



Tucson Pima Collaboration
To End Homelessness

FY 2024 HUD CoC NOFO: Renewal Project Pre-Proposal Conference

AUGUST 20, 2024

HOSTED BY CITY OF TUCSON

COC LEAD (AZ-501)

Housekeeping



Please remain muted throughout this presentation. Use the Q&A feature if you have a question during the presentation and we will field those questions at designated breaks. Do not submit questions using the chat feature.



During the designated Q&A period, you can also raise your hand and you will be called on to ask your question or provide your comment.



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Today's Agenda

Tools for Reference

Funding Overview and Eligible Project Types

Completing the Federal Application

Completing the Local Application

Evaluation Process, Timeline, and Resources

Tools for Reference

DOCUMENTS AND RESOURCES THAT SHOULD BE
READILY ACCESSIBLE WHILE YOU PREPARE YOUR
APPLICATION

APPLICATION TOOLKIT

All of the following tools are useful for renewal projects to reference as they submit their applications and can be found at [this link](#) – they provide guidance question by question.

Field Office:		San Francisco																					
CoC Number:		AZ-501																					
CoC Name:		Tucson/Pima County CoC																					
CA Name:		City of Tucson																					
DV ARD		\$598,104 (Reallocation Restriction)																					
YHDP ARD		\$2,229,948 (Reallocation Restriction)																					
CoC's ARD		\$12,680,244																					
Applicant and Project Information				Current Budget Line Item Amounts										Unit Configuration									
Applicant Name	Project Name	Grant Num	Expiration Year	Project Component	Restriction (DV or YHI)	Lease	Rental Assistance	Supportive Services	Operating Costs	HMI	VAW	Rur.	Adm.	FMR or Actual Rent	SRP Uni	0 Br Uni	1 Br Uni	2 Br Uni	3 Br Uni	4 Br Uni	5 Br Uni	6+ Br Uni	Total Uni
Pima County	CASA Consolidation FY2	A20027L9T012316	2025	PH		\$0	\$474,216	\$460,721	\$0	\$0	\$0	\$0	\$54,777	Actual Rent	0	17	27	11	0	0	0	0	55
Pima County	Pima County HMIS Cons	A20039L9T012315	2025	HMIS		\$0	\$0	\$0	\$0	\$389,397	\$0	\$0	\$32,095		0								0
City of Tucson	Shelter Plus Care TRA	A20043L9T012316	2025	PH		\$0	\$1,212,600	\$0	\$0	\$0	\$0	\$0	\$79,648	FMR	0	0	100	10	0	0	0	0	110
City of Tucson	FY 2023 SPC II	A20044L9T012316	2025	PH		\$0	\$1,956,852	\$475,120	\$0	\$0	\$0	\$0	\$152,336	FMR	0	20	122	27	4	0	0	0	173
La Frontera Center, Inc.	Sonora House Safe Hav	A20047L9T012316	2025	SH		\$63,408	\$0	\$305,553	\$36,056	\$0	\$0	\$0	\$28,228		0								0
City of Tucson	Frontiers	A20110L9T012312	2025	PH		\$0	\$196,272	\$37,571	\$0	\$0	\$0	\$0	\$20,476	FMR	0	0	17	1	0	0	0	0	18
Our Family Services, Inc	OFS Homes First PSH 24	A20143L9T012309	2025	PH		\$159,354	\$0	\$76,883	\$0	\$0	\$0	\$0	\$20,784		0								0
Our Family Services, Inc	OFS Home Again RRH 2	A20146L9T012309	2025	PH		\$0	\$538,620	\$212,751	\$0	\$0	\$0	\$0	\$65,215	FMR	0	0	20	23	0	0	0	0	43
Tucson Center for Women	Rapid Re-Housing for Su	A20147L9T012309	2025	PH		\$0	\$156,792	\$127,664	\$0	\$0	\$0	\$0	\$24,287	FMR	0	0	12	2	0	0	0	0	14
Pima County	One-Stop RRH Renewal	A20167L9T012308	2025	PH		\$0	\$160,620	\$75,413	\$0	\$0	\$0	\$0	\$12,252	FMR	0	8	4	3	0	0	0	0	15
Our Family Services, Inc	OFS Secure Futures 24-	A20188L9T012306	2025	PH		\$0	\$212,640	\$128,893	\$0	\$0	\$0	\$0	\$30,056	FMR	0	18	4	0	0	0	0	0	22
City of Tucson	FY 2023 Tucson/Pima Co	A20210L9T012304	2025	SSD	DV	\$0	\$0	\$543,732	\$0	\$0	\$0	\$0	\$54,372		0								0
Old Pueblo Community	Oasis PSH	A20214L9T012304	2025	PH		\$66,288	\$378,792	\$249,521	\$0	\$0	\$0	\$0	\$55,576	FMR	0	0	25	3	0	0	0	0	28
CONSOLIDATED WITH																							
Ocotillo																							
Goodwill Industries of So	The Goodwill MetroREC	A20216Y9T012303	2025	SSD	YHDP	\$0	\$0	\$140,499	\$0	\$0	\$0	\$0	\$7,200		0								0
Our Family Services, Inc	Our Family Services Nev	A20217Y9T012303	2025	PH	YHDP	\$0	\$271,284	\$270,215	\$0	\$0	\$0	\$0	\$5,500	FMR	0	0	24	1	0	0	0	0	25
Old Pueblo Community	Bread and Roses	A20218Y9T012303	2025	TH	YHDP	\$0	\$0	\$351,309	\$80,691	\$0	\$0	\$0	\$0		0								0
Community Bridges, Inc	CBI YOURRH Project	A20219Y9T012303	2025	PH	YHDP	\$0	\$278,616	\$181,341	\$0	\$0	\$0	\$0	\$15,309	FMR	0	0	26	0	0	0	0	0	26
Our Family Services, Inc	Our Family Services You	A20220Y9T012303	2025	SSD	YHDP	\$0	\$0	\$323,636	\$0	\$0	\$0	\$0	\$5,500		0								0
City of Tucson	Transitions PSH	A20221Y9T012303	2025	PH	YHDP	\$0	\$199,656	\$75,376	\$0	\$0	\$0	\$0	\$23,816	FMR	0	0	16	2	0	0	0	0	18
City of Tucson	Medical Respite PSH	A20231T9T012302	2025	PH		\$0	\$206,616	\$60,777	\$0	\$0	\$0	\$0	\$23,649	FMR	0	6	14	0	0	0	0	0	20
Community Bridges, Inc	CBI Pima PSH 37	A20249L9T012301	2025	PH		\$0	\$393,924	\$189,747	\$0	\$0	\$0	\$0	\$18,449	FMR	0	2	35	0	0	0	0	0	37
Pima County	La Casita RRH FY2023	A20256T9T012300	2025	PH		\$0	\$128,592	\$89,945	\$0	\$0	\$0	\$0	\$12,766	FMR	0	0	12	0	0	0	0	0	12
																							0

