



20 STEP TIMELINE FOR DEVELOPING AND FINANCING A CHILD CARE CENTER

STEP	ACTIVITY	Q1	Q2	Q3	Q4	Q5	Q6	Q7	Q8	Q9	Q10	Q11	MEASURABLE OUTCOMES
1	Analyze Child Care Needs												Market Research
2	Research & Abide by Community Care Licensing Requirements												Title 22 & 5 Compliance
3	Study Project Feasibility												Business Plan
4	Obtain Predevelopment Funding												Grant Application & In kind
5	Select & Control Site												Land Use Approval or CUP
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 Pursue contracts for services
10	Obtain Predevelopment Financing												Commitments
11	Develop Architectural Design and Planning Review												Building Permit Pay impact fees
12	Architectural Working Drawings												Drawings
13	Plan Check and Revisions												Detailed Plans
14	Select Contractor												Contract
15	Close Loan, Start Construction & Attend Licensing Orientation												Funding & License Application
16	Supervise Construction, Site Work and Foundations												Complete Foundation, rough & finish work. Submit License Application
17	Supervise Construction, Landscape & Punch List												Certificate of Occupancy Fire clearance
18	Convert to Permanent Loan, Obtain License to Operate & Start-up												Mortgage Loan, Utilities, & License to operate
19	Staff up												Hire staff & furnish facility
20	Start-Up!												Positive cash flow

Development Predevelopment Planning
Start up

Early Childhood Council of Kern, a program operated by the Kern County Superintendent of Schools Office, Christine Lizardi Frazier, Superintendent.

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