



FY 2025 HUD CoC NOFO: New Project Pre-Proposal Conference

NOVEMBER 26, 2025

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.



If you have technical difficulties, log out of the presentation and log back in. If this does not resolve the issue, please email kyle.kerns2@tucsonaz.gov

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 <https://www.hud.gov/hud-partners/community-coc> and <https://tpch.net/>

Expansion
projects
only

**HUD Notice of Funding Opportunity (NOFO)
for Fiscal Year (FY) 2025 Continuum of Care
Competition and Renewal or Replacement
of Youth Homeless Demonstration Program
Grants**

- HUD priorities and threshold review processes

- Local priorities and specific submission process

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

HUD Detailed Instructions

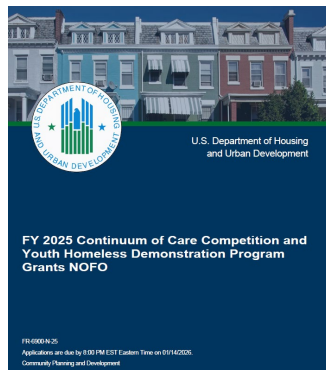
- Question by question guidance for how to respond and submit

HUD 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 2025 HUD CONTINUUM OF CARE &
YOUTH HOMELESSNESS
DEMONSTRATION PROGRAM ANNUAL
FUNDING COMPETITION

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

Applications Due 11:59pm Arizona Time – December 11, 2021



FF 2025 Continuum of Care Program Competition Summary, Instructions, and Process for Tucson/Pima County, Arizona

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 references 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] Costs) as well as to future CoC Program Competitions. When the steps are no longer applicable, this document will be revised and reposted on HILL now.

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 to the HUD Exchange, which focuses on technical resources for communities and grant recipients. FY 2023 NOFO 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 NCFO must be submitted to the appropriate HUD gov email address as follows:

- CoCNOFO@hud.gov for questions about the NOFO, competition, and applications
- e-snaps@hud.gov for questions about e-snaps technical issues such as creating an individual user profile, lockouts/password resets, requesting access to a CoC's or Project Applicant's e-snaps account, navigating e-snaps, updating the Applicant

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

Field Office:	San Francisco										
CoC Number:	AZ-501										
CoC Name:	Tucson/Pima County CoC										
CA Name:	City of Tucson										
DV ARD (Estimated):	\$1,524,290	(Reallocation Restriction)									
YHPD ARD (Estimated):	\$2,456,971	(Reallocation Restriction)									
CoC's ARD (Estimated):	\$16,633,327										
Applicant and Project Information											
Applicant Name	Project Name	Grant Number	Expiration Year	Project Component	Restriction (DV or YHPD)	Leasing	Current Budget	Reportable Services	Operating Costs	HMIS	VAWA
City of Tucson	PV24 Tucson/Pima Coordinated Entry Project (SRO-CE)	AZ210037012405	2026	SRO		\$0	\$0	\$581,793	\$0	\$0	\$0
City of Tucson	PV24 Transitions PHM	AZ202136124440	2026	PHM	YHPD	\$0	\$0	\$69,324	\$0	\$0	\$0
City of Tucson	PV21 2022 Unsheltered Homeless Set Aside (CoC Planning)	AZ203081012200	2026	Unsheltered		\$0	\$0	\$0	\$0	\$0	\$0
City of Tucson	PV20 2020 Multi-Disciplinary Outreach Program	AZ203090612200	2026	SRO		\$0	\$0	\$340,655	\$0	\$0	\$0
City of Tucson	Heavens First PHM	AZ202513701240	2026	PHM		\$0	\$17,717	\$1,442,144	\$0	\$0	\$0
Community Bridges, Inc.	CB1 YOUTH Project	AZ210997011404	2026	PHM		\$0	\$108,224	\$194,051	\$0	\$0	\$0
Community Bridges, Inc.	CB1 PHM PHM 76	AZ202404012200	2026	PHM		\$0	\$507,375	\$97,067	\$0	\$0	\$0
Community Bridges, Inc.	CB1 PHM PHM 37	AZ204851012402	2026	PHM		\$0	\$484,424	\$201,029	\$0	\$0	\$0
Goodwill Industries of Southern Arizona	The Goodwill Metro/RC Reengagement Project for Homeless Youth Return	AZ210971011404	2026	SRO	YHPD	\$0	\$0	\$155,354	\$0	\$0	\$0
La Frontera Center	Sonorita House Safe Haven	AZ200471012417	2026	SH		\$63,408	\$0	\$350,942	\$36,056	\$0	\$0
Old Pueblo Community Services	Reel and Read Project	AZ21121012404	2026	PHM	YHPD	\$0	\$0	\$80,493	\$0	\$0	\$0
Old Pueblo Community Services	Mequique PHM	AZ204040012200	2026	PHM		\$0	\$659,720	\$371,429	\$0	\$0	\$0
Our Family Services, Inc.	OFPS Homeless First PHM 25-26	AZ214351012410	2026	PHM		\$196,444	\$0	\$82,265	\$0	\$0	\$0
Our Family Services, Inc.	OFPS Secure Futures PHM 25-26	AZ214461012410	2026	PHM		\$0	\$615,428	\$272,644	\$0	\$0	\$0
Our Family Services, Inc.	OFPS Secure Futures PHM 25-26	AZ210881012407	2026	PHM		\$0	\$253,752	\$171,916	\$0	\$0	\$0
Our Family Services, Inc.	OFPS YHPD New Hope PHM 25-26	AZ211701012404	2026	PHM	YHPD	\$0	\$159,452	\$29,130	\$0	\$0	\$0
Our Family Services, Inc.	OFPS YHPD New Hope PHM 25-26	AZ202691012405	2026	PHM	YHPD	\$0	\$0	\$35,951	\$0	\$0	\$0
Pima County	One Stop YF2024	AZ200390312416	2026	HMIS		\$0	\$0	\$0	\$0	\$146,655	\$0
Pima County	One Stop YF2024	AZ216710124105	2026	PHM		\$0	\$100,260	\$89,692	\$0	\$0	\$0
Pima County	HMIS Supplemental Unsheltered NOFO YF2022	AZ204310012200	2026	HMIS		\$0	\$0	\$0	\$78,026	\$0	\$0
Pima County	La Casita DY2024	AZ202661012401	2026	PHM		\$0	\$151,488	\$98,241	\$0	\$0	\$0
Southern Arizona AIDS Foundation	HAIV AB	AZ202061012400	2026	PHM	DV	\$0	\$254,144	\$294,668	\$0	\$10,000	\$0
The Prisoners Foundation, Inc.	Prisoners CoC Repair for Survivors	AZ202091012400	2026	PHM		\$0	\$101,496	\$193,905	\$0	\$0	\$0
Tucson Center for Women & Children	Rapid Re-Housing for Runaways of Domestic Abuse YF24	AZ204741012410	2026	PHM		\$0	\$484,424	\$136,600	\$0	\$0	\$0

FY2025 CoC Program Competition

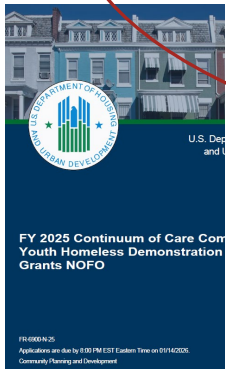
On March 15, 2025, the President signed H.R. 1968 authorizing the Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4) which makes approximately \$3,524,000,000 of CoC Program funding available for FY 2025, authorizing homeless services organizations to apply for competitive funding to provide supportive services and housing programs for individuals and families experiencing homelessness.