Funding Overview and Eligible Project Types

FUNDING OPPORTUNITY, FUNDING AVAILABLE, ELIGIBLE PROJECT TYPES, APPLICATION COMPONENTS, AND NON-COMPETITIVE PROCESS OVERVIEW

FUNDING OPPORTUNITY

July 31, 2024

- HUD released the FY 2024-2025 Continuum of Care Program Notice of Funding Opportunity (NOFO).
- HUD released the CoC and YHDP renewal and new project applications



August 14, 2024

- TPCH opened the local competition for Tucson/Pima County.
- Posted at <https://tpch.net>

WHAT'S NEW AND CHANGED

HIGHLIGHTED CHANGES FROM PRIOR YEARS LOCAL COMPETITION

- 2-year application cycle
- Use of Neighborly platform for documents upload
- Increased request for documentation on project policies and practices
- Priority for robust supportive services at an amount of \$5,000 per household for service-rich programming

HIGHLIGHTED ADDITIONS FROM PRIOR YEARS LOCAL COMPETITION

- Changes in eligible costs to ensure compliance with Violence Against Women Act Reauthorization of 2022
- Cost of Living Adjustment (COLA) will be integrated into renewal amounts for supportive services and HMIS costs budget lines
- Changes to FMR Calculation: FY 2023 FMR data will be used in the eSNAPS tables, and if selected for conditional award, updates from FY 24 FMRs will be applied in amount post award.

How?

- Available to ALL PROJECT TYPES and ALL AGENCIES (not just VSPs!)
- All projects will include a VAWA BLI even if it's at \$0, in an event an unexpected emergency transfer occurs and money needs to be moved into it

What?

- Costs of assessing, coordinating, approving, denying, and implementing a survivor's emergency transfer
- Costs for Monitoring Compliance with VAWA Confidentiality Requirements (including staff time)

Examples of New Eligible Costs to
facilitate Emergency Transfer Plans

[SEE ALLOWABLE
DETAIL HERE](#)

FUNDING OPPORTUNITY (FUNDING AVAILABLE)

Annual Renewal Demand (\$12,680,244)

- **Youth Homelessness Demonstration Project Renewal and Replacement:** \$2,229,948 available for renewal and replacement of existing YHDP projects.
- **CoC Renewal and Reallocation Funds:** \$10,450,296 for renewal and reallocation of existing CoC projects. (Excludes CoC Planning).

Bonus Funding Opportunities (\$2,916,199)

- **CoC Bonus:** \$1,521,629 (estimate – 12% of FPRN, or \$12,680,244) available for CoC Bonus project applications.
- **DV Bonus:** \$1,394,570 (estimate – 15% of FPRN, or \$12,680,244) available for Domestic Violence (DV) Bonus project applications.

Funding Amounts	
Tier 1 (90%)	\$9,405,266
Tier 2 (10%)	\$3,961,222
DV Bonus	\$1,394,570
TOTAL (if DV Bonus is awarded)	\$13,366,488

Tier 1 is equal to 90% of the Annual Renewal Demand (less the amount set aside for YHDP Renewal and Replacement). Tier 2 is equal to 10% of the Annual Renewal Demand (less YHDP Renewal and Replacement funds) plus the amount available for CoC Bonus and DV Bonus. Renewal projects are not guaranteed placement in Tier 1 and will be competitively evaluated and ranked in Tier 1 or 2 based on community need and project impact.

Project Type	CoC Renewal	CoC Bonus	DV Bonus	YHDP
Supportive Services Only	SSO-CE Only			Renewal Only
Safe Haven	X			
Transitional Housing	X			X
Rapid Rehousing	X	X	X	X
Joint Transitional – Rapid Rehousing		X	X	X
Permanent Supportive Housing	X	X		X
HMIS	X			

FUNDING OPPORTUNITY (ELIGIBLE PROJECT TYPES)

APPLICATION COMPONENTS



Intent to Renew (CoC Renewal Projects)

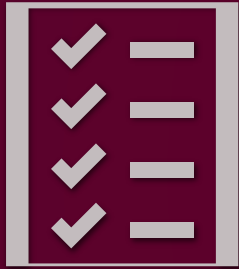
- Intent to Renew forms were due from all renewal applications on August 6, 2024.
- Plans to reduce or reallocate funding outside of the renewal project applicant's organization are binding.
- Plans to replace and existing YHDP Renewal project not submitted as part of the Intent to Renew must be submitted by 11:59pm August 20, 2024.



