



20 STEP TIMELINE FOR DEVELOPING A CHILD CARE CENTER

PHASE	ACTIVITY	QTR1	QTR2	QTR3	QTR4	QTR5	QTR6	QTR7	QTR8	QTR9	QTR10	QTR11	MEASURABLE OUTCOMES
Predevelopment	1 Analyze Child Care Needs	■											Market Research
	2 Study Project Feasibility	■											Business Plan
	3 Involve Child Care Licensing	■	■	■	■	■	■	■	■	■	■	■	Title 22 Compliance
	4 Obtain Predevelopment Funding	■											Grant Application & In kind donations
	5 Select & Control Site		■										Land Use Approval
	6 Choose Center Director			■									Contract for Services
	7 Select Architect, Program Schematic			■									Contract & drawings
	8 Acquire Site			■									Grant Deed or Lease agreement
	9 Raise Funds & Develop Financial Plan				■	■							Funding Plan
	10 Obtain Financing						■						Commitments
Development	11 Develop Architectural Design and Planning Review				■								Building Permit
	12 Architectural Working Drawings					■							Drawings
	13 Plan Check and Revisions						■						Detailed Plans
	14 Select Contractor						■						Contract
	15 Close Loan, Start Construction and Attend Licensing Orientation							■					Funding & License Application
	16 Supervise Construction Site Work and Foundations								■				Complete Foundation & Submit License Application
	17 Supervise Construction, Framing and Rough Installations									■			Building in Progress
	18 Supervise Construction, Finish Work, Landscape and Punch List										■		Completed Structure & Certificate of Occupancy
	19 Close Permanent Loan, Obtain License to Operate, and Implement Start-up											■	Mortgage Loan & License to operate
	20 Start-Up!											■	Positive cash flow

Start up