



FY19 CoC NOFA Competition Local Application Questions & Answers

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Community Force

Q	Will the responses in Community Force be pre-filled with the previous year’s responses, like it was last year?
A	The renewal application in Community Force has been revised. As a result, responses from previous years will not be pre-filled. Many questions have been removed in order to shorten the application process. Applicants can still access previous applications in Community Force and should review applications in esnaps to ensure that information entered in the local application matches information submitted to HUD.

Q	Do agencies need separate logins for each application (if submitting multiple renewal applications)?
A	

Application: Reponses, Attachments, Scoring

Q	For the HUD Monitoring question, how do we define 2 years?
A	2 years from May 2019 = May 2017.

Q	When providing documentation of someone with lived experience of homelessness serving on the board or other equivalent policy-making body, does the attachment or information need to list the person’s name?
A	No. A narrative section has been added to the application question. Applicants are encouraged to provide a detailed narrative for any attachments that may result in any doubt or uncertainty during the IRT review process. Agencies are encouraged to provide a formal attachment documenting lived experience on board or equivalent policymaking position. Examples: agency employee handbook, polices on letterhead, screenshot of statement posted on website.

Q	Demonstrating drawdowns, what start date do we use?
A	Depending on when the project completes drawdowns but should include the most recent drawdown starting from the date the application is released or before the application deadline (May 28)

Q	Does question 5 refer to most recently expired grant term or most recent APR? For example, our last APR was for 5/1/17 - 4/30/18, but our last grant expired yesterday, 4/30/19. Which grant term should we reference?
A	Applicants should use information that is the most accurate and/or complete. If the applicant has completed financial information on the recently expired grant, the preference is for the applicant to use the 4/30/19 grant term and provide documentation from either LOCCS, Sage, or other sources. If the applicant has not expended all funds and still has 90 days to do so after the grant ends, the applicant may use previous grant information or may document current expenditures but will need to provide thorough documentation and narrative to ensure the IRT has complete information to evaluate and score the item.

Q	What level of participation in the PIT Count is expected?
A	Applicants are encouraged to review the Renewal Application Scoring Guide for examples of participation criteria. If the agency did not have any staff that participated in any capacity during the most recent PIT Count, the applicant can still receive full points if they are able to document plans to support future participation.

Q	Does entering data in HMIS count as participating in PIT Count?
A	Applicants are encouraged to review the scoring criteria when responding. This question allows applicants to provide a narrative to support their response. Applicants are encouraged to use the narrative section to elaborate, if more information is needed to help support the IRT in scoring the response. As for entering data into HMIS, the project may need to provide details about how the data entry supports the PIT Count. For example, providing the HMIS department with accurate, complete, and timely project information for the Housing Inventory Count (HIC) could be a strategy to support the PIT Count especially for agencies that manage several housing beds/unit in which data is difficult to collect.

Q	Is there a narrative character limit in Community Force?
A	Last year's NOFA application had 1000-character limit. Community Force only allows us to measure words and not characters. The narrative should not deviate too much from previous applications submitted in esnaps and the narrative entered into Community Force is expected to be the same narrative that will be submitted to HUD (entered into esnaps). It is recommended that you enter the narrative section into Note Pad and not Word. Note Pad can be easily pasted into Esnaps without any changes to the character count.

Q	Is disparity question related specifically to CoC programs?
A	No – the response should not include addressing ethnic and racial disparities only through the CoC-funded project. The applicant is encouraged to provide a response based on any strategies/plans within the agency, project, or involvement/support with other community initiatives.

Q	Supportive services agreements: Do we need documentation for services provided internally?
A	No. Only for items in which the applicant lists either “subrecipient” or “partner”

Q	For supportive services, do the MOU/Contract Agreements need to be drafted or executed?
A	Applicants should attach executed Subrecipient Agreements/Contract Agreements.

Q	Match documentation. Do we need new updated documentation?
A	Yes. We realize that agencies may not have Match Documentation prepared during the renewal application process, and also recognize the importance of having Match information for the IRT review process.

Competition Process & Timeline

Q	In previous years, there has been a presentation or a Q&A session in which agency staff provided more details about the project application in person with the IRT members. Will there be a presentation to the IRT required this year?
A	The current timeline and schedule DOES NOT include a presentation portion within the review process. There will be an opportunity for the IRT members to formulate questions to help determine final scores or clarify responses. The process in which this will happen has not been decided yet. It may be through an in-person Q&A, through written communication, or through video conferencing.