

**Dates/Deadlines (All Programs)**

* **All partners are responsible for checking the COVERD Bulletin Board on the 1st and 15th of each month**
	+ <https://coverdgc.org/partner-agency-news-updates/>
* **Important Dates for Neon, Annual Agency Report, Partnership Renewal and Fees**
	+ Partner Organizations will receive their organization Neon account information by January 24th
	+ Instructions for how to complete the Renewal Agreements and Agency Report will be posted on the Bulletin Board
	+ Annual Partnership Renewal Agreements due January 31st, submitted in Neon
	+ Annual Agency Report, completed in Neon, is due by February 21st and must be submitted before the organizations order will be accepted/processed
	+ 2021 Agency Fees are due no later than May 31st
	+ On June 1st, a 10% compounded fee will be applied to unpaid agency fees. An additional 10% compounded fee will be added on the 1st of each month until payment is received.
	+ All partners will re-certify in DiaperBase at a yet to be determined date in 2021
* **Miscellaneous Dates**
	+ Potty Training Kits will run out February 2021
	+ We hope to have F&D live and funded for Meals on Wheels only in 2021
	+ We hope to have F&D available to all partners in 2022
	+ Potty Training Kits with Pull-Ups to relaunch under F&D
	+ Partners will be notified when this is ready