

Community Action Team Inc.
124 N 18th ST
St Helens, OR 97051
503-366-6570
503-366-7906 F

MEMO:

Date: December 20, 2024

To: All Program Directors & Center Managers

From: Sherry Kluge

If draw requests are not received in the fiscal office by noon on the date due, these checks will be processed with regular payables the week after the 15th. Draw checks are **NOT** Direct Deposited. Due and payable dates for draws may be changed if necessary.

Re: Draw Request Due Dates 2025

January 2025	Thursday, 1/16/2025	Paid 1/17/2025
February 2025	Thursday 2/13/2025	Paid 2/14/2025
March 2025	Thursday 3/13/2025	Paid 3/14/2025
April 2025	Thursday 4/10/2025	Paid 4/15/2025
May 2025	Thursday 5/15/2025	Paid 5/16/2025
June 2025	Thursday 6/12/2025	Paid 6/13/2025
July 2025	Thursday 7/10/2025	Paid 7/15/2025
August 2025	Thursday 8/14/2025	Paid 8/15/2025
September 2025	Thursday 9/11/2025	Paid 9/15/2025
October 2025	Wednesday 10/15/2025	Paid 10/17/2025
November 2025	Thursday 11/13/2025	Paid 11/14/2025
December 2025	Thursday 12/11/2025	Paid 12/15/2025