I.   General Information

On July 3, 2019 the U.S. Department of Housing and Urban Development (HUD) published the *Notice of Funding Availability (NOFA) for the Continuum of Care Program*.

The NOFA can be accessed at https://www.hudexchange.info/resource/5842/fy-2019-coc-program-nofa/. It establishes this year's funding criteria for the Continuum of Care (CoC) Homeless Assistance Programs (sometimes also referred to as the McKinney-Vento Homeless Assistance Act programs).

All CoCs and project applicants are required to apply for the 2019 CoC competition electronically through HUD's e-snaps system at https://esnaps.hud.gov/. The deadline for San Mateo County to submit our CoC application to HUD is September 30, 2019.

II.   Available Funding

As in past funding rounds, communities can create new projects through bonus funding and re-allocated funding:

- San Mateo County is eligible to request up to $620,478 for bonus permanent housing projects, which may include: (1) permanent supportive housing (PSH) serving chronically homeless households with the greatest severity of need and longest histories of homelessness; (2) rapid re-housing (RRH) projects serving homeless single adults or families with children and (3) the joint transitional-housing/rapid re-housing (TH/RRH) project type.

- San Mateo County may receive up to $270,788 for a bonus project serving victims of domestic violence, dating violence, sexual assault, or stalking.

- San Mateo County may also create new projects through the re-allocation of funds from lower performing existing grants. The amount of available re-allocation funds is expected to be in the range of $100,000 to $200,000 (but the amount available for re-allocation could vary significantly) and may be used for the same project types as described above. These funds may also be used by the CoC Lead Agency, San Mateo County Human Services Agency (HSA), for dedicated HMIS projects or Coordinated Entry projects.

Please refer to the document *"Availability of Funding for New Projects"* for additional information.

Tiering of Projects

As in past competitions, HUD is asking all CoCs to place projects into Tier 1 and Tier 2. This year's Tier 2 is $1,348,826 (including $620,478 for bonus project). Please refer to the document "*Highlights of 2019 CoC NOFA*" for additional information on Tier 1 and Tier 2 calculations. If a bonus project is placed in Tier 1, then an amount equivalent to the amount requested for the bonus must also be placed in Tier 2.

Project Ranking:

As compared to previous years, when the focus was solely on how projects were performing, communities are being encouraged to carefully assess how projects are improving overall system performance and best responding to needs when ranking renewal grants. A written policy and process for rating and ranking in the 2019 CoC competition will be approved by the CoC Steering Committee on July 26, 2019. The policy is expected to be substantially similar to the 2018 Project Review and Ranking Process. The approved version of the 2019 Review and Ranking Process will be made available at the applicants meeting on July 31, 2019.

Project Application

The Project Application is substantially similar to last year. However, there are a few changes. Please refer to the document entitled: E-snaps Tips for 2019 Renewal Applicants for details on what has changed and links to HUD instructional resources.

Options for Renewal Projects

Again, this year, HUD is offering renewal applicants the opportunity to create Transition Grants to change the program component of an existing project. Grantees may also consolidate multiple grants into a single grant through the renewal process. Please refer to the NOFA Highlights document and the HUD NOFA for more information.

HUD continues to encourage consolidation of grants for projects of the same program type.

III.   Threshold Requirements for Renewal Projects

The 2019 HUD NOFA requires that all projects (new and renewal) must meet Threshold Requirements as listed in Section V.C.3 (page 31-35). Any project requesting renewal funding will be considered as having met these requirements through its previously approved grant application unless information to the contrary is received (such as through monitoring findings, lack of LOCCS draws, etc.). Applicants are strongly encouraged to review Section V.C.3. of the NOFA to ensure that threshold requirements are met.

IV. Application Process for Renewal Applicants

A.   Renewal Application Components

There are 2 components to the renewal applications that applicants must submit to the CoC. Both items will be used by the review panel to determine the project prioritization list.

