

CONTINUUM OF CARE (CoC) BOARD

SEPTEMBER 21, 2022 | 3:00-5:00PM

ZOOM MEETING (LINK WILL BE SHARED VIA EMAIL)

TIME	AGENDA ITEM
3:00pm	1. Call to Order
3:03pm	2. Welcome/Introductions
3:05pm	3. Public Comment
3:07pm	4. Approval of Agenda (ACTION)
3:10pm	5. Approval of Minutes (ACTION)
3:12pm	6. Approval of Ranking Policies for CoC Program Funding Competition (ACTION) – <i>Andrew Kraemer, Office of Community and Economic Development (OCED)</i>
3:20pm	7. Approval of Funding Review Team recommendations for CoC Funding Competition (ACTION) – <i>Funding Review Team</i>
3:30pm	8. Approval of Ranking Policies for Unsheltered Notice Of Funding Opportunity (NOFO) (ACTION) – <i>Kristin Kunes, OCED</i>
3:40pm	9. Virtual Voting on Unsheltered NOFO Projects & Application (ACTION) – <i>Kristin Kunes, OCED</i>
3:50pm	10. Update on Coordinated Entry – <i>Morghan Boydston, OCED, & Major Brian Goodwill, Salvation Army</i>
4:10pm	11. CSH CoC Engagement: CoC Change Process – <i>Lindsey Bishop Gilmore & Catherine Distelrath, CSH</i>
4:40pm	12. Shelter Updates (Individuals) a. <i>Dan Kelly, Shelter Association of Washtenaw County (SAWC)</i> b. <i>Krista Girty, Ozone House</i>
4:45pm	13. Shelter Updates (Families) a. <i>Major Brian Goodwill, Salvation Army</i> b. <i>Rhonda Weathers, SOS Community Services</i> c. <i>Ellen Schulmeister, IHN at Alpha House</i> d. <i>Kim Montgomery, Safe House Center</i>
4:50pm	14. Board Member Updates/Issues
4:57pm	15. Public Comment
5:00pm	16. Adjournment

CONTINUUM OF CARE (CoC) BOARD

AUGUST 3, 2022 | 3:00-5:00PM

ZOOM MEETING (LINK WILL BE SHARED VIA EMAIL)

Board members present: A. Carlisle, J. Epps, D. Webster (for Z. Fosler), T. Gillotti, B. Goodwill, J. Hall, J. Hieftje, K. Hoener, D. Kelly, R. Kraut, T. Lee, J. Little, J. Mogensen, J. Monahan, A. Patiño, A. Seipelt, R. Smith, C. Watson (for K. Montgomery), R. Weathers, K. Wyatt

Board members not present themselves or by proxy: N. Adelman, N. Beagle, D. DeGiusti, G. Dill, S. Dowling, D. Forsberg, K. Girty, J. Rosen, S. Wyman

Community members present: M. Behnke (HAWC), T. Brandenberger (HAWC), C. Campbell, M. Creekmore, C. Distelrath (CSH), L. Bishop Gilmore (CSH), B. Goodwill (HAWC), S. Lapidés (WHA), E. Orta (SOS), A. Asberry Payne, A. Spencer, C. Soulard, N. Treadwell

OCED staff present: M. Boydston, C. Balogh, K. Kunes, A. Kraemer, N. DuBois

TIME	AGENDA ITEM
3:00pm	1. Call to Order J. Hieftje called the meeting to order at 3:02.
3:01pm	2. Welcome/Introductions
3:03pm	3. Public Comment None.
3:05pm	4. Approval of Agenda (ACTION) J. Mogensen moved to approve the agenda. A. Patiño seconded. There was no further discussion and the motion was carried with no opposition.
3:07pm	5. Approval of Minutes (ACTION) J. Mogensen moved to approve the minutes. J. Epps seconded. There was no further discussion and the motion was carried with no opposition.
3:10pm	6. Approval of CoC Application for New & Bonus Projects (ACTION) – Kristin Kunes, Office of Community and Economic Development (OCED) R. Smith moved to discuss item. J. Mogensen seconded. K. Kunes described how this is a follow-up to the discussion in the May CoC Board meeting, where the Board approved the 2022 CoC Renewal Project Rubric. This vote is on the New/Bonus Project Application which was similarly updated with the addition of a checkbox for Joint Transitional Housing-Rapid Re-Housing projects. The checkbox allows service providers

	to apply for funding for this project type but does not guarantee that the community will ultimately choose to fund it. There was no discussion. The motion to approve the 2022 CoC New/Bonus Application carried without opposition.
3:20pm	7. Approval of FRT’s ESG Recommendations (ACTION) – FRT Committee A. Carlisle moved to discuss. J. Monahan seconded. J. Monahan gave an overview of the Funding Review Team’s (FRT) work. The FRT met several times to review agencies’ ESG applications and sent back some questions to agencies for further clarification. A. Carlisle gave an overview of the FRT’s discussion of OCED’s disengagement with Salvation Army for MSHDA ESG dollars. There will still be a process to identify which agency or agencies gets the majority of the ESG funding, so what the Board is currently voting on is a placeholder for a pending organization or organizations. K. Kunes said that the FRT’s recommendations are on pages 53-54 of the CoC Board Packet. You can see the breakdown of all ESG subrecipients. The FRT also provided some very helpful clarification and comments for future funding competitions and recommended people read through it. No further discussion. The motion to approve the ESG recommendations for 2022-2023 carried without opposition. D. Kelly abstained from the vote as it pertained to SAWC funding.
3:35pm	8. HMIS Policy Working Group – <i>Crystal Balogh, Office of Community and Economic Development (OCED)</i> C. Balogh presented on this agenda item. I wanted to take this opportunity to bring awareness that the Michigan Coalition Against Homelessness (MCHA) approved the 2022 MSHMIS Operating Policies and Procedure. The Homeless Management Information System (HMIS) is a database in which partnering agencies use to enter client information, produce reports, and coordinate services. The Operating Policies and Procedures were developed to create a minimum standard of operation among the statewide implementation. The HMIS Operating Policies and Procedures are typically updated based off the Housing Urban Development (HUD’s) mandates or when there is the need for system changes. In previous years the HMIS Policies and Procedure are usually released by MCAH released in the winter however, this year they were released in June with hopes to have a board approval for the CoC NOFO. So, what this means for Washtenaw County, the HMIS team will conduct a series of workgroups to review the HMIS Operating Policies and Procedures. We are hoping to have a representative from each HMIS

participating agency which would typically be the HMIS Agency Administrator and others that may want to participate. The work group will be focused on reviewing each section of the Policies and Procedures to determine if the CoC would like to create more rigorous standards. The Policies and Procedures will then be brought back to the board for final approval. At that time, we will review all changes that have been made since the board last approved the Policies and Procedures back in 2019. I would be happy to answer any questions about this process at this time, you may also reach out to me directly by email.

A. Carlisle asked about the vendor change to WellSky—I'm not too much into the HMIS weeds, but I was wondering about that change and what that meant for the providers? C. Balogh answered that change happened several years ago. We've had WellSky for a few years so at this point in time, nothing is changing with that.

A. Carlisle clarified if it was still ServicePoint that the software? C. Balogh said they have rebranded it, it's now called Community Services, but nothing much has actually changed. All agencies have been made aware and trainings have gone out.

M. Boydston asked how we are going to recruit across the community for folks to participate in the workgroup? C. Balogh said that we have a wide variety, and we can have additional conversations—certainly, non-HMIS providers can participate if they are interested. If anyone has suggestions, we can bring folks on board.

No further discussion.

3:40pm

9. HARA Disengagement & RFP Process – *Kristin Kunes & Morghan Boydston, Office of Community & Economic Development (OCED)*

M. Boydston presented on the MSHDA funding disengagement process with Salvation Army for their operation of HAWC. Note that this is for MSHDA ESG funding only for coordinated entry; it is not a full separation of partnership for prevention or other programs. OCED will enter into a monitoring for the other programs to make sure they have everything they need to continue on that work. *Reference the slide deck starting on page 86 of the amended CoC Board packet for the information presented. The synthesis of HAWC feedback from surveys & the listening session is on pages 96-97 of the amended Board Packet.*

A. Payne asked a question related to the backlog—have the people who had reached out and not received a call gotten one back yet? M. Boydston answered that no, they have not. Many people have been called back, and I know that HAWC has made concerted efforts to call folks back, but we

haven't connected with everyone. Now, we have multiple points of entry to help with that too. The majority of the calls have been returned.

A. Payne followed up to clarify: attempts have been made, but not all attempts have been successful because people don't always have access to communication, which makes sense given the population. But back to the question, of all the backlogged calls, have they all been returned? M. Boydston said yes.

A. Payne also asked about how this might have impacted the CERA program: we have seen upticks in evictions, and is this related at all? If so, what resources do we need to make the community whole? M. Boydston answered that CERA had a different entry point, but that people were using HAWC to call about their applications. So, to answer your question, probably yes, people who called and couldn't access the portal but were using HAWC to get help would have had difficulty. When we started returning phone calls, we split them out into two buckets to CERA and other HAWC calls so that they could both be answered.

A. Payne asked how many of the calls are CERA calls. M. Behnke answered that it was about 35-45%, historically.

A. Payne also asked if this was a Salvation Army-wide phone issue, not just HAWC? M. Boydston said yes. A. Payne said that, given the pathway forward for their other services, are we looking at their efficacy in other areas? It seems like a really big break in our emergency services, so why is the decision being made to continue to support their other services instead of a complete breakaway? M. Boydston said that the reason why we're only breaking from those funds is that we have evidence of lack of compliance with our Coordinated Entry Policies & Procedures for MSHDA funds, but we don't have evidence for those other parts of funding. We see that they are meeting those other goals, but we need to do further investigation.

M. Behnke asked for clarification on the October 1 deadline and what that means in terms of transitioning the HARA. M. Boydston said that we need to do some more intentional thought about it once we get closer. It depends on who applies for the funds and who those grantees are. They might have a phone system ready to go and just need some transitioning so it might be smooth—but it might also be a need to create a call center or some larger process. I met with T. Gillotti today to figure out some county resources we might have to assist with call center capabilities. For that particular aspect of the work, that depends on who the recipients will be.

A. Patiño asked if we are still supposed to be directing people to HAWC? M. Boydston said yes.

A. Patiño asked if we could talk more about prevention funds: a question I'm sitting with is the interconnection between the single point of entry and access and coordination of those funds and feeling like separating those two out might cause harm. Is it not more strategic to maintain the connection between those two things moving forward? M. Boydston said that we had a community meeting and OCED will be working out what the coordinated entry system will look like, and we haven't made a determination with the community yet. There is evidence for both pieces and this is yet to be seen.

A. Carlisle wanted to clarify that HAWC has provided call center function for eviction assistance, rent assistance, etc. and also for assessments for shelter and other resources. They've also done diversion, we added that on during the pandemic. I think we need a serious conversation about the funding for coordinated entry. HAWC has \$475k in MSHDA ESG funds, and that hasn't really changed in 10 years. \$100k goes to direct client assistance, which knocks down the budget for HAWC. The conversation that started to happen was around, could we resource HAWC more robustly in the future? That's where WHA took on the engagement with Chicago to learn how they're resourcing their system. Chicago spends \$6-8 million a year for shelter referral and assessment which includes transportation and immediate access. We are falling short in terms of what we're providing to folks. That's what the CoC Board should do – what can we do to bring new resources to the table so we're not just giving the same amount of money to another provider? We know that this is an issue for years. We have a funnel issue—we both need a lot of housing and we also need to be able to widen the funnel. I want this body to take it seriously: how do we resource this in a way where people have immediate access to these things? People shouldn't have to wait weeks and months to get a call back. It's greater than Salvation Army and HAWC. I want us to take it seriously. It's going to be a huge issue in the community, and so that's just a call to our Board members. It feels like with the timeline that's created that there might be a gap in October when Salvation Army ends and the next decision point is later, so what do we do in the interim period? M. Boydston said that we've begun to talk about this in the interim process and we've internally talked about what it might look like to provide some financial support to continue on this work, especially as now Salvation Army is the only phone system. We're talking it through, and it will be an ongoing discussion at the Coordinated Entry level.

J. Mogensen said, it sounded to me that there was an infrastructure collapse and there was no way to get out of it. Independent of the structure of the system, it sounds like there needs to be a backup plan.

This could happen to anybody. So this is a different question—the technology fail, what do we do with that? That should be part of the RFP to say that this is a critical service. It will probably be more expensive. I also want to communicate thanks to the staff of HAWC.

K. Wyatt wants to echo the issue that A. Carlisle raised. The technological catastrophe where the phones went down is not the underlying problem. That is an incident. There has been for a long time problems with access for people who are actually homeless and need shelter right away. We don't have the resources to shelter them. We don't have the staffing. I do not feel it is a Salvation Army problem, the people who work there are wonderful, committed people, but they do not have the resources. It's an issue of resources, capacity, technology. We can put out an RFP if we want, but unless we change some of the reality of what we're dealing with, we'll be kicking the can down the road to another organization who will also not have the resources they need. The Sheriff's Office and me specifically have seen what has happened – we're not able to serve our homeless population, the people who are dropped off in our lobby because nobody knows what to do. If we're going to do better, we have to face that reality, and I was at the meeting with Morghan and others and it was clear from the feedback we got that this has been an ongoing problem. I agree with Amanda, we need to be really honest about that. This is not just a RFP fix. We need to fundamentally change and be honest. If we need more resources, we should be honest. We should go to the governmental bodies in Washtenaw County and ask them for money. There's really been no change in 10 years? There are technology options, there are different thinking outside the box options, we need to be honest that we're failing in our charge and say okay, this is it, let's start working on how to change it. Otherwise, we'll have people sitting in the Sheriff's Office – someone from a hospital who came in a hospital gown, or a child with a young mother, a veteran with dementia. We can do better and we need to do better.

J. Monahan asked if HAWC staff will continue to be HAWC staff? M. Boydston said that's a good question. We know that the community has a problem with staff hiring and retention and so it would make sense for capacity and transitions but is not something that would be mandated of the organization(s) taking on coordinated entry. I also want to go back to some of the concerns with Salvation Army infrastructure – the chain of command issue, taking months to hire and putting additional burdens on existing staff. We're also going to look for a more nimble structure in the RFP so that staff can feel more supported in the already hard work that they're doing.

D. Kelly said that this conversation had me thinking about other communities where they were so much farther behind in terms of not

	even having these conversations about how we get better and have a better system. I appreciate the fact that there is such a diverse group of people at the table here to talk about it, and we have to seize the energy and figure out how to build a system that better responds. Can we find a way to have a bed for everybody? A. Patiño is curious what would be helpful, as a CoC Board Member listening to Kathy's call to action and our next Board meeting isn't until September. What can we do to be helpful between now and then? Recognizing I'm not a part of these conversations so I don't know what I don't know, but I'm worried that no one will apply to the RFP. I'm curious if we need to do something more substantive to sort out resourcing this prior. Is there a role that the CoC should be playing in developing the RFP? How can we help? M. Boydston: in regard to the RFP, we are developing it with the community, we'll talk about it at the Coordinated Entry meeting on Monday, and then there will be another vetting of it after. Involvement at large throughout this process would be helpful. T. Gillotti said that the resource issue is a huge one, we've talked about it before, but we don't have a sense what we need until we've had some of these conversations. We're hoping to set it up in such a way that people will say what they need to do the work and then we can figure it out. It's an imperfect process, a bit circular, so we're trying to prep for it. If other folks have ideas, we welcome those as well. I've really appreciated the dialogue today and the community sessions we've been having. R. Weathers supported all that A. Carlisle, K. Wyatt and A. Patiño brought up – it's hard to want to apply without knowing what assistance is available. I also saw that for the Unsheltered NOFO this is one of the potential funding streams, so I was wondering if there's been thoughts about that for support? No further discussion.
4:05pm	10. CSH CoC Engagement: Updates and Restructuring Recommendations – <i>Lindsey Bishop Gilmore & Catherine Distelrath, CSH</i> C. Distelrath walked through a slide deck with CSH's recommendations. The discussion included a Menti which asked for people's level of agreement with each of the recommendations and words of reflection on them. In general, people expressed high level of agreement with the recommendations. <i>See pages 134-139 of the CoC Board Packet for the recommendations and pages 140-157 for people's feedback on these recommendations during the CoC Board Meeting.</i> If anyone is interested in participating in the short-term strategic planning workgroup, they can email catherine.distelrath@csh.org. Meetings are 1-hour and occur weekly throughout August.

