

# ESFRLP28 WORKFLOW TIMELINE

Activity by NCHFA or Partner	Planned Timeline
Award – issued by NCHFA, phone call or letter	April 14, 2026
Create Project Folder - Partner	Day of Award Letter Receipt
Implementation Webinars - NCHFA	Dates: <u>May 6 (Admin) and 7 (Rehab)</u>
Completed <b>Post Approval Documents (PAD)</b> , receive approval, sign <b>Funding Agreement (FA)</b> , \$273,000 allocation in place and usable- <b>iterative process between Partner and NCHFA</b>	Earliest Funding Agreement/Start date: <b>July 1, 2026</b> – organizational personnel must attend both Implementation Webinars, FA is dated <b>no later than 1/1/27</b> but project cannot begin <u>until FA signed</u> , no expenses paid for work prior to a signed FA
Begin Marketing and Outreach - Partner	Date of FA but <b>no earlier than 7/1/26</b> – no expenses paid for work prior to a signed FA
Perform Intakes/Choose among Applicants - Partner	<b>Not before 7/1/26</b> or per partner Assistance Policy
Begin Partner Portal Workflow Process – Partner	<b>July 1, 2026</b> or per partner Assistance Policy [requests for earlier portal entry based on completed FA date]
Last date to <u>Reserve</u> units in the Portal (3.2.2) – Partner	<b>March 31, 2028</b>
All units <u>Closed</u> loans in the Partner Portal (3.2.2)- Partner has returned closing documents to NCHFA	<b>June 30, 2028</b>
All units <u>Complete</u> , CCFC due, no further fund expenditures (3.2.2) - Partner	<b>December 31, 2028</b>