

**MSHDA AND CITY ESG**  
**GRANT TIMELINE DETAIL 3/23/23**

<b>Action</b>	<b>Deadline</b>	<b>Responsible</b>	<b>Note</b>
Approve timeline and other docs	<b>Fri, Mar 24</b> <b>Tues. Mar 28</b>	Finance Comm CRHC Board	By or before board meeting
Develop/approve grant application, scoring process	<b>Fri, Mar 24</b>	CRHC Finance Committee	No potential applicants involved
Board approval	<b>Tues, Mar 28</b>	Board Members	
Public Notices	<b>Wed, Mar 29 &amp; ongoing</b>	CRHC Coordinator	Meetings, etc.
Distribute Notice, timeline, grant applications, budget	<b>Mon, April 3</b>	CRHC Coordinator	Electronic to all members and publicly, website postings
Informational meeting for ESG Grants for Applicants	<b>Mon, Apr 10 at 2 pm</b>	City	Via Zoom, email CRHC Coordinator for invite
Recruit Scorers	<b>Mon, Apr 3 (begin) and finalize by Apr 14 by 5 pm</b>	CRHC Exec Comm/ Finance Chair	By email to all members (goal is eight)
Letter of Intent from Applicants	<b>Wed, Apr 12 by 5 pm</b>	Applicants	By email to CRHC Coordinator
Informational meeting for Scorers	<b>Thurs, Apr 20, time TBA</b>	City	Scorers attend
ESG Application submission deadline	<b>DUE Fri, April 21 NOON</b>	Applicants	By email timestamp to CRHC Coordinator
ESG Applications scored	<b>To scorers: Fri, April 21 eve; DUE: Fri, Apr 28 by NOON</b>	City or Coordinator to send to Scorers	No potential awardees involved
Compile ESG scores	<b>Wed, May 3, by 5 pm</b>	City	Send to Finance Comm, Scorers
ESG Applications final recommendation	<b>Thurs, May 4 at 10 am</b>	CRHC Finance Committee Meeting	Finance Chair sends recomb to CRHC Chair
ESG Allocations/awards approved	<b>Fri, May 5 (vote completed by 5:00 pm)</b>	CRHC Coordinator sends out for CRHC Board Vote	Awardees Notified; Info to Doris/Toni @ City