



COC-Y YHDP
Office Hours
Sept 2, 2026
9:00 AM - 10:30 AM



Agenda



September 2, 2026 9:00 am - 10:30 am (PST)		
Agenda Items		Presenter(s)
1	Welcome	Susan Kim
2	YHDP NOFO Updates	Kat Durant
3	CoC Y 24 R2 Quarter 2 Updates	Susan Kim
4	CoC Y 25 Updates and Timeline	Susan Kim
5	Utility Allowances Follow Up	
	YHDP R8 Session (9:30 AM - 10:00 AM)	
6	Policies and Procedures Update	Susan Kim / Kat Durant
7	Invoice Review	Jess Torres
8	Q&A and Grantee Check In	Susan Kim

FY2026 CoC NOFO Update



HUD's appeal is active, but the FY2026 funding notice remains cancelled while the court considers HUD's request.

Court Ruling

FY 2026 NOFO vacated

On August 7, a federal judge canceled the CoC/YHDP funding notice after finding that HUD did not follow required procedures.

HUD Appeal

Appeal remains pending

HUD asked the First Circuit to reinstate the NOFO during the appeal. On August 27, the court requested more briefing about HUD's authority to reserve funds and offer incentives.

What This Means

No FY 2026 applications now

The NOFO and its deadline remain canceled, and HUD is not accepting applications. Wait for new guidance before taking action on the FY 2026 competition.

YHDP Funding Status



Current YHDP Portfolio

Round 2 (12/1/2026 – 11/30/2027)

- CES, HMIS, Host Homes
- RRH, Joint TH-RRH
- Youth System Navigation (YSN)

Round 8 (6/1/2026 – 11/30/2028)

- RRH, Joint TH-RRH

FY2026 CoC NOFO Impact

Youth-Dedicated Funds

Round 2 funding must remain dedicated to youth.

Planned Strategy

Combine Round 2 YSN, RRH and Joint TH-RRH projects into one Transitional Housing (TH) project.

At-Risk Project

Host Homes

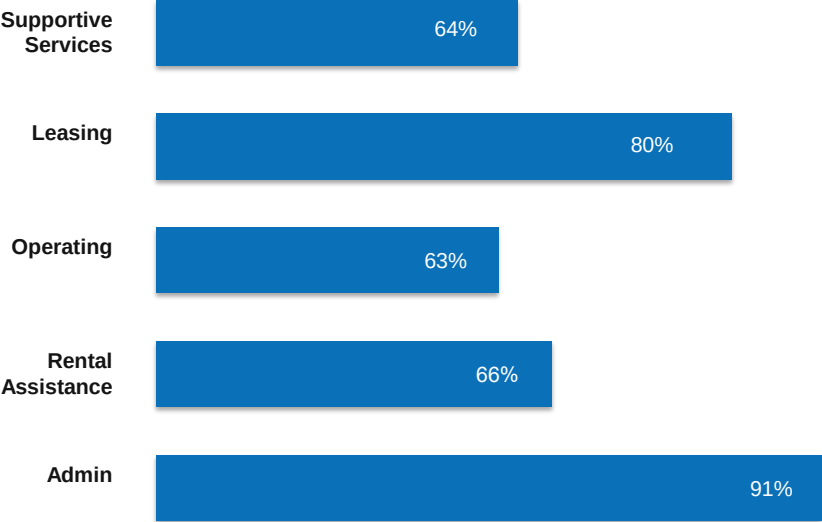
The stand-alone project must compete independently and may not be placed in Tier 1.

COC-Y FY 24 Q3 Outcomes

FY 24 Q3 Report: JOINT TH-RRH

December 1, 2025 - July 31, 2026

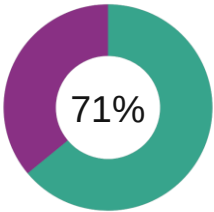
Q3: Joint Expenses YTD (% Spent)



Persons Served



Permanent Housing Rate



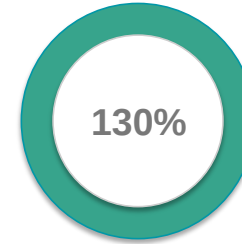
FY 24 Q3 Report: RRH

December 1, 2025 - July 31, 2026

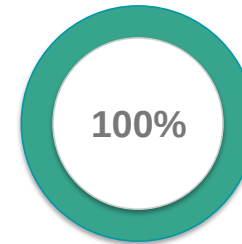
Q3: RRH Expenses YTD (% Spent)



