FY2024 HUD CoC Bidder's Conference
Local Project Application Instructions
FL-510 Northeast Florida Continuum of Care

CoC Consolidated Applicant Project Threshold Criteria

All project applications must meet the following threshold criteria in order to be scored and ranked in the CoC consolidated application:

1. Projects must be in compliance with the eligibility requirements of the CoC Interim Rule, subsequent notices and must meet the threshold requirements outlined in the 2024 Notice of Funding Opportunity
2. Projects are required to participate in HMIS, unless the project is a victim-service agency, serving survivors of domestic violence, or a legal services agency
3. Projects are required to participate in Coordinated Entry, when it is available for the project type
4. Project agrees to use Housing First principles and be low barrier
5. Project has documented the required matching funds (Match docs must be **dated May 1, 2024 to October 30, 2024)**
6. Audit shows agency as a low-risk auditee & no findings
7. Applicant has a Code of Conduct which complies with 2 CFR part 200
8. Member in good standing of Northeast Florida CoC

Required documents for a NEW CoC Project application

NEW Applicants must complete/provide the following documents:

1. E-snaps New Project application, DUE September 11, 2024, 11:59 PM
    a. All required attachments in e-snaps, (match letter, etc.) must contain accurate and complete information and must be dated between May 1, 2024, and October 30, 2024

On or before September 11, 2024, email the following items to Monique Elton @ melton@changinghomelessness.org

***Letter of Intent

2. A copy of the agency's 2022/2023 Audited Financials report and most recently submitted 990
3. Housing First/Low Barrier Questionnaire – Completed
4. A copy of Agency written policies and procedures for the program in which you are submitting a project application
5. Most recent CoC Annual Performance Report or other similar data system to demonstrate performance.

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New Project Score Sheet Overview

The New Project Score Sheet is divided into seven (9) sections with a **maximum number of 251 points.** Outlined below are the section headers with the maximum points available.

A. **Project Application Threshold (see page 1)**
B. **Project Financials- Maximum points: 20**
C. **Project Performance- Maximum points: 50**
D. **Serving Priority Populations- Maximum points: 30**
E. **HMIS Data - Maximum points: 15**
F. **Agency Commitment to CoC Priorities- Maximum Points: 26**
G. **CoC Participation- Maximum Points: 20**
H. **Project Design- Maximum Points: 75**
I. **Bonus Points – Maximum: 15 Points**

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Required documents for a RENEWAL CoC Project application

RENEWAL Applicants must complete/provide the following documents:

1. E-snaps Renewal Project application, DUE September 11, 2024, 11:59 PM
    a. All required attachments in e-snaps, (match letter, etc.) must contain accurate and complete information and must be dated between May 1, 2024, and October 30, 2024.

On or before September 11, 2024, email the following items to Monique Elton @ melton@changinghomelessness.org

2. A copy of the agency's 2022 Audited Financials report and most recently submitted 990.

3. Housing First/Low Barrier Questionnaire.

4. A copy of Agency written policies and procedures for the program in which you are submitting a project renewal application.

5. Most recent CoC APR for the renewal project printed from the SAGE Repository.

6. Canned HUD Data Quality report printed from Client Track (date range must match the APR date range for most recent submitted APR report in SAGE).

7. A printout from the project's eLOCCS account of the General, Budget and Vouchers tab for the most recently ended grant term. *(See Instructions for Finding Project's eLOCCS Information Guide).* Most recently ended grant term is defined as the grant term in which APR and final eLOCCS draw timeframe has passed.

Renewal Project Score Sheet Overview

The Renewal Project Score Sheet is divided into seven (9) **sections with a maximum number of 250 points.** Outlined below are the section headers with the maximum points available.

A. Project Application Threshold (see page 1)
B. Project Financials- Maximum points: 30
C. Project Performance- Maximum points: 40
D. Serving Priority Populations- Maximum points: 55
E. HMIS Data Quality- Maximum points: 15
F. Agency Commitment to CoC Priorities- Maximum Points: 40
G. CoC Participation- Maximum Points: 20
H. Project Design- Maximum Points: 45
I. Bonus Point- Maximum Points: 5