

This table describes responsibilities at each stage of a WWCT project. The WWCT will assist project proponents throughout the site planning process, from proposal to approved Compensation Site Plan. Site plans must be approved by the Corps and IRT to generate mitigation credits.

Hypothetical Timeline**	Stage	WWCT (Sponsor)	Applicant/Project Proponent	Corps/IRT
Jan 1 – Mar 1 (year 1)	Open RFP (first two months of each quarter)	Update available funds and credit need on the WWCT website.	Submit application.	
Mar 2 – Mar 31 (year 1)	RFP Application Review (last month of the quarter)	Review applications and rate using Scoring Criteria. Choose qualified projects to pursue with the IRT.	Possibly send additional information to the WWCT and/or answer questions in follow-up interview.	
Apr 1 – May 1 (year 1)	Draft Prospectus Compilation	Compile a list of additions or changes to the application package for the applicant to consider.	Review list of requested changes/additions. Update application submittal and send to the WWCT, work to resolve any questions and concerns.	
May 2 – May 31 (year 1)	Draft Prospectus Submittal (30-day review)	Finalize Draft Prospectus and submit to IRT.		Review Draft Prospectus within 30 days. Respond with a list of recommendations for Final Prospectus.
June 1 – June 30 (year 1)	Site Visit with Corps	Arrange and attend a site visit to determine project potential and share general ideas from Prospectus with the Corps.	Attend site visit to determine project potential and share general ideas from Prospectus with the Corps.	Arrange and attend a site visit to determine project potential. Send site visit comments to the WWCT.
June 1 – June 30 (year 1)	Final Prospectus Compilation	Work with the Proponent to address IRT comments and finalize details.	Work with the WWCT to address IRT comments and finalize details.	
July 1 – Sept 30 (year 1)	Final Prospectus Submittal (90-day review)	Finalize the Final Prospectus and submit to IRT		Review Final Prospectus for completeness (30 days). If complete – post public notice (30 days). Prepare Initial

				Evaluation Letter and approve/deny WWCT funding for the project (30 days).
Oct 1 – Dec 31 (year 1)	Contract Negotiations	<p>Send Draft Contract to the Proponent.</p> <p>Review and negotiate all Proponent-suggested changes with the Proponent and/or attorneys.</p> <p>Send resolved Draft Contract to the Proponent for signature.</p> <p>Route Final Contract for DNR signatures.</p> <p>Sign Final Contract.</p>	<p>Review Draft Contract and respond with suggested edits, additions.</p> <p>Negotiate with the WWCT and/or attorneys as needed.</p> <p>Sign Final Contract and return to the WWCT.</p>	
Jan 1 – Aug 31 (year 2)	Data Collection & Pre-Construction	<p>Work with the Proponent to develop Pre-Construction monitoring and surveys.</p> <p>Work with the Proponent to acquire fee title land or a conservation easement on the project site.</p>	<p>Pre-Construction planning, monitoring, surveys, delineation, install monitoring wells.</p> <p>Work with the WWCT to acquire fee title land or a conservation easement on the project site.</p>	
Jan 1 – Aug 31 (year 2)	Draft Compensation Site Plan (CSP) Compilation	<p>Work with the Proponent to develop Draft CSP, resolve Corps concerns from site visit and Final Prospectus, develop a restoration project narrative.</p>	<p>Work with the WWCT to develop Draft CSP, resolve Corps concerns from site visit and Final Prospectus, develop a restoration project narrative.</p>	
Sept 1 – Nov 30 (year 2)	Draft Compensation Site Plan (CSP) Submittal (90-day review)	<p>Finalize Draft CSP and submit to IRT.</p>		<p>Review Draft CSP. IRT comment period (30 days). IRT comment and issue resolution period (60 days). Send review</p>

				letter to the WWCT.
Dec 1 – Feb 28 (year 2)	Final Compensation Site Plan (CSP) Compilation	Work with the Proponent to address any required changes and finalize details.	Work with the WWCT to respond to any required changes and finalize details.	
Mar 1 – Apr 15 (year 2)	Final Compensation Site Plan (CSP) Submittal (45-day review)	Finalize Final CSP and submit to IRT.		Corps notifies IRT of intent to approve (30 days). Dispute resolution with IRT, if needed (15 days). Send review letter to the WWCT.
May 1 – March 1 (as appropriate for stages of construction) (year 3)	Construction	Work with the Proponent to make sure site is constructed according to regulatory timelines. Review the As-Built Report.	Work closely with any subcontractors to carry out the site plan as intended. Write and submit an As-Built Report for WWCT and IRT review.	Review the As-Built Report.
Year 3 – Year 8-13	Monitoring and Maintenance	Arrange site visits and consult on site maintenance as needed. Review annual monitoring reports and provide comments on project progress.	Follow compensation site plan for maintenance and work towards interim and final performance standards. Submit annual monitoring reports to the DNR and Corps/IRT.	Review annual monitoring reports and provide comments on site progress.

**All projects are subject to unforeseen delays related to Corps and IRT site plan review requirements, land or easement acquisition negotiations, archeological review, contract negotiations, seasons, weather, or other changes in project development not listed here. Timelines for Proponent responsibilities are therefore somewhat flexible. WWCT is statutorily obligated to complete construction of projects no longer than 3 years after the first mitigation credits were sold.