#### CONTINUUM OF CARE

2017 COC NOFA

## ATTACHMENT 3. COC RATING & RANKING PROCEDURE — PUBLIC POSTING, 1E-1

#### Table of Contents

1.	Pro	ject Selection & Ranking Procedure	
	The	CoC used a very detailed, objective, performance based approach to selecting	
	bot	h new and renewal projects. The scoring tools used an objective approach that	
	con	sidered contribution to overall system performance, project performance, and	
	util	izing the housing first model.	
	a.	Documentation of Objective Criteria	9
		Performance Outcomes used to score applicants included overall contribution	
		to system performance and grantee performance.	
	b.	Documentation of Achieving Positive Housing Outcomes	10
		Scores were based on: 1) Exits to or retention in permanent housing; and 2)	
		Exits to shelter, streets or unknown.	
	C.	Documentation of Specific Method for Evaluating DV Projects	9
		Projects submitted by Victim Services Providers are allowed to explain	
		variations in System Performance Measures due to the unique circumstances	
		of the population they serve during the Rating & Ranking Interview.	
		Information gathered during the interview process will be considered when	
		scoring the Contribution to System Performance section.	
2.	Pro	ject Selection & Ranking Procedure: Public Posting Evidence	
	a.	Proof of Posting on Website	29
	b.	Proof of Posting on Social Media	29
	C.	Proof of Posting via List Serv	30
3.	Cop	pies of the written notification to project applicants their project applications we	re
	acc	epted and ranked on the priority listing.	
	a.	Proof of Posting on Website, social media and listserv on 9/12/17	31
	b.	Emails sent to applicants notifying of project acceptance and rank	33



### 2017 HUD Continuum of Care (CoC) Program Project Selection and Ranking Process

#### I. Background

On July 14, 2017, the U.S. Department of Housing and Urban Development (HUD) released the Notice of Funding Availability (NOFA) for the Fiscal Year 2017 Continuum of Care Program Competition. The NOFA is available by visiting HUD's website at <a href="https://www.hudexchange.info/programs/e-snaps/fy-2017-coc-program-nofa-coc-program-competition/">https://www.hudexchange.info/programs/e-snaps/fy-2017-coc-program-nofa-coc-program-competition/</a>. Although the available amount of funding is expected to be sufficient to fund anticipated eligible renewal projects in the 2017 funding process, HUD continues to require Collaborative Applicants to rank all projects in two tiers.

The Kings/Tulare Homeless Alliance (Alliance), which serves as the local Continuum of Care and Collaborative Applicant, is eligible to apply for funding to support housing and services for homeless households. That funding breaks down as follows:

Tier 1:	
94% of Renewal Amount	\$2,000,065
Tier 2:	
6% of Renewal Amount	\$127,664
Permanent Housing Bonus Amount	\$127,664
CoC Planning Grant:	\$63,832

The Alliance will submit a collaborative application to HUD for competition funds by September 28, 2017.

#### **II. Project Ranking Policy**

The Alliance will assign a unique rank to each project that it intends to submit to HUD for FY 2017 funding. Each project will be comprehensively reviewed, both new and renewal projects within the geographic area, using the scoring criteria and selection priorities below, to determine the extent to which each project is still necessary and contributes to improving system performance. Funds for projects that do not meet threshold or are determined to be underperforming, obsolete, or ineffective will be reallocated to new projects that meet a community priority and contribute to improving system performance.

The Alliance will use the below component prioritization after scoring all new and renewal projects within the CoC based on the Renewal Project, New Project, SSO Project and HMIS Scoring Criteria.

Within project component, rank will be made according to project score. Projects with equal scores and same project component type will be ranked according to cost efficiency. Projects that are deemed essential to the CoC but which would be at risk of loss of funding if placed in Tier 2, will be ranked at the bottom of Tier 1.

Projects will be ranked in the following order<sup>1</sup>:

- o HMIS
- SSO for Coordinated Entry
- o Permanent Supportive Housing projects
- Rapid Re-housing projects
- All other projects

As HMIS and Coordinated Entry are HUD mandated requirements in order to receive Continuum of Care Program and Emergency Solutions Grant funding, they are strongly recommended as one of the top priorities in Tier 1 in order to secure funding for these authorized activities. HMIS and Coordinated Entry projects will be assessed for performance and spending in alignment with HUD requirements.

In accordance with HUD guidelines, the planning project will not be ranked.

#### **III. Project Scoring Policy**

#### A. Threshold Review

A preliminary, quantitative review of each application submitted will be completed by the Alliance. This review will:

- Confirm that application was submitted on time
- Confirm that all required attachments were submitted
- Confirm that the application meets HUD project quality threshold
- o Confirm that the application meets certain local threshold requirements
- o Confirm matching requirements are met

#### B. Contribution to System Performance

One of the most important factors in the local scoring process will be a review of a project's contribution to the improvement of overall system performance. Annual Performance Reports, HMIS data and other measurement tools will be reviewed carefully to ensure that all projects recommended for funding contribute to the improvement of system performance.

All complete, timely, and eligible applications will be scored by the Alliance Rating and Ranking Committee, using the scoring criteria located in the Appendix. Scores will determine each project's rank in the Alliance's application to HUD in accordance with Section II of this guidance. Scores may also be used to reject applications or to reduce budgets for low-scoring projects.

Applications received within 24 hours after the due date/time will receive a 5-point score reduction. Late submissions received between 24-48 hours after the due date/time will receive a 10-point score reduction. Late submissions received later than 48 hours after the due date/time will receive 0-points for the local competition. It is the applicant's responsibility to ensure documents are delivered and received on time.

Total scores for each project are determined by adding up points in each section and then adding any bonus points, if applicable. All projects are judged together, both new and renewals. The scores from each Rating and Ranking committee member is computed and averaged for each project.

Once the committee completes the rating and ranking, the committee may consider the Alliance's priorities, whether the initial scoring is likely to result in any critical service gaps, whether grantees have a history of returning unspent funds to HUD and strategy related to Tier cut offs and HUD's selection process, and may make

<sup>&</sup>lt;sup>1</sup> Expansion grants will be ranked according to score and community priority, however they will not be placed higher than the qualifying renewal grant.

adjustments to budgets and produce the final ranking of projects to be included in the collaborative application. The recommendation of the Rating & Ranking Committee will go to the Alliance's Board of Directors and Membership for review and final approval.

