

**Commonwealth Corps Program Calendar 2009-2010**  
**Meetings, reports and other dates to remember**

August 2009	September 2009	October 2009	November 2009
<p>26<sup>th</sup> – Grantee Meeting Worcester, MA</p> <p>31<sup>st</sup> – All 08-09 grant funds expended</p>	<p>1<sup>st</sup> – 2009-2010 Program Start Date Connect and Serve Posting Due Date</p> <p>15<sup>th</sup> – Member Roster Due</p>	<p>22<sup>nd</sup> – 23<sup>rd</sup> – Early Service Trainings</p> <p>15<sup>th</sup> – Member Roster Due</p>	<p>TBD – All Corps Service Project*</p> <p>13<sup>th</sup> – Member Roster Due</p>
December 2009	January 2010	February 2010	March 2010
<p>December 1<sup>st</sup> – Preliminary Program Data Due</p> <p>December 15<sup>th</sup> – Final Member Roster Due</p>	<p>Week of 18<sup>th</sup> – MLK Service Projects</p>	<p>TBD – Program Director check-in meetings*</p> <p>Week of 22<sup>nd</sup> – <i>Commonwealth Corps in Action Newsletter</i></p> <p>26<sup>th</sup> – Mid-year progress report due Reimbursement request #1 due Mid-year financial report due</p>	<p>TBD – Leadership development event*</p>
April 2010	May 2010	June 2010	July 2010
		<p>TBD – All Corps end of year event*</p>	<p>10<sup>th</sup> – Reimbursement request due (through June 30)</p>
August 2010	September 2010		
<p>Week of 2<sup>nd</sup> – <i>Commonwealth Corps in Action Newsletter</i></p> <p>31<sup>st</sup> – All 09-10 grant funds expended</p>	<p>30<sup>th</sup> – Final progress report due Final reimbursement request due Final financial report due</p>		

\* This indicates a tentatively scheduled event

Reimbursements- grantees are encouraged to submit requests for reimbursements on a monthly basis

**Accurate** reimbursement requests received by:

- 15<sup>th</sup> of the month will be processed and payments will be mailed to the grantee on the 30th.
- 30th of the month will be processed and payments will be mailed to the grantee on the 15th.