	A. Payne asked if the CoC has to exist? It seems like there are spaces that people have identified as not working. Is there a reason why it's framed the way it is? Also wanting to talk about getting input from people with lived experience and building power and agency—these are two very different things. C. Distelrath answered that something has to exist, per HUD, but it doesn't need to look the way that it does today—which is something for this group to explore. No further discussion.
4:50pm	11. Shelter Updates (Individuals) A. <i>Dan Kelly, Shelter Association of Washtenaw County (SAWC)</i> B. <i>Krista Girty, Ozone House</i> For time, this agenda item was skipped. A SAWC update is included in the CoC Board packet on page 158.
4:52pm	12. Shelter Updates (Families) C. <i>Brian Goodwill, Salvation Army</i> D. <i>Rhonda Weathers, SOS Community Services</i> E. <i>Ellen Schulmeister, IHN at Alpha House</i> F. <i>Kim Montgomery, Safe House Center</i> For time, this agenda item was skipped.
4:55pm	13. Board Member Updates/Issues J. Mogensen raised that the resources issue has always existed. The challenges are that it's always been hard to get nonprofits to participate in these advocacy conversations because it can sound like they're just asking for more money for themselves. As the faith representative, I will commit to always being there alongside the nonprofit providers to ask for money, in the same way as we were talking about the shelter system and HAWC. The reality is, there are people at faith communities and hospitality houses and camp outreach, showing up at the Sheriff's Office – being homeless is a physical problem, and I'll also bring up families. People will have to find other ways if the system can't cope, and that's its own problem. I'm always ready to talk about resources and try to organize more faith community members to say, we have to figure out a way to figure out some solutions – independent of this formal body. We really do need to work on that, it's a fundamental challenge we've had and continue to have. No further discussion.
4:57pm	14. Public Comment None
5:00pm	15. Adjournment J. Hieftje adjourned at 4:58pm.

ACTION ITEM SUMMARY

CONTINUUM OF CARE (CoC) BOARD | September 21, 2022

Approve Ranking Policies for CoC Program Funding Competition

Annually, HUD releases a Notice of Funding Opportunity (NOFO) to communities for the CoC Program. Community agencies have the opportunity to apply for renewal funding, as well as expansion or bonus projects within the parameters of the funds. The Funding Review Team (FRT) reviews project applications and ranks them according to their score (determined by their performance the CoC Board-approved project rubric) and the community's NOFO Ranking Policy. The Ranking Policies are used each year as part of the CoC Program Funding Competition to prioritize all of our CoC projects, including both existing projects and bonus projects. It's a way for our community to decide what our priorities are for addressing homelessness in Washtenaw County. On August 24th, the Office of Community and Economic Development (OCED) held an open community meeting to discuss this year's NOFO Ranking Policy. More than 20 community members participated in the discussion. As a result of the discussion, two updates were made to the 2022 NOFO Ranking Policy (included in Board packet).

1. One permanent supportive housing (PSH) project is being reallocated this year due to a provider declining to reapply. The community recommended we apply for PSH to serve families with those funds, and rank them in Tier 1 so they would be automatically renewed.
2. For CoC Bonus projects this year, the community decided to accept applications for Coordinated Entry projects in addition to family PSH. This is always an allowable project type, but one that Washtenaw County has traditionally not gone for in favor of PSH. For this year, Coordinated Entry bonus projects will be ranked above Family bonus projects. No existing projects are impacted by this change.

Current Action Needed:

Approve the 2022 CoC NOFO Ranking Policy.

Motion:

The CoC Board approves the 2022 CoC NOFO Ranking Policy.

Approve Funding Review Team recommendations for the Notice of Funding Opportunity (NOFO) FY22-23 CoC Program Funding Competition

On August 1, 2022, HUD published the Notice of Funding Opportunity (NOFO) for the Fiscal Year (FY) 2022 Continuum of Care (CoC) Program Competition. HUD requires that the local CoC Board ensure the review, selection, and ranking of each renewal and new project, including those created through reallocation, and any bonus projects. This process is completed by the Funding Review Team (FRT), a standing subcommittee of the CoC. The 2022 CoC Funding Report included in the CoC Board Packet outlines the process undertaken to review, score, and rank renewal projects, as well as to select new (reallocation and/or bonus) project applications. This process led to the recommendations submitted to the CoC Board for approval by the FRT, as explained in the report.

The CoC Program funds permanent housing projects. This year, it will provide up to \$6,687,713 in funding for Renewal Projects. As in past years, HUD requires the renewal projects to be ranked in two tiers. The first tier includes this funding for renewal projects, including any reallocations. All previously CoC-funded projects were recommended for renewal by the FRT. One \$56,973 project was reallocated as the provider declined to reapply. One reallocation project application was submitted for review by the FRT. In addition to renewing currently funded projects, this year's NOFO provided an opportunity for all communities to submit one or more 'Bonus' project applications. The Washtenaw County CoC is eligible to apply for up to \$334,386 in Bonus project funding.

Two bonus project applications and one DV bonus application were submitted for review by the FRT. Along with regular bonus, CoCs are also able to apply for a bonus project to specifically serve domestic violence survivors. Washtenaw County CoC is eligible to apply for up to \$206,469 in DV Bonus funding. One application was received for DV Bonus funding. Further, the NOFO allows CoCs to apply for a non-competitive Planning Grant in the amount of 3 percent of the ARD (\$200,631 for Washtenaw County). This non-competitive grant funds activities related to coordinating the CoC and is not ranked within the tiered system. The 2022 CoC Funding Report outlines the submitted bonus projects and which projects were selected to move forward and at what amount. The report also displays the project rankings per the 2022 Ranking Policies. The CoC application is due to HUD on September 30th.

Current Action Needed:

Approve the FRT's recommendations for the CoC Funding Competition.

Motion:

The CoC Board approves the FRT's recommendations for the CoC Funding Competition.

Approve Ranking Policies for Unsheltered Funding Competition

On June 22, 2022, HUD released the Special Notice of Funding Opportunity to Address Rural and Unsheltered Homelessness. This is a competitive grant application. If Washtenaw County were to receive funding, the CoC would be eligible for up to \$2,064,692. As with the CoC Program, the FRT will review project applications and rank them according to their score and the CoC Board-approved Ranking Policy. This policy is a way for our community to decide how to best leverage this special funding opportunity. It was informed by community discussions on August 24th and 25th. Following those discussions, a draft of the policy was circulated to the CoC listserv on September 2nd, inviting feedback and questions until the 9th. No comments were received.

The Ranking Policy, included in the Board packet, specifies a series of threshold criteria for general eligibility as well as a ranking order by project type. It prioritizes supportive services only projects (not eligible under the regular CoC Program NOFO), followed by supportive service projects for coordinated entry, new Rapid Re-Housing projects, Homeless Management Information System (HMIS) projects, and CoC Planning Projects. The community is interested in funding each project category including other eligible projects. Projects not selected in the CoC Bonus Application process will be considered for Ranking under the Special NOFO.

Approve Virtual Voting for Unsheltered NOFO Projects & Application

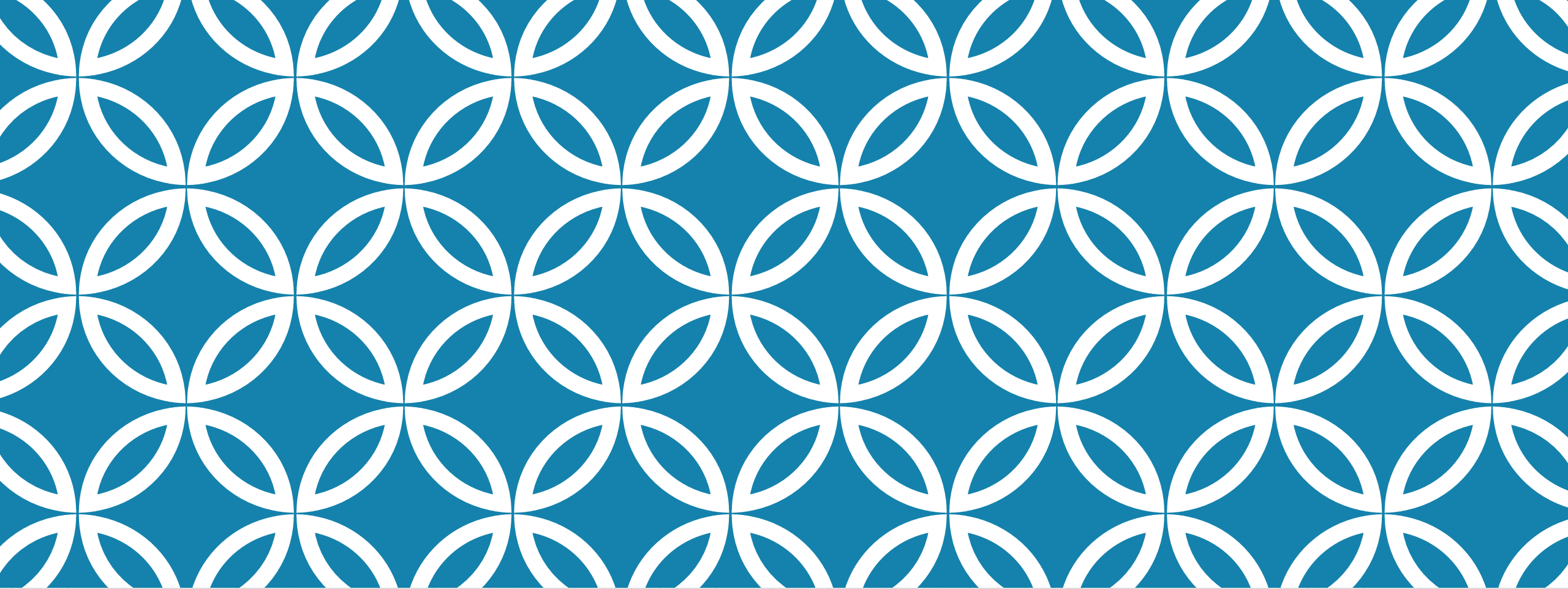
Applicants for the Unsheltered NOFO submitted a Letter of Intent by September 12th and a full application by September 20th. The FRT will meet on September 27th and 29th to review project applications and rank them according to the approved Ranking Policy. Per HUD requirements, projects will need to be approved and notified by October 5th. The CoC Board is not scheduled to meet again until November 16th. In lieu of an additional meeting, the CoC Board could vote virtually to approve the FRT's recommendations. Following the FRT's meeting on September 29th, an Unsheltered NOFO Funding Report (similar to the 2022 CoC Funding Report) will be written and circulated to CoC Board Members summarizing the FRT's recommendations along with a voting poll. The voting poll will ask CoC Board Members to approve the recommendations. It will close on September 30th to ensure applicants can be notified of their status and approved projects can submit their application in the HUD portal.

Current Action Needed:

Approve the proposal to vote virtually on the FRT's recommendations for the Unsheltered NOFO Competition.

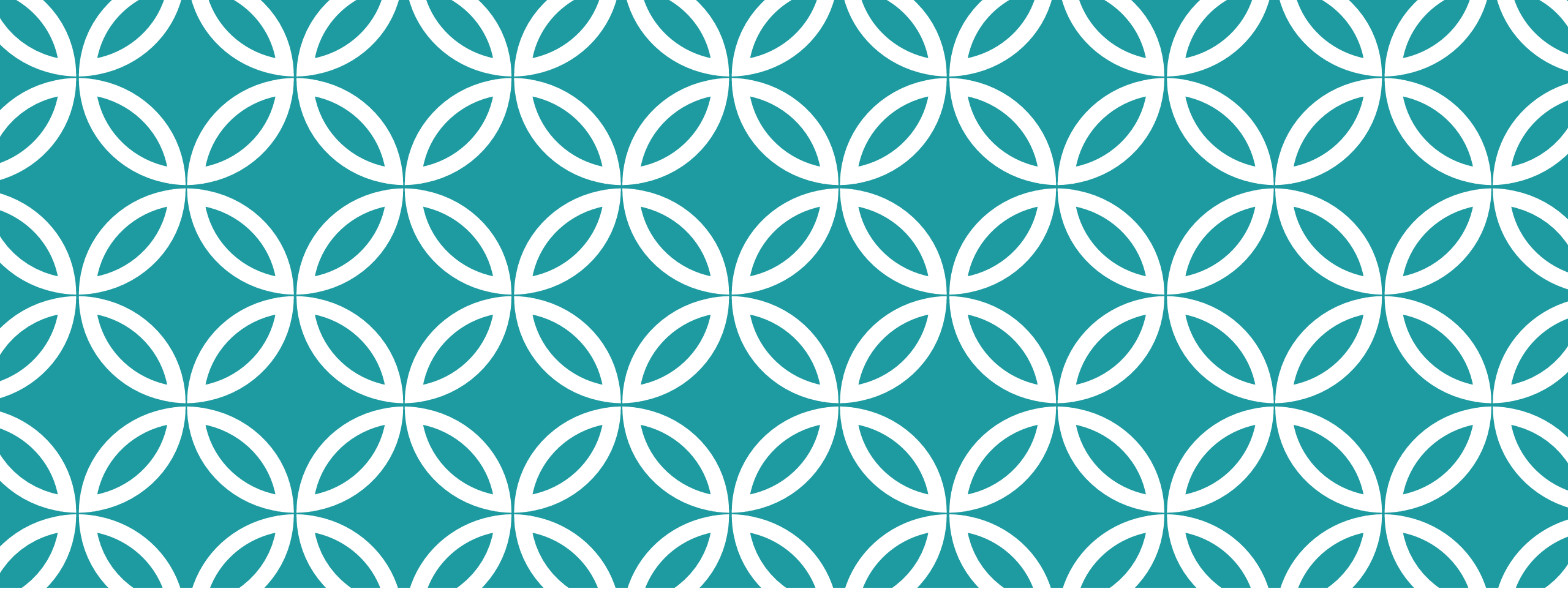
Motion:

The CoC Board approves the proposal to vote virtually on the FRT's Unsheltered NOFO project recommendations.



**WASHTENAW COUNTY
CONTINUUM OF CARE
2022 RANKING POLICIES**

8/24/2022



WELCOME AND INTRODUCTION

WELCOME!

Thank you for coming to the Ranking Policies Community Session! We are very glad to have your input on this important topic.

Please put your name and agency (if any) in the chat!

Please ask questions! You can use the raise hand button or just unmute yourself.

Please remain muted when not speaking.

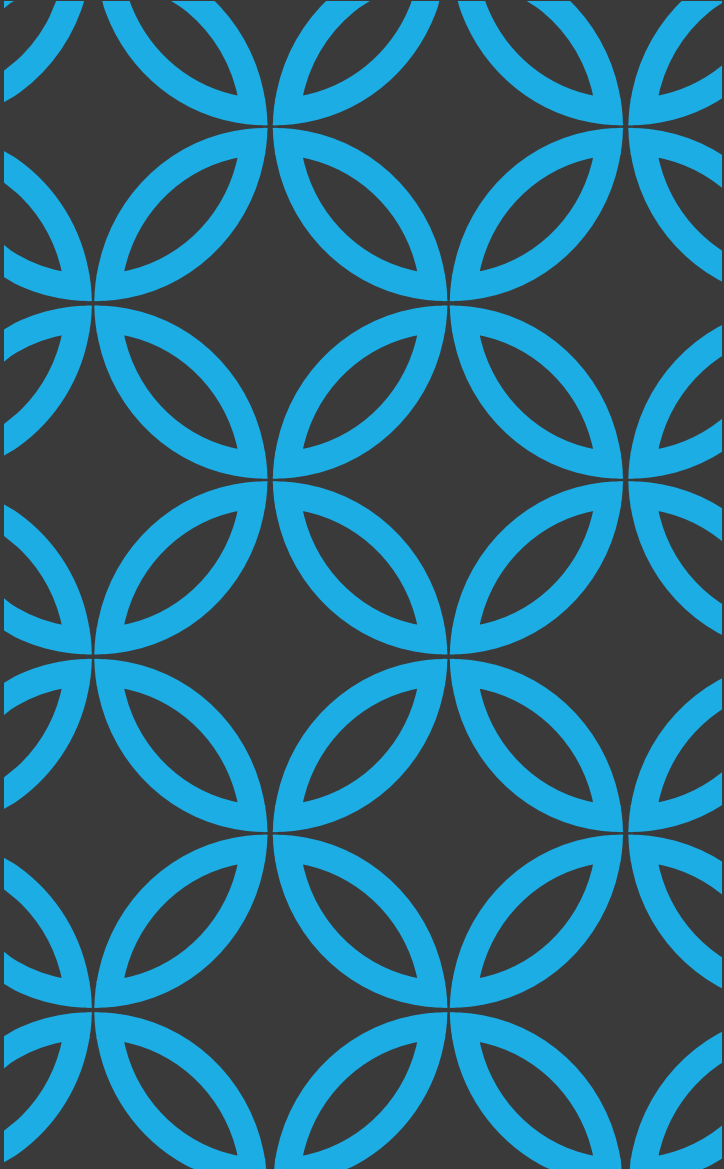
We will be recording this session for our records!

2022 HUD COC FUNDING OPPORTUNITIES

The US Department of Housing and Urban Development has released two simultaneous funding opportunities for 2022.

The Continuum of Care Program Competition funds permanent housing projects and will provide up to \$6,687,713 in funding for Renewal Projects, up to \$334,386 in Bonus Project funding, and up to \$176,407 in Domestic Violence Bonus Project funding.

The Special Unsheltered Funding Opportunity will provide up to \$2,064,692 in funding for projects to address unsheltered homelessness.

