



ECHO Continuum of Care Local Competition Deadlines and Appeals Policy and Procedure for HUD CoC Project Rankings

Policy:

Provisions at 24 CFR 578.9 require CoCs to design, operate and follow a collaborative process for the development of an application in response to a NOFA issued by HUD. As part of this collaborative process, CoCs must implement internal competition deadlines to ensure transparency and fairness at the local level. The implementation of deadlines that meet the standards outlined below for FY 2018 Project Applications will be considered as part of scoring criteria in Section X.C of the FY2018 HUD CoC Program NOFA pg 76-81.

- 1) Project Applications. All project applications are required to be submitted to the CoC no later than 30 days before the application deadline. For the FY2018 NOFA cycle, the local application deadline is July 27th, 2018.
- 2) CoC Notification to Project Applicants. The CoC will notify all project applicants no later than 15 days before the application deadline of September 18th, 2018 regarding whether their project applications would be included as part of the CoC Consolidated Application submission.

Any project applicant that submits a project that was rejected by the CoC in the local competition must have been notified in writing by the CoC, outside of e-snaps, with an explanation for the decision to reject the project(s). Project applicants whose project was rejected may appeal the local CoC competition decision to HUD if the project applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner by submitting a Solo Application in e-snaps directly to HUD prior to the application deadline. Please refer to Section X.C in the FY18 HUD Continuum of Care NOFA for process.

Procedure:

1. The IRT recommendations will be presented to the Membership Council after the local HUD CoC renewal competition.
2. The Membership Council (CoC Board) will determine the final rankings and notify all project applicants no later than 15 days before the application deadline regarding whether their project applications would be accepted or rejected as part of the CoC Consolidated Application submission and the approved project priority ranking.
3. At the time the Membership Council determines the final project ranking, an Appeals Sub-Committee will be created at random of council members with no conflict of interest.
4. Project applicants who dispute the project rankings may formally appeal to the Membership Council. Applicants have 3 business days from the ranking announcement to notify the Membership Council Chair, in writing, of the appeal. For this purpose, "in writing" may be email communication with written



attachment.

5. The Membership Council Chair would then notify the Membership Council and Appeals Sub-Committee via email of the appeal and the basis of the appeal. A poll will be taken to determine if the appeal has merit that warrant further discussion and if so, a conference call with the Appeals Sub-Committee will be established within 48 hours (or the next business day) to resolve the matter. The Membership Council will determine the final Project Priority Ranking for the HUD Continuum of Care NOFA.
6. Project applicants whose project was rejected may appeal the local CoC competition decision to HUD if the project applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner by submitting a Solo Application in e-snaps directly to HUD prior to the application deadline. Please see Section X.C of the FY18 HUD Continuum of Care NOFA to review the HUD Solo Application appeal procedure.

<https://www.hudexchange.info/resources/documents/FY-2018-CoC-Program-Competition-NOFA.pdf>