

Timeline for 2017 NOFA application process – KS-505 Jo Co CoC

Dates	Who/What	Task
July 14, 2017	Informational	HUD releases the NOFA (Notice of Funding Availability) and Estimated Annual Renewal Demand (ARD) report. UCS staff send notice to the current project agency contacts and full CoC membership (announces again at July 26 th CoC meeting)
July 18, 2017	Informational	HUD opens esnaps, but delays release of detailed instructions for project and collaborative applicants
Tuesday August 1	UCS STAFF	Following CoC Board Chair approval of timeline, UCS staff sends out timeline for NOFA process August 1, begin draft of Collaborative Application, request LOI for all project applicants (renewal, reallocation, bonus, expansion)
By Friday Aug 4 2017	UCS STAFF & MARC/MAAC	UCS staff provides MARC/MAAC staff with Collaborative Application questions related to HMIS and data quality
Monday Aug 7	UCS staff	Email cover sheets, leverage letters and housing first checklist documents to be completed to Project Applicants
Friday August 25th, 2017	Project Applicants	Project Applications due in ESNAPS, submit cover sheet, APR, Leverage Letters and Housing First Checklist to UCS STAFF (valoriec@ucsjoco.org) .
Proposed: Friday August 25, 2017	Rank & Review Comm & UCS STAFF	UCS staff provides training session to Rank & Review Committee on HUD Priorities.
Week of August 28, 2017	UCS STAFF	Technical review of project applications by UCS STAFF
Week of August 28, 2017	UCS STAFF	Certificates of Consistency sent to Overland Park, Shawnee, Lenexa, and Johnson County governments for approval
Tuesday August 29	Rank & Review	Project Applications from agencies sent to the Review and Ranking Panel, one week given to read, independently score applications
Proposed: Tues Sept 5	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 Sept 5.

Proposed: Wed Sept 6	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 Sept 8	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 2017 NOFA
Friday Sept 15, 2017	Project Applicants	Deadline for agencies make revisions to their project applications as needed
Proposed: Sept 19 or 20	KS-505 Board	Johnson County Board members' second of two meetings to review Collaborative Application narrative, provide edits. (At least two meetings altogether)
Friday Sept 22 or Monday Sept 25, 2017	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).
Sept 26 or 27, 2017	UCS STAFF	UCS staff submits the Collaborative Application and all of the Project Applications to HUD prior to HUD's official due date
September 28th, before 7:00 pm	Informational	Final Deadline to submit Collaborative Application, per HUD NOFA