

PA Balance of State 2019 CoC Competition



PRESENTED BY: DMA - DIANA T. MYERS AND ASSOCIATES, INC.
- FOR THE PA EASTERN & WESTERN BALANCE OF STATE CONTINUUMS OF CARE
- UNDER CONTRACT WITH THE PA DEPT OF COMMUNITY & ECONOMIC DEVELOPMENT



Webinar Agenda

1. Highlights of the NOFA
2. Key Changes from FY18
3. Scoring of the CoC Application
4. Funding and Tiering Information
5. General Renewal Project Information
6. General New Project Information
7. Application Process & Timelines
8. Appeals
9. E-snaps tips
10. Resources
11. Q&A: please use the chat box or the Q&A box to submit your questions.

Highlights of the 2019 CoC NOFA

POLICY PRIORITIES

HUD Policy Priorities

- 1) Ending homelessness for all persons
- 2) Creating a systemic response to homelessness
- 3) Strategically allocating and using resources
- 4) Using an Evidence-Based Approach (*new*)
- 5) Increasing Employment (*new*)
- 6) Providing Flexibility for Housing First with Service Participation Requirements (*change*)

1) Ending Homelessness for all Persons:

- **Identify, engage and effectively serve** all persons experiencing homelessness;
- **Measure performance** based on local data that consider the **challenges faced by all subpopulations** experiencing homelessness in the geographic area;
- Have a **comprehensive outreach strategy** in place to identify and continuously engage all individuals and families who are unsheltered;
- Use local **data to determine the characteristics** of individuals and families with the **highest needs and longest experiences of homelessness** to develop **housing and supportive services tailored** to their needs;
- Use the **reallocation** process to create new projects that **improve the CoC's overall performance** and better **respond to their needs**.

2) Creating a systemic approach to homelessness

CoCs should:

Use **System Performance Measures** such as average length of homeless episodes, rates of return to homelessness and rates of exit to permanent housing destinations to determine how effectively they are serving people experiencing homelessness

System Performance Measure	East FY17	East FY18	Change
Avg length of homeless episode (ES, SH, TH)	128	96	-25%
Rate of return to homelessness within 12 months	2%	2%	0%
Rates of exit to Permanent Housing (ES, SH, TH, RRH)	55%	56%	+1.8%

System Performance Measure	West FY17	West FY18	Change
Avg length of homeless episode (ES, SH, TH)	111	90	-19%
Rate of return to homelessness within 12 months	2%	3%	+50%
Rates of exit to Permanent Housing (ES, SH, TH, RRH)	62%	73%	+17%

2) Creating a systemic approach to homelessness continued

Use the **Coordinated Entry** process to promote participant choice, coordinate homeless assistance and mainstream housing and services to:

- Ensure people experiencing homelessness **receive assistance quickly** and
- Make homeless assistance **open, inclusive, and transparent**

3) Strategically allocating and using resources

- **Use cost, performance, and outcome data**, to improve how resources are utilized to end homelessness;
- Maximize the use of **mainstream** and other community-based resources;
- Develop **partnerships with Public Housing Authorities (PHAs) and other government, faith-based and nonprofit resources** specializing in areas such as treating mental illness, treating substance abuse, job training, life skills, or similar activities that help CoC program participants reach recovery, self-sufficiency and independence
- Review all projects eligible for renewal in FY2019 to determine their effectiveness in serving people experiencing homelessness including **project quality, performance, and cost effectiveness.**

4) Use an Evidence-Based Approach

- Prioritize projects that employ **strong use of data and evidence**, including the cost-effectiveness and impact of programs on positive housing outcomes, recovery, self-sufficiency, and reducing homelessness;
- Examples of measures that CoCs may use to evaluate projects: **rates of positive housing outcomes**, such as reduced length of time homeless and reduced rates of return to homelessness; **improvements in employment and income; and improvements in overall well-being**, such as improvements in mental health, physical health, connections to family, and safety.

5) Increase Employment

- Work with local employment agencies and employers to **prioritize training and employment opportunities** for people experiencing homelessness;
- **Promote partnerships** with public and private organizations that promote employment.
- INPUT TO BE REQUESTED: Forthcoming survey will be distributed requesting information about partnerships/relationships with local employment agencies and/or employers.

