Public Facilities Implementation

RECEIVE GRANT AWARD FROM GRANTS ADMINISTRATION

INITIATE ENVIRONMENTAL REVIEW PROCESS

SUBMIT START-UP CHECKLIST INFORMATION

SIGNED GRANT AWARD
ADMINISTRATIVE CONTRACT
SPECIAL CONDITIONS
FAIR HOUSING PLAN
COMPLETE ENVIRONMENTAL REVIEW
FINANCIAL INFORMATION
SECTION 504 SCHEDULE
SUBRECIPIENT AGREEMENT

QUARTERLY REPORTS (DUE JAN. 2, APRIL 1, JULY 1, OCTOBER 1)

PROCURE ENGINEER AND SUBMIT CONTRACT FOR APPROVAL

BEGIN DRAWING FUNDS AS NEEDED UPON GRANTS ADMIN APPROVAL

EXECUTE ENGINEERING CONTRACT AND DESIGN PROJECT

REQUEST WAGE DECISION

OBTAIN PERMITS FOR CONSTRUCTION

ACQUIRE ALL NECESSARY PROPERTY

PROCURE CONSTRUCTION CONTRACTOR AND SUBMIT PROPOSED CONTRACT TO GA FOR APPROVAL

VERIFY WAGE DECISION, EXECUTE CONSTRUCTION CONTRACT AND ISSUE NOTICE TO PROCEED

HOLD PRE-CONSTRUCTION CONFERENCE

INCOME CERTIFICATION FOR HOUSEHOLDS TO BE CONNECTED (IF APPLICABLE)

REVIEW PAYROLLS

CONDUCT EMPLOYEE INTERVIEWS

CONSTRUCT PROJECT

CONTRACTOR PAYMENTS / CHANGE ORDERS

GRANTS ADMIN MONITORING

FINALIZE ALL PAYMENTS AND DEOBLIGATE GRANT

CONDUCT PERFORMANCE PUBLIC HEARING AND SUBMIT CLOSE-OUT INFORMATION WITHIN 60 DAYS

RECEIVE LETTER FROM GRANTS ADMINISTRATION CLOSING PROJECT PROGRAMMATICALLY

SUBMIT AUDIT(S) AS REQUIRED BY DIVISION OF FINANCE

RECEIVE FINAL CLOSE-OUT FROM GRANTS ADMIN