FY2018 HUD Continuum of Care Program NOFA
Seattle King County Continuum of Care
Mandatory Meeting

Friday, June 15, 2018
10:00a to 11:30a
YWCA Opportunity Place
Jennings Community Room
2024 Third Avenue,
Seattle, WA

Who MUST Attend?

This is a mandatory meeting for representatives from ALL project sponsors with existing HUD CoC Program grants that expire in calendar year 2019. Agencies with multiple McKinney grants must assure that each grant is represented by (an) attendee(s).

Please see the attached list of Direct Grantees (direct HUD recipients) and projects that are sub-recipients of King County or the City of Seattle who have eligible renewal grants.

What’s the Purpose of the Meeting?

 Understand the 2018 NOFA local application process and deadlines!
 Understand CoC priorities and HUD goals/expectations for this NOFA
 Learn what we might expect with the 2018 HUD NOFA
 Understand your responsibilities for applying for funds through 2018 NOFA

❖ We expect TIGHT TIMELINES and VERY SHORT DEADLINES!! We are still waiting for HUD to release the 2018 NOFA. This workshop is launching Phase 2 of the Seattle King County local process.

❖ Do Not Act on HUD’s NOFA updates. It is very important that you wait for our guidance to ensure that your individual project proposals (renewals) are accurate and correct.

❖ Watch for Seattle King County CoC Program Alerts from your CoC Program (McKinney) Team. We will roll out more information about our process and your role in ensuring a competitive application as HUD makes the information available. Notices will come through email ALERTS!!

Please feel free to contact your McKinney Team (Eileen and Kate) if you have any questions at all. See you on Friday June 15, 2018!!

City of Seattle contact: Eileen Denham
City of Seattle
Phone (206) 684-0915
E-mail: eileen.denham@seattle.gov

King County contact: Kate Speltz
King County
Phone (206) 263-9084
E-mail: kate.speltz@kingcounty.gov
# 2018 Local Process Tentative Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 12, 2018</td>
<td><strong>DUE DATE:</strong> 2018 Phase I Application – Notice of Intent to Renew Funding</td>
</tr>
<tr>
<td>June 8, 2018</td>
<td>CoC Program 2018 Phase II Application - Distributed</td>
</tr>
<tr>
<td>June 15, 2018</td>
<td>CoC Program 2018 Phase II Application Workshop: <strong>MANDATORY</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Friday, June 15, 2018 from 10:00am to 11:30am</strong></td>
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<td>Jennings Room</td>
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<td></td>
<td>Seattle, Washington, 98144</td>
</tr>
<tr>
<td>June 29, 2018</td>
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</tr>
<tr>
<td></td>
<td><strong>Friday, June 29, 2018 via ZoomGrants</strong></td>
</tr>
<tr>
<td>May 7, 2018</td>
<td><strong>CoC staff:</strong> review HMIS Data and Phase II information and prepare preliminary renewal rank order</td>
</tr>
<tr>
<td></td>
<td>All Home Coordinating Board and Funder Alignment Committee review preliminary rank order</td>
</tr>
<tr>
<td>TBD</td>
<td><strong>2018 Phase III Application Workshop</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Mandatory HUD CoC Program NOFA Workshop for All</strong> (Time and Date TBD)</td>
</tr>
<tr>
<td>TBD</td>
<td><strong>Training Workshop -Direct Grantees Only</strong> Accessing the 2018 NOFA Application in esnaps and preparing your HUD application (Time and Place TBD)</td>
</tr>
<tr>
<td>TBD</td>
<td>All CoC Application program applications complete and ready for submittal to esnaps</td>
</tr>
<tr>
<td></td>
<td>· Upload federal forms/current 501c.3 documents, etc</td>
</tr>
<tr>
<td></td>
<td>· Complete and submit pdf of esnaps application (direct grantees only)</td>
</tr>
<tr>
<td>TBD</td>
<td><strong>2018 CoC Program Community Meeting for presentation of priority rank order</strong></td>
</tr>
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<td></td>
<td>All projects notified of final CoC Application Project Listing results</td>
</tr>
<tr>
<td>September /</td>
<td><strong>2018 Seattle King County NOFA Application Due to HUD—TBD</strong></td>
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<tr>
<td>October 2018</td>
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<td>?????????????</td>
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*Dates and activities will be determined subject to access to the 2018 HUD NOFA. Please be responsive to all CoC Program Alerts! All notifications or requests will come via email.*
## HUD Direct Grantees

List of Projects that **contract directly** with HUD

<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Archdiocesan Housing Authority</td>
<td>Rose of Lima House</td>
</tr>
<tr>
<td>Archdiocesan Housing Authority</td>
<td>St. Martin's on Westlake</td>
</tr>
<tr>
<td>Catholic Community Services</td>
<td>Aloha Inn</td>
</tr>
<tr>
<td>Community Psychiatric Clinic</td>
<td>Harbor House - Safe Haven</td>
</tr>
<tr>
<td>DESC</td>
<td>Lyon Building</td>
</tr>
<tr>
<td>Friends of Youth</td>
<td>New Ground Bothell</td>
</tr>
<tr>
<td>Kent Youth and Family Services</td>
<td>Watson Manor</td>
</tr>
<tr>
<td>Multi-Service Center</td>
<td>Homeless Families THP</td>
</tr>
<tr>
<td>Solid Ground Washington</td>
<td>Broadview</td>
</tr>
<tr>
<td>YouthCare</td>
<td>Ravenna House</td>
</tr>
<tr>
<td>YouthCare</td>
<td>Straley House</td>
</tr>
<tr>
<td>YWCA</td>
<td>Anita Vista</td>
</tr>
<tr>
<td>YWCA</td>
<td>Auburn Transitional Housing</td>
</tr>
</tbody>
</table>

