

**HUD COC FUNDING
COMPETITION
2023**

*DE COC RENEWAL
PROJECT LAUNCH
MEETING*

MAY 24, 2022



DELAWARE
Continuum of Care

NOFA UPDATE

1. FY23 HUD Grants Inventory Worksheet (GIW) not yet released but expected in the next 2-3 weeks
 - a. The GIW used annually to record all grants within a CoC that are eligible for renewal funding for the upcoming CoC Program Competition
2. Speculated that HUD will release the FY23 NOFO in June

2023 COC FUNDING COMMITTEE

1. **Devon Manning**, *Chair*, DSHA
2. **Paula Witcher**, CoC Board Member,
Veterans Multi-Service Center
3. **Sue Ryan**, CoC Board Member, DCADV
4. **John Whitelaw**, CoC Board Member, CLASI
5. **Karen Records**, DSAMH (*New*)

FY23 RENEWAL GRANTEES

1. Child, Inc.
2. Code Purple Kent County
3. Conexio Care Inc.
4. Family Promise of Northern New Castle County
5. Housing Alliance Delaware
6. Ministry of Caring
7. West End Neighborhood House
8. Central YMCA
9. YWCA

Renewal Funding Process

Important Dates & Deadlines



PROJECT DATA

1. All project data for the FY23 Renewal Project Applications will be provided to Grantees on the FY23 Renewal Project Profiles
2. FY23 Performance Period: 4/1/2022 - 3/31/2023
 - a. Final CMIS APRs will be run at the close of the FY23 DQ period (4:00pm tomorrow, May 25, 2023)
 - i. Grantees are not permitted to change CoC project data between 4:00pm 5/25/23 and 4:00pm 5/26/23 to allow for final reports to be run
 - ii. Normal data entry may resume on Monday, May 29, 2023
3. Final Renewal Project Profiles and APRs will be provided to Grantees at the start of the FY23 application submission period on Tuesday, May 30, 2023

MAJOR FY23 APPLICATION CHANGES

1. Addition of hyperlinked table of contents for application sections to allow for easy navigation
2. Updated submission checklist, first time renewal guide, budget template, and application resources to appendices
3. Project Information Section
 - a. Addition of project FTE staff question
4. Threshold Section
 - a. Consists of Grantee Financials and CoC Grants Management
 - b. Addition of rent/occupancy charge question
5. Performance Section
 - a. Restructured to mirror recommended changes to the FY23 Scoring Tool
 - b. Inclusion of threshold compliance items and restructure of existing compliance items (no new requirements)
 - c. Addition of CoC Priority Narrative Questions
 - d. Re-structure of Housing First/Support Services Section content

ITEMS CONSISTENT WITH FY22 APPLICATION

1. One application for all project types
2. Grantees do not need to fill in Renewal Project Data provided in FY23 Renewal Project Profiles
 - a. Grantees will confirm accuracy of profile information or provide explanation with supporting documentation for correct information
3. Fillable PDF
 - a. Character limits for narrative responses

GOOGLE DRIVE SUBMISSIONS

THIS DOES NOT APPLY TO VSPS

1. Grantees will be given access to a FY23 submission folder in their individual google drive folders, also utilized for the FY23 DQ period, on Tuesday, May 30, 2023
 - a. Grantee staff will have access to upload, download, and edit within the drive folder
2. FY23 Submission Folders will contain all materials needed to complete the FY23 Renewal Project Applications
3. Folders have been set up to assist Grantees with organizing submission materials
 - a. We do not suggest re-organizing the pre-set folders. If you believe this is needed, please contact the CoC Team prior to rearranging
4. **Drive access will be terminated at the close of the FY23 application submission period on June 23, 2023, at 4:00pm**