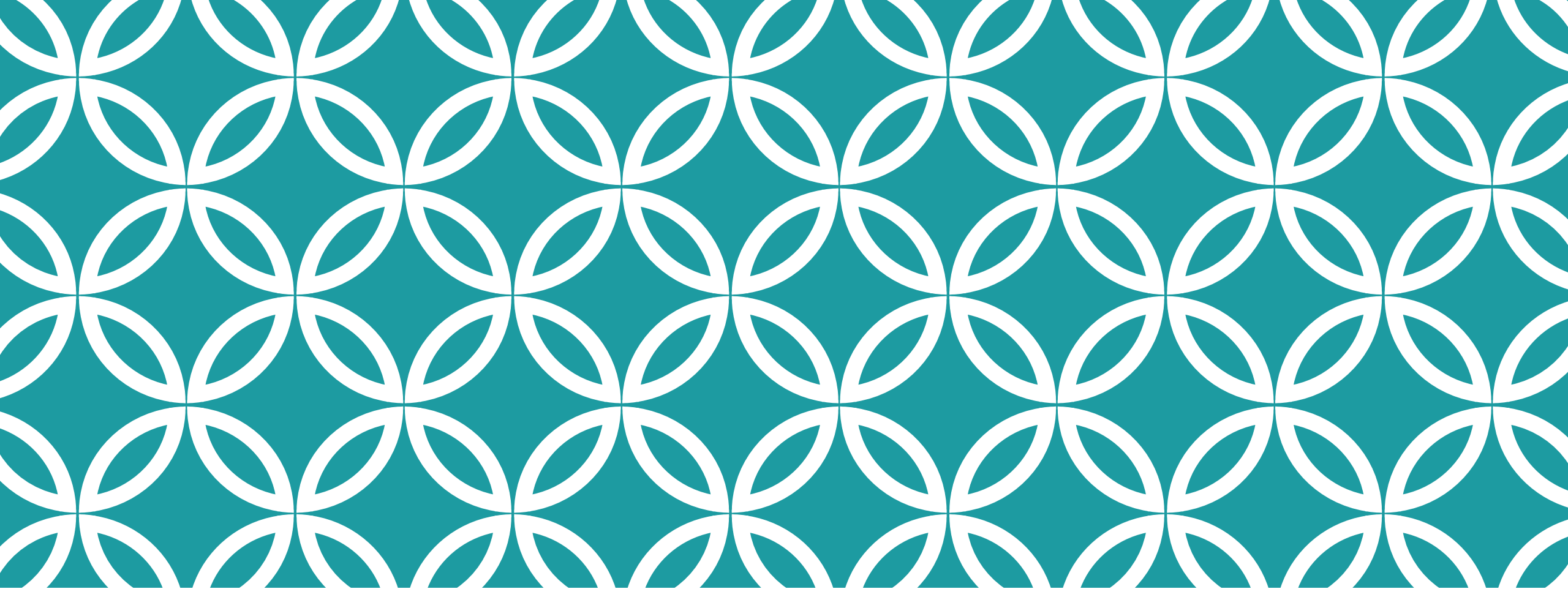


RANKING POLICIES

As part of the funding competitions, HUD asks each Continuum of Care to decide what order to rank the new and renewal projects submitted each year.

In Washtenaw County, we set a ranking policy each year that tells HUD our funding priorities for the coming year.

Today we will be discussing the CoC Program ranking policy from last year and if we want to make changes for the current competition. We will also discuss the ranking policy we will use for the Special Unsheltered Competition.



COC PROGRAM FUNDING

WHAT IS A RANKING POLICY?

Every year as part of the CoC Funding Competition, HUD asks each CoC to rank projects in the order the community would like them to be funded.

In Washtenaw County, we use a Ranking Policy to rank our projects based on what type of project they are.

Project types include Permanent Supportive Housing (PSH), Rapid Re-Housing (RRH), Housing Management Information System (HMIS), and Supportive Services Only-Coordinated Entry (SSO-CE) Projects

PSH

RRH

HMIS

SSO-CE

RANKING POLICIES CONTINUED

The ranking policy tells HUD our communities' priorities by deciding the order in which projects are funded.

This makes sure that the projects most important to our community are funded first so we won't miss out on our best projects if everything isn't funded.

Within the project types, projects are ranked based on how their applications are scored by the Funding Review Team.

1.

HMIS

2.

PSH

3.

RRH

4.

SSO-CE

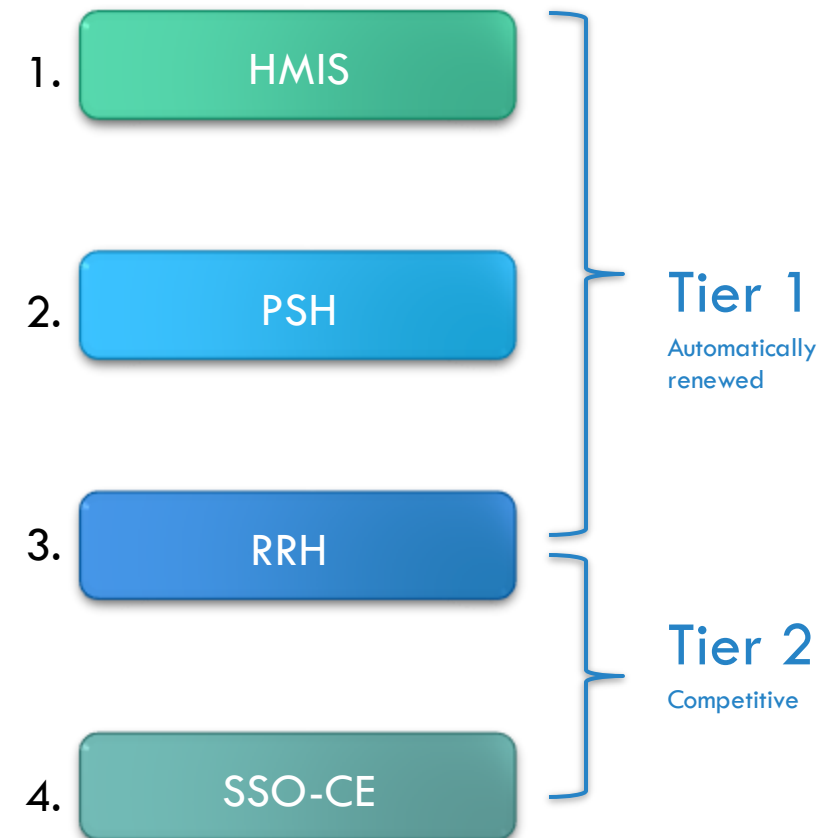
HUD FUNDING TIERS

For the CoC Program Competition, HUD distributes the funding in two tiers:

Tier 1 is the highest priority funding and is automatically renewed each year. This year, Tier 1 includes 95% of our renewal funding, or \$6,353,327. This Tier is non-competitive.

Tier 2 is competitive and is the remaining 5% of the Renewal Funding and an additional \$334,386 for the CoC Bonus, for a total of \$668,772 in Tier 2 funding. This funding is competitive and is not guaranteed.

The lower in Tier 2 a project is ranked, the less likely it will be funded.



REALLOCATION

Ozone House has decided to wind down the SHP for Young Families Project, which is currently only serving one young adult family. This means that the value of the project, which is \$56,973, will be available for a new CoC project.

As the project winds down, we will plan to transfer the current program participant to another appropriate program, so this shouldn't disrupt their services.

REALLOCATION OPTIONS

HUD allows Continuums of Care to create any type of eligible project with reallocated funds. The type of project we will propose to HUD will be selected by our ranking policies.

Currently, our ranking policies prioritize Family PSH, then Individual PSH.

OCED would like to propose that for this year, the community considers using the \$57K from this project to fund a coordinated entry project to help provide more funding to this critical piece of our system. More on this later in the meeting.

RANKING POLICY AND BONUS PROJECTS

Projects will be ranked in the order their applications are scored according to the ranking policy. Once we have applied for the maximum amount of renewal and bonus funding, we can no longer list new projects.

This means that the ranking policies also determine what kind of Bonus Project(s) we will apply for.

For the past several years, Washtenaw County CoC has prioritized family PSH for bonus projects but has been unsuccessful in obtaining them.

DOMESTIC VIOLENCE BONUS

HUD also funds projects each year from a special fund for projects serving survivors of domestic violence, dating violence, sexual assault, and stalking.

These projects can be funded through a special DV competition.

If they are not funded through the DV Competition, they are ranked with other projects and may be funded through bonus project funding.

2021 RANKING POLICY

Projects will be ranked in the following order:

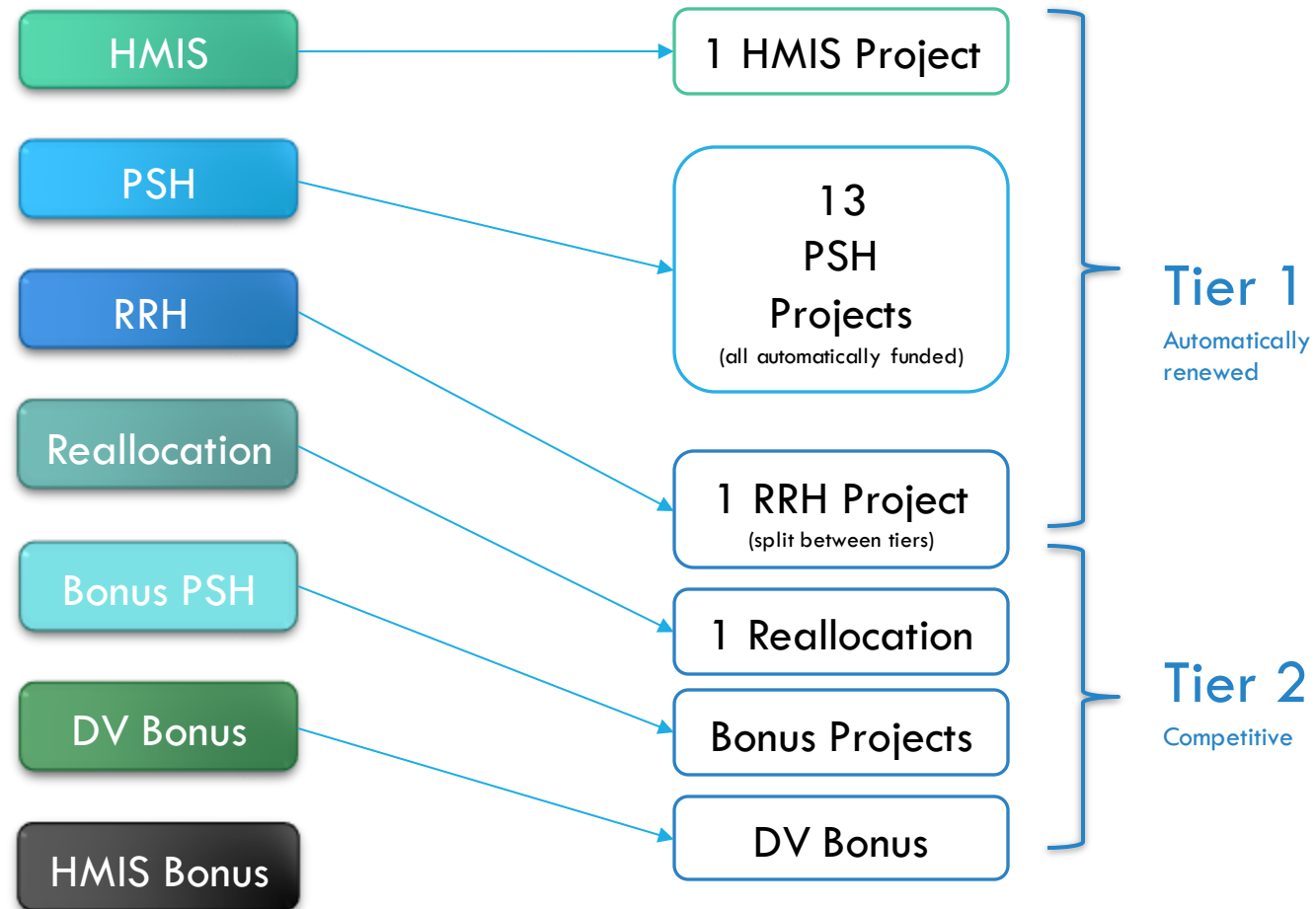
1. Infrastructure Projects (HMIS)
2. Permanent Supportive Housing (PSH) Renewals ranked by score (high to low) in the following order
 - a. Projects with agency owned units and leasing projects
 - b. Project-based rental assistance (PRA)
 - c. Sponsor-based rental assistance (SRA)
 - d. Tenant-based rental assistance (TRA)
3. Rapid Re-Housing (RRH) Renewals ranked by score (high to low)
4. Renewals that don't have a full 12 months of Annual Performance Data

2021 RANKING POLICY CONTINUED

Projects will be ranked in the following order:

5. Projects created through reallocation in the following order: PSH for Families; PSH for Individuals
6. Bonus Projects ranked by score (high to low) in the following order:
 - a. Projects with agency owned units and leasing projects
 - b. Project-based rental assistance (PRA)
 - c. Sponsor-based rental assistance (SRA)
 - d. Tenant-based rental assistance (TRA)
7. Domestic Violence (DV) Bonus Project for RRH serving survivors of domestic violence, dating violence, and stalking
8. HMIS expansion projects

RANKING POLICY VISUALIZED FOR 2022



QUESTIONS?



RECOMMENDATIONS

As the COC Lead, OCED is making the following recommendations:

Place the reallocation project above RRH in our rankings to keep the new project as part of our renewal amount

Change the priority for reallocated projects from PSH to coordinated entry for this year

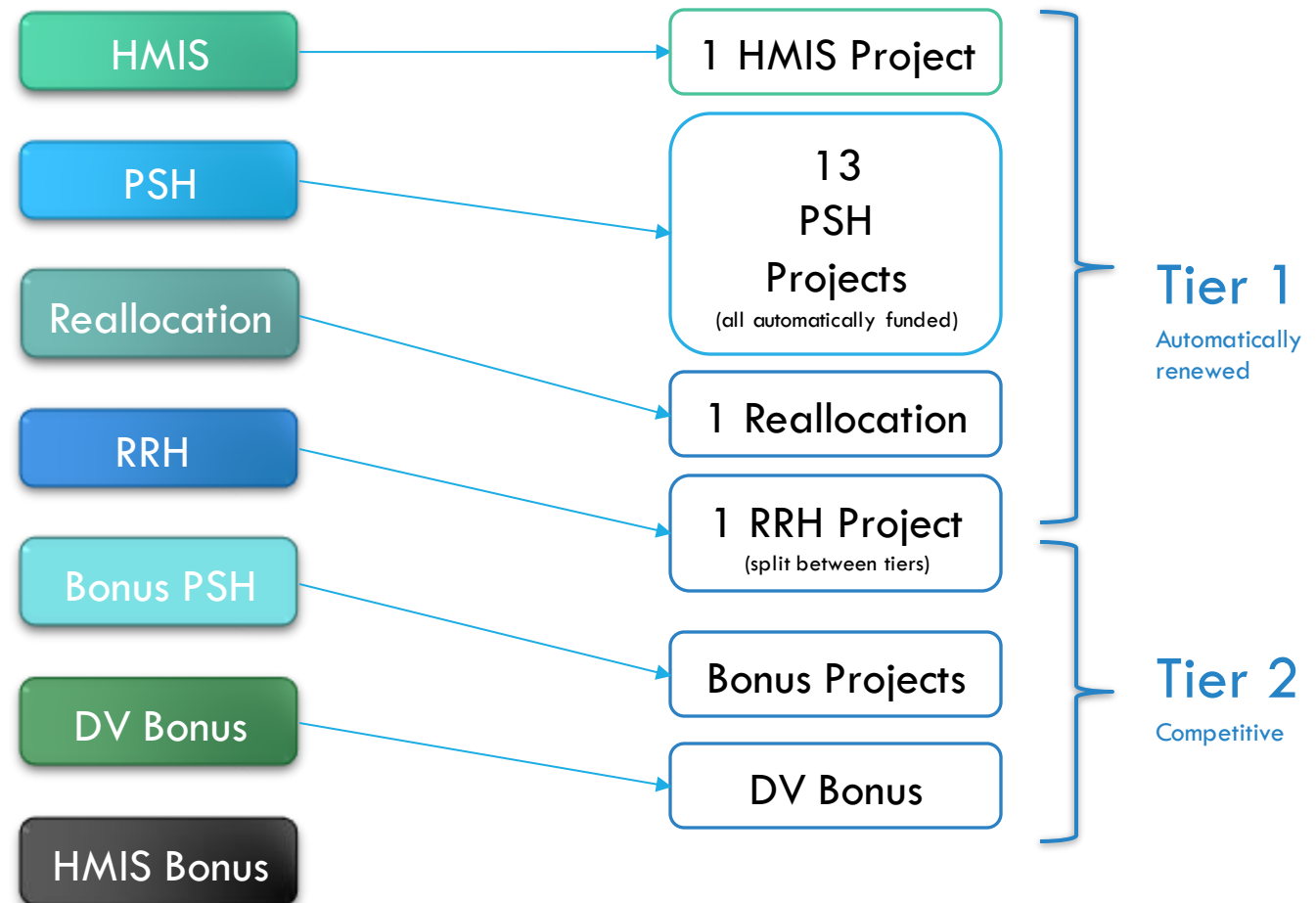
Consider prioritizing Supportive Services Only- Coordinated Entry projects for Bonus Project funding

RECOMMENDATION 1: REALLOCATION RANKING

Currently, our ranking policies will place the reallocation project in Tier 2, which means it may not be funded.

Placing the reallocation project above RRH keeps the money as part of the annual renewal amount.

For the RRH project, it's the same as if the project weren't being reallocated.



FEEDBACK ON RECOMMENDATION 1



ANY THOUGHTS, CONCERNS,
OR QUESTIONS?



