



REGIONAL TASK FORCE ON THE HOMELESS

"OUR COMMUNITY, OUR HOMELESS, OUR ISSUES"

To: 2017 CoC Competition Renewal Applicants
From: 2017 Scoring Subcommittee
Re: Scoring Information – Time Sensitive
Date: July 18, 2017

The 2017 CoC Competitive Notice of Funding Availability (NOFA) was released on Friday, July 14. A summary of the highlights of the NOFA will be distributed to the identified agency point of contact and posted on the CoC website.

Agencies planning to submit one or more renewal applications need to take the following actions. During the NOFA period, rapid reply to these requests is important. Thank you for your understanding and cooperation.

By July 24, 2017 – LOCCS Drawdown report

- 1) Generate a program year-to-date LOCCS expenditure report for the current contract operating period for each renewal project.**

The report should:

- Identify the agency and project
- Identify the project contract start date
- Cover the period of annual operations from the annual start date through June 30, 2017.
- If the current operating year start date is May 1, 2017 or later, please generate the report for the prior project operating period.
- The total amount awarded to the project, the amount expended, and the amount remaining.
- Upload these reports to the appropriate project folders in the 2017 Dropbox established for your organization. Please do not create or use another Dropbox for this purpose.

2) Agency Commitment and Project Planning Form

The 2017 local scoring tools include some items that are commitments for future actions by applicants.

- a. Please review the Agency Commitment and Project Planning form, and complete one form per project indicating your organization's response to each item. The commitments must be signed by an authorized administrator for your agency.
- b. Although there is one form per project, please upload the document (s) to the Documents Used for Multiple Projects folder in the 2017 DropBox established for your organization. Please do not create or use another Dropbox for this purpose.

By August 8, 2017

3) System for Award Management Registration

HUD requires each applicant to have a current registration in the System of Award Management (SAM). Please log into the SAM and update your registration.

<https://www.sam.gov/portal/SAM/>

- a. Upload a copy of your updated SAM registration, showing an expiration date that occurs after December 31, 2017 to the Documents Used for Multiple Projects folder in the 2017 Dropbox established for your organization. Please do not create or use another Dropbox for this purpose.

Thank you for your attention to these matters.