



DUPAGE COUNTY CONTINUUM 2024 CoC FUNDING APPLICATION TIMETABLE 5-6-24

TASK	DATE	RESPONSIBLE PARTY
HUD CoC registration notice published	January 9, 2024	HUD
HUD announces 2023 funding awards	January 29, 2024	HUD
2023 Debriefing	February 28, 2024	HUD
Registration completed	March 7, 2024	Peg White Lijewski, CoC Consultant
One Night Sheltered and Unsheltered Count Completed	January 31, 2024	Homeless Service Providers/HMIS System Administrator
Notice of 2024 Fund Availability and Request for Project applications emailed to all Continuum members and posted. 2024 CoC Ranking Criteria posted on website.	February 2, 2024	Peg White Lijewski, CoC Consultant prepares and sends to Lisa Snipes Lisa Snipes, Senior CD Specialist
2024 CoC Project Performance Evaluation (PPE) and link to Neighborly distributed via email to CoC members and posted on website	February 2, 2024	Lisa Snipes, Senior CD Specialist.
Project Performance Evaluations in Neighborly must be completed by all applicants	February 23, 2024	CoC funding Applicants
Business Plan/Cost Forms available in Neighborly.	February 23, 2024	Lisa Snipes Senior CD Specialist
Verbal presentations of proposed new projects, project changes and changes in renewal projects. Verbal presentations from projects identified through the Project Performance Evaluations will be conducted at the Gaps and Needs Committee meeting. Renewals requiring verbal presentation will be notified by 02/28/24. <i>All potential applicants must attend these meetings and all members of the Continuum are encouraged to attend!</i>	March 21, 2024	HUD Applicants Gaps and Needs Committee March 21, 2024
Update CoC Applicant Profile in esnaps and notify grantees to update theirs.	April 1, 2024	Peg White Lijewski, CoC Consultant
Review of initial information on new projects and renewals for 2024. List which matches HUD approved awards for renewals.	April 17, 2024	Lisa Snipes Senior CD Specialist Leadership Committee April 17, 2024
Business Plan and Cost Forms completed in Neighborly for all new and renewal projects	May 1, 2024	Applicants – all Business Plans and Cost Forms due in Neighborly
Complete Admin scoring of all applications	May 1- May 10, 2024	Lisa Snipes
Review of preliminary scoring of all project Business Plans, Cost Forms. Give instructions for the members scoring. Review Score Assist Form.	May 13, 2024 – scheduled meeting	Lisa Snipes Senior CD Specialist and Rank and Review Committee scorers

DUPAGE CONTINUUM
CoC SCHEDULE 2024
Preliminary January-July 2024

Also develop any questions for applicants at same time.		
Email Score Assist Forms after the meeting to Rank and Review members with pre-populated formula scores.	May 14, 2024 (same day as meeting)	Lisa Snipes Senior CD Specialist
Rank and Review committee members complete scoring of selected questions on projects in Neighborly and notify Lisa Snipes.	June 17, 2024	Rank and Review Committee members
Review of the committee members scores and completion of average scores workbook for each project. Forward average scores workbook to Rank and Review members.	June 24, 2024	Lisa Snipes
Review of project scoring recommendations - consensus on final scoring of all projects.	July 1, 2024	Rank and Review Committee meeting 3:30-4:30 pm Lisa Snipes prepares final workbook and revises final average scoring worksheet for Leadership.
Leadership review of the project scoring recommendations from Rank and Review committee.	July 17, 2024	Leadership Meeting July 17, 2024 Final action taken on project scores. May not reflect final project tiering.