

OUT-WAYNE COUNTY HOMELESS SERVICES COALITION

REQUEST FOR PROPOSALS FOR FY 2017 NEW AND RENEWAL PROJECT RANKING PROTOCOL

INTRODUCTION AND DEADLINES

The Out-Wayne County Homeless Services Coalition (the “Coalition”) is soliciting proposals for new and renewal projects in response to the 2017 HUD Notice of Funding Availability (NOFA) for the Continuum of Care (“CoC”) Program. The Request for Proposals for the FY 2017 New and Renewal Project Ranking Protocol will be referred to as “the FY 2017 RFP” throughout this document.

Applications must be submitted via email to Anne Beatty (abeatty@waynometro.org) **AND** Mitch Blum-Alexander (mitch@red-maple-resources.com) by the following deadlines:

- For renewals, 3pm on Thursday, August 10, 2017
- For new projects (via funding from the permanent housing bonus, reallocation of existing grants, or through the expansion option), 3pm on Thursday, August 17, 2017

Mailed or faxed application packets will not be accepted.

As the Collaborative Applicant for the Out-Wayne County Homeless Services Coalition, Wayne Metropolitan Community Action Agency (“Wayne Metro”), with support from AppelWorks, LLC, is responsible for facilitating the decision making and application process for the FY2017 HUD Continuum of Care Homeless Assistance Funding consolidated application. HUD requires that the Continuum of Care (CoC) develop a process to determine whether the projects up for renewal are (1) performing satisfactorily and (2) effectively addressing the needs for which they were designed and that new projects are evaluated based on HUD’s priorities. All relevant information will be sent via e-blast and posted to the CoC website (www.outwaynehomeless.org).

This packet contains information about the process that will be used for the local Out-Wayne County CoC FY2017 funding competition. Stakeholders are strongly encouraged to read the NOFA and take advantage of additional resources listed on page 11 of this RFP for the strongest understanding of the HUD CoC Program priorities, scoring, and requirements.

The following information is contained in the FY 2017 RFP:

- 1) Introduction and Deadlines – Page 1
- 2) CoC Entities, Funding Availability, and Timeline – Page 2
- 3) Out-Wayne County Local Competition for FY 2017 CoC Program Funding – Page 4
- 4) Ranking and Scoring Policies – Page 8
- 5) Questions and Resources – Page 11
- 6) Exhibit A, Renewal Project Scoring Criteria
- 7) Exhibit B, New Project Scoring Criteria
- 8) Exhibit C, List of Current Projects
- 9) Exhibit D, HUD Scoring Summary for FY 2016 Submission
- 10) Exhibit E, HUD Highlights

COC ENTITIES, FUNDING AVAILABILITY AND TIMELINE

Designated Entities

The following entities have been designated to support and carry out activities of the Coalition:

<u>Role</u>	<u>Designated Entity</u>
CoC Lead Agency	Wayne Metropolitan Community Action Agency
Collaborative Applicant	Wayne Metropolitan Community Action Agency
HMIS Lead Agency	Wayne Metropolitan Community Action Agency
CoC Consultant	AppelWorks, LLC

Questions

Questions should be addressed to Michael Appel (appel.michaelj@gmail.com) or Mitch Blum-Alexander at mitch@red-maple-resources.com

References and Calculation of Funding Amounts Available

HUD has issued a report that lists preliminary calculations for each CoC's Pro Rata Need (PPRN) along with the ARD, CoC Planning, and Permanent Housing Bonus amounts available.

Topic	Comment/Note
Code of Federal Regulations	24 CFR 578
NOFA details	https://www.hudexchange.info/e-snaps/fy-2017-coc-program-nofa-coc-program-competition/
CoC Annual Renewal Demand (ARD)	\$3,581,890
Tier 1 (94% of ARD)	\$3,366,977
Tier 2 (6% of ARD + Permanent Housing Bonus)	\$214,913 + up to \$569,921
PPRN	\$9,498,675
Permanent Housing Bonus (6% of PPRN)	\$569,921
Planning Grant (3% of PPRN)	\$284,960

