



Alliance to House Everyone

FY23 TX-500 CoC Program NOFO Grant Conference

Renewal Projects

South Alamo Regional Alliance for the Homeless

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Attendance

Please write your name and agency into the chat. This session is **required** for applicants, so it is essential that we capture your attendance!

We will take a moment before we get started to gather the names of those who called in by phone.



Housekeeping Items

- This session will be recorded and available on our website.
- **Post all questions in the chat.** We will answer questions at the end. If we are unable to answer your question, we will follow-up via email.
- After today's session, we will send out a copy of these slides along with a link to the recording. We will also include a copy of our attendance list so you can ensure you received credit!



Renewal (today) versus New Project Grant Conference (Friday)

Today's Agenda

- Highlights of FY23 NOFO
- Application Requirements
- Application Resources
- CoC Scorecards
- Timeline
- TA
- Next Steps
- Q&A
- YHDP

Highlights of FY23 NOFO

1. Return of Local Application
2. DV Definition and Eligibility (p. 42 of HUD NOFO)
3. Updated grant consolidation process
4. Fair Market Rent (FMR)
 - Using FY22 FMR. When funding decisions are made, it will be increased to align with FY23 FMR
5. Changes allowable in renewal application (p. 31 of HUD NOFO)
 - Add eligible activities
 - Up to 10% budget shifts
 - Subpopulations served

Highlights of FY23 NOFO

6. Continue to use “Copy application with changes” feature in *e-snaps* (except for YHDP and first-time renewals)
7. Our community has \$2.77 Million in bonus and DV funds if you are interested in submitting an expansion or new project application. Refer to NOFO priorities to see if your application would be competitive.
8. YHDP Projects
 - Noncompetitive
 - Special activities

Application Requirements

1. Grant Conference
2. Technical Assistance Session (optional for renewals)
3. Part I of Application: *E-snaps* Application
4. Part II of Application: Local Survey Monkey Application

Application Resources

- SARA website: www.sarahomeless.org/our-programs.html#funding-competitions
- Links to e-snaps application and Survey Monkey applications
- Links for local narrative downloads (use Chrome browser)
- FY23 CoC Program Local NOFO and Application Instructions
 - Funding available
 - Application instructions
 - Application links
 - Timeline
- TX-500 CoC Program Policies and Procedures
 - Local funding priorities
 - Independent Review Team details
 - Processes for special grant applications (consolidation, transition, expansion)
 - Independent Review Team Scoring Rubrics

Application Resources

- HUD CoC NOFO
 - HUD's funding priorities
 - Requirements for project applications and CoC Application
 - How HUD will score our application
 - SARAH uses the HUD NOFO to make our local policies so we maximize our funding
- E-snaps detailed instructions and navigational guides
 - What HUD is looking for in your e-snaps answers (aligned with local scoring rubrics)
 - Navigational guides for e-snaps functionality
- Grant Inventory Worksheet (GIW)
 - Information for renewal budget and unit configuration
 - As of 7/31, not updated with our changes

Part I Application – *E-snaps* Application

- *E-snaps* has a function to copy your previous application (not applicable for first-time renewals nor YHDP renewals). Be sure **not** to select “Submit without changes” !
- The NOFO is NOT the time to make budget adjustments over 10%. You will go off the GIW that you approved.
- We highly recommend using [HUD’s e-snaps Detailed Instructions and Navigational Guides](#) and their [FAQ](#) to submit your best application. The scoring rubrics are aligned with what HUD is looking for in the detailed instructions.
- We will do our best to send a confirmation email as soon as possible once we receive your e-snaps application.

Part I Application – *E-snaps* Application

- Match your project name with what is listed on the GIW.
- Ensure amount requested matches GIW (reminder that you can move up to 10% of funds)
- Ensure unit configuration matches GIW
- SF 424 1D
 - You will put in the expiring project's start and end date.
 - Project end date must be in CY 2024
- 2880 Form
 - Changes to this must be made in the Applicant Profile
- 5B – Subpopulations must match what you put in the project description in Part 3
- 6D – Match sources need to be identified by including the organization name that is providing the match. If it is in-kind, you must attach a match letter
- If you make any updates to eligible expenses, budget changes up to 10%, or subpopulations served, include this in your description when you select sections of the application you want to update

Part I Application – *E-snaps* Application

- 3B – Project Description
 - HUD requires a very detailed project description. Instead of copying and pasting from last year, we recommend using the detailed instructions and tips here to improve your narratives.
 - Refer to the following:
 - HUD’s strategic goals and priorities
 - Need for the project using local data
 - Identify number of individuals served and target population
 - Identify partnerships with healthcare and housing entities
 - Identify programmatic outcomes and how they will support system performance measures
 - Describe approaches this program will take to address racial equity and address the needs of the LGBTQ+ community
 - DV Bonus projects – must also include how project will prioritize the safety of participants

Part I Application – *E-snaps* Application

- If you can't hit the "submit" button, that means you are missing a section of the application. Look for the red "X" and navigate to that section to fill in the missing information.
- If you are wanting to submit an expansion for your renewal, you will need to indicate that in your e-snaps application AND submit a new project application as well.

