

# RESEARCH FOUNDATION 2024 PAYROLL DATES

January							February							March						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6					1	2	3							1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30
														31						

April							May							June						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6				1	2	3	4							1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29
														30						

July							August							September						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6					1	2	3	1	2	3	4	5	6	7
7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14
14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21
21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28
28	29	30	31				25	26	27	28	29	30	31	29	30					

October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5							1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Timesheet Schedule		
Timesheets due every month. See below for due dates & pay dates.		
Timesheet Period	Biweekly Periods	Pay Date
Start	End	
<b>January</b> (Due 10-Feb-24)	30Dec23 - 12Jan24	01/12/24
	13Jan24 - 26Jan24	01/26/24
	27Jan24 - 09Feb24	02/09/24
<b>February</b> (Due 09-Mar-24)	10Feb24 - 23Feb24	02/23/24
	24Feb24 - 08Mar24	03/08/24
<b>March</b> (Due 06-Apr-24)	09Mar24 - 22Mar24	03/22/24
	23Mar24 - 05Apr24	04/05/24
<b>April</b> (Due 04-May-24)	06Apr24 - 19Apr24	04/19/24
	20Apr24 - 03May24	05/03/24
<b>May</b> (Due 01-Jun-24)	04May24 - 17May24	05/17/24
	18May24 - 31May24	05/31/24
<b>June</b> (Due 13-Jul-24)	01Jun24 - 14Jun24	06/14/24
	15Jun24 - 28Jun24	06/28/24
	29Jun24 - 12Jul24	07/12/24
<b>July</b> (Due 10-Aug-24)	13Jul24 - 26Jul24	07/26/24
	27Jul24 - 09Aug24	08/09/24
<b>August</b> (Due 07-Sep-24)	10Aug24 - 23Aug24	08/23/24
	24Aug24 - 06Sep24	09/06/24
<b>September</b> (Due 05-Oct-24)	07Sep24 - 20Sep24	09/20/24
	21Sep24 - 04Oct24	10/04/24
<b>October</b> (Due 02-Nov-24)	05Oct24 - 18Oct24	10/18/24
	19Oct24 - 01Nov24	11/01/24
<b>November</b> (Due 14-Dec-24)	02Nov24 - 15Nov24	11/15/24
	16Nov24 - 29Nov24	11/29/24
	30Nov24 - 13Dec24	12/13/24
<b>December</b> (Due 11-Jan-25)	14Dec24 - 27Dec24	12/27/24
	28Dec24 - 10Jan25	01/10/25

Please Note: Exempt employees should turn in their timesheets at the end of each month

# RESEARCH FOUNDATION 2024 HOLIDAY SCHEDULE

New Year's Day	Monday, January 1
Dr. Martin Luther King Jr. Day	Monday, January 15
Lincoln's Birthday* (observed)	Monday, February 12
Washington's Birthday (observed)	Monday, February 19
Memorial Day	Monday, May 27
Juneteenth	Wednesday, June 19
Independence Day	Thursday, July 4
Labor Day	Monday, September 02
Columbus Day	Monday, October 14
Election Day**	Tuesday, November 7
Veterans' Day	Mobnday, November 11
Thanksgiving Day	Thursday, November 23
Christmas Day	Wednesday, December 25

**PLEASE NOTE:**

- \* Lincoln's Birthday is a floating holiday for exempt and non-exempt staff. Exempt staff observe this holiday on the day after Thanksgiving.
- \*\* Election Day is a floating holiday for both exempt and non-exempt staff.