6) Provide Flexibility for Housing First with Service Participation Requirements

- Individuals are **rapidly placed and stabilized in permanent housing without any preconditions** regarding income, work effort, sobriety, or any other factor;
- Allowing service participation requirements once a person has been stably housed may promote important outcomes (e.g. employment, increase income, reduced substance use, and strengthened social connection). This NOFA provides communities and programs **with flexibility to use service participation requirements after people have been stabilized in housing**.
 - ***While this flexibility is included in the NOFA, CoC policy requires all CoC-funded organizations to follow a housing first approach.

Key Changes from FY18

Key Changes

- Shift in points to reflect an emphasis on:
 - Evidence-based measures
 - Partnerships with mainstream service providers
 - Employment and increased self-sufficiency
- Shift from Housing First language to Low Barrier language
- Change in how CoC funding amounts will be calculated for Tier 1 and Tier 2
 - Tier 1= 100% ARA of first-time renewals and 94% ARA of all other renewals
- Change in CoC Bonus calculation
 - 5% FPRN or 25% PPRN minus ARD, whichever is higher
- Several questions were removed, a few questions were added, and many questions shifted in point value

Key Changes

- Expanded eligibility for youth 24 and under experiencing homelessness for CoC funded programs- youth living in unsafe situations with no safe alternative
- Expanded eligibility for RRH, TH-RRH, TH, and SSO projects to serve individuals/families under homeless definition category 2
- New Project Grant Terms
 - Added an option for new projects to request 1 year of funding with a longer initial grant term not to exceed 18 months
- HMIS Project Applications
 - Added option for funding for victim service providers' comparable database costs

Scoring of 2019 CoC Application

Scoring of CoC Application

Comparison of Scoring Categories, 2016-2019	2016 NOFA Scoring	2017 NOFA Scoring	2018 NOFA Scoring	2019 NOFA Scoring
Project Ranking, Review, and Capacity	30	29	29	29
System Performance	40	49	56	60
Homeless Management Information System	18	13	13	9
Point-in-Time Count	9	6	6	6
Performance and Strategic Planning	60	60	48	40
CoC Coordination and Engagement	43	43	48	56

New Questions for FY19

- Protecting Against Discrimination (3 points)
- Promoting and Increasing Employment (6 points)
- Promoting Volunteerism and Community Services (1 point)
- Replaced Housing First question with “Low Barriers to Entry” question

Project Capacity, Review & Ranking

Up to **29 points** to be awarded to CoCs that demonstrate the existence of a **coordinated, inclusive, and outcome-oriented community process** for the solicitation, objective review, ranking, and selection of project applications, and **a process by which renewal projects are reviewed for performance and compliance**

Project Capacity, Review & Ranking

Up to 18 points: **Objective Criteria and Past Performance**. Demonstrate the use of objective criteria and, where available, past performance data to review project applications requesting CoC Program funding.

- used **objective criteria** (e.g., cost effectiveness, performance data, type of population served, or type of housing proposed);
- included at least one factor related to **improving system performance** (e.g., exits to permanent housing destinations); and
- included a specific method for **evaluating projects submitted by victim service providers** that utilized data generated from a comparable database and evaluated domestic violence projects based on the degree they improve safety for the population they serve.

Project Capacity, Review & Ranking

Up to 4 points: **Severity of Need**. Consider the severity of needs and vulnerabilities experienced by program participants in their project ranking and selection process.

- Identify the **specific needs and vulnerabilities** the CoC considers, including low or no income, current or past substance abuse, a history of victimization such as domestic violence, sexual assault, criminal histories, and chronic homelessness; and
- Describe how the CoC takes these needs and vulnerabilities into account **during its ranking and selection process**.

Project Capacity, Review & Ranking

Up to 4 points: **Reallocating Projects**. Demonstrate the ability to reallocate lower performing projects to create new higher performing projects that is based on performance review of existing projects.

- Demonstrate the CoC actively **reviews performance** of existing CoC Program-funded projects and **has a standard process for reallocating funding from lower performing projects to create new higher performing projects** (*note: language change from FY18*)
- Have **cumulatively reallocated at least 20 percent** of the CoC's ARD between the FY 2014 and FY 2018 CoC Program Competitions.

