

October 2025 – December 2025	
October 1	New Fiscal Year
October 1	Time and Effort due for September
October 13 - 24	Kick-off meetings with Activity Directors
October 20	Budget update sent to Activity Director(s)
October 31	Title III Part B, Part F and HBCU Master's Fiscal Year (FY) 26 Email/DocuSign for Year-End Report
November 3	Time and Effort due for October
November 20	Budget update sent to Activity Director(s)
December 1	Time and Effort due November
December 15	Budget update sent to Activity Director(s)
	Year-End Report (October 1 - September 30, 2025) due
December 31,	End of 1 st Quarter
January 2026 – March 2026	
January 1	2 nd Quarter begins
January 1	Time and Effort due for December
January 20	Budget update sent to Activity Director(s)
Month of February - Phase I Data for Parts B and F due to Department of Education*	
February 1	Time and Effort due for January
February 15	Budget update sent to Activity Director(s)
March 1	Time and Effort due for February
March 15	Budget update sent to Activity Director(s)
March 31	Title III Mid-Year Activity check-in
March 31	End of 2 nd Quarter
April 2026 – June 2026	
Phase I Data for HBCU Master's due to the Department of Education*	
Budget and Narratives for Parts B and F due to the Department of Education*	
April 1	3 rd Quarter begins
April 1	Time and Effort due for March
April 1	Email and DocuSign to complete Mid-Year Report
April 15	Mid-Year Report (October 1, 2025 – March 31, 2026) due
April 20	Budget update sent to Activity Director(s)
May 1	Time and Effort due for April
May 20	Budget update sent to Activity Director(s)
Budget and Narrative for HBCU Master's due to the Department of Education*	
June 1	Email Time and Effort May
June 19	Budget update sent to Activity Director(s)
June 30	End of University Fiscal Year. End of 3 rd Quarter
July 2026 – September 2026	
July 1	Start of University Fiscal Year. 4 th Quarter begins Email for Time and Effort June
July 20	Budget update sent to Activity Director(s)
August 1	Email Time and Effort July
August 20	Budget update sent to Activity Director(s)
September 1	Email Time and Effort for August
September 15	Budget update sent to Activity Director(s)
September 30	End of 4 th Quarter. End of FY25

*Dates to submit the budget and narrative are subject to change