Projects submitted to HUD in Tier 1 are expected to be funded, provided that the project meets HUD eligibility and threshold requirements. Tier 2 projects will be awarded funds by HUD based on a comparative score computed using the CoC's FY2017 application competitive score, the rank the Alliance gives to the project, and the project component.

Applicants will be notified in writing no later than September 12, 2017 of whether they will be included in the application to HUD and the amount to be allocated for each project. This information will also be posted on the Alliance website at www.kthomelessalliance.org no later than 5:00 pm on September 12, 2017.

#### IV. Using all Available Funds

If there are a lack of eligible project applications compared to the amount of funding available, additional project applications will be sought from the community. The Alliance will send out a public announcement of undersubscribed funds through its listsery, posting on the website, and sending out via social media portals.

The application deadline for these additional projects will be due as soon as possible upon notification to the public, but in no event later than the submission deadline to HUD.

#### V. Rating and Ranking Members

The Alliance recruits qualified, non-conflicted Rating & Ranking Committee members who are knowledgeable about homelessness and housing in the area and who are broadly representative of the relevant sectors, subpopulations, and geographic areas. The Rating & Ranking Committee will be composed of representatives from a cross-section of groups which might include: Faith-based and non-profit providers of homeless services and housing; housing developers; city representatives; Kings and Tulare County employees; mental health; substance abuse; veteran's services; and consumers.

Complete guidelines regarding the policies and selection process of Rating and Ranking Members can be found in the Alliance's Policy and Procedure Manual located on the Alliance's website at <a href="https://www.kthomelessalliance.org">www.kthomelessalliance.org</a>.

#### **VI. Reallocation Policy**

The Alliance may use the reallocation process to shift funds in whole or part from existing renewal projects to new project applications without decreasing the Alliance's annual renewal demand. HUD strongly encourages CoCs to take advantage of this option. The funds may be reallocated to develop new permanent supportive housing projects, new rapid re-housing projects, HMIS funds, or Support Services Only (SSO) for Coordinated Entry.

During comprehensive reviews of renewal projects, the Rating and Ranking Committee will use the Ranking Tool and selection priorities to determine the extent to which each project is still necessary and addresses policy priorities (e.g. ending chronic homelessness, etc.). The Committee will reallocate funds to new projects whenever such reallocation(s) would reduce homelessness or address an underserved homeless population. In the event the Committee identifies a renewal project(s) whose funding should not be renewed (or funding should be decreased), the Committee will then determine whether any new proposed projects should be awarded and will proceed with reallocation.

#### **VII. Appeals Process**

If an applicant organization feels it has been unfairly eliminated from either the local or the federal competition, that a decision made by the Rating and Raking Committee regarding the ranking, rejection, or funding of their project was prejudicial, unsubstantiated by project performance, or in violation of the 2017 Rating & Ranking Guidelines, the applying lead agency and sponsor if any may file an appeal according to the process outlined in the Alliance's Policy and Procedure Manual, which can be found on the Alliance's website at <a href="https://www.kthomelessalliance.org">www.kthomelessalliance.org</a>.

Any agency desiring to appeal must contact the Alliance via email at <a href="msmith@kthomelessalliance.org">msmith@kthomelessalliance.org</a> by September 18, 2017 at 5:00 pm to state its intent to appeal. All appeals must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed.

#### **VIII.Assurances**

Project applicants will be required to sign an agreement to the following:

- Applicant will complete the Project Application with the same information as contained in this application unless there were adjustments made during the rating/ranking process. Those adjustments will be included in your project ranking letter and supersede the original application submitted.
- Applicant agrees to participate fully in KTHMIS, the local Homeless Management Information System (HMIS)
- Applicant agrees to fully participate in the Every Door Open, Coordinated Assessment Strategy for Kings/Tulare Counties.
- Applicant understands that HUD funded homeless assistance projects are monitored by the Alliance and
  may include an annual site monitoring visit, as well as the submission of the program's most recent
  Annual Performance Report sent to HUD and their most recent audited financial statement and any
  management letters if applicable when submitting their application.
- Applicant understands that if funding is awarded they are responsible to inform the Alliance when:
  - Changes to an existing project or change in sub-population served that is significantly different than what the funds were originally approved for, including any budget amendments submitted to HUD
  - o Increase/decrease of other funding to the project that could affect projected numbers of participants served, program staffing, performance, etc.
  - Delays in the start-up of a new project
  - Program is having difficulty in meeting projected numbers served or performance outcomes.
- Applicant agrees to execute the following documents and submit as a part of their application to the Rating & Ranking Committee:
  - o Kings/Tulare Homeless Alliance Applicant "Hold Harmless" Agreement; and
  - Memorandum of Understanding for HUD Funded Programs.

#### IX. Timeline

This list highlights the steps your agency will take to participate in the local NOFA competition. Please take special note of these dates.

July 14, 2017	HUD NOFA RELEASED
July 27, 2017	DETERMINING COMMUNITY PRIORITIES: HUD & ESG FUNDING PRIORITIES
10:00 am	The Alliance Membership will finalize the FY 17/18 funding priorities for HUD CoC
Alliance Office	and HCD ESG programs.
525 W. Center, Ste A	
Visalia, CA	
August 3, 2017	COC APPLICANT WORKSHOP
3:00 – 5:00 pm	This workshop provides an overview of the CoC application process, grant funds
Alliance Office	available, requirements, and key strategies for a successful application in the Rating
1900 N. Dinuba Blvd #G	& Ranking and to HUD. This is a mandatory workshop for all HUD applicants.
Visalia, CA	PROVISIONAL RATING & RANKING TOOL RELEASED
	The provisional tool will be released for public comment. Both local and HUD
	priorities will be incorporated into the tool. The tool will be released at the
	Applicant Workshop, sent out via the Alliance Listserv, posted on the website, and
	via social media portals.
August 9, 2017	COC PROGRAM NOTIFICATION TO RENEW
5:00 pm	All agencies that wish to renew an existing project must confirm via email their
	intent to renew. Emails must be sent to Machael Smith at
	msmith@kthomelessalliance.org.
August 10, 2017	RATING & RANKING TOOL APPROVED
	The Alliance Board will review and approve the 2017 Rating and Ranking tool. Public
	comments will be reviewed and incorporated into the tool, as appropriate.
August 14-18, 2017	APPLICANT PRE-SUBMITTAL MEETINGS
	Applicants will attend a mandatory meeting with the Alliance for an application
	review prior to submitting for rating & ranking. This intent of this process is to
	alleviate common application mistakes, answer questions and provide technical
	assistance.
August 25, 2017	APPLICATION SUBMITTAL DEADLINE FOR RATING & RANKING
3:00 pm	Applications will be due to the Alliance, along with required attachments as
Alliance Office	outlined in the Applicant Selection & Ranking Process materials. Send via email to
1900 N. Dinuba Blvd #G	msmith@kthomelessalliance.org by the submittal deadline.
Visalia, CA	
	Complete applications include:
	☐ PDF of the application submitted through e-snaps.
	□ PDF file containing the following items, each separated by a title page:
	☐ Most recent APR
	☐ LOCCS report showing draws for most recent operating year – or –
	operating year to date if program is in its first year.
	☐ Match letters, or letter indicating when you expect to receive match
	documentation
	Submit one PDF set of the following items per agency:
	□ PDF of the completed Applicant Profile as submitted through e-snaps
	□ Separate PDF copies of the following items, each separated by a title page:
	☐ Most recent Audit, if applicable

