



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

January 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 No WiSMART Hours	2 WiSMART Hours 8:00 am – 5:00 pm	3 WiSMART Hours 8:00 am – 4:00 pm
4	5	6 Bi-Weekly EFTPS Due	7	8	9	10 WiSMART Hours 8:00 am – 4:00 pm
11	12	13 P-Card Rejects Approval Due TL Approval Cutoff FMC Meeting 8:00 am – 9:00 am	14 WiSMART Interface will run at 3:00 pm	15	16	17 WiSMART Hours 8:00 am – 4:00 pm
18	19 No WiSMART Hours	20 Bi-Weekly EFTPS Due Form WT-6 Due	21	22	23 Monthly EFTPS Due	24 WiSMART hours 8:00 am – 4:00 pm
25	26	27 P-Card Rejects Approval Due TL Approval Cutoff	28 WiSMART Interface will run at 3:00 pm	29	30 WiSMART Hours 6:00 am – 4:00 pm Second Quarter A/R Reports Due	31



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

February 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 WiSMART Hours 8:00 am - 5:00 pm	3 Bi-Weekly EFTPS Due	4	5	6	7 WiSMART Hours 8:00 am - 4:00 pm
8	9	10 P-Card Rejects Approval Due TL Approval Cutoff FMC Meeting 8:00 am - 9:00 am	11 WiSMART Interface will run at 3:00 pm	12	13	14 WiSMART Hours 8:00 am - 4:00 pm
15	16 Banking Holiday	17 Bi-Weekly EFTPS Due	18	19	20 Vendor Purge	21 WiSMART Hours 8:00 am - 4:00 pm
22	23 Monthly EFTPS Due	24 P-Card Rejects Approval Due TL Approval Cutoff	25 WiSMART Interface will run at 3:00 pm	26	27 WiSMART Hours 6:00 am - 4:00 pm	28



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

March 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 WiSMART Hours 8:00 am – 5:00 pm	3 Bi-Weekly EFTPS Due	4	5	6	7 WiSMART Hours 8:00 am – 4:00 pm
8	9	10 P-Card Rejects Approval Due TL Approval Cutoff	11 WiSMART Interface will run at 3:00 pm Initial Grant Purge Run	12	13 New Year Table Initialization (NYTI) Run	14 WiSMART Hours 8:00 am – 4:00 pm
15	16	17 Bi-Weekly EFTPS Due FMC Meeting 8:00 am – 9:00 am	18	19	20	21 WiSMART Hours 8:00 am – 4:00 pm
22	23 Monthly EFTPS Due	24 P-Card Rejects Approval Due TL Approval Cutoff	25 WiSMART Interface will run at 3:00 pm	26	27 Last Day to Flag Grants Before 2 nd Report	28 WiSMART Hours 8:00 am – 4:00 pm
29	30	31 WiSMART Hours 6:00 am – 4:00 pm 1099 Reports Bi-Weekly EFTPS Due				



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

April 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 WiSMART Hours 8:00 am – 5:00 pm	2	3 \$0 AP Load EB/RB Load (DOT only)	4 WiSMART Hours 8:00 am – 4:00 pm
5	6	7 P-Card Rejects Approval Due TL Approval Cutoff	8 WiSMART Interface will run at 3:00 pm	9 2 nd Grant Purge Run	10 Updated Grant Listing Sent to Agencies for Verification	11 WiSMART Hours 8:00 am – 4:00 pm
12	13	14 Bi-Weekly EFTPS Due FMC Meeting 8:00 am – 9:00 am	15	16	17 Last Day for Grant Purge Adjustments	18 WiSMART Hours 8:00 am – 4:00 pm
19	20 Form WT-6 Due	21 P-Card Rejects Approval Due TL Approval Cutoff	22 WiSMART Interface will run at 3:00 pm	23 Monthly EFTPS Due	24 Grants Purged in Production	25 WiSMART Hours 8:00 am – 4:00 pm
26	27	28 Bi-Weekly EFTPS Due	29 Appointment of Reconciler Forms Sent Out	30 WiSMART Hours 6:00 am – 4:00 pm Third Quarter A/R Reports Due		