A

All of the

HUD Notice of Funding Opportunity for Fiscal Year (FY) 2025 Continuum of Care (CoC) Program Competition and Renewal of Youth Homeless Demonstration Grants

- HUD priorities and threshold processes



Annual Renewal Demand and PPRN Reports

- [FY2025 CoC Geographic Codes with PPRN Amounts](#)
- [Estimated Annual Renewal Demand Amount Report](#)
- [Rural Area Geocode Report](#)

CoC Application Detailed Instructions

- [CoC Applicant Profile e-snaps Navigational Guide](#)
- [CoC Application Detailed Instructions \(Coming Soon\)](#)
- [CoC Priority Listing Detailed Instructions \(Coming Soon\)](#)

Project Application Detailed Instructions and e-snaps Navigational Guides

- [How to Access Project Applications in e-snaps](#)
- [Project Applicant Profile e-snaps Navigational Guide](#)
- [FY2025 Project Application FAQs \(Coming Soon\)](#)
- [Renewal Projects Detailed Instructions \(Coming Soon\)](#)
- [New Projects Detailed Instructions \(Coming Soon\)](#)
- [Renewal YHDP Detailed Instructions \(Coming Soon\)](#)
- [YHDP Replacement and Reallocation Detailed Instructions \(Coming Soon\)](#)
- [CoC Planning Detailed Instructions \(Coming Soon\)](#)
- [UFA Costs Detailed Instructions \(Coming Soon\)](#)

Resources

- [View One Pager here](#)
- [View Factsheet here](#)
- [Continuum of Care HUDExchange](#)
- [CoC Program Toolkit](#)
- [e-snaps 101 Toolkit](#)
- [e-snaps 201 Toolkit](#)
- [FY2025 Continuum of Care \(CoC\) Builds Notice of Funding Opportunity \(NOFO\)](#)

Expansion
objects
only

Grant Inventory Worksheets

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

		Current Budget Line Item Amounts									
Iteration Year	Project Component	Restriction (DV or YHDP)	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMIS	VARA	Rural
2025	SHO		\$0	\$0	\$181,793	\$0	\$0	\$0	\$0	\$	\$
2026	PH	YHDP	\$0	\$234,936	\$80,652	\$0	\$0	\$0	\$0	\$	\$
2026	Planning Unsheltered		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$	\$
2026	SHO		\$0	\$0	\$368,655	\$0	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$2,717,400	\$1,442,841	\$0	\$0	\$0	\$0	\$	\$
2026	PH	YHDP	\$0	\$238,224	\$354,035	\$0	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$207,376	\$275,957	\$0	\$0	\$0	\$0	\$	\$
2026	PH	YHDP	\$0	\$464,424	\$203,029	\$0	\$0	\$0	\$0	\$	\$
2026	SHO		\$0	\$0	\$150,534	\$0	\$0	\$0	\$0	\$	\$
2026	SH	YHDP	\$63,450	\$0	\$26,942	\$36,056	\$0	\$0	\$0	\$	\$
2026	TH	YHDP	\$0	\$0	\$375,901	\$80,681	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$689,720	\$397,429	\$0	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$0	\$82,265	\$0	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$631,428	\$227,644	\$0	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$252,752	\$137,916	\$0	\$0	\$0	\$0	\$	\$
2026	PH	YHDP	\$0	\$318,452	\$289,130	\$0	\$0	\$0	\$0	\$	\$
2026	SHO	YHDP	\$0	\$0	\$346,291	\$0	\$0	\$0	\$0	\$	\$
2026	HMIS		\$0	\$0	\$0	\$418,655	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$190,260	\$80,652	\$0	\$0	\$0	\$0	\$	\$
2026	HMIS		\$0	\$0	\$0	\$74,056	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$151,488	\$96,241	\$0	\$0	\$0	\$0	\$	\$
2026	PH	DV	\$0	\$854,144	\$504,668	\$0	\$0	\$10,000	\$0	\$	\$
2026	PH		\$0	\$481,485	\$123,955	\$0	\$0	\$0	\$0	\$	\$
2026	PH		\$0	\$184,440	\$136,650	\$0	\$0	\$0	\$0	\$	\$

Funding Overview and Eligible Project Types

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

FUNDING OPPORTUNITY

July 2025

- HUD announced that two-year process suspended for pending release of an edited competition with new priorities

November 13, 2025

- HUD released the FY2025 Continuum of Care Program Notice of Funding Opportunity (NOFO).
- HUD released the CoC and YHDP renewal and new project applications

November 25, 2025

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

HIGHLIGHTED CHANGES FROM PRIOR YEARS LOCAL COMPETITION

More stringent deadlines due to compressed timeline. **Late / incomplete applications will be rejected.**

New Threshold Review minimums imposed by HUD.

Change in funding priorities per HUD.

YHDP and SNOFO projects renewable, but competitive.

New 30% cap on permanent housing and resultant need for large amounts of reallocation from permanent housing (RRH and PSH) to TH project type

Local limitations on allowable component application types.

STRONG RECOMMENDATION to ask for longer grant terms in the event of delayed award and contract execution.

Impacts to Local Competition Based on new HUD Priorities, Requirements, and Funding Amounts

More stringent deadlines due to compressed timeline. Late / incomplete applications will be rejected.

- Trimmed down local application as much as possible. Only 3 narrative questions, but several new documents required.
- APPLICANT SHOULD BE PREPARED TO EDIT ESNAPS NARRATIVES CONSIDERABLY DUE TO PRIORITY CHANGES.

New Threshold Review minimums imposed by HUD.

- New required documents speak to new requirements, but Threshold Review will be conducted to ensure new quality thresholds are met for both renewals AND new projects.

Change in funding priorities per HUD.

- Ending unsheltered homelessness, Prioritizing treatment and recovery, Advancing public safety, Promoting self sufficiency
- New Tier 1 and Tier 2 breakdown will leave far more projects eligible for being cut.

YHDP and SNOFO projects renewable, but competitive.

- Projects have been added to scorecard, to be released early next week (December 1, 2025).

New 30% cap on permanent housing and resultant need for large amounts of reallocation from permanent housing (RRH and PSH) to TH project type

- By far the biggest change. Lots of grantee communication prior to local competition release, with a form sent for voluntary reallocation.

Local limitations on allowable component application types.

- Most permanent housing (including both PSH and RRH) needs to be voluntarily reallocated to Transitional Housing
- Normal competitive process will determine remaining permanent housing and placement into Tier 1

STRONG RECOMMENDATION to ask for longer grant terms in the event of delayed award and contract execution.

- With funding cycle delayed significantly, HUD has deemed May 1 as the earliest a funding announcement will be made. Some projects will already have started at this time, but without knowing whether they will be funded, could interrupt programming. As a result, projects could want until the funding announcement to start programming. Longer grant term will allow the program to have a longer start up period before they are guaranteed to be funded to start their programming.

New Threshold Minimums: Additional Documents and Narrative Required

New certifications in local app address new eligibility criteria.

Eligibility
Threshold

- Sufficient financial and management capacity
- Compliance with the rule
- Certifications
- Project will not engage in racial preferences or other forms of illegal discrimination
- Project will not implement harm reduction

Quality
Threshold

- Much higher requirements related to performance and supportive services

New Threshold Minimums: Certifications

*New certifications in
local app address
new eligibility
criteria.*

Quality
Threshold

- HUD reserves the right to verify past performance and evaluate the eligibility of a project applicant based on:
 - Evidence that the project currently or formerly conducted racial preferences or defined sex in any other way than as binary
 - Evidence that the project operates harm reduction (see page 55 of HUD NOFO)

Quality Threshold: Programmatic Requirements

New TH Projects must receive 7 out of 10 points to be advanced to HUD for submission:

2
points

Demonstration that the project will partner with other orgs to provide necessary supportive services

1 point

Prior experience operating TH demonstration successful exit of individuals within 24 months

1 point

Applicant has previously operated program project, or has a plan in place to ensure that at least 50% of participants exit to permanent housing within 24 months and at least 50% of participants exit with employment income as reflected in HMIS or another data system used by the applicant

1 point

Project will be supplemented with resources from other public or private sources

2
points

Demonstrate that the proposed project will require program participants to take part in supportive services by attaching supportive service agreements

