



2015 Program Calendar

NOTE: Applicants are encouraged to submit materials earlier than the deadlines below if possible. Feel free to upload the information and attachments to the ThreeStar system as they are ready. Once everything is complete, please submit to ECD.

April 10 **Tier 2 and Tier 3 Counties** - Deadline for submission of:

- Activity plans & grant applications
 - JECDB minutes for calendar year 2014
 - Annual Fiscal Confirmation document
- (Due to contracting requirements, all items above must be submitted by April 10th)

April 30 **Tier 1 Counties** - Deadline for submission of:

- Activity plans
- JECDB minutes for calendar year 2014
- Annual Fiscal Confirmation document

April 10 –May 30 ECD and partner agency staff review of activity plans and grant applications
Results of review provided to applicants
Opportunity to adjust activity plans based on result of review if necessary

ThreeStar grant timeline (Tier 2 & 3)
May 1 – June 19

- Review of grant application by ECD and partner agency staff
- Review and approval by ECD Grant & Loan Committee
- Preparation and distribution of final contracts to grantee
- Deadline for signed contracts to be returned to ECD

June 1 **2014 Grant contracts closeout, final invoice reimbursement and final report**

July 1 Activities outlined in 2015-2016 activity plans begin
Tier 2 & 3 - Grant contracts become effective

October 1, 2015 Distribution of 2014 performance indicators

October 15, 2015 Submit annual budget to the Comptroller's Office of State and Local Finance

December 30, 2015 Complete required annual activities for continued participation in ThreeStar:

- Participation in at least two ECD programs or events for the calendar year
- JECDB must meet statutory requirements for calendar year
- Annual review of the county's debt management policy and acknowledgement of the Comptroller's cash flow forecast requirements

For more information, visit <http://tn.gov/ecd/threestar/>.

Tennessee Department of Economic and Community Development

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