

## 2025 Payroll Calendar

MRCI Payroll Calendar 2025 PAGE 1

- Due Dates for Payroll Information  
 Pay Day  
 MRCI Closed  
 \* CDCS, CSG, CFSS and PCA Choice workers will be paid holiday pay for hours worked on the holiday per union contract.

Work weeks to Sunday through Saturday. More than 40 hours per week = Overtime.

Jan-25						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Apr-25						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Feb-25						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

May-25						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Mar-25						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Jun-25						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Pay Period	Due Date	Pay Day
12/15-12/20/24	12/22/24	12/23/24
12/22-12/27/24	12/23/24	12/23/24
12/29-1/3/25	1/2/25	1/2/25
1/6-1/11/25	1/7/25	1/7/25
1/13-1/18/25	1/14/25	1/14/25
1/20-1/25/25	1/21/25	1/21/25
1/27-2/1/25	2/3/25	2/3/25
2/3-2/8/25	2/10/25	2/10/25
2/10-2/15/25	2/17/25	2/17/25
2/17-2/22/25	2/24/25	2/24/25
2/24-2/29/25	3/2/25	3/2/25

The 2025 Payroll Calendar has been finalized. Visit our website to view the dates, download a PDF copy, and sign up for weekly payroll & payday reminders!

Visit our Website

## Holiday Payroll Calendar

MRCI will be closed on December 24th and December 25th. Pay Day will remain December 27th.

Reimbursements and Invoices:  
 All claim reimbursements and invoices must be submitted to MRCI by 4:30 on Monday, December 23rd to be paid on the 27<sup>th</sup>.

Dec-24						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Due Dates for Payroll Information
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- \* - CDCS, CSG, CFSS and PCA Choice workers will be paid holiday pay for hours worked on the holiday per union contract.

## Workers Comp Rate Change

Starting January 12th, MRCI will be reducing the workers compensation tax rate charged to participants budgets from 1.6% to 0.9% for **CDCS, CSG, and CFSS**. Workers Compensation tax is charged to budgets based on hours worked by employees.

MRCI is very excited to pass along reductions in workers compensation. The reason for the reduction or savings is due to the experience rating and a safe working environment for workers. The tax change does not require participants and participant representatives to take any action as this will be made by MRCI.

MRCI Payroll Calendar 2024

Use Dates for Payroll Information - Please Note: The due date has changed from 2023

MRCI Closed

MRCI will not be processing payroll for employees who will be paid for their pay period on their contract.

Week ends to Sunday through Saturday. Please Note: All hours per week = 40 hours.

Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Sun Mon Tue Wed Thu Fri Sat	Sun Mon Tue Wed Thu Fri Sat	Sun Mon Tue Wed Thu Fri Sat	Sun Mon Tue Wed Thu Fri Sat	Sun Mon Tue Wed Thu Fri Sat	Sun Mon Tue Wed Thu Fri Sat
1 2 3 4 5 6	1 2 3 4 5 6	1 2 3 4 5 6	1 2 3 4 5 6	1 2 3 4 5 6	1 2 3 4 5 6
7 8 9 10 11 12 13	7 8 9 10 11 12 13	7 8 9 10 11 12 13	7 8 9 10 11 12 13	7 8 9 10 11 12 13	7 8 9 10 11 12 13
14 15 16 17 18 19 20	14 15 16 17 18 19 20	14 15 16 17 18 19 20	14 15 16 17 18 19 20	14 15 16 17 18 19 20	14 15 16 17 18 19 20
21 22 23 24 25 26 27	21 22 23 24 25 26 27	21 22 23 24 25 26 27	21 22 23 24 25 26 27	21 22 23 24 25 26 27	21 22 23 24 25 26 27
28 29 30 31					

Pay Period Due Date Pay Day

Pay Period	Due Date	Pay Day
01/01-01/31/24	01/31/24	01/31/24
02/01-02/29/24	02/29/24	02/29/24
03/01-03/31/24	03/31/24	03/31/24
04/01-04/30/24	04/30/24	04/30/24
05/01-05/31/24	05/31/24	05/31/24
06/01-06/30/24	06/30/24	06/30/24
07/01-07/31/24	07/31/24	07/31/24
08/01-08/31/24	08/31/24	08/31/24
09/01-09/30/24	09/30/24	09/30/24
10/01-10/31/24	10/31/24	10/31/24
11/01-11/30/24	11/30/24	11/30/24
12/01-12/31/24	12/31/24	12/31/24

Are you receiving payroll due date email reminders? Click below to ensure you don't miss a pay date!

weekly reminder signup

# CFSS & Consultation Services beginning 10/1/2024

Check out these DHS trainings on CFSS & Consultation services, which started rolling out on 10/1/24. They are very informative, in video format for easy listening, and provide great examples for CFSS. As always, let us know if you have any questions.

DHS - navigate to 'training' tab

DHS also created a CFSS Information Sheet available in multiple languages. Click below to view the document in your preferred language.

English

Hmong

Karen

Somali

Spanish

Happy Holidays from MRCI!  
MRCI-CDS will be closed December 24th-25th, and January 1st, 2025.



Would you rather...

be able to communicate telepathically

speak every language on the planet

Last month we asked if you could only have one kind of pie for the rest of time, would you choose Pumpkin or Apple? The results are in... **55.4% chose Pumpkin**, and **44.6% chose Apple**. Stay tuned for the results of the next 'would you rather'!

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## EMPLOYEE SPOTLIGHT

# Cindy Erkel

— CDS ACCOUNTING COORDINATOR —



**Duration at MRCI:** 10 years

**Favorite hobbies:** playing music, listening to music, being crafty

*"I'm a farm girl who was always hanging out with her Dad. My Dad is the real reason I work at MRCI. He lost his right hand in a farming accident before I was born. I LOVE music but it doesn't necessarily pay the bills so I went into the computer science field which is, of course, why I now work in accounting."*

Thank you for all you do, Cindy!

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Share your Story



MRCI is one of Minnesota's largest human service non-profit organizations. We are dedicated to providing meaningful opportunities for individuals with disabilities and special needs.

[www.MRCICDS.org](http://www.MRCICDS.org)



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