

2018 HUD CoC Program – Regional Applications

FAQ – updated August 6, 2018

For your convenience, this FAQ is split into two parts. The first part answers questions that are more directly about content for how your agency might answer certain questions. The second part answers technical questions about the online application tool itself.

Application Content Questions

? Section 13 – Budget: Are there expense combinations that HUD does not allow?

Answer: Yes. HUD does not allow rental assistance & operating, or rental assistance and leasing. The only exception is for a Joint TH-RRH project, for which leasing is allowed for the TH component, and rental assistance is allowed for the RRH component.

? If I want to do a new project and a renewal project, do I need to complete two different applications?

Answer: Yes. Each project must have a separate application.

? What is the standard case load for a full-time-equivalent (FTE) case manager in a Rapid ReHousing Project?

Answer: 20 - 25

? Section 7 – 12 Month Discharge: If my agency exits someone from a RRH project because they have timed out (funding source will no longer pay), do I count this towards my termination %?

Answer: No, you do not need to count households that were exited because of the funder requirements.

Technical Application Questions

? Do I need to hit "mark as complete" on each page before I go to the next section?

As soon as you answer the questions to Section 2 you do want to "mark as complete" since those answers alter how the conditional logic works later in the application. For other sections you can hit "save and continue editing." However - at any time before you submit you can always reopen a section that you had previously marked as complete. To the right the application page you are on, at the very top, there are 3 dots. If you hit those dots it gives you the option to download that section or to reopen it and edit. You will need to hit "mark as complete" for each section prior to submitting the application.

See example below of where to find the dots that give you the option to reopen and edit a section you had previously marked as complete.



? How do I make a PDF of my application?

To make a pdf of an individual section you can select the 3 dots at the top of the page for each individual section and then hit "download". See the sample below –



To make a pdf of the entire application you can go to "My Applications" at the top of your page, select the application for which you want to make a pdf, and then select the three dots. It will give you the option to create a pdf of the entire document. See the sample below -

CoC FL-507 Regional Request for... [↗](#)

Preview ...

Martha Test

ID: 2018-0000000040 Status: Application in Progress

APPLICATION ACTIVITY

A red arrow points to the three-dot menu icon in the top right corner of the card.

? Section 15: The project timeline chart doesn't allow me to select more than one option for activities per month

Answer: The charge was updated on 8.2 and you can now select multiple activities for each month

? Section 13: Budget: Some of the expense tables don't have a total row

Answer: This has been corrected as of 8.2