## King County Grantees

List of Projects that Contract for CoC Program funds through King County

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auburn Youth Resources</td>
<td>Severson House</td>
</tr>
<tr>
<td>VCCC</td>
<td>Valley Cities Landing</td>
</tr>
<tr>
<td>King County</td>
<td>King County SPC - SRA</td>
</tr>
<tr>
<td>King County</td>
<td>King County SPC - TRA</td>
</tr>
<tr>
<td>Consejo</td>
<td>Mi Casa</td>
</tr>
<tr>
<td>Lifewire</td>
<td>My Friend's Place TH/RRH</td>
</tr>
<tr>
<td>DESC</td>
<td>King County Rapid Rehousing and Rapid Rehousing Expansion</td>
</tr>
<tr>
<td>DESC</td>
<td>King County Scattered Sites</td>
</tr>
<tr>
<td>YWCA</td>
<td>Family Village Redmond PSH for Families</td>
</tr>
<tr>
<td>King County</td>
<td>REACH Scattered Sites PSH #1 and #2</td>
</tr>
</tbody>
</table>
# City of Seattle Grantees

City of Seattle Projects that Contract for CoC Program funds through City of Seattle

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<thead>
<tr>
<th>Agency Name</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>AHA</td>
<td>Dorothy Day House</td>
</tr>
<tr>
<td>AHA</td>
<td>Noel at Bakhita Gardens</td>
</tr>
<tr>
<td>AHA</td>
<td>Ozanam 2</td>
</tr>
<tr>
<td>AHA</td>
<td>Ozanam House</td>
</tr>
<tr>
<td>AHA</td>
<td>Patrick Place</td>
</tr>
<tr>
<td>Compass Housing Alliance</td>
<td>Compass Cascade Women PSH</td>
</tr>
<tr>
<td>Compass Housing Alliance</td>
<td>Nyer Urness</td>
</tr>
<tr>
<td>Compass Housing Alliance</td>
<td>Ronald Commons</td>
</tr>
<tr>
<td>DESC</td>
<td>1811 Eastlake</td>
</tr>
<tr>
<td>DESC</td>
<td>Aurora Supportive Housing</td>
</tr>
<tr>
<td>DESC</td>
<td>Canaday House</td>
</tr>
<tr>
<td>DESC</td>
<td>Cottage Grove Commons</td>
</tr>
<tr>
<td>DESC (First Renewal)</td>
<td>Estelle</td>
</tr>
<tr>
<td>DESC</td>
<td>Evans House</td>
</tr>
<tr>
<td>DESC</td>
<td>Interbay Supportive Housing</td>
</tr>
<tr>
<td>DESC</td>
<td>Kerner Scott House</td>
</tr>
<tr>
<td>DESC</td>
<td>Rainier Supportive Housing</td>
</tr>
<tr>
<td>DESC</td>
<td>Scattered Site Leasing</td>
</tr>
<tr>
<td>El Centro de la Raza</td>
<td>ECR Transitional Housing</td>
</tr>
<tr>
<td>LIHI</td>
<td>Martin Court</td>
</tr>
<tr>
<td>Neighborhood House</td>
<td>Working for Housing Stability RRH Project</td>
</tr>
<tr>
<td>New Beginnings</td>
<td>New Beginnings RRH</td>
</tr>
<tr>
<td>PHG</td>
<td>Coming Home</td>
</tr>
<tr>
<td>PHG</td>
<td>Williams Apartments</td>
</tr>
<tr>
<td>PHG</td>
<td>Plymouth on First</td>
</tr>
<tr>
<td>The Salvation Army</td>
<td>Hickman House</td>
</tr>
<tr>
<td>The Salvation Army</td>
<td>William Booth Center</td>
</tr>
<tr>
<td>Seattle /King County</td>
<td>Rapid Rehousing for Young Adults</td>
</tr>
<tr>
<td>Seattle /King County</td>
<td>Seattle Rapid Re-Housing for Families Project</td>
</tr>
<tr>
<td>Solid Ground</td>
<td>Sandpoint Families Supportive Housing</td>
</tr>
<tr>
<td>Transitional Resources</td>
<td>Avalon Place</td>
</tr>
<tr>
<td>Youthcare</td>
<td>Sandpoint Youth Group Homes</td>
</tr>
<tr>
<td>YWCA</td>
<td>YWCA Supportive Housing</td>
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The Seattle - King County Continuum of Care
Local Application Process for 2018

HUD Continuum of Care Program Phase II Application Workshop

Friday, June 15, 2018
10:00am to 11:30am

YWCA Opportunity Place
Jennings Community Room
2024 Third Avenue
Seattle, WA

AGENDA

- Welcome

- 2017 NOFA Review
  - CoC Performance / Score
  - Funding Received

- 2018 CoC Program Application and Process
  National Competition
  - Timing
  - Known knowns, unknown knowns, and unknown unknowns
  - “McKinney” Alerts

Local Process
  - 2018 Phase II Application
    - Overview
    - Project Efficiency Measures - Grant Expenditures/Occupancy
    - Key CoC / Performance Indicator Measures
    - Client Participation Narrative
    - Housing First / Termination Policies Narrative
    - Match
  - 2018 Zoomgrants

- What’s Next
  - Be Prepared!!!! NOFA Release expected in July!!!
    - All Applicants
    - For Direct Grantees
      - E-snaps Electronic Application – Update Profile
      - Code of Conduct
  - HUD NOFA Updates!!!! Wait to hear from your “McKinney” Team
  - Timeliness!!!! Watch for “McKinney” Alerts

REMEMBER: if you receive any HUD updates during the NOFA process don’t worry and don’t do anything until you hear from us. If you have any questions, you can always contact your “McKinney” Team.
FY 2018 NOFA - Background

U.S. Department of Housing and Urban Development (HUD) McKinney Continuum of Care Program funds are competitive funds targeted towards ending homelessness with an emphasis on housing. The competition is annual and begins with release of a formal Notice of Funding Availability (NOFA). The FY 2018 NOFA has not yet been released.

