# **IMPORTANT DATES - 2023 Meeting Schedule with Subjects,**

# **Agency and Staff Deadlines, and Allocation Timeline for PY24**

This schedule offers dates and subject matter of meetings of the Champaign County Developmental Disabilities Board. Subjects are not exclusive to any given meeting, as other matters requiring Board review or action may be addressed. Study sessions may be added on topics raised at meetings or by staff, or with the CCMHB. Regular meetings are held at 9AM; joint study sessions at 5:45PM. Included are tentative dates for steps in the funding process for PY24 and deadlines related to PY22 and PY23 agency contracts.

*1/2/23 Online System opens for Applications for PY24 Funding*

**1/18/23** **Regular Board Meeting**

*1/27/23 Agency PY23 2nd Quarter and CLC Progress Reports due*

*2/10/23 Deadline for submission of applications for PY2024 funding*

*(Online system will not accept any forms after 4:30PM CST)*

**2/22/23** **Regular Board Meeting –** List of PY24 Requests

*3/1/23 If approved, new Evaluation Capacity Project contract issued*

**3/22/23** **Regular Board Meeting**

*4/12/23 Program summaries released to Board, posted online with the*

*CCDDB April 19 meeting agenda and packet*

**4/19/23** **Regular Board Meeting**

Board Review, Staff Summaries of Funding Requests

*4/28/23 Agency PY2023 3rd Quarter Reports due*

*5/10/23 Allocation recommendations released to the Board and posted*

*Online with CCDDB May 17 meeting agenda and packet*

**5/17/23** **Regular Board Meeting**

Allocation Decisions; Authorize PY2024 Contracts

*6/1/23 For contracts with a PY23-PY24 term, all updates to cloned*

*PY24 forms should be completed and submitted by this date.*

*6/17/23 Deadline for agency application/contract revisions*

*Deadline for agency letters of engagement with CPA firms*

*PY2024 contracts completed*

**6/21/23** **Regular Board Meeting:** Draft FY2024 Budget

*6/30/23 Agency Independent Audits, Reviews, or Compilations due*

*(only for those with calendar fiscal year, per Special Provision)*

**7/19/23** **Regular Board Meeting:** Election of Officers

**8/16/23** **Regular Board Meeting** *- tentative*

*8/25/23 Agency PY2023 4th Quarter Reports, CLC Progress Reports, and Annual Performance Measure Reports due*

**9/20/23** **Regular Board Meeting**

Draft Three Year Plan 2022-24 with 2024 Objectives

**10/18/23** **Regular Board Meeting**

Release Draft Program Year 2025 Allocation Criteria

10/25/23 **Joint Study Session with CCMHB** at 5:45PM

*10/27/23 Agency PY2024 1st Quarter Reports due*

**11/15/23** **Regular Board Meeting** (off cycle)

Approve Three Year Plan, PY25 Allocation Criteria

*12/10/23 Public Notice of Funding Availability to be published by*

*this date, giving at least 21-day notice of application period.*

**12/20/23** **Regular Board Meeting** (off cycle) - *tentative*

*12/31/23 Agency Independent Audits, Reviews, or Compilations due*

*1/2/24 Online System opens for Applications for PY2025 Funding*