2008 CoC Competition Overview

- Later application start date
- Later submission deadline
- December 2008 award announcement
- Fully electronic, on-line application
- Outside grants.gov process

2008 CoC Competition Overview (cont.)

- **On-line entry of data into new system**
  - Applicants enter data for SF-424 and Exhibit 2
  - CoCs review and rank respective Exhibit 2s
  - CoCs enter data for Exhibit 1
- **No paper applications without HUD waiver**
  - Waivers only granted for entire application package (Exhibit 1, all SF-424s, all Exhibit 2s, all attachments)
  - Written waiver request must be received by HUD HQ no later than 30 days prior to application deadline date
    - No high speed internet access anywhere in CoC
    - No computer available in CoC for on-line entry of application

2008 CoC Competition Overview (cont.)

- Paper applications submitted via FAX and/or those where HUD waiver not issued, will **<u>not</u>** be reviewed or scored.

- CoC registration training—April 2008

- Electronic application training (Exhibit 1 and Exhibit 2)—June 2008

- On-line training will be available throughout the entire application period

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2008 CoC Application Attachments

- All attachments must be submitted electronically into the system
  - Documents with written signatures
    - Scan to PDF
  - Supporting documentation
    - Scan to PDF
    - Microsoft Word
    - Microsoft Excel

2008 Applicant Registration Process

- All applicants must have a valid DUNS Number
  - Applies to all organizations submitting a project application (SF-424 and Exhibit 2)
  - DUNS= Dun & Bradstreet Data Universal Numbering System
  - 9 digit number; 4 digit extensions issued to designate departments, divisions, alternate locations for large organizations
    - Example: State Government—DUNS: 123456789
      - State Department of Housing—DUNS: 123456789-0987
      - State Department of Health—DUNS: 123456789-4321
  - Call 1-866-705-5711 to obtain DUNS #; takes 10-15 minutes; no charge

2008 Applicant Registration Process (cont)

- Register with Central Contractor Registration (CCR) to complete:
  - Trading Partner Profile (TPP)
  - E-Business Point of Contact
  - Authorized Organization Representatives (AOR)
- Register early—allow time for processing
  - New and updated registrations can take several weeks
- Register at: www.ccr.gov
- REGISTER NOW!

2008 CoC Registration Process

- New process in 2008!
- Every CoC will need to identify itself in new electronic CoC Registration system
  - Lead Organization
  - Primary Contact
  - Alternate Contact
  - Geographic Areas
- Registration process begins May 2008

2008 CoC Registration Process (cont.)

- CoCs must register by June 30, 2008
- HUD will approve CoC registration
  – CoC will be notified of registration approval
- CoCs failing to register or not approved will not be able to submit application

Accessing New On-Line System

- Request User ID and password
  - At least 1 person from each CoC
  - At least 1 person from each applicant organization
- User ID and password application is completed on-line in just a few minutes
- HUD will notify CoCs and applicants when they can begin requesting User Ids and passwords

New Grant Inventory Process

- One (1) Grant Inventory Worksheet for each CoC completed by FO
  - All grants expiring in 2009
  - All grants expiring 2010
  - All unexecuted grants
- Grant Inventory worksheet will be used to calculate renewal burden
  - Hold Harmless Need amount for 2008 competition
    - The annual renewal amount for all grants expiring 2009
  - Calculate current renewal burden beyond 2008
    - Report to Congress

New Grant Inventory Process (cont.)

- CoC should receive Grant Inventory Worksheet from FO no later than May 9, 2008

- Each CoC must review their worksheet and notify the FO of any issues, errors or concerns by May 19, 2008

- CoCs are encouraged to confirm resolution of issues/concerns via email

Additional Information

- Posted on HUD's HRE
  - http://www.hudhre.info
- Communicated to listserv members
  - Homeless Assistance Programs
  - HMIS
- Join a listserv by clicking on "Join a Listserv" in blue banner at top of HRE home page

Broadcast Overview

- 2007 "Big Picture"

- Lessons Learned in 2007

- Pro-Rata Need "Refresher Course"

- 2008 CoC Application and Registration Overview

- Helpful Questions and Answers