Timeline

Ranking Committee meets to develop recommendations for policies and procedures for local funding competition	July 27
CoC membership meeting to finalize policies and procedures for local funding competition	August 3
Renewal Applications Due to CoC	3pm, August 10
New Applications Due to CoC	3pm, August 17
Ranking Committee meets to finalize scoring and complete ranking recommendation	Week of August 24 or 28
Scoring Complete and Announced	August 31
CoC membership meeting to finalize and approve ranking. Advisory Panel to meet and approve ranking.	September 7
Project applicants will be notified in writing if their submissions have been approved or denied for inclusion in the CoC application to HUD	September 12
CoC publically posts list of new and renewal projects.	September 12
Completed applications due in e-snaps	September 14
CoC membership reviews and approves consolidated application, new and renewal applications, CoC planning grant application and project priority list.	September 21
Draft of CoC consolidated application, including the CoC Application and Priority Listing, publically posted.	September 25 or September 26
Final CoC consolidated application, new and renewal applications, CoC planning application and project priority list submitted to HUD via e-snaps.	September 27 or September 28 (prior to 8pm EST)

OUT-WAYNE COUNTY LOCAL COMPETITION FOR FY 2017 COC PROGRAM FUNDING

FY 2017 HUD Continuum of Care Program Competition

For the FY 2017 CoC NOFA, HUD published a summary of changes in a document entitled “What’s New, Changes and Highlights.” This document is attached as Exhibit E to the FY 2017 RFP.

The list below highlights some considerations suggested by HUD, National Association to End Homelessness and AppelWorks for CoCs while planning for the FY 2017 CoC Program Competition. This list is not exhaustive. Stakeholders are strongly encouraged to read the NOFA and take advantage of additional resources listed on page 11 of this RFP for the strongest understanding of CoC Program priorities, scoring, and requirements.

- ❖ Tier 1 is now 94 percent of the CoC’s ARD amount, comparable to the 93 percent in the FY 2016 CoC Program Competition and significantly more than the 85% in FY 2015, which means CoCs will have an opportunity to protect more of the higher priority projects, whether they are renewal or new projects (proposed via reallocation, the permanent housing bonus or through the expansion option)
- ❖ The Preliminary Pro Rata Need (PPRN) at \$9,498,675 represents a significant increase over the Final Preliminary Pro Rate Need for FY 2016 at \$6,018,132. Because the amounts available for the Permanent Housing Bonus and Planning Grant are based on percentages (6% and 3% respectively) of the Pro Rata Need, the amounts for those categories have also increased significantly compared to FY 2016.
- ❖ The amount available for the FY 2017 Permanent Housing Bonus is 6 percent of the CoC’s Final Pro Rata Need (FPRN – the higher of PPRN or ARD).
- ❖ Tier 2 project-level scoring has been revised to include:
 - 1) Up to 50 points based on CoC Application score
 - 2) Up to 40 points based on where the CoC ranks a project in Tier 2 in the local ranking process
 - 3) Up to 10 points based on each Tier 2 project’s commitment to a Housing First approach. It is important to note that any project that identifies through the project application as Housing First will be required to operate as such.

The type of project has been removed as a scoring component for Tier 2 projects.

- ❖ This is the second year in which CoCs will be rated for submitting system performance measures, which will be largely scored on data submitted through the Homelessness Data Exchange (HDX).
- ❖ The local new and renewal project ranking process continues to be crucial to making the CoC program as effective as possible. CoCs should use objective, performance-based criteria to rate projects and should consider both the need to serve particular populations (for example, survivors of domestic violence, youth, and persons with substance use disorders) of people experiencing homelessness and the effectiveness of their projects in reducing homelessness.
- ❖ HUD has created a new permanent housing type of project with new participant eligibility standards called DedicatedPLUS. This adds a number of new statuses that can expand eligibility beyond just chronically homeless for new or expanded grants.
- ❖ HUD has created a new program component called Joint TH and PH-RRH. It provides a mechanism to incorporate some of the short-term services of a traditional TH program, with a quick re-introduction into housing.

- ❖ The Permanent Housing Bonus and Reallocation options can also be utilized by expanding an existing grant, so long as the expansion meets the standards of this NOFA.
- ❖ Eligibility for participants in rapid rehousing has been expanded. Renewal RRH projects can elect to use these eligibility criteria by indicating so on the project application.
- ❖ HUD permits CoCs to create new projects through the Permanent Housing Bonus for the following types of projects:
 - 1) Permanent supportive housing projects that meet the requirements of DedicatedPLUS or the standard 100% dedicated for chronically homeless individuals and families
 - 2) Rapid rehousing projects that serve individuals and families, including unaccompanied youth
 - 3) Joint TH and PH-RRH component projects
- ❖ HUD permits CoCs to create new projects through the reallocation process for the following types of projects:
 - 1) Permanent supportive housing projects that meet the requirements of DedicatedPLUS or the standard 100% dedicated for chronically homeless individuals and families
 - 2) Rapid rehousing projects that serve individuals and families, including unaccompanied youth
 - 3) Joint TH and PH-RRH component projects
 - 4) Dedicated HMIS
 - 5) Supportive services to develop or operate a new centralized or coordinated assessment system