Project Capacity, Review & Ranking

Up to 3 points: **Ranking and Selection Process**. Demonstrate the use of an **objective ranking and selection process** for project applications that is **publicly announced** by the CoC.

- Demonstrate that the CoC used an objective ranking and selection process for all projects (new and renewal) that was made publicly available to potential project applicants;
- Post on their website, at least 2 days before the application submission deadline, all parts of the CoC Consolidated Application, including the CoC Application attachments and the Priority Listing, and notify community members and key stakeholders that the CoC Consolidated Application is available.
- Establish a deadline for project applications that is no later than 30 days before the FY 2019 CoC Program Competition application deadline of September 30, 2019; and
- Notify project applicants, in writing outside of e-snaps, who submitted their project applications to the CoC by the CoC-established deadline, whether their project application(s) will be accepted and ranked, rejected, or reduced on the CoC Priority Listing no later than 15 days before the FY 2019 CoC Program Competition application deadline, and where a project application is being rejected or reduced, the CoC must indicate the reason(s) for the rejection or reduction.

FY2019 CoC-funding Process and Policies

Forthcoming document to be posted on CoC website and circulated that describes the process for renewal scoring, new project selection, reallocation, ranking and tiering.

- Goal of document is to further demonstrate transparency, consistency and fairness within the CoC's funding process.

System Performance

- **Reducing the number of Homeless Individuals and Families (10)**
- Reduction in the Number of First Time Homeless (3)
- **Length of Time Homeless (14)**
- **Successful Permanent Housing Placement or Retention (11)**
- Returns to Homelessness (8)
- Jobs and Income Growth (5)
- Other Non-Employment Income (3)
 - *Note: Jobs and Income Growth and Other Non-Employment income were split into 2 separate categories and increased from 4 points to 8 total points*
- HMIS System Performance Measures (6)

Homeless Management Information System (HMIS)

- Housing Inventory Count (1)
- **Bed Coverage (6)**
- Longitudinal Systems Analysis (LSA) Submission (2)

Point-in-Time Count

- PIT Count and Data Submission (3)
- Effectively Counting Youth (3)

Performance and Strategic Planning

- Ending Chronic Homelessness (10)
- Ending Homelessness Among Households with Children (10)
- Ending Youth Homelessness (10)
- Ending Veterans Homelessness (10)

CoC Coordination and Engagement

- **Inclusive Structure and Participation (5)**
- Coordination with Federal, State, Local Private, and other Organizations (2)
- Addressing the Needs of Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking (3)
- Protecting Against Discrimination (3)
- **Public Housing Authorities (5)**
- Discharge Planning (1)
- **Low Barriers to Entry (7)**
- Street Outreach (3)
- Criminalization (1)
- **Rapid Rehousing (10)**
- Mainstream Benefits and Other Assistance (1)
- Coordinated Entry (3)
- **Addressing Racial Disparities in homelessness (5)**
- **Promoting and Increasing Employment (6)**
- Promoting Volunteering and Community Service (1)
- Section 3 Requirements for CoCs (-2)

Funding & Tiering Information

Funding & Tiering of Projects

There may not be adequate funding available nationally to fund all renewals, HUD is, therefore, requiring all CoCs to place grants in 2 tiers:

- Tier 1 = Tier 1 is equal to 100 percent of the combined Annual Renewal Amounts for all projects eligible for renewal for the first time plus 94 percent of the combined Annual Renewal Amounts for all other projects eligible for renewal.
 - *Different than FY18*
- Tier 2 = Tier 2 is the difference between Tier 1 and the CoC's ARD plus any amount available for CoC Bonus projects (not including amounts available for DV Bonus projects) and before adjustments are made to permanent housing leasing, operating, and rental assistance budget line items based on changes to Fair Market Rent (FMR).

In addition, HUD is awarding an additional \$50M in bonus projects specifically for survivors of domestic violence.

Tier 2

- Tier 2 projects will be competitively funded based on a maximum score of 100 points:
 - CoC Score = Up to 50 points
 - Project Ranking = Up to 40 points
 - Low Barriers to Entry= Up to 10 points
- Tier 2 projects may be:
 - Renewals or
 - New projects created through reallocation or
 - New CoC Bonus projects or
 - New DV Bonus projects

What does this mean for us?

