

2015 CAPS Timeline and Important Dates

Appendix K

2013	States survey for exotic pests – calendar year 2013 agreements
July 2013	Assessment of new pests for consideration to 2015 pest lists begins
December 2013	Pest List Working Group reviews Commodity pest lists for 2015 Guidelines 2015 AHP Prioritized Pest List analysis completed 2015 Prioritized Pest List to NSC for review
December 2013- January 2014	PDMT prepares for Annual NCC Meeting
January 2014	Annual NCC Meeting, January 28-29, Gainesville, FL CAPS Program review from previous year (2013) and direction for next year (2015)
February-March 2014	PDMT begins review and update of Survey Guidelines for 2015
March 2014	2015 CAPS Survey Guidelines to NCC for review on CAPS R&C site All survey data for 2013 to be entered in NAPIS database before March 31 ADODRs review CAPS Accountability Report for data entry requirements CY13 Annual Accomplishment Report due to Field Operations before March 31 CY13 SF425 Federal Financial Report (annual financial status report) due March 31 CY13 SF270 Request for Advance or Reimbursement (final request for funds) due March 31
April 2014 Earth Day	2015 CAPS Survey Guidelines published on CAPS R&C site 2015 CAPS Approved Survey Methods published
2014	States survey for exotic pests – calendar year 2014 agreements
July 2014	Assessment of new pests for consideration to 2016 pest lists begins
August 2014	Work and Financial Plans for 2015 due to Field Operations August 15 Survey Summary Form completed before work plan will be reviewed
September 2014	National Operations Manager reviews States' proposed 2015 survey work and financial plans for alignment with CAPS mission, policies, and priorities
October 2014	Final Revisions to 2015 Survey Work and Financial Plans due to Field Operations by October 18* Survey Supply database opens to accept 2015 orders

November 2014	Complete Cooperative Agreement packages due to Field Operations by November 18* Survey Supply database closes for 2015 orders
December 2014	Pest List Working Group reviews Commodity pest lists for 2016 Guidelines 2016 AHP Prioritized Pest List analysis completed 2016 Prioritized Pest List to NSC for review
December 2014- January 2015	PDMT prepares for Annual NCC Meeting
January 2015	Annual NCC Meeting – location TBD CAPS Program review from previous year (2014) and direction for next year (2016)
February-March 2015	PDMT begins review and update of Survey Guidelines for 2016
2015	States survey for exotic pests – calendar year 2015 agreements

* Time frame for final revisions and cooperative agreement packages may change based on budget considerations.

2013 – Green

2014 – Red

2015 – Black

2016 - Blue