## **SUPP FY22 Calendar of Required Documents Due Dates**

| Month/Year     | DHS   | Prevention<br>Hub   |
|----------------|---|---|
| July 2021      | <ul> <li>July 30</li> <li>FY21 DHS Annual Report of<br/>Contract Deliverables<br/>[CSUPS/SUPS only]</li> <li>FY21 SRSUPS Annual Report<br/>(SRSUPS only)</li> <li>Q4 Periodic Performance Report</li> </ul> | <ul> <li>July 30</li> <li>FY21 4<sup>th</sup> Quarter Report</li> <li>FY21 Communication Campaign #1 and #2 Annual Report Forms/ Project Timelines (upload) [CSUPS/SUPS only]</li> <li>FY21 YAC Meeting Minutes (upload) [CSUPS/SUPS only]</li> <li>IYS Recruitment Outreach Plan (upload) [CSUPS/SUPS only]</li> </ul> |
| August 2021    | <ul> <li>August 15</li> <li>July MEPV</li> <li>August 31</li> <li>FY22 Work Plan Projections [CSUPS/SUPS only]</li> <li>FY21 Close Out Reports</li> </ul>   |   |
| September 2021 | September 15  • August MEPV   |   |
| October 2021   | October 15 • September MEPV  October 29 • Q1 Periodic Performance Report  | <ul> <li>October 29</li> <li>FY22 1<sup>st</sup> Quarter Report</li> <li>IYS Recruitment Plan (upload)         [CSUPS/SUPS only]</li> </ul>   |
| November 2021  | November 15  October MEPV   |   |
| December 2021  | <ul><li>December 15</li><li>November MEPV</li></ul>   | <ul><li>December 17</li><li>IYS Recruitment Plan (upload)    [CSUPS/SUPS only]</li></ul>  |

| Month/Year    | DHS  | Prevention<br>Hub  |
|---------------|--|--|
| January 2022  | January 15  December MEPV  January 29  Q2 Periodic Performance Report  | January 31 • FY22 2 <sup>nd</sup> Quarter Report   |
| February 2022 | February 15  • January MEPV  | IYS Recruitment Plan (upload)     [CSUPS/SUPS only]  |
| March 2022    | March 15 • February MEPV   |  |
| April 2022    | <ul> <li>April 1</li> <li>National Prevention Week and Drug Take Back Activity Report</li> <li>April 15</li> <li>March MEPV</li> <li>April 29</li> <li>Q3 Periodic Performance Report</li> </ul> | <ul> <li>April 29</li> <li>FY22 3<sup>rd</sup> Quarter Report</li> <li>IYS Recruitment Plan (upload)         [CSUPS/SUPS only]</li> </ul>  |
| May 2022      | May 15  • April MEPV   |  |
| June 2022     | June 15  • May MEPV  | June 30  • IYS Recruitment Plan (upload)  [CSUPS/SUPS only]  • Resource Directory (upload)  [CSUPS/SUPS only]  |
| July 2022     | July 15  June MEPV  July 29  Q4 Periodic Performance Report  FY22 DHS Annual Report of Contract Deliverables [CSUPS/SUPS only]  FY22 SRSUPS Annual Report [SRSUPS only]                          | <ul> <li>July 29</li> <li>FY22 4<sup>th</sup> Quarter Report</li> <li>FY22 Communication Campaign #1 and #2 Annual Report Form/Project Timeline (upload) [CSUPS/SUPS only]</li> <li>FY22 YAC Meeting Minutes (upload) [CSUPS/SUPS only]</li> </ul> |