

**Michigan Department of Community Health
Certificate of Need (CON)**

www.michigan.gov/con

Extension Request for Enforceable Contract: In order to assure an efficient reviewing process, the applicant must respond to the following Rule 325.9403(2).

R 325.9403(2) The bureau, upon written request of the recipient, may extend the implementation period established in subrule (1) of this rule or in a certificate of need review standard by not more than 6 months if the bureau determines all of the following:

- (a) The terms of the certificate are not changed.
- (b) Substantial progress has been made.
- (c) The requirements of R 325.9103(b) will occur within the extended time period.

Provide at least two (2) documents as proof of substantial progress.

Documents acceptable by the Department as proof of substantial progress are:

- 1) Formal commitment from architectural firm to create plans for project;
- 2) Executed enforceable contract with architectural firm;
- 3) Formal correspondence from vendor or landlord indicating draft lease for equipment or space will be executed;
- 4) Newspaper ads of bid notices;
- 5) Board meeting minutes, such as local planning commission in which this project is an agenda item *and/or*
- 6) Verification project plans have been submitted to HFES.