

2018 Santa Clara County McKinney-Vento Continuum of Care Process and Timeline

Event/ Activity	Responsible	Date/Time	Place	Notes
NOFA Released	HUD	June 20, 2018	N/A	HUD releases the Notice of Funding Availability
NOFA Committee meets	OSH, HomeBase, NOFA Committee	June 28, 2018 @ 1-2:30 pm	OSH Suite 100 Conference Space 3180 Newberry Dr	NOFA Committee considers modifications to scoring tools and local process based on new information in the FY 2017 NOFA.
TA Workshop	OSH, HomeBase	July 11, 2018 @ 12:30-3:30 pm	The Health Trust Boardroom 3180 Newberry Dr	Release information about local priorities and HUD guidelines for proposals. Agencies will be given a proposal package and training on how to complete the application.
Agencies write Proposals	Agencies	July 11 – July 26 2018	N/A	
Proposals are due	Agencies	July 26, 2018 @ noon	Via email	See Supplemental Application Checklist for list of required documents and information about where and how to turn in documents.
Rank & Review Panel Training	OSH, HomeBase	July 30, 2018 @ 10-11:30 am	Online	Rank & Review Panel receives training for scoring projects.
Rank & Review Panel reviews Proposals	OSH, HomeBase, Priority Panel	July 30 – August 13 2018	N/A	Rank & Review Panel reads and scores proposals individually.
Rank & Review Panel meets	OSH, HomeBase	August 13 – 15 2018	OSH Suite 100 Conference Space; 3180 Newberry Dr.	Rank & Review Panel meets to discuss proposals and determine how projects will be ranked in the 2017 application.
Posting of Preliminary Priority List	OSH	August 15, 2018 By midnight	Via e-mail	Preliminary priority list emailed to agencies.
Notification of Appeal	Agencies	August 16, 2018 @ 12 pm	Via e-mail	Applicants who intend to appeal their ranking on the preliminary priority list must notify HomeBase of their intent to appeal.
Sponsor Appeals due	Agencies	August 20, 2018 @ 5 pm	Via e-mail	Agencies may inspect their scores and formulate a written appeal based on appeal policy.
Appeals Committee meets	Appeal Committee	August 22-24, 2018 (Date TBD)	Online	Review appeals and recalculate scores, if necessary.
NOFA Committee meets	NOFA Committee	August 29, 2018 @1:30	In person	NOFA Committee reviews Tier 2 and develops recommendations regarding strategic allocation of CoC funding.
Priority List is distributed to applicants	OSH	August 30, 2018	Via e-mail	Final priority list to be approved at CoC Board meeting emailed to agencies.
CoC Board Approval of Priority List	OSH	August 30, 2018	In Person or Online	Present final priority list to CoC Board for approval. Final Priority List published on CoC website.
HomeBase and OSH review project applications	HomeBase, OSH	July 26 – September 5, 2018	N/A	HomeBase and OSH work with agencies to finalize project applications for submission.
Final Project Applications to e-snaps	Agencies	September 5, 2018 @ 5 pm	Online	Agencies upload final applications to e-snaps, including all necessary attachments.
CoC Consolidated Application Posting	OSH, HomeBase	September 12, 2018	Online	CoC consolidated application is posted on CoC website.
Application is due to HUD	OSH, HomeBase	September 18, 2018	N/A	Application is packaged and submitted to HUD.