Local Rank Tool — FY2019 CoC NOFA
Approved in June 2019

INTRODUCTION

Annually, the U.S. Department of Housing and Urban Development (HUD) holds a national competition for Continuum of Care (CoC) Program funds. This competition brings funds into San Joaquin County to provide housing and services to individuals and families who are experiencing homelessness.

In this competition, the local Continuum of Care — in this case, the San Joaquin Continuum of Care (SJCoC) — is directed to develop and utilize a Local Rank Tool to rank renewal and new projects accounting for local needs, local performance, and local strategic priorities. Local priorities are expected to align with the overall priorities as determined by HUD and by Congress through the HEARTH Act.

The Local Rank Tool is meant to direct HUD CoC funding toward projects that serve locally identified priorities within the eligible expenses outlined by the HEARTH Act; these local priorities align with the strategic plan articulated by the SJCoC. Specifically, the Local Rank Tool is developed to emphasize project performance and capacity using objective scoring criteria, including HUD-determined and locally approved System-wide Performance Measures.

Scoring Instructions detail how the Application Committee of the CoC will evaluate project applications. These Scoring Instructions have been developed to assist in creating a fair, transparent, and objective process of utilizing the Local Rank Tool.

Project scores will be used to review projects that are submitted to HUD in the FY2019 CoC competition. In order to best serve our community by providing effective projects and capturing the maximum funds available, projects will be ranked according to HUD's priorities as established in the FY2019 Notice of Funding Availability (NOFA), as well as according to local priorities and need as evaluated and determined through the SJCoC.

To gather the necessary information to properly consider each project, the Application Committee will analyze each project proposal and will use data from the Homeless Management Information System (HMIS), Annual Performance Reports (APRs), and other sources such as fiscal records. The source of the data reviewed is specified for each criterion.

SCORING INSTRUCTIONS

Scoring Instructions are used to measure project performance and capacity using objective scoring criteria, including applicable System-wide Performance Measures as determined by HUD. Renewal and new projects will be scored according to two (2) subcategories:

1) Standard Renewals: renewing projects that have operated for a full 12-month period;
2) New Projects: projects that have never been awarded CoC Program funds.

- All projects must be ranked and scored according to the criteria listed under the sections "THRESHOLD (all projects)" "General (all projects)" and "Programs (all projects)."
- The section "Program performance – renewal projects" only applies to renewal projects; new projects are not scored under this section.
- The sections "ADDITIONAL THRESHOLD (new projects)" and "Program performance (new projects)" only apply to new projects; renewal projects are not scored under these sections.
- Program performance scoring for renewal and new projects is program-specific as indicated in each section: Rapid Re-housing (RRH) or Permanent Supportive Housing (PSH).
- Both renewal and new applications must indicate whether the project is RRH or PSH and should be scored only on that criteria.

Scorers shall evaluate answers in project proposals and shall score those answers according to a provided rubric. This rubric shall be objective and standardized. Scorers shall evaluate answers in project proposals to determine the extent to which they fit the priorities outlined by the San Joaquin Continuum of Care for funding through the FY2019 CoC Competition.

Scorers may eliminate from the FY2019 CoC Competition project proposals that: do not meet basic threshold criteria, do not propose activities eligible for funding through the CoC Competition, inaccurately portray or inaccurately describe the proposed project (for example, a proposed permanent supportive housing application is determined by scorers to actually be a transitional housing project), fail to document adequate match funding, or fail to meet deadlines related to the CoC Competition.

RANKING POLICIES AND PRIORITIES

These Ranking Policies are consistent with HUD's policy priorities as described in the FY2019 CoC Program Registration Notice, and also align with local priorities and needs as identified and approved by the SJCoC. The scores of the Local Rank Tool reflect these policies and priorities; those scores will be used to rank new and renewal projects for the FY2019 CoC Competition:

HUD priorities
- Ending homelessness for all persons
- Creating a systemic response to homelessness
- Strategically allocating and using resources
- Emphasizing assistance to the chronically homeless
- Use a Housing First approach

SJCoC priorities
- The SJCoC recognizes that HUD requires each CoC to maintain a functioning HMIS. Therefore, SJCoC has determined that continued support of the continuum-wide HMIS is a critical

component of all CoC- and ESG-funded projects. Based on that understanding, the SJCoC has determined as a matter of policy that the HMIS renewal project will be the top ranked project as long as basic threshold requirements are met.

