#### JANUARY AND FEBRUARY 2012

### JANUARY 2012 (20 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10
Deadline*	12-27	12-28	12-29	12-30	1-3	1-4	1-5	1-6	1-9	1-10
Benefit Hold **	12-28	12-29	12-30	1-3	1-4	1-5	1-6	1-9	1-10	1-11
Mailing	12-30	1-3	1-4	1-5	1-6	1-9	1-10	1-11	1-12	1-13
Disbursement	1-3	1-4	1-5	1-6	1-9	1-10	1-11	1-12	1-13	1-13

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	1-11	1-12	1-13	1-17	1-18	1-19	1-20	1-23	1-24	1-25
Benefit Hold **	1-12	1-13	1-17	1-18	1-19	1-20	1-23	1-24	1-25	1-26
Mailing	1-17	1-18	1-19	1-20	1-23	1-24	1-25	1-26	1-27	1-30
Disbursement	1-18	1-19	1-20	1-23	1-24	1-25	1-26	1-27	1-30	1-31

## FEBRUARY 2012 (20 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10
Deadline*	1-26	1-27	1-30	1-31	2-1	2-2	2-3	2-6	2-7	2-8
Benefit Hold **	1-27	1-30	1-31	2-1	2-2	2-3	2-6	2-7	2-8	2-9
Mailing	1-31	2-1	2-2	2-3	2-6	2-7	2-8	2-9	2-10	2-13
Disbursement	2-1	2-2	2-3	2-6	2-7	2-8	2-9	2-10	2-13	2-14

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	2-9	2-10	2-13	2-14	2-15	2-16	2-17	2-21	2-22	2-23
Benefit Hold **	2-10	2-13	2-14	2-15	2-16	2-17	2-21	2-22	2-23	2-24
Mailing	2-14	2-15	2-16	2-17	2-21	2-22	2-23	2-24	2-27	2-28
Disbursement	2-15	2-16	2-17	2-21	2-22	2-23	2-24	2-27	2-28	2-29

\* The exact Deadline for any County Office is 5:00 PM on the date shown.

\*\* The exact Benefit Hold Deadline for mail delivery, i.e., non-EBT benefits only, for any County Office is 5:00 PM on the date shown.

#### MARCH AND APRIL 2012

### MARCH 2012 (22 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	2-24	2-27	2-28	2-29	3-1	3-2	3-5	3-6	3-7	3-8	3-9
Benefit Hold **	2-27	2-28	2-29	3-1	3-2	3-5	3-6	3-7	3-8	3-9	3-12
Mailing	2-29	3-1	3-2	3-5	3-6	3-7	3-8	3-9	3-12	3-13	3-14
Disbursement	3-1	3-2	3-5	3-6	3-7	3-8	3-9	3-12	3-13	3-14	3-15

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20	SUPP 22
Deadline*	3-12	3-13	3-14	3-15	3-16	3-19	3-20	3-21	3-22	3-23	3-26
Benefit Hold **	3-13	3-14	3-15	3-16	3-19	3-20	3-21	3-22	3-23	3-26	3-27
Mailing	3-15	3-16	3-19	3-20	3-21	3-22	3-23	3-26	3-27	3-28	3-29
Disbursement	3-16	3-19	3-20	3-21	3-22	3-23	3-26	3-27	3-28	3-29	3-30

### APRIL 2012 (21 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	3-27	3-28	3-29	3-30	4-2	4-3	4-4	4-5	4-6	4-9	4-10
Benefit Hold **	3-28	3-29	3-30	4-2	4-3	4-4	4-5	4-6	4-9	4-10	4-11
Mailing	3-30	4-2	4-2	4-4	4-5	4-6	4-9	4-10	4-11	4-12	4-13
Disbursement	4-2	4-3	4-4	4-5	4-6	4-9	4-10	4-11	4-12	4-13	4-16

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	4-11	4-12	4-13	4-16	4-17	4-18	4-19	4-20	4-23	4-24
Benefit Hold **	4-12	4-13	4-16	4-17	4-18	4-19	4-20	4-23	4-24	4-25
Mailing	4-16	4-17	4-18	4-19	4-20	4-23	4-24	4-25	4-26	4-27
Disbursement	4-17	4-18	4-19	4-20	4-23	4-24	4-25	4-26	4-27	4-30

\* The exact Deadline for any County Office is 5:00 PM on the date shown.