Eligibility

In order to be submitted to HUD for funding, renewal and new projects must meet the following basic eligibility criteria:

- 1) Submit completed application and additional required documents by due date
- 2) Meet the threshold score of at least 65% of the total potential project score on the project application (scoring matrix is attached as Exhibit A for renewal applications and Exhibit B for new applications)
- 3) Meet the HUD application deadlines (i.e., entry into eSNAPS) set by AppelWorks and Wayne Metro
- 4) Meet all HUD eligibility criteria, as outlined in the FY2016 CoC Program NOFA, (<https://www.hudexchange.info/e-snaps/fy-2016-coc-program-nofa-coc-program-competition/>), the Interim CoC Program Rule (24 CFR 578), and other official documents published by HUD.
- 5) Project is financially feasible including documentation of match
- 6) The project is designed and implemented using Housing First principles including: No preconditions or barriers to entry except as required by funding sources, provisions of necessary supports to maintain housing and prevent a return to homelessness
- 7) All projects must participate in the Out-Wayne County Homeless Coalition's Coordinated Entry and HMIS systems

If an applicant for a renewal or new project is a victim service provider, the agency is not required to participate in the HMIS System but must use a comparable database and provide de-identified information to the Coalition. The applicant should complete as much of the application as possible in the following manner:

- Provide as much comparable information to what is requested in the application as possible and utilizing a 12 month period for data elements as close in time as possible to what is required for other applicants, i.e. January 1, 2016 through December 31, 2016
- Provide a description of the comparable database

Audit Review

All projects seeking funding, either new or renewal funding, will be required to submit the organization's most recent financial audit, including the most recent A-133 if applicable. The Coalition reserves the right to not fund new or renewal projects in the event of significant concerns regarding an organization's financial capacity based on concerns or findings noted in the audit.

Renewal and Reallocation Policies Overview

Currently funded Continuum of Care (CoC) projects that are not being reallocated and that will expire during calendar year 2018 must request renewal funding in the FY2017 funding process. Currently funded CoC projects should note that renewal funding is not guaranteed. All project types are eligible to be reallocated by the Coalition and may be reallocated in whole or in part. Projects that are placed into Tier 2 are at risk of not being renewed. If your organization has a project that is placed into Tier 2, you are advised to prepare for that project to no longer be receiving CoC funding as there is a probability HUD will not select that project for funding.

The application packet for renewals will require applicants to self score using the scoring matrix in Exhibit A. Project submissions must include an APR generated through HMIS for the 12 month period covering January 1, 2016 through December 31, 2016 along with any other HMIS data designated in the application. A report including the APR and other HMIS information data as required by the scoring elements and other parts of the applications for renewal and new projects will be prepared by Christine Chapa at Wayne Metro and emailed to each applicant. For any questions regarding the generating of the APR or other HMIS data, please contact Christine Chapa at cchapa@waynemetro.org and cc Mitch Blum-Alexander at mitch@red-maple-resources.com.

Existing grants for HMIS and SSO for Coordinated Entry will be required to submit an application packet. The Ranking Committee will evaluate submissions for these types of renewal grants but they will not be competitively scored.

New Project Policies Overview

- Approximately \$569,921 will be available for new projects through the permanent housing bonus. Additional funding for new projects may be available as part of reallocation of existing projects as recommended by the Ranking Committee and approved by the CoC. Please conduct your due diligence and adhere to the parameters as described in the 2017 HUD NOFA (<https://www.hudexchange.info/e-snaps/fy-2017-coc-program-nofa-coc-program-competition/>) when considering and completing the application.
- Proposals may be submitted for the following types of new projects created through the permanent housing bonus as described in the NOFA:
 - 1) Permanent supportive housing projects (PSH) that meet requirements of DedicatedPlus or the standard 100 percent dedicated for chronically homeless individuals and families;