The NOFA changes each year as HUD considers new data, research and best practices, and looks to meet its priorities for the funds. Here is what is known so far for FY 2018:

- **The Tier 1 / Tier2 ranking approach will continue.** Tiers are financial thresholds based on the value of the CoC annual renewal demand (ARD), which is the base amount for which we are eligible to apply. The bulk of the ARD is place in Tier 1, with a smaller percentage placed in Tier 2. The percentage is determined by HUD. Tier 2 was 7% in 2016 and 6% in 2017.

- **Each CoC is required to rate and rank each of its projects according to locally developed criteria.** HUD is expected to continue to apply its own selection criteria which in 2017 included prioritizing permanent housing, as well as low barrier housing serving literally homeless households, performance, and strategic use of resources.

- **Reallocation remains an option** for the creation of new projects can be created through reallocation but only to create new Permanent Housing projects either (1) Permanent Supportive Housing (PSH) projects for chronically homeless, (2) Rapid Re-Housing serving homeless individuals and families who come directly from streets or shelter, or (3) a new “Joint Component” (Rapid Rehousing / Transitional Housing) Program.

- **Bonus funding** is expected, but a specific amount is not known at this time. This funding will be targeted to projects that further HUD strategic goals. Likely this means NEW Permanent Supportive Housing projects that will serve 100% chronically homeless individuals/families or new Rapid Re-Housing serving homeless individuals and families who come directly from streets/shelter or fleeing DV.

- **Rapid Rehousing Set Aside Targeted toward Victim Service Providers**: We have heard that HUD will make available an additional $50 million nationally for a Rapid Re-Housing set aside for Victims of Domestic Violence. No details are yet available

### Key Deadlines

Note: These are HUD-required deadlines, not target dates. Actual dates for the Seattle-King County CoC may be earlier. Watch for alerts and respond accordingly.

<table>
<thead>
<tr>
<th>Date</th>
<th>Element</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 days prior to NOFA due date</td>
<td>Deadline for all local project applications to be submitted for CoC review</td>
<td>CoC must establish a deadline for receipt of local project applications no later than 30 days prior to NOFA deadline</td>
</tr>
<tr>
<td>15 days prior to NOFA due date</td>
<td>Final decisions on projects to be renewed, reduced, eliminated or added to the application</td>
<td>All potential applicants must be notified in writing of all funding decisions.</td>
</tr>
<tr>
<td>2 days prior to NOFA due date</td>
<td>Consolidated Application including the CoC Priority Listing posted on All Home Website</td>
<td>Bonus points for posting CoC Application 2 days prior to NOFA due date.</td>
</tr>
<tr>
<td>NOFA DUE DATE</td>
<td>Submit final CoC Consolidated Application to HUD via esnaps.</td>
<td>DUE DATE announced in the FY 2018 NOFA when released.</td>
</tr>
</tbody>
</table>
Project Review and Tiering
Each year the U.S. Department of Housing and Urban Development (HUD) releases a Continuum of Care (CoC) program Notice of Funding Availability (NOFA), signifying the beginning of a funding competition among Continua of Care (CoC) across the country. Before the application is submitted to HUD, each CoC is required to hold a local funding process that rates and ranks all projects according to local criteria. This local review determines which project applications will be included in the consolidated application, along with their relative priority. This results in the priority listing.

The Tier 1 / Tier 2 ranking approach is expected to continue and all CoC’s will again be required to place projects into one of two required “Tiers”. Tiers are financial thresholds based on the value of the CoC annual renewal demand minus a percentage reduction (Tier 2) determined by HUD and published in the Federal Register (7% in 2016 and 6% in 2017).

Each CoC is required to rate and rank each of its projects. HUD then applies its own selection priorities to the tiered ranking, especially for projects placed in Tier 2. We expect HUD to continue the following priorities for 2018:

- housing type (Permanent Supportive Housing and Rapid Rehousing)
- principles of Housing First (no service participation requirements or preconditions to entry);
- performance and rapid placement and stabilization in permanent housing;
- serving those who are literally homeless, coming from streets or shelter or fleeing DV

Preliminary Rank Order
HUD’s evaluation and selection process has been focused on how well a CoC demonstrates that its projects and investments align with and help achieve HUD’s strategic goals and priorities especially those related to permanent housing—permanent supportive housing and rapid re-housing. HUD is focused on individual project and system-wide performance again with a strong focus on housing performance. To remain competitive the Seattle King County CoC Program process must be strategic in the use of CoC Program funding within our community and be prepared for the 2018 national CoC Program competition.

The CoC rank order will be based on individual project scores which are tightly linked to HUD and the Seattle King County CoC priorities. In addition, the CoC reserves the right to consider additional factors that may adjust the final rank. This would be done to achieve a strong and balanced HUD application that achieves local priorities, maximizes points and thus funding for the entire Continuum. Additional factors that will be considered include:

- the geographic and population diversity of the projects;
- preserving the ability to serve a spectrum of sub-populations;
  - Young Adults
  - Victims of Domestic Violence
  - Chronically Homeless
- the potential impact of the loss of housing units on the CoC homeless system
- the opportunity to respond to local CoC priorities and HUD strategic goals for this fund source, including:
  - No or low barrier to housing
  - Serving literally homeless
  - Rapid exits to permanent housing or long/term housing stability in permanent housing
Local Values

Under our CoC governance structure, All Home King County has an important role in framing CoC policies and priorities, including those for the HUD CoC Program. All Home Coordination Board affirmed the following CoC Program values:

1. Maintain as much HUD Continuum of Care Program funding in our CoC as possible.
2. Promote our goals of reducing racial disparities and making homelessness rare, brief, and one time in King County.
3. Prioritize projects that:
   a. Actively participate in the Continuum of Care
   b. Help advance the collective goals of the CoC, including addressing racial disproportionality, and specifically advance the goal of increasing permanent housing exits for the American Indian/Alaska Native (AI/AN) population
   c. Have movement to permanent housing and subsequent stability as the primary focus
   d. Leverage and do not replace mainstream / other resources
   e. Focus on those who are literally homeless (streets, shelter, transitional housing for homeless)
   f. Participate in the HMIS with complete, high quality data;
   g. Demonstrate low barriers to program entry
   h. Perform well against HUD McKinney Continuum of Care goals and positively impact system performance
   i. Consistently meet and exceed operational standards for spending, match, occupancy and reporting.
4. Listen to, hear, and implement strategies to address the needs of people who access Continuum of Care services.

