

## 2016 CAPS Timeline and Important Dates

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	<b>Work and Financial Plans for 2015 due to Field Operations August 15</b> <b>Survey Summary Form completed before work plan will be reviewed</b>
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
February 2015	<b>Annual NCC Meeting, February 3-4, Sacramento, CA</b> CAPS Program review from previous year (2014) and direction for next year (2016)
February-March 2014	<b>PDMT begins review and update of Survey Guidelines for 2016</b>
March 2015	<b>2016 CAPS Survey Guidelines to NCC for review on CAPS R&amp;C site</b> <b>All survey data for 2014 to be entered in NAPIS database before March 31</b> ADODRs review <b>CAPS Accountability Report</b> for data entry requirements CY14 Annual Accomplishment Report due to Field Operations before March 31 CY14 SF425 Federal Financial Report (annual financial status report) due March 31 CY14 SF270 Request for Advance or Reimbursement (final request for funds) due March 31
April 22, 2015 Earth Day	<b>2016 CAPS Survey Guidelines published on CAPS R&amp;C site</b> <b>2016 CAPS Approved Survey Methods published</b>
2015	States survey for exotic pests – calendar year 2015 agreements
July 2015	Assessment of new pests for consideration to 2017 pest lists begins
August 2015	<b>Work and Financial Plans for 2016 due to Field Operations August 15</b> <b>Survey Summary Form completed before work plan will be reviewed</b>
September 2015	National Operations Manager reviews States' proposed 2016 survey work and financial plans for alignment with CAPS mission, policies, and priorities

October 2015	Final Revisions to 2016 Survey Work and Financial Plans due to Field Operations by October 18* <b>Survey Supply database opens to accept 2016 orders</b>
November 2015	Complete Cooperative Agreement packages due to Field Operations by November 18* Survey Supply database closes for 2016 orders
December 2015	Pest List Working Group reviews Commodity pest lists for 2017 Guidelines 2017 Prioritized Pest List analysis completed 2017 Prioritized Pest List to NSC for review
December 2015- January 2016	PDMT prepares for Annual NCC Meeting
January 2016	<b>Annual NCC Meeting – location TBD</b> CAPS Program review from previous year (2015) and direction for next year (2017)
February-March 2016	PDMT begins review and update of Survey Guidelines for 2017
April 22, 2016 Earth Day	2017 CAPS Survey Guidelines published on CAPS R&C site 2017 CAPS Approved Survey Methods published
2016	States survey for exotic pests – calendar year 2016 agreements

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

2014 – Green

2015 – Red

2016 – Black

2017 - Blue