Federal Application (All Projects)

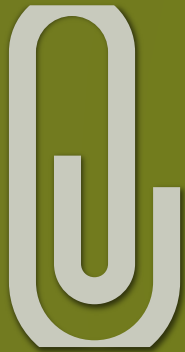
- Submitted in e-snaps. Very minor changes to federal application in FY 2024. Renew without changes option remains available for renewal applications.
- Due in ESNAPS on or before September 13, 2024 at 12pm NOON.

APPLICATION COMPONENTS CONTINUED



Project Scorecard (Renewal Projects Only)

- Will be completed by HMIS Lead (performance item) and CoC Lead (participation, expenditures, etc.) and posted for public inspection on or before September 4, 2024. Performance measurements captured for the period of July 1, 2023-June 30, 2024.
- Score card elements included in Appendix A of TPCH FY 2024 CoC Program Competition Overview, Process, and Instructions for Tucson/Pima County



TPCH Application Supplement (CoC Renewal & CoC/DV Bonus Projects)

- Submitted via Neighborly.
- Includes TPCH Application Supplement Questionnaire and required attachments.
- Replaces the email submission of the local application.

TPCH APPLICATION SUPPLEMENT

TPCH APPLICATION SUPPLEMENTAL QUESTIONNAIRE MUST BE COMPLETED USING FILLABLE FORM PROVIDED

TPCH APPLICATION SUPPLEMENT QUESTIONNAIRE

Includes additional items considered by CoC in selection and ranking of project applications not fully addressed in HUD NOFO. Review instructions carefully and complete only those questions related to the project type for which the organization is applying.

TPCH APPLICATION SUPPLEMENT ATTACHMENTS

- Project policies and practices
- Proof of expenditure during prior grant year (renewal and transition applicants only)
- HUD monitoring documents (renewal and transition applicants only)

Required Applicant Types	
CoC Renewal	Required
YHDP Renewal	Exempt
YHDP Replacement	Exempt
CoC Bonus	Required
DV Bonus	Required
CoC Renewal Consolidation	Required
CoC Transition Grant	Required

RENEWAL PROJECT PERFORMANCE SCORECARD

Performance Score Cards are prepared by the HMIS Lead using reports run on July 13, 2024.

Score Cards will be posted at tpch.net on or before September 4, 2024.

Any disputes to the accuracy of the score card must be received at tpch-nofo@tucsonaz.gov no later than September 11, 2024.

Required Applicant Types	
CoC Renewal	Required
YHDP Renewal	Exempt
YHDP Replacement	Exempt
CoC Bonus	Exempt
DV Bonus	Exempt
CoC Renewal Consolidation	Required
CoC Transition Grant	Required

Contributions to System Performance (Objective)

- Permanent Housing Exits
- Increased Income
- Non-cash Benefits
- Rapid Housing Placement
- Returns to Homelessness
- HMIS Data Quality
- Unit Utilization
- Coordinated Entry Access Point Participation
- Coordinated Entry Compliance
- TPCH Voting Membership
- Grant Expenditure

Project Quality and Local Priorities (Qualitative)

- Housing First & Evidence-Based Practice
- Serving High Needs Households
- Advancing Race, Age, Gender, and Social Equity
- HUD Requirements & Compliance
- Participation of Persons with Lived Experience of Homelessness
- Project Budget

Detailed evaluation criteria are posted as Appendix A to the local process document.

Completing the Federal Application

FEDERAL
APPLICATION
OVERVIEW, ESNAPS
ACCESS AND
NAVIGATION
OVERVIEW, AND
ESNAPS TIPS AND
COMMON PITFALLS

CoC Renewal Projects

Current applicants are eligible to apply for 12-month funding to continue existing CoC projects which end in Calendar Year 2025.

*Renewal applicants may not change the project budget, unit configuration, number of persons to be served, or make other substantive changes to the project through the renewal process.**

Renewal budgets must match the final FY 2024-2025 Grants Inventory Worksheet posted at tpch.net.

All existing CoC projects are eligible to apply for renewal.

All existing CoC grantees have indicated intent to apply for renewal funds through the FY 2024 Intent to Renew process.

Unallowed Changes for Renewal Applications

*Renewal applicants may not change the project budget, unit configuration, number of persons to be served, or make other substantive changes to the project through the renewal process.**

See page 5 of the HUD FY 2024-2025 CoC Renewal Project Application Detailed instructions – substantive changes must be submitted to the local HUD Field Representative. Those changes may include:

- population served
- # beds / units
- shifts in BLIs of 10% or more

FEDERAL APPLICATION COMPLETED ONLINE USING E-SNAPS

<https://www.hudexchange.info/programs/e-snaps/>

CO C RENEWAL PROJECT APPLICATION

Project is applying for funds to renew an existing project expiring in Calendar Year 2025 as the project is currently operated (no change to applicant, project component, etc.). Includes consolidation projects*.

CO C CONSOLIDATION OF TWO SEPARATE RENEWAL APPLICATIONS

Project is applying for funds to renew two existing project expiring in Calendar Year 2025 into one consolidated project*.

CO C TRANSITION APPLICATION

Renewal applicants interested in applying for a transition grant* to change an existing project's component must complete the new project application.

CO C EXPANSION APPLICATION

Renewal applicants interested in applying for an expansion grant should register for the New Projects Pre-Proposal Conference for more instructions.