Eastern PA CoC – Total Funding Available: \$13,930,348

Annual Renewal Demand (ARD)	\$12,121,397
Tier 1 (100% ARD first time renewals + 94% ARD all other renewals)	\$11,468,297
Tier 2 (ARD minus Tier 1 + value of bonus)	\$1,259,170
- ARD minus Tier 1	\$653,100
- Value of CoC Bonus (5% FPRN, or 25% of PPRN minus ARD)	\$606,070
DV Bonus	\$1,202,881
CoC Planning Grant	\$363,642

Western PA CoC – Total Funding Available: \$11,013,380

Annual Renewal Demand (ARD)	\$9,625,471
Tier 1 (100% ARD first time renewals + 94% ARD all other renewals)	\$9,066,460
Tier 2 (ARD minus Tier 1 + value of bonus)	\$1,040,285
- ARD minus Tier 1	\$559,011
- Value of CoC Bonus (5% FPRN, or 25% of PPRN minus ARD)	\$481,274
DV Bonus	\$906,635
CoC Planning Grant	\$288,764

General Project Information

RENEWAL PROJECTS

Consolidation

- Eligible renewal project applicants will have the ability to **consolidate two or more** eligible renewal projects - **but no more than four projects** - into one project application during the application process
- Applicants can pursue multiple consolidations
- The projects being combined during a grant consolidation will continue uninterrupted. There is a formula to determine the time period during which the new consolidated project will run.
- Projects must have the **same recipient** and be for the **same component**

Consolidation

- HUD **will not permit** projects with the following characteristics to consolidate:
 - outstanding audit or monitoring findings;
 - outstanding obligation to HUD that is in arrears,
 - unresolved construction delays,
 - history of poor financial management/drawdown issues,
 - history of low occupancy levels, or lack experience in administering the project type, or
 - or other capacity issues.

Consolidation

- Additional considerations:
 - BLIs for the consolidated project application submitted **exactly match the sum of the BLIs for each of the individual projects** as they appear on the GIW posted to the HUD Exchange;
 - expiring grant numbers and operating start and end dates for the projects that are consolidating are provided;
 - operating end dates end in CY 2019
- If a project applicant **incorrectly requests consolidation** of two or more eligible renewal projects, **HUD may reduce the consolidated project** in which case the project applicant will **permanently lose funding**

Consolidation

- Not allowed:
 - HUD will **not permit a transitional housing and a permanent housing project to consolidate** to form a Joint TH and PH-RRH component project
 - HUD will **not permit a transition grant to be consolidated** with any other project

- Project applications for the grants that are proposed to be consolidated **will be ranked, and if all those grants are selected**, HUD will award the single consolidated grant.
 - If one of the grants proposed to be consolidated is found to be ineligible for consolidation or is not selected, HUD will award all grants that are eligible for renewal and selected as separate grants

Consolidation

- To apply, must do the following in e-snaps:
 - must **submit separate renewal project applications** for each of the grants that are proposed to be consolidated

AND

- an **application for the new consolidated grant** with the combined budget and information of all grants proposed for consolidation

Instructions:

<https://www.hudexchange.info/resource/5723/consolidating-eligible-renewals-during-the-fy-2018-coc-program-competition/>

Transition Grants (Renewal reallocates to create new)

- A grant to fund a **new project to transition an eligible renewal project** being eliminated through **reallocation** from one program component to another **over a 1-year period**
- Reallocate the existing eligible renewal component to one of the **eligible new project components**: PH-PSH, PH-RRH, Joint TH and PH-RRH, dedicated HMIS, or SSO-CE
- Must meet the following:
 - **Same recipient** for the eligible renewal grant(s) being eliminated
 - Provide the grant number(s) of the project(s) being eliminated to create the new project
 - Attach a copy of the most recently awarded project application

Transition Grants (Renewal reallocates to create new)

