

CONTINUUM OF CARE AWARDS PREPARATION

While the 2016 CoC NOFA has not been released, there are a number of things Continuum's of Care can be doing now. This checklist will help CoC's prepare for the 2016 Continuum of Care NOFA.

Review 2015 Consolidated Application

Carefully review last year's application and:

- Identify areas where you scored low in last year's application.
- Develop a plan to address these areas.
- Make a list of activities that the CoC stated they would accomplish and collect information from stakeholders on progress towards stated goals.

Develop a Governance Plan

Meet with your Governance Committee now to:

- Create resource reallocation strategy (see below).
- Meet with local providers to prepare them for any plans or changes.
- Establish your Ranking and Review Committee and prepare them for their responsibility.
- Prepare a request for proposals for new projects with CoC priorities.

Review Funded Projects

Review your current projects. Ask:

- Which projects are not spending their funding or are not at capacity?
- Which projects are not meeting the performance benchmarks?
- What are the costs per permanent housing exit for each project?

Review Fidelity to Housing First

Review project policies and procedures. Ask:

- Are you offering training and clear guidance for your providers on housing first philosophy and strategies?
- Does your project ranking and prioritization require that all projects be housing first?
- What can you offer in making program changes to align with the housing first policies?

Review Ranking Process and Forms

Review last year's process. Ask:

- Do forms align with the HUD policy priorities?
- Do forms focus on performance for each project?
- Are you prioritizing projects that are efficient with funds?
- Do projects help you reach the goals you state in your application?
- Does your scoring system reflect all of the above?

Create Resource Allocation Strategy

Review all your current projects. Ask:

- Are there projects that are underutilized or underperforming that can be reallocated?
- Are there portions of projects that can be reallocated?
- Are there funds from projects that can be recaptured to create new projects?

Review 2016 PIT/HIC and Performance Data

Make sure your information is accurate. Ask:

- Are there any major changes or discrepancies from the 2015 data?
- Do the projects we apply for reflect the information in our data?
- Are you able to measure performance?
- How do you plan to use this data improve both system and project performance?

Read NOFA Notice

- Plan ample time to review the notice completely.
- Carefully review each SNAPS 2016 CoC Competition Focus notice. These notices give a good idea of what is expected for local communities.