



State of Louisiana

DIVISION OF ADMINISTRATION
OFFICE OF THE COMMISSIONER
TANF Executive Office of Oversight and Evaluation

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TANF FY03-04 Implementation Timeline

- **February 24** Notice of Timeline and expectations sent to Partners
- **February 24-March 31** TANF Partners develop new/revised initiative proposals
- **March 11** **Mandatory Training Meeting** for TANF Partners on new expectations, receive directions for completing proposals, MOU process, RFP's, opportunity to ask questions, seek clarifications, etc.
- **March 31 – April 15** TANF Partner Meetings to provide proposals and present implementation plans
- **April 15-May 15** Make necessary revisions to submitted proposals, receive approval from DOA on proposal.
- **May 15** May begin RFP solicitation process (or earlier if proposal approved)
- **June 1 – June 15** Negotiate/Signing of TANF Partner MOU's, contingent on legislative appropriation
- **June 17 – August 1** TANF partner subcontract negotiations
DSS/DOA review of all TANF Partner subcontracts
- **July 1** State fiscal year begins (Earliest you can begin draw-down of funds, but only if MOU's are signed)
- **August – September** Deadline for TANF Partners to complete contract agreements for service providers—agreements not submitted by deadline lose the ability to utilize their appropriation

Begin implementation of FY03-04 program year

Begin closeout of FY02-03 program year.

Deadline for program expenditures from contractors. You must have received **ALL REIMBURSEMENTS FOR SERVICE DELIVERY FROM DSS PRIOR TO SEPTEMBER 30TH**. You must plan your invoicing schedule and program closeout to meet this deadline, otherwise you will not be reimbursed.