

# ESFRLP PROJECT WORKFLOW DATES

Activity	Example Date in 2024
Award – issued by NCHFA, phone call + letter	April 11, 2024
Create Project Folder	Day of Award Letter Receipt (dated April 11, 2024)
Complete PAD, receive approval, sign Funding Agreement, \$162,000 allocation in place, usable	<b>Earliest</b> Start date: 7/1/24; after 7/1/24, FA is dated 7/1/24 but project begins <i>on date of PAD approval</i>
Begin Marketing and Outreach	Date of FA but <u>no earlier than 7/1/24</u> – no expenses prior
Perform Intakes/Choose among Applicants	Not before 7/1/24 or per your Assistance Policy
Begin Partner Portal Workflow Process	7/1/24 or Per Assistance Policy decision dates
Unused portion of \$162,000 allocations return to Loan Pool (3.2.2)	<b>July 1, 2025*</b> <b>*new beginning with ESFR22</b>
All units <b>closed loans</b> in the Partner Portal (3.2.2)	December 31, 2026
All units complete, CCFC due, no further fund expenditures (3.2.2)	June 30, 2027