Required Federal Application

CoC Renewal	CoC Renewal Project Application
CoC Renewal Consolidation	CoC Renewal Project Application
CoC Transition Grant	CoC New Project Application
CoC Expansion Grant	CoC New Project Application* *will be covered in new project pre-proposal conference

**Must be approved by CoC Board prior to submission. Applicants interested in applying for a consolidation or transition grant are encouraged to meet with the CoC Lead Agency for guidance. Approval requests due August 20 if not submitted through the Intent to Renew process.*

COMPLETING THE FEDERAL APPLICATION (ESNAPS)

Completed at <https://esnaps.hud.gov/grantium/frontOffice.jsf>.

Must be completed in full and submitted prior to the application deadline.

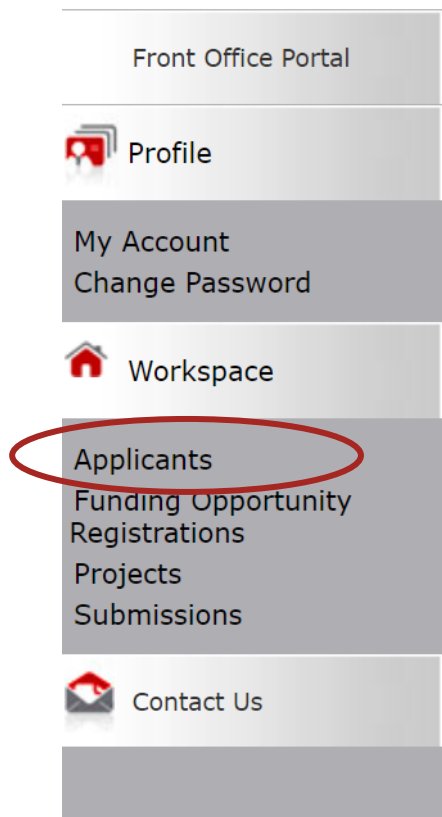
Submission in E-SNAPS does not transmit the application to HUD, only to TPCH.




Late submissions are subject to scoring penalty and possible rejection.

Certifications and match commitment letter dated and signed between August 1, 2024, and September 13, 2024, required. Use match letter template provided at <https://tpch.net>.

UPDATING THE ESNAPS APPLICANT PROFILE

- Log into the ESNAPS portal.
- From the home screen, select “Applicants”.
- From the Applicants page, select “Open” next to the organization name.



Applicants							
Children	Registrants	Parent	Open	Applicant Name	Applicant Number	Number of Projects	Last Submission
				City of Tucson - Housing and Community Development Department - Community Development Division	072450869	93	Nov 23, 2020

From the Applicant Profile page select “Submission Summary” on the left toolbar and unlock the Applicant Profile for editing (next slide).

UPDATING THE APPLICANT PROFILE

Applicant Profile

1. Profile Type

2. Organization Information

3. Contact Information

Authorized Representative

Alternate Contact

4. Additional Information

5. Forms & Attachments

HUD Form 2880

Code of Conduct

Other Attachment

6. Submission Summary

Export to PDF

Get PDF Viewer

Back to Applicants List

6. Submission Summary

Complete	Page	Last Updated	Mandatory
✓	1. Profile Type	07/17/2019	Yes
✓	2. Organization Information	07/17/2019	Yes
--	3. Contact Information	No Input Required	No
✓	Authorized Representative	08/20/2019	Yes
✓	Alternate Contact	09/16/2021	Yes
✓	4. Additional Information	07/17/2019	Yes
--	5. Forms & Attachments	No Input Required	No
✓	HUD Form 2880	09/16/2021	Yes
✓	Code of Conduct	07/17/2019	Yes
--	Other Attachment	No Input Required	No

Back

Next

Export to PDF

Get PDF Viewer

Edit


This e.Form has been marked as complete

- On the Submission Summary screen, select “Edit” to unlock the Applicant Profile.
- Once in edit mode, update certifications and forms as needed.
- Once complete, return to the Submission Summary and select “Submit” to exit edit mode.


REGISTERING FOR THE FUNDING OPPORTUNITY

- From the ESNAPS home screen, select “Funding Opportunity Registrations”.
- From the Funding Opportunity Registrations page, select the registration icon next to appropriate Project Application (YHDP Renewal Project Application FY 20XX or YHDP Replacement Project Application FY 20XX)
- When prompted, confirm that you want to register for the funding opportunity.

Front Office Portal

 Profile

My Account
Change Password


 Workspace

Applicants













Funding Opportunity Registrations

Projects

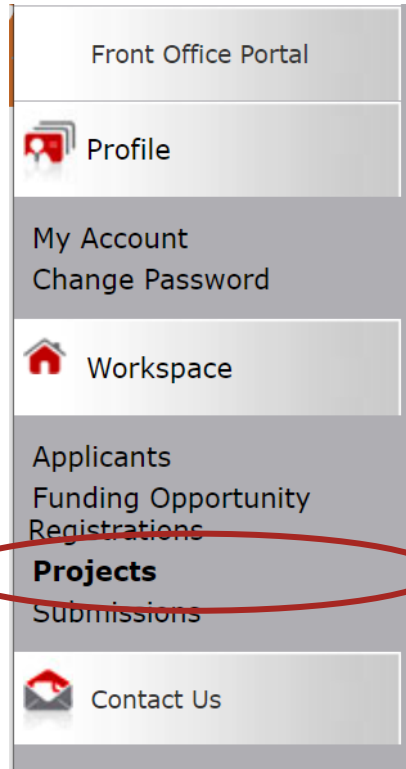
Submissions

 Contact Us

Applicant:

