



**STATEWIDE PAYROLL SCHEDULE**  
**West Virginia Personal Options**  
**TRAUMATIC BRAIN INJURY WAIVER PROGRAM**

| Pay Period Start Date   | Pay Period End Date | Deadline for Faxed Timesheets to be Received and Electronic Timesheets to be Approved by 5:00 PM | Check or Direct Deposit Issued |
|---|---------------------|--|--------------------------------|
| MONDAY  | SUNDAY              | TUESDAY  | FRIDAY                         |
| <b><i>To help ensure timely payment, please submit your completed timesheet on Mondays.</i></b> |                     |  |                                |
| 12/17/2018  | 12/30/2018          | 1/1/2019   | 1/11/2019                      |
| 12/31/2018  | 1/13/2019           | 1/15/2019  | 1/25/2019                      |
| 1/14/2019   | 1/27/2019           | 1/29/2019  | 2/8/2019                       |
| 1/28/2019   | 2/10/2019           | 2/12/2019  | 2/22/2019                      |
| 2/11/2019   | 2/24/2019           | 2/26/2019  | 3/8/2019                       |
| 2/25/2019   | 3/10/2019           | 3/12/2019  | 3/22/2019                      |
| 3/11/2019   | 3/24/2019           | 3/26/2019  | 4/5/2019                       |
| 3/25/2019   | 4/7/2019            | 4/9/2019   | 4/19/2019                      |
| 4/8/2019  | 4/21/2019           | 4/23/2019  | 5/3/2019                       |
| 4/22/2019   | 5/5/2019            | 5/7/2019   | 5/17/2019                      |
| 5/6/2019  | 5/19/2019           | 5/21/2019  | 5/31/2019                      |
| 5/20/2019   | 6/2/2019            | 6/4/2019   | 6/14/2019                      |
| 6/3/2019  | 6/16/2019           | 6/18/2019  | 6/28/2019                      |
| 6/17/2019   | 6/30/2019           | 7/2/2019   | 7/12/2019                      |
| 7/1/2019  | 7/14/2019           | 7/16/2019  | 7/26/2019                      |
| 7/15/2019   | 7/28/2019           | 7/30/2019  | 8/9/2019                       |
| 7/29/2019   | 8/11/2019           | 8/13/2019  | 8/23/2019                      |
| 8/12/2019   | 8/25/2019           | 8/27/2019  | 9/6/2019                       |
| 8/26/2019   | 9/8/2019            | 9/10/2019  | 9/20/2019                      |
| 9/9/2019  | 9/22/2019           | 9/24/2019  | 10/4/2019                      |
| 9/23/2019   | 10/6/2019           | 10/8/2019  | 10/18/2019                     |
| 10/7/2019   | 10/20/2019          | 10/22/2019   | 11/1/2019                      |
| 10/21/2019  | 11/3/2019           | 11/5/2019  | 11/15/2019                     |
| 11/4/2019   | 11/17/2019          | 11/19/2019   | 11/29/2019                     |
| 11/18/2019  | 12/1/2019           | 12/3/2019  | 12/13/2019                     |
| 12/2/2019   | 12/15/2019          | 12/17/2019   | 12/27/2019                     |
| 12/16/2019  | 12/29/2019          | 12/31/2019   | 1/10/2020                      |
| 12/30/2019  | 1/12/2020           | 1/14/2020  | 1/24/2020                      |
| 1/13/2020   | 1/26/2020           | 1/28/2020  | 2/7/2020                       |
| 1/27/2020   | 2/9/2020            | 2/11/2020  | 2/21/2020                      |
| 2/10/2020   | 2/23/2020           | 2/25/2020  | 3/6/2020                       |
| 2/24/2020   | 3/8/2020            | 3/10/2020  | 3/20/2020                      |
| 3/9/2020  | 3/22/2020           | 3/24/2020  | 4/3/2020                       |
| 3/23/2020   | 4/5/2020            | 4/7/2020   | 4/17/2020                      |
| 4/6/2020  | 4/19/2020           | 4/21/2020  | 5/1/2020                       |

**Submit your timesheet with Public Partnerships' Time4Care™ mobile app or fax your timesheet to 1-877-692-8470**