## COMMUNITY DEVELOPMENT BLOCK GRANT MANAGEMENT SYSTEM

## LOCAL PROGRAM IMPLEMENTATION SCHEDULE

Grantee's Name:	CDBG Project Number:				
Mayor's/Chairman's Signature:			Date:		
Mayor's/Chairman's Name:	Grant Administrator:				
Purpose for Extension Request:					
ADECA Approval:	Program Supervi	isor / /	Chief	_ Date:	
Tasks	Task Required	Responsible Party	Start Date	Completion Date	CDBG Compliance Area Specialist
Attend CDBG Compliance Workshop	☐ Yes ☐ No				CDBG Program Supervisor Assigned to your project
Complete LCC requirements within 75 days of the date of the letter	☐ Yes ☐ No				CDBG Program Supervisor Assigned to your project
Execute construction contract within 180 days of the date of the letter forwarding the grant agreement	☐ Yes ☐ No				Kathleen Rasmussen, PhD
Within 10 days of executing contract, issue a Notice of Start of Construction and submit to ADECA	☐ Yes ☐ No				Kathleen Rasmussen, PhD
Complete and submit all close out documents along with final draw for administration retainage	☐ Yes ☐ No				CDBG Program Supervisor Assigned to your project
Conduct and submit Final Audit	☐ Yes ☐ No				CDBG Program Supervisor Assigned to your project