1. *Project Application* in e-snaps. Please complete your **Project Applications in e-snaps by August 26. Please do not click "submit**" but instead export the application to a pdf document and email to Lody Saba, Lsaba@smcgov.org, Ana Morales, AMorales1@smcgov.org, and Brian Eggers, BEggers@smcgov.org no later than August 26, 2019 by 5:00 pm.

2. *Project Performance Report.* The CoC will provide each applicant with a report summarizing each project's performance in meeting the CoC's performance measures by July 31, 2019. HSA staff will extract performance data directly from HMIS/Clarity. Applicants will be requested to review

their performance data and supply requested explanations, clarifications, etc. **by August 26, 2019 by 5:00 pm.** There will also be some additional narrative and attachments requested. This process will also provide applicants with an opportunity to provide clarification for any measures where they did not meet the standard.

B. Application Timeline

Following is the application timeline for 2019. Note that dates are subject to change. Any changes to the timeline will be emailed to renewal applicants and posted on the HSA website for the 2019 CoC NOFA at https://hsa.smcgov.org/2019-continuum-care-nofa-notice-funding-availability

Date	Activity
July 3, 2019	2019 CoC NOFA released
July 26, 2019	CoC Steering Committee meeting to approve review, ranking and tiering criteria/strategy (the Project Review and Ranking Process)
July 31, 2019	Applicants receive copy of their Project Performance Report
July 31, 2019	Informational Meeting for Applicants (new and renewal)
August 26, 2019 by 5:00 pm	Project Applications due to HSA by email to Lody Saba, Lsaba@smcgov.org, Ana Morales, AMorales1@smcgov.org, and Brian Eggers, BEggers@smcgov.org no later than August 26, 2019 by 5:00 pm. Applicants must submit the following documents by email. • A PDF of the completed project applications from e-snaps • The completed Project Performance Report and all required attachments
Week of September 2 - 5	Review panel meeting; rating and ranking of applications
September 9, 2019	Applicants notified whether their application is included on the Project Priority List
September 9, 2019	Applicants receive technical corrections to e-snaps submission
September 13, 2019 by 5:00 pm	Appeals due to HSA via email to Jessica Silverberg (JSilverberg@smcgov.org) and Brian Eggers (BEggers@smcgov.org)
September 16, 2019	Corrected applications due in e-snaps
September 20, 2019	Applicants receive response to appeals
September 20, 2019	CoC Steering Committee Meeting to approve final project ranking
September 23, 2019	Final corrections due in e-snaps
September 27, 2019	HSA staff submit final application to HUD
September 30, 2019	Application due date

C. Rating and Ranking Process and Criteria

On July 26, 2019, the CoC Steering Committee will approve a written project review and ranking criteria and process, including an adopted strategy relating to putting projects into Tier 2 (the Project Review and Ranking Process). The objective of the tiering strategy will be to position the CoC to retain as much funding as possible, while taking a broad, system-wide approach to identifying which elements of the system to put at-risk.

A copy of the *San Mateo County CoC 2019 CoC Competition Project Review and Ranking Process* will be distributed to all renewal applicants as soon as it is approved by the CoC Steering Committee.

V. Information Sources Available

HUD has made available a number of information sources regarding this year's Continuum of Care process:

- HUD has aggregated all training and additional information about the CoC and the e-snaps system at https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices.   Resources on this website include:
  - ➢ The 2019 CoC NOFA
  - ➢ e-snaps Navigational Guides and Detailed Project Instructions
  - ➢ FAQs about the 2019 CoC Competition
  - ➢ OneCPD Ask-A-Question (AAQ)

- For other questions, applicants are instructed to contact their local HUD field office.

VI. Technical Assistance for Applicants

Applicants may contact the CoC with any questions about the application process or how to complete the application. Questions should be directed to Kate Bristol, Focus Strategies (kate@focusstrategies.net), Jessica Silverberg (JSilverberg@smcgov.org) and Brian Eggers (BEggers@smcgov.org). Please include Kate, Jessica and Brian on all emails.