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## 2023 Santa Cruz County CoC/YHDP Application Instructions and Checklist

**1. LOCAL PROJECT PROPOSAL**

Deadline: **Tuesday, August 29, 5:00pm PDT**

Submit via e-mail (no paper copies) to: housingforhealth@santacruzcounty.us AND tonygardnerconsulting@yahoo.com

[ ]  Completed Local Evaluation/Application for your type of project: (1) renewal project, or (2) new project.

[ ]  Most recently completed CoC Annual Progress Report (APR) *(renewal projects only)*

[ ]  Any HUD Letters with HUD Monitoring Findings, dated 7/1/22 or later, relating to your project including follow correspondence *(renewal projects only)*

[ ]  Latest Independent Audit, only if available *(all projects)*

[ ]  Summary of any agency client surveys or focus groups conducted in the previous two program years, only if available *(all projects)*

[ ]  Match letters, need not be submitted but must available for HUD review.

**2. HUD ELECTRONIC APPLICATION (E-SNAPS)**

Deadline: **Tuesday, August 29, 5:00pm PDT**

Submit via e-snaps**:** <https://esnaps.hud.gov/grantium/frontOffice.jsf>

 **(No need to submit paper to H4H staff or CoC Consultant)**

[ ]  Project Application, including all required charts, narratives, certifications, and attachments.

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Please do not hesitate to contact H4H at housingforhealth@santacruzcounty.us or tonygardnerconsulting@yahoo.com if you have any questions.