

Project Selection Process for funds designated through the Mendocino County Homeless Services Continuum of Care

1. Designate the COC Funding Committee or Board Member to be the Point of Contact (PoC) for the Project Requests. This PoC will be responsible for the following tasks.
2. Distribute Notice of Funding Availability (NOFA) with local CoC contact information, Request for Projects and deadline for project submission, through CoC and CoC Board Agency email distribution lists.
3. Post the above documents to the CoC website.
4. Run a press release with NOFA and local contact information.
5. Contact and confirm potential reviewer candidates. Reviewers must verify that they do not have a conflict of interest (sample document attached).
6. Receive completed applications.
7. Review packets to make sure necessary information is included.
8. Distribute packets and scoring tools to reviewers.
9. Receive the completed scoring tools from reviewers.
10. Convene a meeting with review team to develop list of projects to recommend to the COC for funding.