- Reduce unsheltered homelessness: Projects that maintain or expand permanent supportive housing and rapid re-housing capabilities that move the unsheltered into permanent housing
- Decrease time spent in homeless shelters: Projects that maintain or expand permanent supportive housing and rapid re-housing capabilities that move the sheltered homeless into permanent housing
- Increase permanent supportive housing units: Projects that maintain or expand permanent supportive housing
- Increase exits from streets and shelters into permanent housing: Projects that quickly and efficiently move households from homelessness to permanent housing
- Projects with demonstrated history of meeting or exceeding System-wide Performance Measures
- Applicants that demonstrate experience in operating permanent supportive housing and/or rapid re-housing projects
- Applicants with experience operating Continuum of Care-funded projects
- Applicants that demonstrate experience working with the target populations of proposed projects
- Applicants with a history of participation in the SJCoC and HMIS

REALLOCATION

For the FY2019 competition, new projects may be created through reallocation. A CoC may reallocate part or all of a renewal project's funding to create one or more new projects that meet both HUD priorities and local needs by improving the CoC's outcomes and reducing homelessness more effectively than the reallocated renewal project.

The reallocation of funds and/or project(s) may occur in the following circumstances:
- The applicant makes the determination to not submit an application for a renewal project;
- Due to poor performance or other justifications based on a failure to meet HUD priorities or local needs:
    - The Application Committee recommends that a renewal project is not submitted to HUD in the annual competition, and/or
    - The Application Committee recommends that a renewal project is submitted to HUD in the annual competition, but at a reduced funding request.

The Application Committee, using the Scoring Instructions and Local Rank Tool, reviews and ranks projects and makes recommendations for reallocation. All recommendations by the Application Committee must be ratified by the SJCoC.

The applicant of a project recommended for reallocation will be notified, in writing, via email and letter. Notification must occur within the timeframe established by HUD, and no later than fifteen (15) days before the CoC Consolidated Application submission deadline to HUD.

THRESHOLD CRITERIA

Project applications will be reviewed to determine whether they meet eligibility thresholds; projects that do not meet the threshold criteria will not be scored. Applications will be rejected and not considered for review for any of the following reasons: (1) an applicant has not submitted a Letter of Intent by the posted deadline, (2) an applicant of a new project has not attended the required informational session, (3) the applicant does not agree to, is not prepared to, or fails to complete the project application in eSnaps as outlined in the Letter of Intent, (4) application materials are not received by the deadline, (5) the application is not consistent with the Consolidated Plan, (6) the agency has outstanding County or HUD monitoring, or Office of Inspector General (OIG) Audit finding(s) that are overdue or unsatisfactory, (7) the project does not comply with the requirements of the CoC interim rule (24 CFR part 578), including requirements to participate in the Coordinated Entry (CE) System and the San Joaquin County HMIS, (8) the application does not demonstrate required match and/or leverage dollars, (9) any project that uses CoC Program dollars to support units of permanent housing through rent assistance, leasing, acquisition, construction, or rehabilitation must have participating households sign rental or lease agreements that give those households rights to tenancy.

ADDITIONAL SCORING INSTRUCTIONS

Please note that questions are specific to Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH) projects. Questions should only be answered for a project's specific project type.

SCORING BREAKDOWN FOR RENEWAL PROJECTS

Category	Questions	Points	Percentage of Points
Experience / Capacity	6	10	20%
Program effectiveness	5	24	48%
Housing First	5	5	10%
Project and population focus	5	11	22%
Totals	**55**	**50**	**100%**

SCORING BREAKDOWN FOR NEW PROJECTS

Category	Questions	Points	Percentage of Points
Experience / Capacity	9	16	32%
Program effectiveness	4	18	36%
Housing First	5	5	10%
Project and population focus	5	11	22%
Totals	**24**	**50**	**100%**