Funding Opportunity Registrations					
Register	View	Funding Opportunity Name ↑	Applicants Registered	Start Date	End Date
		CoC Planning Project Application FY2022	1	May 20, 2022	Dec 31, 2025
		CoC Planning Unsheltered Homelessness Set Aside Project Application FY2022	2	Jan 11, 2021	Dec 31, 2025
		New Project Application FY2022	1	May 13, 2022	Dec 31, 2027
		Renewal Project Application FY2022	1	May 16, 2022	Dec 31, 2027
		Rural Set Aside Project Application FY2022	0	Sep 16, 2020	Dec 31, 2026
		UFA Costs Project Application FY2022	0	Jun 6, 2022	Dec 31, 2025
		UFA Costs Unsheltered Homelessness Set Aside Project Application FY2022	0	Jan 11, 2021	Dec 31, 2025
		Unsheltered Homelessness Set Aside Project Application FY2022	1	Sep 16, 2020	Dec 31, 2026
		YHDP New Project Application FY2020	0	Feb 1, 2022	Apr 30, 2023
		YHDP Planning Project Application FY2020	0	Nov 22, 2021	Dec 31, 2023
		YHDP Renewal Project Application FY2022	0	Mar 8, 2021	Dec 31, 2026
		YHDP Replacement Project Application FY2022	0	Jun 9, 2022	Dec 31, 2027

CREATE THE PROJECT APPLICATION



- From the ESNAPS home screen, select “Projects”.
- On the Project Screen, set Project Status to Open Projects and Funding Opportunity Name to match the opportunity registered for in previous step.
- Select the “New Project” icon to create the project application.

Applicant: City of Tucson - Housing and Community Development Department - Community Development Division (072450869) ▼

Projects

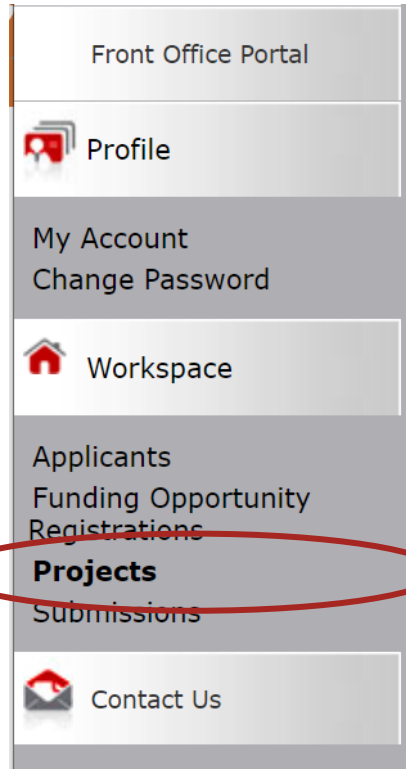
Project Status: Open Projects ▼

Funding Opportunity Name: New Project Application FY2022

Edit	Project Name ↑	Project Number	Funding Opportunity Name	Applicant Name
No records found.				

Navigation icons: ⏪ ⏩

CREATE THE PROJECT APPLICATION



- On the New Project Application screen, enter the name of the FY 2023 project you are creating.
- **If a renewal project**, select the FY 2022 project application from which you would like to import existing data for the project application and save.
- Return to the ESNAPS Home Screen.

Community Development Department - Community Development Division (072450869)

Create a Project

Funding Opportunity Name: Renewal Project Application FY2022

* Applicant: City of Tucson - Housing and Community Development Department - Community Dev (072450869)

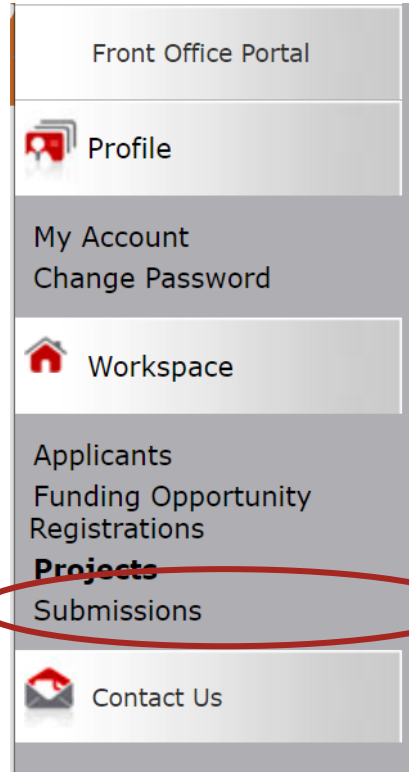
* Applicant Project Name:

Import Data From:

Save Save & Add Another

Save & Back Cancel

EDITING THE PROJECT APPLICATION



- From the ESNAPS home screen, select “Submissions”.
- On the Submissions Screen, select the FY 2023 project name you entered on the last screen from the Applicant Project Name drop down menu.
- Select the “Edit” icon to edit the project application.

Submissions

[Hide Filters] [Clear Filters]

Applicant Project Name: All Projects


Date Submitted: On [] 23

Project Status: All Projects

Submission Version: All Versions

Associate Type: All

Filter

Actions	Project Name ↑ Project Number	Funding Opportunity Name Step Name	Start Date	End Date	Associate Type	Version	Date Submitted
	FY 2021 CoC Planning Grant 185138	CoC Planning Project Application FY2021 CoC Planning Project Application FY2021	Jan 12, 2021	Dec 31, 2021	Primary Applicant	1	

TIPS FOR COMPLETING THE ESNAPS APPLICATION

- Start early and save often. ESNAPS has frequent technical challenges and slows during high use periods.
- Consult the NOFO, ESNAPS Detailed Instructions, and ESNAPS Navigational Guides for instructions as you complete the ESNAPS application (posted at https://www.hud.gov/program_offices/comm_planning/coc/competition).
- **Forms and Certifications:** Standard Forms and Certifications will import from the completed applicant profile. Certification acknowledgments must be saved before the rest of the project application will be visible.
- **Submission without Changes:** Renewal applicants are encouraged to make use of the Submission without Changes feature which allows you to unlock only those screens which require changes to the project application. Review the application fully to determine which screens require changes and only unlock those screens for editing.

