



# Fiscal Management Services Payroll Calendar 2020

931 Spa Road, Annapolis, MD 21401

FMS Direct: 1.866.252.6871 | FMS Fax: 1.888.272.2236

[Link to SDS Employee Timesheet Form](#)

Timesheet Submittal: [FMSTimesheets@thearcccr.org](mailto:FMSTimesheets@thearcccr.org)

E-timesheet Assistance: [PaycomHelp@thearcccr.org](mailto:PaycomHelp@thearcccr.org)

## The Arc Central Chesapeake Region FMS Pay Periods Calendar 2020\*

\*Showing Pay Periods for Service Dates Through Fiscal Year 2020 (FY20) Ending 6/30/2020

Pay Period #	Pay Period begins Sunday 12:00 AM	Pay Period ends Saturday 11:59 PM		Timesheets due to The Arc CCR on Monday by 12PM		CHECK DATE	Holiday impacts timesheet due date!
1	12/15/2019	12/28/2019	!	THU 12/26/2019**	!	1/3/2020	New Year's Day
2	12/29/2019	1/11/2020		1/13/2020		1/17/2020	
3	1/12/2020	1/25/2020		1/27/2020		1/31/2020	
4	1/26/2020	2/8/2020		2/10/2020		2/14/2020	
5	2/9/2020	2/22/2020		2/24/2020		2/28/2020	
6	2/23/2020	3/7/2020		3/9/2020		3/13/2020	
7	3/8/2020	3/21/2020		3/23/2020		3/27/2020	
8	3/22/2020	4/4/2020		4/4/2020		4/10/2020	
9	4/5/2020	4/18/2020		4/20/2020		4/24/2020	
10	4/19/2020	5/2/2020		5/4/2020		5/8/2020	
11	5/3/2020	5/16/2020		5/18/2020		5/22/2020	
12	5/17/2020	5/30/2020		6/1/2020		6/5/2020	
13	5/31/2020	6/13/2020		6/15/2020		6/19/2020	
14	6/14/2020	6/27/2020		6/29/2020		7/3/2020	
15	6/28/2020	6/30/2020	!	FRI 7/3/2020	!	7/10/2020	Arc's final payroll ***

### \*\* HOLIDAY IMPACTS TIMESHEET DUE DATE!

Please submit timesheets by 12:00PM (noon) on the date indicated with anticipated time entries. If corrections are necessary, please submit corrected timesheets by Monday 12PM with "corrected" noted at the top. THANK YOU!

**IMPORTANT:** Timesheets are processed in accordance with the payroll calendar. Please note that, due to time constraints, the FMS cannot process timesheets submitted after the due dates/times indicated. As a result, late timesheets will be processed the following payroll. Additionally, any timesheet not submitted within 30 days of the date of service is payable at the discretion of the FMS. Thank you!

\*\*\* Fiscal Management Services, which administratively supports Self-Direction, is expected to transition to a new vendor by mid-2020. This payroll calendar reflects the pay periods for which The Arc assumes responsibility pending status updates from The Maryland Developmental Disabilities Administration's (DDA's) forthcoming contract award. The Arc reserves the right to issue a revised payroll calendar based on updated information as it is received from the DDA.