# How to ZoomGrants

SNH CoC Local Competition – 2024

**PRE-APPLICATION GUIDANCE** 

## Click on the link to access the application

<u>https://www.zoomgrants.com/zgf/2024SNHCoCLocalApplication</u>

ALL application pieces will be submitted in this portal.

# Anyone will be able to view the application. You must login to submit an application.

	Existing ZoomGrants™ Users: Email
	Password
	Stay logged in? (Admins and Reviewers only) Login Forgot password?
Help Hope Home	HELP RESOURCES A▲▼
Powered by ZoomGrants™	
	Search Search
	You must be logged in to apply. New ZoomGrants™ Account
Clark County, NV Help Hope Home	Deadline
2024 SNHCoC Local Competition	
VIEW OPEN PROGRAMS HIDE DESCRIPTION CONTACT ADMIN	
Description [hide this]	

Previous ZoomGrants applicants can log in even if you've not applied for CoC funds before.



Available Programs

ZOOMGRANTS

No programs are available.

To access your submitted applications, login above as an Existing ZoomGrants User.



Click on the Apply button next to the program title.



### Description [hide this]

The United States Department of Housing and Urban Development (HUD) releases funding through the Continuum of Care (CoC) Program to assist people at imminent risk of or experiencing homelessness. In the Southern Nevada region, the CoC is the Southern Nevada Homelessness Continuum of Care (SNHCoC), and SNHCoC is responsible for preparing the annual application for HUD CoC funding.

For detailed information related to the SNHCoC local application please visit https://helphopehome.org/funding-opportunities/

NOTE: Agencies that are seeking funding for multiple programs need to submit one pre-application per program, but only need to submit their audited financials and nonprofit documentation once, in one of their applications. However, project-specific information from SAGE and eLOCCS must be uploaded individually for each renewal project.

Select HIDE or SHOW for each section to expand and minimize each section.



Amount Requested \$

These tabs will show each of the application pieces. Please complete the Summary and Pre-Application as Phase 1 of the local application process. The Phase 2 tab will be added in soon.

#### Collaborators



# Additional Contacts for this Application Additional Contacts will be copied on all emails sent to the application owner regarding this application. Enter ONLY email addresses separated by a comma. No names. No titles. No phone numbers.



At the bottom of the summary page, you'll be able to add your colleagues and give them access to your application. Click the editing option for them to be able to review and edit. Or you can give them viewer rights only.



### My Account Home



At any time, you may make a duplicate of your application. This is helpful if you are applying for more than one project.

After reviewing the Pre-Application questions, determine when you want to duplicate your application. Be sure to change the project name and any specific project information related to new project.

Also remember you'll need to submit each application.

## On the Documents tab, you'll need to upload your documents using the Upload option. Please note you'll need to refresh this screen after uploading to see that it is actually uploaded.



### Note the Letter of Interest is a template that can be downloaded as a fillable form and then uploaded after filling it out.



### **Submit Pre-Application**

This Pre-Application section must be submitted and Approved by the Administrator (not ZoomGrants) before you can fill out the rest of the application. Click the Submit Pre-Application button at the top or bottom of this tab to submit this section to be reviewed.

# When the Pre-Application has been completed to your satisfaction, consider printing a PDF version to keep for your records and then hit the "Submit Pre-Application" button.

# Oopsie – if you try to submit before completing the questions, you won't be able to do that.

### Application Completion [hide this]

By entering your initials here you certify this submission truthfully and accurately represents your application and is hereby submitted for review. Submission of this application does not, in any way, guarantee that your application will yield a favorable result. Submission of this application also indicates your agreement to the terms of using ZoomGrants<sup>™</sup>.

By submitting this application, you hereby certify that you have been duly authorized by the applicant to submit this Application, and to ensure compliance with its Requirements, Restrictions, and Certifications. Any false, fictitious, or fraudulent statements or claims may be subject to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001).

#### Some fields are missing answers:

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Summary - Agency/Organization Nickname (or abbreviation) Project Application Question 1 Project Application Question 2 Project Application Question 3 Project Application Question 4 Project Application Question 5 Project Application Question 6 Project Application Question 7 Project Application Question 8 Project Application Question 9 Project Application Question 10

Submit

On your home page, submitted applications will be saved under that tab.

Incomplete Applications (1)	
(full application not yet submitted)	
show/hide	
Clark County, NV 2023 Continuum of Care Local Application Process (dea	adline 8/14/2023)
\$0.00 Application ID 446113	- C i



(full application submitted, decision pending) show/hide

# Got questions?

- Technical questions related to the ZoomGrants portal:
  - <u>Questions@ZoomGrants.com</u>
- Technical questions related to the SNH CoC Application:
  - <u>HelpHopeHome@ClarkCountyNV.gov</u> with subject line: 2024 NOFO
  - Or check the FAQs on <a href="https://helphopehome.org/funding-opportunities/">https://helphopehome.org/funding-opportunities/</a>
- Other NOFO related questions will be forwarded to Elaine and her team.
  - <u>HelpHopeHome@ClarkCountyNV.gov</u> with subject line: 2024 NOFO (Elaine)