\*\* The exact Benefit Hold Deadline for mail delivery, i.e., non-EBT benefits only, for any County Office is 5:00 PM on the date shown.

#### MAY AND JUNE 2012

### MAY 2012 (22 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	4-25	4-26	4-27	4-30	5-1	5-2	5-3	5-4	5-7	5-8	5-9
Benefit Hold **	4-26	4-27	4-30	5-1	5-2	5-3	5-4	5-7	5-8	5-9	5-10
Mailing	4-30	5-1	5-2	5-3	5-4	5-7	5-8	5-9	5-10	5-11	5-14
Disbursement	5-1	5-2	5-3	5-4	5-7	5-8	5-9	5-10	5-11	5-14	5-15

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20	SUPP 22
Deadline*	5-10	5-11	5-14	5-15	5-16	5-17	5-18	5-21	5-22	5-23	5-24
Benefit Hold **	5-11	5-14	5-15	5-16	5-17	5-18	5-21	5-22	5-23	5-24	5-25
Mailing	5-15	5-16	5-17	5-18	5-21	5-22	5-23	5-24	5-25	5-29	5-30
Disbursement	5-16	5-17	5-18	5-21	5-22	5-23	5-24	5-25	5-29	5-30	5-31

### JUNE 2012 (21 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	5-25	5-29	5-30	5-31	6-1	6-4	6-5	6-6	6-7	6-8	6-11
Benefit Hold **	5-29	5-30	5-31	6-1	6-4	6-5	6-6	6-7	6-8	6-11	6-12
Mailing	5-31	6-1	6-4	6-5	6-6	6-7	6-8	6-11	6-12	6-13	6-14
Disbursement	6-1	6-4	6-5	6-6	6-7	6-8	6-11	6-12	6-13	6-14	6-15

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	6-12	6-13	6-14	6-15	6-18	6-19	6-20	6-21	6-22	6-25
Benefit Hold **	6-13	6-14	6-15	6-18	6-19	6-20	6-21	6-22	6-25	6-26
Mailing	6-15	6-18	6-19	6-20	6-21	6-22	6-25	6-26	6-27	6-28
Disbursement	6-18	6-19	6-20	6-21	6-22	6-25	6-26	6-27	6-28	6-29

\* The exact Deadline for any County Office is 5:00 PM on the date shown.

\*\* The exact Benefit Hold Deadline for mail delivery, i.e., non-EBT benefits only, for any County Office is 5:00 PM on the date shown.

#### JULY AND AUGUST 2012

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	6-26	6-27	6-28	6-29	7-2	7-3	7-5	7-6	7-9	7-10	7-11
Benefit Hold **	6-27	6-28	6-29	7-2	7-3	7-5	7-6	7-9	7-10	7-11	7-12
Mailing	6-29	7-2	7-3	7-5	7-6	7-9	7-10	7-11	7-12	7-13	7-16
Disbursement	7-2	7-3	7-5	7-6	7-9	7-10	7-11	7-12	7-13	7-13	7-17

### JULY 2012 (21 work days)

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	7-12	7-13	7-16	7-17	7-18	7-19	7-20	7-23	7-24	7-25
Benefit Hold **	7-13	7-16	7-17	7-18	7-19	7-20	7-23	7-24	7-25	7-26
Mailing	7-17	7-18	7-19	7-20	7-23	7-24	7-25	7-26	7-27	7-30
Disbursement	7-18	7-19	7-20	7-23	7-24	7-25	7-26	7-27	7-30	7-31

## AUGUST 2012 (23 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	7-26	7-27	7-30	7-31	8-1	8-2	8-3	8-6	8-7	8-8	8-9
Benefit Hold **	7-27	7-30	7-31	8-1	8-2	8-3	8-6	8-7	8-8	8-9	8-10
Mailing	7-31	8-1	8-2	8-3	8-6	8-7	8-8	8-9	8-10	8-13	8-14
Disbursement	8-1	8-2	8-3	8-6	8-7	8-8	8-9	8-10	8-13	8-14	8-15

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20	SUPP 22
Deadline*	8-10	8-13	8-14	8-15	8-16	8-17	8-20	8-21	8-22	8-23	8-24
Benefit Hold **	8-13	8-14	8-15	8-16	8-17	8-20	8-21	8-22	8-23	8-24	8-27
Mailing	8-15	8-16	8-17	8-20	8-21	8-22	8-23	8-24	8-27	8-28	8-29
Disbursement	8-16	8-17	8-20	8-21	8-22	8-23	8-24	8-27	8-28	8-29	8-30

\* The exact Deadline for any County Office is 5:00 PM on the date shown.