TIPS FOR COMPLETING THE ESNAPS APPLICATION

Unallowed Changes

Renewal project applications must conform to the approved FY 2024-2025 Grants Inventory Worksheet (GIW) posted at <https://tpch.net/>

- No changes to the number of units, beds, or persons served from prior year application and GIW.
- No changes to budget lines from the GIW.

If budget changes are needed, this must be accomplished through the amendment process after grant award.

COMMON PITFALLS

Indirect Costs: If the project intends to apply an indirect cost rate or claim de minimis indirect costs for the CoC project award, this must be indicated in the applicable application and applicant profile screens. If applying an indirect cost rate, the organization's current federally negotiated indirect cost agreement must be attached to the project application.

Indirect costs may only be claimed on costs included within the organization's direct cost base and must be applied within the appropriate budget line items (e.g., supportive services, operating, administration).

Match Requirements: Matching funds are required for all CoC and YHDP projects. Match letters must be signed between August 1 and September 13, 2024, attached to the project application, and include the following details:

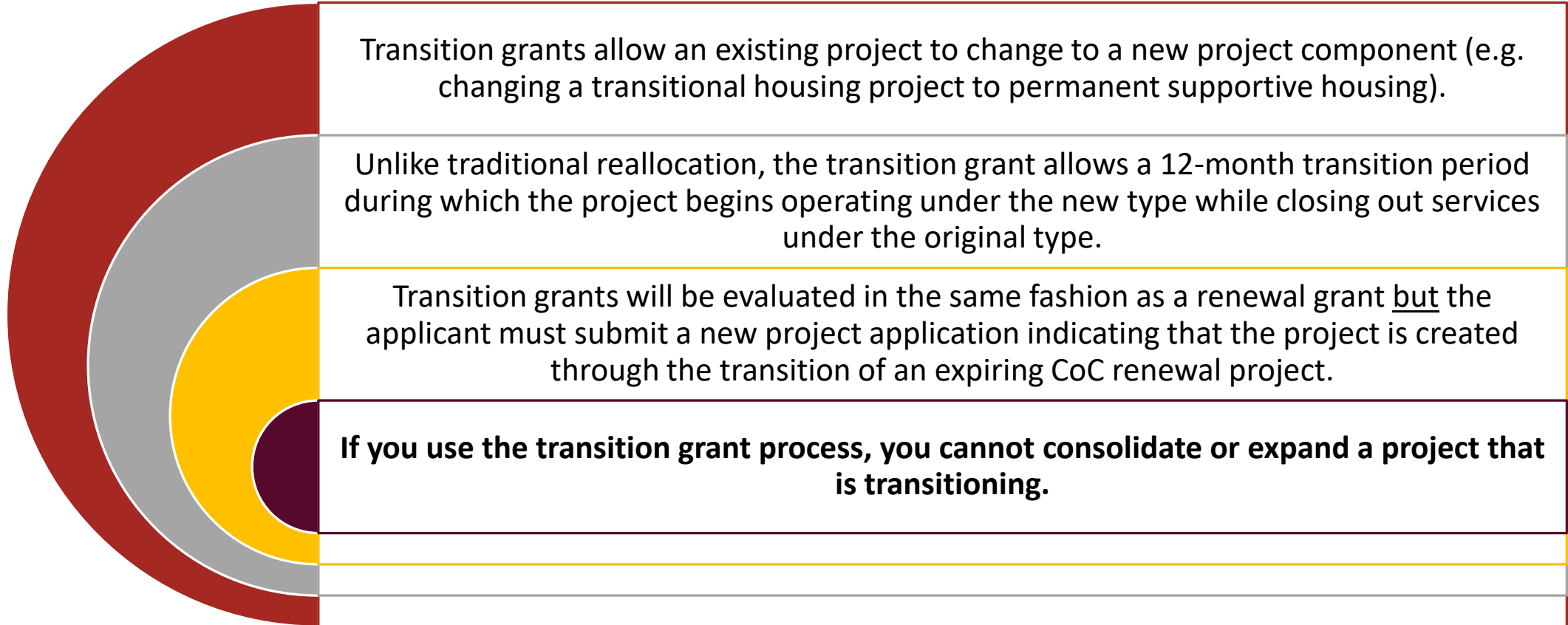
- Grant Name and PIN
- Date range for which funds are available: 1 year beginning first day of the grant period.
- Specific source and type of funds (e.g. – Government, CDBG)
- Dollar amount of commitment: Must be 25% of federal funds (excluding Leasing funds)
- Specific use of funds (e.g., project staff salary, office supplies, etc.)

Match Letter Template provided at <https://tpch.net/>

Transition, Consolidation, and Expansion

SPECIAL
CONSIDERATIONS
FOR RENEWAL
APPLICATIONS

TRANSITION GRANTS



GRANT CONSOLIDATION

May consolidate 2-10 renewal projects of the same project component (e.g. combining 2 or more rapid rehousing projects into one project).

Applicant submits renewal applications for each project indicating that the project is part of a proposed consolidation (no separate new project application required).

If each renewal project is selected for funding and the organization meets basic eligibility criteria for consolidation (positive prior performance, adequate financial management, etc.), HUD will award the renewals as a single consolidated project.

