

2021 Santa Clara County Continuum of Care Funding Process and Timeline

Event/ Activity	Responsible	Date/Time	Place	Notes
NOFO Released	HUD	August 18, 2021	N/A	HUD releases the Notice of Funding Availability
NOFA Committee	OSH, Homebase	August 30, 2021 @ 2-3:30 pm	Online (Zoom)	Consider changes to local scoring tools and process based on the contents of the funding notice (NOFO).
CoC Executive Committee Approval of Process & Scoring Tools	OSH, Homebase	September 1	Online (Zoom)	Consider and vote on approval of changes to local scoring tools and process recommended by the NOFA Committee.
TA Workshop	OSH, Homebase	September 7, 2021 @ 3-5 pm	Online (Zoom)	Release information about local priorities and HUD guidelines for proposals. Agencies will be given a proposal package and training on how to complete the application.
Agencies write Proposals	Agencies	September 7 – October 1, 2021	N/A	
Proposals are due	Agencies	October 1, 2021 @ noon	Via email	See Supplemental Application for list of required documents and submission information.
Review & Rank Panel Training	Homebase	October 4, 2021	Online (Zoom)	Review & Rank Panel receives training for scoring projects.
Review & Rank Panel reviews Proposals	Homebase, Priority Panel		N/A	Review & Rank Panel reads and scores proposals individually.
Review & Rank Panel meets	Homebase	October 18 – 25, 2021	Online (Zoom)	Review & Rank Panel meets to interview applicants, discuss proposals, and determine how projects will be ranked in the 2021 application.
Distribution of Preliminary Priority List	OSH, Homebase	October 25, 2021 By Midnight	Via e-mail	Preliminary priority list emailed to applicants.
Notification of Appeal	Agencies	October 26, 2021 By noon	Via e-mail	Applicants who intend to appeal their ranking on the preliminary priority list must notify HomeBase of their intent to appeal.
Written Appeals due	Agencies	October 28, 2021 By noon	Via e-mail	Agencies may inspect their scores and formulate a written appeal based on appeal policy.
Appeals Committee meets	Appeals Committee	October 28, 2021	Online (Zoom)	Review appeals and recalculate scores, if necessary.
NOFA Committee meets	NOFA Committee	October 29, 2021 @10:00am	Online (Zoom)	NOFA Committee reviews Tier 2 and develops recommendations regarding strategic allocation of CoC funding.
CoC Board Approval of Priority List	OSH	October 29, 2021	Online	Present final priority list to CoC Board for approval.
Distribution of Final Priority List	OSH, Homebase	November 1, 2021	Via e-mail	Final priority list emailed to applicants and published on CoC website.
HomeBase and OSH review project applications	Homebase, OSH	October 1 – November 5, 2021	N/A	HomeBase and OSH work with agencies to finalize project applications for submission.
Final HUD Project Applications submitted in e-snaps	Agencies	November 5, 2021 @ 5 pm	Online	Agencies upload final applications to e-snaps, including all necessary attachments.
CoC Consolidated Application Posting	OSH, Homebase	November 10, 2021	Online	CoC consolidated application is posted on CoC website.
Application is due to HUD	OSH, Homebase	November 16, 2021	N/A	Application is packaged and submitted to HUD.