- 2) Rapid rehousing projects (RRH) that will serve individuals and families, including unaccompanied youth who meet the criteria outlined in the NOFA; and
 - 3) Joint TH and PH-RRH component projects.
- Proposals may be submitted for the following types of new projects created through reallocation funding (if available) as described in the NOFA:
 - 1) PSH projects that meet requirements of DedicatedPlus or the standard 100 percent dedicated for chronically homeless individuals and families;
 - 2) RRH projects that serve individuals and families, including unaccompanied youth who meet the criteria outlined in the NOFA;
 - 3) Joint TH and PH-RRH component projects;
 - 4) Dedicated HMIS; and
 - 5) Supportive services to develop or operate a new centralized or coordinated assessment system.
- Projects may only request a one year budget unless the budget includes acquisition, rehabilitation or new construction. Projects with those costs must request an initial grant term of three years.
- Individual new projects can be funded by either the permanent housing bonus OR reallocation (if available) but not both.
- The CoC reserves the right to negotiate a budget with applicants who meet the scoring threshold.

Expansion Project Policies Overview

- New for the FY 2017 CoC NOFA, HUD is allowing renewal projects to request additional funding to expand units, beds, persons or services through the reallocation process or permanent housing bonus. The expansion option is only available to the types of new projects that are eligible for funding through the reallocation process or the permanent housing bonus.
- Expansion projects will be required to complete the new application packet. The new project application packet will specify information and attachments that are mandatory for an expansion project to provide and it will also specify information that is otherwise required for a new project but optional for the expansion project to provide to the extent the applicant feels the additional information will benefit the Ranking Committee and CoC during the evaluation, scoring, and ranking process.
- The renewal project that is the basis for the expansion project will be independently evaluated, scored and ranked
- The expansion portion of an existing grant will be independently evaluated and ranked according to the FY 2017 RFP new project policies. The score for an expansion project will be the score of the renewal project it is based upon.

RANKING AND SCORING POLICIES

FY2017 Out-Wayne Homeless Services Coalition New and Renewal Project Ranking Policies

Projects seeking FY2017 CoC funding will be ranked in the following order. The application for the CoC Planning Grant does not get ranked as per guidelines in the HUD CoC NOFA, but it will be listed on any charts published by the CoC to document proposed and final ranking of projects.

1. The CoC's renewal infrastructure projects in the following order:
 - a. HMIS Projects
 - b. SSO projects dedicated to Coordinated Entry

2. New project(s) created via reallocation (if applicable) in FY2017 in the following order:
 - a. PH-PSH projects by highest overall score
 - b. PH-RRH projects by highest overall score
 - c. TH-RRH combination projects by highest overall score
 - d. SSO projects dedicated for Coordinated Entry by highest overall score

3. First time renewal projects in the following order:
 - a. PH-PSH projects by highest overall score
 - b. PH-RRH projects by highest overall score

4. Renewing Permanent Supportive Housing (PSH) projects for which at least 50% of the clients served from January 1, 2016 through December 31, 2016 were chronically homeless, by highest overall score

5. All other Renewing PSH and RRH projects by highest overall score

6. All Renewing TH projects by highest overall score

7. All Renewing SSO projects not designated for Coordinated Entry by highest score

8. New Permanent Housing Bonus and Expansion Project(s) by highest overall score

If as a result of this process, projects devoted to special populations (e.g., victims of domestic violence and sexual assault, individuals in recovery, unaccompanied youth, members of the LGBTQ community, etc.), households served in existing projects or those serving a greater proportion of clients with the highest severity of needs are disproportionately in Tier 2, the CoC may elect to change the ranking to assure services to those populations as well as clients with the greatest severity of needs are maintained.

Projects that Straddle Tier 1/Tier 2

If a project, once listed in ranked order, straddles the Tier 1/Tier 2 funding line, the following policy will apply: If a project is straddling the line – that is, a portion of the project budget falls within Tier 1 and a portion falls within Tier 2 – that project will be asked if the project would still be feasible if it was only funded for the amount in Tier 1.

1. If the project indicates that it would still be feasible at the reduced amount, it will be required to submit in writing how the project would remain feasible.
2. The Ranking Committee will review the feasibility plan, and decide whether the project would be feasible at the reduced amount. If the Committee decides it will be feasible, the project will be submitted as is, straddling the Tier 1/Tier 2 line.
3. If the Committee decides that the project will not be feasible at the reduced amount, that project will be dropped down so that it wholly fits into Tier 2, and the next ranked project will have the same opportunity to show feasibility if straddling the line.
4. This process will continue until the following are realized:
 - a. All Tier 1 funds are allocated; OR
 - b. The amount of funds remaining in Tier 1 are a negligible amount. If this occurs, the CoC retains the discretion to allocate these funds to another project in Tier 1 that can accept additional funds.