Persons Served



Permanent Housing Rate



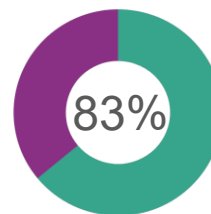
FY 24 Q3 Report: YSN

December 1, 2025 - July 31, 2026

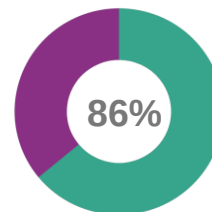
Q3: YSN Expenses YTD (% Spent)



Persons Served



Permanent Housing Rate



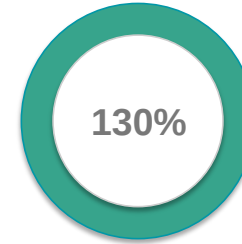
FY 24 Q3 Report: Host Homes

December 1, 2025 - July 31, 2026

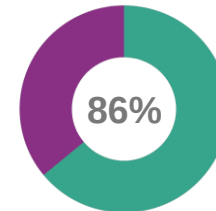
Q3: HH Expenses YTD (% Spent)



Persons Served



Permanent Housing Rate



COC-Y FY 25 Timeline

CoC Y Round 2 Grant Year 2025



September

- 9/17: Preliminary Budget Sent to Service Providers for Budget Development

October

- 10/5: Project Budgets Due
- 10/16: Annual Required Documentation Due in DropBox

November

- 11/2: Contracts Sent for Signature/Review
- 11/9: ZoomGrants Open for Project Submission
- 11/30: Fully Executed Contract

December

- 12/1: YHDP R2 GY 25 Project Start Date
- 12/11: ZoomGrants Profile Due
- TBD: Project Kick Off Webinar

Utility Allowance Follow Up

YHDP R8 P&P Update

YHDP R8 Invoice Review

Prepare Before Starting an Invoice



Have Ready

- ☐ Make sure the cost is eligible, within the approved line item & remaining balance.
- ☐ **Confirm Invoice expense period & line item totals**
- ★ Compile financial reports and proof of payments
- ★ Indirect worksheet Completed
- ★ Rental/Lease Worksheet Completed
- ★ Label the supporting documents using the proper naming convention:
 - Document type+month/year+amount

Completing An Invoice



Submit on Time

- Invoices are due monthly by the 15th.
- Zero Expenditure Reports are required for months with **no eligible expenses**.

Submit Complete Documentation

- Submit all required supporting documentation **in accordance with RTFH guidance**.
- Invoices must be complete to be processed.

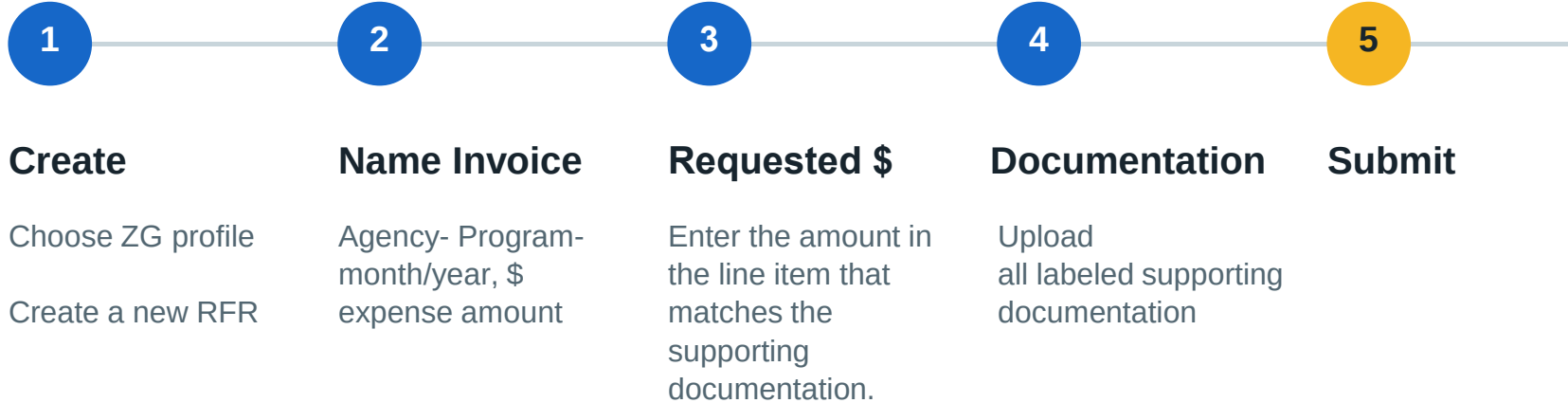
Ensure Records Match

- Financial records should be **complete, accurate, and consistent** across all documents, including:
General Ledger • Payroll • Time/Activity Reports • Invoices • Receipts

Know the Processing Timeline

- RTFH will follow up and return incomplete submissions.
 - If documentation is not resubmitted or remains incomplete, **only eligible expenses supported by the documentation received will be processed**.
- **30-day goal | 45-day contractual processing timeframe**
Processing timelines begin upon receipt of a complete invoice.

