

**Washtenaw Coordinated Funders
FY16-17 Program Operations Grantee Engagement Calendar ***

Date	Event Description
May	<ul style="list-style-type: none"> • 5/20 – Year-End Membership Survey distributed (from P&C’s)
June	<ul style="list-style-type: none"> • 6/21 – Program Operations Contracting Form due in Foundant (First award payments will be held until complete.)
July	<ul style="list-style-type: none"> • 7/1 – Contracting period begins for FY16-17 • 7/1 – Year End Reporting available in Foundant
August	<ul style="list-style-type: none"> • 8/1 – Measurement Plan Form due in Foundant • 8/8 – FY 15-16 Year End reports due • 8/19 – Program Ops Grantee Orientation (9:30-11:30am, LRC) (Mandatory)
September	<ul style="list-style-type: none"> • 9/16 Completed Contract packets returned to Grantees
October	
November	<ul style="list-style-type: none"> • 11/7 – 2nd Program Ops Grantee Convening (Hosted by UM Ginsberg Center, 9-11:30am, Location Saint Joseph Mercy Hospital Ann Arbor, 5301 McAuley Dr, Main Auditorium) (Mandatory)
December	
January	<ul style="list-style-type: none"> • 1/3 – 6-Month Reporting form available in Foudant • 1/31 – 6-Month Reporting due in Foundant
February	<ul style="list-style-type: none"> • 3rd Program Ops Grantee Convening (February 27, 9-11:30am, WISD, 1735 Wagner Road)(Mandatory)
March	
April	<ul style="list-style-type: none"> • 4/28 – Final Program Ops Grantee Convening 9-11:30am, Location: Learning Resource Center, 4135 Washtenaw Ave (Mandatory)
May	<ul style="list-style-type: none"> • 5/16 – 2017-18 Contracting Process Begins for July 1, 2017-June 30, 2018 Funding Year
June	<ul style="list-style-type: none"> • Signed Contracts and Updated Service Projections Due
July	<ul style="list-style-type: none"> • 7/5 – Year-End Reporting forms available in Foundant
August	<ul style="list-style-type: none"> • 8/2 – Year-End Reporting due

*Dates are subject to change