

# Continuum <sup>Western VA 513</sup> of Care

## 2019 CoC NOFA Competition TIMELINE

Refer to this timeline when submitting your agency’s project application(s) for the [FY19 HUD CoC Competition](#).

Harrisonburg Redevelopment and Housing Authority (HRHA) is the lead agency and will submit the consolidated application on behalf of the entire CoC. The point of contact at HRHA is the Grant Coordinator, Emily McCarty. Please direct all correspondence regarding the application process to [EMcCarty@harrisonburgrha.com](mailto:EMcCarty@harrisonburgrha.com) or 540-437-9545 (ext. 108).

For the Priority List process, the point of contact is the CoC Coordinator, Vine Adowei. Please direct all correspondence regarding this part of the NOFA process to [vadowei@harrisonburgrha.com](mailto:vadowei@harrisonburgrha.com) or 540-437-9545 (ext. 106).

<p><b>Preparation email for CoC NOFA</b> Any organization interested in submitting a project application under the CoC grant will need to have all these components in place in order before submission. <u>The process for obtaining these can take up to four weeks.</u></p> <ul style="list-style-type: none"> <li>• <b>DUNS Number:</b> <a href="http://www.dnb.com">www.dnb.com</a> or call 1-800-700-2733. The process of obtaining a DUNS Number is free of charge and should take less than 15 minutes. Further guidance can be found <a href="#">here</a>.</li> <li>• <b>SAM Number:</b> <a href="http://www.SAM.gov">www.SAM.gov</a> to register or update your organization. You will need to create a user account before registering or updating your organization. Further guidance can be found <a href="#">here</a>.</li> <li>• <b>E-snaps:</b> <a href="https://e-snaps.hud.gov/grantium/frontOffice.jsf">https://e-snaps.hud.gov/grantium/frontOffice.jsf</a> for registering. E-snaps is the platform for completing and submitting the project grant applications for the CoC Collaborative Application. Further guidance can be found <a href="#">here</a>.</li> </ul>	6/11/2019
<p><b>Solicitation of <u>new</u> project applications</b> <i>CoCs may submit new projects created through reallocation, bonus, or a combination of reallocation and bonus, new DV Bonus projects, CoC planning project, and UFA Costs project (if applicable).</i></p> <p>Types of new projects that are eligible:</p> <ol style="list-style-type: none"> <li>1) Permanent Housing (including rapid re-housing and permanent support housing)</li> <li>2) Transitional Housing</li> <li>3) Supportive Services Only, specifically for a centralized or coordinated assessment system</li> <li>4) HMIS projects that can only be carried out by the HMIS Lead</li> <li>5) Projects for Domestic Violence Bonus</li> </ol> <p>NOTE:</p> <ul style="list-style-type: none"> <li>• If your agency <u>does not</u> have an <i>e-snaps</i> profile, you <u>must</u> create one. Guidance on how to do so is <a href="#">here</a>.</li> <li>• All agencies interested in applying <u>must</u> have a DUNS and SAM number. Guidance for obtaining those numbers is <a href="#">here</a>.</li> <li>• All agencies must submit their organization’s Code of Conduct with their project application, if it has not already been received by HUD. For more information on Code of Conduct and to determine if your organization’s Code of Conduct is already listed with HUD, see the <a href="#">HUD website</a>.</li> </ul>	07/09/2019

