

## Consolidating Eligible Renewals during the CoC Program Competition

This document provides information about consolidating eligible renewal projects, no more than four at a time, into one consolidated project application through the FY 2019 CoC Program Competition process:

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Grant consolidations are not allowed outside the CoC Program Competition process.

### Eligibility for consolidating projects

To be eligible for consolidation, renewal projects must meet all three of the following requirements:

- The project must have a grant expiration date in Calendar Year (CY) 2020 (between January 1, 2020 and December 31, 2020).
- The projects must have the same recipient
- The projects must have the same component and project type (i.e., PH-PSH, PH-RRH, Joint TH/PH-RRH, TH, SSO, SSO-CE or HMIS).

#### Eligible Projects

For more information on the eligibility of renewal projects for consolidation, refer to the [FY 2019 CoC Program Competition: Funding Availability page](#).

HUD will not permit projects with the following characteristics to consolidate:

- Outstanding audit or monitoring findings
- Outstanding obligation to HUD that is in arrears
- Unresolved construction delays
- History of poor financial management or drawdown issues
- History of low occupancy levels, or lack of experience in administering the project type or
- Other capacity issues.

### Project Applicants: Submitting Multiple Project Applications

During the project application process, an applicant for a consolidated project must submit **several** project applications related to the consolidation.

Project applicants interested in submitting a consolidated application must submit:

1. A renewal application for each eligible renewal project being consolidated, including:
  - a. Surviving grant – the PIN\* of the renewing grant number that will be retained in the consolidation and will have the earliest operating start date
  - b. Each Terminating grant(s) – up to 3 – the grant(s) that will be rolled into the surviving grant’s PIN, if HUD approves the consolidation through the application process
2. A “fully consolidated” Renewal Applicant that includes all information for the surviving and terminating grant(s), such as project description, subpopulations served, budget line items (rental assistance, leasing, supportive services, etc.), and match.

#### Multiple Applications

If a recipient wants to consolidate two projects (A and B), it will need to submit three applications:

- Project A: Renewal Project Application, as it currently exists
- Project B: Renewal Project Application, as it currently exists
- Project X: Renewal Project Application for the combined Project A and Project B

\*PIN the first six characters of the grant number. Example: AK0001 is the PIN of the AK00001L5F001702 grant number.

### Project Applicants: Declaring Intent to Consolidate Grants

In every renewal project application, project applicants MUST complete the “Renewal Grant Consolidation Screen” and actively identify whether or not the applicant is requesting that the application is part of a renewal project consolidation in the FY 2019 CoC Program Competition.

For each of the project applications that are part of the renewal project consolidation, the answer will be “Yes.” The renewal project applications for the individual projects are “Individual” project applications and the combined project application is a “Fully Consolidated” project application.

#### Resource

Refer to the [Renewal Project Application Detailed Instructions and Navigational Guide](#) for instructions on submitting a consolidated application in e-snaps.

### Project Applicants: Importing Options

Importing data for individual applications: project applicants may import the FY 2018 project application.

Importing data for the application that is consolidating grants: project applicants may do one of the following:

- Import data from one of the renewal applications being consolidated (most likely the surviving grant). Then, manually edit the application information to include all the project information for the grant(s) being consolidated.
- Choose to NOT import data and instead complete the entire renewal application from scratch and include the project information for all grants being consolidated.

## Collaborative Applicants: Ranking Instructions

After the project applicant submits all of the project applications—each individual project application for each grant being consolidated and the fully consolidated application, the Collaborative Applicant will do the following:

1. Access the CoC Priority Listing.
2. Update the Renewal Project Listing to upload all project applications that have been submitted by project applicants.
3. Review, approve and rank each of the individual project applications that are part of the consolidation in the CoC Priority Listing.
4. Rank the fully consolidated application.
  - The rank number given to the consolidation application **MUST** match the rank number of **one** of the individual projects. This is the only time in the Priority Listing a CoC can give a duplicative ranking number.
  - When the project application appears in the Renewal Project Listing, it will appear with a “C” in front of the ranking number to indicate it is a fully consolidated application.

### Resource

Refer to the [CoC Priority Listing Detailed Instructions and Navigational Guide](#) for instructions on ranking individual renewal applications being consolidated and the fully consolidated application in e-snaps.

## HUD Review of the Consolidated Project Applications

After the CoC Program Competition application submission date, HUD will take the following actions:

- Review the CoC Priority Listing and the renewal project application that was submitted as a fully consolidated project.
- If the consolidated project and accompanying fully consolidated project application meet the NOFA requirements, HUD will:
  - Accept the application for the fully consolidated project
  - Remove the individual applications (surviving and terminating grants) from the CoC Priority Listing: Renewal Project Listing
  - Review the CoC’s request regarding the ranking position of the consolidation project application and place the consolidation project application in that ranked position in the list
- If the consolidation project and accompanying fully consolidated project application do not meet the NOFA requirements, HUD will:
  - Reject the fully consolidated project application
  - Retain the ranking of the individual projects submitted as separate renewal project applications and assess them accordingly for award