SHOULD WE MOVE AHEAD
WITH THIS RECOMMENDATION?

RECOMMENDATION 2: FUND COORDINATED ENTRY WITH REALLOCATION

For the \$56,913 being reallocated this year, OCED is recommending the community prioritize funding a Coordinated Entry Project instead of Family PSH.

Pros: Would create additional, renewable funding for our Coordinated Entry System at a critical time when we are reimagining it. While the project size would be small, it would be more than a 10% increase to the current ESG funding for Coordinated Entry.

Cons: The community would lose 3 units of scattered-site PSH for young adult families. One family is currently housed through this project and would need to transfer to a different project in the CoC, which may mean moving.

FEEDBACK ON RECOMMENDATION 2



ANY THOUGHTS, CONCERNS,
OR QUESTIONS?



SHOULD WE MOVE AHEAD
WITH THIS RECOMMENDATION?

RECOMMENDATION 3: COORDINATED ENTRY BONUS PROJECTS

OCED would also recommend that we consider funding one or more Coordinated Entry projects for our Bonus Project submission.

Pros: Much needed, renewable funding for Coordinated Entry at a critical time.

Cons: If Coordinated Entry were prioritized higher, we would not be as likely to receive new PSH projects. Neither project type is guaranteed to be funded.

FEEDBACK ON RECOMMENDATION 3



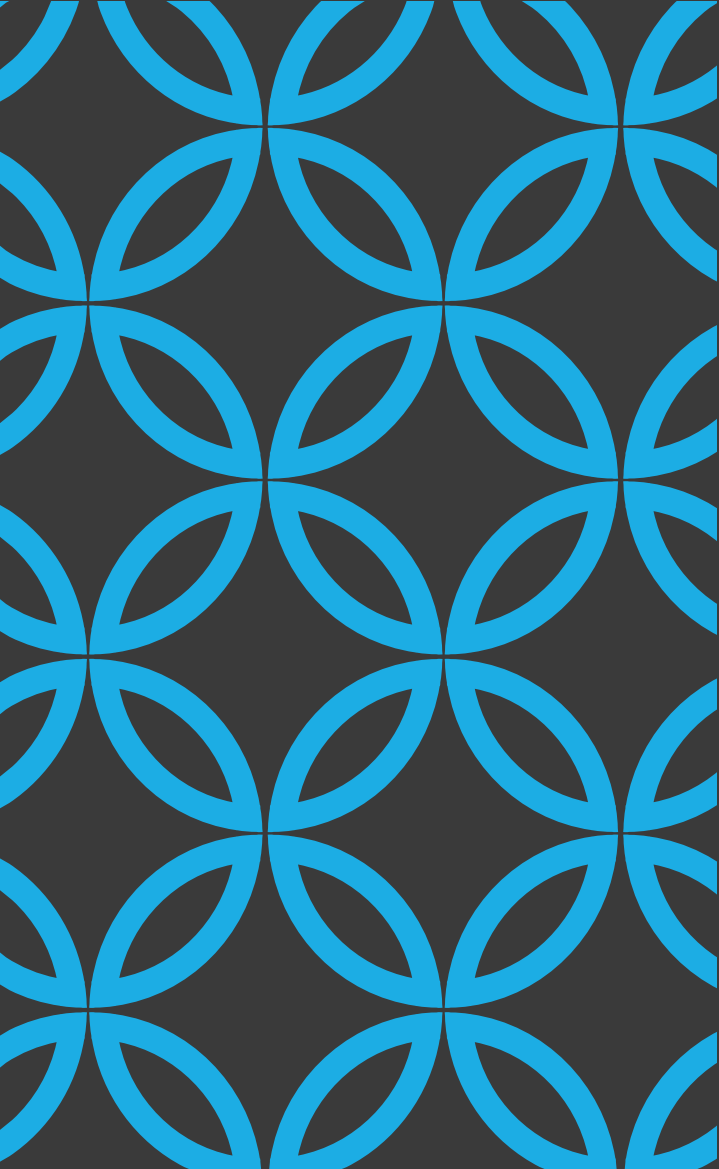
ANY THOUGHTS, CONCERNS,
OR QUESTIONS?



SHOULD WE MOVE AHEAD
WITH THIS RECOMMENDATION?

OTHER FEEDBACK?

We welcome any additional feedback or thoughts at this time. You can also submit feedback to kraemera@washtenaw.org



NEXT STEPS FOR COC PROGRAM RANKING POLICY

OCED will review the feedback we've received at this meeting to prepare a draft ranking policy.

We will share the draft policy through our listserv. [You can sign up here!](#)

Feel free to provide additional feedback on the draft policy!

The policy will be voted on at the September 21 CoC Board Meeting, open to the public.

Final project rankings will be posted on the CoC Website by September 28

Washtenaw County Continuum of Care (CoC) FY2022 Funding Competition

2022 Ranking Policy

Each year, the U.S. Department of Housing and Urban Development (HUD) requires all new and renewal applications submitted as a part of the annual Continuum of Care (CoC) funding competition to be ranked according to a CoC-approved, community ranking policy. The 2022 Ranking Policy was drafted per recommendations from the CoC Community from a public meeting held on August 24, 2022. This policy was approved by the CoC Board on XX/XX/XXXX.

Washtenaw County CoC is committed to the below ranking policy for the 2022 CoC Funding Competition.

Projects will be ranked in the following order:

1. Infrastructure projects (HMIS)
2. PSH Renewals ranked by score* (high to low) in the following order:
 - a. Projects with agency-owned units and Leasing Projects
 - b. Project-based rental assistance (PRA)
 - c. Sponsor-based rental assistance (SRA)
 - d. Tenant-based rental assistance (TRA)
3. Projects created through reallocation in the following order: PSH for families, PSH for Individuals
4. RRH Renewals ranked by score* (high to low)
5. Renewals that do not have a full 12 months of Annual Performance Report (APR) data**
6. Bonus projects ranked by score* (high to low) in the following order:
 - a. Supportive Services Only-Coordinated Entry Projects
 - b. PSH for Families in the following order:
 - i. Projects with agency-owned units and Leasing Projects
 - ii. Project-based rental assistance (PRA)
 - iii. Sponsor-based rental assistance (SRA)
 - iv. Tenant-based rental assistance (TRA)
7. Domestic Violence (DV) Bonus project for RRH serving survivors of domestic violence, dating violence, and stalking
8. HMIS Expansion Projects

*Projects with equal scores are ranked by higher Section 2 Component: *Program Outcome* rubric score. If there is still a tie in score, projects will be ranked by higher Section 3 Component: *Compliance* rubric score.

** Newly implemented projects that do not have a full 12 months of APR data are exempt from outcome scores

Guidance for projects that straddle Tiers:

If a project, once listed in ranked order, straddles the Tier 1/Tier 2 funding line, the following policy will apply:

If a project straddles the line (i.e. a portion of the project budget falls within Tier 1 and a portion within Tier 2), that agency will be asked if the project would still be feasible if only funded for the Tier 1 amount. Agency submits feasibility plan in writing for review by the Funding Review Team (FRT). The FRT reviews this plan and decides whether to accept it based on whether the project would be feasible at the reduced amount.

- IF YES: If project agrees and feasibility plan is accepted by the FRT, the project is submitted straddling the two Tiers.
- IF NO: If project indicates it would not be feasible at a reduced amount or the FRT does not accept the feasibility plan, the project will be dropped so that it wholly fits into Tier 2 and the next ranked project

will have the same opportunity to show feasibility straddling the line. This process is continued until a viable project is placed into Tier 1 amount. The FRT will do everything it can to ensure the full amount of Tier 1 funding is utilized.

DRAFT

Washtenaw County Continuum of Care

2022 Funding Competition Process:

Ranking, Project Priority Listing, & New Project Applications

Introduction & Funding Competition Details

The Federal Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act reauthorized the 1987 McKinney-Vento Act with a renewed emphasis on performance and establishing goals and outcomes to end homelessness. To this end, the Housing and Urban Development (HUD) Continuum of Care (CoC) program provides funding to support the efforts of local public and private non-profit agencies providing services for individuals and families experiencing homelessness.

The 2022 CoC funding competition [Notification of Funding Opportunity \(NOFO\)](#) was released on August 1, 2022. The funding competition includes the submission of a collaborative application, as well as submissions of renewal and new project applications. This year's NOFO provided the following new project opportunities:

- **Bonus:** CoCs can submit one or more bonus project applications for up to 5 percent of their Final Pro Rata Need (FPRN) (\$334,386 for Washtenaw County). Bonus applications can be for new projects or projects that expand an existing project. The following types of projects are allowable:
 1. **New Permanent Supportive Housing (PSH)** that is 100 percent dedicated to chronic homeless individuals and families *OR* meets the requirements of DedicatedPLUS (see Section III.C.2.g of NOFO)
 2. **New Rapid Re-Housing (RRH)** for homeless individuals and families, including unaccompanied youth
 3. **New Joint Transitional Housing and Rapid-Rehousing (Joint TH and PH-RRH)** combining two existing program components to better serve homeless individuals and families
 4. **New Homelessness Management Information System (HMIS)** for HMIS lead agencies
 5. **New Supportive Services Only (SSO)** to develop or operate a centralized or coordinated assessment system
- **DV Bonus:** CoCs can submit one or more applications for a Domestic Violence (DV) bonus for up to 15 percent of its Preliminary Pro Rata Need (PPRN) (\$206,469 for Washtenaw County). The DV Bonus would be funded through a \$52 million appropriation and would provide housing and services to survivors of domestic violence, dating violence, and stalking within the following types of allowable projects:
 1. **RRH projects**
 2. **Joint TH and RRH projects**
 3. **SSO projects** for coordinated entry to implement policies, procedures, and practices that equip the COC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking
- **Reallocation:** CoCs can shift funds in whole or part from existing eligible renewal projects to create one or more new projects without decreasing the CoC's ARD. The allowable project types are the same as the Bonus projects listed above.

Aside from renewals, new projects created through reallocation, and bonus projects, this year's NOFO allowed CoCs to apply for a non-competitive Planning Grant in the amount of 3 percent of the Annual Renewal Demand (ARD), (\$200,631 for Washtenaw County). This non-competitive grant funds activities related to coordinating the CoC and is not ranked within the tiered system outlined in the next section.

The 2022 NOFO also included the following components:

- **Transition grants:** Through the reallocation process, eligible renewal project applicants can transition an existing project component (e.g. RRH) to another component type. For example, a Transitional Housing project could be transitioned into a RRH project.

- **Consolidation:** Eligible renewal applicants will have the ability to consolidate two or more eligible renewal projects into one project application.

For all renewal project and new project applications, HUD requires that the local CoC Board ensure the review, selection, and ranking of each project. This process is completed each year by the Funding Review Team (FRT), a standing subcommittee of the CoC charged with making funding recommendations. The CoC Board then approves final funding recommendations and ranking.

2022 Funding Process and Tier Details

Washtenaw County receives approximately \$6.6 million in CoC funding annually and conducts a review of all CoC funded applicants every year prior to approving the submission of the CoC community & project applications. Each year, the Washtenaw County Office of Community & Economic Development (OCED)—in its role as the CoC Collaborative Applicant—staffs the Funding Review Team (FRT) in the review and ranking process associated with the annual CoC funding competition. This year, FRT members include:

- Amanda Carlisle - Executive Director, Washtenaw Housing Alliance (WHA); CoC Board member
- Amanda Sternberg - Performance Management Analyst, Homeless Action Network of Detroit
- Jennifer Monahan, Youth Transitions Manager, Washtenaw Intermediate School District; CoC Board member

As in past years, HUD requires renewal projects to be ranked in two tiers with the purpose of CoCs indicating which projects are prioritized for funding. This year's NOFO mandated the first tier to include 95 percent of the ARD (\$6,353,327 in Washtenaw County), and the second tier to include the remaining 5% of ARD (\$334,386) along with any funds available for bonus projects.

The following describes how HUD awards funding within the two tiers and how scoring from the Collaborative Application is used:

- CoCs' Collaborative Applications will receive a score based on a 200-point scale;
- HUD will fund all projects in Tier 1 beginning with highest scoring CoC to lowest scoring;
- HUD will select projects in Tier 2, in order of point value, until there are no more funds available;
- Tier 2 will be based on CoC score and project scores. HUD will award a point value to each new and renewal project in Tier 2 using a 100-point scale:
 - CoC Score (up to 50 points directly proportional to the score of the CoC Application)
 - CoC Project Ranking (up to 40 points based on their ranking within Tier 2 according to HUD's formula)
 - Commitment to Housing First (up to 10 points for how the project demonstrates that it is low barrier and prioritizes rapid placement and stabilization in permanent housing)
- DV Bonus projects will be awarded a point value using a 100-point scale:
 - CoC score (up to 50 points directly proportional to the score of the CoC Application)
 - Need for new project (up to 25 points)
 - Quality of Project Applicant (up to 25 points)
- If a project straddles two tiers, HUD will fund the projects separately, first funding the Tier 1 amount and then funding the Tier 2 portion – if it qualifies based on the Tier 2 score defined above. The award announcement of a project that straddles two tiers may not be communicated until the Tier 2 projects are announced.

New and renewal projects are ranked using the CoC Board approved 2022 Ranking Policy (Attachment A).

CoC Renewal Scoring and Ranking Process

A total of 15 projects were up for renewal during this funding competition. Using a standard scoring rubric (Attachment B) to review project outcomes, data quality, and HUD compliance based on HUD audits and expenditure of funds, the FRT was able to score renewal projects and rank them based on scores (see Attachment C for score breakdown).

All renewal projects were recommended for funding by the FRT; one project was identified for reallocation as the current provider chose not to renew.

New Project Scoring and Selection Process

After a review of community data and current resources, as well as system-level discussions about community needs, Washtenaw County CoC determined that bonus or expansion project applications for new permanent housing projects (PSH or RRH) were necessary to meet community need.

On August 25, 2022, OCED released a Request for Letter of Intent (LOI) for those interested in applying for four project types:

- CoC Bonus permanent housing or expansion projects (PSH)
- CoC Bonus supportive services only coordinated entry projects (SSO CE)
- Reallocation permanent housing or expansion projects (PSH)
- DV Bonus permanent housing or expansion projects (RRH)

Interested parties were asked to confirm their intent to apply with some basic details about the project. Applicants then interested in submitting projects after the mandatory meeting then submitted a full application. Bonus and DV Bonus applications were due on September 9, 2022.

One SSO CE project, One PSH bonus/expansion application, one reallocation expansion project, and one DV bonus application were submitted as shown in the chart below. The FRT used a bonus project scoring tool (Attachment D) and a DV bonus scoring tool (Attachment E) to review and score the submitted projects.

CoC Bonus Projects							
Total Funding Available: \$334,386							
Populations Served	Total Units	Rental Assistance	Supportive Services	Admin	Subtotal (Funding Request)	Match	Grand Total
SOS Community Services—Coordinated Entry							
<i>Submitted project would fund staffing for a new coordinated entry system</i>							
All	N/A	N/A	\$304,386	\$30,000	\$334,386	\$83,5967	\$417,983
Michigan Ability Partners—PASS Expansion							
<i>Submitted project would expand a current 22-unit PSH project serving Chronically Homeless Individuals</i>							
Chronic Individuals	12 New (22 existing)	\$75,456	\$43,006	\$11,846	\$130,308	\$32,578	\$162,886

Reallocation Projects							
Total Funding Available: \$56,973							
Populations Served	Total Units	Rental Assistance	Supportive Services	Admin	Subtotal (Funding Request)	Match	Grand Total
Avalon Housing—PSH Families Expansion							
<i>Submitted project would expand a current 13-unit PSH project serving Chronically Homeless Families by 1 unit and fund supportive services for 5 more</i>							
Families	1 new (13 Existing)	\$15,144	\$36,650	\$5,179	\$56,973	\$14,243	\$71,217
DV RRH Bonus Projects							
Total funding Available: \$206,469							
Populations Served	Total Units	Rental Assistance	Supportive Services	Admin	Subtotal (Funding Request)	Match	Grand Total
SOS Community Services—RRH for Families DV Bonus							
<i>Submitted project would expand a current 14-unit RRH project serving DV Survivors</i>							
DV Survivors	6 New (14 Existing)	\$119,751	\$66,071	\$20,647	\$206,469	\$51,617	\$258,086

Bonus Project Selection

Following the community prioritization as listed in the ranking policy (Attachment A), the FRT recommended funding the highest scoring Coordinated Entry project, SOC Coordinated Entry. This project will be ranked per the CoC-approved 2022 Ranking Policies and is selected to move forwards at \$334,386. As there are not sufficient remaining bonus funds for another project, it will be the only bonus project for 2022.

The FRT is additionally recommending that the unfunded bonus project, MAP PSH Expansion, be ranked on the Special NOFO priority listing if there are remaining funds available after applications for already identified community priorities.

DV Bonus Selection

While only one project was submitted for the DV bonus, it was a strong application that showcased a partnership with local DV survivor experts. The application scored well and met the community need to serve a special population. It was selected to move forward at the full DV bonus funding amount of \$206,469.

