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| **Action** | **Deadline** | **Responsible** | **Note** |
| Approve timeline | **Tuesday, February 27, 2024** | CRHC Board | Action item |
| Develop/approve grant application, scoring process | **Fri, March 8, 2024** | CRHC Finance Committee | No potential applicants involved |
| Board approval | **Friday, March 15, 2024** | Board Members | Electronic Vote |
| Public Notices | **Friday, March 22, 2024 and ongoing** | City | Meetings, etc. |
| Distribute Notice, timeline, grant applications, budget | **Friday, March 29, 2024** | CRHC Secretary | Electronic to all members and publicly, website postings |
| Ongoing Q&A for ESG Grants for Applicants | **Friday, April 5, 2024– 3:00 pm Teams**  **Contact CRHC Coordinator for invite** | City – DW, TY | Via Teams |
| Recruit Scorers | **Finalize by Apr 5** | CRHC Exec Comm/ Finance Chair | By email to all members (goal is eight) |
| Letter of Intent from Applicants | **Wed, Apr 10, 2024 by 5 pm** | Applicants | By email to CRHC Coordinator |
| Q&A for Scorers | **Ongoing** | City | Scorers Q&A |
| ESG Application submission deadline | **DUE Wednesday, April 17 NOON**  **(Prepare applications to disseminate to scorers)** | Applicants | By email timestamp to CRHC Coordinator |
| ESG Applications scored | **To scorers: Fri, April 19 eve; *DUE by COB*** | City to send to Scorers | No potential awardees involved |
| Scores Due | **Friday, April 26, by 5 pm** | City | Send to Finance Comm, Scorers |
| ESG Applications final recommendation | **Thursday, May 2nd** | CRHC Finance Committee Meeting | Finance Chair sends recomm to CRHC Chair |
| ESG Allocations/awards approved | **Fri, May 3 (vote completed by 5:00 pm)** | CRHC Secretary sends out for  CRHC Board Vote | Awardees Notified; Info to Doris/Toni @ City |

**MSHDA AND CITY ESG**

**GRANT TIMELINE DETAIL**

**REVISED 2024-2025**