Community Meeting / Sharing Results

The results of the local Phase I and Phase II process will be used to strengthen our HUD NOFA application and help us to respond to HUD’s announced priorities. The 2018 project rank order status will be determined before we submit the CoC response to the HUD’s FY 2018 NOFA. These preliminary results will be shared at a community meeting.

Local Review and Key Indicators

On or around June 7, 2018, HMIS data was pulled for the operating period 4/1/17 to 3/31/18. This data will be used to assess project performance according to the key indicators that populate the APR. Additional efficiency and effectiveness measures will also be considered. The following review elements were approved by the System Performance Committee of All Home King County.
## 2018 Key Indicator Measures

<table>
<thead>
<tr>
<th>94 Points</th>
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<table>
<thead>
<tr>
<th>1. Movement to Housing: Measured against HUD standards and local performance targets for persons obtaining or maintaining housing.</th>
</tr>
</thead>
<tbody>
<tr>
<td>• PSH: % remaining in PSH for at least 12 months</td>
</tr>
<tr>
<td>• TH: % moving to PH (zero points if &lt; 50%). Full points to meet/exceed system target of 85%</td>
</tr>
<tr>
<td>• RRH: % moving to PH (zero points if &lt; 50%). Full points to meet/exceed system target of 85%</td>
</tr>
<tr>
<td>• Bonus: % TH to PH in 90 days or less</td>
</tr>
<tr>
<td>% PSH moving to other PH destinations</td>
</tr>
<tr>
<td>% RRH moving to PH in 30 days or less</td>
</tr>
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<table>
<thead>
<tr>
<th>2. Income Progress: Measures the extent to which participants show positive changes in income</th>
</tr>
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<tbody>
<tr>
<td>• Exits with Earned Income: Extent to which adults in the program exit with employment income</td>
</tr>
<tr>
<td>• Exits with Non-earned income: Extent to which adults in the program exit with cash income from other sources (e.g. TANF, SSDI) or non-cash (e.g. EBT, Medicaid)</td>
</tr>
<tr>
<td>• No Financial Resources: Extent to which no more than 10% of participants exit with &quot;no financial resources&quot; (cash or non-cash)</td>
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<thead>
<tr>
<th>3. Participant Outreach</th>
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<tr>
<td>• Proportion of Households served coming from streets and/or Emergency Shelter</td>
</tr>
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</table>

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<tr>
<th>4. HMIS Data Quality/Completeness: Measures complete/quality data reported in HMIS (this criterion is waived for confidential DV programs)</th>
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<tbody>
<tr>
<td>• No more than 5% reported missing/not collected etc., for data in any element (excluding Name, SSN, HIV/AIDS status)</td>
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<tr>
<th>5. HUD / System / Program Component Priority</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Program Component Priority:</td>
</tr>
<tr>
<td>‑ Permanent Supportive Housing Project = 16pts</td>
</tr>
<tr>
<td>‑ Rapid rehousing for Families, Individuals, and Young Adults = 12pts</td>
</tr>
<tr>
<td>‑ Transitional Housing = 10pts</td>
</tr>
<tr>
<td>• Program Population Priority:</td>
</tr>
<tr>
<td>‑ 100% of units are dedicated / prioritized for Chronically Homeless = 4 pts</td>
</tr>
</tbody>
</table>
Due Date and Deadline Information:

Whether you are a direct HUD grantee/recipient or a sub-recipient (project sponsor) of the City of Seattle or King County, you must submit your **Phase II: 2018 Local CoC Program Application** to Seattle-King County by the due date and time required in order to be considered for inclusion in Seattle King County’s consolidated HUD CoC Program application.

✓ **A deadline is a deadline!** Submit your Phase II Application by the due date and time of **11:59pm, Friday, June 29, 2018**.

✓ **Late responses will not be reviewed and will mean that the project will be ranked in a non-competitive position and placed at the bottom of the local priority rank order.**

✓ **The Phase II Application must be received via ZoomGrants** by the specified deadline to meet the deadline requirement.

### 6. CoC Priority Narratives

- Client Participation and demonstration of consumer input
- Housing First / Program Termination Policies

### 7. Project Efficiency and Effectiveness Measure

- Project Expenditures: Extent to which the project drew down 100% of HUD funds
- Occupancy: Extent to which the project maintains capacity/occupancy (zero points if less than 85%). Full points if meet/exceed 95%. Note: RRH scores are determined by move-in rate.
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<tr>
<td></td>
<td>• Complete and submit pdf of esnaps application (direct grantees only)</td>
</tr>
<tr>
<td>TBD</td>
<td>CoC Program Community Meeting</td>
</tr>
<tr>
<td></td>
<td>Presentation of FY 2018 priority rank order. All projects notified of final CoC Application Project Listing results</td>
</tr>
<tr>
<td>September / October 2018</td>
<td>2018 Seattle King County NOFA Application Due to HUD—TBD</td>
</tr>
</tbody>
</table>

*Dates and activities will be determined subject to HUD’s release of the 2018 HUD NOFA. Please be responsive to all CoC Program Alerts! All notifications or requests will come via email.*
Seattle King County 2018 HUD CoC Program ("McKinney")

Using ZoomGrants to Submit and Manage Project Applications

In ZoomGrants, Phase II of the application process is distributed amongst **three tabs**. Note that ZoomGrants cannot prevent you from submitting incomplete information in the Application Tables and Application Docs tabs. Be sure to thoroughly review and complete each tab and all responses before submitting your project application/s. **Incomplete submissions will not be ranked.**

**Looking for the CoC Local Application Packet?** This packet is available for download in the Documents tab. This packet includes local process guidelines, information about rank order, key indicator measures, process timeline, etc.