Funding Recommendations & Ranking

The project rankings below are listed according to the 2022 Ranking Policy (Attachment A). As seen in the Project Rankings table below, Tier 1 includes 95 percent of the CoC's ARD, which is the HMIS project renewal and all renewal PSH project, the reallocation PSH project, and most of the RRH project, which is split between tiers as described above. Tier 2 will include the remainder of the RRH project, the CoC Bonus project, and the DV bonus project:

2022 HUD CoC Project Rankings					
Tier	Project Status	Rank	Provider	Project	Amount
1	Renewal	1	OCED	HMIS	\$137,334
		2	MAP	MAP PSH RASS	\$394,856
		3	Avalon	Avalon PSH Singles	\$848,091
		4	Avalon	Avalon PSH Families	\$239,451
		5	Ozone	Ozone Supportive Housing for Youth	\$140,032
		6	MAP	MAP MVP	\$52,073
		7	MAP	MAP Willowpond	\$42,103
		8	Avalon	Avalon/Pontiac Trail	\$99,672
		9	Avalon	Avalon/Ashley	\$102,507
		10	MAP*	MAP SPC SRA	\$500,807
		11	Avalon	SPC Avalon SRA + Bonus 2010 Consolidation	\$351,132
		12	Avalon*	Avalon 2014 Bonus PSH	\$777,449
		13	MAP	MAP PSH PASS	\$215,286
		14	MAP*	MAP SPC TRA	\$443,941
	Reallocation	15	Avalon	Avalon PSH Families Expansion	\$56,973
	Renewal	16	SOS	SOS RRH for Families	\$1,951,620
TIER 1 TOTAL					\$ 6,353,327
2	Renewal	16	SOS	SOS RRH for Families	\$334,386
	COC Bonus	17	SOS	SOS Coordinated Entry	\$334,386
	DV Bonus	18	SOS	RRH for Families DV Bonus	\$206,469
TIER 2 TOTAL					\$ 875,241
Grand Total					\$ 7,228,568

CoC Board Approval of FRT Recommendations

The CoC Board will approve the funding and ranking recommendations submitted by the FRT and outlined in this report on September 21, 2022. The CoC Board's responsibility in this process included:

- Approval of the FRT report and its contents;
- Approval of the FRT funding recommendations and project ranking;
- Affirmation that CoC staff would complete and submit the 2022 CoC Consolidated Application and Priority Rankings and publicly post both by September 28, 2022.

Attachment A: Ranking Policy

Washtenaw County Continuum of Care (CoC) FY2022 Funding Competition

2022 Ranking Policy

Each year, the U.S. Department of Housing and Urban Development (HUD) requires all new and renewal applications submitted as a part of the annual Continuum of Care (CoC) funding competition to be ranked according to a CoC-approved, community ranking policy. The 2022 Ranking Policy was drafted per recommendations from the CoC Community from a public meeting held on August 24, 2022. This policy was approved by the CoC Board on XX/XX/XXXX.

Washtenaw County CoC is committed to the below ranking policy for the 2022 CoC Funding Competition.

Projects will be ranked in the following order:

1. Infrastructure projects (HMIS)
2. PSH Renewals ranked by score* (high to low) in the following order:
 - a. Projects with agency-owned units and Leasing Projects
 - b. Project-based rental assistance (PRA)
 - c. Sponsor-based rental assistance (SRA)
 - d. Tenant-based rental assistance (TRA)
3. Projects created through reallocation in the following order: PSH for families, PSH for Individuals
4. RRH Renewals ranked by score* (high to low)
5. Renewals that do not have a full 12 months of Annual Performance Report (APR) data**
6. Bonus projects ranked by score* (high to low) in the following order:
 - a. Supportive Services Only-Coordinated Entry Projects
 - b. PSH for Families in the following order:
 - i. Projects with agency-owned units and Leasing Projects
 - ii. Project-based rental assistance (PRA)
 - iii. Sponsor-based rental assistance (SRA)
 - iv. Tenant-based rental assistance (TRA)
7. Domestic Violence (DV) Bonus project for RRH serving survivors of domestic violence, dating violence, and stalking
8. HMIS Expansion Projects

*Projects with equal scores are ranked by higher Section 2 Component: *Program Outcome* rubric score. If there is still a tie in score, projects will be ranked by higher Section 3 Component: *Compliance* rubric score.

** Newly implemented projects that do not have a full 12 months of APR data are exempt from outcome scores

Guidance for projects that straddle Tiers:

If a project, once listed in ranked order, straddles the Tier 1 /Tier 2 funding line, the following policy will apply:

If a project straddles the line (i.e. a portion of the project budget falls within Tier 1 and a portion within Tier 2), that agency will be asked if the project would still be feasible if only funded for the Tier 1 amount. Agency submits feasibility plan in writing for review by the Funding Review Team (FRT). The FRT reviews this plan and decides whether to accept it based on whether the project would be feasible at the reduced amount.

- IF YES: If project agrees and feasibility plan is accepted by the FRT, the project is submitted straddling the two Tiers.
- IF NO: If project indicates it would not be feasible at a reduced amount or the FRT does not accept the feasibility plan, the project will be dropped so that it wholly fits into Tier 2 and the next ranked project will have the same opportunity to show feasibility straddling the line. This process is continued until a viable project is placed into Tier 1 amount. The FRT will do everything it can to ensure the full amount of Tier 1 funding is utilized.

CoC RENEWAL PROJECT RUBRIC

AGENCY:	PROGRAM:	PROJECT TYPE:
AGENCY LEVEL THRESHOLD Agency Level Threshold requires agencies to meet local funding standards and be an active participant in the CoC based on the criteria below.		
THRESHOLD DESCRIPTION		THRESHOLD MET (YES/NO)
Agency meets the financial audit requirements stipulated under the Human Services Partnership Request for Information (RFI).		
Agency has attended at least 1 of 2 CoC All-Membership Meetings in the past 12 months.		
Agency has representation in at least one of the CoC committees (i.e. WHA Operations Committee, Coordinated Entry Oversight & Evaluation) and has attended at least 75% of meetings convened by the committee.		
Agency has a 75 % attendance rate at Community Housing Prioritization Meetings.		
PROJECT LEVEL THRESHOLD Threshold needs to be met as described below for projects to be considered for funding renewal. Projects falling within certain score ranges will need to submit a Corrective Action Plan (CAP), as stated below. <i>Please note: Projects that have not completed a full calendar year will be EXEMPT from this threshold.</i>		
THRESHOLD DESCRIPTION	OUTCOME PERCENTAGE	THRESHOLD MET (YES/NO/EXEMPT)
Program Outcomes: Project attained above 60% of the total score possible. If not, projects scoring between 20-60% will need to submit a CAP and below 20% will not be considered for funding.	%	
Compliance: Project attained above 70% of the total score possible. If not, projects scoring between 50-70% will need to submit a CAP and below 50% will not be considered for funding.	%	
HMIS Compliance & Data Quality: Project attained above 85% of the total score. If not, projects scoring between 55-85% will need to submit a CAP and below 55% will not be considered for funding.	%	
<i>NOTE: For threshold items that are not met, the agency will need to submit an explanatory letter to the CoC Funding Review Team to request a waiver for each threshold item not met before the project application can be considered for funding.</i>		

SECTION 1 - PROJECT DESCRIPTION

PROJECT NARRATIVE (INSERT HERE)

The project narrative addresses the entire scope of the proposed project at full operational capacity. The project description should address the entire scope of the project, including:

- ☐ community need
- ☐ target population(s)
- ☐ the plan for addressing the identified needs/issues of the CoC target population(s)
- ☐ projected outcome(s)
- ☐ coordination with other source(s)/partner(s) and how participants will be helped to access mainstream services
- ☐ reasons why CoC support is needed
- ☐ For projects targeting youth ONLY: Information & data about how youth head of households increased life skills and supports system

TARGET POPULATION (check all that apply)

- ☐ Chronically Homeless
- ☐ Veterans
- ☐ Youth (under 25)
- ☐ Families with Children
- ☐ Domestic Violence
- ☐ Substance Abuse
- ☐ HIV/AIDS

PROJECTED HOUSING TYPE (check all that apply)

- ☐ **Scattered-site apartments:** Total Units ____ # Agency Owned ____
- ☐ **Clustered apartments:** Total Units ____ # Agency Owned ____
- ☐ **Single Room Occupancy:** Total Units ____ # Agency Owned ____
- ☐ **Single-family homes/townhouses/duplexes:**
Total Units ____ # Agency Owned ____

PROJECTED UNITS/BEDS

Total Units: ____ (total agency-owned) ____

Total Beds: ____

PROJECTED CLIENTS SERVED

Total Households Served: ____

Total Persons Served: ____

Total Adults: ____

Total Accompanied Children (Under 18): ____

Unaccompanied Children (Under 18): ____

SECTION 2 - PROJECT OUTCOMES

SEE APPENDIX A: PROJECT OUTCOME CALCULATIONS FOR DETAILS ABOUT DATA SOURCES AND CALCULATING SCORES IN THIS SECTION

2A – PERMANENT SUPPORTIVE HOUSING (PSH) PROJECT OUTCOMES

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/AVAILABLE
A) Retention of Permanent Housing or Movement to Other Permanent Housing $\left[\frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}} \right] \times 100\%$	95%	%	95% or > = 20 91-94% = 18 87-90% = 16 83-86% = 14 79-82% = 12 75-78% = 10 70-74% = 5 Below 70% = 0	/20
B) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (deduplicated) (includes Medicaid, Medicare, VA Insurance) $\left[\frac{\text{Total no. of (L + S) with HI}}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}} \right] \times 100\%$	80%	%	80% or > = 4 60-79% = 3 50-59% = 2 40-49% = 1 Below 40% = 0	/4
C) Employment Rate for Leavers and Stayers at Annual Assessment* $\left[\frac{\text{Total no. of Adult (L + S) with earned Y}}{\text{Total no. of Adults served} - \text{Adults on Disability} - \text{Adults over 55}} \right] \times 100\%$	20%	%	20% or > = 1 Below 20% = 0	/1
D) Leavers and Stayers at Annual Assessment who maintained or increased total income (earned + non-employment income) $\left[\frac{\text{Total no. of Adults (L + S) who maintained or } \uparrow \text{ Total Y}}{\text{Total no. of Adults served}} \right] \times 100\%$	60%	%	60% or > = 9 40-59% = 6 20-39% = 3 Below 20% = 0	/9
E) Cost Effectiveness $\left[\frac{\text{Supportive Services \$ Total}}{\text{Total Stayers} + \text{\# of exits to PH}} \right]$	N/A			
SUBTOTAL PSH PROJECT OUTCOMES			/34	

2B – RAPID RE-HOUSING (RRH) PROJECT OUTCOMES				
CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ AVAILABLE
A) Exit to Permanent Housing Destinations $\left[\frac{\text{No. of leavers exiting to PH types}}{\text{Total no. of leavers served}} \right]$ X 100%	80%	%	80% or > = 20 75-79% = 17 70-74% = 15 50-70% = 10 25-50 = 5 Below 25% = 0	/20
B) Leavers with Health Insurance (includes Medicaid, Medicare, VA Insurance) $\left[\frac{\text{No. of leavers with HI}}{\text{Total no. of leavers served}} \right]$ X 100%	80%	%	80% or > = 4 60-79% = 3 40-59% = 2 Below 40% = 0	/4
C) Employment Rate for Leavers* $\left[\frac{\text{Total no. of Adult (L + S) with earned Y}}{\text{Total no. of Adults served – Adults on Disability – Adults over 55}} \right]$ X 100%	40%	%	40% or > = 1 Below 40% = 0	/1
D) Leavers who maintained or increased total income (earned + non-employment income) $\left[\frac{\text{No. of Adult leavers who maintained or } \uparrow \text{ Total Y}}{\text{Total no. of Adult leavers served}} \right]$ X 100%	60%	%	60% or > = 9 40-59% = 6 20-39% = 3 Below 20% = 0	/9
E) Cost Effectiveness $\left[\frac{\text{Supportive Services \$ Total}}{\text{\# of exits to PH}} \right]$	N/A			
SUBTOTAL RRH PROJECT OUTCOMES			/34	

SECTION 3 - CONSUMER FEEDBACK

CRITERIA	STANDARD	SCORING	AGENCY RATE	POINTS/AVAILABLE
Consumer participation on organization board or other policy making entity. <i>(Mandated by HUD)</i>	Yes, it's currently in place	Yes, it's currently in place = 3 No, but there is an existing plan= 1 No, no plan= 0		/3
Redress and grievance process in place for consumers. <i>(Mandated by HUD)</i>	Yes, it's currently in place	Yes, it's currently in place = 3 No, but there is an existing plan= 1 No, no plan= 0		/3
Feedback collection and response process in place (e.g., clients satisfaction survey, consumer engagement session, etc.).	Yes, it's currently in place	Yes, it's currently in place = 3 No, but there is an existing plan= 1 No, no plan= 0		/3
Client feedback is used to inform service delivery and direct future services	Recent example	Example of utilizing client feedback within past year= 3 No, but there is an existing plan= 1 No, no plan= 0		/3
SUBTOTAL CONSUMER FEEDBACK			/12	

SECTION 4 - COMPLIANCE

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/AVAILABLE	SOURCE
Agency has one or more unresolved monitoring or audit finding(s) for any HUD grants (including ESG) operated by the applicant or potential subrecipients (if any).	No findings or findings addressed in Corrective Action Plan (CAP)		No findings = 5 Findings with CAP submitted = 3 Findings but no CAP = 0	/5	Agency report
Agency has expended funds on this grant in the last two years.	90%		90-100%=5 85% -89%=3 84% and below = 0	/5	Agency report $\left[\frac{\text{Amount drawn from LOCCS within 90 days end of project}}{\text{Total Grant Amount}} \times 100\% \right]$
Agency has outstanding obligations to HUD that is in arrears or for which a payment schedule has not been agreed upon.	No		No=5 Yes=0	/5	Agency report

Agency has a history of late APR submissions (in the last 3 years or for the duration of this project)	0		0-1 late APRs = 5 2-3 late APRs = 0	/5	Agency report
SUBTOTAL COMPLIANCE				/20	
SECTION 5 - BUDGET					
CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ POSSIBLE POINTS	SOURCE
Budget submitted is clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. Quantity descriptions clearly identify what is included in the requests and are in line with project requirements.	Yes		Yes = 6 No = 0	/6	Agency report
Optional Narrative:					
SUBTOTAL BUDGET				/6	
SECTION 6 – RACIAL EQUITY TO BE COMPLETED ONCE PER AGENCY					
CRITERIA	STANDARD	Agency Response		SOURCE	
Public written commitment to address/eliminate racial and ethnic inequities in guiding documentation (i.e. mission, vision, goals, etc.)	Yes			Website or other public posting	

Organization has a racial equity plan or strategy that is regularly monitored	Yes		Submitted plan or strategy
Ongoing evaluation of policy, service, or program impacts and progress towards racial equity	Yes		Agency narrative or submitted evaluation
Internal structures exist to address issues of racial equity (i.e. a functioning equity committee, formal or informal complaint resolution process, caucusing and community advisory body)	Yes		Agency narrative or submitted materials
Racial equity knowledge, skills, and practices are a part of staff job descriptions and work plans	Yes		Submitted job descriptions or work plans
Staff receive training and support around racial equity and how their role is important in addressing institutional racism (i.e. anti-oppression trainings, etc.)	Yes		Names and dates of trainings attended by staff
Management consistently applies a racial equity lens	Yes		Agency narrative or submitted materials

Optional Narrative--Please describe any additional strategies for addressing and responding to racial inequality, and any significant successes or challenges this year:

Racial Equity Checklist adapted from [A Home for Everyone](#)

SECTION 7 - HMIS COMPLIANCE & DATA QUALITY

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ POSSIBLE POINTS	SOURCE
*HMIS - % of Universal Data Elements (UDEs) with No or Null Values in HMIS (left blank) for the following criteria:					
Name	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Date of Birth	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Gender	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Social Security Number	10% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Race	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Ethnicity	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report

Veteran Status	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Disabling Condition	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Destination	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Relationship to Head of Household	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Annual Assessments Completed/Required	5% or fewer missing assessment		5% or < = 1 >5% = 0	/1	HMIS APR Q18
SUBTOTAL HMIS COMPLIANCE & DATA QUALITY				/11	
GRAND TOTAL				/91	
REVIEWER COMMENTS & QUESTIONS					
Reviewer: _____					