\*\* The exact Benefit Hold Deadline for mail delivery, i.e., non-EBT benefits only, for any County Office is 5:00 PM on the date shown.

#### SEPTEMBER AND OCTOBER 2012

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10
Deadline*	8-27	8-28	8-29	8-30	8-31	9-4	9-5	9-6	9-7	9-10
Benefit Hold **	8-28	8-29	8-30	8-31	9-4	9-5	9-6	9-7	9-10	9-11
Mailing	8-30	8-31	9-4	9-5	9-6	9-7	9-10	9-11	9-12	9-13
Disbursement	9-4	9-5	9-6	9-7	9-10	9-11	9-12	9-13	9-14	9-17
										`
DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	9-11	9-12	9-13	9-14	9-17	9-18	9-19	9-20	9-21	9-24
Benefit Hold **	9-12	9-13	9-14	9-17	9-18	9-19	9-20	9-21	9-24	9-25
Mailing	9-14	9-17	9-18	9-19	9-20	9-21	9-24	9-25	9-26	9-27
Disbursement	9-18	9-19	9-20	9-21	9-24	9-25	9-26	9-27	9-28	9-28

### SEPTEMBER 2012 (19 work days)

# OCTOBER 2012 (22 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10	SUPP 21
Deadline*	9-25	9-26	9-27	9-28	10-1	10-2	10-3	10-4	10-5	10-9	10-10
Benefit Hold **	9-26	9-27	9-28	10-1	10-2	10-3	10-4	10-5	10-9	10-10	10-11
Mailing	9-28	10-1	10-2	10-3	10-4	10-5	10-9	10-10	10-11	10-12	10-15
Disbursement	10-1	10-2	10-3	10-4	10-5	10-9	10-10	10-11	10-12	10-158	10-16

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	10-11	10-12	10-15	10-16	10-17	10-18	10-19	10-22	10-23	10-24
Benefit Hold **	10-12	10-15	10-16	10-17	10-18	10-19	10-22	10-23	10-24	10-25
Mailing	10-16	10-17	10-18	10-19	10-22	10-23	10-24	10-25	10-26	10-29
Disbursement	10-17	10-18	10-19	10-22	10-23	10-24	10-25	10-26	10-29	10-30

\* The exact Deadline for any County Office is 5:00 PM on the date shown.

\*\* The exact Benefit Hold Deadline for mail delivery, i.e., non-EBT benefits only, for any County Office is 5:00 PM on the date shown.

#### **NOVEMBER AND DECEMBER 2012**

### **NOVEMBER 2012 (19 work days)**

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10
Deadline*	10-25	10-26	10-29	10-30	10-31	11-1	11-2	11-5	11-6	11-7
Benefit Hold **	10-26	10-29	10-30	10-31	11-1	11-2	11-5	11-6	11-7	11-8
Mailing	10-30	10-31	11-1	11-2	11-5	11-6	11-7	11-8	11-9	11-13
Disbursement	11-1	11-2	11-5	11-6	11-7	11-8	11-9	11-13	11-14	11-15

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	11-8	11-9	11-13	11-14	11-15	11-16	11-19	11-20	11-21	11-26
Benefit Hold **	11-9	11-13	11-14	11-15	11-16	11-19	11-20	11-21	11-26	11-27
Mailing	11-14	11-15	11-16	11-19	11-20	11-21	11-26	11-27	11-28	11-29
Disbursement	11-16	11-19	11-20	11-21	11-26	11-27	11-28	11-29	11-30	11-30

### DECEMBER 2012 (20 work days)

DISBURSEMENT DAY NUMBER	1	2	3	4	5	6	7	8	9	10
Deadline*	11-27	11-28	11-29	11-30	12-3	12-4	12-5	12-6	12-7	12-10
Benefit Hold **	11-28	11-29	11-30	12-3	12-4	12-5	12-6	12-7	12-10	12-11
Mailing	11-30	12-3	12-4	12-5	12-6	12-7	12-10	12-11	12-12	12-13
Disbursement	12-3	12-4	12-5	12-6	12-7	12-10	12-11	12-12	12-13	12-14

