

# NC-509 G-L-C CoC ESG Timeline FY17

- September 12th-E-mail announcement to the CoC of the ESG 2017-2018 RFA released by Kim Crawford
- September 14th- Collaborative Applicant(CA) E-mail CoC the following:
  - RFA (Request for Applications) document includes detailed instructions, project application, and regional application from the State ESG office.
  - CoC ESG Threshold
  - Coc ESG Timeline
- September 15<sup>th</sup> -send to contacts to publish on 3 counties websites listed documents
  - City of Gastonia at: <https://www.cityofgastonia.com/continuum-of-care-coc.html>
  - Lincoln County: <http://www.lincolncounty.org/index.aspx?NID=2016>
  - Cleveland County: <http://www.clevelandcountycdc.org/index.html>
- ESG office will have two webinars explaining this year's application (you only need to attend ONE of these webinars). The registration link will appear in official RFA Instructions document, the two webinars will be:
  - **Tuesday, September 19, 11:00am** register:  
<https://attendee.gotowebinar.com/register/3357739571472945155>
  - **Monday, September 25, 1:00** register:  
<https://attendee.gotowebinar.com/register/1897062563528897026>
- September 26th -ESG Thresholds - Letters of Interest with Threshold and related documentation due from the prospective project applicants to the Collaborative Applicant Coc Coordinator Teresa Jacobs:  
[tjacobs@unitedwaygaston.org](mailto:tjacobs@unitedwaygaston.org) and cc: **review chair** [NancyW@cityofgastonia.com](mailto:NancyW@cityofgastonia.com) by **10 AM deadline**. ***Receipt of threshold and documentation, will be confirmed by the e-mail time stamp received by the Collaborative Applicant CoC-Coordinator.***
- September 27<sup>th</sup> - Review Committee & CA meet @11:00 A.M. to review ESG thresholds received, RFA, and Scorecard
- September 28<sup>th</sup>-Notification of Threshold acceptance to apply and attend mandatory workshop
  - **Mandatory Project ESG workshop - Friday, September 29, 2017 10:00-12:00 Noon at UWGC**
    - **Workshop is Q & A of RFA, review of project application and scorecard review**  
*(It is ok to begin the project application prior to this date)*
- October 10<sup>th</sup> –Advisory Committee input on Regional application
- October 11<sup>th</sup> (Wednesday)- **Project applications delivered** to UWGC by 10 AM (3 tabbed notebooks and a Flash drive with digital copy of all tabs submitted in notebook)
- October 16<sup>th</sup>-18<sup>th</sup> -Review Committee to score and approve applications 9 AM- 2 PM each day as needed.

- October 19<sup>th</sup> –Review Committee discussions with applicants; applicants e-mail [NWelch@cityofgastonia.com](mailto:NWelch@cityofgastonia.com) to schedule your appointment time.
- October 20<sup>th</sup> -Applicants receive scores, ranking, and approved funding amount and approval/rejection for regional submittal from review committee
- October 23<sup>rd</sup>-Appeals heard by Review Committee of ***only rejected applications***. Appeal request is to be e-mailed to [NWelch@cityofgastonia.com](mailto:NWelch@cityofgastonia.com) and will be scheduled as needed.
- October 24<sup>th</sup>-25<sup>th</sup> Regional Application completed by Collaborative Applicant (Local Planning Area (LPA)-Lead Agency)
- October 26<sup>th</sup>-Assembly of ESG regional submittal
- October 27<sup>th</sup>-Overnight Regional submittal to ESG office
- October 23<sup>th</sup>- Applications must be delivered or postmarked by: **ESG deadline of Monday Oct 30<sup>th</sup>**
- October 30<sup>th</sup>- **ESG deadline**

**Project Applicants & Interested Applicants are advised to begin immediately on the following required documents to be submitted for ESG application process. These lists are found in the attached ESG Application Instructions:**

**Project Operations Guidelines including:**

- Program Rules
- Program Intake form(s)
- Fair Housing Policy, Anti-discriminatory Practices
- Appeals, grievance, termination policies
- HUD Corrective Action Plan (if any)

**NC DHHS Required Contract Certification Forms**

1. Federal Certifications
2. State Certification
3. No Overdue Taxes Certification Form
4. Annual IRS Tax Exemption Verification Form
5. Annual Conflict of Interest Verification
6. Current Certificate of Insurance