---

**Overview of the PHASE II APPLICATION in ZoomGrants**

- **Summary**
  - Completed during Phase I.
  - Update the Summary tab if info has changed.

- **Phase II: Application Qs**
  - Phase II consists of all three tabs.
  - Be sure to complete each, as applicable.

---

**PHASE II: APPLICATION QS**

Questions are grouped into the following sections:

- **Program Information**
  - Note: Direct Grantees will be presented additional questions in ZoomGrants
- **HUD Monitoring**
  - Direct Grantees only
- **Agency Audit**
- **Annual Performance Reports (APR)**
  - Direct Grantees only
- **Housing First**
- **Housing First – Termination Process**
- **Mainstream Program Benefits and Other Assistance**
- **Consumer Participation / Feedback**
PHASE II: APPLICATION TABLES
This section of the application consists of four tables: (1) Grant/Contract Spending, (2) Match for New Award, (3) SSI/SSD Staff, and (4) SOAR Trainings Attended by Staff. Instructions are provided in ZoomGrants.

![Preview of two tables]

**Grant/Contract Spending**

<table>
<thead>
<tr>
<th>#</th>
<th>HUD Grant #</th>
<th>Total Award</th>
<th>Total Spent</th>
<th>Unused/Unspent Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>0</td>
</tr>
</tbody>
</table>

![Preview of two tables]

PHASE II: APPLICATION DOCS
Depending on the answers you provided in Phase II: Application Qs, you may be asked to provide documentation regarding HUD monitoring and/or agency audits.

**Documents Requested**

- HUD Monitoring: Narrative (no more than 1 page; describe issue and status of concerns/finding)
- HUD Monitoring: all correspondence by and between HUD and current
- Agency Audit: Narrative (no more than 1 page; describe issue and status of concerns/finding)
- Agency Audit: copy of Audit finding AND related correspondence/action to resolve the finding
- Other (1)
- Other (2)
- Other (3)

Direct requests for help as follows:

- re: Technical Questions: ZoomGrant’s TechSupport, available Mon-Fri 8am-5pm, MST, Questions@ZoomGrants.com, (866) 323-5404 x2, or submit a ticket
- re: Content-related Questions: homeless.housing@kingcounty.gov
King County, WA
On behalf of the Seattle King County Continuum of Care
Seattle King County 2018 HUD CoC Program
("McKinney")

Local Process: What you need to know [hide this]
Each year the U.S. Department of Housing and Urban Development (HUD) releases a Notice of Funding Availability (NOFA), signifying the beginning of a funding competition among Continua of Care (CoC) across the country. As part of the HUD application process, each CoC is required to hold a local funding process that rates and ranks all projects according to local criteria. This local review determines which project applications will be included in the consolidated application, along with their relative priority. This local review results in the priority listing.

Here's what you need to know:

1. We expect HUD to continue its emphasis on the following at both the individual program and overall system level:
   - Quality data and demonstrated performance at both the program and system level;
   - Use of Coordinated Entry for All to prioritize and refer people who most need assistance and ensure all programs are engaged and participating;
   - Effective management of resources and reallocation where necessary from lower performing projects to the types of projects/practices most likely to reduce homelessness in the CoC; and
   - Reducing barriers to program entry and utilizing a housing first approach to quickly move persons coming from streets or shelter to permanent housing.

2. We expect HUD to continue its Tiering strategy for FY2018. This requires the CoC to place projects in either Tier 1 or Tier 2 based on HUD established amounts announced with the NOFA when its released.

3. The Seattle King County CoC local funding process relies on Performance Data from HMIS and the HUD Annual Progress Report (APR) as well as project efficiency measures, such as grant spending, occupancy, timely reporting, etc. Shortly after April 23, 2018, HMIS data will be pulled for the operating period 4/1/17 to 3/31/18. This evaluation results in the preliminary CoC performance-based rank order.

4. There are risks and opportunity to consider as you prepare for the upcoming 2018 NOFA. You are strongly urged to review your programs and your data and to keep the following in mind:
   - Chronic Underspend: Projects that consistently underspend may want to voluntarily reduce their renewal grant.
Better Fit with Other Resources: Projects may elect not to renew because other funding resources may present a better fit for the program model or Agency mission;
- Performance: Projects monitoring their own data may know they are unlikely to score well and want to consider future reallocation options.

Please let us know if you have questions or want to talk further about your project and plans for renewing. Use the "Contact Admin" tab or any of the ask-for-help links found throughout this application to reach us.

Your "McKinney" Team,
Kate Speltz (King County) and Eileen Denham (City of Seattle)

Application Status: Not Submitted
$ 0.00 requested

You must be logged in to begin.

**Summary**
(answers are saved automatically when you move to another field)

**Instructions** Show/Hide

Please fill out this tab completely before moving on to the 'Phase 1: Intent to Renew' tab.

To verify your project's full HUD grant award, visit:

Be sure to use the 'Collaborators' section at the bottom of this page to include individuals from your organization who should have access to this Project application and/or should receive Project-specific notices throughout the Seattle King County local process. Agencies are responsible for ensuring that the correct individuals have access to and are set up to receive notifications from ZoomGrants.

