

FY2015 CoC Program NOFA

LA CoC Important Dates and Instructions

September 25, 2015

LAHSA Sub-recipients and HUD Directs,

On September 18, 2015, HUD released the [FY2015 CoC Program NOFA](#). As the Collaborative Applicant, LAHSA coordinates the New and Renewal Project Application process for the LA CoC. LAHSA submits Project Applications in eSNAPS for LAHSA sub-recipient projects and HUD Directs submit Project Applications in eSNAPS for their own projects.

Please check the [LAHSA website](#) and the [HUD Exchange website](#) regularly for updates. Additionally, LAHSA will be sending weekly communications.

Please read this email **carefully** for important dates and instructions.

SUB-RECIPIENT or HUD DIRECT?

- If you are unsure of whether you are sub-recipient or a HUD Direct for your project(s), please check the [FY2015 Grant Inventory Worksheet \(GIW\)](#). HUD Directs are responsible for submitting the Renewal Project Applications in eSNAPS.
 - **Sub-Recipient:** you are a Sub-recipient if one of the following entities is listed in the "Applicant Name" column for your project name. This means that LAHSA, HACLA, HACoLA are the HUD Directs for the project(s) and you are the sub-recipient for the project(s).
 - Los Angeles Homeless Services Authority
 - Housing Authority of the City of Los Angeles
 - County of Los Angeles, Housing Authority
 - **HUD Direct:** you are a HUD Direct if your organization name is listed in the "Applicant Name" column for your project name.

LAHSA SUB-RECIPIENTS:

- **Additional Renewal Project Application Questions**
 - HUD has added new questions to the Renewal Project Applications this year.
 - **ALL** renewal projects must answer the additional questions in this [Survey Monkey Questionnaire](#).
DEADLINE: Thursday, October 1, 2015 at 5:00pm.

HUD DIRECTS:

- **DUNS number and SAM**
 - Project applicants are required to register or update their information with [DUNS](#) and [SAM](#).
 - Read the HUD [DUNS Number and SAM Resource](#) for further instructions.
- **Applicant Profile**
 - Project applicants are required to update the Applicant Profile information in eSNAPS *BEFORE* submitting the project application in eSNAPS.
 - Read the HUD [Project Applicant Profile Instructional Guide](#) for instructions.
- **Renewal Project Application**
 - HUD Directs are responsible for submitting their own renewal project application(s) in [eSNAPS](#). *NOTE: Currently, eSNAPS is only compatible with Internet Explorer*
 - Read the [HUD Instructional Guide for the Renewal Project Application](#) for instructions on how to complete your application.
 - **eSNAPS PDF of Project Application(s) to LAHSA:** HUD Directs must upload a "pdf" version of their eSNAPS application(s) to LAHSA FileShare for LAHSA's review of the project application.
DEADLINE: Thursday, October 8, 2015 at 5:00pm
 - **Submission of Project Application(s) in eSNAPS:** After LAHSA's review and approval, HUD Directs must submit their project application(s) in eSNAPS.
DEADLINE: Friday, October 16, 2015 at 3:00pm

DO YOU HAVE A NOFA QUESTION?

- If you have questions regarding the NOFA application process, please visit our [FY2015 CoC Program NOFA](#) webpage. Questions received from the webform will be answered during our Weekly NOFA Technical Assistance Office Hours.

WEEKLY TECHNICAL ASSISTANCE OFFICE HOURS

- LAHSA will be holding virtual office hours using WebEx every Wednesday from 10:00am-11:00am.
- [Click here](#) to register for our first session on **Wednesday, September 30, 2015, 10am-11am**.

If you have any questions, please send them to snofa@lahsa.org.