APPENDIX A: PROJECT OUTCOMES CALCULATIONS

2A –PSH PROJECT OUTCOMES

CRITERIA	SOURCE & CALCULATION	
A) Retention of Permanent Housing or Movement to Other Permanent Housing $\left[\frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}} \right]$ X 100%	Numerator: A. APR Q22a1 Total stayers + B. APR Q23c Permanent Subtotal Denominator: C. APR Q7a Total persons served (inc. children) - D. APR Q23c Total Deceased	$\frac{A + B}{C - D} \times 100\%$
B) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance) $\left[\frac{\text{Total no. of } (L + S) \text{ with HI}}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}} \right]$ X 100%	Numerator: A. APR Q21 Total at annual assessment with 1 source + B. APR Q21 Total at annual assessment w/ more than 1 source + C. APR Q21 Total leavers with 1 source + D. APR Q21 Total leavers with more than 1 source Denominator: E. APR Q7a Total no. of adults - F. APR Q21 # of stayers not yet required to have an assessment	$\frac{A + B + C + D}{E - F} \times 100\%$
C) Employment Rate for Leavers and Stayers at Annual Assessment $\frac{\text{Total no. of Adult } (L + S) \text{ with earned } Y}{\text{Total no. of Adults served} - \text{Adults on disability} - \text{Adults 55 and over}}$ X 100%	Numerator: A. APR Q18 Total at annual assessment with earned income + B. APR Q18 Total at annual assessment w/both earned and other ioncome + C. APR Q18 Total leavers with earned income + D. APR Q18 Total leavers with both earned and other income Denominator: E. APR Q18 Total adults + F. APR Q18 Total adult leavers - G. APR Q18 # of stayers not yet required to have an assessment - H. From provider # of adults <55 on disability - I. APR Q11 # of adults 55 or older	$\frac{A + B + C + D}{E + F - G - H - I} \times 100\%$
D) Leavers and Stayers who maintained or increased total income (earned + non-employment income) $\left[\frac{\text{Total no. of Adults } (L + S) \text{ who maintained or } \uparrow \text{ Total } Y}{\text{Total no. of Adults served}} \right]$ X 100%	Numerator: A. APR Q19a1* Retained income category and same \$ + B. APR Q19a1* Retained income category and increased \$ + C. APR Q19a1* Did not have income category and gained income + D. APR Q19a2* Retained income category and same \$ + E. APR Q19a2* Retained income category and increased \$ + F. APR Q19a2* Did not have income category and gained incom Denominator: G. APR Q19a1* Total adults (including those with no income) + H. APR Q19a2* Total adults (including those with not income) * Use row "Number of Adults with any Income" in table Q19a3	$\frac{A + B + C + D + E + F}{G + H} \times 100\%$

E) Cost Effectiveness $\left[\frac{\text{Supportive Services \$ Total}}{\# \text{ of Stayers} + \# \text{ of exits to PH}} \right]$	<i>Numerator:</i> A. Grant Inventory Worksheet Column H Supportive Services Total <i>Denominator:</i> B. APR Q22a1 Total stayers + C. APR Q23c Permanent Subtotal	$\frac{A}{B + C}$
2A – RRH PROJECT OUTCOMES		
CRITERIA	SOURCE & CALCULATION	
A) Exit to Permanent Housing Destinations $\left[\frac{\text{No. of leavers exiting to PH types}}{\text{Total no. of leavers served}} \right]$ X 100%	<i>Numerator:</i> A. APR Q23c Permanent destination subtotal <i>Denominator:</i> B. APR Q5a Total leavers - C. APR Q23c Total deceased	$\frac{A}{B - C} \times 100\%$
B) Leavers with Health Insurance (includes Medicaid, Medicare, VA Insurance) $\left[\frac{\text{No. of leavers with HI}}{\text{Total no. of leavers served}} \right]$ X 100%	<i>Numerator:</i> A. APR Q21 Leavers with 1 source of health insurance + B. APR Q21 Leavers with more than 1 source of health insurance <i>Denominator:</i> C. APR Q5a Total adult leavers	$\frac{A + B}{C} \times 100\%$
C) Employment Rate for Leavers $\left[\frac{\text{No. of Adult leavers with earned Y}}{\text{Total no. of Adult leavers served} - \text{Adults on disability} - \text{Adults 55 and over}} \right]$ X 100%	<i>Numerator:</i> A. APR Q18 Adult leavers with only earned income + B. APR Q18 Adult leavers with both earned and other income <i>Denominator:</i> C. APR Q5a Total adult leavers D. From provider Total adults <55 on disability E. APR Q11 Total adults 55 or over	$\frac{A + B}{C - D - E} \times 100\%$
D) Leavers who maintained or increased total income (earned + non-employment income) $\left[\frac{\text{No. of Adult leavers who maintained or } \uparrow \text{ Total Y}}{\text{Total no. of Adult leavers served}} \right]$ X 100%	<i>Numerator:</i> A. APR Q19a2* Retained income category and same \$ + B. APR Q19a2* Retained income category and increased \$ + C. APR Q19a2* Did not have income category and gained income <i>Denominator:</i> D. APR Q19a2* Total adults (including those with no income)	$\frac{A + B + C}{D} \times 100\%$

	* Use row "Number of Adults with any Income" in table Q19a2	
A) E) Cost Effectiveness $\left[\frac{\text{Supportive Services \$ Total}}{\text{\# of exits to PH}} \right]$	Numerator: A. Grant Inventory Worksheet Column H Supportive Services Total Denominator: B. APR Q23c Permanent destination subtotal	$\frac{A}{B}$

Attachment C: Renewal Project Scores

2022 HUD CoC Renewal Project Scores

2022 Continuum of Care: Renewal Projects Score Comparison											
PROVIDER	PROJECT	rental assistance type	Agency owned units	PROJECT OUTCOMES (out of 34 points)	CONSUMER FEEDBACK (out of 12 points)	COMPLIANCE (out of 20 points or 15 for exempt)	BUDGET (out of 6 points)	DATA QUALITY (out of 11 points)	TOTAL SCORE (out of 83 points; see below for exempt)	% TOTAL SCORE	ANNUAL RENEWAL
	Average Score			31	12	19	6	11	78	94%	
	Highest Score			34	12	20	6	11	83	100%	
	Lowest Score			25	10	18	6	9	72	87%	
OCED	HMIS	Infrastructure	n/a	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	EXEMPT	\$ 137,334
MAP	MAP PSH RASS	Leasing	yes	28	12	20	6	11	77	93%	\$ 394,856
Avalon	Avalon PSH Singles	SRA	yes	32	12	18	6	11	79	95%	\$ 848,091
Avalon	Avalon PSH Families	SRA	yes	25	12	18	6	11	72	87%	\$ 239,451
Ozone	Ozone Supportive Housing for Youth	TRA	yes	31	10	20	6	11	78	94%	\$ 140,032
MAP	MAP MVP	N/A	yes	34	12	20	6	11	83	100%	\$ 52,073
MAP	MAP Willowpond	N/A	yes	33	12	20	6	11	82	99%	\$ 42,103
Avalon	Avalon/Pontiac Trail	N/A	yes	31	12	18	6	11	78	94%	\$ 99,672
Avalon	Avalon/Ashley	N/A	yes	30	12	18	6	9	75	90%	\$ 102,507
MAP*	MAP SPC SRA	SRA	mixed	32	12	20	6	11	81	98%	\$ 500,807
Avalon	SPC Avalon SRA	SRA	mixed	31	12	18	6	11	78	94%	\$ 351,132
Avalon*	Avalon 2014 Bonus PSH	TRA	mixed	28	12	18	6	10	74	89%	\$ 777,449
MAP	MAP PSH PASS	TRA	no	32	12	20	6	11	81	98%	\$ 215,286
MAP*	MAP SPC TRA	TRA	no	30	12	20	6	11	79	95%	\$ 443,941
SOS/IHN	SOS RRH for Families 2019	RRH TRA	no	30	12	15	6	11	74	89%	\$ 2,286,006
*Project fiduciary is the Ann Arbor Housing Commission.										Total	\$6,630,740
PROJECT TYPE:		Permanent Supportive Housing				Rapid Re-Housing					

WASHTENAW COUNTY CONTINUUM OF CARE 2022

Reviewer Name: _____

Applicant Agency: _____

Project Title: _____

Total Score (complete this once scoring rubric is completed): _____

SCORING RUBRIC FOR NEW OR EXPANDED PERMANENT HOUSING PROJECT APPLICATIONS

Introduction:

The following rubric is an attempt to operationalize the scoring criteria for new permanent housing project or expansion project applications (i.e. bonus projects) in the FY 2022 CoC Funding Competition. It serves as a descriptive guide for use by the **Funding Review Team**, a *CoC-appointed committee*, when scoring the applications to minimize discrepancies in interpretation between scorers, thereby enhancing consistency and objectivity.

background & eligible projects

The Washtenaw County Continuum of Care (CoC) accepted applications for one or more bonus or expansion projects totaling \$334,386,249 for the 2021 CoC Funding Competition. In addition, the CoC is reallocation \$56,973 using the same application. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the [2022 NOFO](#).***

Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project.

- All **new permanent housing projects** can apply for one of two types of projects, including:
 - New **permanent supportive housing (PSH)** projects that meet the requirements of DedicatedPLUS as defined in Section III.B.2.g. of the [NOFO](#) or new PSH projects where 100 percent of the beds are dedicated to chronic homelessness.
 - New **rapid rehousing (RRH)** projects that will serve homeless individuals and families, including unaccompanied youth, who meet the following criteria:
 - (a) residing in a place not meant for human habitation;
 - (b) residing in an emergency shelter;
 - (c) persons meeting the criteria of paragraph (2) of the definition of homeless

(d) persons meeting the criteria of paragraph (4) of the definition of homeless, including persons fleeing or attempting to flee domestic violence situations;

(e) receiving services from a VA-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

○ Project applicants that intend to **expand an eligible renewal project** must:

- apply within the same component type;
- provide the eligible renewal grant number that the project applicant requests to expand on the new project application;
- indicate how the new project application will expand units, beds, services, persons served
- ensure the funding request for the new expansion project is within the funding parameters allowed under the reallocation process or permanent housing bonus.

Section A: Funding Eligibility and Threshold Criteria (Checklist: tick where applicable)

AGENCY THRESHOLD CRITERIA:

☐ The project meets the eligibility requirements of the CoC Program as defined in 24 CFR part 578 and provides evidence of eligibility required in the application (e.g., nonprofit documentation).

☐ The applicant agency demonstrates the financial and management capacity and experience to carry out the project and to administer Federal funds, as detailed in the project application.

See pages 44-48 of the NOFO for a complete list of threshold criteria.

PROJECT TYPE

Applicants can apply for a new permanent housing bonus project or for an expansion of a current permanent housing project. This project falls under the eligible project type of:

☐ **New permanent housing project**

☐ PSH serving eligible populations as described above

☐ RRH serving eligible populations as described above

☐ **Expansion Project**

☐ PSH serving eligible populations as described above

☐ RRH serving eligible populations as described above

PROJECT QUALITY THRESHOLD

New permanent supportive housing and rapid rehousing projects must meet at least three out of the four criteria and must meet the third criteria. Projects that do not meet at least three criteria and criteria 3 will be rejected (see pages 45 of the NOFO).

- ☐ The type of housing proposed will fit the needs of the program participants
- ☐ The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source
- ☐ The proposed project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
- ☐ Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing)
- ☐ The project must follow a housing first approach (page 9 of the NOFO)

REQUIRED ATTACHMENTS:

- ☐ Most Recent independent audit and submission of SAS114, and 115, if applicable.
- ☐ Current year Board-approved agency budget

Section B: Scoring Sheet

INSTRUCTIONS: FRT members are to review the applications and award points according to the extent to which the scoring criteria are met. A scale with suggested points has been created for each component.

Scoring Components	Criteria for Scoring	Awarded Points
II (A-H): APPLICANT/ SPONSOR EXPERIENCE AND CAPACITY	This component is concerned with the applicant's level of experience and capacity in delivering housing and supportive services for homeless clients. <u>Suggested scoring scale:</u> For maximum points (=15), application must strongly demonstrate the following qualities: • Clear description (backed with concrete examples) of experience/ expertise with renting units, operating rental assistance and providing supportive services that are aligned with what is proposed in the application. • Clear and concrete examples of how applicant has identified and addressed target population's housing and service needs	___/15

	• If it is a joint application, role of each partner is clearly described and delineated • Applicant agency has a strong management and coordination structure along with an adequate financial accounting system to administer the grant • If a current recipient of CoC or other forms of federal funding, there are no outstanding obligations to HUD, no unexpended funds and no detrimental audit findings. (i.e. Answers to questions IIE-H must be 'No') 10-14 points: • Adequate description and demonstration of above criteria with good examples given to support content. • Where applicant answered 'Yes' to any of the questions (1E-H), there must be a clear demonstration of corrective steps taken which led to successful resolution of outstanding concerns. 5-9 points: • Above criteria are not fully or clearly met. Some attempt to provide examples to demonstrate (i) and (ii) but they are not always aligned with what is proposed in the application. • Where there are outstanding obligations to HUD or audit issues, applicant did not provide an adequate corrective action plan or explanation. 0-4 points: • Lack of clarity in demonstration of most of stated criteria. No concrete examples were provided to support claims. • No clear role / responsibilities when it comes to joint applications • Where there are outstanding obligations to HUD or audit concerns, applicant did not provide <u>any</u> corrective action plan or explanation. Comments:	
III (A-G): PROJECT DESCRIPTION	This component is concerned with the scope of the proposed project, its goals and the means in which the desired outcomes are to be realized. <u>Suggested scoring scale:</u> For maximum points (=20), application must strongly demonstrate the following qualities: • Project description is clear, complete, and concise and addresses the entire scope of the project.	___/20

	- Clearly addresses the target population/ community to be served and how applicant plans to go about meeting assessed needs. All pointers that are highlighted in the application are fully addressed. - Has a sound plan for executing the grant agreement and beginning rental assistance within 12 months of the award. - For expansion projects, application clearly explains why the expanded activity is needed and how it will be implemented. - If project is designated as DedicatedPLUS, application provides clear explanation of the reasoning behind this designation and how the project will use this expanded criteria. - Project has strong capacity for prioritizing persons with the most severe needs. - If applying for rental assistance, project has a comprehensive method for assessing and determining the type and amount of rental assistance that participants can receive. 14-19 points: - Project description is generally comprehensive with 1-2 areas that require clarification. - Pointers highlighted in question III(A) are mostly addressed. - Plan for implementing project within 12 months can be clearer. - Project can be more explicit in its description of how chronic and vulnerable homeless persons are prioritized. 7-13 points: - Project description can be more comprehensive and there were more than 3 areas requiring further clarification. - Pointers highlighted in question III(a) are not addressed adequately. - Timeline for implementation within 12 months is questionable and it is unlikely that project would be ready within 12 months of receiving award. - Weak demonstration of project's capacity to prioritize chronic and vulnerable homeless persons. 0-6 points: - Lack of clarity in overall project description with some pointers not addressed at all. - Responses have little or no consistency with other parts of the application. - There are serious doubts that project would be ready to implement in a timely manner.	
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	• Project is not aligned with HUD's goals of prioritizing chronic and vulnerable homeless persons. Comments:	
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IV : COMMITMENT TO HOUSING FIRST	This component is concerned with the project’s alignment and commitment to the Housing First approach to homeless assistance. <u>Suggested Scoring Scale:</u> For maximum points (=10), application must strongly demonstrate the following qualities: • Applicant must clearly describe past experience with the Housing First approach • Current project design is aligned with Housing First Principles (refer to Appendix A of the application (page 18), including: ○ Client participation in services is not a prerequisite for housing placement ○ Few, if any, programmatic requirements for entry into housing (e.g. sobriety, minimum income threshold) ○ Services are provided as per client’s choice and discretion 4-9 points: • Description of Housing First approach is weak; no clear indication of past experience in employing this approach. • Project design does not fully incorporate Housing First Principles within its service delivery. Not all of the points highlighted in the criteria are referenced. 0-3 points: • No clear evidence that applicant understands or has incorporated Housing First principles within its service delivery approach. Comments:	____/10
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	• Descriptions and responses to questions are severely lacking. There is little or no evidence that the applicant has experience or expertise in assisting clients with maintaining housing or increasing income. • Proposed supportive services do not take into account client's potential barriers to access. • "Supportive Services Type and Frequency Chart" does not match applicant agency capacity and is not feasible for implementation. Comments:	
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VI: LANDLORD ENGAGEMENT (APPLIES TO SCATTERED- SITE PROJECTS ONLY)	This component is concerned with applicant agency's engagement efforts with landlords towards increasing affordable housing availability. (Applies to scattered-site projects only) <u>Suggested Scoring Scale:</u> For maximum points (=5), applicant must strongly demonstrate the following qualities: • A clear description of applicant's outreach and engagement efforts with landlords is provided. • There is strong evidence of an ongoing positive relationship and communication with landlords that enhances their participation. 2-4 points: • Lack of clarity in description provided. • Limited evidence of an ongoing positive relationship and communication with landlords. 0-1 point: • Little or no consideration for outreach to and engagement with landlords. • No evidence of relationship and communication with landlords. Comments:	___/5
VII: COMMITMENT TO AFFORDABLE HOUSING PLAN (APPLIES TO PROJECT- BASED PROJECTS ONLY)	This component is concerned with applicant agency's commitment to the community's Affordable Housing Plan – Housing Affordability and Economic Equity – Analysis. (Applies to project-based projects only) <u>Suggested Scoring Scale:</u> For maximum points (=5), applicant must strongly demonstrate the following qualities: • Clear and comprehensive description of how the project's location and design aligns with the <i>Housing Affordability and Economic Equity Analysis</i>. 2-4 points: • Lack of clarity in description provided. • Limited alignment with <i>Housing Affordability and Economic Equity Analysis</i>. 0-1 point: • No evidence of alignment with <i>Housing Affordability and Economic Equity Analysis</i>. Comments:	___/5