	☐ Indirect Cost Rate Agreement, if applicable
	□ 501c3, if not on file with the Alliance
	☐ Project related MOUs, if not on file with the Alliance:
	<ul> <li>Kings/Tulare Homeless Alliance Hold Harmless Agreement</li> </ul>
	<ul> <li>Memorandum of Understanding for HUD Funded Programs</li> </ul>
	☐ HUD Monitoring Letter and all correspondence with HUD, if applicable
	Four (4) hardcopies of the e-snaps project application only must be delivered to the
	Alliance office no later than the application submittal deadline. No other
	documentation will be accepted.
September 6 & 7, 2017	RATING & RANKING
	Applicants will meet with the Rating and Ranking Committee. Each applicant will
	receive an appointment date/time via email no later than August 31, 2017.
September 12, 2017	NOTIFICATION OF FUNDING RECOMMENDATIONS POSTED ON WEBSITE AND
	SENT TO APPLICANTS IN WRITING
September 18, 2017	DEADLINE FOR APPEALS
5:00 pm	
September 22, 2017	DEADLINE FOR FINAL PROJECT APPLICATION
5:00 pm	Project applications must be uploaded to esnaps and a PDF of the application must
	be e-mailed to <a href="mailto:msmith@kthomelessalliance.org">msmith@kthomelessalliance.org</a> with confirmation that the
	application has been submitted in e-snaps.
September 27, 2017	ENTIRE CONSOLIDATED APPLICATION SUBMITTED TO HUD (BY ALLIANCE)

#### Appendix A: 2017 RENEWAL PROJECT Scoring Criteria



#### 2017 CoC RENEWAL HOUSING PROJECT Scoring Criteria

**Total Maximum Score = 200 points** 

Name of Program:	
Name of Agency:	

Use of Objective Criteria: Included categories such as Contribution of System Performance, Financials, Severity of Needs and Fair Housing. The scoring tool outlined the evaluation criteria, source of criteria, calculation and point structure.

1	Weight	Criteria Category	Evalua	ation Criteria	Source of Criteria	Calculation	Full Points	50% of Points	0 Points	Max Points
			1.	Occupancy/Average Daily Unit Utilization	APR, Q9	(Average number of households served at all four PIT dates)/ (number of units in project)	>=80%	79% – 70%	<70%	5
		nce <sup>1</sup> , <sup>2</sup>	2.	Project serves eligible households only.	APR, Q20a1, Q20a2, Q20a3 <sup>3</sup>	N/A	100%	N/A	<100%	5
		Performa	3.	Percentage of participants who gained or increased earned income from entry to exit	APR, Q24b2 1 <sup>st</sup> Row	%	>=24%	23% – 18%	<18%	10
	40%	Contribution to System Performance <sup>1</sup> , <sup>2</sup>	4.	Percentage of participants who gained or increased other (non-employment) income from entry to exit	APR, Q24b2 3 <sup>rd</sup> Row	%	>=56%	55% – 42%	<42%	10
	/\	butior	5.	Percentage of all participants with earned income	APR, Q24b3 1 <sup>st</sup> Row	%	>=24%	23% – 18%	<18%	10
	/ \	Contri	6.	Percentage of all participants with cash income other than employment	APR, Q24b3 3 <sup>rd</sup> Row	%	>=56%	55% – 42%	<42%	10
		7.	PSH/RRH Programs: Connecting clients to mainstream resources	APR, Q7, Q26a2 & Q26b2	Total number of adults with at least one non- cash benefit for stayers & leavers)/(Total number of	>=56%	55% – 42%	<42%	5	

**Specific Method of Evaluating Victim Services Providers**: Providers were allowed to explain variations in performance due unique circumstances of the DV population during the Rating & Ranking interview. This information gathered during the interview is derived from the DV Comparable Database and is considered when scoring the Contribution to System Performance section.

<sup>&</sup>lt;sup>1</sup> Renewal projects that are not yet under contract or haven't completed a full year of operations will be scored in this section by using an average of all like-kind renewal projects. DV projects shall submit report pdata from a comparable database, as required by HUD.

<sup>&</sup>lt;sup>V 2</sup> DV projects that have unique circumstances regarding performance measures due to the nature of the DV population shall have an opportunity to provide additional information during the rating & ranking interview process. This information will be incorporated into the scoring for the System Performance section.

<sup>&</sup>lt;sup>3</sup> Applicant must provide a narrative to explain how program eligibility is determined. Discuss where people came from and any data that might be confusing to the Rating and Ranking Committee.