HUD uses a standard formula to calculate the start date of the new consolidated project to ensure that there is no lapse in funding for the consolidated projects.

GRANT CONSOLIDATION

Benefits	Concerns Identified by Some Organizations
<ul style="list-style-type: none">• Reduces number of separate grant agreements between agency and HUD resulting in:<ul style="list-style-type: none">• Fewer monitoring submissions• Fewer programmatic and financial reports• Fewer grant applications• Increased flexibility for spending within the larger consolidated grant budget resulting in:<ul style="list-style-type: none">• Fewer grant amendments• Fewer issues related to balancing expenditures between multiple projects• Reduces overall administrative burden for organization.	<ul style="list-style-type: none">• Will consolidation create a lapse in funding if grants start on separate years? No – there is a standard process for calculating the start date of consolidation grants and does not result in a funding lapse.• But what if a large consolidated project goes in Tier 2 and is lost? TPCH uses a performance-based scoring process for the NOFO and prioritizes projects for funding based on performance, continued need, and community priorities. If a project within your organization is low-performing, consider all options to improve performance or reallocate the project.

EXPANSION PROJECTS

As described in the NOFO, the expansion process can be used to add funds to a project to expand its current operations by adding:

Units

Beds

Persons served

Services provided to existing program participants

OR: in the case of HMIS, increase the current HMIS activities within the CoC's geographic area

Expansion for DV Bonus:

DV Bonus funds can ONLY be used to expand an existing renewal project if the expansion project is dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify under paragraph 4 of the definition of homeless at 23 CFR 578.3

If DV Bonus is submitted, ONLY the new project expansion will be considered for DV Bonus funds, and HUD will only select a new DV bonus project that expands an existing renewal project if HUD conditionally selects the renewal project in Tier 1 or Tier 2

HOW TO SUBMIT VIA ESNAPS

CONSOLIDATION

Submit individual renewal project applications

Indicate terminating and surviving grant numbers

EXPANSION

Submit renewal project

Submit new project for expansion

- See detailed instructions for new projects and New Projects Pre-Proposal Webinar

Tips for eSNAPS Submission of Consolidation and Transition Projects

Consolidation Grants: If applying for a grant consolidation, you must:

- Indicate that the grant will be part of a consolidation on the Renewal Consolidation screen.
- Identify the surviving grant number for the consolidation (this is the grant with the earliest end date in Calendar Year 2024).
 - Surviving PIN: First 5 digits of the grant number (e.g. AZ000) with the earliest end date in Calendar Year 2024).
 - Terminating PIN: First 5 digits of all other grants included in the consolidation.

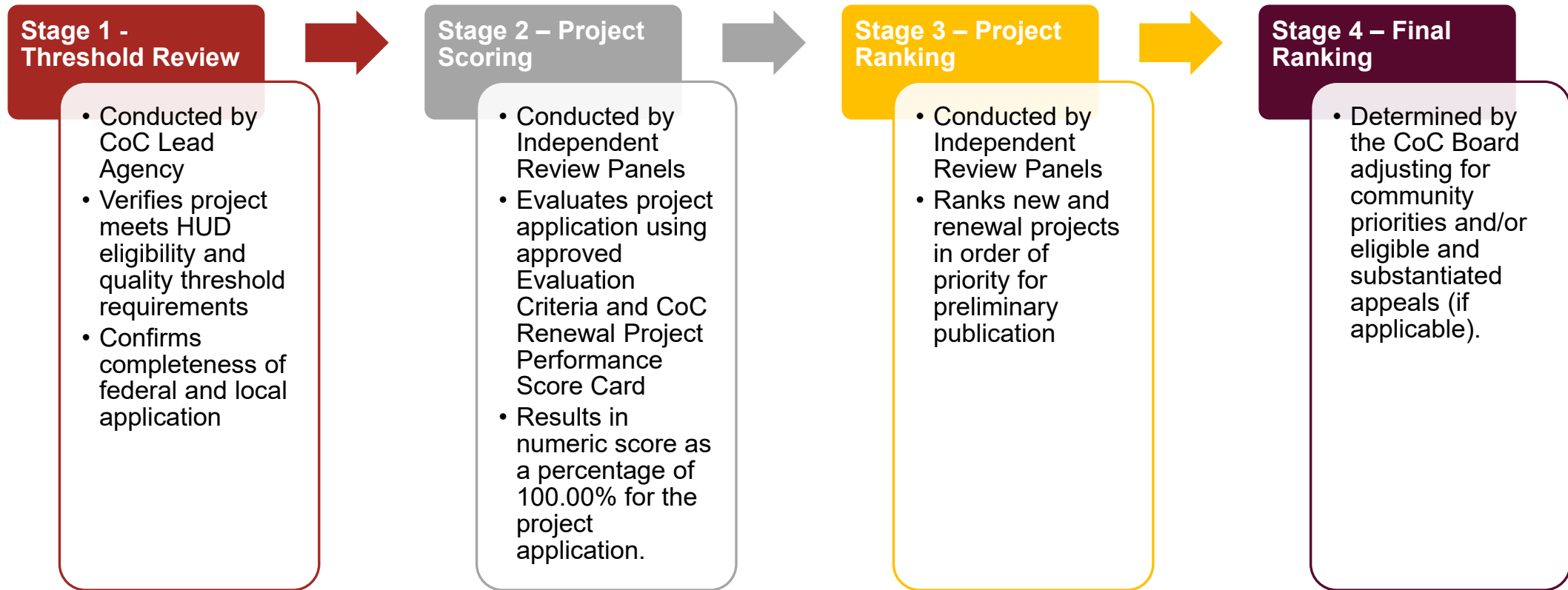
Expansion Grants: If the applicant is separately submitting a new project application to expand the eligible renewal grant, the applicant must:

- Indicate that the renewal grant is submitted as a “Stand Alone Renewal” and complete the Expansion table.
- Create a separate new project application for the expansion funds requested indicating that the grant is submitted as a “Stand-Alone Expansion” and complete the Expansion table.

