

# Form 4: Design, Acquisition, and Construction Milestone Schedule

Name of Entity Applying:

Lead Authorized Representative Name or Project Director Name:

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

## Estimated Milestones

PHASE	MILESTONE	ESTIMATED COMPLETION DATE (or N/A)
Phase I: Planning & Pre-Development	Development Team Identified	
Phase I: Planning & Pre-Development	Business Plan	
Phase I: Planning & Pre-Development	Feasibility Study	
Phase I: Planning & Pre-Development	Real Estate Attorney Hired	
Phase I: Planning & Pre-Development	Architect Hired	
Phase I: Planning & Pre-Development	Site Programming	
Phase I: Planning & Pre-Development	Fit Study	
Phase I: Planning & Pre-Development	Stakeholder Support	
Phase II: Design Development	Schematic Drawings (SDs) Start	
Phase II: Design Development	Construction Manager Hired	
Phase II: Design Development	Engineering Teams Hired (Civil/Structural/MEP)	
Phase II: Design Development	Schematic Drawings (SDs) Complete	
Phase II: Design Development	Preliminary Plan Review at Planning Dept	
Phase II: Design Development	Design Drawings (DDs) Start	
Phase II: Design Development	Design Drawings (DDs) Complete	
Phase III: Shovel Ready	Construction Drawings (CDs) Start	
Phase III: Shovel Ready	General Contractor RFP Start	
Phase III: Shovel Ready	General Contractor Selected	

Phase III: Shovel Ready	Construction Contract (GMAX) executed	
Phase III: Shovel Ready	Construction Drawings (CDs) 85% complete	
Phase III: Shovel Ready	CDs submitted for Building Permit	
Phase III: Shovel Ready	Building Permit Issued	
Phase III: Shovel Ready/Acquisition	Acquisition Team Hired	
Phase III: Shovel Ready/Acquisition	Properties Identified	
Phase III: Shovel Ready/Acquisition	LOI Delivered	
Phase III: Shovel Ready/Acquisition	PSA Delivered	
Phase III: Shovel Ready/Acquisition	PSA Executed	
Phase III: Shovel Ready/Acquisition	Physical Needs Assessment	
Phase III: Shovel Ready/Acquisition	Community Support Approvals	
Phase III: Shovel Ready/Acquisition	Legal Review of Title/PSA/Due Diligence	
Phase III: Shovel Ready/Acquisition	Will Serve Letters Received Approvals	
Phase III: Shovel Ready/Acquisition	Due Diligence Ends	
Phase III: Shovel Ready/Acquisition	Non-Refundable Deposit Delivered	
Phase III: Shovel Ready/Acquisition	Land Closing/Encumbered (Post Building Permit)	
Phase IV: Construction	Break Ground/Start Construction	
Phase IV: Construction	Foundations Complete	
Phase IV: Construction	Exterior Envelope Complete	
Phase IV: Construction	Finish Construction	
Phase IV: Construction	Fixtures & Equipment Delivery	
Phase IV: Construction	Walk Thru/Sign Off	
Phase IV: Construction	All Liens Lifted/Final Payments	
Phase IV: Construction	Temporary Certificate of Occupancy Issued	
Project Completion	Interiors & Operating Systems Finalized	
Project Completion	Start Operations	