Weight	Criteria Category	Evalua	ation Criteria	Source of Criteria	Calculation	Full Points	50% of Points	0 Points	Max Points
	e (con't)	8a.	PSH Programs: Percentage of participants who remain in PSH or exited to permanent housing	APR, Q29a1	(Subtotal of Permanent Destinations)/ (Total Number of Leavers – Deceased)	>=80%	79% – 70%	<70%	10
40%	Contribution to System Performance (con't)	8b.	RRH Programs: Exit to permanent housing	APR, Q29a2	(Subtotal of Permanent Destinations)/ (Total Number of Leavers – Deceased)	>=80%	79% – 70%	<70%	10
(con't)	n to System	9.	Leavers who exit to shelter, streets or unknown	APR, Q29	(Subtotal of Temporary Destinations)/ (Total Number of Leavers – Deceased)	<10%	11-15%	>15%	10
	Contribution	10.	Timely submission of APR to HUD	APR	N/A	APR submitted on time to HUD	-	APR submitted late	5
				<u>,                                      </u>	T	1	1	Subtotal	80
		11.	Audit Review	Audit Submitted by Agency	N/A	Audit shows agency as a low risk auditee AND no audit findings	Audit shows agency as a low risk auditee OR agency has no audit findings	Audit shows agency as a high risk auditee AND audit findings	20
20%	Financials	12.	LOCCS	APR, Q31a4	Q31a4 Expended Subtotal / Q31a4 Applicable Total Expenses plus Admin	Less than 10% or \$10,000 (whichever is less)	Less than 15% or \$15,000 (whichever is less)	Greater than 15% or \$15,000	10
		13.	LOCCS	LOCCS Report/ Print Out	Regular and timely draws from LOCCS	Draws on a monthly or bi-monthly basis	Draws on a quarterly basis	Draws less than quarterly	10
								Subtotal	40

**Achieving Positive Housing Outcomes**: Scores were based on: 1) Exits to or retention in permanent housing; and 2) Exits to shelter, streets or unknown.

Weight	Criteria Category		Evaluation Criteria	Source of Criteria	Calculation	Full Points	50% of Points	0 Points	Max Points
10%	stem	14.	Referrals are kept up to date in HMIS	HMIS Referral Report⁴	Accuracy of referral data in HMIS as reported in Monthly Referral Report	>=90%	89% - 75%	<75%	10
	Coordinated Entry System	15.	Participation in monthly Case Management Roundtable Meetings	Roundtable Sign-in Sheets	Number of times agency representative attended/ total number of meetings	>=90%	89% - 75%	<75%	10
								Subtotal	20
F9/	HMIS & Data Quality	16.	HMIS Data Quality Standards	HMIS Data Quality Report AHAR 11	Number of missing, don't know, & refused responses/ total number of applicable records	<5% missing, don't know, or refused	6%-10% missing, don't know, or refused	>10% missing, don't know, or refused	5
5%	HMIS & Da	17.	HMIS Compliance	Annual Site Visit Compliance Checklist	Number of Acceptable ("A") ratings/ total number of rated items	>=90%	90% - 80%	<80%	5
				T		1		Subtotal	10
	e ion	18.	Participation in monthly Membership Meetings	Meeting sign-in sheets	Number of times agency representative attended/ total number of meetings	>=90%	89% - 75%	<75%	5
5%	Alliance Participation	19.	Representative serves on an Alliance Committee	Meeting sign-in sheets	N/A	Serves on two or more committees	Serves on one committee	Does not serve on an Alliance committee	5
	-							Subtotal	10
5%	Local Funding Priority	20.	Project is in alignment with local FY2017-2018 funding priorities	Alliance HUD CoC Program Funding Priorities	N/A	High Priority	Medium Priority	Low Priority	10
	ر ر						Subtotal	10	
10%	Severity of Needs	21.	Project allows entry to program participants with: low or no income, current or past substance use, history of domestic violence, and criminal records – with the exceptions of restrictions imposed by federal, state or local law or ordinance	Alliance HUD CoC Program Funding Priorities	N/A	High Priority	Medium Priority	Low Priority	20
			-					Subtotal	20

<sup>&</sup>lt;sup>4</sup> Report period of 1/1/16 – 12/31/16

5%	Fair Housing	22.	Adheres to Fair Housing regulations and for having in place or agreeing to implement specific outreach to identify and engage homeless individuals and families, including meaningful outreach to persons with disabilities and limited English proficiency, and measures to market to those least likely to access services	Rating & Ranking Interview	N/A	High Priority	Medium Priority	Low Priority	10
								Subtotal	10
								Total	200
В	onus Points		Length of time from referral to enrollment	HMIS	Date of enrollment – Date of referral	<=90 days	91 – 120 days	>120 days	10
Commen	ts:					Total	Score:		
	Name of R Comi	mittee	& Ranking Member: Signature: Date:						

#### Appendix B: 2017 NEW PROJECT Scoring Criteria



## 2017 CoC NEW HOUSING PROJECT<sup>1</sup> Scoring Criteria Total Maximum Score = 200 points

Name of Program:	
Name of Agency:	

Weight	Scoring	Factor	Scoring Criteria	Max	Actual
	ence	1.	Applicant and subrecipient's prior experience in serving homeless people and in providing housing similar to that proposed in the application.	15	
15%	Applicant Experience	2.	Satisfactory experience with prior HUD grants and other public contracts, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of APRs on existing grants.	15	
			Subtotal	30	
30%	Contribution to System Performance <sup>2</sup>	3.	<ul> <li>Extent to which the applicant:</li> <li>a. Demonstrates an understanding of the needs of the people to be served</li> <li>b. Proposes an appropriate mix of people to be served through the program</li> <li>c. Shows a clear relationship between the type of housing provided and needs of the population to be served</li> <li>d. Shows a clear relationship between the type of supportive services provided and the needs of the population to be served</li> <li>e. Supports Housing First where the client is housed regardless of their involvement in services they do not believe will help them achieve their stated goals</li> <li>f. Gains access to mainstream (non-CoC) resources</li> <li>g. Establishes performance measures for housing and income that are measurable, objective and meet or exceed HUD and CoC benchmarks</li> <li>h. Commitment to quickly place households in permanent housing</li> </ul>	25	
	ontributi	4.	Extent to which the applicant provides a sound plan to ensure that homeless people will be assisted to both OBTAIN and REMAIN in permanent housing and only terminate clients based on lease violations	15	
	ŭ	5.	Extent to which there is a sound plan to ensure that participants will be assisted to both increase their INCOMES and to maximize their ability to LIVE INDEPENDENTLY	15	
		6.	Project is in alignment with local FY2017-2018 funding priorities	5	
			Subtotal	60	

<sup>&</sup>lt;sup>1</sup> Expansion grants are new funding requests to expand an existing project. Therefore, the applicant should have historical performance data from the current project that the Rating & Ranking Committee can use as a proxy to rate the grant application.

