

Bond BHCIP Round 2: Unmet Needs

Form 4: Design, Acquisition, and Construction Milestone Schedule

Applicant Entity Name:

Lead Authorized Representative or Project Director Name:

Instructions: Please provide the best estimates for completion dates for each of the following milestones. Consult your professional development team to establish milestone completion dates. These milestones will form the basis for your project's payment schedule.

Estimated Milestones

PHASE	MILESTONE	ESTIMATED COMPLETION DATE (or N/A)
Phase 1: Planning and Pre-Development	Development team identified	
	Business plan	
	Feasibility study	
	Real estate attorney hired	
	Architect hired	
	Site programming	
	Fit study	
Phase 2: Design Development	Stakeholder support	
	Schematic drawings started	
	Construction manager hired	
	Engineering teams (civil/structural/MEP) hired	
	Schematic drawings complete	
	Preliminary plan review at planning department	
	Design drawings started	
Phase 3: Shovel Ready	Design drawings complete	
	Construction drawings started	
	General contractor Request for Proposals (RFP) started	
	General contractor selected	
	Construction contract (GMAX) executed	
	Construction drawings 85% complete	
	Construction drawings submitted for building permit	
Phase 3: Shovel Ready/Acquisition	Building permit Issued	
	Interiors and operating systems finalized	
	Properties identified	
	Letter of Intent (LOI) delivered	
	Purchase and Sale (PSA) delivered	
	PSA executed	
	Physical needs assessment finished	
	Community support approvals secured	
	Legal review of title/PSA/due diligence completed	
	Will Serve Letters approved	
Final Phase: Construction	Due diligence ends	
	Non-refundable deposit delivered	
	Land closing/encumbered (post-building permit)	
	Break ground/start construction	
	Foundations complete	
	Exterior envelope complete	
	Finish construction	
Project Completion	Fixtures and equipment delivery	
	Walk-through/sign-off	
	All liens lifted/final payments	
	Temporary Certificate of Occupancy issued	
	Interiors and operating systems finalized	
	Start operations	