

**2018 HUD CoC NOFA Timeline Highlights – February 20th – September 28th, 2018
Alameda County**

Date	Task/Activity	Who	Goal(s)
2/20/2018 EOH Offices	HUD CoC Committee 2018 NOFA Year- Round Process Approval	HUD CoC Committee EOH staff	Propose and approve 2018 NOFA Process Year- Round and NOFA Timeline Plan, including Renewals' Project Evaluation for Objective Criteria in Quarter 1 and TA Sessions and Project Monitoring Activities in Quarter 2. Proposal to seat NOFA Committee in March.
2/27/2018 1 Frank Ogawa	Community Input Session - 2017 NOFA Scores Debrief/2018 NOFA Year-Round Process	NOFA Grantees/ Project Applicants HUD CoC NOFA Committee	Discuss 2017 NOFA scores. Present for feedback 2018 NOFA Year-Round Process and NOFA Timeline.
2/27-3/6/18	Community Input Period	EOH staff CoC Comm.	Community opportunity for input and discussion via email to EOH.
3/15/2018	NOFA Committee Meeting #1 (phone conference)	NOFA Comm. EOH Staff	Approve Project Evaluation's Objective Criteria scoring tools and 2018 NOFA proposed Timeline.
3/23/2018	Project Evaluation (Objective Criteria) Package released	EOH Staff	Release of Project Evaluation Package and Tools with instructions.
3/23 – 3/30	FAQ/Technical Support	EOH Staff	Provide Technical support and answer questions from Projects responding to Project Evaluation Package.
4/24/2018	Project Evaluation Packages due back to EveryOne Home by <u>5 pm.</u>		Submitted to info@EveryOneHome.org .
4/16 – 4/26	Staff scoring session	EOH staff	EOH Scoring of Project Evaluation Packages.
4/30/2018	Project Evaluation Reports to Project Applicants	EOH staff	Batch individual Project Reports, and send to appropriate agencies, including any next steps with email.
5/1/2018	NOFA Committee Meeting #2	NOFA Comm. EOH Staff	Respond to Risk Assessment TA and Site Visits recommendations
5/1 - 5/31	Scheduling Project Monitoring Site Visits	EOH staff	Schedule Projects which require a TA and Site Visits; send Monitoring response forms
5/8 - 5/14	GIW Review and Registration Notice	EOH Staff HMIS team	Coordinate with Riley and HCD to ensure full review of GIW and Registration. GIW submitted to field office on May 8 th , and Registration submitted to HUD on May 14 th .
5/28/2018	NOFA Committee Meeting #3	NOFA Comm. EOH Staff	Recommendations on Risk Assessment results and required TA/Site Visits/Milestones. Disucss criteria

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			and scoring for additional documentation and narratives for Local Application Package.
6/1/2018	Project Monitoring and Milestone Site Visits begin	EOH staff	Projects receive a Site Visit by Project Monitor.
6/20/2018	2018 NOFA Released	HUD	EOH publishes NOFA on website and shares NOFA via email to grantees and community at large
7/13/2018	NOFA Committee Meeting #4	EOH Staff NOFA Comm.	Prep orientation documents, including analysis of NOFA and other HUD notices. Review 2018 NOFA new projects criteria, and pending scoring and criteria for Renewals (Cost Effectiveness, Spending, and Quality Assurance). Determine length of FAQ period. Approve final draft of local applications (Renewal, HMIS and New projects), including affirming scoring weights and criteria for Local Competition.
7/17/2018	HUD CoC Committee/NOFA Committee Joint Session	EOH staff HUD CoC NOFA Comm.	Present NOFA Timelines, EOH analysis and recommendations for the 2018 NOFA for HUD CoC Committee’s Strategic Direction. Agenda should include Riley’s input on NOFA Analysis.
7/20/2018 1 Frank Ogawa 1-4:30pm	Bidder's Conference Applications due on 8/17 @ 5 pm.	EOH staff NOFA Comm CoC Comm	Release 2018 NOFA Renewal, HMIS and New Projects Local Application and updated Timeline. Post to website and announce via SALSA. PowerPoint prepped to include breakdown of scoring criteria, and any changes and new opportunities from the 2017 application. All application materials and any other production posted to website.
7/20/2018	FAQ period opens	EOH staff and NOFA Committee as needed	Opening of FAQ period announced via SALSA. Projects email questions to info@EveryOneHome.org which are responded to in writing each week or more regularly, depending on the NOFA Committee decision. Agency specific questions will be responded directly. Questions that may impact many applicants can be responded to directly and must be published with FAQs.
7/31/2018	NOFA Committee meeting #6 (phone, for FAQs)	EOH staff NOFA Committee	If rolling FAQ period is longer or if there is needed recommendations from NOFA based on FAQs.
8/2/2018	FAQ period closes	EOH staff	All FAQ documents posted to the website.