VIII: PARTNERING AND COMMITMENT TO COORDINATED ENTRY	This component is concerned with applicant agency's commitment to working collaboratively within the Continuum of Care. <u>Suggested Scoring Scale:</u> For maximum points (=5), applicant must strongly demonstrate the following qualities: • Description indicates a strong commitment towards collaboration with CoC partners and concrete efforts to start/maintain this in the proposed project. • Strong indication of commitment to coordinated entry to maximize resources and avoid duplication. 2-4 points: • Lack of clarity in description; there is indication of commitment towards partnership and the coordinated process but it is not fully demonstrated in the past or in current application. 0-1 point: • Description is vague and indicates little or no commitment towards partnership or the coordinated entry process. Comments:	/5
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IX: BUDGET DETAIL	This component is concerned with the budgeting aspects of the proposed project. <u>Suggested scoring scale:</u> For maximum points (=20), application must strongly demonstrate the following qualities: • All budget charts are clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. • New projects can request 1 year of funding with up to an 18-month initial grant term. • Quantity descriptions clearly identify what is included in the requests and are in line with project requirements. • Clear indication of potential additional funding sources that are committed to this project. 14-19 points: • Budget charts are generally filled out in a logical and coherent manner with minor areas requiring clarification. • Quantity descriptions are adequate but may have some inconsistency with overall project requirements. 7-13 points: • Some errors in budget charts, including calculation errors. • Quantity descriptions are unclear and most parts are lacking in logic and connection to the overall application. 0-6 points: • Budget charts are unclear on the whole and lacking in logic and connection to the overall application; multiple calculation errors. • Overall responses provided indicate poor adherence to the specific requirements in each section. Comments:	____/20
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OVERALL COMMENTS:

WASHTENAW COUNTY CONTINUUM OF CARE 2022

Reviewer Name: _____

Applicant Agency: _____

Project Title: _____

Total Score (complete this once scoring rubric is completed): _____

SCORING RUBRIC FOR NEW SUPPORTIVE SERVICES ONLY COORDINATED ENTRY PROJECTS

Introduction:

The following rubric is an attempt to operationalize the scoring criteria for new coordinated entry applications (i.e. bonus projects) in the FY 2022 CoC Funding Competition. It serves as a descriptive guide for use by the **Funding Review Team**, a CoC-appointed committee, when scoring the applications to minimize discrepancies in interpretation between scorers, thereby enhancing consistency and objectivity.

background & eligible projects

The Washtenaw County Continuum of Care (CoC) accepted applications for one or more bonus or expansion projects totaling \$334,386 for the 2022 CoC Funding Competition. The U.S. Department of Housing and Urban Development (HUD) allows CoC's to apply for new (bonus) projects or for expansions of current CoC projects. ***This application uses definitions and requirements based on the [2022 NOFO](#).***

Section A: Funding Eligibility and Threshold Criteria (Checklist: tick where applicable)

AGENCY THRESHOLD CRITERIA:

- ☐ The project meets the eligibility requirements of the CoC Program as defined in 24 CFR part 578 and provides evidence of eligibility required in the application (e.g., nonprofit documentation).
- ☐ The applicant agency demonstrates the financial and management capacity and experience to carry out the project and to administer Federal funds, as detailed in the project application.

See pages 44-48 of the NOFO for a complete list of threshold criteria.

PROJECT TYPE

Applicants can apply for a new bonus project or for an expansion of a current project. This project falls under the eligible project type of:

- ☐ **New Supportive Services Only Coordinated Entry**
- ☐ **Expansion Supportive Services Only Coordinated Entry**

PROJECT QUALITY THRESHOLD

New HMIS projects must meet at least two out of the four criteria or they will be rejected (see pages 52 of the NOFO).

- ☐ The centralized or coordinated assessment system is easily available/reachable for all persons within the CoC's geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC's geographic area.
- ☐ There is a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC's geographic area.
- ☐ There is a standardized assessment process.
- ☐ Ensures program participants are directed to appropriate housing and services that fit their needs.

REQUIRED ATTACHMENTS:

- ☐ Most Recent independent audit and submission of SAS114, and 115, if applicable.
- ☐ Current year Board-approved agency budget

Section B: Scoring Sheet

INSTRUCTIONS: FRT members are to review the applications and award points according to the extent to which the scoring criteria are met. A scale with suggested points has been created for each component.

Scoring Components	Criteria for Scoring	Awarded Points
II (A-H): APPLICANT/ SPONSOR EXPERIENCE AND CAPACITY	This component is concerned with the applicant's level of experience and capacity in delivering housing and supportive services for homeless clients. Suggested scoring scale: For maximum points (=20), application must strongly demonstrate the following qualities: • Clear description (backed with concrete examples) of experience/ expertise with renting units, operating rental assistance and providing supportive services that are aligned with what is proposed in the application. • Clear and concrete examples of how applicant has identified and addressed target population's housing and service needs • If it is a joint application, role of each partner is clearly described and delineated • Applicant agency has a strong management and coordination structure along with an adequate financial accounting system to administer the grant • If a current recipient of CoC or other forms of federal funding, there are no outstanding obligations to HUD, no unexpended funds and no detrimental audit findings. (i.e. Answers to questions IIE-H must be 'No') 13-19 points: • Adequate description and demonstration of above criteria with good examples given to support content. • Where applicant answered 'Yes' to any of the questions (1E-H), there must be a clear demonstration of corrective steps taken which led to successful resolution of outstanding concerns. 7-12 points: • Above criteria are not fully or clearly met. Some attempt to provide examples to demonstrate (i) and (ii) but they are not always aligned with what is proposed in the application. • Where there are outstanding obligations to HUD or audit issues, applicant did not provide an adequate corrective action plan or explanation. 0-6 points:	____/20

	• Lack of clarity in demonstration of most of stated criteria. No concrete examples were provided to support claims. • No clear role / responsibilities when it comes to joint applications • Where there are outstanding obligations to HUD or audit concerns, applicant did not provide <u>any</u> corrective action plan or explanation. Comments:	
III (A-G): PROJECT DESCRIPTION	This component is concerned with the scope of the proposed project, its goals and the means in which the desired outcomes are to be realized. <u>Suggested scoring scale:</u> For maximum points (=40), application must strongly demonstrate the following qualities: • Project description is clear, complete, and concise and addresses the entire scope of the project. • Clearly addresses the target population/ community to be served and how applicant plans to go about meeting assessed needs. All pointers that are highlighted in the application are fully addressed. • Has a sound plan for executing the grant agreement and beginning rental assistance within 12 months of the award. • Project has strong capacity for prioritizing persons with the most severe needs. • Project has a clear advertisement strategy for reaching those with the highest barriers to assistance 30-49 points: • Project description is generally comprehensive with 1-2 areas that require clarification. • Pointers highlighted in question III(A) are mostly addressed. • Plan for implementing project within 12 months can be clearer. • Project can be more explicit in its description of advertisement strategy 10-29 points: • Project description can be more comprehensive and there were more than 3 areas requiring further clarification. • Pointers highlighted in question III(a) are not addressed adequately. • Timeline for implementation within 12 months is questionable and it is unlikely that project would be ready within 12 months of receiving award.	____/40

	• Weak demonstration of project's advertisement strategy 0-9 points: • Lack of clarity in overall project description with some pointers not addressed at all. • Responses have little or no consistency with other parts of the application. • There are serious doubts that project would be ready to implement in a timely manner. • Project is not aligned with HUD's goals advertising to those with the highest barriers to assistance. Comments:	
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VIII: PARTNERING AND COMMITMENT TO COORDINATED ENTRY	This component is concerned with applicant agency's commitment to working collaboratively within the Continuum of Care. <u>Suggested Scoring Scale:</u> For maximum points (=5), applicant must strongly demonstrate the following qualities: • Description indicates a strong commitment towards collaboration with CoC partners and concrete efforts to start/maintain this in the proposed project. • Strong indication of commitment to coordinated entry to maximize resources and avoid duplication. 2-4 points: • Lack of clarity in description; there is indication of commitment towards partnership and the coordinated process but it is not fully demonstrated in the past or in current application. 0-2 point: • Description is vague and indicates little or no commitment towards partnership or the coordinated entry process. Comments:	/10
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IX: BUDGET DETAIL	This component is concerned with the budgeting aspects of the proposed project. <u>Suggested scoring scale:</u> For maximum points (=20), application must strongly demonstrate the following qualities: • All budget charts are clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. • New projects can request 1 year of funding with up to an 18-month initial grant term. • Quantity descriptions clearly identify what is included in the requests and are in line with project requirements. • Clear indication of potential additional funding sources that are committed to this project. 14-19 points: • Budget charts are generally filled out in a logical and coherent manner with minor areas requiring clarification. • Quantity descriptions are adequate but may have some inconsistency with overall project requirements. 7-13 points: • Some errors in budget charts, including calculation errors. • Quantity descriptions are unclear and most parts are lacking in logic and connection to the overall application. 0-6 points: • Budget charts are unclear on the whole and lacking in logic and connection to the overall application; multiple calculation errors. • Overall responses provided indicate poor adherence to the specific requirements in each section. Comments:	____/20
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OVERALL COMMENTS:

WASHTENAW COUNTY CONTINUUM OF CARE 2022

Reviewer Name: _____

Applicant Agency: _____

Project Title: _____

Total Score (complete this once scoring rubric is completed): _____

SCORING RUBRIC FOR DV BONUS APPLICATIONS

DV Bonus applications are for new permanent housing rapid re-housing (RRH) projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3

Introduction:

The following rubric is an attempt to operationalize the scoring criteria for new permanent housing project or expansion project applications (i.e. bonus projects) in the FY 2022 CoC Funding Competition. It serves as a descriptive guide for use by the **Funding Review Team**, a CoC-appointed committee, when scoring the applications to minimize discrepancies in interpretation between scorers, thereby enhancing consistency and objectivity.

background & eligible projects

As allowed under the [2022 Notice of Funding Opportunity](#) (NOFO), the Washtenaw County Continuum of Care (CoC) accepted applications for new Permanent Housing Rapid Re-Housing (RRH) projects serving survivors of domestic violence (DV), dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3 (see page 37 of the NOFO). Applicants are permitted to request up to \$176,407 for a 1-year grant term.

Applicants do not have to be DV providers, but it is *strongly advised* that non-DV providers partner with DV programs to ensure critical program elements are included, such as ongoing safety planning, survivor confidentiality, trauma-informed services and survivor choice.

In the review of applications, reviewers should ensure the following expectations are met:

- Applicants can quantify the need for the project and how the project will fill that gap
- Demonstrated previous performance of applicant in serving survivors of domestic violence (DV), dating violence, sexual assault or stalking, as well as their ability to house survivors and meet safety outcomes

Section A: Funding Eligibility and Threshold Criteria

(CHECKLIST: TICK WHERE APPLICABLE)

AGENCY THRESHOLD CRITERIA:

- ☐ The project meets the eligibility requirements of the CoC Program as defined in 24 CFR part 578 and provides evidence of eligibility required in the application (e.g., nonprofit documentation)
- ☐ The applicant agency demonstrates the financial and management capacity and experience to carry out the project and to administer Federal funds, as detailed in the project application.
- ☐ The applicant and subrecipient (if any) must have the ability to collect required HUD data and generate required reports in HMIS or a comparable data base (for DV agencies)

PROJECT TYPE

Applicants can apply for new permanent housing Rapid Re-Housing projects that follow a housing first approach and are dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3.

- ☐ New Rapid Re-Housing Project is dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless at 24 CFR 578.3.

PROJECT QUALITY THRESHOLD

New permanent supportive housing and rapid rehousing projects must meet at least 3 out of the 4 criteria and must meet the 3rd criteria. Projects that do not meet at least three criteria and criteria 3 will be rejected (see pages 44-48 of the NOFO).

- ☐ The type of housing proposed will fit the needs of the program participants
- ☐ The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source
- ☐ The proposed project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
- ☐ Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing)

Additional criteria:

- ☐ The project must follow a housing first approach (see page 9 of the NOFO).
- ☐ The applicant must demonstrate that the project will use trauma-informed, victim-centered approaches (see page 16 of the NOFO).

REQUIRED ATTACHMENTS:

- ☐ Most Recent independent audit and submission of SAS114, and 115, if applicable
- ☐ Current year Board-approved agency budget

Section B: Scoring Sheet

INSTRUCTIONS: FRT members are to review the applications and award points according to the extent to which the scoring criteria are met. A scale with suggested points has been created for each component.

Scoring Components	Criteria for Scoring	Awarded Points
II (A-N): APPLICANT/ SPONSOR EXPERIENCE AND CAPACITY	This component is concerned with the applicant's level of experience & capacity in delivering housing & supportive services for homeless clients. <u>Suggested scoring scale:</u> For maximum points (=15), application must strongly demonstrate the following qualities: • Clear description (backed with concrete examples) of experience with renting units, operating rental assistance & providing supportive services with concrete examples of how applicant has identified & addressed target population's housing & service needs. • Concrete example of level of need for this population & description of data sets/sources used to understand the need. • Clear description of experience executing requirements of the Violence Against Women Act (safety planning, confidentiality & record keeping requirements). • Concrete examples of providing holistic services to DV survivors & a description of key partnerships & their role in the success of program participants, especially partnering with DV providers if applicant is not a DV provider. • Clear description of applicant & subrecipient (if any) experience in collecting all required HUD data elements & generating required reports, as well as the infrastructure that ensures these requirements are met. • DV providers must use data from an HMIS-comparable database.	___/15

	• If it is a joint application, role of each partner is clearly described & delineated • Applicant agency has a strong management & coordination structure along with an adequate financial accounting system to administer the grant. • If a current recipient of CoC or other forms of federal funding, there are no outstanding obligations to HUD, no unexpended funds & no detrimental audit findings. (i.e. answers to questions IIK-N must be 'No'). 10-14 points: • Adequate description & demonstration of above criteria with good examples given to support content. • Where applicant answered 'Yes' to any of the questions (IIK-N), there must be a clear demonstration of corrective steps taken which led to successful resolution of outstanding concerns. 5-9 points: • Above criteria are not fully or clearly met. Some attempt to provide examples to demonstrate (i) & (ii) but they are not always aligned with what is proposed in the application. • Where there are outstanding obligations to HUD or audit issues, applicant did not provide an adequate corrective action plan or explanation. 0-4 points: • Lack of clarity in demonstration of most of stated criteria. No concrete examples were provided to support claims. • No clear role/responsibilities when it comes to joint applications • Where there are outstanding obligations to HUD or audit concerns, applicant did not provide <u>any</u> corrective action plan or explanation. Comments:	
III (A-E): PROJECT DESCRIPTION	This component is concerned with the scope of the proposed project, its goals & the means in which the desired outcomes are to be realized. <u>Suggested scoring scale:</u> For maximum points (=20), application must strongly demonstrate the following qualities: • Project description is clear, complete, concise, & addresses the entire scope of the project. • Clearly addresses the target population/ community to be served & how applicant plans to go about meeting assessed needs. All pointers that are highlighted in the application are fully addressed.	____/20

	• Has a sound plan for executing the grant agreement & beginning rental assistance within 12 months of the award. • Project has strong capacity for prioritizing persons with the most severe needs. • If applying for rental assistance, project has a comprehensive method for assessing and determining the type and amount of rental assistance that participants can receive. • If not a DV provider, applicant describes a clear partnership with a DV provider 14-19 points: • Project description is generally comprehensive with 1-2 areas that require clarification. • Pointers highlighted in question III(A) are mostly addressed. • Plan for implementing project within 12 months can be clearer. • Project can be more explicit in its description of how chronic and vulnerable homeless persons are prioritized. 7-13 points: • Project description can be more comprehensive and there were more than 3 areas requiring further clarification. • Pointers highlighted in question III(A) are not addressed adequately. • Timeline for implementation within 12 months is questionable and it is unlikely that project would be ready within 12 months of receiving award. • Weak demonstration of project's capacity to prioritize chronic and vulnerable homeless persons. 0-6 points: • Lack of clarity in overall project description with some pointers not addressed at all. • Responses have little or no consistency with other parts of the application. • There are serious doubts that project would be ready to implement in a timely manner. • Project is not aligned with HUD's goals of prioritizing chronic and vulnerable homeless persons. Comments:	
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IV : COMMITMENT TO HOUSING FIRST	This component is concerned with the project's alignment and commitment to the Housing First approach to homeless assistance. <u>Suggested Scoring Scale:</u> For maximum points (=10), application must strongly demonstrate the following qualities: • Applicant must clearly describe past experience with the Housing First approach • Current project design is aligned with Housing First Principles (refer to Appendix A of the application, including: ○ Client participation in services is not a prerequisite for housing placement ○ Few, if any, programmatic requirements for entry into housing (e.g. sobriety, minimum income threshold) ○ Services are provided as per client's choice & discretion 4-9 points: • Description of Housing First approach is weak; no clear indication of past experience in employing this approach. • Project design does not fully incorporate Housing First Principles within its service delivery. Not all of the points highlighted in the criteria are referenced. 0-3 points: • No clear evidence that applicant understands or has incorporated Housing First principles within its service delivery approach. Comments:	____/10
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	• Descriptions & responses to questions are severely lacking. There is little or no evidence that the applicant has experience or expertise in assisting clients with maintaining housing or increasing income. • Proposed supportive services do not take into account client's potential barriers to access. • "Supportive Services Type & Frequency Chart" does not match applicant agency capacity & is not feasible for implementation. Comments:	
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VI: LANDLORD ENGAGEMENT	This component is concerned with applicant agency's engagement efforts with landlords towards increasing affordable housing availability. <u>Suggested Scoring Scale:</u> For maximum points (=5), applicant must strongly demonstrate the following qualities: • A clear description of applicant's outreach & engagement efforts with landlords is provided. • There is strong evidence of an ongoing positive relationship & communication with landlords that enhances their participation. 2-4 points: • Lack of clarity in description provided. • Limited evidence of an ongoing positive relationship & communication with landlords. 0-2 point: • Little or no consideration for outreach to & engagement with landlords. • No evidence of relationship & communication with landlords. Comments:	___/5
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VII: PARTNERING & COMMITMENT TO COORDINATED ENTRY	This component is concerned with applicant agency's commitment to working collaboratively within the Continuum of Care. <u>Suggested Scoring Scale:</u> For maximum points (=5), applicant must strongly demonstrate the following qualities: • Description indicates a strong commitment towards collaboration with CoC partners & concrete efforts to start/maintain this in the proposed project. • Strong indication of commitment to coordinated entry to maximize resources & avoid duplication. 2-4 points: • Lack of clarity in description; there is indication of commitment towards partnership & the coordinated process but it is not fully demonstrated in the past or in current application. 0-3 point: • Description is vague & indicates little or no commitment towards partnership or the coordinated entry process. Comments:	/5
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Washtenaw County Continuum of Care (CoC) CoC Supplemental to Address Unsheltered and Rural Homelessness FY2022 Funding Competition

2022 Ranking Policy

The US Department of Housing and Urban Development (HUD) has released the [Special Notice of Funding Opportunity \(NOFO\) to Address Unsheltered and Rural Homelessness](#). Washtenaw County is eligible to apply for up to \$2,064,692 through the 2022 funding process.

