



2023 Balance of State HUD CoC Application Timeline

Process	Date
Request for new permanent housing projects sent to LPG lead for further dissemination (prior to NOFO)	April 21 st , 2023
Published pre-application for new CoC projects (prior to NOFO)	May 18 th , 2023
CoC meeting dedicated to review of CoC application process	May 12 th , 2023
Pre-applications for new CoC projects submitted to DHCD	May 22 nd , 2023
BoS Ranking Committee approved by CoC Steering Committee	June 22 nd , 2023
Notification of applicant eligibility for new projects	June 28 th – 29 th , 2023
Timeline emailed for Steering Comm. review and approval	July 12 th - July 14 th , 2023
HUD CoC NOFO and BoS application timeline, and additional requirements available for applicants	July 12 th , 2023- July 14 th , 2023
HUD CoC NOFO and BoS application timeline and additional requirements published for applicants	July 14 th , 2023- July 19 th , 2023
Question and Answer Session Dedicated to the CoC Application Process	July 19 th , 2023
*Email submission of Application Addendum and required supplementary materials to DHCD via email to darl.wilburn@dhcd.virginia.gov and Breanna.green@dhcd.virginia.gov	August 16 th , 2023
Applications and materials available in dropbox to Ranking Committee members	August 16 th – August 18 th , 2023
Ranking Committee meeting	August 28 th , 2023- September 1 st , 2023
Notification in writing (email) of project rankings and funding for final ESNAP submission	September 7 th , 2023
**Submission of appeals	September 12 th , 2023
Review of appeals	September 13 th – September 14 th , 2023
Notification of appeals outcome	September 15 th , 2023
Final Priority Ranking published	September 18 th , 2023- September 19 th , 2023
Submission project corrections and edits in ESNAPS	September 11 th – September 22 nd , 2023
CoC CA Application and Priority Ranking published on website	September 20 th – September 22 nd , 2023
HUD CoC CA Application and Priority Ranking submitted in ESNAPS by DHCD	September 22 nd – September 27 th , 2023



*** Supplementary Materials include:**

1. FY 2023 Renewal and New Project Application Addendum – to be provided, for new and renewal projects
2. Copy of ESNAPS Project Application and Attachments, for new and renewal projects
3. Most recent project APR or an APR (via HCIS or VADATA) ranging from the current grant start date and ending July 31st, 2023
4. For new projects, organization's Code of Conduct (please review HUD's website for your organization's [HUD Code of Conducts](#))
5. Letter of Support from the Local Planning Group

**** Appeals Process**

2023 Balance of State Continuum of Care Funding Appeals Process

- Applicants will receive a summary of the priority ranking on Sept. 7th, 2023.
- Applicants that wish to appeal the ranking committee's decision must notify the Department of Housing and Community Development's Homeless and Special Needs Program Manager (Darl Wilburn, darl.wilburn@dhcd.virginia.gov) in writing via email no later than close of business Sept. 12th, 2023 with the following information
 - Agency name and contact information
 - Project name
 - Specific reason for appeal
- **Applicant should note a clear explanation of the grievance with the grant application or decision-making process in their appeal.**
- The Ranking Committee will review all appeals and make final decisions on Sept. 14th, 2023 via email vote.
- Applicants will be notified in writing of the appeal outcome not later than Sept. 15th, 2023.