



**REPORTING/INVOICING
DUE DATES FOR 2010 CSBG GRANTEES
OAKLAND COMMUNITY ACTION PARTNERSHIP (OCAP)**

| <u>REPORT PERIOD FOR CSBG</u> | <u>Quarter 1</u> Jan-Mar | <u>Quarter 2</u> Apr-Jun | <u>Quarter 3</u> Jul-Sep | | <u>Quarter 4</u> Oct-Dec | |
|--|---|--|--|---|---|---|
| * Bimonthly: OCAP Grantees' Invoices for Payment | (Jan-Feb) <i>To OCAP</i> Upon Grant Execution | (Mar-Apr) <i>To OCAP</i> May-07-10 | (May-Jun) <i>To OCAP</i> Jul 07-10 | (Jul-Aug) <i>To OCAP</i> Sept 07-10 | (Sept-Oct) <i>To OCAP</i> Nov-07-10 | (Nov-Dec) <i>To OCAP</i> Jan-7-11 |
| CSD 295-CCR Programmatic Data- Client Characteristics Report | | | <i>To OCAP</i> <i>Jul-8-10</i> | | | <i>To OCAP</i> <i>Jan-7-11</i> |
| Progress Report (Mid-Year & Annual) | | | <i>To OCAP</i> <i>Jul-8-10</i> | | | <i>To OCAP</i> <i>Jan-7-11</i> |
| Site/Monitoring Visits | | | July (Date TBD) | | | |
| Annual OCAP Grantee Presentations | | | July 12, 2010 | September 13, 2010 | | |

OCAP = Oakland Community Action Partnership staff