

South Dakota Housing for the Homeless Consortium Policy and Advisory Committee CoC Ranking and Selection Process As Approved by the PAC – 10/21/15

Continuum of Care (CoC) Intent

The Policy and Advisory Committee (PAC) of the SD Housing for the Homeless Consortium (SDHHC) is the governing board for the SDHHC. The PAC is tasked with establishing priority and ranking criteria for all CoC applications, new and renewal, based on HUD's priorities noted in the NOFA. While the Department of Housing and Urban Development's (HUD's) priority is permanent supportive housing (PSH) for chronic homelessness, the PAC has determined that rapid-re-housing programs (RRH) are also a priority for the state, and all applications received for PSH and RRH projects will receive a higher priority.

Requesting New Applications

SDHDA, as the lead agency of the SDHHC, notifies potential interested parties regarding the upcoming Continuum of Care competition and requests pre-applications through a press release, email distributed via the SDHHC listserv, and posts on www.housingforthehomeless.org and www.sdhda.org. A timeline is created to inform all interested parties of deadlines for the CoC applications.

Eligibility

All projects must meet the following criteria to be ranked by the PAC in the CoC Competition,

1. Submit completed renewal or new applications and any additional required documents to the South Dakota Housing Development Authority (SDHDA), the Collaborative Applicant for the balance of state.
2. Meet the HUD application deadlines (i.e., entry into ESNAPS) set by SDHDA.
3. Meet all HUD eligibility criteria, as outlined in the current year CoC Program NOFA, the July 2012 CoC Program Interim HEARTH Regulations, and other official documents published by HUD.

Renewal applications that were not listed on the HUD-approved Grant Inventory Worksheet (GIW) and were submitted after the deadline for adding an application to the GIW, will not be eligible for inclusion in that year's CoC Competition and will be notified by SDHHC through written documentation.

Monitoring Performance of Recipients - The PAC monitors the performance of its recipients on HUD-established performance goals and project effectiveness on a yearly basis. The PAC reviews each recipient's projects to ensure they are meeting the parameters of HUD's funding requirements. The PAC reviews all Annual Performance Reports (APRs), specific data elements

and metrics to ensure individuals and families are being served to the greatest extent possible. In addition, all CoC programs will prioritize sustainable permanent supportive housing for the clients they are serving. For funding under the 2016 CoC, and going forward, the PAC will also be incorporating the following into the performance monitoring: 1) Annual on-site reviews, 2) Receipt of quarterly reports which require CoC grantees to run quarterly APRs to ensure compliance and data quality, and 3) Review of HMIS data and PIT count data. The performance requirements and documents will be created after submission of the CoC grant and sent to the current recipients by February 1, 2016 for submission by March 30, 2016. The PAC also conducts on-site visits annually to evaluate the projects' progress by reviewing files and interviewing clients being served. Recipients will be required to submit quarterly reports to the PAC regarding HUD's objectives to ensure recipients are in compliance and are achieving these goals. Any underperforming project will receive a written notice from the PAC. Those particular recipients will have 30 business days to create a written plan as to how they will improve those under-performing areas.

Exclusion or Removal from Project Ranking List and Reallocation - Projects will be excluded or removed from the project ranking list in the event that HUD and PAC monitoring finds that a project has been out of compliance with the regulations and has made no progress on any corrective actions as required by HUD and/or the PAC. Consequently, these projects will not be submitted for renewal funding in the CoC Competition. The funds from this project will then be reallocated to a new project.

Priority & Ranking of Applicants

All complete, timely, and eligible applications will be scored by the Policy and Advisory Committee (PAC), using a scoring system (Attachment A) informed by HUD's priorities. These scores determine each project's rank in the CoC's application to HUD, and rank will be the primary determinant of placement into Tier 1 (which is anticipated to be fully funded by HUD) and Tier 2 (which will only be funded if the CoC's score is high enough and if there are sufficient resources). Measurements used for the scoring system are: 1) Program Type, 2) Participation in the CoC, 3) Commits to the use of a Housing First Model, 4) Housing Stability, 5) Employment Income, 6) Non-Employment Income, 7) Leveraging, 8) Funds Expended, 9) HMIS Quality Data, and 10) Program Management. Scores may also be used to reject applications or to reduce budgets for low-scoring projects. Before new applications are included in the CoC application, the PAC will ensure there is no duplication of services and that it is confident that creation of the new program will be most effective in addressing the needs of the homeless in the state. New applications that are requesting HUD funding for projects based on HUD's highest priorities will receive maximum score for performance measurements (categories 4-10 on Attachment A) for the first year.

The scoring system evaluates past performance (of renewal/reallocation applicants) and promotes best practices that will improve our local response to homelessness and align our strategies with national policies and best practices.

