

YHDP Procurement Process Timeline

Action	Deadline	Responsible
Request volunteers for procurement workgroup made up of YAC members and non-conflicted adult partners from Youth Subcommittee	During Tue 4/23 YHDP planning meeting	TA will request that volunteers notify them by email by noon next day (4/24)
Develop procurement process, application package, and scoring tool for YHDP-funded projects	Between Wed 4/24 and Fri 5/3	TA will facilitate procurement workgroup through development process
Procurement package to Finance Committee for final review	By Mon 5/6	TA will ensure package is submitted
APPLICATION POSTED	Tue 5/7	CoC Executive Committee
Information session for interested applicants	Fri 5/10 from 10:30am-12pm	TA will facilitate, answer questions about HUD reqs, etc.
APPLICATIONS DUE	Tue May 28th by 5pm ET	Collected by
Procurement workgroup to review and score applications	Between Wed 5/29 and Fri 6/7	TA will support/facilitate review and scoring process
Procurement workgroup makes funding recommendation made to Finance Committee	By Monday 6/10	
Finance committee makes recommendation to CoC Board for final vote	By Wed 6/12	
YHDP PROJECT AWARDS ANNOUNCED	Friday 6/14	CoC Executive Committee
Applications due to HUD in esnaps	Friday 6/28	Recipient organizations