

Timeline for 2018 NOFA application process – KS-505 Jo Co CoC

Dates	Who/What	Task
June 20, 2018	Informational	HUD releases the NOFA (Notice of Funding Availability). UCS staff send notice to the current project agency contacts and full CoC membership (announces again at June 27 th all CoC meeting)
~June 28, 2018	Informational	HUD opens esnaps
Friday June 29, 2018	UCS STAFF	Following CoC Board Chair approval of timeline, UCS staff sends out timeline for NOFA process, begins draft of Collaborative Application, request Letter of Intent for all project applicants
By Friday July 6 2018	UCS STAFF & HMIS lead	UCS staff provides MARC staff with Collaborative Application questions related to HMIS and data quality for application
Wed July 11, 2018	Project applicants	Deadline to submit Letters of Intent (LOI) for all project applicants (renewals, reallocation, bonus, DV bonus, transition, consolidation) – for KS-505 planning purposes.
Thursday July 19, 2018 2:00-4:00 pm UCS' offices	Project applicants	UCS staff conduct an open training and informational session for new and past CoC grantees to support a successful and responsive application in 2018. This training is not mandatory but recommended , especially for new applicants or agency staff.
Thursday July 19, 2018	UCS staff	UCS will email cover sheets, leverage letters and housing first checklist documents to be completed to project applicants as identified by their submission of an LOI.
Thursday August 9, 2018	Project Applicants	Project Applications due in ESNAPS https://esnaps.hud.gov/grantium/frontOffice.jsf plus Submit cover sheet, APR, Leverage Letters and Housing First Checklist to UCS STAFF (valoriec@ucsjoco.org) .
Proposed: Monday August 13, 2018	Rank & Review Comm & UCS STAFF	UCS staff provides training session to Rank & Review Committee on HUD Priorities, scoring sheets
Week of August 13, 2018	UCS STAFF	Technical review of project applications by UCS STAFF

Week of August 13, 2018	UCS STAFF	Certificates of Consistency sent to Overland Park, Shawnee, Lenexa, and Johnson County governments for approval
Wednesday August 15, 2018	Rank & Review	Project Application and all related documentation from agencies sent to the Review and Ranking Panel to read, independently score – scores due Friday August 24
Proposed: Thursday August 23	KS-505 Board	Johnson County Board members begin first of two meetings to review Collaborative Application narrative, provide edits. At least two meetings altogether – will set second on Aug 23.
Proposed: Wed August 29	Rank & Review & UCS STAFF	Review and Ranking Panel meets for consensus meeting to ranking each project application. Recommendations and Rankings submitted to UCS STAFF
Friday August 31	UCS STAFF Notification to Agencies (if necessary)	All agencies notified of Rank and Review Outcomes. Agencies notified in writing via form letter if project application is not recommended for funding- The CoC MUST notify project applicants within 15 days prior to the HUD application deadline if their project application has been rejected. Agencies that have rejected projects may appeal the decision via the process stated in the 2018 NOFA
Proposed: Sept 6 or 7	KS-505 Board	Johnson County Board members' second of two meetings to review Collaborative Application narrative, provide edits. (At least two meetings altogether)
Monday Sept 10, 2018	Project Applicants	Deadline for agencies make revisions to their project applications as needed
Friday Sept 14	UCS STAFF	UCS staff posts Collaborative Application via website and notifies membership of posting to website. (Per NOFA this posting to website should happen a minimum of 2 days prior to final NOFA deadline).
Monday Sept 17 2018	UCS STAFF	UCS staff submits the Collaborative Application, Priority Listing and all of the Project Applications to HUD prior to HUD's official due date
September 18 before 7:00 pm	Informational	Final Deadline to submit Collaborative Application, per HUD NOFA