

**501-FL – Tampa/Hillsborough County CoC**  
**FY 2022 HUD CoC Competition – Project Application Checklist for Submission and Scoring**

The project’s direct or sub-recipient applicant must provide the appropriate (new/renewal) application submission package items, listed below by project application type, **by 3:00 PM on Tuesday, August 30, 2022 via the One Drive Link.**

Each project application submission package should be a single PDF file that contains all required information. Documents in the submission packet should be using a paper size of 8.5” x 11”. For any pages in landscape format, the orientation should be the top of the page on the secured side of the package.

*This checklist is provided to assist applicants in ensuring all required items are included in their submission packet. This checklist is not a required submission document.*

<b>RENEWAL Project Applications – Submission Package Checklist (Critical System Projects – see below)</b>	
1.	Submit the following documents for the CoC Ranking and Review Committee to complete the project’s Project Performance ScoreCard:
	○ Canned CoC APR printed from UNITY for Renewal Project with <b>Report dates of 10/1/2020-9/30/2021</b>
	○ Housing First/Low Barrier Questionnaire – Completed and signed
	○ Persons with Lived Experience Narrative – not to exceed 1 page (approximately 500 words, single spaced)
	○ Improving Assistance to LGBTQ+ Individuals Narrative
	○ A printout from the project’s eLOCCS account of the General, Budget and Vouchers tab for <b>the most recently ended grant term</b> . (See Instructions for Finding Project’s eLOCCS Information Guide).
	○ Copies of the match documentation submitted to HUD for your <b>most recently ended grant term</b>
	○ Race Gender Ethnicity Analysis Form - via Google Form submitted no later than the Date/time indicated above
2.	Complete and submit the FY 2022 renewal application in e-snaps for the project. Provide (submit) a screen shot or PDF of only the submission summary, showing the renewal application was submitted in esnaps by 3:00 PM, Tuesday, August 30, 2022. You <b>do NOT need to submit the full application submitted – only proof it was submitted to the CoC, via esnaps, by the CoC submission deadline</b>

<b>New and Critical System Project Applications – Submission Package Checklist</b>	
	Complete and submit the FY 2022 renewal application in e-snaps for the project. Provide (submit) a screen shot or PDF of only the submission summary, showing the renewal application was submitted in esnaps by 3:00 PM, Tuesday, August 30, 2022. You do NOT need to submit the full application submitted – only proof it was submitted to the CoC, via esnaps, by the CoC submission deadline