

# QUALIFYING CERTIFICATE (QC) APPLICATION PROCESS

Below is a simplified flowchart of the QC application process. The length of time in which QC applications are reviewed and process vary by industry, as well as the speed in which information and documentation are provided to GEDA. Additionally, certain aspects of the QC law have set timelines that all applications must follow (indicated below).

- 1 INITIAL MEETING**
  1. Interested parties meet with GEDA and are provided with information regarding QC program
- 2 LETTER OF INTEREST SUBMITTED**
  1. Serves as official start of application process
  2. Letter details type of project/brief description
- 3 PRE APPLICATION MEETING**
  1. Official application packet provided to applicant
  2. Applicant is briefed on application process/timeline
- 4 FILING OF APPLICATION**
  1. Applications must have all necessary documents (see attached checklist)
  2. Mandatory publication of notice after application is received (7 days)
- 5 PUBLIC HEARING**
  1. GEDA works with applicant to schedule hearing date, participation by applicant is highly encouraged
  2. Hearing notice must be published at no less than 5, but no more than 10 days prior to hearing
- 6 MANAGEMENT REVIEW**
  1. After public hearing, GEDA staff prepares a review of application for review by management
  2. Management recommendation routed to CEO for review prior to GEDA Board Meeting
- 7 BOARD ACTION**
  1. GEDA Board meets to discuss application during a regular Board of Directors meeting; Applicant to attend
  2. GEDA Board issues recommendation to approve or disapprove QC; memo sent to Governor if disapproved
- 8 ROUTING OF APPROVED QC**
  1. GEDA prepares QC for signature of necessary parties
  2. Signed by (A) Applicant, (B) GEDA, (C) DRT, and (D) AG
- 9 GOVERNOR ACTION**
  1. Once all signatures are obtained, QC is routed to Governor for final action
  2. Governor has 60 calendar days to take action. If no action taken by 61st day, QC is automatically disapproved