- Will have **one year to fully transition** from the original component to the new component and this will take place during the transition grants normal operating year
- To create a Transition Grant, the CoC must **wholly eliminate** one or more projects and use those funds to create the single, new transition grant.
- **No more than 50 percent** of each transition grant may be used for costs of eligible activities of the program component originally funded
- Transition grants in this Competition are **eligible for renewal** in subsequent fiscal years for eligible activities of the new program component
- To be eligible to receive a transition grant, the renewal project applicant must have the consent of its Continuum of Care and meet the standards

Youth Experiencing Homelessness: Eligibility Change

- Projects funded through FY19 NOFA (including all new and renewal projects) must have the following eligibility criteria for program participants:
 - As provided by the Consolidated Appropriations Act, 2019, **youth aged 24 and under must not be required to provide third-party documentation that they meet the homeless definition** in 24 CFR 578.3 as a condition for receiving services funded under this NOFA.
 - Additionally, **any youth-serving provider funded under this NOFA may serve unaccompanied youth aged 24 and under (or families headed by youth aged 24 and under) who have an unsafe primary nighttime residence and no safe alternative to that residence.** HUD interprets “youth-serving provider” as a private nonprofit organization whose primary mission is to provide services to youth aged 24 and under and families headed by youth aged 24 and under. HUD interprets “living in unsafe situations” as having an unsafe primary nighttime residence and no safe alternative to that residence. These youth-related requirements supersede any conflicting requirements under this NOFA or the CoC Program rule.

RRH, TH-RRH joint component, TH and SSO projects: Eligibility Change

- New and renewal projects may now serve individuals and families who qualify as homeless under paragraph 2 of the definition of homelessness:
 - Individual or family who will imminently lose their primary nighttime residence within 14 days and no subsequent residence has been identified and lacks the support to obtain other permanent housing
 - *** All projects must continue to follow the CoC's Written Standards and/or Coordinated Entry Policies and Procedures, which do not include the provision of services for Category 2

General Project Information

NEW PROJECTS

New Projects

Eligible **Bonus & Reallocation** projects:

- Permanent Supportive Housing for Chronically Homeless
- Dedicated PLUS Permanent Supportive Housing
- Rapid Re-Housing*
- Joint TH and PH-RRH*
- Dedicated HMIS project
- SSO to develop or operate a coordinated entry system*
- Expansion project
 - To increase the number of beds or units in a project, number of households served or services provided to existing program participants
 - Add additional activities to HMIS & SSO-CE
- Transition Grant

All new projects will be reviewed by HUD to determine if they meet project quality threshold requirements

* Project types also eligible for the DV Bonus

Information for New Projects Applicants

We will be hosting two webinars, one for East and one for West, in early August (date forthcoming), which will provide information regarding the following:

- Data demonstrating the CoC's unmet needs
- The CoC's priorities for new projects
- New application process and timelines
- Provide more details about each project type, as listed on the previous slide

PA Balance of State (BoS) Application Process & Timelines

RENEWAL PROJECTS

Project Name

2019 CHANGE: When you set-up your FY2019 renewal project in e-snaps, you must insert the “six digit PIN” from your project’s grant number at the beginning of the project name. Your “six digit PIN” is the first six digits of your grant number.

For example for grant number PA0123L3T091811:

Applicant Name = DMA Homeless Services

Project Name = PA0123 – Elkins Park Rapid Re-Housing Program

Deadlines: Renewal Applications

By **August 6**: Submit the following to Dropbox

- PDF(s) of each of your **completed** Project Application(s), exported from e-snaps
- Check the Submission Summary to make sure **ALL sections** have been completed
- FILENAME: 2019 Renewal App – Agency Name – Project Name

*****REMINDER**: If planning for grant consolidation, please request approval from HUD Rep ASAP.

DO NOT SUBMIT THE APPLICATION ON ESNAPS (YET)

Dropbox

All renewal project documents are to be submitted through Dropbox

Within the next couple of days you will be sent instructions for submitting your documents through Dropbox.

Each grantee has a separate url through which to submit your documents.

- You will have a box for each of your renewal projects
- Use the file names provided in the renewal application instructions
- Upload the required files to the appropriate Dropbox

You should continue to send questions to easterncoc@pennsylvaniacoc.org or westerncoc@pennsylvaniacoc.org but do not submit your application documents to this email address.

Deadlines: Renewal Applications

By August 20:

You will receive a project review form with required corrections.

