

Monthly VIPS Report Deadline Schedule 2019-2020

ORIGINAL SIGN-IN SHEETS DUE TO VOLUNTEER COORDINATOR	ALL MINUTES REPORTED ONLINE BY VOLUNTEER COORDINATOR
AUGUST REPORT	
Friday, September 6	Friday, September 13, 4:00 pm
SEPTEMBER REPORT*	
Friday, October 4	Friday, October 11, 4:00 pm
OCTOBER REPORT*	
Monday, November 4	Friday, November 8, 4:00 pm
NOVEMBER REPORT*	
Friday, December 6	Friday, December 13, 4:00 pm
DECEMBER REPORT*	
Friday, January 10	Friday, January 17, 4:00 pm
JANUARY REPORT*	
Monday, February 3	Friday, February 7, 4:00 pm
FEBRUARY REPORT*	
Monday, March 2	Friday, March 6, 4:00 pm
MARCH REPORT*	
Friday , April 3	Thursday, April 9, 4:00 pm
APRIL REPORT* (April 1 – April 27)	
Friday, May 1	Friday, May 8, 4:00 pm FIRM
MAY REPORT** (April 28 – May 8; FINAL REPORT)	
ASAP	Friday, May 15, 4:00 pm FIRM

*Minutes from prior months not previously reported may still be reported for the corresponding month.

**Minutes from April 28-30 should be added to the May minutes and ALL reported under the month of May.