

Higher Education Savings Plan  
Compliance Schedule  
March 24, 2022

**Compliance Schedule: Calendar Year 2021-Calendar Q3**

	<b>Required Action</b>	<b>Target Date</b>	<b>Date Completed</b>
1.	Allianz to provide any recommendations for fund and & asset allocation changes	July 1 or other agreed-upon time	July 1
2.	Quarterly conference call and performance review with VPD	Aug 15	July 27
3.	Adjust \$45,000 salary by CPI change and submit expenses to Program Manager	July 30	July 28
4.	Council approves new funds	Aug/Sept SDIC mtg	Aug 31
5.	Communication to VPD regarding approving of auditor	Within 2 days of Council approval	Sept 2 (8/31 approval)
6.	VPS Distrib to provide updated fund list and descriptions (Exhibit A)	Within 1 month of new fund implementation	Sept 23 – same day as fund implementation
7.	VPD reimbursed Council for expenses (SDIO salary, conference, supplies)	August 31	Aug 10

**Compliance Schedule: Calendar Year 2021-Calendar Q4**

	<b>Required Action</b>	<b>Target Date</b>	<b>Date Completed</b>
1.	Quarterly conference call and performance review	Nov 15	Oct 28

**Compliance Schedule: Calendar Year 2022-Calendar Q1**

	<b>Required Action</b>	<b>Target Date</b>	<b>Date Completed</b>
1.	Quarterly conference call and performance review (qtr. & annual)	Feb 15	Scheduled 2/2/22
2.	Annual Report to Governor	Feb 1	Jan 18
3.	Confirmation of 65 bps expense for SD-D accts	Feb 28	Feb 17
4.	Program Mgr. send Annual Report to Municipal Securities Rulemaking Bd.	Mar 31	
5.	Review of VPD insurance certificates	Mar 31	
6.	Review CollegeAccess financials	Mar 31	Mar 22
7.	Annual Audit Completed	Mar 31	

**Compliance Schedule: Calendar Year 2022-Q2**

	<b>Required Action</b>	<b>Target Date</b>	<b>Date Completed</b>
1.	Quarterly conference call and performance review	May 15	Scheduled 4/25
2.	Review Virtus financials	May 31	