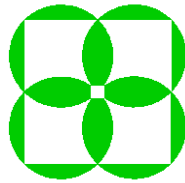


**DDRB**



Developmental Disabilities Resource Board  
Of St. Charles County

[www.ddrb.org](http://www.ddrb.org)

## **DDRB ANNUAL DEADLINES**

### **January**

January 31 Corporate Information

January 31 Semi-Annual Reports (July 1 through December 31)

### **March**

Applications for Funds—Annual dates vary. Check the Application Timeline section of the appropriate fiscal year DDRB Funding Manual.

### **April**

Audit Extension Requests—Due two weeks prior to DDRB Board Meeting

### **May**

May 1 Amended applications due for summer programs only

May 15 Annual Audit & Form 990 (For agencies with fiscal year ending 12-31)

### **July**

July 31 Semi-Annual Reports for January 1 through June 30

July 31 Final Year-End Invoices

July 31 Carry-Over Requests

### **August**

Signed contracts are due prior to payment of current DDRB fiscal year invoices.

### **October**

Audit Extension Request due two weeks prior to DDRB Board Meeting.

### **November**

November 15 Annual Audit & Form 990 (For agencies with fiscal year ending 06-30)

