

## AAPS FINANCIAL CALENDAR

Prepared August 2007

**Note: AAPS operates on a fiscal year of July 1 to June 30.**

July	Closeout of previous fiscal year and audit schedule preparation
August	Audit of financial statements
September	Receipt of audit opinion and audited financial statements
October	Quarterly Treasurer's report to Executive Council
October – November	Preparation of federal and state tax return schedules
November	Executive Council review and acceptance of audited financial statements
December – January	Preparation of budget templates and parameters
January	Quarterly Treasurer's report to Executive Council
February	Staff budget training
February – March	Staff budget preparation Develop yearend financial projection
April	Initial and final reviews of budget by directors and ED Quarterly Treasurer's report to Executive Council
May	Finance Committee review of budget Update yearend projection
June	Executive Council review and approval of budget