

Children's Board of Hillsborough County

Provider Timeline to Fiscal Year (FY) 2019 Contract

- Funding of all FY 2019 Provider contracts are subject to successful completion of an FY 2018 evaluation or reapplication, availability of funds and Board approval.
- Dates or tasks are subject to change or follow directives from CBHC notifications.

Scheduled Due Date	Task	√
2/1/18	Quarter 1 data entry due in CATS (unless otherwise notified)	
2/1/18	Quarter 1 Program Report; budget to actual and/or matrix updates	
2/22/18	Regular Board Meeting @ 3pm	
March 12-16	Spring Break (HCPS)	
3/22/18	Regular Board Meeting @ 3pm	
4/20/18	Submit anticipated lapse to CBHC Fiscal Representative	
4/19/18	Regular Board Meeting @ 3pm	
5/1/18	Quarter 2 data entry due in CATS (unless otherwise notified)	
5/1/2018	Quarter 2 Program Report; budget to actual and/or matrix updates	
5/16/18	<i>Provider Forum</i>	
5/24/18	Regular Board Meeting @ 3pm	
6/6/18	Contract Development and Management Training for continuation contracts (<i>NOT for contracts ending September 30, 2018</i>).	
6/28/18	Regular Board Meeting @ 3pm	
6/29/18	CBHC notifications to Providers of preliminary FY 2019 contract amount and ASO if applicable	
7/2/18	Final date to submit Budget Modification Requests	
7/20/18	Subcontractor 2019 budgets and matrix drafts due to Lead Agents	
7/20/18	Direct Contracts submit 2019 budget and matrix drafts to CBHC	
7/27/18	Lead Agents submit 2019 budgets and matrix drafts to CBHC	
8/1/18	Quarter 3 data entry due in CATS (unless otherwise notified)	
8/1/18	Quarter 3 Program Report; budget to actual and/or matrix updates	
8/10/18	Provider submission of ALL Final Contract Documents <ul style="list-style-type: none"> • Budget(s); Matrix; Attachment 4; and Attachment 5; (other as requested) 	
8/23/18	Regular Board Meeting @ 3pm	
9/19/18	<i>Provider Forum</i>	
9/27/18	Regular Board Meeting @ 3pm	
10/1/18	<i>Happy New Year! Start of FY 2019</i>	
11/2/18	Quarter 4/Year to Date data entry due in CATS <i>Special Note: CBHC Research department will review data entered between November 5-9, 2018 and notify Providers requiring corrections.</i>	
11/12 to 11/15	Enter Final Year to Date Data Corrections in CATS as applicable	
11/15/18	Quarter 4/Year to Date Program Report; budget to actual; final reimbursement request; and/or matrix updates as applicable	