<sup>&</sup>lt;sup>2</sup> DV projects that have unique circumstances regarding performance measures due to the nature of the DV population shall have an opportunity to provide additional information during the rating & ranking interview process. This information will be incorporated into the scoring for the System Performance section.

Attachment Page 14 of 35

Weight	Scoring	Factor	Scoring Criteria	Max	Actual
	sibility	7.	Extent to which the applicant conducts outreach in all areas of the community such as emergency shelters, places not meant for human habitation, etc. to locate potentially eligible homeless people	15	
20%	Project & Client Accessibility	8.	Adheres to Fair Housing regulations and for having in place or agreeing to implement specific outreach to identify and engage homeless individuals and families, including meaningful outreach to persons with disabilities and limited English proficiency, and measures to market to those least likely to access services	10	
	roject	9.	Project does not present barriers to entry (e.g. sobriety, income, criminal background, number of children, LGBTQ status, etc.)	15	
	_		Subtotal	40	
25%	Project Feasibility	10.	Applicant clearly describes a viable plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant within 6 months of the award. For full points, project must have:  a. Solid plan for site control through existing relationships.  b. Description of the steps it will take to complete the C1.9a (technical submission) in an expedited manner.	30	
	Proj	11.	Project is cost-effective and is similar in cost to like-kind projects.	10	
	_	12.	Match is appropriate for project type and supports eligible activities.	10	
			Subtotal	50	
%	nce oation	13.	Participation in monthly membership meetings 15 points: >=90% attendance 7 points: 89% – 75% attendance 0 points: < 75% attendance	10	
10%	Alliance Participation	14.	Representative serves on an Alliance Committee 15 points: Serves on two or more committees 7 points: Serves on one committee 0 points: Does not serve on a committee	10	
			Subtotal	20	
			Total	200	

Comments:	
Name of Rating & Ranking Committee Member:	
Signature:	
Date: _	

#### Appendix C: 2017 HMIS PROJECT Scoring Criteria



#### 2017 CoC HMIS PROJECT<sup>1</sup> Scoring Criteria Total Maximum Score = 200 points

Name of Program:	
Name of Agency:	

Weight	Criteria Category	Evalua	ation Criteria	Source of Criteria	Calculation	Full Points	50% of Points	0 Points	Max Points
		1.	Bed Coverage: Emergency Shelters	APR, H10a	Average % of all bed types (without children, with children, and with only children)	>=86%	85% - 75%	<75%	15
	System Performance 2.	2.	Bed Coverage: Transitional Housing	APR, H10b	Average % of all bed types (without children, with children, and with only children)	>=86%	85% - 75%	<75%	15
40%	Contribution to System P	3.	Bed Coverage: Rapid Re-housing	APR, H10c	Average % of all bed types (without children, with children, and with only children)	>=86%	85% - 75%	<75%	15
		4.	Bed Coverage: Permanent Supportive Housing	APR, H10d	Average % of all bed types (without children, with children, and with only children)	>=86%	85% - 75%	<75%	15
		10.	Timely submission of APR to HUD	APR	N/A	APR submitted on time to HUD	-	APR submitted late	20
								Subtotal	80

<sup>&</sup>lt;sup>1</sup> Expansion grants are new funding requests to expand an existing project. Therefore, the applicant should have historical performance data from the current project that the Rating & Ranking Committee can use as a proxy to rate the grant application.

Weight	Criteria Category	Evaluation Criteria		Source of Criteria	Calculation	Full Points	50% of Points	0 Points	Max Points
	•	11.	Audit Review	Audit Submitted by Agency	N/A	Audit shows agency as a low risk auditee AND no audit findings	Audit shows agency as a low risk auditee OR agency has no audit findings	Audit shows agency as a high risk auditee AND audit findings	20
20%	Financials	12.	LOCCS	APR, H12 & H13	H13 Total Expenditures / H12 CoC Program Grant	Less than 10% or \$10,000 (whichever is less)	Less than 15% or \$15,000 (whichever is less)	Greater than 15% or \$15,000	10
		13.	LOCCS	LOCCS Report/ Print Out	Regular and timely draws from LOCCS	Draws on a monthly or bi-monthly basis	Draws on a quarterly basis	Draws less than quarterly	10
					,		,	Subtotal	40
	Coordinated Entry System	14.	Monthly referral reports are issued to CES participating agencies	HMIS Referral Report <sup>2</sup>	Number of reports /number of months in reporting period	=100%	99% - 90%	<90%	15
15%		15.	Participation in monthly Case Management Roundtable Meetings	Roundtable Sign-in Sheets	Number of times agency representative attended/ total number of meetings	>=90%	89% - 75%	<75%	15
								Subtotal	30
	a Quality	16.	HMIS Data Quality, Residential Projects	APR, 11a	Average of missing, don't know, refused values	<5% missing, don't know, or refused	6%-10% missing, don't know, or refused	>10% missing, don't know, or refused	10
10%	HMIS & Data Quality	17.	HMIS Data Quality, Street Outreach/SSO Projects	APR, 11b	Average of missing, don't know, refused values	<5% missing, don't know, refused	6%-10% missing, don't know, refused	>10% missing, don't know, or refused	10
				-				Subtotal	20

<sup>&</sup>lt;sup>2</sup> Report period of 1/1/16 – 12/31/16

Weight	Criteria Category	Evalua	Evaluation Criteria		Calculation	Full Points	50% of Points	0 Points	Max Points
	5 ,	18.	Participation in monthly Membership Meetings	Meeting sign-in sheets	Number of times agency representative attended/ total number of meetings	>=90%	89% - 75%	<75%	10
10%	Alliance Participation	19.	Representative serves on an Alliance Committee	Meeting sign-in sheets	N/A	Serves on two or more committees	Serves on one committee	Does not serve on an Alliance committee	10
			Subtota <sup>2</sup>				Subtotal	20	
5%	Local Funding Priority	20.	Project is in alignment with local FY2017-2018 funding priorities	Alliance HUD CoC Program Funding Priorities	N/A	High Priority	Medium Priority	Low Priority	10
	ľ			•		•		Subtotal	10
Total									