By August 26:

Or within 5 working days of receipt of review, whichever is sooner, you must **submit** your corrected application **on e-snaps**.

Renewal Project Scoring

Renewal Project Scoring

- All renewal projects will be scored in accordance with the Renewal Scoring Criteria, currently under development.
- **Timelines and forms will be distributed ASAP**
- Data for scoring will come from the following sources:
 - **HMIS**: to be provided by DCED
 - **DV Data Form**: to be completed by DV providers using data from a Comparable Database
 - **Renewal Summary Form (RSF)**: to be completed by all renewal grantees for each project
- Renewal Summary Forms and DV APR will be submitted to DMA using the Dropbox.
- Information you provide, along with HMIS data, will be used to develop the Renewal Scoring Calculator.
- Draft data will be provided for review. Corrections will need to be made within the indicated timeline.
- The calculator will be updated and data will be considered to be final.

Renewal Scoring Review

Criteria scored last year:

Performance

- Exits to PH/ Retention of PH
- Returns to homelessness
- Length of time homeless
- Income growth
- Mainstream Benefits

Monitoring

- Participant Eligibility
- Unit Utilization Rate
- Drawdown Rates and Expenditure Rate
- Cost Effectiveness

CoC Policies

- CoC Project Description
- Opening Doors Goals
- Severity of Need
- PSH beds dedicated for chronically homeless
- Housing First Approach

CoC Participation

- Meeting attendance
- Training
- HMIS Participation

***Survey sent to CoC asking for input on 2018 criteria. Survey open through July 26.

Appeal Processes

The CoC will provide multiple appeal opportunities:

- Renewal project applicants will have a period of time to review the Ranking Calculator and submit questions about outcomes and/or scoring. If the question cannot be resolved, the applicant may appeal.
- New project applicants not selected for funding may appeal the Funding Committee/ Governing Board decision

Additionally, HUD provides the below opportunity for appeal:

- If the CoC decides not to submit a project application to HUD for funding and the project applicant feels they have been denied the right to participate in the planning process, the applicant can appeal to HUD and submit a “solo” application for funding.
- Appeals are not applicable in all circumstances.
- More information can be found in Section “X. Appeals” of the NOFA or at 24 CFR 578.35

E-snaps Tips for 2019

Applicant Profile

Must complete the Applicant Profile

- Visit this page for the Project Applicant Profile Navigational Guide and instructions for filling out HUD Form 2880:
<https://www.hudexchange.info/resource/2958/instructions-for-updating-the-project-applicant-profile/>
- Make necessary updates – i.e., ensure that the contact info is accurate
- Code of Conduct: Check your profile to see if it is attached. Can also check the HUD list of approved Codes of Conduct.
https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conductgrants
- HUD Form 2880 is in the Applicant Profile – the grant amounts will auto-fill from the application.

Applicant Profile

Must complete the Applicant Profile

- Check the Submissions Summary page – if there are any red **X**s, go back and fix those
- After you make your edits/corrections, click “Complete” on the Submission Summary page

If you don't click on “Complete” you will not be able to access your renewal application.

Renewal Projects

- **USE THE GUIDES AND DETAILED INSTRUCTIONS.** These documents will provide you with the information you need: <https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/>
- First-time renewals will need to set up the application. Use the information from the new project application that was submitted last year.
- Other renewals will be able to import information.

Renewal Projects: Review/Update

- Starting on page 14, the Detailed Instructions includes a list of the screens that you should review or update.
- Throughout the application, an asterisk (*) is an indication that you may need to provide a response or update information. Look for the symbol * to ensure that you have not missed providing a required response.
- Screens that require annual updates:
 - Recipient Performance Screen
 - Renewal Expansion Screen
 - Renewal Grant Consolidation Screen
 - Screen 3A. Project Detail
 - Screen 6D. Sources of Match
 - All of Part 7: Attachments and Certification
 - All of Part 8: Submission Summary

Renewal Projects: Match

Match:

- On the **7A Attachments screen**, project applications that include third-party in-kind match commitment on the “Sources of Match” screen have a **requirement for an Memorandum of Understanding (MOU) or Memorandum of Agreement (MOA) to be attached for In-Kind Match.**
- Match letters – not referenced in the instructions, but based on previous years we suggest that you ensure they are updated in your files and that you update the dates on the Match letters.

