



## Central California Combined Federal Campaign 2010 Campaign Timeline

✓	Date	Event
	December 1, 2009	2009 Principal Combined Fund Organization (PCFO) financial information for payroll disbursements due to the U.S. Office of Personnel Management (OPM). (A form will be sent to PCFOs via email.)
	December 1, 2009	OPM will begin to accept 2010 National/International applications
	December 15, 2009	OPM transmits PCFO financial information to Federal payroll offices for disbursements to be made during the 2010 pay year.
	TBA	Deadlines for the verification of 2010 CFC applicants' current tax-exempt status and the assignment of codes will be provided to campaign personnel via email.
	Jan 1-10, 2010	Prepare 2010 CFC budget
	January 11, 2010	Place order for Fresno Bee ad soliciting PCFO applications (Open from 1/15/10 to 2/15/10)
	January 15, 2010	Closing date for National/International Independent Organization and Federation CFC applications ( <i>Must be received in CFC Office no later than 5:00pm EST. Late applications will not be considered.</i> )
	January 19, 2010	Monthly LFCC Meeting
	January 24-28, 2010	Million Dollar Roundtable conference in Tampa, Florida
	February 16, 2010	Monthly LFCC Meeting Deadline for LFCCs to select a PCFO – 5 CFR §950.801(a)(3) (Actual OPM deadline is 2/19/10)
	March 1, 2010	Recommended opening date for 2010 local applications. (Recommended date only - LFCCs may determine the application period dates for their individual campaign - <b>however, all local application decisions must be completed by the LFCC no later than April 30, 2010.</b> )
	March 10-12, 2010	Prepare and send Acknowledgement to Agencies to notify 2009 CFC-participating charities and federations of the total designations, share of undesignated amounts, and the names and contact information for donors who authorized the release of their information. – 5 CFR §950.901(i)(1)
	March 15, 2010	Deadline for PCFOs to notify 2009 CFC-participating charities and federations of the total designations, share of undesignated amounts, and the names and contact information for donors who authorized the release of

	their information. – 5 CFR §950.901(i)(1) (Acknowledgement to Agencies)
March 16, 2010	Monthly LFCC Meeting
March 31, 2010	Hero Award Nomination deadline
March 31, 2010	Deadline for PCFOs to make final disbursement of 2008 campaign funds.
March 31, 2010	Deadline for campaigns to submit Form 1417 (2009 campaign results) to OPM.
April 1, 2010	Deadline for all campaigns to begin disbursement of 2009 campaign funds. – 5 CFR §950.901(i)(2)
April 9, 2010	Deadline for 2010 Local application period.
April 6-10, 2010	CFC Regional Workshop – Dallas/Fort Worth, TX
April 12 – June 30, 2010	LFCC Member recruitment by current members (ongoing through summer)
April 20, 2010	Monthly LFCC meeting Local Agency Application Review by LFCC
April 28, 2010	Special LFCC meeting Local Agency Application Review by LFCC
April 28-30, 2010	Eligibility decisions made and acceptance/denial letters emailed
April 30, 2010	Deadline for LFCC to notify local organizations of eligibility decisions in writing. -- 5 CFR §950.204(e) <i>Include a form to solicit feedback from accepted agencies.</i>
May 1, 2010	LFCC recruitment begins
May 1-31	OPM AUP Audit process
May 3, 2010	Target date for OPM notice of national/international organization eligibility decisions.
May 14, 2010	LFCCs begin receiving appeals within seven (7) business days of the date of receipt of the initial LFCC decision or fourteen (14) calendar days from the date the decision was mailed, whichever is earlier.
May 18, 2010	Monthly LFCC meeting Appeal decisions made
May 19, 2010	Appeal decision letters mailed
May 19, 2010	Update Charity Registration Workbook and send final LFCC approved list to OPM
June 1, 2010	Annual CFC E-Technology Report due to OPM
June 15, 2010	Monthly LFCC meeting
June 29, 2010	Audit Review with LFCC members, PCFO staff, and Independent Auditor
June 30-July 23, 2010	LFCC Compliance Audit

June 1-July 15, 2010	Agency Head visits by LFCC and PCFO Director
June 4, 2010	Deadline for decisions by LFCC on all local organization appeals.
June 30, 2010	Target date for completion of 2010 National/International List of Participating Agencies (sent to campaigns via email and posted on OPM website)
July 26, 2010	LFCC Member recruitment ends
July 27, 2010	Monthly LFCC meeting
July 30, 2010	Mail copies of the 2010 CFC Audit Guide and supporting documentation to OPM
July 30, 2010	Deadline for Disbursement of Second-Quarter Disbursements to 2009 CFC Designated Charities
July 30, 2010	Target date for OPM to complete Local appeals.
August 2, 2010	Loaned Executives report to PCFO Office (UWFC)
August 3-7, 2010	LE Training Week at UWFC
August 17, 2010	Monthly LFCC meeting
August 25, 2010	2010 CFC Campaign Kick Off and Key Worker Training at Clovis Veteran's Memorial Building
September 1 – December 1, 2010	2010 Combined Federal Campaign Official Solicitation Period. -- 5 CFR §950.102(a)
September 7, 2010	Bi-monthly LFCC meeting
September 21, 2010	Bi-monthly LFCC meeting
September 15, 2010	Deadline for LFCCs to send copies of the 2010 CFC Audit Guide and supporting documentation to OPM.
October 5, 2010	Bi-monthly LFCC meeting
October 19, 2010	Bi-monthly LFCC meeting
November 1, 2010	Deadline for Disbursement of Third-Quarter Disbursements to 2009 CFC Designated Charities
November 2, 2010	Bi-monthly LFCC meeting
November 16, 2010	Bi-monthly LFCC meeting
December 1, 2010	OPM will begin to accept 2011 National/International Applications
December 7,	Bi-monthly LFCC meeting

2010	
December 1, 2010	2010 Combined Federal Campaign solicitation period ends (May be extended to 12/15/10 with LFCC vote)
December 21, 2010	Bi-monthly LFCC meeting
January 18, 2011	Monthly LFCC meeting
February 15, 2011	Monthly LFCC meeting Present 2011 CFC budget to LFCC for approval
February 22, 2011	Celebration for 2010 Combined Federal Campaign