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| **TIMELINE** | |
| **RFP RELEASED** | **On or About Friday, February 15, 2019** |
| **Received By**  **Friday, March 1, 2019**  **at 5:00 pm** | **REQUIRED Letter of Intent due.**   Email or mail it to **Helen Sherman** (contact information below). |
| **Monday, March 4, 2019** | **Attendance is REQUIRED for all new applicants at one of the following Guidance Sessions; previous grantees may be excused with prior approval. RSVP!**  Pre-Application Guidance Session (Option 1)   * Location: Hackley Campus, Conference Room 1503   1700 Clinton St., Muskegon, MI 49442   * **Time: 9:00 am – 10:30 am** * Training Room   OR |
| **Tuesday, March 5, 2019** | **Attendance is REQUIRED for all new applicants at one of the following Guidance Sessions; previous grantees may be excused with prior approval. RSVP!**  Pre-Application Education Session (Option 2)   * Location: Hackley Campus, Conference Room 1503   1700 Clinton St., Muskegon, MI 49442   * **Time: 11:00 p.m. – 12:30 p.m.** * Training Room |
| **Received by**  **Monday, April 23 2019**  **at 5:00 pm** | **Applications Due**  All application materials may be submitted electronically by email or by regular mail with 2 paper copies.  Direct questions and submit completed application to **Helen Sherman** (contact information below). |
| **By June, 30, 2019** | **Award Letters Mailed** |
| **Attn: Helen Sherman**  **Health Project**  **565 W. Western Avenue**  **Muskegon, MI 49440**  **Email:** [**missionservicesgrants@mercyhealth.com**](mailto:healthprojectgrants@mercyhealth.com) | |