Timeline and Resources

KEY DATES AND IMPORTANT
RESOURCES

Application Review Process



KEY DATES

August 20, 2024

- Requests to apply for transition or consolidation

September 11, 2024

- FY 2024 Performance Score Card disputes due to tpch-nofo@tucsonaz.gov

September 13, 2024

- Letters of intent for YHDP Renewal / Replacement Activities due

September 20, 2024

- Corrections requested from Threshold Review due back to CoC Lead

September 4, 2024

- FY 2024 Performance Score Cards posted at www.tpch.net

September 13, 2024

- FY 2024 New and Renewal Project Applications Due.

September 18, 2024

- Responses to Threshold Review sent to recipients for correction

**SEE PROCESS DOCUMENT FOR
DETAILED CALENDAR**

IMPORTANT RESOURCES

HUD Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2024-2025 Continuum of Care Competition

- HUD priorities and threshold review processes

FY 2024 TPCH Process Document

- Local priorities and specific submission process

How to access Project Applications in eSNAPS

- Screen by screen guide for how to get into the federal application

Renewal Projects Detailed Instructions

- Question by question guidance for how to respond and submit

Renewal Projects Navigational Guides (soon to be posted)

- Support in navigating the eSNAPS platform, which can be daunting!

Grant Inventory Worksheets

- Ensuring the budget you submit matches what HUD already has on file.



FY 2024-2025 HUD CONTINUUM OF CARE PROGRAM ANNUAL FUNDING COMPETITION & NON-COMPETITIVE RENEWAL OF YOUTH HOMELESSNESS DEMONSTRATION PROJECTS

Competition Overview, Instructions, and Process for Tucson/Pima County

Applications Due 12:00pm (Noon) Arizona Time – September 13, 2024



Accessing the Project Application in e-snaps

Introduction

This document provides step-by-step instructions on how to access the Project Application in e-snaps. It is organized into the following sections:

- [Access e-snaps](#)
- [Complete the Project Applicant Profile](#)
- [Establish the Project Application](#)
- [Access the Project Application](#)

These instructions are written with reference to the FY 2023 Renewal Project Application as the example, but they are applicable to other FY 2023 Project Applications (New, Continuum of Care (CoC) Planning, and Unified Funding Agency (UFA) CoCs) as well as to future CoC Program Competitions. When the steps are no longer applicable, this document will be revised and reposted on HUD.gov.

Posted Resources

HUD has determined that some CoC- and e-snaps-related resources need to be posted to HUD.gov. HUD's official website, rather than the HUD Exchange, which focuses on technical resources for grantees and grant recipients. FY 2023 HUD information (e.g., detailed instructions), including the FY 2023 e-snaps Navigational Guides, will be published and updated on HUD.gov. Many of the other CoC- and e-snaps-related technical resources will remain on the HUD Exchange.

Have a question?

The e-snaps Ask A Question (AAQ) desk on HUD Exchange is no longer active. Questions about e-snaps and the CoC Program NOFO must be submitted to the appropriate HUD.gov email address as follows:

- COCNOFO@hud.gov for questions about the NOFO, competition, and applications
- esnaps@hud.gov for questions about e-snaps technical issues such as creating an individual user profile, technical password resets, requesting access to a CoC's or Project Applicant's e-snaps account, navigating e-snaps, updating the Applicant Profile, identifying the funding opportunity, creating a project, and accessing the application on the "Submissions" screen.

In your email, please provide:

- The specific details regarding the issue you are encountering.
- The steps you have taken up to the point the issue occurs.
- Any error messages.

You may also want to provide a screenshot.

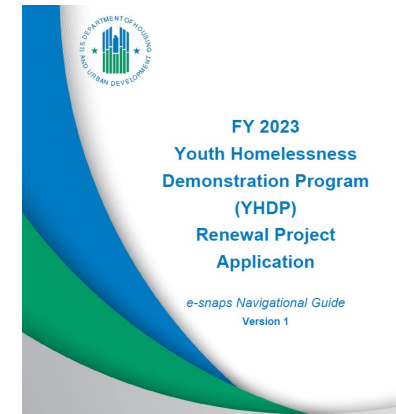
CoC Renewal Project Application Detailed Instructions

Fiscal Year 2023 CoC Program Competition



U.S. Department of Housing and Urban Development
Community Planning and Development
Office of Special Needs Assistance Programs

July 2023



GENERAL AND LOCAL COMPETITION QUESTIONS

Email tpch-nofo@tucsonaz.gov

HELP WITH ESNAPS

Password resets, system errors, technical issues, etc.

Email e-snaps@hud.gov

QUESTIONS FOR HUD NOFO clarification, etc.

Email cocnofo@hud.gov

Neighborly Demo

Process Document has a user guide that describes the following:

- Logging in
- Starting an application
- Uploading documents
- Troubleshooting



Questions?

Please take a moment to ensure any questions typed into the chat have been moved to the Q&A feature.



Tucson Pima Collaboration
To End Homelessness

Thank you!

IF YOU OR YOUR ORGANIZATION HAS
ADDITIONAL QUESTIONS, PLEASE EMAIL:
TPCH-NOFO@TUCSONAZ.GOV