2
points

Demonstrate that the project will provide 40 hours per week of customized services for each participant

1 point

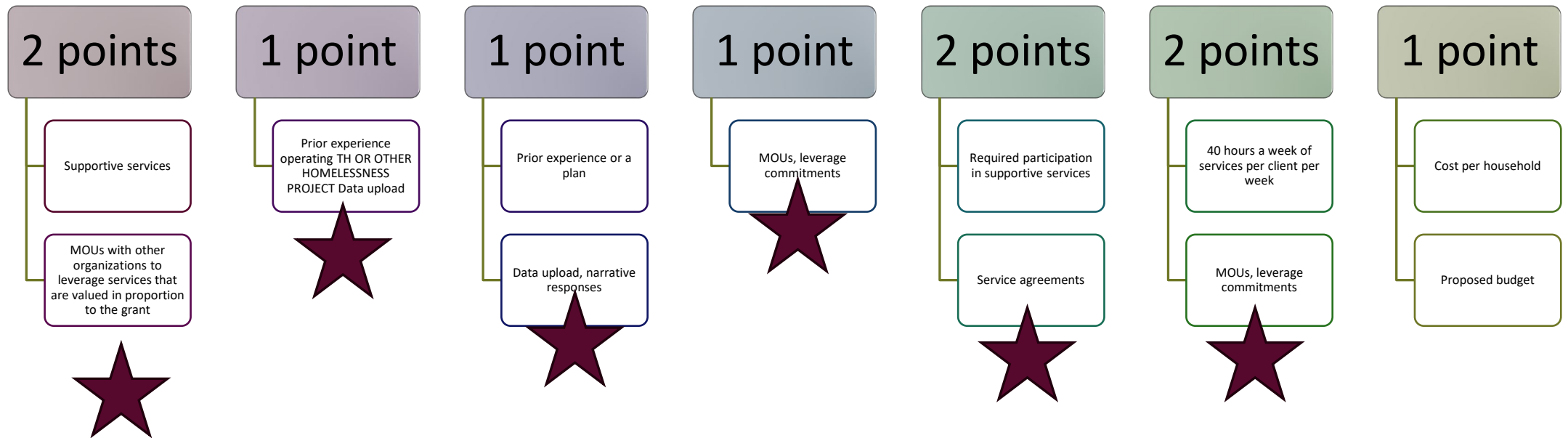
Demonstrate that the average cost per household served for the project is reasonable, consistent with 2 CFR 200.404

How the local application will determine these requirements are met:

New TH Projects must receive 7 out of 10 points to be advanced to HUD for submission:



Indicates a required attachment to the local application



Threshold Requirements for New SSO Standalone and SSO Street Outreach

SSO Standalone Threshold

- Page 57 of HUD NOFO

SSO Street Outreach Threshold

- Page 58 of HUD NOFO

*Note: please see
Appendix E in our local
process document for all
the details

Required Documents*

Routine
documents we
always ask for

- eSNAPS PDF Export
- IRS tax exempt letter (nonprofits only)
- Negotiated Indirect Cost Rate Agreement (NICRA)
- HUD Monitoring documents
- Match commitment letter
- Proof of expenditure
- Healthcare leverage
- Housing leverage
- YHDP Special / Innovative Activities letter

*Note: please see
Appendix E in our local
process document for all
the details

NEW Required Documents

NEW documents
to indicate
whether your
proposed
project meets
HUD quality
threshold

- Participant agreement / contract / occupancy agreement / service requirements
- Mainstream health care leverage commitment letter
- Non CoC / ESG funded housing leverage commitment letter
- Letter of agreement / MOU for substance use services treatment
- Opportunity Zone Preference
- Project Performance Data Export



40 Hour Service Requirement and your Community

We need your input and collaboration.

Subscribe at tpch.net to learn when this meeting will happen.

FUNDING OPPORTUNITY (FUNDING AVAILABLE)

Annual Renewal Demand (\$16,615,927)

- **Youth Homelessness Demonstration Project Renewal and Replacement:** \$2,456,971 available for competitive renewal and replacement.

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

- **CoC Bonus:** \$3,323,185 available for CoC Bonus project applications.
- **DV Bonus:** \$1,220,181 available for Domestic Violence (DV) Bonus project applications.

Funding Amounts	
Tier 1 (30%)	\$4,984,778
Tier 2 (difference between Tier 1 and SUM of ARD and Bonus)	\$16,174,515
DV Bonus	\$1,220,181
CoC Bonus	\$3,323,185

Tier 1 is equal to 30% of the Annual Renewal Demand. Tier 2 = (Annual Renewal Demand + CoC Bonus + DV Bonus)-Tier 1. 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.

FUNDING OPPORTUNITY (ELIGIBLE PROJECT TYPES)

New CoC Bonus Project Priorities (or for Reallocation, including via transition)

- Transitional Housing (TH) Projects
- Supportive Services Only (SSO) – Street Outreach Projects

New DV Bonus Project Priorities

- Trauma-informed transitional housing (TH) projects
 - Expansion of DV bonus or CoC projects to increase capacity to rapidly transition households fleeing or attempting to flee domestic violence to stable housing.

VAWA Budget Line Item Continues to be flexible and not be subject to 10% administrative costs cap

How?

- Available to ALL PROJECT TYPES and ALL AGENCIES (not just VSPs!)
- Costs can be included in new project applications, added to eligible renewals via expansion, or **added to eligible renewal projects by shifting up to 10% of funds from one eligible activity to the VAWA costs line item.**

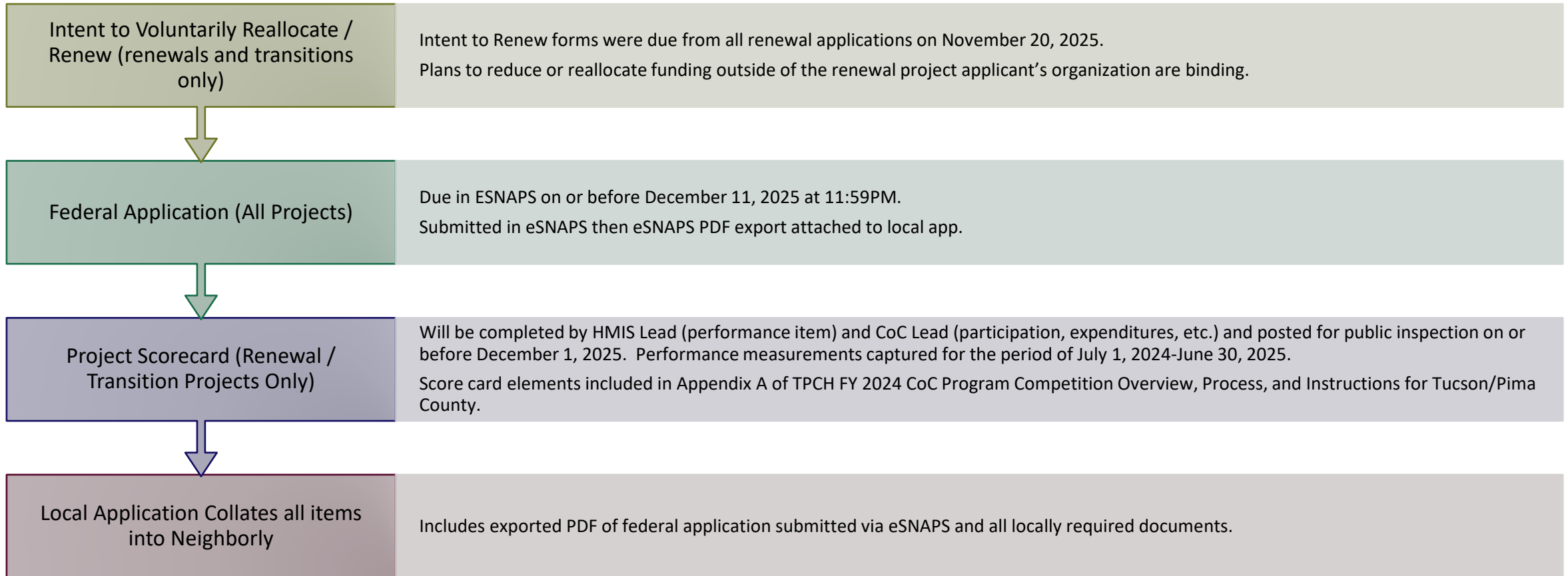
What?

