**Project Name – Town, NE**

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| **DEVELOPMENT COMPLETION SCHEDULE:** The shaded items must be completed by all applicants. If applying for HOME Funds, non-shaded items must also be completed. | | |
| **Activity** | Responsible Entity | **Date** |
| LIHTC Conditional Reservation Announcement and Invitation to HOME Contract Negotiations (if applicable) | NIFA/NDED |  |
| Attend and Complete HOME Contract Negotiations and Items | Applicant |  |
| NDED Award Letter Issued | NDED |  |
| NDED Contract Signed and Notice of Release of Funds Issued | NDED |  |
| Submit HOME Project Activity Setup | Applicant |  |
| Site Control and Warranty Deed | Applicant |  |
| Syndication Commitment Finalized | Applicant |  |
| Plans and Specs Finalized | Applicant |  |
| Construction Financing Executed | Applicant |  |
| Construction Contracts Signed | Applicant |  |
| Conditions for NIFA LIHTC Reservation Agreement Completed (90 days) | Applicant |  |
| Pre-Construction Conference | Applicant |  |
| Site Preparations | Applicant |  |
| Construction Started | Applicant |  |
| 10 % Carryover Documentation submitted | Applicant |  |
| Marketing of Development Begins | Applicant |  |
| Construction Completion – 4 units per month in January, Feb, March, April, May 2024 | Applicant |  |
| Start Receiving Tenant Applications | Applicant |  |
| Applicant Eligibility Determinations Made | Applicant |  |
| Certificate of Occupancy Issued (Construction 100% Complete) | Applicant |  |
| Lease Up – 2 units per month Feb and March; 4 units per month April, May, June and 1 unit in July 2024 | Applicant |  |
| Lease Up at 75-90% | Applicant |  |
| Submit HOME Completion Report within 120 days of Certificate of Occupancy | Applicant |  |
| Cost Certification Submitted | Applicant |  |
| LURA Recorded and Submitted | Applicant |  |
| IRS Form(s) 8609 Issued | NIFA |  |
| Permanent Financing Executed | Applicant |  |
| 20 Units Occupied by Low Income Eligible Households | Applicant |  |
| Open House (if Covid-19 not an issue) | Applicant |  |