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

May 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 WiSMART Hours 8:00 am – 5:00 pm	2 WiSMART Hours 8:00 am – 4:00 pm
3	4	5 P-Card Rejects Approval Due TL Approval Cutoff	6 WiSMART Interface will run at 3:00 pm	7	8	9 WiSMART Hours 8:00 am – 4:00 pm
10	11	12 Bi-Weekly EFTPS Due FMC Meeting 8:00 am – 9:00 am	13	14	15	16 WiSMART Hours 8:00 am – 4:00 pm
17	18	19 P-Card Rejects Approval Due TL Approval Cutoff	20 WiSMART Interface will run at 3:00 pm	21	22	23 No WiSMART Hours
24	25 No WiSMART Hours	26 Bi-Weekly EFTPS Due Monthly EFTPS Due	27	28	29 WiSMART Hours 6:00 am – 4:00 pm Last Day for FY14 Purchase Orders Appointment of Reconciler Forms Due	30 No WiSMART Hours
31						



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

June 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 WiSMART Hours 8:00 am - 5:00 pm	2 P-Card Rejects Approval Due TL Approval Cutoff	3 WiSMART Interface will run at 3:00 pm	4	5	6 WiSMART Hours 8:00 am - 4:00 pm
7	8	9 Bi-Weekly EFTPS Due FMC Meeting 8:00 am - 9:00 am	10	11	12	13 WiSMART Hours 8:00 am - 4:00 pm
14	15	16 P-Card Rejects Approval Due TL Approval Cutoff	17 WiSMART Interface will run at 3:00 pm	18	19	20 WiSMART Hours 8:00 am - 4:00 pm
21	22	23 Bi-Weekly EFTPS Due Monthly EFTPS Due	24	25	26	27 WiSMART Hours 8:00 am - 4:00 pm
28	29	30 WiSMART Hours 6:00 am - 4:00 pm Vendor Maintenance GAAP Reports 1099 Reports P-Card Rejects Approval Due TL Approval Cutoff				



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

July 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 WiSMART Hours 12:00 pm - 5:00 pm WiSMART Interface will run at 3:00 pm	2	3 Mini-Preliminary & Form 78's Banking Holiday	4 No WiSMART Hours
5	6	7 Bi-Weekly EFTPS Due	8	9	10 Mini-Preliminary & Form 78's	11 WiSMART Hours 8:00 am - 4:00 pm
12	13	14 P-Card Rejects Approval Due TL Approval Cutoff FMC Meeting 8:00 am - 9:00 am	15 WiSMART Interface will run at 3:00 pm	16	17 Mini-Preliminary & Form 78's	18 WiSMART Hours 8:00 am - 4:00 pm
19	20 Form WT-6 Due	21 Bi-Weekly EFTPS Due	22	23 Monthly EFTPS Due	24 Mini-Preliminary & Form 78's	25 WiSMART Hours 8:00 am - 4:00 pm
26	27 Full Preliminary & Form 78's	28 P-Card Rejects Approval Due TL Approval Cutoff	29 WiSMART Interface will run at 3:00 pm Mini-Preliminary & Form 78's	30	31 WiSMART Hours 6:00 am - 3:00 pm Fourth Quarter A/R Reports Due Last Day to Enter FY15 Revenues and Expenditures Mini-Preliminary & Form 78's FCM Federal Revenue Cut-Off	



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

August 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 WiSMART Hours 8:00 am – 4:00 pm
2	3 WiSMART Hours 8:00 am – 5:00 pm Mini-Preliminary & Form 78's	4 Bi-Weekly EFTPS Due	5 Last Day to Enter FY15 Adjustments Mini-Preliminary & Form 78's	6 Mini-Preliminary & Final Form 78's Run in Nightly Cycle	7 GAAP Reports Final Form 78's Available	8 WiSMART Hours 8:00 am – 4:00 pm
9	10	11 P-Card Rejects Approval Due TL Approval Cutoff FMC Meeting 8:00 am – 9:00 am Form 78's Due to SCO	12 WiSMART Interface will run at 3:00 pm	13	14	15
16	17	18 Bi-Weekly EFTPS Due	19	20	21	22
23	24 Monthly EFTPS Due	25 P-Card Rejects Approval Due TL Approval Cutoff	26 WiSMART Interface will run at 3:00 pm	27	28	29
30	31 WiSMART Hours 6:00 am – 4:00 pm					



