

### Attachment 3

## HOME CONSORTIA CALENDAR

Summary of Deadlines

DEADLINE	CONSORTIUM	STATUS OF CONSORTIUM			FIELD OFFICE	HEADQUARTERS
		New	Renew (auto and not auto-renewal)	Amend		
<b>March 1</b>	Sends written notification to Field Office of intent to participate	✔	✔		Notifies OAHP of any potential new consortia	SDED creates working participation spreadsheets for new consortium
<b>June 1</b>	Lead entity notifies members of their right not to participate in next qualification period		✔			
<b>June 15</b>	Members notify lead entity of their intent not to participate		✔			
<b>June 30</b>	Submits all required documentation for Field Office review	✔	✔	✔		
<b>August 1</b>		✔	✔	✔	<ul style="list-style-type: none"> <li>• Approves new and amended consortium agreements and submits required documentation to OAHP</li> <li>• Notifies OAHP of renewing consortia with automatic renewal provisions and no changes in membership</li> </ul>	<ul style="list-style-type: none"> <li>• OAHP creates/updates participation spreadsheets and submits to SDED</li> <li>• OAHP scans consortia agreements</li> </ul>
<b>August 20</b>		✔	✔	✔	Contacts consortia to confirm that working participation spreadsheets on CDL are accurate	OAHP posts working participation spreadsheets to for Field Office CPD Directors on CDL for verification
<b>September 10</b>		✔	✔	✔	Certifies to OAHP membership of consortia	OAHP certifies accuracy of all consortia to SDED
<b>September 30 (Statutory deadline)</b>	<b>Designation process complete for eligibility to receive HOME funds by formula</b>					