

2018 HUD CoC NOFA Ranking Policy

North Shore Continuum of Care

It is the policy of the North Shore Continuum of Care (NSCoC), to select annually a Ranking and Review Committee whose purpose is to review the Ranking Policy annually, make recommendations regarding revisions to the NSCoC, review and issue the RFP on behalf of the NSCoC, and perform the Ranking and Review of project applications in the annual Notice of Funding Availability process used to fund CoC projects.

It is also the policy of the NSCoC to use the application ranking process to achieve success in pursuit of the following NSCoC and HUD priorities:

1. End homelessness for all persons in the NSCoC geography.
 - a. Using local data, the NSCoC will focus on subpopulations identified including, but not limited to, individuals and families who are chronically homeless, unaccompanied youth and young adults under 25, Veterans, individuals and families of diverse races, ethnicities and cultural identities, and those who are survivors of domestic violence or currently fleeing.
 - b. The NSCoC will support outreach strategies designed to identify and engage unsheltered individuals and families.
 - c. The NSCoC Ranking Committee will use local system performance measures data in evaluating new and renewal projects to identify those with the strongest performance and demonstrated ability to prevent homelessness, shorten the length of time program participants are homeless and demonstrate an ability to tailor services and housing to participant need.
2. Create a systemic response to homelessness by:
 - a. Coordinating system planning efforts throughout the NSCoC;
 - b. Encourage and support participation from persons with lived homeless experiences;
 - c. Ensure equal and fair access to all CoC Program-funded projects;
 - d. Promote participant choice, privacy and dignity;
 - e. Implement and operate an effective Coordinated Entry process;
 - f. Measure system performance; and
 - g. Continue to support and encourage the delivery of homeless assistance within the CoC in an open, inclusive and transparent manner.

3. Strategically allocate resources within the NSCoC region.
 - a. The NSCoC will undertake comprehensive and regular reviews of CoC project quality, performance and cost effectiveness.
 - b. The NSCoC membership will support and encourage the achievement of self-sufficiency for households experiencing homelessness by maximizing the use of mainstream and other community-based resources (housing, employment/income, non-cash benefits), and resource- and referral-sharing among NSCoC members.
4. Implement Low Barrier Practices (CoC Program participants will not be screened out based on the following):
 - a. Having too little or no income;
 - b. Active or history of substance use;
 - c. Having a criminal record with exceptions for state-mandated restrictions;
 - d. History of victimization (e.g. domestic violence, dating violence, sexual assault, human trafficking and/or stalking); or
 - e. Having a history of eviction from rental housing.
5. Implement a Housing First Approach (CoC Program participants will not be terminated for the following reasons):
 - a. Failure to participate in supportive services;
 - b. Failure to make progress on a service plan;
 - c. Loss of income or failure to improve income; or
 - d. Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area.
6. Quickly house and rehouse persons experiencing homelessness.
7. Develop and maintain relationships with property owners/managers and landlords.
8. Prioritize CoC Program funds to serve populations based upon severity of needs and vulnerability. This includes, but is not limited to:
 - a. Individuals and families experiencing chronic homelessness;
 - b. Persons with one or more disabling conditions of long duration;
 - c. Persons fleeing and/or with a history of domestic violence, dating violence, sexual assault, human trafficking and/or stalking;
 - d. Households with children under 18 years of age;
 - e. Unaccompanied youth and young adults under 25;

- f. Households with low or no income;
- g. Current or past substance use; or
- h. Criminal histories.

Threshold Requirements

In order to be included, all projects, both renewal and new, must meet the threshold requirements in the FY18 CoC NOFA for project applicant eligibility, project component eligibility, project quality threshold and project renewal threshold.

In addition, applications must be submitted in esnaps no later than August 13, 2018. Applications must be consistent with the Plan to End Homelessness and the Consolidated Plan. The agency can have no outstanding HUD monitoring or OIG Audit findings that are overdue. The Project must comply with the requirements of the CoC Interim rule (24 CFR part 578), including requirements to participate in the Coordinated Entry (CE) System and the NSCoC HMIS.

The project ranking tools for new and renewal projects will be developed in consultation with the NSCoC membership. The Ranking Committee will develop the final tool which will be presented to the full NSCoC membership for approval. It will be made available through email distribution and on the Collaborative Applicant's (CA), (the City of Peabody) website as well as on partner websites.

Ranking Tools

The following elements will be present in new and renewal project ranking tools:

- 1) Severity of needs and vulnerabilities of populations served
- 2) Project performance results
- 3) Housing type and cost effectiveness
- 4) Target population and HMIS Data Quality
- 5) Implementation of Housing First and Low Barrier Entry

All renewal applicants will be required to submit the following for use by the Ranking Committee, no later than August 20, 2018.

- 1) The most recent APR for the renewal being requested.
- 2) A System Performance Measures report covering October 01, 2016 to September 30, 2017.
- 3) A current eLOCCS report showing drawdowns for the last 12 months (August 01, 2017 through July 31, 2018).