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

September 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 WiSMART Hours 8:00 am – 7:00 pm Bi-Weekly EFTPS Due	2	3	4 Final Year-End Reports GAAP Reports Spending Authority Roll Fixed Asset Depr.	5
6	7 No WiSMART Hours	8 P-Card Rejects Approval Due TL Approval Cutoff	9 WiSMART Interface will run at 3:00 pm	10	11 Close 13 th Month	12
13	14	15 Bi-Weekly EFTPS Due FMC Meeting 8:00 am – 9:00 am	16	17	18 Close FY15	19
20	21	22 P-Card Rejects Approval Due TL Approval Cutoff	23 WiSMART Interface will run at 3:00 pm Monthly EFTPS Due	24	25	26
27	28	29 Bi-Weekly EFTPS Due	30 WiSMART Hours 6:00 am – 4:00 pm 1099 Reports			



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

October 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 WiSMART Hours 8:00 am – 7:00 pm	2	3
4	5	6 P-Card Rejects Approval Due TL Approval Cutoff	7 WiSMART Interface will run at 3:00 pm	8	9	10
11	12 Banking Holiday	13 Bi-Weekly EFTPS Due FMC Meeting 8:00 am – 9:00 am	14	15 AFR Deadline	16	17
18	19	20 P-Card Rejects Approval Due TL Approval Cutoff Form WT-6 Due	21 WiSMART Interface will run at 3:00 pm	22	23 Monthly EFTPS Due	24
25	26	27 Bi-Weekly EFTPS Due	28	29	30 WiSMART Hours 6:00 am – 4:00 pm 1099 Reports First Quarter A/R Report Due	31



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

November 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 WiSMART Hours 8:00 am - 5:00 pm	3 P-Card Rejects Approval Due TL Approval Cutoff	4 WiSMART Interface will run at 3:00 pm	5	6	7
8	9	10 Bi-Weekly EFTPS Due FMC Meeting 8:00 am - 9:00 am	11 Banking Holiday	12	13	14
15	16	17 P-Card Rejects Approval Due TL Approval Cutoff	18 WiSMART Interface will run at 3:00 pm	19	20	21
22	23 Monthly EFTPS Due	24 Bi-Weekly EFTPS Due	25	26 No WiSMART Hours	27	28
29	30 WiSMART Hours 6:00 am - 4:00 pm 1099 Reports					



WISCONSIN STATE CONTROLLER'S OFFICE

101 East Wilson Street
Madison, Wisconsin

WiSMART Standard Hours are M W F 6:00am-5:00pm, T Th 6:00am-7:00pm (except State Holidays)

December 2015

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 WiSMART Hours 8:00 am – 7:00 pm P-Card Rejects Approval Due TL Approval Cutoff	2 WiSMART Interface will run at 3:00 pm	3	4	5
6	7	8 Bi-Weekly EFTPS Due FMC Meeting 8:00 am – 9:00 am	9	10	11	12
13	14	15 P-Card Rejects Approval Due TL Approval Cutoff	16 WiSMART Interface will run at 3:00 pm	17	18	19
20	21 Bi-Weekly EFTPS Due	22	23 Monthly EFTPS Due	24 WiSMART Hours 6:00 am – 1:00 pm	25 No WiSMART Hours	26
27	28	29 P-Card Rejects Approval Due TL Approval Cutoff	30 WiSMART Hours 6:00 am – 7:00 pm	31 WiSMART Hours 6:00 am – 1:00 pm NYVD Vendor Maintenance 1099 Reports		