

# Adding your pre-approved ADU plan to our ADU Plans Gallery

Congratulations on your successful pre-approval and welcome to our pre-approved ADU plans program. To finish the process and include your pre-approved plan on the Plans Gallery, do the following:

## Next steps for site-built plans

<p><b>STEP 1: Register for a designer account</b></p> <p>Go to <a href="https://designer.aduaccelerator.org/registration24">designer.aduaccelerator.org/registration24</a> and fill out the relevant information, then validate your email to access your account. <i>If you already have an account, please login at <a href="https://designer.aduaccelerator.org/login">designer.aduaccelerator.org/login</a> and continue.</i></p>	<p><b>Need help?</b></p> <p><a href="#">Step-by-step instructions for account registration</a></p>
<p><b>STEP 2: Complete your profile and accept terms of use</b></p> <p>Log in at <a href="https://designer.aduaccelerator.org/login">designer.aduaccelerator.org/login</a>. The first time you log in, you will complete your profile and accept the terms. You can edit your profile anytime.</p>	<p><b>Need help?</b></p> <p><a href="#">Step-by-step instructions for creating your profile</a></p>
<p><b>STEP 3: Add your ADU plan listing</b></p> <p>Use the Create New Plan button to add a listing for your pre-approved plan.* <i>If you already have this <b>exact listing</b> in your account, proceed to Step 4.</i></p>	<p><b>Need help?</b></p> <p><a href="#">Step-by-step instructions for adding listings</a></p>
<p><b>STEP 4: Add this location to your pre-approvals list</b></p> <p>While creating or editing your listing, you can add local pre-approvals within <i>Section 2 - Pre-Approval</i>. Please add your application or permit number and the date the plan was pre-approved to help jurisdiction staff confirm pre-approval.</p>	<p><b>Need help?</b> <a href="#">See details</a></p> <p><i>Note: Do not add a location until local pre-approval is complete.</i></p>
<p><b>STEP 5: Wait for pre-approval confirmation</b></p> <p>When you activate your plan, jurisdiction staff will be notified to confirm pre-approval. <i>If confirmation is taking a long time, get in touch with your staff contact.</i></p>	
<p><b>STEP 6: Market your pre-approved plan and work with homeowners</b></p> <p><b>Congratulations!</b> Your plan will appear as pre-approved in the jurisdiction's Gallery. Homeowners may contact you to get details, purchase/get access to the plans, and inquire about help with site planning and permitting (if you indicated you might be available).</p>	

## Next steps for prefabricated plans

- If your ADU has HCD/HUD approval, your plan will automatically show as pre-approved. Please follow Steps 1-3 above and ask the jurisdiction to add the plan to their gallery through their portal.
- If your ADU *does NOT* have HCD/HUD approval, please email [designer@aduaccelerator.org](mailto:designer@aduaccelerator.org) for guidance.

**Thank you for participating in our ADU Plans Gallery!**