Comments:	 		
Name of Rating & Ranking Committee Member: _			
Signature: _			
Date:			

#### Appendix D: 2017 SSO PROJECT Scoring Criteria



## 2017 CoC COORDINATED ENTRY (SSO) PROJECT<sup>1</sup> Scoring Criteria Total Maximum Score = 200 points

Name of Program:	
Name of Agency:	

Weight	Scoring	Factor	Scoring Criteria	Max	Actual
	0	1.	Applicant and subrecipient's prior experience in serving homeless people and in providing services similar to that proposed in the application.	15	
15%	Applicant Experience	2.	Satisfactory experience with prior HUD grants and other public contracts, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of APRs on existing grants.	15	
			Subtotal	30	
	Accessibility	3.	Extent to which the applicant:  a. Demonstrates an understanding of the needs of the people to be served b. Proposes an appropriate mix of people to be served through the program c. Shows a clear relationship between the type of supportive services provided and the needs of the population to be served d. Ensures that project participants are directed to appropriate housing and services that fit their needs e. Establishes performance measures that are measurable, objective and meet or exceed HUD and CoC benchmarks f. Commitment to quickly place households in permanent housing	30	
20%	Project Quality & Client Accessibility	4.	Extent to which the applicant conducts outreach in all areas of the community such as emergency shelters, places not meant for human habitation, etc. to locate potentially eligible homeless people	20	
		\ Quality	5.	Whether there is a strategy for advertising the project that is designed specifically to reach homeless with the highest barriers within Kings and Tulare Counties.	20
	oject (	6.	Project does not present barriers to entry (e.g. sobriety, income, criminal background, number of children, LGBTQ status, etc.)	15	
	Pro	7.	Adheres to Fair Housing regulations and for having in place or agreeing to implement specific outreach to identify and engage homeless individuals and families, including meaningful outreach to persons with disabilities and limited English proficiency, and measures to market to those least likely to access services	10	
		8.	Project is in alignment with local FY2017-2018 funding priorities	5	
			Subtotal	100	

<sup>&</sup>lt;sup>1</sup> Expansion grants are new funding requests to expand an existing project. Therefore, the applicant should have historical performance data from the current project that the Rating & Ranking Committee can use as a proxy to rate the grant application.

Weight	t Scoring Factor		Scoring Criteria	Max	Actual
20%	For NEW CES: Applicant clearly describes a viable plan for rapid implementation the program, documenting how the project will begin services within 6 months of the award. For full points, project must have:  a. Solid plan for site control through existing relationships.  b. Description of the steps it will take to complete the C1.9a (technical submission) in an expedited manner.  For RENEWAL CES: Extent to which Applicant has rapidly implemented award at commenced services.		25		
	g.	10.	Project is cost-effective and is similar in cost to like-kind projects.	10	
		11.	Match is appropriate for project type and supports eligible activities.	5	
			Subtotal	40	
%	nce oation	12.	Participation in monthly membership meetings 15 points: >=90% attendance 7 points: 89% – 75% attendance 0 points: < 75% attendance	15	
15%	Alliance Participation	13.	Representative serves on an Alliance Committee 15 points: Serves on two or more committees 7 points: Serves on one committee 0 points: Does not serve on a committee	15	
			Subtotal	30	
			Total	200	

mments:	 
Name of Rating & Ranking	
Committee Member:	
	_
Signature:	
<u> </u>	_
Date:	

#### Appendix E: Alliance HUD Program Competition Funding Priorities

# Kings and Tulare Counties Continuum of Care (HUD) Program Competition FUNDING PRIORITIES FY2017-2018

The Kings/Tulare Homeless Alliance has established the following local housing priorities<sup>1</sup> for the FY2017 HUD Continuum of Care Program Competition<sup>2</sup>. In addition to meeting one of the identified housing priorities in the table below, all projects<sup>3</sup> seeking funding must:

- 1) Maximize the use of mainstream benefits, including:
  - a. Coordinate with existing mainstream resources to enroll participants in eligible programs and connect them to community based services; and
  - b. Actively enroll participants in healthcare and/or assist participants in understanding and accessing expanded services available through the Affordable Care Act changes; and
  - c. Secure funding for services through mainstream resource programs and other partnerships.
- 2) Work to remove barriers to local resources by:
  - a. Prioritizing those most in need of services through the use of the VI-SPDAT and Housing Priority List;
  - b. Actively participating in Every Door Open, the Kings/Tulare coordinated entry & assessment process; and
  - c. Work to reduce the number of people exiting for unknown or negative reasons.

Priority	Focus Area
High	PSH projects for 100% chronically homeless households utilizing the Housing First model, including:  a) Projects adding new Permanent Supportive Housing (PSH) beds dedicated to chronically homeless;  b) Projects targeting existing PSH beds for chronically homeless; and  c) Projects dedicating 100% of existing PSH beds to the chronically homeless at bed turnover.
High	Existing RRH, utilizing the Housing First model.
Medium	New projects that are Dedicated PLUS. All other projects.

<sup>&</sup>lt;sup>1</sup> HMIS, Coordinated Entry, and CoC Planning Grants are not subject to Prioritization, as they are required elements of a CoC.

<sup>&</sup>lt;sup>2</sup> In addition to meeting a local housing priority, all projects will go through the Alliance's Rating & Ranking process.

<sup>&</sup>lt;sup>3</sup> HMIS and CoC Planning grants excluded.

