**Right of Way Acquisition Scheduling Tool**

County/City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Route: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Job Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Letting Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

No. of Parcels: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**A-Date/Notice to Proceed \_\_\_\_\_\_\_\_\_\_\_\_**

*Securing appraisal contracts*

*Appraisers developing reports*

*Securing review appraisal contracts*

**Appraisals/Payment Estimates Complete \_\_\_\_\_\_\_\_\_\_\_\_**

*Appraisals being reviewed*

**Appraisal Reviews Complete \_\_\_\_\_\_\_\_\_\_\_\_**

*Preparing negotiation packets*

*(deeds, offer letters, brochures,*

*prorata tax claim forms, etc.)*

**Written Offers Made \_\_\_\_\_\_\_\_\_\_\_\_**

*Negotiation period*

**60-Day Notices Sent \_\_\_\_\_\_\_\_\_\_\_\_**

*Negotiations continue*

**File Condemnation Petition or Cancel Project \_\_\_\_\_\_\_\_\_\_\_\_**

*Condemnation Hearing*

*Condemnation Commissioners’ Viewing*

*Condemnation Commissioners’ Award*

**Submit Clearance Certification \_\_\_\_\_\_\_\_\_\_\_\_**

**NOTE**: *Complete the schedule as if no donations are expected.*

**NOTE**: *If relocation/personal property is involved, contact MoDOT for additional information regarding scheduling.*