Build the Invoice in Five Steps



Prove Every Cost



Cost type	Required Supporting Documentation	Reviewer Confirms
Personnel/Admin	Timesheet; payroll records; labor distribution; benefit support	Who worked, when, allocation, and amount
Lease / Rental Assistance	Lease; occupancy or master lease; lease worksheet; invoice + payment	Eligible unit, period, participant, and paid amount
Consultants / Contracts	Contract, MOU, or SOW; original invoice; proof of payment	Scope, authorization, delivery, and paid amount
Program Operations	General ledger and source support for supplies, utilities, travel, etc.	Business purpose, allocation, and paid amount
Indirect Cost/DMR	Apply the approved rate consistently and attach the invoice worksheet.	Tied to direct costs, no additional supporting documentation required.

Upload summary-level support with the RFR and Subrecipients are expected to keep detailed records & available upon request.

Prevent the Most Common Invoice Delays



Common Gap

Prevention

Amount does not tie to support documentation

Reconcile invoice, worksheet, ledger, and proof of payment.

Wrong month or line item

Check service period, approved budget, and remaining balance.

Missing payment evidence

Include the required check, payroll, ledger, or equivalent record.

DMR/indirect is unclear

Use the required form and show the calculation and source.

Files are hard to trace

Use clear names: document type + month/year + amount.

Upcoming Key Dates



Office Hours

Next Quarterly Meeting:

YHDP R2 & R8:

Tentative Oct 1, 2026
To Be Determined

COC Training Dates

Housing Stabilization & Financial Management

End of September
Time: TBD

Diversion Refresher- Sept 11,
9-4pm registration required

Housing Problem Solving
(Tentative)

APR's Due:

Q3: September 15, 2026
Q4: December 15, 2026

Monitoring

COC Team:

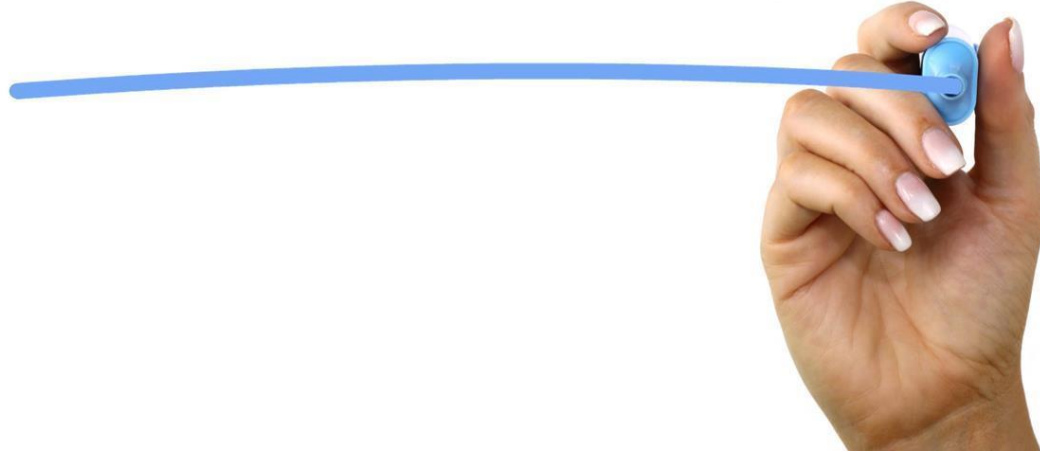
COC-Y (Round 2) In person visits will begin in October 2026.

Grant's Team:

COC- YHDP (R2) - Fiscal Desk Reviews have started.



QUESTIONS





Grantee Check In & Open Discussion





Resources



Grants & Contracts

Financial Questions

grants@rtfhSD.org

HMIS

Data Questions

support@rtfhSD.org

COC

COC Questions

cocsandiego@rtfhSD.org

[RTFH Community Standards](#)
[Click Here](#)

All resources and documents can be found on the RTFH's website: **<https://www.rtfhSD.org/funding/grant-recipients/>**