Renewal Projects: Submit Without Changes

- Submit Without Changes is once again an option.
- The Submit Without Changes screen is at the end of the application.
- If you want to make any changes in your application, you will need to navigate to the Submit Without Changes screen. Once there, you will be able to indicate whether you want to make changes by answering question 2.
- If you indicate that you want to make changes in question 2, you will be able to select the screens that you would like to edit.

Renewal Projects: New this year

- **Operating Budget and Replacement Reserve Costs:**
 - All renewal project applications with an “**Operating Budget**” selected on Screen “**6A. Funding Request**” are required to answer an additional “**Replacement Reserve**” question that will populate on Screen 3A question #7 and must be answered prior to submission. I
 - In addition, if any applicant utilizes CoC Program Operating funds for replacement reserve, the applicant must submit documentation on Screen “**7A Attachments.**”
 - For further details, refer to instructions for Screen 3A (#7) in this guide.

Renewal Projects: Expansion Projects

- New in FY 2019, the process to apply for a new project that will expand an existing eligible CoC Program renewal project/grant, requires three project applications:
 1. **Renewal** project application that mirrors the current project eligible for FY 2019 renewal;
 2. **New** project application(s) with the expanded activities; and
 3. **Renewal** project application that mirrors the current project eligible for FY 2019 renewal, **plus** the expanded activities of the new project.

The basic process is: **Step 1: “Stand-alone Renewal” + Step: 2: “Stand-alone New” = Step 3: “Combined Renewal Expansion.”**

See pages 17-20 of Renewal Project Application Detailed Instructions and CoC New Project Application Detailed Instructions for additional guidance.

Renewal Projects: Consolidation

- If you are consolidating grants, please note that HUD has provided additional instructions:
<https://www.hudexchange.info/resource/5723/consolidating-eligible-renewals-during-the-fy-2018-coc-program-competition/>
 - Use the Renewal Project Detailed Instructions and Navigational Guide, which also provide instructions.
- Must submit an individual application for each grant to be included in the consolidation.
- Must also submit an additional renewal application for the “Fully Consolidated” grant. In this application, you will combine the information for all of the grants being consolidated, such as budget information, households served, unit/bed count, etc.
 - Include “Consolidated” in the project name



Multiple Applications

If a recipient wants to consolidate two projects (A and B), it will need to submit three applications:

- Project A: Renewal Project Application, as it currently exists
- Project B: Renewal Project Application, as it currently exists
- Project X: Renewal Project Application for the combined Project A and Project B

Resources

Resources

HUD has provided both “Detailed Instructions” and “Navigational Guides” – be sure to review those documents:

- Main e-snaps CoC application page: <https://www.hudexchange.info/programs/e-snaps/>
- Project Applicant Profile: <https://www.hudexchange.info/resource/2958/instructions-for-updating-the-project-applicant-profile/>
- Renewal Application: <https://www.hudexchange.info/resource/2910/coc-project-application-instructions-for-renewal-projects/>
- New Projects: <https://www.hudexchange.info/resource/2909/coc-project-application-instructions-for-new-projects/>
- Consolidation: <https://www.hudexchange.info/resource/5723/consolidating-eligible-renewals-during-the-fy-2018-coc-program-competition/>
- Transition Projects: <https://www.hudexchange.info/resource/5850/transition-project-requirements-for-the-coc-program-competition/>

Resources

- We will email out a “Tips Sheet” with helpful tips and info for those of you submitting projects in e-snaps
- These slides will be made available and posted on the CoC website
- A recording of this webinar will be posted on the CoC website pages
- We will post links to resources on the CoC website pages



Q&A

USE THE CHAT OR Q&A BOXES TO
SUBMIT QUESTIONS

HAPPY FY 2019 NOFA!!

To help us assure your application is properly submitted to HUD, please:

- Follow instructions
- Meet all deadlines

If you have questions, send them to easterncoc@pennsylvaniacoc.org or westerncoc@pennsylvaniacoc.org

You can also call Fern Cutler at 215-576-1558 and she will direct you to the most appropriate person at DMA.