

FY2015 HUD CoC NOFA Timeline
Due November 20, 2015

	Task	Responsibility	Date	Completed
1	The Collaborative Applicant (CA) reviews NOFA announcement in its entirety and summarizes it	CA	9-21-15	<input checked="" type="checkbox"/>
2	CA sends out announcement for new and renewal projects indicating they have 30 days to submit their applications in e-snaps.	CA	9-21-15	<input checked="" type="checkbox"/>
3	CA develops project timeline for due dates and gets input from the Steering Committee.	CA	9-21-15	<input checked="" type="checkbox"/>
4	If applicable CA submits Amendments to the FY 2015 CoC Program Registration	CA	9-28-15	N/A
5	Steering Committee meeting <ul style="list-style-type: none"> - Review NOFA and work plan and make adjustments - Determine if MCoC will reallocate and how much if reallocation will reduce homelessness (write policies if reallocate) - Need to develop/revise project review, ranking and selection procedures and PUBLICLY POST - Establish policy priorities based upon the NOFA and local needs including CPD Notice 14-012 (prioritizing people who are CH in PSH) - Review Board requirements, make recommendations to MCoC on the Board & incorporate into governance - Review & update current governance document (by-laws) 	Steering Committee	10-5-15 10:00 am-12:00 pm via conference call	<input checked="" type="checkbox"/>
6	Steering Committee meeting <ul style="list-style-type: none"> - Continue work of 10-5-15 meeting - Begin work on Section 1: Coordination & Engagement and Project ranking, review and capacity~30 questions - Discuss Coordinated Entry and Written Standards - Sections 3 &4: System Performance 	Steering Committee	Thursday 10-8-15 9:30 am-12:30 pm at MaineHousing	<input checked="" type="checkbox"/>
7	HUD releases report that establishes Tier 1 and Tier 2 amounts and PH bonus amount available	HUD	10-9-15	
8	Steering Conference Call	Steering Committee	10-15-15 11:30a-12:00 pm	
9	MCoC meeting <ul style="list-style-type: none"> - Information about NOFA application including due dates & required tasks - MCoC will need to make decisions on: <ul style="list-style-type: none"> o Decision to Reallocate o Approve Score and ranking procedures and tool o MCoC Board o Board of Director By-Laws o HUD Notice of Priority o Coordinated Entry Written Standards o HMIS Joint Governance 	Full MCoC	10-15-15 1:00-3:00 pm via Tanberg Teleconference	

10	Steering Committee meeting Continue work on Sections 1, 3 and 4	Steering Committee	10-19-15 9:30 am-12:00 pm (via webinar)	
11	Send out HUD form 2991, Certification of Consistency with the Consolidated Plan forms are due back to CA After Project Applications are submitted in e-snaps	Con Plan jurisdictions	10-21-15	
PROJECT APPLICATION REVIEW, SCORING and RANKING:				
12	CoC review of Project Applications (ensure projects pass both eligibility and threshold review, APR review, including MATCH and that all required attachments are submitted with signed dates from 7-1-15 to 10-21-15).	Project Committee	10-21-15 through 11-5-15	
13	Scoring Committee scores and ranks projects, completes ranking sheet and submits to CA for completion of the Priority Listing in e-snaps (after MCoC approves the listing)	Scoring Committee	10-21-15 to 11-5-15	
14	Steering Committee meeting Continue work on Sections 1, 3 and 4	Steering Committee	10-26-15 9:30 am-12:00 pm (via webinar)	
15	Steering Committee - Continue work on Sections 1, 3 and 4	Steering Committee	11-2-15 10:00 am-12:00 pm	
16	MCoC votes on the Project/Scoring Committee recommendations and documents via minutes HMIS Joint Governance Review & Vote	Full MCoC	11-5-15 1:00 pm-3:00 pm	
17	CoC Notification to all Project Applicants	Tri-Chairs via e-mail	11-6-15	
18	CA completes the Project Priority Listings in e-snaps	CA	11-6-15	
19	Steering Committee - Continue work on Sections 1, 3 and 4	Steering Committee	11-9-15 10:00 am-12:00 pm	
20	MCoC Meeting (move up by 1 week) votes to approve or designates the Steering Committee to vote to approve the submission by the CA.	Full MCoC	11-12-15 1:00 pm-3:00 pm	
21	Steering Committee - Reviews application and votes to approve the application.	Steering Committee	11-16-15 10:00 am-12:00 pm	
22	CA finalizes all application attachments and reviews application one final time.	CA	11-17-15	
23	CA Posts all parts of the CoC Consolidated Application on the www.mainehomelessplanning.org website	CA	11-17-15	
24	CA submits application in e-snaps at least 1 day early to receive bonus points.	CA	11-18-15	