

Attachment 3

HOME CONSORTIA CALENDAR

Summary of Deadlines

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