

Office of Oral Health

Schedule of Deliverables for Local Oral Health Programs (LOHPs)

Objective and Activity Number	Reporting & Tracking Measures	Due Date
One-Time Submission		
2.1.a (A)	Community-clinical Linkages: Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis Summary Report	June 30, 2023
2.1.b (F)	Community-clinical Linkages: Implementation Plan	June 30, 2023
3.1.i (B)	KOHA: Success Stories Dissemination Plan	August 31, 2025
3.2.i (A)	Key Partners: Sustainability Plan	August 31, 2025
3.2.j (A, B)	Key Partners: Success Stories Dissemination Plan	August 31, 2025
4.2.f (B)	SSBs: Success Stories Dissemination Plan	August 31, 2025
1.2	Needs Assessment: Update every 3 years	December 31, 2025
1.4 1.4.c (A)	Community Health Improvement Plan (CHIP): Update CHIP and Action Plan	October 31, 2026*
2.4.d (A)	School-based/-linked (Objective 2.3): Evaluation Report	October 31, 2026*

Objective and Activity Number	Reporting & Tracking Measures	Due Date
2.4.e (B)	Fluoride: Success Stories Dissemination Plan	October 31, 2026*
6.3 (A)	Oral Healthcare Delivery and Care Coordination Systems and Resources: Sustainability Plan	October 31, 2026*
6.4.b (A)	Oral Healthcare Delivery and Care Coordination Systems and Resources: QI Plan	October 31, 2026*
6.4.c (B)	Oral Healthcare Delivery and Care Coordination Systems and Resources: Success Stories Dissemination Plan	October 31, 2026*
6.4.e (A)	Oral Healthcare Delivery and Care Coordination Systems and Resources: QI Project Qualitative Case Study	October 31, 2026*
6.4.e (B)	Oral Healthcare Delivery and Care Coordination Systems and Resources: QI Project Storyboard	October 31, 2026*
7.1.d (A)	Oral Health Network: Communications Plan	October 31, 2026*
7.1.g (A)	Oral Health Network: Action Plan	October 31, 2026*
1.5, 1.5.b (A), 1.5.c (A)	Evaluation Plan (EP): Updated EP, Logic Model, Evaluation Plan Grid	January 31, 2027*

*** Denotes a due date that has been modified from the previously published timeline.**

Per PL 2025-01 Effective May 2, 2025
These activities should be included in the Progress Report 6, due August 31, 2025

Work Plan Activity Number	Reporting & Tracking Measures
3.1.d (A)	KOHA: Toolkit
3.2 (A)	Key Partner: Recruitment Plan
3.2.e (A)	Key Partner: Training and Implementation Plan
3.2.e (D)	Key Partner: Evaluation Plan for Trainings
5.1 (B)	Oral Health Literacy: Campaign Plan
5.2.a (A)	Oral Health Literacy: Workforce Sustainability Action Plan
5.3 (A)	Oral Health Literacy: Training Plan

Note: The above table is maintained for historical tracking purposes.

Submissions Due Annually		
1st Quarter: July 1 - Sept. 30		
Progress Report	July 31 *PR6 exception due Aug 31, 2025*	Progress period: January 1 - June 30
Data Form	Aug 31	FY Data period July 1- June 30
Budget Revision	September 30	Realign current year budget, if needed
4th and Last Quarter Invoice	September 30	Invoice period: April 1 - June 30
2nd Quarter: Oct. 1 - Dec. 31		
1st Quarter Invoice Due	November 30	Invoice period: July 1 - September 30
3rd Quarter: Jan. 1 - March 31		
Progress Report	January 31	Progress period: July 1 - December 31
2nd Quarter Invoice Due	March 1	Invoice period: October 1 - December 31
4th Quarter: April 1 - June 30		
3rd Quarter Invoice Due	May 31	Invoice period: January 1 - March 31
Budget Revision	April 30	Realign current year budget, if needed

Close-out Materials	FINAL Due Date
FINAL Program Progress Report	July 31, 2027
FINAL Evaluation Report	July 31, 2027
FINAL Data Form	July 31, 2027
FINAL Grant Term Invoice	September 30, 2027

Submit invoices to LOHPInvoices@cdph.ca.gov. Please contact your assigned program consultant/grant manager or the Office of Oral Health at OfficeofOralHealth@cdph.ca.gov for questions and/or concerns about the LOHP Schedule for Reporting. Please visit [CDPH OOH's website](#) for additional information and resources available to LOHPs.