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

See pages 31-22
of HUD NOFO for
more

APPLICATION COMPONENTS

All (locally required) materials now submitted via Neighborly



Completing the Federal Application

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

COMPLETING THE FEDERAL APPLICATION (ESNAPS)

Completed at <https://www.esnaps.hud.gov>.




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.



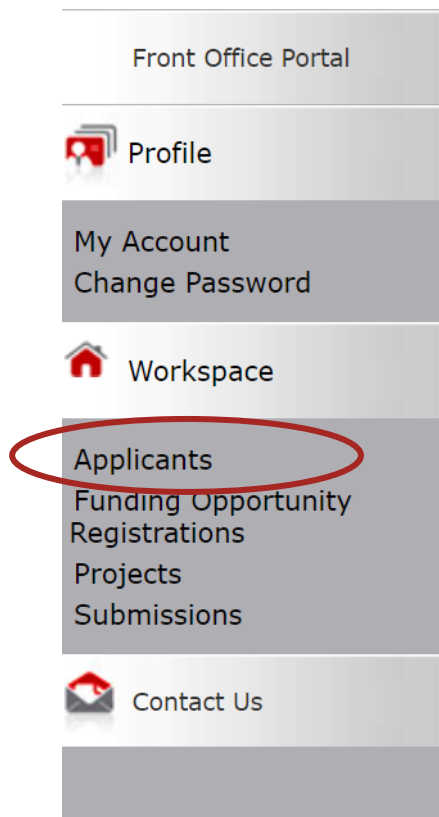
Late submissions are subject to scoring penalty and possible rejection.







Certifications and match commitment letter dated and signed between November 1, 2025 and December 11, 2025 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

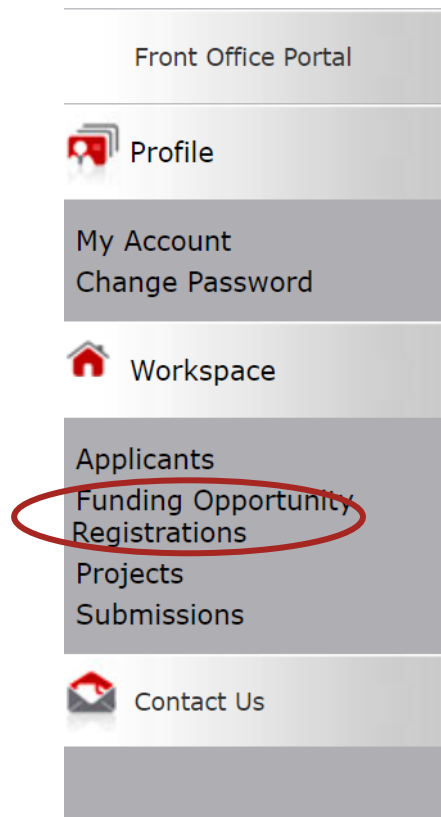
Edit

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 (New Project Application FY2023)
- When prompted, confirm that you want to register for the funding opportunity.

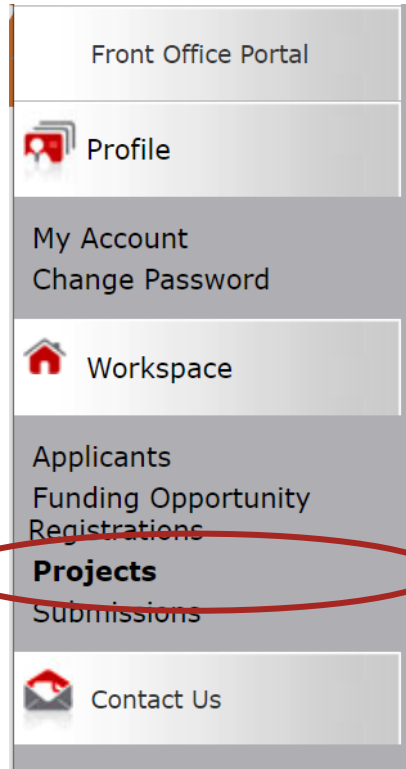


Applicant: City of Tucson - Housing and Community Development Department - Community Development Division (072450869)

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 ▼

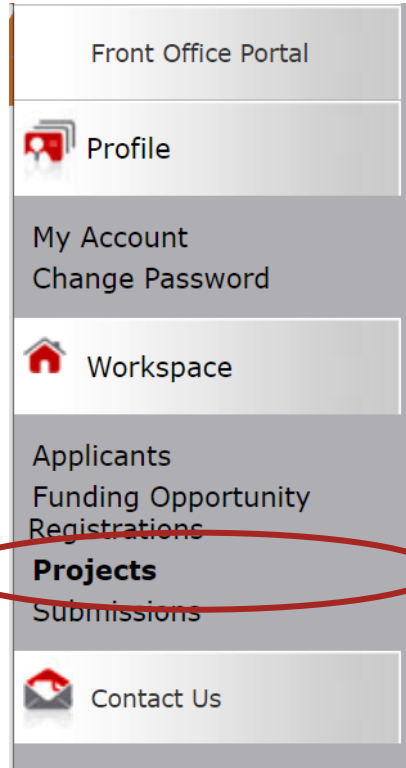
Funding Opportunity Name: New Project Application FY2022

   **Project Name**  **Project Number** **Funding Opportunity Name** **Applicant Name**

No records found.

Navigation buttons: First, Previous, Next, Last

CREATE THE PROJECT APPLICATION

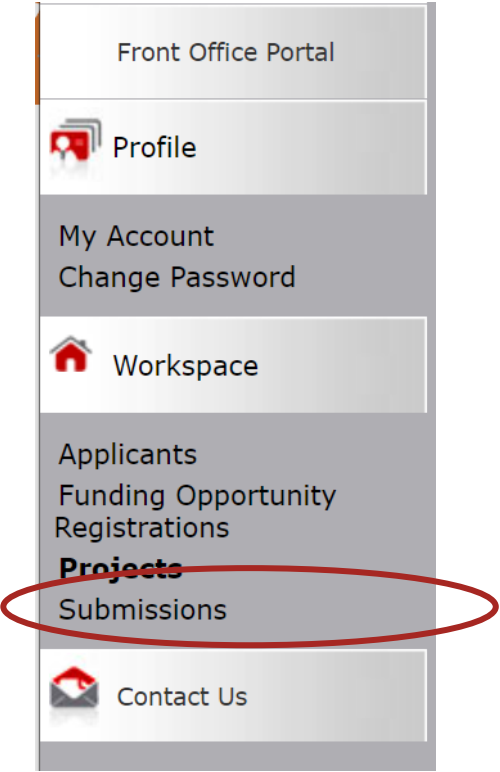


- On the New Project Application screen, enter the name of the FY 2023 project you are creating.
- **If a renewal project**, select the FY 2022 project application from which you would like to import existing data for the project application and save.
- Return to the ESNAPS Home Screen.

A screenshot of the 'Create a Project' form. At the top, there is a dropdown menu showing 'Community Development Department - Community Development Division (072450869)'. Below this is a header bar that says 'Create a Project'. The form contains the following fields: 'Funding Opportunity Name: Renewal Project Application FY2022', '* Applicant: City of Tucson - Housing and Community Development Department - Community Dev (072450869)', and '* Applicant Project Name: ' (with an empty text input field). Below the 'Applicant Project Name' field is a dropdown menu for 'Import Data From:' with 'None' selected. At the bottom, there are four buttons: 'Save', 'Save & Add Another', 'Save & Back', and 'Cancel'. A red oval highlights the 'Applicant Project Name' input field and the 'Import Data From:' dropdown menu.