Project Threshold Score

All projects applying for funding will be evaluated and scored on percentage of points achieved on a maximum 105 point scale. Renewal and new projects must score at least 65% of the points possible in order to be placed on the project ranking list. Projects that do not score at least 65% will be evaluated by the CoC and will be offered the opportunity to cure deficiencies that may result in the project being ranked for funding.

Protocol for Scoring Elements Unable to be Evaluated

When there are factors that result in no data existing on which to evaluate a particular scoring element, that scored component will be removed from the total number of points a project may earn. That project will then only be scored on the remaining components/sub-components. The total score for the project will be calculated as a percentage of the score achieved divided by the adjusted total potential score.

In instances where such protocol needs to be implemented, the situations will be vetted by the Ranking Committee to ensure that the protocol are being applied appropriately to the projects in question and decisions are applied consistently to projects in question.

Exclusion or Removal from Project Ranking List

The Coalition reserves the right to exclude or remove a renewal project from the project ranking list in the event of written notification from the local HUD Field Office that the project has been out of compliance with regulatory or programmatic requirements and has made no progress on any corrective actions as required by HUD.

Project Appeals

Renewal or New Projects that are not included in the Ranking may submit an appeal to the Ranking Committee within three business days of receipt of written notice of rejection. Appeals must be submitted in writing via email to Anne Beatty (abeatty@waynemetrol.org) **AND** Mitch Blum-Alexander (mitch@red-maple-resources.com). The Ranking Committee will review the appeal and make a recommendation to the Coalition on whether or not an appeal should be granted. If the appeal is granted, the project will be submitted for funding and placed on the project ranking list in accordance with the ranking policies given above. Applicants that are rejected may also appeal directly to HUD by submitting a Solo Application according to the policies and deadline for Solo Applications contained in the FY 2017 HUD CoC NOFA.

QUESTIONS & RESOURCES

Questions

We posted this at the beginning of the RFP, but by now you probably have a ton more questions, so to make it easy to know where to go for answers we repeat contact information for our Question and Answer Team right here:

- ✓ Michael Appel (appel.michaelj@gmail.com) or
- ✓ Mitch Blum-Alexander at mitch@red-maple-resources.com

Resources

Here are important links to websites with resources, best practice research and information about the FY 2017 HUD CoC Program:

- CoC Program on HUD Exchange: <https://www.hudexchange.info/programs/coc/> (Includes links to the FY 2017 CoC NOFA and accompanying materials, along with notices, training materials and many other useful resources)
- Code of Federal Regulations for the CoC Program: 24 CFR 578
- United States Interagency Council on Homelessness (USICH): <https://www.usich.gov/>
- National Alliance to End Homelessness (NAEH): <http://www.endhomelessness.org/>
- Corporation for Supportive Housing (CSH): <http://www.csh.org/>

EXHIBIT A
SCORING CRITERIA – RENEWAL PROJECT APPLICATIONS

RENEWAL PSH, RRH, TH AND SH ONLY
Component #1: Income & Employment

Total Points: 15

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

Evaluation Dimension	Scoring Range
A) Leavers with any cash income - Percentage of adult leavers who left the program with one or more sources of cash income (earned and non-earned).	60%-100% - 5 40%-59% - 3 Below 40% - 0
B) Leavers with any non-cash benefits - Percentage of adult leavers who left the program with one or more sources of non-cash benefits (food stamps, Medicaid/Medicare, TANF, WIC, etc.).	80%-100% - 5 60%-79% - 3 Below 60% - 0
C) Leavers with earned income (Employment) - percentage of adult leavers who exited with earned income (employment).	20%-100% - 3 10%-19% - 1 Below 10% - 0 Safe Haven: 2
D) Increases in total cash income – Percentage of adult leavers and stayers who have an increase in any income (earned or other)	25%-100% - 2 10%-24% - 1 Below 9% - 0