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<p><b>NOFA Information Session</b></p> <ul style="list-style-type: none"> <li>• For new and renewal applicants, to learn about the             <ul style="list-style-type: none"> <li>○ CoC NOFA process</li> <li>○ Funding opportunities through the NOFA, as well as our current funding levels</li> <li>○ Review of 2018 application and areas for improving our 2019 application</li> <li>○ Requirements for applicants (e-snaps, DUNS,SAM)</li> </ul> </li> <li>• Meeting will be held via Conference Call on July 25 at 10 a.m.             <ul style="list-style-type: none"> <li>○ Conference Call Number: <b>605-313-5147</b>   Access Code: <b>539210</b></li> </ul> </li> </ul>	7/25/2019
<p><b>Intent to submit project application deadline</b></p> <ul style="list-style-type: none"> <li>▪ All agencies who intend to apply for new or renewal funding are to send an email to HRHA indicating your agency name, type of proposed project(s), and an appropriate contact person for the application process</li> <li>▪ In return, agencies receive a copy of the HUD CoC scorecards that the CoC Ranking &amp; Evaluation Committee will use to score project applications.</li> <li>▪ This is not a binding agreement but information is requested for planning purposes</li> </ul>	7/26/2019
<p><b>Deadline to revise and submit project applications in <i>e-snaps</i> <b>HUD REQUIREMENT</b> (all project applications must be submitted no later than 30 days prior to the CoC Collaborative Application deadline)</b></p> <ul style="list-style-type: none"> <li>▪ Applicants submit project applications into <a href="#">e-snaps</a></li> <li>▪ Export PDF version of application(s) from <i>e-snaps</i> and send to HRHA</li> <li>▪ Additional application edits may be made after this point, but will not be considered when ranking decisions are made</li> </ul>	08/23/2019
<p><b>Applications are scored</b></p> <ul style="list-style-type: none"> <li>▪ The Ranking &amp; Prioritization Committee will (individually) review and score project applications using the provided HUD CoC scorecards, annual performance scorecards, and HMIS data</li> <li>▪ The Committee must send their completed project scorecards to CoC Coordinator by <b>COB 8/30/2019</b></li> <li>▪ Individuals who represent an agency that has applied for funding are ineligible to score their agency's application</li> </ul>	08/26/2019-08/30/2019
<p><b>Review and rank project applications</b></p> <ul style="list-style-type: none"> <li>▪ The Ranking &amp; Prioritization Committee will (collectively) discuss project applications and create a funding priority list</li> <li>▪ Individuals who represent an agency that has applied for funding are ineligible to participate in creating the funding priority list</li> </ul>	09/04/2019
<p><b>Ranking &amp; Prioritization Committee makes recommendations to project applicants</b></p> <ul style="list-style-type: none"> <li>▪ All project applicants will receive a letter via email explaining the funding decision made on their application(s); some applicants may be asked to make modifications to project applications before they can be submitted</li> </ul>	09/05/2019

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<p><b>Project applicants respond to recommendations and re-submit <b>FINAL</b> application in <i>e-snaps</i></b></p> <ul style="list-style-type: none"> <li>▪ This is the application that HUD will receive and review for funding</li> <li>▪ Export PDF version of application(s) from <i>e-snaps</i> and send to HRHA</li> </ul>	<p>09/06/2019 – 09/12/2019</p>
<p><b>Post CoC Project Priority Listing via CoC website and email <b>HUD REQUIREMENT</b> (must be posted no later than 15 days prior to CoC deadline)</b></p> <ul style="list-style-type: none"> <li>▪ The funding recommendations identified by the Ranking &amp; Prioritization Committee to be shared for public comment</li> <li>▪ Email comments to CoC Coordinator</li> </ul>	<p>09/13/2019</p>
<p><b>Deadline for comments on CoC Project Priority Listing</b></p> <ul style="list-style-type: none"> <li>▪ If necessary, the Ranking &amp; Prioritization Committee will meet to discuss comments</li> </ul>	<p>09/20/2019</p>
<p><b>Full CoC Collaborative Application Posted on Website <b>HUD REQUIREMENT</b> (must be posted no later than 2 days prior to CoC deadline)</b></p> <ul style="list-style-type: none"> <li>▪ CoC Coordinator will post all parts of the CoC Consolidated Application, including:             <ul style="list-style-type: none"> <li>○ CoC Application with attachments</li> <li>○ CoC Priority Listing with all project applications accepted and ranked, or rejected</li> <li>○ Notificating community members and stakeholders that the CoC Consolidated Application is available</li> </ul> </li> </ul>	<p>09/25/2019</p>
<p><b>Submit consolidated application to HUD</b></p> <ul style="list-style-type: none"> <li>▪ HRHA will submit the final consolidated application and funding priority list to HUD</li> </ul>	<p>09/30/19</p>