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

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/hud-partners/community-coc>).

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.

COMMON PITFALLS

Indirect Costs: If the project intends to apply an indirect cost rate or claim de minimis indirect costs for the project, 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 November 25, 2025 and December 11, 2025 , attached to the project application, and include the following details:

- Grant Name and PIN
- Date range for which funds are available: 1 year (or, length of grant term) 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/>.

Kinds of New Projects

SITUATIONS
WARRANTING A NEW
PROJECT
APPLICATION

KINDS OF NEW PROJECTS

Entirely new project that does not currently exist.

Renewal of an existing project interested in transitioning from one component to another.*

Existing project seeking an expansion to add units, beds, persons served, or services provided to program participants.

**COC NEW PROJECT
APPLICATION – Bonus
OR Reallocation**

**COC TRANSITION
APPLICATION**

**COC EXPANSION
APPLICATION**

FEDERAL NEW PROJECT APPLICATION COMPLETED ONLINE USING E-SNAPS

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

**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 were due August 20th so no further requests will be considered.*

Many projects are reallocating from PSH or RRH to TH. HOW to do that is up to your agency based on program needs.

TRANSITION GRANT OR REALLOCATION?

TRANSITION GRANT



PROS:

- Ability to transition over the course of one year from existing component to new component

CONS:

- Must utilize one-year grant terms, which could be difficult to manage with delayed award cycle.

NEW PROJECT VIA REALLOCATION



PROS:

- Allows for you to establish a grant term longer than one year (up to 18 months)

CONS:

- Must immediately transition to new component upon beginning of performance period

Many projects are reallocating from PSH or RRH to TH. HOW to do that is up to your agency based on program needs.

TRANSITION GRANT OR REALLOCATION?

TRANSITION GRANT

REALLOCATION

Deadline for submitting requests to reallocate OR transition must be sent to tpch-nofo@tucsonaz.gov by Friday, November 28th.

PROS:

- Ability to transition over the course of one year from existing component to new component

Must transition over the course of one year from existing component to new component. If transition is delayed at any point, the grant will be terminated.

Must immediately transition to new component upon beginning of performance period.

Priorities for New Projects

Demonstration of leverage of housing and healthcare

Demonstration of service participation requirements via occupancy contracts or agreements,

40 hours of case management per participant per week

Experience operating transitional housing

Certifications against harm reduction, racial preference, gender as defined by Federal executive order

Demonstration of reaching specific performance thresholds outlined on page 57 of the NOFO via an upload of exported data reports from the HMIS or another database.

EXPANSION PROJECTS

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

Expansion for DV Bonus:

Can only be submitted by TH Projects (more on next slide)

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.

DV bonus funding can be used to expand an existing renewal project that is NOT dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking if the expansion is SOLELY for additional units, beds, or services dedicated to persons eligible to be served with DV Bonus funding.

REMINDER -PROJECT TYPES ELIGIBLE FOR EXPANSION

Current TH Projects

- Can expand as DV Bonus and / or CoC Bonus

Current Safe Haven, HMIS, RRH and PSH

- Cannot apply for expansion

Expansion grant terms MUST be one year, regardless of component

HOW TO SUBMIT VIA ESNAPS

NEW PROJECT

Completion of project applicant profile

IF ORGANIZATION IS A FIRST TIME APPLICANT:
organization must establish itself in eSNAPS (don't forget to use the "Access the Project Application in eSNAPS" guide!)

Establishment of the project application

TRANSITION

Completion of project applicant profile

Submission of renewal application indicating transition

Establishment of NEW application with indication of transition

On Screen 7a of eSNAPS (New Project Detailed Instructions) the most recently approved project application must be attached.

EXPANSION

Completion of project applicant profile

Entry of the grant number of the project that is eligible as a renewal as a "Stand Alone Renewal" and complete the Expansion table.

Establishment of new project application for the expansion funds requested indicating that the grant is submitted as a "Stand-Alone Expansion" and complete the Expansion table.

Ensure expanded amounts fall under the CoC / DV Bonus funding amounts

Completing the Local Application

PLATFORM,
NARRATIVE, AND
DOCUMENTS
REQUIRED FOR
UPLOAD

Neighborhoodly Platform has 4 Main Parts:

Organization Info

- Contacts
- Unique Entity Identifier

Project Details

- Kind of project
- Narrative questions (3 total)

Required Documents

- Several new documents this year
- Will be used for threshold review and for competitive criteria

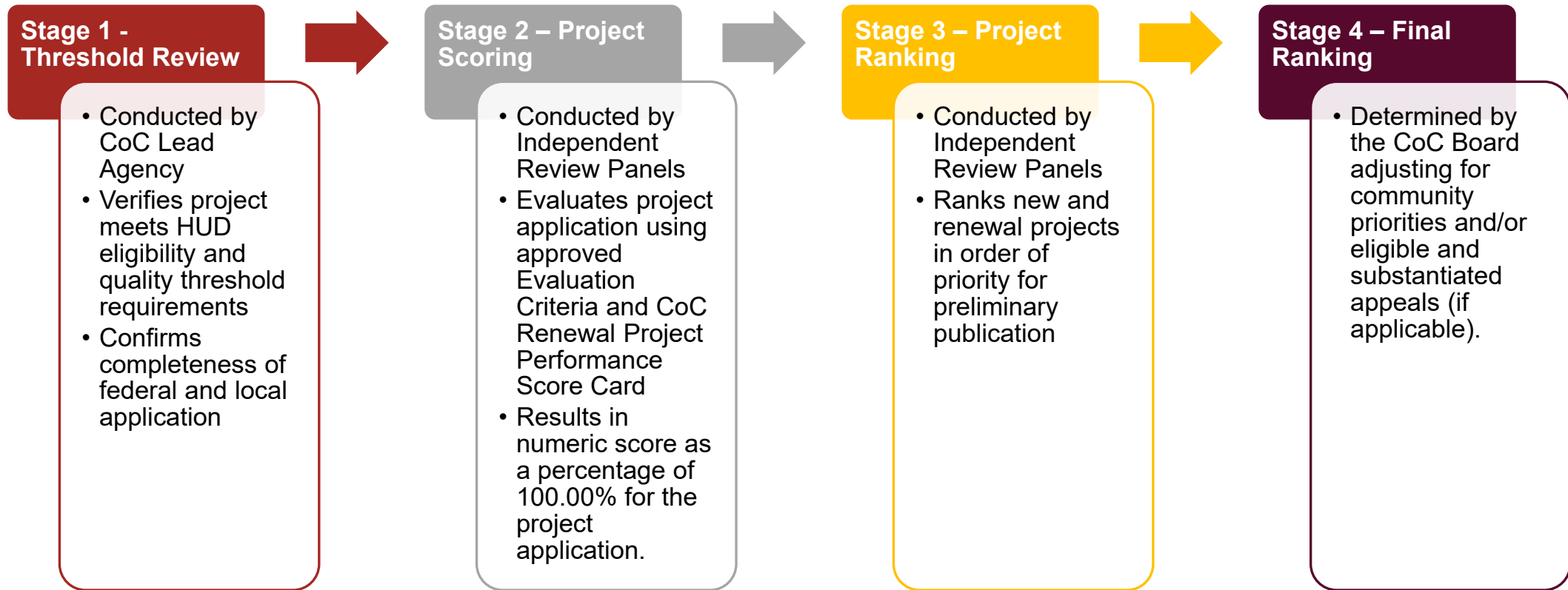
Certifications

- Many new attestations reflect new funding priorities and requirements per HUD

Timeline and Resources

KEY DATES AND IMPORTANT
RESOURCES

Application Review Process



KEY DATES

November 28,
2025

- Requests to apply for transition or consolidation

December 15,
2025

- Responses to Threshold Review sent to recipients for correction

December 11,
2025 at 11:59pm

- FY 2025 New and Renewal Project Applications Due.

