

# Timesheet Statuses

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## Timesheet Statuses

There are five (5) timesheet statuses:

- **Blank** - Status after the Staff Action Plan is approved and the timesheet's Service Type is in the participant's budget, but before the timesheet is created.
  - **Not In Budget** - Status if the timesheet's Service Type is NOT in the participant's budget.
  - **Draft** - Status after the timesheet is created, but before it has been submitted for approval.
  - **Pending Approval** - Status once the timesheet has been submitted for approval.
  - **Complete** - Status after the timesheet has been approved.
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