#### **Appendix F: Alliance Standard Performance Measures**

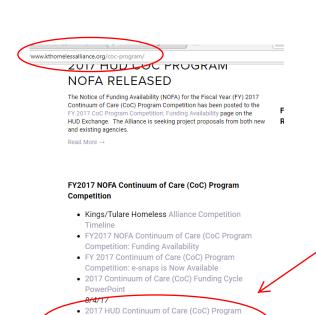
Goal	Purpose	Systems	Program Outcome Targets	Outcomes Calculation
Housing	Indicates program/system level	<ul><li>Permanent</li></ul>	80% of persons will remain in the	The number of Stayers in the program
Stability	success in ending homelessness	Supportive Housing	permanent housing program as of the	PLUS the number of Leavers who
	as measured by those who	<ul><li>Rapid Re-Housing</li></ul>	end of the operating year or exit to	exited to a permanent housing
	retain permanent housing or		permanent housing (subsidized or	destination ÷ by the total number of
	attain other permanent		unsubsidized).	Stayers and Leavers.
	housing.	<ul><li>Transitional</li></ul>	70% of persons will exit to permanent	Permanent housing placement is
		Housing	housing (subsidized or unsubsidized)	calculated by determining the number
			during the operating year.	of Leavers who exited to a permanent
				housing destination ÷ the total # of
				Leavers.
		<ul><li>Street Outreach</li></ul>	30% of persons will exit to safe housing	Safe housing placement is calculated
			(subsidized or unsubsidized) during the	by determining the number of Leavers
			operating year.	who exited to a safe housing
				destination (as defined by HUD) ÷ the
lu ava a a a		■ Permanent	CCV of payeous and 10 and alder will	total # of Leavers.  The # of adults whose amount of cash
Increased	Indicates that program is assisting households to obtain	1 Cillianciic	56% of persons age 18 and older will maintain or increase their total income	
Income	sufficient income to attain	Supportive Housing	(from all sources) as of the end of the	income from any source remained the same or increased based on the
	housing. A higher rate is		operating year or program exit.	persons income at intake and then at
	considered positive.		operating year or program exit.	exit, or if they remained housed, at
	considered positive.			their most recent assessment ÷ by the
				total # of adult Leavers PLUS adult
				Stayers.
		<ul><li>Rapid Re-housing</li></ul>	56% of persons age 18 and older will	The # of adults whose amount of cash
		<ul><li>Transitional</li></ul>	increase their total income (from all	income from any source increased
		Housing	sources) as of the end of the operating	based on the persons income at intake
			year or program exit.	and then at exit, or if they remained
				housed, at their most recent
				assessment ÷ by the total # of adult
				Leavers PLUS adult Stayers.

Goal	Purpose	Systems	Program Outcome Targets	Outcomes Calculation
Earned Income	Indicates that program is assisting households to stabilize housing by becoming employed or maintaining employment. A higher rate is considered positive.	<ul><li>Permanent Supportive Housing</li><li>HPRP</li></ul>	24% of persons age 18 through 61 will maintain or increase their earned income as of the end of the operating year or at program exit.	The number of persons (ages 18-61 whose amount of earned income remained the same or increased based on the persons earned income at intake and then at exit, or if they remained housed, at their most recent assessment ÷ by the total # of Leavers PLUS Stayers (ages 18-61).
		<ul> <li>Rapid Re-housing</li> <li>Transitional         Housing     </li> </ul>	24% of persons age 18 through 61 will increase their earned income as of the end of the operating year or at program exit.	The number of persons (ages 18-61 whose amount of earned income increased based on the persons earned income at intake and then at exit, or if they remained housed, at their most recent assessment ÷ by the total # of Leavers PLUS Stayers (ages 18-61).
Bed Utilization	Indicates efficient use of community resources. High occupancy rate indicates system efficiency at turning over units and providing programs that are well-designed.	<ul> <li>Emergency Shelter</li> <li>Transitional         Housing</li> <li>Rapid Re-Housing/</li> <li>Permanent         Supportive Housing</li> </ul>	<ul> <li>60% min. bed utilization for ES</li> <li>80% min. bed utilization for TH</li> <li>80% min. bed utilization for RRH</li> <li>80% min. bed utilization for PSH</li> </ul>	Total number of bed nights ÷ total number of nights in the month.
Average Length of Stay	A reasonably short length of stay indicates efficiency related to turnover of beds which is essential to meet system demand for emergency shelter.	■ Emergency Shelter	Currently tracked but not monitored.	Exit Date (or report end date) - Entry Date ÷ number of clients served during the report period.

Goal	Purpose	Systems	Program Outcome Targets	Outcomes Calculation
Average Length of Participation	Indicates that system is assisting households to achieve independence without long term reliance on the system.	<ul><li>Rapid Re-Housing</li><li>Homeless</li><li>Prevention</li></ul>	Currently tracked but not monitored.	Exit Date (or report end date) - Entry Date ÷ number of clients served during the report period.
Households Served	Indicates volume of households served by the system and provides a better understanding of household size as it relates to unit occupancy.	<ul> <li>Emergency         Shelter</li> <li>Transitional         Housing</li> <li>Permanent         Supportive         Housing</li> </ul>	Currently tracked but not monitored.	The number of households served by the program (or system) during the report period.
Newly Homeless	Indicates the volume of newly homeless persons served by emergency shelters.	<ul><li>Emergency Shelter</li></ul>	Currently tracked but not monitored.	The number of newly homeless <sup>1</sup> clients ÷ total number of clients served during the report period.
Recidivism	Indicates system's success in ending homelessness as measured by number of households who attain housing and do not return or enter shelter subsequent to successful housing outcome.	<ul> <li>Emergency         Shelter</li> <li>Transitional         Housing</li> <li>Rapid Re-Housing</li> <li>Homeless         Prevention</li> </ul>	Currently tracked but not monitored.	The total number of recidivist clients <sup>2</sup> ÷ the total number of clients served during the report period.

<sup>&</sup>lt;sup>1</sup> Newly Homeless is defined as the number of persons that entered the emergency shelter during the report period that have not been served by other programs in the HMIS within the past two years.

<sup>&</sup>lt;sup>2</sup> A recidivist client is defined as one that exits a system with a successful outcome (specific to that system) and re-enters the system within one year after exit from the system.