December 17,
2025

- Corrections requested from Threshold Review due back to CoC Lead

**SEE PROCESS DOCUMENT FOR
DETAILED CALENDAR**

APPLICATION TOOLKIT

All of the following tools are useful for renewal projects to reference as they submit their applications and can be found at <https://www.hud.gov/hud-partners/community-coc> and <https://tpch.net/>

Expansion projects only

**HUD Notice of Funding Opportunity (NOFO)
for Fiscal Year (FY) 2025 Continuum of Care
Competition and Renewal or Replacement
of Youth Homeless Demonstration Program
Grants**

- HUD priorities and threshold review processes

- Local priorities and specific submission process

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

Renewal Projects Detailed Instructions

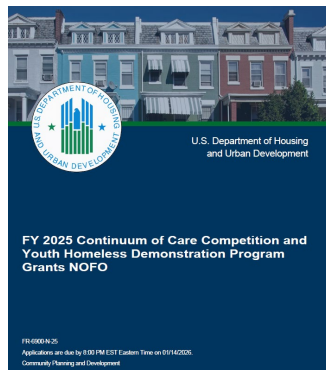
- Question by question guidance for how to respond and submit

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 2025 HUD CONTINUUM OF CARE &
YOUTH HOMELESSNESS
DEMONSTRATION PROGRAM ANNUAL
FUNDING COMPETITION

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

Applications Due 11:59pm Arizona Time – December 11, 2021



FF 2025 Continuum of Care Program Competition Summary, Instructions, and Process for Tucson/Pima County, Arizona

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 references 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] Costs) as well as to future CoC Program Competitions. When the steps are no longer applicable, this document will be revised and reposted on HILL now.

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 to the HUD Exchange, which focuses on technical resources for communities and grant recipients. FY 2023 NOFO 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 NCFO must be submitted to the appropriate HUD gov email address as follows:

- CoENOFO@hud.gov for questions about the NOFO, competition, and applications
- e-snaps@hud.gov for questions about e-snaps technical issues such as creating an individual user profile, lockouts/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

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

Field Office:		San Francisco											
CoC Name:		AZ-501											
CA Name:		Tucson/Pima County CoC											
City:		City of Tucson											
DVARO (Estimated):		\$1,534,298											
VHDP ARB (Estimated):		\$2,446,571											
CoC's ARB (Estimated):		\$18,415,527											
		(Relocation Restriction)											
		(Relocation Restriction)											
Applicant and Project Information						Current Budget Line Item Amounts							
Applicant Name	Project Name	Grant Number	Expiration Year	Project Component	Restriction (DV or VHDP)	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMS	VAWA	Rural	Other
City of Tucson	PV2 Tucson/Pima Coordinated Entry Project (SSO-CE)	AZ023547021405	2025	SSO	PH	YHDP	\$0	\$517,702	\$0	\$0	\$0	\$0	\$0
City of Tucson	PV2 Transitions PH	AZ0211761404	2026	PH	PH	YHDP	\$0	\$234,356	\$60,652	\$0	\$0	\$0	\$0
City of Tucson	PV2 2022 Unsheltered Homelessness Self-Assessment (CoC Planning)	AZ0209610208	2025	PH	PH	YHDP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
City of Tucson	PV2 Tucson Multi-Disruptive Outreach Program	AZ0209610208	2025	PH	PH	YHDP	\$0	\$0	\$330,000	\$0	\$0	\$0	\$0
City of Tucson	PV2 Tucson Multi-Disruptive Outreach Program	AZ0209610208	2025	PH	PH	YHDP	\$0	\$0	\$330,000	\$0	\$0	\$0	\$0
Community Bridges, Inc.	CBI Housing First PH	AZ0209610208	2025	PH	PH	YHDP	\$0	\$2,717,400	\$1,442,348	\$0	\$0	\$0	\$0
Community Bridges, Inc.	CBI VOCALIST Project	AZ0209610208	2025	PH	PH	YHDP	\$0	\$18,224	\$18,655	\$0	\$0	\$0	\$0
Community Bridges, Inc.	CBI Housing First PH	AZ0209610208	2025	PH	PH	YHDP	\$0	\$567,676	\$570,667	\$0	\$0	\$0	\$0
Community Bridges, Inc.	CBI Housing First PH	AZ0209610208	2025	PH	PH	YHDP	\$0	\$618,424	\$18,655	\$0	\$0	\$0	\$0
Goodwill Industries of Southern Arizona	The Goodwill Metro/RCR Reentryment Project for Homeless Youth Return	AZ021817021404	2026	SSO	PH	YHDP	\$0	\$0	\$150,324	\$0	\$0	\$0	\$0
La Familia Center	Donora House Self-Help	AZ004712021417	2025	SSO	PH	YHDP	\$63,408	\$0	\$36,342	\$36,006	\$0	\$0	\$0
Our Pueblo Community Services	Donora House Self-Help	AZ004712021417	2025	SSO	PH	YHDP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Our Pueblo Community Services	Marquette PH	AZ0209610208	2025	PH	PH	YHDP	\$0	\$669,720	\$37,474	\$0	\$0	\$0	\$0
Our Family Services, Inc.	OFS Housing, Inc. First PH 25-26	AZ0211761404	2026	PH	PH	YHDP	\$0	\$106,444	\$0	\$0	\$0	\$0	\$0
Our Family Services, Inc.	OFS Home Again PH 25-26	AZ0211761404	2026	PH	PH	YHDP	\$0	\$631,428	\$279,444	\$0	\$0	\$0	\$0
Our Family Services, Inc.	OFS Secure Futures PH 25-26	AZ0211761404	2026	PH	PH	YHDP	\$0	\$555,752	\$117,916	\$0	\$0	\$0	\$0
Our Family Services, Inc.	OFS Home Again PH 25-26	AZ0211761404	2026	PH	PH	YHDP	\$0	\$182,402	\$209,130	\$0	\$0	\$0	\$0
Our Family Services, Inc.	OFS VHPD Youth Care SSO 25-26	AZ0209610208	2025	SSO	PH	YHDP	\$0	\$0	\$346,291	\$0	\$0	\$0	\$0
Pima County	One Stop YHDP Coordinated Entry Project FY2024	AZ0209610208	2025	PH	PH	YHDP	\$0	\$0	\$0	\$149,655	\$0	\$0	\$0
Pima County	One Stop FY2024	AZ02147121409	2025	PH	PH	YHDP	\$0	\$150,260	\$60,692	\$0	\$0	\$0	\$0
Pima County	HHS Supplemental Unsheltered NOFO FY2022	AZ0209610208	2025	PH	PH	YHDP	\$0	\$0	\$0	\$76,026	\$0	\$0	\$0
Pima County	El Centro PH	AZ0209610208	2025	PH	PH	YHDP	\$0	\$118,446	\$21,341	\$0	\$0	\$0	\$0
Southern Arizona AIDS Foundation	AAIR-AR	AZ020609071400	2025	PH	DV	YHDP	\$0	\$834,144	\$554,668	\$0	\$0	\$10,000	\$0
The Primavera Foundation	CoC Rapid Rehousing	AZ0209610208	2025	PH	PH	YHDP	\$0	\$461,495	\$165,695	\$0	\$0	\$0	\$0
Project for Women & Children	Rapid Re-Housing for Survivors of Domestic Abuse PV2	AZ02147121410	2026	PH	PH	YHDP	\$0	\$104,444	\$136,600	\$0	\$0	\$0	\$0

All of the

FY2025 CoC Program Competition

On March 15, 2025, the President signed H.R. 1968 authorizing the Full-Year Continuing Appropriations and Extensions Act, 2025 (Public Law 119-4) which makes approximately \$3,524,000,000 of CoC Program funding available for FY 2025, authorizing homeless services organizations to apply for competitive funding to provide supportive services and housing programs for individuals and families experiencing homelessness.

