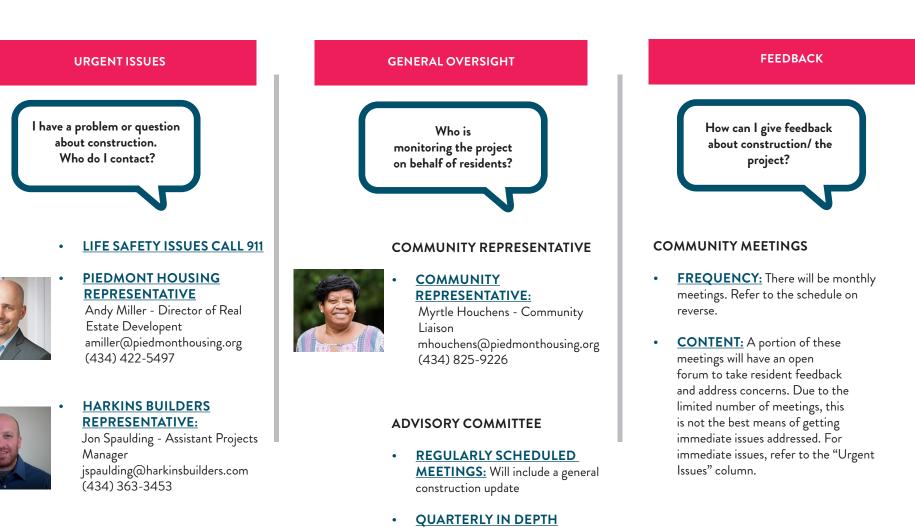
CONSTRUCTION COMMUNICATION GUIDE HOW TO COMMUNICATE/ GET SUPPORT AROUND CONSTRUCTION ISSUES

We want to make it easy for residents to give feedback and receive information during construction. Refer to this sheet for project contacts and a schedule of communications about construction.



MEETING: Every three months, one meeting will include a detailed update with revised delivery projections and review

CONSTRUCTION COMMUNICATION GUIDE SCHEDULE OF COMMUNICATIONS

The goal for communication during construction is to have frequent opportunities to provide updates and hear concerns from Friendship Court residents and the Advisory Committee.



WEEKLY UPDATES

- WHEN: Monday mornings
- WHERE: ZOOM
- <u>WHO:</u> PHA, construction contractor, Advisory Committee members
- <u>WHAT:</u> Issues from previous week, workplan for coming week, meeting takeaways to be sent via email afterwards to all AC members, not just those who participated

MONTHLY

COMMUNITY MEETINGS

- <u>WHEN:</u> At construction kickoff and then monthly. Meeting details will be posted at *piedmonthousingalliance.org/friendship court* and shared in the monthly Friendship Court newsletter
- WHERE: Hybrid ZOOM + In person
- <u>WHO:</u> PHA, construction contractor, property management, and residents
- **WHAT:** Construction update; expectations for coming weeks, resident questions/concerns

MONTHLY NEWSLETTER

- **WHEN:** First week of the month
- WHERE: Delivered to residences & available online
- <u>WHAT:</u> Construction update; expectations for coming months, resident questions/concerns