DISBURSEMENT DAY NUMBER	11	12	13	14	15	16	17	18	19	20
Deadline*	12-11	12-12	12-13	12-14	12-17	12-18	12-19	12-20	12-21	12-24
Benefit Hold **	12-12	12-13	12-14	12-17	12-18	12-19	12-20	12-21	12-24	12-26
Mailing	12-14	12-17	12-18	12-19	12-20	12-21	12-24	12-26	12-27	12-28
Disbursement	12-17	12-18	12-19	12-20	12-21	12-24	12-26	12-28	12-28	12-31

\* The exact Deadline for any County Office is 5:00 PM on the date shown.

\*\* The exact Benefit Hold Deadline for mail delivery, i.e., non-EBT benefits only, for any County Office is 5:00 PM on the date shown.

KEY		
	Deadline	The last day action can be taken on a case in this cycle to become effective with the Disbursement date for this Disbursement Day Number. On-line transactions are available until 6:00 PM.
	Benefit Hold	The Deadline for placing a hold on a cash check via US Mail. The Benefit Hold Deadline for all benefits issued through EBT is close of business on the day prior to Disbursement.
	Mailing	The date centrally issued, recurring cash benefits are placed in the US Mail.
	Disbursement	The date check benefit is available; or SNAP benefit becomes available through EBT.
	Supp	Indicates non-payment dates for system processing purposes when there are more than 20 work days in a month. Supplemental payment dates designated after payday 10 are assigned payment day numbers above 20 even if they occur earlier in the month than payday 20, and have no affect on recurring benefits.
		<u>Example:</u> There are 23 work days in March 2011. The first payment cycle, 1/11, occurs on March 2, and continues for 10 working days until March 15. March 16 is a non-payment date and is assigned SUPP 21. The second payment date for cycle 1/11 is the next work day, March 17, and concludes with payment cycle 10/20 on March 30. March 31 is a non-payment work day and assigned SUPP 22.

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Benefit Period	1/1-1/31	2/1-2/29	3/1-3/31	4/1-4/30	5/1-5/31	6/1-6/30	7/1-7/31	8/1-8/31	9/1-9/30	10/1-10/31	11/1-11/30	12/1-12/31
SSA File	12/17/11	1/21	2/18	3/17	4/21	5/19	6/16	7/21	8/18	9/15	10/20	11/17
DPW D/L	12/19/11	1/23	2/21	3/19	4/23	5/21	6/18	7/23	8/20	9/17	10/22	11/19
BUCD Receipt	12/20/11	1/24	2/22	3/20	4/24	5/22	6/19	7/24	8/21	9/18	10/23	11/20
Benefit Hold	12/20/11	1/24	2/22	3/20	4/24	5/22	6/19	7/24	8/21	9/18	10/23	11/20
Mailing	12/28/11	1/30	2/28	3/28	4/27	5/30	6/27	7/30	8/29	9/27	10/30	11/28
EFT Date	12/28/11	1/30	2/28	3/28	4/27	5/30	6/27	7/30	8/29	9/27	10/30	11/28
Disbursement	12/30/11	2/1	3/1	3/30	5/1	6/1	6/29	8/1	8/31	10/1	11/1	11/30

#### SSI 2012 Recurring Payments Disbursement Schedule

#### Key:

Benefit Period	This is the period covered by the SSI/SSP benefit.				
SSA File	The date the final 8036 file will be received from Social Security Administration.				
DPW Deadline	The date DPW will process the SSA file against CIS and create the monthly recurring issuance file.				
BUCD Receipt	The date DPW will transmit issuance files to Treasury BUCD.				
Benefit Hold	The deadline for CAO to place a hold on a check issued via US mail. The benefit hold deadline is two business days prior to the mailing date. BUCD will receive the benefit hold file the next business day.				
Mailing	The date the recurring benefits paid by check are placed in the US mail.				
EFT Date	The date the EFT is sent by BUCD to the client's financial institution.				
Disbursement	The date the SSI benefit must be in the recipient's hands. For EFT issuances, this is the date the client must have access to their funds in their financial institution. This is the date of the check.				