RENEWAL SSO ONLY

Component #1: Income & Employment

Total Points: 15

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

Evaluation Dimension	Scoring Range
A) Leavers with any cash income - Percentage of adult leavers who left the program with one or more sources of cash income (earned and non-earned).	60%-100% - 6 40%-59% - 4 Below 40% - 0
B) Leavers with any non-cash benefits - Percentage of adult leavers who left the program with one or more sources of non-cash benefits (food stamps, Medicaid/Medicare, TANF, WIC, etc.).	80%-100% - 6 60%-79% - 4 Below 60% - 0
C) Leavers with earned income (Employment) - Percentage of adult leavers who exited with earned income (employment).	20%-100% - 3 10%-19% - 1 Below 10% - 0

RENEWAL PSH PROJECTS
Component #2: Housing Performance

Total Points: 40

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

Evaluation Dimension	Scoring Range
A) Retention/Exit - Percentage of participants who either remain in PH project as of the end of the reporting period, or who have exited that project to another permanent housing destination.	95%-100% - 30 90%-94% - 25 85%-89% - 20 80%-84% - 15 75%-79% - 10 Below 75% - 0
B) Occupancy - Overall project occupancy rates on APR	90%-100% - 10 75%-89% - 5 Below 75% - 0

RENEWAL TRANSITIONAL HOUSING PROJECTS
Component #2: Housing Performance

Total Points: 40

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

Evaluation Dimension	Scoring Range
A) Exits to PH – Percentage of participants who exit the program to a permanent housing destination	85%-100% - 30 80%-84% - 25 75%-79% - 20 70%-74% - 15 65%-69% - 10 Below 65% - 0
B) Occupancy - Overall project occupancy rates on APR	90%-100% - 10 75%-89% - 5 Below 75% - 0

RENEWAL RAPID REHOUSING PROJECTS
Component #2: Housing Performance

Total Points: 40

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

Evaluation Dimension	Scoring Range
A) Exits to PH – Percentage of participants who exit the program to a permanent housing destination	85%-100% - 30 80%-84% - 25 75%-79% - 20 70%-74% - 15 65%-69% - 10 Below 65% - 0
B) Occupancy - Overall project occupancy rates on APR	90%-100% - 10 75%-89% - 5 Below 75% - 0

RENEWAL SSO PROJECTS
Component #2: Housing Performance

Total Points: 40

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

Evaluation Dimension	Scoring Range
A) Exits to Positive Housing Destination – Percentage of participants who exit to a positive housing destination. Positive Housing Destination does NOT include: <ul style="list-style-type: none"> • Emergency shelter • Jail • Hotel/Motel paid for by client • Safe Haven • Place not meant for human habitation • Staying with family/friends (temporary) • Don't know/other/refused 	85%-100% - 30 80%-84% - 25 75%-79% - 20 70%-74% - 15 65%-69% - 10 Below 65% - 0
B) Exits to PH - Percentage of participants who exit the program to a permanent housing destination	80%-100% - 10 60%-79% - 5 Below 60% - 0

RENEWAL SAFE HAVEN
Component #2: Housing Performance

Total Points: 40

Reporting Period: January 1 – December 31, 2016; Data Source: CY APR

A) Exits to Perm Housing or Care Setting - Measure: Percentage of participants who exit the program to a permanent housing destination or a care setting. "Care settings" are defined as adult foster care, psychiatric facility, substance abuse or detox facility, or hospitalization.	85%-100% - 30 80%-84% - 25 75%-79% - 20 70%-74% - 15 65%-69% - 10 Below 65% - 0
B) Occupancy - Overall project occupancy rates on APR	90%-100% - 10 75%-89% - 5 Below 75% - 0

**RENEWAL ALL PROJECTS
COMPONENT #3: FINANCIAL PERFORMANCE**

Total: 15 Points

Reporting Period: Individual project term;

Data Source: Self-report in project application from most recently completed project APR

Financial performance will be scored based on the extent to which each project has expended its annual budgeted HUD grant during its most recently completed project year. Any organization found to have less than 90% for "A" or 95% for "B" of their grant expended will be required to provide an explanation of the situation and why some funds were recaptured. Scoring will be based on the following scales:	
Projects that do not have a rental assistance line	Expended 95%-100% of grant funding - 15 Expended 90%-94% of grant funding - 8 Expended less than 90% of grant funding - 0
Projects that include a rental assistance budget line (generally projects formerly called "S+C")	Expended 90%-100% of grant funding - 15 Expended 80%-89% of grant funding - 8 Expended less than 80% of grant funding - 0