Annual Renewal Demand and PPRN Reports

- [FY2025 CoC Geographic Codes with PPRN Amounts](#)
- [Estimated Annual Renewal Demand Amount Report](#)
- [Rural Area Geocode Report](#)

CoC Application Detailed Instructions

- [CoC Applicant Profile e-snaps Navigational Guide](#)
- [CoC Application Detailed Instructions \(Coming Soon\)](#)
- [CoC Priority Listing Detailed Instructions \(Coming Soon\)](#)

Project Application Detailed Instructions and e-snaps Navigational Guides

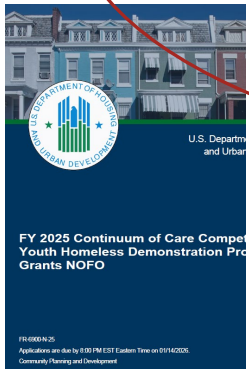
- [How to Access Project Applications in e-snaps](#)
- [Project Applicant Profile e-snaps Navigational Guide](#)
- [FY2025 Project Application FAQs \(Coming Soon\)](#)
- [Renewal Projects Detailed Instructions \(Coming Soon\)](#)
- [New Projects Detailed Instructions \(Coming Soon\)](#)
- [Renewal YHDP Detailed Instructions \(Coming Soon\)](#)
- [YHDP Replacement and Reallocation Detailed Instructions \(Coming Soon\)](#)
- [CoC Planning Detailed Instructions \(Coming Soon\)](#)
- [UFA Costs Detailed Instructions \(Coming Soon\)](#)

Resources

- [View One Pager here](#)
- [View Factsheet here](#)
- [Continuum of Care HUDExchange](#)
- [CoC Program Toolkit](#)
- [e-snaps 101 Toolkit](#)
- [e-snaps 201 Toolkit](#)

HUD Notice of Funding Opportunity for Fiscal Year (FY) 2025 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Grants

- HUD priorities and threshold requirements



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

Grant Inventory Worksheets

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

		Current Budget Line Item Amounts									
n	Project Component -	Restriction (DV or YHDP) -	Leasing -	Rental Assistance -	Supportive Services -	Operating Costs -	HMIS -	VARA -	Rural -	A	F
	SO		\$0	\$0	\$181,793	\$0	\$0	\$0	\$0	\$	\$
	PH	YHDP	\$0	\$234,936	\$80,652	\$0	\$0	\$0	\$0	\$	\$
	Training Unsheltered		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$	\$
	SO		\$0	\$0	\$369,655	\$0	\$0	\$0	\$0	\$	\$
	PH		\$0	\$2,717,400	\$1,442,841	\$0	\$0	\$0	\$0	\$	\$
	PH	YHDP	\$0	\$208,224	\$354,035	\$0	\$0	\$0	\$0	\$	\$
	PH		\$0	\$207,516	\$879,967	\$0	\$0	\$0	\$0	\$	\$
	PH	YHDP	\$0	\$464,424	\$203,029	\$0	\$0	\$0	\$0	\$	\$
	SO		\$0	\$0	\$150,534	\$0	\$0	\$0	\$0	\$	\$
	SH		\$63,450	\$0	\$326,942	\$36,056	\$0	\$0	\$0	\$	\$
	TH	YHDP	\$0	\$0	\$375,591	\$80,681	\$0	\$0	\$0	\$	\$
	PH		\$0	\$689,720	\$397,429	\$0	\$0	\$0	\$0	\$	\$
	PH		\$0	\$186,444	\$82,265	\$0	\$0	\$0	\$0	\$	\$
	PH		\$0	\$631,428	\$227,644	\$0	\$0	\$0	\$0	\$	\$
	PH		\$0	\$252,752	\$127,916	\$0	\$0	\$0	\$0	\$	\$
	PH	YHDP	\$0	\$318,452	\$289,130	\$0	\$0	\$0	\$0	\$	\$
	SO		\$0	\$0	\$346,291	\$0	\$0	\$0	\$0	\$	\$
	HMIS		\$0	\$0	\$0	\$418,655	\$0	\$0	\$0	\$	\$
	PH		\$0	\$190,260	\$80,682	\$0	\$0	\$0	\$0	\$	\$
	HMIS		\$0	\$0	\$0	\$74,056	\$0	\$0	\$0	\$	\$
	PH		\$0	\$151,488	\$96,241	\$0	\$0	\$0	\$0	\$	\$
	PH	DV	\$0	\$854,144	\$504,668	\$0	\$0	\$10,000	\$0	\$	\$
	PH		\$0	\$481,485	\$123,905	\$0	\$0	\$0	\$0	\$	\$
	PH		\$0	\$184,440	\$136,650	\$0	\$0	\$0	\$0	\$	\$

Neighborhoodly Demo

Process Document has a user guide that describes the following:

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


Continuum of Care (NOFO) FY25



Neighborhoodly Participant Portal Training

Accessing the Neighborly® Participant Portal

Website Link: <https://portal.neighborlysoftware.com/tucsonaz/participant>



**CITY OF
TUCSON**

**Welcome to the Tucson, AZ
Participant Portal.**

New users must first sign up
before signing into the portal.

Sign in

Don't have an account? [Sign up now](#)

Email Address

Password

[Forgot your password?](#)

Sign in

First-time users must sign up for an account before accessing the Participant portal with their username (email address) and password.

Click "Sign up now"

User Details


Please provide the following details.


Email Address


Email Address is required.

Send verification code


There is no cost associated with the use of the Neighborly® Participant portal.

 Language Preference

 Data Privacy

 Technical Support

Neighborly® Participant Dashboard

 **Start a New Application**

Search Applications

Continuum of Care	2025	320 N. Commerce Park Loop Sentinel Tucson, AZ 85745
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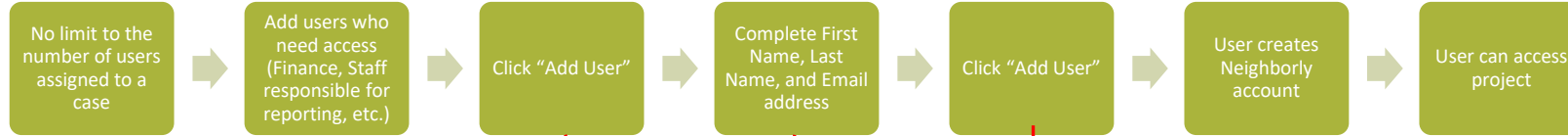
Start Application

The “Continuum of Care” application is listed under the “Start a New Application” section.

Click “Start Application”

Neighborly® Adding Users

*You must have access to a case before you can add users.



Program Continuum of Care - Sub-Award Grants
Id 32506
Status Application in Progress
Funding

Name CE SSO Participant Training
Address No Property Address
,

Users

USER ID	NAME	TITLE	ROLE	LANGUAGE
Add a User				

Add User to Case

Close X

First Name

Last Name

Email

Cancel

Add User

Inform the user that they have been added and provide guidance for accessing the Neighborly® Participant portal

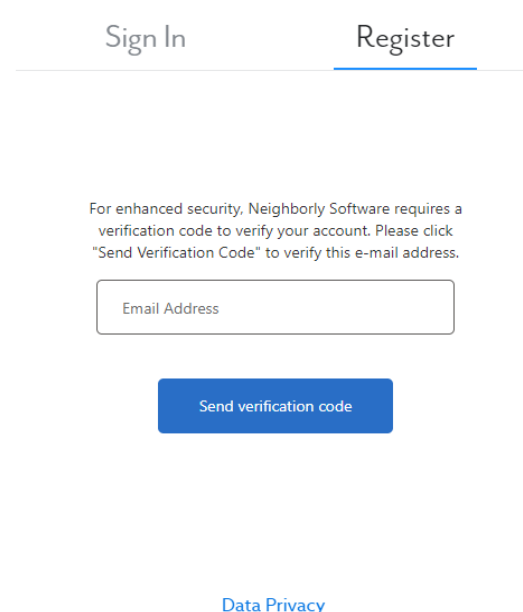
Neighborly® Registering Your Account

Participant Portal Link:

<https://portal.neighborlysoftware.com/TUCSONAZ/Participant>

Registering your account

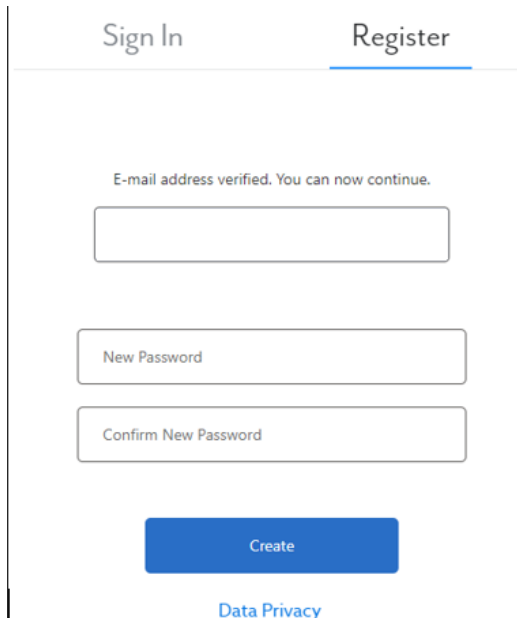
To register, go to the participant portal link, select the “Register” tab to complete the registration. Enter your email address and click “Send verification code” to receive an email with the verification code.



The screenshot shows the registration interface. At the top, there are two tabs: "Sign In" and "Register". The "Register" tab is selected, indicated by a blue underline. Below the tabs, a message states: "For enhanced security, Neighborly Software requires a verification code to verify your account. Please click 'Send Verification Code' to verify this e-mail address." Below this message is a text input field labeled "Email Address". Underneath the input field is a blue button labeled "Send verification code". At the bottom of the form, there is a link labeled "Data Privacy".

Neighborly® Registering Your Account

Note: The verification email will come from Microsoft on behalf of Neighborly Software msonlineserviceteam@microsoftonline.com. Please ensure this email address is in your safe sender list to ensure the timely delivery of verification emails. Enter your six-digit verification code and click the “Submit code” button.



Sign In Register

E-mail address verified. You can now continue.

New Password

Confirm New Password

Create

[Data Privacy](#)

Once you have submitted this code, please set up a complex password. Passwords should be 12 characters long, contain an uppercase and lowercase, number and special character. Once a user has created their password, the system will re-direct to the dashboard.

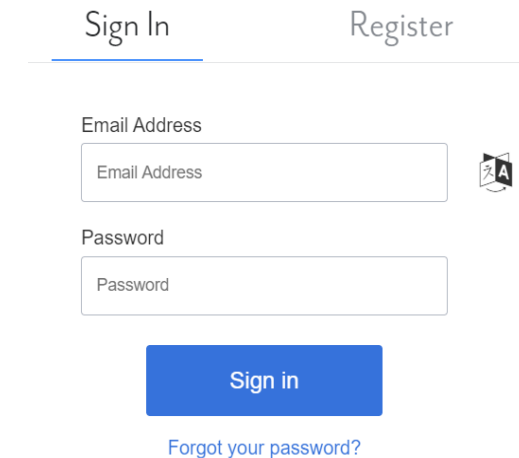
Neighborly® Registering Your Account

Logging In

Once your account has been registered, you may login (using the same link above) by entering the email address and password used during registration.

Forgot your Password

If you forget your password, click on the link at the bottom of the login screen that says “Forgot your Password?” and follow the prompts to create a new password. For security purposes, the system will send an email to the registered email address with a link to reset your password.




The screenshot shows a web interface for logging in or registering. At the top, there are two tabs: "Sign In" (which is underlined) and "Register". Below the tabs, there are two input fields: "Email Address" and "Password". To the right of the "Email Address" field is a small icon of a document with a checkmark. Below the input fields is a blue button labeled "Sign in". At the bottom, there is a link that says "Forgot your password?" in blue text.

Neighborly® Registering Your Account


Changing your Password

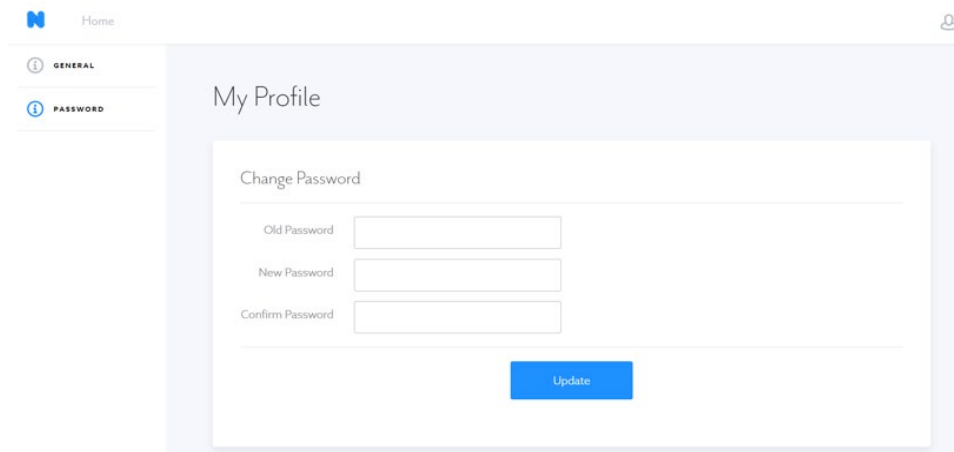
To change your password, log into the Administrator Portal.

Click on the  icon on the top right corner of the screen and select “My Profile”. Then select the Password option on the left side of the screen. For security purposes, you will be required to enter your Old Password before selecting a New Password.

Passwords should be 12 characters long, contain an uppercase and lowercase, number and special character. Once a user has created their password, the system will re-direct to the dashboard.

Signing Out

To sign out (aka log out) of the system, click on the  icon on the top right corner of the screen and select “Sign Out”. It is important to note that the system will automatically log a user out after 30 or 60 minutes of inactivity.



The screenshot displays the 'My Profile' page in the Neighborly Administrator Portal. On the left, there is a sidebar with a 'Home' link and two menu items: 'GENERAL' and 'PASSWORD', the latter of which is selected. The main content area is titled 'My Profile' and contains a 'Change Password' section. This section includes three input fields: 'Old Password', 'New Password', and 'Confirm Password'. Below these fields is a blue 'Update' button.

Neighborly® Registering Your Account

Once the user has received the code, the user will copy the code into the text box and click “verify code”. If at any point the code is not accepted, please select “Send new code” to have another one sent. Once you have verified your computer, you will be re-directed to the dashboard.

Sign In

Register

A verification code has been sent to your inbox. Please copy the code in the Verification code box below and click "Verify Code". If you haven't received a code, check your Junk folder or click "Send new code".

Verification Code

Verify code

Send new code

[Data Privacy](#)

Neighborly® Continuum of Care Application

Complete each section of the application:

- Click on the section starting with “Organization Information.”
- Once the information in the section has been completed, click “Complete and Continue.”
- Once sections A thru C are completed, the Certifications section will open.
- When all certifications are checked, click “Submit.”

Continuum of Care

Status: Application in Progress

Name: Test CoC 2025

Case ID: 32501

A. Organization Information

B. Project Details

C. Required Documents

Certifications

Neighborly® Continuum of Care Application

- The CoC Lead will receive an email notification once your application has been submitted. They will review your application to confirm all information is complete.
- Your application will be under “Review” status until which time the application is processed.
- All users associated with the case will receive a notification once the application is approved.
- You will be notified if your application requires corrections.

Questions???

Contact:

TPCH NOFO – tpch-nofo@tucsonaz.gov



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