All new and renewal applicants will also be required to submit a Housing First narrative which provides a description of the project's use of low barrier entry and the Housing First (or comparable) model of housing by August 20, 2018. The description should include:

- What is the screening process?
- How many clients were entered into the program in the past year?
- If, during the course of the past year, there was a vacancy, describe the method of screening used. If any applicants were rejected or refused housing, provide an analysis of why those applicants were refused in light of the low barrier entrance

procedures. Please include the refusal or rejection letter redacted. Please explain any mitigating experiences as appropriate.

- If, during the course of the past year, a household(s) left the project, describe the reason for the exit, and an analysis of why their leaving supports your Housing First model. If asked to leave, please provide redacted documentation as appropriate. This should include, but is not limited to, a Notice to Quit, Termination Notice or Summons and Complaint. Please explain any mitigating experiences as appropriate. Any documentation filed in court is by definition public information and doesn't need to be redacted.
- If there was a vacancy, was it filled through Coordinated Entry? If not, please explain why.
- How many vacancies were there in the last year and how many were filled through Coordinated Entry?

If a new applicant has no experience with Housing First or a similar model of housing, a detailed narrative describing how the applicant will implement Housing First should be included. This should include, but not be limited to a timeline for full implementation and training plans for staff, management and agency Board of Directors.

New applicants who have not participated in HMIS must also submit a copy of their Workplace Information Security Policy.

The sources of information to complete the ranking tool may include, but are not limited to, HUD Priorities, this Ranking Policy, HMIS, Annual Performance Reports, match documentation, bed/unit utilization, HMIS Data Quality Reports, Project System Performance Measure reports, Annual CoC PIT counts and other need-based reports, CoC project applications, Request for Proposals, and calls with project applicants during Ranking Committee meetings.

The NSCoC has defined the following ranking priorities for funding under the FY18 HUD CoC NOFA.

Upon review of NSCoC continued need, applicant performance and compliance with NSCoC monitoring policies and procedures, a renewal project application for Coordinated Entry (CE) will also be reviewed for threshold criteria as defined in the FY18 HUD NOFA. If there are no issues, it will be placed as the last project in Tier 1. New CE applications will be placed after the last renewal project in Tier 2.

Upon review of NSCoC continued need, applicant performance and compliance with NSCoC monitoring policies and procedures, a Homeless Management Information System (HMIS) renewal project application will also be reviewed for threshold criteria as defined in the FY18 HUD NOFA. If there are no issues it will be placed as the first fully funded project in Tier 2. New HMIS project applications will be ranked in Tier 2 after renewal projects and new Coordinated Entry projects.

The FY2018 HUD NOFA is still using a 2-Tier approach, with 94% of the NSCoC ARD going into Tier 1, and the remaining 6% into Tier 2. The score received on the ranking tool will determine the position of the project in Tiers 1 and 2, as well as in the Priority Listing which accompanies the Consolidated application.

The NSCoC places housing projects as the first priority for CoC funding. In case two or more projects receive the same score, they will be ranked in order of preference as indicated in the NSCoC Priority Ranking Preference project components listed below.

Permanent Housing-Rapid Rehousing with Housing First

Permanent Supportive Housing with either 90% of beds dedicated to chronically homeless, or classified as Dedicated PLUS

Permanent Supportive Housing renewal with Housing First and low barrier entry focus

Domestic Violence housing

Transitional Housing for individuals and families

Should two or more project component types receive the same score, they will be ranked in order of their score for:

Housing first,

Low barrier entry,

Subpopulation, and

HMIS.

New Core Services, because they are not housing, will be placed in Tier 2.

The last funded project in Tier 1 may 'straddle' Tiers 1 and 2 if that project causes the amount of Tier 1 to exceed 94% of the NSCoC ARD, with the portion in excess of 94% going into Tier 2.

Project Determinations and Appeals Process:

Applications which do not meet the minimum threshold requirements will not be ranked or included in the CoC Consolidated Application submitted to HUD.

If the CoC receives more Requests for Proposals responses than can be supported with available CoC funding, the CoC Ranking Committee will rank the grants in order of priority as approved by the NSCoC.

New projects that have not yet begun or completed their grant term will be held harmless and ranked in Tier 1, unless determined otherwise by the CoC Ranking Committee due to special circumstances (i.e. non-compliance of HUD regulations and/or CoC policies, violation of state/federal laws, withdrawal, etc.), or, due to their ranking with other projects, fall below the 94% cutoff.

The Collaborative Applicant (CA) will send formal notification of a preliminary determination made by the NSCoC Ranking Committee to each project applicant along with: individual project ranking summary, individual project ranking number, and any potential budget reduction or increase).

The CA will provide all appeals to the NSCoC Project Ranking Committee to make a final determination that will be sent to the NSCoC for a review, vote (minus any and all voting members with a bias or conflict of interest) and posting to the CA and partner websites.