

FFY25-SFY26 (July 1, 2025 – June 30, 2026)

Single Monthly Count Report Schedule

(For both enrollment and billing purposes)

Count Date (Last Business Day of the month)	Run by Date *	Due Date *	A-19-1A Invoice Due Date* (On or before the last day of the following month)
July 31, 2025 (July 1-31)	Aug 11, 2025	Aug 20, 2025	August 31, 2025
August 30, 2025 (Aug 1-30)	September 11, 2025	September 20, 2025	September 30, 2025
September 30, 2025 (Sept 1-30)	October 11, 2025	October 20, 2025	October 31, 2025
October 31, 2025 (Oct 1-31)	November 11, 2025	November 20, 2025	November 30, 2025
November 29, 2025 (Nov 1-29)	December 11, 2025	December 20, 2025	December 31, 2025
December 31, 2025 (Dec 1-31)	January 11, 2026	January 20, 2026	January 31, 2026
January 31, 2026 (Jan 1-31)	February 11, 2026	February 20, 2026	February 28, 2026
February 28, 2026 (Feb 1-28)	March 11, 2026	March 20, 2026	March 31, 2026
March 31, 2026 (Mar 1-31)	April 11, 2026	April 20, 2026	April 30, 2026
April 30, 2026 (Apr 1-30)	May 11, 2026	May 20, 2026	May 31, 2026
May 30, 2026 (May 1-30)	June 11, 2026	June 20, 2026	June 30, 2026
June 30, 2026 (June 1-30)	July 11, 2026	July 20, 2026	July 31, 2026

- If the “Run By” or “Due Date” falls on a holiday or weekend, please complete on the following business day.
- Submit your Certified Report and A-19-1A Invoice to ESIT.reports@dcyf.wa.gov
- Contact your Resource Allocation Specialist with questions
- The Forecast Council Caseload count is due the 10th of each month. ESIT submits this count based off the Single Monthly Counts.

Criteria to be on the SMC Report:

- Are enrolled in an ESIT Provider Agency **and**
- Are between the ages of birth through 2 years of age and not yet three on the days(s) of service delivery **and**
- Have an active IFSP:
 - i) based on eligibility criteria established in ESIT State Policies **and**
 - ii) which meets federal and state procedural requirements **and**
- Are eligible for and receiving early intervention services per RCW 43.216.580 - <https://app.leg.wa.gov/RCW/default.aspx?cite=43.216.580>
“For the purposes of this subsection (2) a child is receiving early intervention services if the child has received services within the same month as the monthly count day, which is the last business day of the month.”