8, 2012
June 2012	July 13, 2012
July 2012	August 10, 2012
August 2012	September 14, 2012
September 2012	October 12, 2012
October 2012	November 9, 2012
November 2012	December 14, 2012
December 2012	January 11, 2013

**Case Record Reviews**

Activity Months	Review Occurs
January – March 2012	April/May 2012
April – October 2012 *	November/December 2012

\* November and December activity may be selected for review in 2013.

**Demographics and Outcomes Report**

Activity Months	Report Due
January – June 2012	August 17, 2012
July – December 2012	February 22, 2013