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## AAA4 BULLETIN

<b>TO:</b> AAA4 Funded Partners	<b>NO:</b> <b>A4B2025-09</b>
<b>SUBJECT:</b> Holiday Closure and Deadlines for Monthly Financial Reports (MFRs)	
<b>DATE ISSUED:</b> December 4, 2025	
<b>REFERENCES:</b> N/A	<b>SUPERSEDES:</b> N/A
<b>PROGRAMS AFFECTED:</b> <input checked="" type="checkbox"/> ALL <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III C-1 <input type="checkbox"/> Title III C-2 <input type="checkbox"/> Title III-D <input type="checkbox"/> Title III-E <input type="checkbox"/> HICAP <input type="checkbox"/> OTO <input type="checkbox"/> Other: Not applicable	
<b>PURPOSE OF BULLETIN:</b> <input type="checkbox"/> Amend Policy or Procedure <input type="checkbox"/> Clarification <input checked="" type="checkbox"/> Information	
<b>FOR INQUIRIES CONTACT:</b> <a href="mailto:Fiscal@agencyonaging4.org">Fiscal@agencyonaging4.org</a>	

Holiday Office Closure

Agency on Aging Area 4 will be closed for the holidays as noted in the table below:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
12/14 Closed	12/15 Open	12/16 Open	12/17 Open	12/18 Open	12/19 Open	12/20 Closed
12/21 Closed	12/22 Closed *Holiday*	12/23 Closed *Holiday*	12/24 Closed *Holiday*	12/25 Closed *Holiday*	12/26 Closed *Holiday*	12/27 Closed
12/28 Closed	12/29 Open	12/30 Open	12/31 Open	1/1/2026 Closed *Holiday*	1/2/2026	1/3/2026 Closed

Holiday Deadlines for Monthly Financial Reports

Expense reimbursement dates for November MFRs are as follows:

- November MFRs received in good order by the close of business, Friday, December 12, 2025, will be paid by Friday, December 19, 2025.
- November MFRs received *after* Friday December 12, 2025, will be paid in January 2026.

Thank you in advance for your cooperation with the MFR reimbursement schedule.

The entire staff at Agency on Aging Area 4 wishes you a safe and happy holiday season!