

RESEARCH FOUNDATION 2023 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 | 7 | | | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | |
| 29 | 30 | 31 | | | | | 26 | 27 | 28 | | | | | | | | | | | |

| 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 | 1 | 2 | 3 | 4 | 5 | 6 | | | | 1 | 2 | 3 | | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 28 | 29 | 30 | 31 | | | | 25 | 26 | 27 | 28 | 29 | 30 | |
| 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 | 1 | 2 | 3 | 4 | 5 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 27 | 28 | 29 | 30 | 31 | | | | | | | | | |
| 30 | 31 | | | | | | | | | | | | | | | | | | | |

| 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 | 6 | 7 | 1 | 2 | 3 | 4 | | | | 1 | 2 | | | | | |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 29 | 30 | 31 | | | | | 26 | 27 | 28 | 29 | 30 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | |
| | | | | | | | | | | | | | 31 | | | | | | | |

| 2023 Hourly Timesheet Periods and Due Dates | | |
|--|---------------------------|----------|
| wo-Week Work Period | Timesheets Due: Friday | Pay Date |
| 31Dec22 - 13Jan23 | 01/20/23 | 01/27/23 |
| 14Jan23 - 27Jan23 | 02/03/23 | 02/10/23 |
| 28Jan23 - 10Feb23 | 02/17/23 | 02/24/23 |
| 11Feb23 - 24Feb23 | 03/03/23 | 03/10/23 |
| 25Feb23 - 10Mar23 | 03/17/23 | 03/24/23 |
| 11Mar23 - 24Mar23 | 03/31/23 | 04/07/23 |
| 25Mar23 - 07Apr23 | 04/14/23 | 04/21/23 |
| 08Apr23 - 21Apr23 | 04/28/23 | 05/05/23 |
| 22Apr23 - 05May23 | 05/12/23 | 05/19/23 |
| 06May23 - 19May23 | 05/26/23 | 06/02/23 |
| 20May23 - 02Jun23 | 06/09/23 | 06/16/23 |
| 03Jun23 - 16Jun23 | 06/23/23 | 06/30/23 |
| 17Jun23 - 30Jun23 | 07/07/23 | 07/14/23 |
| 01Jul23 - 14Jul23 | 07/21/23 | 07/28/23 |
| 15Jul23 - 28Jul23 | 08/04/23 | 08/11/23 |
| 29Jul23 - 11Aug23 | 08/18/23 | 08/25/23 |
| 12Aug23 - 25Aug23 | 09/01/23 | 09/08/23 |
| 26Aug23 - 08Sep23 | 09/15/23 | 09/22/23 |
| 09Sep23 - 22Sep23 | 09/29/23 | 10/06/23 |
| 23Sep23 - 06Oct23 | 10/13/23 | 10/20/23 |
| 07Oct23 - 20Oct23 | 10/27/23 | 11/03/23 |
| 21Oct23 - 03Nov23 | 11/10/23 | 11/17/23 |
| 04Nov23 - 17Nov23 | 11/24/23 | 12/01/23 |
| 18Nov23 - 01Dec23 | 12/08/23 | 12/15/23 |
| 02Dec23 - 15Dec23 | 12/22/23 | 12/29/23 |
| 16Dec23 - 29Dec23 | 01/05/24 | 01/12/24 |
| 30Dec23 - 12Jan24 | 01/19/24 | 01/26/24 |

Please Note: Electronic timesheets need to be submitted & approved by supervisor prior to 10:00AM on the above dates.
Timesheet deadlines may change due to:
-Holidays: due dates may be earlier
-Unforeseen circumstances

| RESEARCH FOUNDATION 2023 HOLIDAY SCHEDULE | |
|--|-----------------------|
| New Year's Day (observed) | Monday, January 2 |
| Dr. Martin Luther King Jr. Day | Monday, January 16 |
| Lincoln's Birthday* (observed) | Monday, February 13 |
| Washington's Birthday (observed) | Monday, February 20 |
| Memorial Day | Monday, May 29 |
| Juneteenth | Monday, June 19 |
| Independence Day | Tuesday, July 4 |
| Labor Day | Monday, September 4 |
| Columbus Day | Monday, October 9 |
| Election Day** | Tuesday, November 7 |
| Veterans' Day** | Saturday, November 11 |
| Thanksgiving Day | Thursday, November 23 |
| Christmas Day | Monday, 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 and Veterans' Day are floating holidays for both exempt and non-exempt staff.