

First-Time Home Buyer Savings Accounts Guidelines		
Task	Due Date	Completed
Set up website for guideline project to include: <ul style="list-style-type: none"> • Description of project and issues to be addressed • Tentative work plan • Procedure for joining list of interested parties • Contact person 	4/1/14	4/1/14
Identify interested parties and industry associations and their contact information (in addition to those who sign up after website goes on line)	4/30/14	4/30/14
Solicit comments and suggestions from interested parties via email and publication on website. Among the issues to be addressed: <ul style="list-style-type: none"> • Procedure for designating an account as a first-time home buyer savings account; • Obligations of account holders; • Moneys or funds allowed to be held in an account, and permissible and impermissible uses of such funds; • Required income tax additions and subtractions related to first-time home buyer savings accounts; and • Penalties related to first-time home buyer savings accounts. (Note that the nature and volume of the responses will influence the Department's decision on whether one or more meetings and/or conference calls are needed.)	4/30/14	4/30/14
Deadline for initial public comments (minimum of 30 days after notice soliciting comments)	5/30/14	5/30/14
Publish draft guidelines; announce if meeting or conference call is scheduled, or if only written comments accepted.	9/30/14	
<i>Meeting or telephone conference call (optional)</i>	TBA	
Deadline for public comments on draft guidelines (minimum of 60 days after publication of draft)	11/30/14	

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Publish final guidelines: <ul style="list-style-type: none">• Publish on website• Email to interested parties• Post in Policy Library as public document• Post on Town Hall	12/31/14	