

RESEARCH FOUNDATION 2020- 2021
 HOURLY & NON - EXEMPT TIME SHEET SCHEDULE

Time Sheets must be submitted Biweekly

PAY PERIOD EFFECTIVE DATES		TIME SHEET DUE IN PAYROLL OFFICE	CHECK DATE HOURLY**	CHECK DATE SALARIED
12/19/2020	1/1/2021	1/6/2021	1/15/2021	1/1/2021
1/2/2021	1/15/2021	1/20/2021	1/29/2021	1/15/2021
1/16/2021	1/29/2021	2/3/2021	2/12/2021	1/29/2021
1/30/2021	2/12/2021	2/19/2020	2/26/2021	2/12/2021
2/13/2021	2/26/2021	3/3/2021	3/12/2021	2/26/2021
2/27/2021	3/12/2021	3/17/2021	3/26/2021	3/12/2021
3/13/2021	3/26/2021	3/31/2021	4/9/2021	3/26/2021
3/27/2021	4/9/2021	4/14/2021	4/23/2021	4/9/2021
4/10/2021	4/23/2021	4/28/2021	5/7/2021	4/23/2021
4/24/2021	5/7/2021	5/12/2021	5/21/2021	5/7/2021
5/8/2021	5/21/2021	5/26/2021	6/4/2021	5/21/2021
5/22/2021	6/4/2021	6/9/2021	6/18/2021	6/4/2021
6/5/2021	6/18/2021	6/23/2021	7/2/2021	6/18/2021
6/19/2021	7/2/2021	7/7/2021	7/16/2021	7/2/2021
7/3/2021	7/16/2021	7/21/2021	7/30/2021	7/16/2021
7/17/2021	7/30/2021	8/4/2021	8/13/2021	7/30/2021
7/31/2021	8/13/2021	8/18/2021	8/27/2021	8/13/2021
8/14/2021	8/27/2021	9/1/2021	9/10/2021	8/27/2021
8/28/2021	9/10/2021	9/15/2021	9/24/2021	9/10/2021
9/11/2021	9/24/2021	9/29/2021	10/8/2021	9/24/2021
9/25/2021	10/8/2021	10/13/2021	10/22/2021	10/8/2021
10/9/2021	10/22/2021	10/27/2021	11/5/2021	10/22/2021
10/23/2021	11/5/2021	11/10/2021	11/19/2021	11/5/2021
11/6/2021	11/19/2021	11/24/2021	12/3/2021	11/19/2021
11/20/2021	12/3/2021	12/8/2021	12/17/2021	12/3/2021
12/4/2021	12/17/2021	12/21/2021*	12/31/2021	12/17/2021
12/18/2021	12/31/2021	1/5/2022	1/14/2022	12/31/2021

* please note these dates must be strongly adhered to because of early submission payment requirements by Research Central in Albany.

** Pay dates are for hourly employees but also include payments received by salaried employees for additional hours worked (for over-time, straight-time)