SDHHC's Priorities - (Highest to lowest ranking)

1. Permanent Supportive Housing for Chronic Homeless Individuals and Families;
2. Permanent Supportive Housing – Other, has a prioritization plan for chronic homeless preferences.
3. Permanent Supportive Housing – Veterans
4. Permanent Supportive Housing – Other
5. Rapid Re-Housing Program for Homeless Families
6. Transitional Housing Program for Homeless Youth, Victims Fleeing Domestic Violence
7. Transitional Housing – Other
8. New/Renewal SSO Projects

Permanent Supportive Housing (PSH) for Chronic Homeless Individuals and Families – Current/New grantees for Supportive Housing Program (SHP) and Shelter + Care (S+C) that have dedicated all of their beds to chronically homeless individuals who have experienced homelessness for a year or longer, or who have experienced at least four episodes of homelessness in the last three years, and have a disability. For homeless families, one adult member in that family must meet the criteria above.

Renewal PSH projects that do not currently dedicate 100 percent of their beds to chronic homeless individuals and families but are willing to do so will need to send a plan to the PAC via SDHDA by February 1, 2016, detailing how and when they will make this change for consideration in the 2016 CoC Competition.

Permanent Supportive Housing – Other, has a prioritization plan for chronic homeless preferences – Current/New grantees for SHP and S+C that do NOT currently have 100 percent of their beds dedicated to Chronic Homeless Individuals that have a prioritization plan in place for chronic homeless preference.

Renewal PSH projects that do not currently have a prioritization plan in place for chronic homeless individuals and families but are willing to adopt this new policy, will need to send a prioritization plan for chronic homeless preference to the PAC, via SDHDA, by February 1, 2016, for consideration in the 2016 CoC Competition.

Permanent Supportive Housing for Veterans – Current/New grantees for SHP and S+C that have 100 percent of their beds dedicated to homeless veterans.

Permanent Supportive Housing – Other – Current/New grantees for SHP and S+C that do NOT currently have 100 percent of their beds dedicated to Chronic Homeless Individuals and Families and do NOT plan to create a prioritization plan for chronic preferences.

Rapid Re-Housing for Homeless Families – New Rapid Re-Housing projects created through reallocation that serve individuals, including unaccompanied youth, and families coming from

the street or emergency shelters or persons fleeing domestic violence and are placed in permanent housing within 30 days of when the client became homeless.

Transitional Housing (TH) Programs that would like to change their current project to a new Rapid Re-Housing Project must submit a detailed plan to the PAC via SDHDA, by February 1, 2016, to earn increased points in the 2016 CoC Competition.

Transitional Housing Program for Homeless Youth, Victims Fleeing Domestic Violence – Current/New grantees for TH that will dedicate beds specifically for Homeless Youth or victims fleeing domestic violence.

Renewal TH projects that do not currently have beds dedicated to homeless youth or victims fleeing domestic violence but are willing to adopt this new policy will need to send a plan describing how they will make this change to the PAC via SDHDA, by February 1, 2016, for consideration in the 2016 CoC Competition.

Transitional Housing Program – Other – Current/New grantees for TH that do NOT serve a specific population, such as homeless youth and victims fleeing domestic violence, and do not plan to change the project's criteria.

Tier 1 Fund Maximization

To ensure maximum utilization of available funding in Tier 1, the PAC will implement the following:

1. If a project's budget exceeds what is remaining in Tier 1 funds, the project will have the opportunity to reduce its budget to what remains in Tier 1 and be placed into Tier 1, thus maximizing the Tier 1 funds. (The project will not be able to split part into Tier 1 and one part into Tier 2).
2. If the project decides it does not want to reduce its budget to stay within Tier 1, it will be placed into Tier 2 at its full budget amount. This project will then be "jumped" by the next- highest ranking project(s) that will fit into Tier 1. These projects(s) will also be given the opportunity to reduce their budgets if needed in order to maximize Tier 1 funds.

Once the PAC completes the scoring and ranking, they may consider the CoC's priorities, whether the initial scoring is likely to result in any critical service gaps, strategies related to Tier cut offs and HUD's selection process, and make adjustments to budgets to produce the final ranking of projects to be included in the CoC application. All decisions made regarding ranking and possible reduction of project funding will be recorded and made public with the published rankings.

Project selections, rankings and tier allocations will be provided by written notice and published at www.housingforthehomeless.org no later than 5 p.m. Central Time on November 6th, 2015. South Dakota's CoC Timeline is attached (Attachment B).

In case of a tie, the application that requests a higher percentage of supportive services funds will be ranked lower.

Ranking Appeals Process

Project applicants having concerns regarding how their application was scored and reviewed may file a written appeal with SDHHC at the address listed below by the deadline specified on Attachment B. SDHHC will not consider appeals pertaining to specific project rankings or funding decisions.

Project applicants may also appeal to HUD if the applicant believes it was denied the opportunity to participate in the local CoC planning process in a reasonable manner. Additional details on the HUD appeal process can be found on page 4 of the NOFA (available here: <https://www.hudexchange.info/resources/documents/Revised-FY-2015-CoC-Program-NOFA.pdf>).

Information for the PAC may be sent to: South Dakota Housing Development Authority
Homeless Coordinator
PO Box 1237
Pierre, SD 57501