**Days Needed after NOFA release for Project Application Process**

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| Step 1 | HUD CoC NOFA released | Wednesday, July 3, 2019 |
| Step 2 | Project Applicants receive timeline for application process (within 5 business days after HUD NOFA released) | Wednesday, July 10, 2019 |
| Step 3 | Guilford CoC/Collaborative Applicant Releases Local RFP (within 10 business days after HUD NOFA released) | Friday, July 12, 2019 |
| Step 4 | LOI due (10 business days after RFP released) | Friday, July 26, 2019 |
| Step 5 | Collaborative Applicant Posts Review & Selection Process on website and announces application information/training session (approximately 3 weeks before the deadline of project applications) | Between July 15-19, 2019 |
| Step 6 | Training sessions held | Racial Disparity Training, July 31 - 11 a.m. till 1 p.m. with lunch OR Tuesday, July 30 at 10 a.m. and Thursday, August 1 at 2 p.m. (one in HP and one in Gso). Other possible topics: Fair Housing Training. |
| Step 7 | Project Applications due to Guilford CoC (at least 30 days prior to HUD CoC deadline per NOFA) | Friday, August 9, 2019 |
| Step 8 | Renewal Project Applicants receive project performance scores for review (at least 4 days prior to SPE Committee meeting – 2 days to review; 1 day to correct; 1 day to distribute to SPE Committee) | no later than Thursday, August 8, 2019 (distribute to SPE Committee after Project Applicants review) |
| Step 9 | SPE Committee meets within 5 business days of project application deadline | Thursday, August 15, 2019 – 10 am - 12 pm |
|  | # of BUSINESS DAYS NEEDED | approx. 30-35 Business Days |

**Days Needed for Project Review and Selection Process**

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| Step 1 | SPE Committee meets and prioritizes  | Business Day 1 – August 15, 2019 |
| Step 2 | SPE Committee chair notifies BOTH project applicants AND Board chair (Board schedules meeting after Appeals Process window, which falls between Day 10-14) | Business Day 2 – August 16, 2019 |
| Step 3 | Board chair notifies Board of Directors of meeting scheduled between Day 10-14 | Business Day 3 – August 19, 2019 |
| Step 4 | Project applicants must submit appeals to SPE Chair (within 3 business days of notification – Step 2); SPE Chair notifies Appeals Committee | Business Day 5 – August 21, 2019 |
| Step 5 | Appeal process complete (within 3 business days of receipt of appeal) | Business Day 8 – August 26, 2019 |
| Step 6 | Appeals Committee notifies appealing agency of its decision (within 2 business days) | Business Day 10 – August 28, 2019 |
| Step 7 | Board must meet & votes | Business Day 10-14 – no later than September 4, 2019 |
| Step 8 | Board notifies membership of final prioritization | Business Day 15 – September 5, 2019 |
| Step 9 | Membership meeting | Business Day 17 – September 12, 2019 |
|  | SUBTOTAL of BUSINESS DAYS per Guilford CoC policies  | 17 Business Days |
|  | SUBTOTAL of OTHER DAYS - There are 9 additional weekend days or holidays for preceding steps. | 9 Weekend Days/Holidays |
| Step 10 | HUD-required acceptance/rejection letters go out (HUD doesn’t specify 15 “business” days) | September 13, 2019*HUD requires 15 days in advance of CoC deadline –September 30, 2019* |
|  | # of DAYS NEEDED | approx. 36-41 Days |