

**CLEAN OHIO CONSERVATION PROGRAM  
LAND ACQUISITION DISBURSEMENT  
PRE-CLOSING FLOW CHART**

Step 1: Recipient completes and submits a written Request to Proceed to the OPWC prior to Closing. Recipient attaches the proposed deed restrictions, a copy of the purchase contract, a signed escrow agreement, and evidence of marketable title (Title Commitment or Title Binder).

Step 2: OPWC issues a Notice to Proceed to the Recipient upon approval of the required attachments.

Step 3: Not more than sixty (60) days prior to Closing, Recipient may request funds using a Disbursement Request Form. Recipient should plan to submit a disbursement request to the OPWC at least 30 days prior to closing in order to ensure that funds are available by the closing date.

Step 4: OPWC sends a check via first class mail to the Title Insurance Company.

Step 5: Title Insurance Company deposits OPWC funds and local match into an escrow account.

Step 6: If all of the conditions to release the funds set forth in the Escrow Agreement are satisfied, the Title Insurance Company releases these funds at Closing with the Settlement Statement.

Step 7: After Closing, Recipient may request additional disbursements of funds relating to the acquisition of land including appraisal, closing costs, title search, and other eligible costs.

Step 8: Within thirty (30) days of Closing, Recipient delivers to the OPWC a copy of the recorded Deed Restrictions, Settlement Statement, and Deed.