



HI CLP-PD and VDC Payment Schedule

Effective July 1, 2026 – June 30, 2027

This year timing is especially tight, so to ensure that your employees and/or vendors are always paid on time, please **approve and submit** all time sheets/entries and vendor/reimbursement requests **by 9AM HST of the due date, even if it falls on a weekend or holiday (see dates with an *)**. Those received after 9AM HST of that date will be processed in the following payment period. No exceptions will be made. Employees are required to have direct deposit unless special approval is given. This will make sure your payment gets to you on time.

To ensure that the time worked gets in on time, please use DCI or the Mobile App option. To access DCI, go to **acumen.dcisoftware.com**. Employers must be sure all hours are entered accurately and **approved by 9AM Hawaii time** for them to be paid on the payment date. If you must fax timesheets to **866-260-2386** or email them to payroll-hi@acumen2.net send **BEFORE 9AM ON THE DUE DATE**. Please contact Acumen Customer Service Call Center at 866-759-9498 to confirm that your time sheet has been received. If you only email them to your Coach or Acumen Agent they may not be received on time. Contact your Acumen Client Services Agent at 808-452-1323 if you have any questions or concerns.

MONTH	Payroll Start	Payroll End	Submission due by 9AM HST	PAYMENT DATE DIRECT DEPOSIT OR CHECK DATE
JULY	7/1/2026	7/15/2026	Thu, 07/16/26	Wed, 07/22/26
	7/16/2026	7/31/2026	Sat, 08/01/26*	Fri, 08/07/26
AUGUST	8/1/2026	8/15/2026	Sun, 08/16/26*	Fri, 08/21/26
	8/16/2026	8/31/2026	Tue, 09/01/26	Fri, 09/04/26
SEPTEMBER	9/1/2026	9/15/2026	Wed, 09/16/26	Tue, 09/22/26
	9/16/2026	9/30/2026	Thu, 10/01/26	Wed, 10/07/26
OCTOBER	10/1/2026	10/15/2026	Fri, 10/16/26	Thu, 10/22/26
	10/16/2026	10/31/2026	Sun, 11/01/26*	Fri, 11/06/26
NOVEMBER	11/1/2026	11/15/2026	Mon, 11/16/26	Fri, 11/20/26
	11/16/2026	11/30/2026	Tue, 12/01/26	Mon, 12/07/26
DECEMBER	12/1/2026	12/15/2026	Wed, 12/16/26	Tue, 12/22/26
	12/16/2026	12/31/2026	Fri, 01/01/27*	Thu, 01/07/27
JANUARY	1/1/2027	1/15/2027	Sat, 01/16/27*	Fri, 01/22/27
	1/16/2027	1/31/2027	Mon, 02/01/27	Fri, 02/05/27
FEBRUARY	2/1/2027	2/15/2027	Tue, 02/16/27	Mon, 02/22/27
	2/16/2027	2/28/2027	Mon, 03/01/27	Fri, 03/05/27
MARCH	3/1/2027	3/15/2027	Tue, 03/16/27	Mon, 03/22/27
	3/16/2027	3/31/2027	Thu, 04/01/27	Wed, 04/07/27
APRIL	4/1/2027	4/15/2027	Fri, 04/16/27	Thu, 04/22/27
	4/16/2027	4/30/2027	Sat, 05/01/27*	Fri, 05/07/27
MAY	5/1/2027	5/15/2027	Sun, 05/16/27*	Fri, 05/21/27
	5/16/2027	5/31/2027	Tue, 06/01/27	Mon, 06/07/27
JUNE	6/1/2027	6/15/2027	Wed, 06/16/27	Tue, 06/22/27
	6/16/2027	6/30/2027	Thu, 07/01/27	Wed, 07/07/27

PLEASE SHARE THIS SCHEDULE WITH YOUR EMPLOYEES, AND KEEP A COPY IN A SAFE PLACE FOR EASY REFERENCE