Part II Application – Local Application

- You will submit the local application materials into Survey Monkey. It is only attachments – there is no information you will need to type into Survey Monkey.
- Survey Monkey links and narrative attachments can be found on our website or in the FY23 CoC Program NOFO and Application Materials document.
- You should get an email confirmation once you've submitted your local application in Survey Monkey.

Part II Application – Local Application

- Scorecard* (HMIS and Ending Homelessness Measures) from HMIS/Comparable Database**
- Scorecard (CE Measures) from SARAH**
- Scorecard Justification (optional)
- Policies and Procedures
- Local Narratives
- Part I Application Confirmation

*Victim Service Providers – Only upload scorecard into first scorecard question

**Not required for YHDP or first-time renewals

Joint TH-RRH: Combine the 2 scorecards into 1 PDF. The IRT will take the average

CoC Scorecards

- Review updates to scorecard
- A note on scorecard justifications...
 - You must be as specific as possible with your justifications. Please include HMIS ID#s and explain why you believe you should receive points
 - If you say, for example, “We took all clients through Coordinated Entry and thus should receive full points”, you will not be given any points back.
 - An example:
 - “Client #12345 received a Homelink on 4/1/2022 and we enrolled them into our program on 4/1/2022. There was a data quality error and the enrollments did not overlap. However, the program was in compliance with accepting referrals from Coordinated Entry.”
 - SARA is here to help interpret scorecards. Utilize the TA sessions!

Timeline

- **Local NOFO Release:** August 1, 2023
- **Technical Assistance Sessions:** August 7 – 17, 2023
- **Application Deadline:** August 25, 2023, at 5:00 pm Central
- **Independent Review Team (IRT) Scores Applications:** September 5 – 12, 2023
- **CoC Board Approves Ranking:** September 13, 2023
- **Notification Provided to Applicants:** September 14, 2023
- **Application Revision Period:** September 15 – 22, 2023
- **Consolidated Application Due to HUD, Submitted by SARA:** September 29, 2023

Technical Assistance & Resources

- Bookmark www.sarahomeless.org/our-programs.html#funding-competitions
- Bookmark www.hud.gov/program_offices/comm_planning/coc/competition
- HUD FAQ - [FY-2023-Project-Application-FAQs.pdf \(hud.gov\)](#)
- For *e-snaps* functionality issues, email e-snaps@hud.gov (password lockout, help with error messages, etc.)
- Email [Chelsey Viger@sarahomeless.org](mailto:Chelsey.Viger@sarahomeless.org) **MARKED HIGH IMPORTANCE** or call at 210-876-0720 x105

Next Steps

1. Schedule your Technical Assistance Session with SARA (optional)
2. Review FY23 TX-500 CoC Local NOFO and Application Instructions
 - Download renewal narratives Word document
 - Bookmark renewal local application Survey Monkey link
3. Review renewal scoring rubrics in CoC Program Grant NOFO Policies and Procedures
4. Update *E-snaps* applicant profile, if applicable
5. Create *E-snaps* renewal project application(s) and use detailed instructions and local scoring rubrics to complete and submit
6. Review scorecards and policies & procedures to prepare submission
 - CE Scorecard will be sent via email from Chelsey
 - HMIS and Ending Homelessness scorecard will be pulled from HMIS for 1/1/2022 – 12/31/2022
7. Submit local application in Survey Monkey



Q&A

Youth Homelessness Demonstration Program (YHDP) Projects

- YHDP Projects will again be ranked noncompetitively under the same process as last year (2022)
 - Anticipated they will renew competitively in 2025
- In *e-snaps*, YHDP projects will apply under YHDP Renewal
- For the competition, YHDP projects will follow the same guidelines as regular renewals, except for performance measures
- Special Activities – change from 2022

Youth Homelessness Demonstration Program (YHDP) Projects

- Review Special Activities (starting on page 46 of HUD NOFO)