*****IMPORTANT NOTICE FOR AGENCIES WITH MULTIPLE CoC PROJECTS:*****
As a reminder, your agency must create and submit one application per CoC Project. Since all applications must be created starting from a single (likely Agency-specific) ZoomGrants account, some of the information on this ‘Summary’ tab will auto-populate and automatically update throughout your open applications. Specifically:

Agency Level:
- Entries made in the 'Applicant Information', 'Organization Information', and 'Executive Director/CEO' sections will automatically update across all your applications. Do not provide Project-specific information in the above listed sections. (Reminder: see note above regarding Collaborators.)

Project Level:
- Entries made in the 'CoC Grant Project Name' and 'Collaborators' sections are unique to this Project's application and will not automatically update across your applications.
### CoC Grant Project Name

### Amount Requested

*Note: this is the same as Renewal Grant Amount/ full HUD grant award*

### Applicant Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td></td>
</tr>
<tr>
<td>Last Name</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td></td>
</tr>
</tbody>
</table>

### Organization Information

*(changes to this data will be reflected on all other applications for this organization)*

[Create an Organization]
King County, WA
On behalf of the Seattle King County Continuum of Care

Seattle King County 2018 HUD CoC Program
("McKinney")

Deadline 6/29/2018

Application Status: Not Submitted

You must be logged in to begin.

$ 0.00 requested

You must be logged in to begin.

Your Phase 1: Intent to Renew must be submitted AND approved before continuing.

Phase 1: Intent to Renew

(answers are saved automatically when you move to another field)

Phase 1: Intent to Renew Status

Undecided /Not Submitted

Ask a Phase 1: Intent to Renew Question
Instructions

- Please submit one CoC Renewal Intent Form for each CoC Program eligible for renewal in the 2018 CoC Process.
- Completion of the 2018 Intent to Renew begins the 2018 CoC Program process and signals your intention regarding participation in the annual CoC Program funding process.
- Submission of this pre-application does not obligate you in any way, nor does it obligate All Home to include your project in the 2018 application to HUD.
- FAILURE TO SUBMIT this completed pre-application by the deadline will make your program ineligible for consideration in the community ranking process. This means that your project will NOT be ranked in the local priority rank order.

NOTE: The ZoomGrants system requires what they call "approval" of Phase 1: Intent to Renew submissions. In actuality, the "McKinney" team will simply review your submission, follow up if needed, and then mark as "approved" in time for you to access the full application. Do not be alarmed by ZoomGrants' stock language.

Grant Information

1. HUD Grant Number
   General format: WA#####L0T##17##

   Maximum characters: 255. You have 255 characters left.

2. Operating Month and Day of Grant
   use 'MM/DD - MM/DD' format

   Maximum characters: 255. You have 255 characters left.

3. Intent to Renew
   select one response

   - Yes, this agency intends to apply for renewal of the grant identified above in the 2018 CoC Program process.
   - No, this agency is choosing NOT to apply for renewal funding for the grant identified above and understands that it will not be included in the 2018 Seattle King County CoC Application.
   - Other: This agency is considering the option to REDUCE FUNDING and would like to discuss.
   - Other: This agency is considering OTHER OPTIONS (i.e., possible conversion to another housing model) and would like to discuss.

Primary Contact

Indicate the individual most responsible for this CoC Project and its application

4. Primary Contact for this CoC Project
   provide full name

   Maximum characters: 255. You have 255 characters left.
5. Primary Contact’s Email
Note: this email address should also be included as a Collaborator on the ‘Summary’ tab.

Maximum characters: 255. You have 255 characters left.

6. Primary Contact’s Phone Number

direct phone number preferred

Maximum characters: 255. You have 255 characters left.

7. Authorized Signature & Title

The Agency certifies that the name and title entered below constitutes the person's signature and that said person is authorized to sign and submit this pre-application on behalf of the Agency.

Maximum characters: 255. You have 255 characters left.

The Phase 1: Intent to Renew deadline has passed.

This Phase 1: Intent to Renew section must be submitted and Approved by the Administrator (not ZoomGrants) before you can fill out the rest of the application.

Click the Submit Phase 1: Intent to Renew button at the top of this tab to submit this section to be reviewed.
King County, WA
On behalf of the Seattle King County Continuum of Care
Seattle King County 2018 HUD CoC Program ("McKinney")

Deadline 6/29/2018

King County, WA
On behalf of the Seattle King County Continuum of Care
Seattle King County 2018 HUD CoC Program ("McKinney")

$ 0.00 requested

Application Status: Not Submitted

You must be logged in to begin.

Your Phase 1: Intent to Renew must be submitted AND approved before continuing.

Phase II: Application Qs

(answers are saved automatically when you move to another field)

Instructions Show/Hide

The Phase II application process consists of three sections, each with its own tab:

Phase II: Application Qs -- *this tab*
Phase II: Application Tables
Phase II: Application Docs

Be sure to thoroughly complete all three sections prior to submission. Incomplete submissions will not be ranked.

Program Information

1. Housing Type

check one

- Permanent Supportive Housing
- Rapid Rehousing
- Transitional Housing
- Joint Component (TH/RRH)
- Safe Haven

2. Target Population

check all that apply

- Project serves 100% chronically homeless and all units are filled by chronically homeless persons.
- Project prioritizes chronically homeless persons and by policy and practice, 100% of units are prioritized for chronically homeless
- 100% of units serve Young Adults (ages 18-24)
3. Is this a direct grant with HUD for your CoC Program funding?

*Note: this is a “branching” question, meaning that your answer will determine which of the remaining questions are applicable to your project.*

- [ ] Yes
- [ ] No

4. As a direct grantee with HUD, I confirm the following:

*To confirm that HUD has your organization’s Code of Conduct statement on file, visit: https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conduct*

- [ ] Central Contractor Registry (CCR)/SAM is current
- [ ] SAM registration will remain current during CoC process
- [ ] Agency Code of Conduct* is current and in esnaps

### HUD Monitoring

This section is only relevant to Direct Grantees. Some responses require you to upload documentation via the 'Phase II: Application Docs' tab. Applications submitted without proper documentation will not be ranked.

