

ISP and Budget Submission Timelines

| Submission | Timeline for Submission |
|---|--|
| Initial ISP | No less than 15 days prior to service start date which is on the 1 st of the month Start services within 90 days of eligibility determination (COE =096); |
| Annual ISP | 30 days prior to expiration of ISP |
| Transition to- from different service delivery model | Start date is 1 st of month using 14- day rule * for submission |
| Change is CSC Agency | Start date of new agency is 1 st of month using 14- day rule for submission |
| Revisions | 15 days prior to start date of service revision No revisions or change in service delivery model within 60 days of end of ISP year unless approved by DOH for health and safety reasons |

***14- day rule:**

Rules that directs submission deadlines for ISP and Budget approval. Submission on 1st – 14th of the month allows a start date of the 1st of the immediate next month; submission on the 15th or after allows a start date on the 1st of the second month to follow.

9/10/20 submission allows 10/1/20 start date

9/25/20 submission allows 11/1/20 start date