



# Project Development Sample Timeline

The development of this project through a schedule of activities:

ACTIVITY TO BE COMPLETED	DATE TO BE COMPLETED
Proposal and Action Plan Approval	May, 2006
Program Business and Accounts Set Up	May, 2006
Start of Administrator Training Program and On-Going staff training	June – On-going
Administrator Course	May – June 2006
Attend Facility Development Training	May, 2006
Licensing Orientation and Component I	June, 2006
Secure Site	June, 2006
Implement Good Neighbor Policy	On-going
Application submitted to Licensing and Funding Agency	June, 2006
Approx. Date of Letter Regarding Over Concentration Letter Sent to Licensing	June, 2006
Physical Plant /Life Safety and Non-Ambulatory Renovations (Pending Funding Agency Approval)	June, 2006
Pre-Fire Marshall Inspection	July, 2006
Physical Plan Modifications Completed	July – August, 2006
CCL Component II	July – August, 2006
Furnish and Prepare for Licensing Review	August, 2006
Design or Review Policy and Procedures for Facility	August, 2006
Vehicle Secured	August, 2006
Funding Agency Site Visit	August, 2006
Deadline for City Submission of Over Concentration Challenge	August, 2006
Licensing Walk Through Inspection	August – September, 2006
Fire Inspection	August – September, 2006
Licensure	September, 2006
Funding Agency Approval	October, 2006
Submission of Service Level Request	October, 2006
Recruiting, Hiring, Training and Fund for New Staff Two Weeks Prior to First Clients in Home.	October, 2006
First Clients Move In	November 1, 2006

