**NEW PROJECT APPLICATION NARRATIVE – CoC PLANNING AND HMIS PROJECTS**

**2022 Special NOFO**

This project application is to be submitted by the Collaborative Applicant and the HMIS Lead to apply for funding for a CoC Planning grant and an HMIS Project grant. As specified in the Review and Ranking policies for the 2022 Special NOFO, the CoC Planning Grant application and the HMIS application will be ranked first and second, respectively, as these project grants are required to maintain a functioning infrastructure for the CoC.

These projects must still pass a minimum threshold to be ranked and included on the Priority List. This new project application narrative for CoC Planning and HMIS Projects is designed to document that these projects have passed minimum threshold criteria and have submitted applications that will be competitive and will strengthen the CoC’s Consolidated Application.

**Applicants should submit this project application narrative template in Word via email to** **HSA\_Homeless\_Programs@smcgov.org****.** CoC Planning and HMIS Project applicants must submit their e-snaps applications by September 23, 2022.

| **General Information** |
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| **Agency Name:**  |
| **Project Name:**  |
| **Project Type (Planning or HMIS):** |
| **Project Contact Info (name, phone, email):**  |

Please provide a brief project description:

**THRESHOLD CRITERIA – PLANNING GRANT ONLY**

The CoC Planning Grant application must receive at least 3 out of 5 points available to be ranked on the Priority List and included in the Consolidated Application. The project may be excluded from the local competition if responses in the e-snaps application do not align with the responses provided in this new project narrative application template.

**Please check yes or no to confirm each of the following minimum threshold criteria will be met in the CoC Planning Grant e-snaps application.**

1. The CoC conducts meetings of the entire CoC membership that are inclusive and open to members and demonstrates the CoC has a written governance charter in place that includes CoC policies. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

2. The CoC has CoC-wide planning committees, subcommittees, or workgroups to address homeless needs in the CoC’s geographic area that recommends and sets policy priorities for the CoC. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

3. The proposed planning activities that will be carried out by the CoC with grant funds are compliant with the provisions of 24 CFR 578.7. (2 points)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

4. The funds requested will improve the CoC’s ability to evaluate the outcome of both CoC Program-funded and ESG-funded projects. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

**THRESHOLD CRITERIA – HMIS PROJECT ONLY**

The HMIS application must receive at least 3 out of the 4 points available to be ranked on the Priority List and included in the Consolidated Application. The project may be excluded from the local competition if responses in the e-snaps application do not align with the responses provided in this new project narrative application template.

**Please check yes or no to confirm each of the following minimum threshold criteria will be met in the HMIS Project e-snaps application.**

1. The HMIS funds will be expended in a way that is consistent with the CoC’s funding strategy for the HMIS and furthers the CoC’s HMIS implementation. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

2. The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

3. The HMIS has the ability to un-duplicate client records. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No

4. The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners. (1 point)

\_\_\_\_\_\_\_\_ Yes \_\_\_\_\_\_\_\_\_ No