Continuing the CoC Program Paths

This resource is intended for Tribal communities that have decided to participate in the CoC Program. *Continuing the CoC Program Paths* is the culmination of the decisions and discussions you have had throughout the first set of resources in this series and provides details and steps necessary to continue. Your arrival at the *Continuing the CoC Program Paths* resource is a major accomplishment on the way to CoC participation.

The first section includes the steps to continue Path 1: Join an Existing CoC, and the second section includes the steps to continue Path 2: Establish a New CoC. These steps are useful to Tribal communities as they prepare to act on Path 1 or 2.

Tribal communities that selected "Maybe" in previous resources have been encouraged to treat a "Maybe" as a "Yes" and continue exploring whether the CoC Program is a good match for their community's needs and priorities. If you are still considering participating in the CoC Program, but do not yet have a definitive course of action, you are encouraged to review the next steps in Paths 1 and 2 and determine whether there are any steps that you would like to take now or in the future.

Additional resources in the *CoC Program Series for Tribal Communities and Organizations New to the CoC Program* will detail planning and implementation steps for CoC Program participation.

> ### Continuing the CoC Program Paths
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> This resource completes the first set of resources in the *Continuum of Care (CoC) Program Series for Tribal Communities and Organizations New to the CoC Program*. It builds upon the responses and self-assessments in the *CoC Program Participation Decision and Assessment* resource and prepares you to continue on Path 1 or Path 2.

Path 1: Join an Existing CoC

Get to Know the Collaborative Applicant

- Contact the CoC.
- If you are more comfortable, reach out to the local HUD Field Office or ONAP Area Office for an introduction.

Become an Active Member of the CoC

- Start attending CoC meetings. (Check the CoC's website for meeting dates and times; full membership meetings occur at least semi-annually, and there should be other open board or committee meetings available to attend.)
- Participate in a role that makes you more involved and visible such as a committee participant, annual Point in Time (PIT) count volunteer, or board member.

Learn About the CoC Application Process

- Read the CoC Program Interim Rule.
- Obtain the CoC's competition calendar, which should include the local competition deadlines.
- Review the CoC's Request for Proposal (RFP); if the current year is not published yet, review the one from the prior year for recent priorities, funding, and timelines.
- Review the CoC's requirements for eligible projects.
- Familiarize yourself with the CoC's preferred activities and priorities.
- Ask the Collaborative Applicant about the CoC's anticipated amount of funding for new projects.

Begin CoC Project Planning

- Talk with Tribal leadership about their interest and level of involvement in the CoC Program. Topics could include geographic location, cooperative relationships with the surrounding jurisdiction(s), and cost/benefit of executing a Tribal resolution.
- Use the information you collected from the *CoC Program Participation Decision and Assessment* resource to identify the entity that can implement a CoC project.
- Level set with the Collaborative Applicant about Tribal sovereignty and how this will impact CoC projects.
- Brainstorm with the Collaborative Applicant about your project ideas and estimated budgets.

Initiate the Tribal Resolution Process

- Identify the geographic area(s) the Tribe is willing to permit the CoC to include in the CoC's geography.
- Ensure Tribal Resolution approval aligns with the CoC's competition calendar.

Complete Necessary Steps to Apply for HUD Funding

- Create *e-snaps* individual staff user profiles. (Use this checklist on the *e-snaps* Resources page to get started in *e-snaps*.)

- Complete a Project Applicant Profile in *e-snaps* for the organization submitting a project application.

- Register at SAM.gov and create a unique entity identification (UEI).

Prepare a Project Proposal for Submission

- Review the relevant Notice of Funding Opportunity (NOFO), once published, and any local NOFO or RFP, if applicable, to ensure they align with the Tribe's interest and needs. The most recent CoC Program NOFO is published on the CoC Program Competition | HUD.gov page.

- Create an internal calendar to align with the CoC's competition calendar.

- Draft a project proposal.

- Seek support from the Collaborative Applicant, if applicable. (For example, ask the Collaborative Applicant about upcoming sessions. CoCs may hold sessions or training webinars to assist applicants through the local application process.)

- Note: If the CoC chooses to include the Tribe's/TDHE's application, the Tribe/TDHE as the project applicant will submit the application to HUD in *e-snaps*, a HUD grant application system. HUD supports the application process each year by providing detailed instructions.

Path 2: Establish a New CoC

Express Interest in Establishing a New CoC

- Email HUD.

Identify Geographic Areas to Include in the CoC

- Use HUD's CoC Geographic Code Report to identify the area(s) that will be included in the CoC. (A Geographic Code Report is published annually and can be found on the CoC Program Competition | HUD.gov page. Review the FY 2023 Report as an example.)

Understand CoC Program Requirements

- Review the CoC Program Interim Rule to learn about required responsibilities.
- Create action items and a calendar to reflect CoC Program activities and requirements.

Seat a CoC Board of Directors

- Invite individuals who will help govern and make decisions on behalf of the CoC.

Create an Open Invitation for Organizations to Become CoC Members

- Invite community members interested in addressing homelessness through social media, newspaper, word of mouth, or Tribe's website.
  See the *CoC Program Recipient and CoC Roles* resource for a list of potential organizations.

Complete Necessary Steps to Apply for HUD Funding

- Create *e-snaps* individual staff user profiles. (Use this checklist on the *e-snaps* Resources page to get started in *e-snaps*.)
- Register the organization that will be the Collaborative Applicant at SAM.gov and create a unique entity identification (UEI).

Stay Up-to-date on the CoC Program and Annual Competition

- Subscribe to the HUD Exchange Mailing List; select email updates for the CoC Point of Contact and the CoC Program.
- Subscribe to the SNAPS mailing list for HUD-issued CoC Program and competition information.
- Review the CoC Program Competition | HUD.gov page.

Identify Entities Responsible for CoC Program Requirements

- Review the roles of the entities
- Designate a Collaborative Applicant (This is the only entity that can receive a CoC Planning grant.)
- Identify a Homeless Management Information System (HMIS) Lead Agency
- Identify a Coordinated Entry Lead Agency

Prepare for CoC Program Registration

- Read the *Continuum of Care Program Registration Notice (Notice CPD-22-02)*.
- Complete a CoC Applicant Profile in *e-snaps* for the CoC and Collaborative Applicant organization.
- Anticipate HUD's announcement in January via listserv message that CoC Program Registration is open.

Complete CoC Program Registration

- Attend or view HUD's CoC Program Registration webinar(s), if available.
- Follow the CoC Program Registration instructions to submit CoC registration in *e-snaps*. See *CoC Program Registration and CoC Review Instructions*.

Prepare and Submit a Funding Application

- Review the relevant Notice of Funding Opportunity (NOFO), once published. The most recent CoC Program NOFO is published on the CoC Program Competition | HUD.gov page.
- Create an application calendar and checklist.
- Identify a team who can draft a funding application.
- Attend or view HUD's CoC Program Competition webinar(s), if available.
- Follow the available resources to submit a CoC Consolidated Application in *e-snaps*. See *CoC Application Resources* and *CoC Priority Listing Application Resources*.
- Have the CoC board approve the final application for submission.