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8/3/2018	NOFA Committee meeting #7 (phone, for FAQs if needed)	EOH staff NOFA Committee	If rolling FAQ period is longer or if there is needed recommendations from NOFA based on FAQs.
8/17/2018	Local Application due back to EveryOne Home by 5 pm.		Submitted to info@EveryOneHome.org .
8/18 – 8/21	Staff scoring of objective criteria	EOH staff	Scoring of Renewal Cost Effectiveness and Spending criteria and New project applications. Re-score sections and add notes/explanation for NOFA Committee given additional information.
8/21/2018	Local Application due back to EveryOne Home by 12 pm.		DV Bonus Projects only submitted to info@EveryOneHome.org .
8/22/2018 EOH Office – 1pm	NOFA Committee and Appeals Panel training. Scoring of subjective criteria begins.	EOH staff NOFA Comm Appeals Panel	Optional for returning reviewers and readers – Review of scoring tools and criteria. NOFA Committee Scoring of Local Applications.
8/27/2018	Applications’ Scoring ends Committee Scoring returned to EOH by 5 pm.	EOH staff	Score sheets emailed back. Responses mailed back electronically. All committee scores should be scanned in to drive, even if not returned electronically, and filed.
8/29/2018 9am-5pm 250 Frank Ogawa	Rating and Ranking session	EOH staff NOFA Comm	To determine Rating and Ranking of all Projects
8/31/2018	Scores to Project Applicants	EOH staff	Batch individual scores for Projects and send to appropriate agencies. Memos will be issued for Projects included in Tier 1, Tier 2 and those not included. Appeal process will be included with Memos. Projects have 48hrs to review for mathematical errors prior to start of Appeals Period.
8/31/2018	E-Snaps Application due by close of business day (CBD)	Project Applicants	

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9/5 - 9/7/2018	Appeals Period	EOH Appeals Panel EOH staff	<p>Appeals submitted to EveryOne Home will be reviewed by a non-conflicted panel of three persons, representing the EOH Leadership Board, HUD CoC Committee, and NOFA Committee.</p> <p>Applicants will have until COB on Friday, 9/7/2018 to register any appeals via email. Appeals and supported documentation should be emailed to info@EveryOneHome.org.</p> <p>Note: All appeals will be confirmed via email within one (1) business day of submission</p>
9/11/2018	Panel Review Appeals	EOH Appeals Panel	Panel will have a determined amount of time to review all submitted appeals and recommendations, and to contact projects on the status of their appeal.
9/13/2018 @ 1pm	Approve Final Rating & Ranking	NOFA Committee	The HUD NOFA Committee will approve and finalize the final Rating and Ranking list.
9/13/2018 – via phone	Approve Final Consolidated Application	EOH staff HUD CoC Committee	Approval of Consolidated Application's submission by CoC Committee via phone conference.
9/14/2018	Rating and Ranking List Post-Appeals	EOH staff	A Rating and Ranking List reflective of any changes generated by appealing projects will be issued by EOH staff and published on the EveryOne Home website.
9/14/2018	HUD CoC NOFA Consolidated Application (all materials) posted to EOH website	EOH staff HMIS team	<p>Publish <u>at least 2 days</u> before deadline full PDF of Consolidated App on the website. Full application will include all attachments and the rating and ranking list. In e-snaps, the full Consolidated App and all attachments can be downloaded and made into a single PDF.</p> <p>Screen shot must be complete of the posting of the final application before submission to HUD. In the past we have used the place marker, date stamped to the same day and then posting it once it has been submitted to HUD (it's a little bit of a chicken and an egg situation – HUD's directions are not completely clear).</p>
9/17/2018	HUD CoC NOFA Consolidated Application (all materials) due	EOH staff HMIS team	Submit completed Consolidated Application and all attachments to HUD via <i>e-snaps</i> .
9/18/2018	Celebrate!	Everyone!	The NOFA is a hard project. Take a drink, time off, whatever it is that makes sense! We have earned it!