

Exhibit A-1
Schedule of Deliverables
Housing Loan & Contract Management System*
Subject to change based on date of approval by the County

Multi-Family Component #1					
Module	Broad Area of Database	Electronic Deliverables from County Staff to CDS	County Staff Timeline	Cloud-Based Deliverables From CDS	CDS Work & Launch Timeline
Existing Units New Development Acquisition Acquisition/ Rehabilitation Special Needs	Contract details	Phase I Access to current data system and/or spreadsheets and/or Word docs with all single-family loan data.	July 2018	System frame work, initial details of projects and programs.	July 2018
	Reports, forms, etc.	Phase II All forms, applications, reports such as progress/activity reports, IDIS or other specialized information, compliance documents/forms, monitoring forms contract docs, assessment forms, summary reports, applications, insurance documents, any reports wanted.	August 2018	All information delivered by County Staff and related calendars, income limits, etc. will be integrated electronically in County's CDS system	August 2018
	Fiscal (request for reimbursement, draws, etc.) and application assessments	Phase III All fiscal forms and reports/ summaries for all funders, payment requests, expense summaries, CAPER Reports, application scoring forms, committee assessment forms, various HUD, State and any other forms.	September 2018	All information delivered by County Staff and related ancillary forms and functions will be available and integrated electronically in County's CDS system.	September 2018

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Single Family Component #2					
Module	Broad Area of Database Management Component	Electronic Deliverables From County Staff to CDS	County Staff Timeline	Cloud-Based Deliverables From CDS	CDS Work Timeline
First Time Buyer, all single-family housing loan and/or purchase program information.	Contract details	Phase I Access to current data system and/or spreadsheets and/or Word docs with all single-family loan data.	July 2018	System frame work, initial details of projects and programs.	July 2018
	Loan Docs and Compliance Reports, Forms, etc.	Phase II All forms, applications, reports such as occupancy letters or other single family specific documents and forms, monitoring forms, contract docs, loan docs, assessment forms, summary reports, insurance documents any required documents.	August 2018	All information delivered by County Staff and related calendars, income limits, etc. will be integrated electronically in County's CDS system	August 2018
	Fiscal (request for reimbursement, draws, etc.) and any assessment tools.	Phase III All fiscal forms and reports/ summaries for all funders, payment requests, expense summaries, reports, application scoring forms, committee assessment forms, various HUD, state and any other forms.	September 2018	All information delivered by County Staff and related ancillary forms and functions will be available and integrated electronically in County's CDS system.	September 2018

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SpectR© HQS/HOME System, Component #3					
Module	Multi-Family Housing Compliance Component	Electronic Deliverables From County Staff to CDS	County Staff Timeline	Cloud-Based Deliverables From CDS	CDS Work Completion
SpectR©	HQS and HOME Compliance System	Phase I Developer name and contact information and/or unit information for HOME and/or HQS units requiring inspections this fiscal year. FY 2017-18 and/or FY 2018	July 2018	HQS and HOME Compliance and Monitoring System for all Inspections Link to desktop information	July 2018
	HQS and HOME Compliance System	Phase II Remaining developer name and contact information and/or unit information for HOME and/or HQS units requiring inspections. FY 18-19, etc.	August 2018	Link to desktop information	August 2018

*These schedules detail information used to manage single family and multi-family housing. The list is not exhaustive. CDS builds systems that are comprehensive. If there are items not listed and are necessary for managing Monterey County's housing program/projects, the forms, information, etc, are included under this agreement.