August 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
30	31	1	2	3	4 **5p** Deadline- ET and Object Code requests for AUG-2017	5
6	7	8 **5p** Deadline - Form 1 approvals for Capital Projects **11:59p** July 2017 Month-End Close Complete	9	10	11 **3p** Deadline – Submit OSA LDAs for pay periods 6/1/17 to 7/31/17 **5p** Deadline – Approve OSA LDAs for pay periods 6/1/17 to 7/31/17 **5:01p** OSA "sweep" process begins	12
13	14 **6a** OSA "sweep" transactions available in OBI (Tentative) **5p** Deadline - AP, ERS & T-Card transaction entry (not P-Card) **9p** Deadline - Labor schedule entry Oracle for 8/15/17 pay period (hourly emps)	15	16 **9p** Deadline – Labor schedule entry in Oracle for 8/15/17 pay period (salary emps)	17	18	19 **6a** 8/15/17 Payroll available in OBI and LD Adjustment module
20	21	22 **5p** Final Deadline - Departments submit Capital Templates	23	24	25 **11a** Deadline - Batch-related invoices to AP (designated departments only) **4p** Deadline - Pcard approval **5p** Deadline - Departments submit Cost Sharing journals to OSR **5p** Deadline - New gift fund PTA requests **7p** Endowment payout posted	26 FY18 Burden Schedules created (Tentative) Labor Schedule end date rollover to next fiscal year-end (Central)
27	28 **5p** Deadline - Submit repayment checks to Payroll	29 AP payments on hold until 9/1 (ACH, Wires, Checks, Direct Debit) **12p** AP closes	30 AP payments on hold until 9/1 (ACH, Wires, Checks, Direct Debit) **7a** PTA freeze - no changes until 9/14	31 AP payments on hold until 9/1 (ACH, Wires, Checks, Direct Debit) PTA freeze - no changes until 9/14 **6a** OBI and RM3 reports available online with all FY17 expenditures except 8/31/17 payroll & unapproved journals/feeders **12p** Deadline - CashNet deposits for August **12p** Deadline - Submit paper forms to Payroll for current fiscal year inclusion **5p** Deadline - OSR submits Cost Sharing journals **5p** Deadline - Resolve Graduate Financial Support (GFS) aid and enter fully approved aid in GFS system **5p** Deadline - Submit iJournal responsibility requests **9p** Deadline - Labor schedule entry in Oracle for 8/31/17 pay period (hourly emps)	1 AP payments (ACH, Wires, Direct Debit) resume PTA freeze - no changes until 9/14 **7a** Exp type and object code freeze - no changes until 10/1 **9p** Deadline - Labor schedule entry in Oracle for 8/31/17 pay period (salaried emps)	2 8/31/17 payroll processed in Oracle Financials PTA freeze - no changes until 9/14

September 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	**28** 5p Deadline - Submit repayment checks to Payroll	**29** AP payments on hold until 9/1 (ACH, Wires, Checks, Direct Debit); **12p** AP closes	**30** AP payments on hold until 9/1 (ACH, Wires, Checks, Direct Debit); **7a** PTA freeze - no changes until 9/14	**31** AP payments on hold until 9/1 (ACH, Wires, Checks, Direct Debit); PTA freeze - no changes until 9/14; **6a** OBI and RM3 reports available online with all FY17 expenditures except 8/31/17 payroll & unapproved journals/feeders; **12p** Deadline - CashNet deposits for August; **12p** Deadline - Submit paper forms to Payroll for current fiscal year inclusion; **5p** Deadline - OSR submits Cost Sharing journals; **5p** Deadline - Resolve Graduate Financial Support (GFS) aid and enter fully approved aid in GFS system; **5p** Deadline - Submit iJournal responsibility requests; **9p** Deadline - Labor schedule entry in Oracle for 8/31/17 pay period (hourly emps)	**1** AP payments (ACH, Wires, Direct Debit) resume; PTA freeze - no changes until 9/14; **7a** Exp type and object code freeze - no changes until 10/1; **9p** Deadline - Labor schedule entry in Oracle for 8/31/17 pay period (salaried emps)	**2** 8/31/17 payroll processed in Oracle Financials; PTA freeze - no changes until 9/14
3 PTA freeze - no changes until 9/14; **6a** 8/31/17 Payroll available in OBI and LD Adjustment module; **6a** Student Financial data available in OBI	**4** Labor Day Holiday; PTA freeze - no changes until 9/14	**5** PTA freeze - no changes until 9/14	**6** PTA freeze - no changes until 9/14; **3p** Deadline - LDAs end-routed to OSR/Fund Accounting for same night processing; **5p** Final Deadline - Enter and approve Public iJournals for Soft Close; **5p** Final Deadline - Enter and approve Specialist iJournals, Feeders, iBudget for Soft Close; **5p** LDA responsibility disabled until 9/21; **5p** OOD review period file; **7p** Deadline - Approve LDA; **7p** Deadline - Post EIFP and EFP payout journals; **7p** Final Deadline - Enter and approve Central iJournals for Soft Close; **7p** OSA "sweep" process begins; **9p** Final Deadline - Enter and approve Core Journals for soft close; **11:59p** AUG-2017 Month-End "Soft" Close (MEC) Complete	**7** Org Hierarchy updates for 9/1/17 complete; PTA freeze - no changes until 9/14; Public iJournals available for FY18 transactions; **6a** OBI and RM3 reports available (AUG-2017 "Soft" Close); **6a** OSA "sweep" transactions available on expenditure reports	**8** iBudgets, iJournals Fund Transfers available through 9/17/17; PTA freeze - no changes until 9/14; **10a** AUG-2017 Month-End "Soft" Close data available in DSS (Tentative)	**9** PTA freeze - no changes until 9/14
10 PTA freeze - no changes until 9/14	**11** PTA freeze - no changes until 9/14	**12** PTA freeze - no changes until 9/14; **5p** Deadline - Submit Specialist iJournals (includes AP & AR accruals); **5p** Final Deadline - Approve Specialist iJournals for Hard Close; **11:59p** Year-End "Hard" Close for Expenditures Complete	**13** PTA freeze - no changes until 9/14; **6a** OBI and RM3 reports available (AUG-2017 "Hard" Close); **5p** Deadline - Hospital files	**14** Budget Officer Meetings; **7a** PTA Changes resume; **10a** Year-End "Hard" Close data available in DSS (Tentative)	**15** Budget Officer Meetings	**16**
17	**18** Budget Officer Meetings; **5p** Final Deadline - Depts submit iBudgets, iJournals Fund Trfs, Bulk Fund Trfs and ADI Fund Trfs; **7p** Final Deadline - Approve iBudgets, iJournals Fund Trfs, Bulk Fund Trfs and ADI Fund Trfs	**19** **7p** Final Deadline - Enter and approve Core Journals (CO only)	**20** FAIR Review/Adjustment Journals ONLY; Final Deadline - FY18 Burden Schedules (Tentative); **7p** Final Deadline - Enter and appprove all FAIR Adjustment journals; **11:59p** Year-End "Final" Close complete	**21** LDA responsibility reactivated; OBI and RM3 reports available (AUG-2017 "Final" Close); SEP-2017 activity begins (Including FY18 salary encumbrances)	**22** 9/15/17 payroll processed in Oracle Financials (Tentative); **10a** Year-End "Final" Close data available in DSS (Tentative)	**23** 9/15/17 Payroll available in OBI and LD Adjustment module (Tentative)
24	**25**	**26**	**27**	**28**	**29** Tidemark ready with FY2017 actuals for Year-End variance reporting (due 10/15/17)- (Tentative)	**30**