FY23 SUBMISSION FOLDER CONTENT

- a. *FY23_DECoC_Funding Policies_Final Approved*
- b. **[Required] FY23 SAM Registration**
- c. **[Required] FY23 Program Materials**
 - i. [Required] Operating Policies and Procedures
 - ii. [Required] Lease, Sublease, OA
 - iii. [Required] Client Intake Packet
 - iv. [Required If Applicable] Income Verification Form
- d. **[Required] FY23 Financial Audit/Statements**
- e. **[Required] FY23 Board List**
- f. **[Required If Applicable] FY22 Quality Improvement Plan**
- g. **[Optional If Applicable] FY23 Partnership Documentation**
- h. **Project (Pin Name Type)**
 - i. [Required] FY23 Operating Budget
 - ii. [Required] FY23 Application Submission
 - iii. *FY23_DE500_RPHP_Scoring Tool_FINAL*
 - iv. *FY23_DE500_RPPProfile_Temp+Key_Final*
 - v. *FY23_RP Profile_Final_Agency_Pin_Project Name*
 - vi. *FY23_RP APR_Final_Agency_Pin_Project Name*
 - vii. *FY23_DE500_RPHP_Application_Final Fillable*
 - viii. [Required If Applicable] FY23 HUD Monitoring
 - ix. [If Applicable] FY23 Supporting Documentation
- i. **Project (Pin Name Type)**
- j. **Project (Pin Name Type)**

FIRST TIME RENEWALS

1. “First-time” Renewals (FTRs) are projects with grants awarded in a prior CoC Funding competition that have not been in operation for a full program year (*based on the project’s operating start and end dates*) at the time of the local application process
2. Projects that have not been in operation for a full program year are not required to submit a full renewal project application
3. **FTRs ARE NOT SCORED**, however, applicants are required to answer questions and submit documentation related to project information, threshold, and performance
4. Applicants with FTRs should review the entire FY23 application to prepare for the requirements that must be met once the project is fully operational

PROJECTS MEETING THE CRITERIA IN THE TABLE BELOW ARE CONSIDERED FTRS FOR THE FY23 DE COC APPLICATION

Projects Awarded in FY21		Projects Awarded in FY22	
Last 4 digits of Grant Number start with 21 (21--)		Last 4 digits of Grant Number start with 22 (22--)	
Operating Start Date	Operating End Date	Operating Start Date	Operating End Date
Any date in 2022, with the latest possible start date of 01/01/23	Any date in 2023, with the latest possible end date of 12/21/23	Any date in 2023, with the latest possible start date of 1/23/24	Any date in 2024, with the latest possible end date of 12/21/24
All FTRs awarded in FY21 were required to begin operating as of 1/1/23 and will need to meet all requirements listed in this guide.		FTRs awarded in FY22 will have different requirements based on the project's operating status as of 01/01/23.	

How to Submit



**DEADLINE: FRIDAY JUNE 23, 2023
at 4:00PM**



Please submit all materials
electronically via Google Drive



Renewal Project TA

- Renewal Project Application TA sessions are available for Grantees
 - June 8, 2023 – June 9, 2023
 - June 12, 2023 – June 15, 2023
 - June 20, 2023 – June 21, 2023
- **TA meetings are highly encouraged**
- Grantees should review the available dates/times and schedule as soon as possible
- If Grantees are not available during the provided dates/times, they may request a different meeting time, however, availability is not guaranteed and may not be provided on short notice
- <https://calendly.com/d/g3h-mvz-hpm/coc-grantee-check-in-meeting>

REVIEW PROCESS

1. CoC Staff performs a first review of each renewal project's application to confirm project outcomes and highlight important information for Funding Committee review
2. Submission materials are then sent to DMA for a second review
3. All materials and information from the first and second reviews are provided to the Funding Committee for review
4. The Funding Committee meets, determines final project scores, and sends their recommendations to non-conflicted CoC Board members for final determination
5. Appeals may be submitted after the release of the final score and ranking

QUESTIONS?

1. All renewal applicant materials and all funding related information can be found on the [DE CoC Funding Page](#)
 - a. Today's launch materials will be accessible by 10:00am tomorrow 5/24/23
 - b. Renewal Project Applications (via drive & website) and final Profiles/APRs (via drive) will be available on Tuesday, 5/30/23
2. All application and submission questions can be directed to flawrence@housingalliancede.org and egallaher@housingalliancede.org