“Unsheltered homelessness is continuing to rise in many areas of the country and recent analysis of homelessness data shows that people experiencing unsheltered homelessness report significantly greater health challenges and experiences of trauma and violence than their sheltered peers. These challenges often begin before they lose their housing. This NOFO supports this highly vulnerable population by supporting CoCs in their efforts to identify people living in unsheltered situations, including encampments, and connects them with health and housing resources. It also supports CoCs in their efforts to enhance their Homeless Management Information System (HMIS) to collect more comprehensive data on people experiencing unsheltered homelessness in their geographic area.” FR-6500-N-25S

Note: This Special NOFO is administered under [24 CFR Part 578](#). This Competition is separate from the FY 2022 CoC Program Competition.

This policy is pending approval by the CoC Board on September 21st, 2022.

Eligibility Criteria: Projects must meet the below criteria to be eligible and considered for ranking

- Serve Category 1 Households (literally homeless) who are not chronic and have histories of unsheltered homelessness
- Participate in the Homeless Management Information System (HMIS)
- Align with [Housing First](#)
- Include a robust plan for involving people with lived experience of homelessness in service delivery and decision making
- For New Rapid Re-Housing (RRH) projects, commitments for 50% of units is required to be funded outside of CoC/ESG funding (e.g., Housing Choice Vouchers, HOME-ARP, HOPWA)

*Existing projects/programs that are not currently funded by CoC/ESG funding are considered new for the purposes of this Special NOFO and eligible if the above criterion is met.

Ranking Order: Projects will be ranked in the following order

1. Supportive Services Only (SSO) Projects: Street outreach, Care coordination for high system utilizers (Community Mental Health, Health Care, Treatment Centers, Jails/Prisons, etc.), Discharge planning (Households exiting institutions), Collaborative case management, etc.
2. Supportive Services Only-Coordinated Entry (SSO CE) Projects
3. New Rapid Re-Housing: New construction, acquisition, or rehabilitation is not eligible
4. Homeless Management Information System (HMIS) Projects: License Fees and Staff to support increased training and technical support
5. CoC Planning Projects: Developing and supporting the CoC system, evaluating and monitoring recipients and subrecipients, preparing and participating in the consolidated plan, etc. as outlined in [24 CFR 578.39](#)

Note: Only a maximum of 3% of the total award can be allocated towards CoC Planning per the Special NOFO.

*Except for CoC Planning Projects, there are no designated caps or maximum allotments for each respective Project. The community is interested in funding each project category including other eligible projects. Projects not selected in the CoC Bonus Application process will be considered for Ranking under the Special NOFO.

Washtenaw CoC Draft Plan 2022

Define Roles:

- Who is the **Champion** of the strategy/task? - People who are making sure the work moves forward, pulls the 'responsible' group together, does background work, brings examples, facilitates the group to work toward decisions/action. This role does not make decisions and isn't responsible for implementing all the work. When possible, having co-champions is recommended.
- What body/group is **Responsible** for making decisions on how to proceed? - committee/workgroup responsible for discussing and making decision(s) on specific strategies and tasks

Goal #1: Acknowledge and begin to repair tension that exists within the CoC and harm that has been caused, with particular attention to knowledge (including historical knowledge) and funding as power dynamics.

Strategy	Action Steps	<u>Roles</u> C=Champion(s) R=Group/Committee Responsible	Key Performance Measures (target/data source)	Timeline (start/end date)	Progress Made (% complete)
a. Engage in facilitated mediation among board members that have been a part of and impacted by the changes to coordinated funding and changes to funding distribution.	i. Identify who needs to participate ii. Identify how to cover the cost to secure a mediator iii. Work with mediator to coordinate and schedule meeting iv. Engage in mediation session(s) (may be series of 1-on-1 and groups meetings) v. Through the action steps, provide updates to the CoC Board about progress and any next steps identified	CSH coordinating with David Gruner		David connecting with Morghan & Amanda week of 9/13/22	
b. Create and implement clear expectations for CoC Board members that	i. Draft board member agreement, aligning with CoC Race Equity Statement ii. Get feedback from the CoC - board and committee members and other partners - and make revisions based on that feedback	C - Morghan & Aubrey R- Ad hoc committee (invite extended	• Develop draft • Seek feedback • Get CoC	Present at November board mtg	

includes a commitment to advancing diversity, equity, inclusion and belonging	iii. Take to CoC Board for approval iv. Strategize on how Board members can hold one another accountable v. Implement by having Board members sign, become an annual commitment and part of new Board member orientation vi. Use the Agreement as a tool throughout the year to create accountability, remind about commitments, and frame conversations	to any board and/or committee members)	Board approval ● Build into Board member orientation		
c. Create opportunities for explicit discussions and learning about diversity, equity, inclusion, and belonging within the CoC Board (?) - acknowledging that everyone is at a different place and learning will/may look different for people based on their various identities (i.e. race, age, gender, etc.)	i. Review the current CoC Race Equity Statement, evaluate the CoC's alignment with the Statement's mission, vision, and practice. Revise Statement, if needed, and communicate broadly and in multiple ways the CoC commitment RE and use the statement to guide Board discussion and decision making ii. Re-vamp the CoC Anti-Racism Workgroup to create and oversee the Racial Equity Action Plan based on the Racial Equity Focus Findings (Sept 2020) Additional things to consider (in addition to the recommendations from the RE focus group findings): iii. Work in partnership with CoC Board, Committees and PWLE to develop a CoC Race Equity Impact Assessment to evaluate policies/funding decisions being made by the CoC iv. Create shared learning opportunities at CoC Board meetings (i.e. Share links to the C4 statewide training series and create	C- R-			

	space for Board members to discuss and debrief; invite agencies engaging in DEIB work to share at CoC Board meetings) v. Renew the work of the previously existing affinity groups and/or create new affinity space(s) where white CoC leaders are coming together to learn, unlearn, relearn about DEIB with shared facilitation and accountability vi. Connect the work that is occurring with C4 Innovates on race equity to the CoC more broadly				
d. Develop understanding of the different types of power, how power is used and the power CoC Board members hold and then explore the various power dynamics that are at play within the CoC Board and actively work to share power and harness power toward a common goal. <i>Intentionally include the various identities that people hold and how those identities hold or do not hold power</i>	i. Identify a facilitator that lead the group through this ii. Identify where to have the discussion (i.e. board mtg or separate space) and date/time iii. Have each person/partner outline the power they hold and personal identities they bring and review collectively to uncover any gaps iv. Determine what is the good, helpful power; what needs to change; what power each person/partner can use to make progress on specific goals v. Incorporate discussions on power and power dynamics in CoC Board Orientation to ensure that the members are actively working to address power and use power toward common goal/vision vi. Use the CoC Board member agreement and RE discussions to continue to name power dynamics when they come up	C-Kathy Wyatt?; R-ad hoc group to see this through (ID facilitator, time/date/location) (solicit participation at CoC Board mtg)			

Goal #2: Clarify, and revise where needed, roles among various entities within the CoC, in particular Washtenaw County Office of Community & Economic Development (OCED), Washtenaw Housing Alliance (WHA), the CoC Board, & the CoC Board Executive Committee as well as roles & purpose of CoC committees.

Strategy	Action Steps	Roles C=Champion(s) R=Group/Committee Responsible	Key Performance Measures (target/data source)	Timeline (start/end date)	Progress Made (% complete)
a. Clarify what the CoC Board is responsible for	i. Create list of HUD expectations and whether they are being met or not. ii. Create a list of the additional things (above and beyond HUD expectations) partners think the CoC Board should be doing/working on iii. Take the 2 lists and based on current capacity/staffing, determine what the CoC Board should be responsible for beyond HUD expectations iv. Finalize list of Board responsibilities v. Incorporate list of CoC responsibilities into Governance Charter, Board orientation, Board member agreement	C- R-			
b. Provide annual Orientation on the CoC including the Roles & Responsibilities	i. Seek feedback on current orientation materials and training ii. Review and revise current orientation materials using plain language and adult learning best practices - include the Board Member Agreement, CoC	C- R-			

	Responsibles, and Conflict of Interest Policy and Procedure iii. Create orientation schedule for new CoC Board members iv. Seek continuous feedback on how to improve for the future				
c. Clarify/refine the roles & responsibilities of OCED and WHA related to the CoC	i. Individually, WHA and OCED create a list of roles and responsibilities that they are currently doing in support of CoC work, including how each partner is funded to do the work. ii. WHA and OCED collectively review lists, discuss, and revise as needed iii. Bring the lists to a group to discuss and explore where there is duplication, gaps, and opportunities for shifting roles & responsibilities iv. Create MoU based on agreed upon roles and responsibilities (review and update annually) v. Create a transparent structure/process for the CoC to hold OCED and WHA accountable vi. Include in CoC orientation Additional: vii. Create a plan to increase CoC staffing capacity to support system work moving forward. Assess what's	C- R-			

	needed in the future – what would it take to lead the CoC (funding and staffing)?				
d. Re-think CoC Committees structure, purpose, membership	i. Short-term: a. Clarify purpose of each committee b. outline current membership, chairs (if exist) and staff that support c. create consistent feedback loop for committees to provide updates and seek feedback from the Board on their work d. create clear and transparent process for people to participate in committees Long-term: ii. Assess the current committees: a. Are they meeting the needs of the CoC? b. Are there ways the work can evolve? c. What roles should CoC Board members play within CoC Committees - are they expected to be involved? lead or co-lead work?	C- R-			

Goal #3: Intentionally create a CoC Board space that advances racial equity, addresses power dynamics, ensures people have the information needed, pulls people into discussions, allows people to get to know one another, has norms/agreements that people understand and are accountable to, is trauma informed, and allows for uncomfortable and difficult conversations

Strategy	Action Steps	Roles C=Champion(s) R=Group/Committee Responsible	Key Performance Measures (target/data source)	Timeline (start/end date)	Progress Made (% complete)
a. Learn more about the current makeup, experiences, and knowledge of the CoC Board	i. Create an anonymous survey to understand CoC Board diversity (race, age, gender, experience in work and systems, disability, etc.), commitment to RE, and their feelings of belonging and ability to meaningfully contribute to the CoC. ii. Distribute survey to CoC Board members iii. Analyze responses and present back to CoC Board iv. Create discussion questions for Board to reflect upon and discuss	C- R-			
b. Create board norms/shared agreements that encourage relationship building & peer learning	i. Draft shared agreements ii. Get feedback on agreements from board members iii. Discuss ways to be accountable to those agreements Additional ideas/considerations: iv. Continuously assess people's comfort in returning to in-person meetings v. Add introductions into Board meetings,	C- R-			

	including the seat that they hold on the Board (i.e. workforce rep, education, etc.) vi. Include ice-breakers and other ways to welcome people to meetings vii. Use breakout groups to allow people to chat in small groups - (CoC related content or ice breakers) viii. Encourage presenters to pose questions to create more Board dialogue ix. Hold space for appreciation/celebration at every meeting x. Create shared learning opportunities (ie. charging board members with leading conversations on topics related to their work) xi. Seek feedback/evaluations periodically xii. Host prep meetings prior to board meetings to bring board members up to speed on content to be discussed xiii. Include more time for certain agenda items at meetings xiv. Call on people to participate if they haven't shared much xv. Re-vamp the public comment process to encourage open communication and transparency xvi. Provide the list of board members to the entire board with information like contact info, board term, etc. xvii. Make a cheat sheet available with acronyms and basic information like HUD requirements				
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	viii. “Match” board members who are less familiar with technical information to those who are more familiar as a way of sharing knowledge between them xix. Create many ways for people to participate – verbally, in writing, polls, etc. xx. When a committee brings a recommendation for a vote, ensure specific information is provided - i.e. who has been a part of developing recommendation, how does this align with RE Commitment, etc. - create a simple checklist that guides the recommendation process				
c. Determine a new decision-making process that encourages more participation, dialogue, & transparency	i. Explore different decision-making approaches and tools ii. Seek feedback from Board and members on the tools & decide which one(s) to use iii. Implement new decision-making tool(s)	C- R-			

Goal #4: Create multiple ways for people with lived experience (PWLE) to engage in CoC work and reduce barriers for participation

Strategy	Action Steps	Roles C=Champion(s) R=Group/Committee Responsible	Key Performance Measures (target/data source)	Timeline (start/end date)	Progress Made (% complete)
a. Identify staffing to support PWLE engaged in CoC work	i. Create “job description”, including duties such as preparing for & debriefing meetings, navigating resources/systems, connecting to professional development opportunities ii. Quantify the staff time and funding needed iii. Determine which entity can/should provide staffing iv. Secure funding for position v. Hire position	C- R-			
b. Create ways for PWLE to engage in CoC work	i. Gather feedback from PWLE about how they would like to be involved/engaged ii. Create opportunities based on feedback & structure based on what PWLE want/need iii. Continuously seek feedback	C- R-			
c. Secure funding to compensate PWLE for their	i. Determine amount of funding needed to equitably compensate PWLE for their time	C- R-			

time in CoC work	ii. Determine entity that will manage payment to PWLE iii. Discuss opportunity with local funders				
d. Create system-wide policy and process outlining compensation for PWLE	i. Determine what activities will be compensated and what will not ii. Determine compensation amount and type for various activities, accounting for benefit cliffs (helpful to work directly with PWLE) and frequency of compensation iii. Create a document that includes all the necessary details including activities that will be compensated, compensation amount & frequency, entity managing compensation, etc.	C- R-			
e. Conduct training for board & other CoC members about working with PWLE to help unpack assumptions & educate on the value & expertise PWLE bring	i. Secure training facilitator or determine materials for board members to review ii. Create space for discussion and reflection at board meetings	C- R-			

Decision Making Tools and Resources:

[Liberatory Decision-Making: How to Engage in a Healthy Process - RVC \(rvcseattle.org\)](#)

[How to Make a Decision using the Advice Process - Google Docs](#)

[How to Choose the Right Decision-Making Process - Google Docs](#)

[How to Choose the Right Decision-Making Process - Google Docs](#)

Consensus-based decision-making: [Overview](#)

Consensus-based decision-making: [Fist to Five](#)

Race Equity Resources:

Michigan Campaign to End Homelessness Race Equity Initiative - 4 Foundational and 3 Applied Learning Trainings led by C4

Innovates <https://spaces.hightail.com/space/77fMrj35vg>

White Dominant Culture: [white dominant culture & something different.pdf](#)

RE Assessment Tool: [Race-Equity-Assessment-and-Impact-Tool.pdf](#)

RE Toolkit: [City of Portland](#)

RE Toolkit: [GARE – Getting to Results](#)

Resources/Examples:

Board composition: [Houston](#) CoC Steering Committee

Board composition: [Indianapolis](#) Blueprint Council

Conflict of interest policy: [St. Louis CoC](#)

Conflict of interest policy: [Yakima County CoC](#)

MOUs: [CoC Memoranda of Understanding - All Chicago](#)

Affinity Groups: [Affinity Groups - All Chicago](#)

Partnership agreement & new partner packet: [Houston CoC partnership agreement; new partner packet](#)

Engagement with People with Lived Experience Resources:

PWLE Advisory Council: [Arlington Virginia](#)

PWLE Advisory Council: [Connecticut CLIP](#)

Guide for Engaging PWLE: [Healthcare for the Homeless](#)

Questions to consider prior to engagement: [100 Million Healthier Lives](#)

WHA PRESENTS
**THE STATE OF
HOMELESSNESS &
AFFORDABLE
HOUSING**

11.15.22
FROM 8:00-10:30 AM
AT WASHTENAW
COMMUNITY COLLEGE
MORRIS LAWRENCE BLDG

Breakfast & Program Event
with Keynote Speaker,
Dr. Abdul El-Sayed

RSVP link coming soon

**SAVE
THE
DATE**