Project Selection and Ranking Process

Kings/Tulare Homeless Alliance "Hold

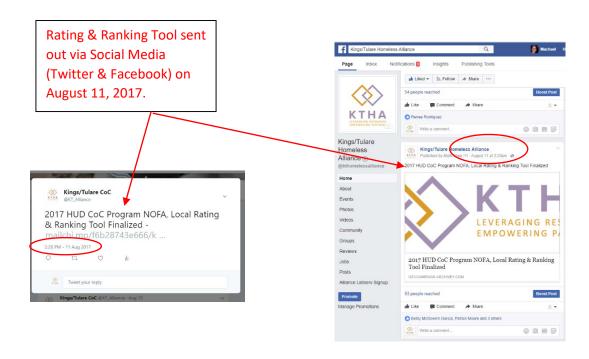
 MEMORANDUM OF UNDERSTANDING Between Kings/Tulare Homeless Alliance

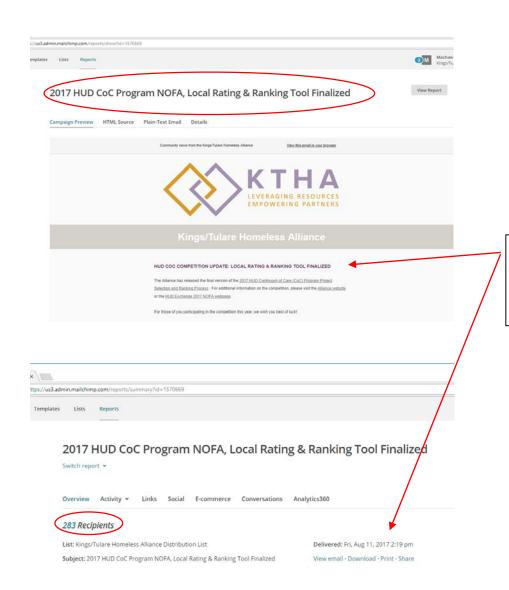
8 /13/17

Agreement

8 /11/17

Rating & Ranking Tool published on Kings/Tulare Homeless Alliance website (www.kthomelessalliance.org) on August 13, 2017.





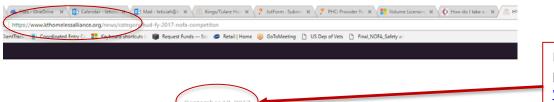
Rating & Ranking Tool sent out via MailChimp list serv to 283 recipients on August 11, 2017.



#### 2017 Rating & Ranking Results

	Project		Funding			
	Rank	Type	Category	Agency	Project	Amount
	1	HMIS	Renewal	KUW	HMIS	\$ 103,861
	2	HMIS	Renewal	KUW	HMIS Supplemental	\$ 53,672
	3	CES	Renewal	KTHA	Coordinated Entry	\$ 79,200
	4	CES	New	KTHA	Coordinated Entry Expansion	\$ 90,390
	5	PSH	Renewal	CSET	PSH Visalia	\$ 51,263
	6	PSH	Renewal	CCFCC	Ridge Connections II	\$ 146,175
	7	PSH	Renewal	FSTC	PSH 3 United Way	\$ 94,530
	8	PSH	Renewal	FSTC	Tulare County PSH 2	\$ 58,117
	9	PSH	Renewal	CSET	Tulare County PSH	\$ 313,831
R 1	10	PSH	Renewal	City of Tulare	Tulare Housing First	\$ 53,272
TIER 1	11	PSH	Renewal	TPOCC	Kings Permanent Supportive Housing	\$ 176,164
-	12	PSH	Renewal	City of Tulare	Tulare Housing First II Bonus	\$ 37,493
	13	PSH	Renewal	KCAO	Anchors IV	\$ 76,729
	14	PSH	Renewal	KCAO	Anchors II	\$ 78,121
	15	PSH	Renewal	City of Tulare	Tulare Housing First II	\$ 121,415
	16	PSH	Renewal	TPOCC	Casa de Robles 2	\$ 74,900
	17	RRH	Renewal	CCFCC	Ridge Connections I	\$ 96,194
	18	PSH	New	CSET	PSH Visalia Expansion [Reallocation]	\$ 88,398
	19	PSH	Renewal	KCAO	Hope Survives	\$ 101,320
	20	PSH	Renewal	TPOCC	Casa de Robles 3 [split]	\$ 105,020
2	20	PSH	Renewal	TPOCC	Casa de Robles 3 [split]	\$ 48,112
TIER 2	21	RRH	Renewal	KCAO	Every Door Open	\$ 79,552
F	22	PSH	New	CSET	PSH Visalia Expansion II [Bonus]	\$ 127,664

Tier 1	\$	2,000,065
Tier 2	\$	255,328
	ć	2 255 202



Rating & Ranking results posted on www.kthomelessalliance.org website on 9/12/17.

#### **HUD FY 2017 NOFA Competition**

HUD FY 2017

#### Local Rating & Ranking Results Posted

The Alliance Rating & Ranking Committee is pleased to announce the funding recommendations for the HUD CoC Program Competition for FY 2017. A total of 22 projects applied for \$2,255,393 in funding. The Rating & Ranking Committee carefully reviewed each application and ranked them in order of priority.

• 2017 Rating & Ranking Scoring Summary

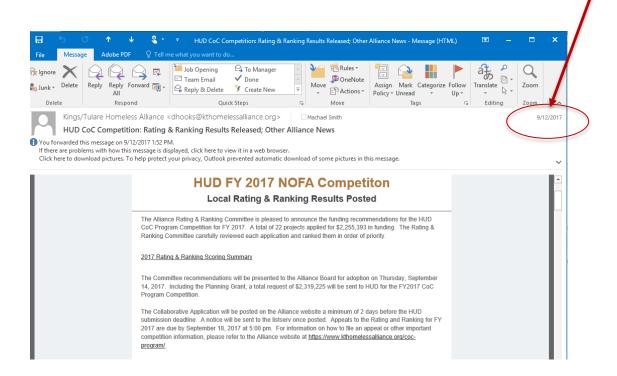
The Committee recommendations will be presented to the Alliance Board for adoption on Thursday, September 14, 2017. Including the Planning Grant, a total request of \$2,319,225 will be sent to HUD for the FY2017 CoC Program Competition.

The Collaborative Application will be posted on the Alliance website a minimum of 2 days before the HUD submission deadline. A notice will be sent to the listserv once posted. Appeals to the Rating and Ranking for FY 2017 are due by September 18, 2017 at 5:00 pm. For information on how to file an appeal or other important competition information, please refer to the Alliance website at <a href="https://www.kthomelessalliance.org/coc-program/">https://www.kthomelessalliance.org/coc-program/</a>.

Tagged: Rating & Ranking Results Posted

♥ 0 Likes < Share

Rating & Ranking results sent out via listserv on 9/12/17.



These email screenshots document that applicants were notified, outside of esnaps, that their applications were accepted and ranked on the Priority Listing.

Note: The CoC is the agency for Coordinated Entry and Coordinated Entry Expansion projects. We did not send an email to ourselves.

