**Implementation Schedule**

| **Activities** | **Targeted Completion/Delivery Date** | **Responsible Party** | **Completion Date** |
| --- | --- | --- | --- |
|  |  |  |  |
| **Agricultural Conservation Easement Deed** (6 months) |  |  |  |
| First easement draft to Department for review |  | Grantee |  |
| First easement exhibit drafts to Department for review |  | Grantee |  |
| Department approval of draft agricultural conservation easement(s) (+6 months) |  | DOC |  |
| Department approval of easement exhibits (+6 months) |  | DOC |  |
|  |  |  |  |
| **Appraisal** (4.5 months) |  |  |  |
| Appraisal submitted to Department for review |  | Grantee |  |
| Appraisal reviewed and approved by Department (+2-3 weeks) |  | DOC |  |
| Appraisal submitted to DGS for review and approval (+1 week) |  | DOC |  |
| Appraisal approved by DGS (+1 month) |  | DGS |  |
|  |  |  |  |
| **Title**  |  |  |  |
| *[Mineral remoteness evaluation to Department for review and approval]* |  | Grantee |  |
| *[Lease subordination agreement(s) to Department for review]* |  | Grantee |  |
| *[Deed of trust subordination agreement(s) to Department for review]* |  |  |  |
| Proforma to Department for review |  | Grantee |  |
|  |  |  |  |
| *[Department approval of mineral remoteness evaluation]* |  | DOC |  |
| *[Department approval of lease subordination agreement(s)]* |  | DOC |  |
| *[Department approval of deed of trust subordination agreement(s)]* |  | DOC |  |
| Department approval of Proforma |  | DOC |  |
|  |  |  |  |
| **Baseline Documentation Report** (6 weeks) |  |  |  |
| First Baseline Documentation Report draft to Department for review |  | Grantee |  |
| Department approval of Baseline Documentation Report (+6 weeks) |  | DOC |  |
|  |  |  |  |
| **Escrow Instructions** (3 weeks) |  |  |  |
| Submittal of draft joint escrow instructions to Department |  | Grantee |  |
| Department review and approval of draft escrow instructions (+1 week) |  | DOC |  |
| Circulate approved escrow instructions for signatures (+2 weeks) |  | Grantee |  |
|  |  |  |  |
| **Estimated Escrow Closing Statement** |  |  |  |
| Submittal of estimated escrow closing statement to Department |  | Grantee |  |
|  |  |  |  |
| **Acquisition Invoice/Warrant** (6 weeks)  |  |  |  |
| Draft invoice to Department for review  |  | Grantee |  |
| Final invoice to Department (+3 weeks) |  | Grantee |  |
| Department Submittal of Invoice for Payment (+1 week) |  | DOC |  |
| Warrant received by Department (+2 weeks) |  | DOC |  |
| Department warrant delivered into escrow (+1 week) |  | DOC |  |
|  |  |  |  |
| **Escrow Closing Date** |  |  |  |
|  |  |  |  |
| **Submission of project documents post-closing** (+4 weeks) |  |  |  |
| Copy of recorded easement(s) and Subordination Agreements to Department |  | Grantee |  |
| Copy of Title Insurance Policy submitted to Department  |  | Grantee |  |
| Escrow closing statement submitted to Department |  | Grantee |  |
| Final Baseline Documentation Report submitted to Department (unbound color hard copy and digital copy) |  | Grantee |  |
| Final Report submitted to Department |  | Grantee |  |
|  |  |  |  |
| **Associated Costs Invoice** (7 weeks) |  |  |  |
| Submittal of Draft Associated Costs Invoice to Department  |  | Grantee |  |
| Submittal of Final Associated Costs Invoice to Department (+2 weeks) |  |  |  |
| Department Submittal of Invoice for Payment (+1 week) |  | DOC |  |
| Warrant issued and mailed to Grantee (4 weeks) |  | DOC |  |
|  |  |  |  |
| **Grant Term End Date** |  |  |  |