5. [HUD Mntrg] Date this program was monitored by HUD (since 01/01/2015)

Type 'N/A' if program has not been monitored by HUD since 01/01/2015; otherwise, use MM/DD/YYYY format

Maximum characters: 255. You have 255 characters left.

6. [HUD Mntrg] Check all that apply:

*Other HUD-funded* programs include but are not limited to: ESG, CDBG, Home, HOPWA.

- [ ] This HUD CoC Program project has unresolved monitoring findings or concerns. (UPLOAD DOCUMENTATION)
- [ ] Other HUD-funded* projects within this agency have unresolved monitoring findings or concerns. (UPLOAD DOCUMENTATION)
- [ ] HUD instituted sanctions on a project of this agency, including but not limited to: suspending disbursements, requiring repayment of grant funds, or deobligating grant funds due to performance. (UPLOAD DOCUMENTATION)
- [ ] None of the above apply

7. Did your project maintain at least quarterly draw downs?

- [ ] Yes
- [ ] No

8. Quarterly Draw Down Explanation

*If your project maintained quarterly draw downs, write 'N/A'. Otherwise, describe why draw downs did not occur quarterly.*
Agency Audit

Some responses require you to upload documentation via the 'Phase II: Application Docs' tab. Applications submitted without proper documentation will not be ranked.

9. [Agency Audit] Date of last agency audit

use MM/DD/YYYY format

10. [Agency Audit] Check all that apply:

☐ There are unresolved Audit findings related to this project. (UPLOAD DOCUMENTATION)
☐ There are unresolved Audit findings related to any other HUD-funded projects in my agency. (UPLOAD DOCUMENTATION)
☐ None of the above apply

Annual Performance Reports (APR)

This section is only relevant to Direct Grantees.

11. Was the program APR successfully submitted on time through SAGE for the most recently expired grant?

NOTE: for most, this will be your FY 2015 grant ending on or before 12/31/2017

☐ Yes, the program APR was submitted on time
☐ No, the program APR was submitted late (PROVIDE EXPLANATION IN NEXT QUESTION)
☐ N/A – this is the first-time renewal for which the original grant term has not yet ended

12. APR Submission Explanation

If you answered 'No' to the question above, then provide an explanation as to why, plus include steps to ensure timely submission in the future. If you answered 'Yes' or 'N/A', then type 'N/A'.

Housing First

Housing First is a model of housing assistance that prioritizes rapid placement / stabilization in permanent housing and does
not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). It is an approach to: 1) quickly and successfully connect individuals and families experiencing homelessness to permanent housing; 2) without barriers to entry, such as sobriety, treatment or service participation requirements; or 3) other preconditions that might lead to the program participant's termination from the project. Adherence to Housing First Principles is a system measure and is a scoring element for the Seattle King County consolidated application. NOTE: CEA bands and screening criteria will be verified for all projects approved for participation in Coordinated Entry for All.

13. **At program entry, this project accepts participants:**
   
   check all that apply
   
   - with no current source of income (or too little income)
   - with active substance use
   - with a history of chronic substance use
   - that have a criminal record (with exceptions for state/SHA-mandated restrictions)
   - fleeing domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement)
   - irrespective of their sexual orientation or gender identity

14. **At program exit, this project ensures participants are NOT terminated due to:**
   
   check all that apply
   
   - Failure to participate in supportive services
   - Failure to make progress on a service plan
   - Loss of income or failure to improve income
   - Being a victim of domestic violence
   - Any other activity not covered in lease agreement typically found in the project's geographic area

15. **Housing First Explanation**
   
   If you did not check all boxes in the Housing First questions, then submit an explanation as to why not. If you did check all boxes, then type 'N/A'.

   Maximum characters: 5000. You have 5000 characters left.

**Housing First - Termination Process**

What rules or behavioral expectations do program participants have to follow for your program? Are these rules and expectations provided in writing? What behavior/issues would cause you to ask someone to leave your program? Describe the process you use to terminate someone, including what supports you provide keep them from being terminated and returning to homelessness? Note: This section will not be scored.

16. **Program Termination / Low Barrier Housing Narrative**
   
   See instructions in section header.
Mainstream Program Benefits and Other Assistance

A HUD priority is to ensure CoCs demonstrate CoC Program funded projects are supplemented with resources from other public and private sources, including mainstream programs that assist homeless program participants in applying for and receiving mainstream benefits.

17. [Mainstream Benefits/ Other Assistance] Check all that apply:
- Case Managers systematically assist clients in completing applications for mainstream benefit programs
- We supply transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs
- We use the DSHS single application form that helps program participants sign up for four or more mainstream programs
- We have staff who systematically follow-up with program participants (at least annually) to ensure that they have applied for and are receiving their mainstream benefits and that benefits are renewed
- We are participating in enrollment and outreach activities to ensure eligible households know of and are enrolled in health insurance (e.g., Medicaid, Medicare, Affordable Care Act options)

18. The project has specialized staff whose responsibility is to identify, enroll, and follow up with clients on participation in SSI/SSD.
   Note: see the 'Phase II: Application Tables' tab for related table.
   - Yes
   - No

19. The project has staff (or contract with another organization who has staff) who participated in a SOAR training regarding Social Security in the last 24 months.
   Note: see the 'Phase II: Application Tables' tab for related table.
   - Yes
   - No

Consumer Participation / Feedback

The CoC and All Home affirm the value that all services should reflect the expressed needs of persons who are experiencing homelessness. All Home believes that the Continuum and individual projects are strengthened when consumers are provided opportunities to contribute experiences and expertise related to the assistance and services that they need.

20. [Consumer Participation/Feedback] Check all that apply:
- The project regularly solicits and responds to feedback from consumers
- The project allows for anonymous client satisfaction surveys or alternate methods of anonymous feedback
- The project provides an opportunity for feedback from all clients at exit regardless of reason for leaving
21. Describe how THIS PROJECT collects/solicits input. Provide a specific example of how client feedback has been used within the project in the past two years.

