



<p>Portsmouth Homeless Action Consortium FY2024- FY2025 Continuum of Care Application Process Outline/Timeline</p>
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Date Due

Item

31-Jul	HUD Release of CoC NOFO.
7-Aug	CoC (PHAC Policy and Planning Committee) notifies CoC members and key stakeholders by email of the HUD COC NOFO Announcement
30-Aug	CoC (PHAC Policy and Planning Committee) notifies CoC members and key stakeholders by email of PHAC CoC NOFO Announcement of Funding Opportunity to include project application process
30-Aug	TPC posts PHAC CoC NOFO Announcement of Funding Opportunity to include project application process on PHAC and city websites
6-Sep	PP CO-Chairs distribute CoC meeting attendance list to confirm active member agencies (Request from Secretary)
11-Sep	CoC Member agencies return Agency CoC meeting attendance discrepancies to PP Co-Chairs
15-Sep	PP Co-Chairs and PHAC Sectary resolve CoC meeting attendance discrepancies and announce final list of active members
5-Sep	Executive Committee Meeting <i>PP presentation of Award Announcement and Application Process (Timeline)</i>
6-Sep	Release of application documentation (new project application, new project supplemental, renewal project supplemental,)
20-Sep	Renewal Applicants submit: <ul style="list-style-type: none"> Letter of Intent to reapply with Board approval <i>Deadline – 5 pm – Due to P&P Co-Chairs</i>
20-Sep	New/Bonus Projects submit <ul style="list-style-type: none"> Letter of Intent to apply with board approval <i>Deadline – 5 pm – Due to P&P Co-Chairs</i>
20-Sep	Applicants that do not meet the attendance requirement submit a Letter of “Good Faith” <i>Deadline – 5 pm – Due to P&P Co-Chairs</i>
17-Sep	Narrative Survey Released (Questions to Complete the Collaborative Application)
3-Oct	Narrative Survey Closes
20-Sep	New/Bonus Project applicants return documentation <ul style="list-style-type: none"> New/Bonus Project application, New/Bonus Supplemental Application <i>Deadline – 5 pm – Due to PP Committee and TPC</i> EXCEPTION : Agengies wsiting for Esnaps access have until September 27.2024

20-Sep	<p>Renewal Project applicants return documentation</p> <ul style="list-style-type: none"> Esnaps Exhibit 2 & Supplemental Application <p>Deadline – 5 pm– Due to PP Committee and TPC <i>*HUD Requires all project applications be submitted to the CoC no later than 30 days before the application submission deadline to HUD.</i></p>
TBD	<p>Ranking and Review Committee meets to review Scorecards</p> <p>Draft ranking by scores and conditions released toPP Committee</p>
TBD	<p>Ranking and Review Committee Meeting</p> <ul style="list-style-type: none"> New/Bonus and Renewal Project Presentations Vote on final ranking
TBD	<p>TPC (??) submits project applications with Certificate of Consistency for signature to City Manager</p>
10-Oct	<p>TPC Releases Consolidated Collaborative Application to Policy and Planning Committee</p>
11-Oct	<p>- TPC returns notes on Project Applicants on Exhibit 2 narrative.</p>
15-Oct	<p>PP Committee emails "Notice of accepted or rejected applications posted"</p> <p><i>*HUD Requires the CoC to notify, in writing outside of eSNAPS, all projects who submitted their project applications to the CoC by the local CoC-established deadline whether their project application (s) will be accepted and ranked, rejected, or reduced by the CoC no later than 15 days before the application submission deadline to HUD.</i></p>
22-Oct	<p>Project Appeals Due to Executive Committee</p> <p>Deadline – 5 pm – Due to PP Co-Chairs</p>
25-Oct	<p>Executive Committee Response to any Project Appeals</p> <p>Deadline – 5 pm – Due to PP CoChairs for distribution to Project Applicants</p>
Oct 11 - 18	<p>Workshop Meetings to review Consolidated Collaborative Application</p>
18-Oct	<p>PP Committee returns Consolidated Collaboration Application Comment/Edits to TPC</p> <p>Deadline – 5 pm</p>
23-Oct	<p>TPC Releases Final Consolidated Application to Policy and Planning</p>
24-Oct	<p>Policy and Planning Releases Final Consolidated Application to full membership and provides proof of email to TPC</p> <p><i>*HUD requires CoCs to demonstrate that the final approved Collaborative application, priority listing, and attachments are posted on a website 2 days before the application submission deadline to HUD in order to receive 10 points.</i></p>
28-Oct	<p>PHAC Vote to Approve Final Application- electronic</p> <p>Deadline – 12 pm Noon</p>
28-Oct	<p>Submit COC Approved Application in Esnaps by 5 PM</p>
28-Oct	<p>Web Posting–CoC-Approved Consolidated Application by 5PM</p>
28-Oct	<p>CoC (Policy and Planning Committee) notifies CoC members and key stakeholders by email that CoC posted the final version of CoC’s Consolidated Application</p>
30-Oct	<p>HUD Submission Deadline @ 8:00 PM</p>

NOTE: DUE DATE is the last date Item can be completed