North Carolina
Balance of State Continuum of Care

bos@ncceh.org   919.755.4393   www.ncceh.org/BoS

FY2023 CoC Program Competition
Pre-Competition Scoring and Standards Review
Instructions and Checklist

Agencies must submit information and documents for a Pre-Competition Scoring & Standards Review for Renewal Projects they plan to renew in the FY2023 CoC Program competition by **6 PM on Thursday, April 27, 2023.**

Agencies must submit all information to the Smartsheet link per project. Agencies should select the box found at the bottom of the Smartsheet page and enter your email address to receive a copy of your response which will serve as your submission confirmation.

Smartsheet Link: Pre-Competition Scoring & Standards Review Smartsheet Link

For each Renewal Project, applicants must submit:

☐ HUD CoC Grant Number –

   This is the number listed on the project's FY2022 HUD Grant Agreement. Please enter FY2021 HUD CoC grant numbers if FY2022 HUD CoC grant numbers have not been released by the time you submit this information. If a grant number has not yet been issued, put in the name of the Project.

☐ Project Name

   The name your agency uses for the project.

☐ Project Type (PSH/RRH)

   Select either PSH or RRH from a dropdown menu

☐ Contact Information

   Enter the name, email address, and phone number of the person who is responsible for and can answer questions about the project.

☐ Program Policies & Procedures (Word)

   Upload the program's policies & procedures document in Word.

☐ A Sample Lease (PDF)

   Upload a sample lease in PDF.

☐ CY2022 Annual Performance Report (PDF)

Upload a PDF of the program's Calendar Year 2022 Annual Performance Report (1/1/2022 – 12/31/2022). CSV files will not be accepted. FY2022 newly awarded projects will not submit an APR since they were not in operation during calendar year 2022.

In HMIS, the CoC-APR report is located under "Provider Reports" on the Reports Dashboard. For instructions on how to pull an APR:
https://www.ncceh.org/media/files/page/b4e11bec/coc-apr-guide.pdf

Instructions for pulling the CoC-APR are in the first 5 slides. For the program date range, enter 1/1/2022 – 12/31/2022.

Once the report has been pulled up on the dashboard, agencies should hit CTRL-P to pull up the print function and change the destination to PDF, then hit save.

For DV providers only, agencies should follow the same instructions to run an APR report through their comparable database.

☐ **For PSH Projects**: Pre-Competition Renewal Applicant PSH Form (Word)

Permanent Supportive Housing applicants should complete this form with their Policies and Procedures Page References and Coordinated Entry HMIS ID and CE Assessment scores. For DV agencies, please enter the Comparable Database ID and CE Assessment scores.

☐ **For RRH Projects**: Pre-Competition Renewal Applicant RRH Form (Word)

Rapid Rehousing applicants should complete this form with their Policies and Procedures Page References and Coordinated Entry HMIS ID and CE Assessment scores. For DV agencies, please enter the Comparable Database ID and CE Assessment scores.