Maximum characters: 5000. You have 5000 characters left.

REMINDER: be sure to complete full application.

22. I understand that in addition to answering the questions above that I must also complete the 'Phase II: Application Tables' tab and the 'Phase II: Application Docs' tab, as applicable. Incomplete submissions will not be ranked.

I understand that I need to complete the 'Phase II: Application Tables' tab (as applicable)
I understand that I need to complete the 'Phase II: Application Docs' tab (as applicable)
King County, WA
On behalf of the Seattle King County Continuum of Care
Seattle King County 2018 HUD CoC Program ("McKinney")

Deadline 6/29/2018

Application Status: Not Submitted

You must be logged in to begin.

$ 0.00 requested

Your Phase 1: Intent to Renew must be submitted AND approved before continuing.

Phase II: Application Tables
(answers are saved automatically when you move to another field)

Instructions Show/Hide

All tables must be thoroughly completed in order for the project to be ranked.

Need more rows in a particular table? Contact homeless.housing@kingcounty.gov.

NOTES:
- ZoomGrants will not prevent you from submitting incomplete or inaccurate information. Be sure to carefully review the information you provide before you submit your project's application.
- Some tables have built-in formulas. Formulas will automatically calculate.

Grant/Contract Spending

Complete the table below with information about the three (3) most recently COMPLETED grant terms for this project. If your project has less than three years of renewal history, then enter null values across the row(s) that do not apply.

TABLE KEY
- HUD GRANT #: format should be 'WA#####L0T########'
- TOTAL AWARD: For Direct Grantees, this is your total HUD award, including admin. For sub-recipients, this is the amount of your contract.
- TOTAL SPENT
- UNUSED/UNSPENT: ZoomGrants will calculate this field.
- EXPLANATION: if 100% of funds were expended, write 'N/A'. Otherwise, provide a brief explanation of contributing
NOTES:
- Rental Assistance programs will be considered to have fully met standard if they are serving more than the number of households required under their contract.
- All listed amounts will be verified.

<table>
<thead>
<tr>
<th>#</th>
<th>HUD Grant #</th>
<th>Total Award</th>
<th>Total Spent Unused/Unspent</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td>$</td>
<td>$</td>
<td>0</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>$</td>
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</tr>
<tr>
<td>3</td>
<td></td>
<td>$</td>
<td>$</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total**
$ 0.00  $ 0.00  0

**Match for New Award**
Projects are required to have Match. Match commitment letters do not need to be submitted with the Local Application but must be submitted and available for review and upload to esnaps should you be awarded funds.

<table>
<thead>
<tr>
<th>This Project</th>
<th>Award Request (as noted in 'Summary' tab)</th>
<th>Cash Match</th>
<th>In-Kind Match</th>
<th>TOTAL Match</th>
<th>PERCENT Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>0.00</td>
<td>(%)</td>
</tr>
</tbody>
</table>

**Total**
$ 0.00  $ 0.00  $ 0.00  0.00  0.00 (%)

**SSI/SSD Staff**
List all staff who are responsible for identifying, enrolling, and following up with clients on SSI/SSD participation.

NOTE: if no staff are responsible, type 'N/A'.

<table>
<thead>
<tr>
<th>This Project</th>
<th>Staff Name (full)</th>
<th>Staff Title</th>
<th>Organization Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
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<tr>
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<td></td>
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<tr>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**SOAR Trainings Attended by Staff**

Provide information about SOAR trainings attended by staff in the last 24 months. For ease of entry, please group online trainings into one row and only provide the most recent training date.

<table>
<thead>
<tr>
<th>This Project</th>
<th>Date of Training</th>
<th># Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Training (group all)</td>
<td></td>
<td>#</td>
</tr>
<tr>
<td>In-person Training #1</td>
<td></td>
<td>#</td>
</tr>
<tr>
<td>In-person Training #2</td>
<td></td>
<td>#</td>
</tr>
<tr>
<td>In-person Training #3</td>
<td></td>
<td>#</td>
</tr>
<tr>
<td>In-person Training #4</td>
<td></td>
<td>#</td>
</tr>
</tbody>
</table>


King County, WA
On behalf of the Seattle King County Continuum of Care
Seattle King County 2018 HUD CoC Program ("McKinney")

Deadline 6/29/2018

Open Programs | Local Process: What you need to know | Documents | Contact Admin

Application Status: Not Submitted

You must be logged in to begin.

$ 0.00 requested

Your Phase 1: Intent to Renew must be submitted AND approved before continuing.

Phase II: Application Docs

Instructions Show/Hide

The responses you provide to questions on the 'Phase II: Application Qs' tab will determine which documents you need to upload, if any.

NOTES:
- ZoomGrants cannot determine which documents you must upload, nor prevent you from submitting an incomplete application.
- Incomplete submissions will not be ranked.

Documents Requested * Required? Uploaded Documents *

HUD Monitoring: Narrative (no more than 1 page; describe issue and status of concerns/finding)

HUD Monitoring: all correspondence by and between HUD to current

Agency Audit: Narrative (no more than 1 page; describe issue and status of

https://www.zoomgrants.com/gprop.asp?donorid=2209
<table>
<thead>
<tr>
<th>concerns/finding</th>
<th>-none-</th>
<th>Upload</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency Audit: copy of Audit finding AND related correspondence/action to resolve the finding</td>
<td>-none-</td>
<td></td>
</tr>
<tr>
<td>Other (1)</td>
<td>-none-</td>
<td>Upload</td>
</tr>
<tr>
<td>Other (2)</td>
<td>-none-</td>
<td>Upload</td>
</tr>
<tr>
<td>Other (3)</td>
<td>-none-</td>
<td>Upload</td>
</tr>
</tbody>
</table>

*ZoomGrants™ is not responsible for the content of uploaded documents.*