**RENEWAL ALL PROJECTS
COMPONENT #4: HMIS PARTICIPATION**

Total: 20 points

Reporting Period: January 1 – December 31, 2016 unless otherwise indicated;

Data Source: CY APR unless otherwise indicated

A) 90% UDE completion for the identified projects an organization has in HMIS.	90%-100% - 7 50%-89% - 3 Less than 50% - 0
B) At least 75% of clients exited to known destinations for the identified projects an organization has in HMIS	75%-100% - 7 50%-74% - 3 Less than 50% - 0
C) Submitted required 2017 Housing Inventory County (HIC) information by date requested by CoC (Data Source: Self-Report)	6

**RENEWAL ALL PROJECTS
COMPONENT #5: CONSUMER PARTICIPATION**

Total Points: 5

Reporting Period: January 1 – December 31, 2016; Data Source: Self-report in project application

Consumer participation on policy making entity and/or plan that meets requirements of 24 CFR 578.75(g)	Documentation of current participation - 5 No participation, plan in place to incorporate consumer participation – 3 No participation and no plan in place - 0
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**RENEWAL ALL PROJECTS
COMPONENT #6: CONTINUUM OF CARE PARTICIPATION**

Total Points: 5

Reporting Period: January 1 – December 31, 2016; Data Source: Self-report in project application

A) Attendance at Continuum of Care meetings during 2015.	Agency represented 8 or more meetings – 3 Agency represented at 5 – 7 meetings – 2 Agency represented at 5 or less meetings - 0
B) Participation in Point in Time Count	2

**RENEWAL ALL PROJECTS
COMPONENT #7: COORDINATED ASSESSMENT PARTICIPATION**

TOTAL POINTS: 5

Reporting Period: January 1 – December 31, 2016; Data Source: Self-report in project application

Agency participation in Coordinated Assessment during 2016 – points for this section are the total of the elements the agency has met in 2016	Documentation of receiving/sending referrals to coordinated assessment - 3 Attendance at meetings related to coordinated assessment – 2 No participation - 0
TOTAL MAXIMUM POINTS	105

RENEWAL - Serving Clients with Greatest Severity of Needs

Renewal projects will be required to provide data on the number of clients that entered the program with zero income. This additional factor is not scored but will assist the Ranking Committee with insuring that projects ranked in Tier 1 are serving clients with the greatest severity of needs.

RENEWAL - Explanation of Performance Outcomes and Continuous Quality Improvement (Optional)

Agencies may provide, in one-half page or less, an explanation or commentary on the project's performance outcomes for the items in any of the components and any steps the agency may be taking to implement a continuous quality improvement program. While this question will not be scored, an explanation may be included to help reviewers understand any special circumstances that contributed to the project's performance.

RENEWAL - Project Costs – For Informational Purposes Only (Applicable Only to PSH and RRH Projects)

To assist the Coalition with developing a better understanding of reasonable costs for Permanent Housing projects, PSH and RRH projects are asked to provide the following data:

- Total project costs divided by total units
- Total project costs divided by the sum of permanent housing exits and stayers

Please explain your calculation.

EXHIBIT B
SCORING CRITERIA
NEW PROJECTS ONLY – PSH, RRH, TH-RRH
Created via permanent housing bonus, reallocation (if available) or through the expansion option

Evaluation Dimension	Consideration	Maximum Points
Experience and Capacity	<ul style="list-style-type: none"> • Experience working with proposed population and housing type • Concerns with current CoC grants • Clarity of roles of partners (if applicable) • Collaborative relationships with other service providers • Active CoC participant 	20
Project Description and Timeline	<ul style="list-style-type: none"> • Clearly and comprehensively addresses all key points highlighted in scoring and application • Operational within six months of award • Site-related information complete based on type of project 	10
Housing First Experience/Eviction Prevention	<ul style="list-style-type: none"> • Fidelity with Housing First principles • Eviction prevention strategy 	15
Participation in central intake and HMIS	<ul style="list-style-type: none"> • Current participant? • Satisfactory data quality performance in HMIS • Agencies that have not participated will be unable to earn these points 	10
Ability to leverage Medicaid and mainstream resources	<ul style="list-style-type: none"> • Plan to facilitate applications for Medicaid and other mainstream resources • Ability to bill Medicaid (PSH only) • Extent to which agency is able to leverage mainstream resources 	10
Design of Housing and Supportive Services	<ul style="list-style-type: none"> • Service and housing design meets type and needs of targeted population • Efficacy of service design to increase employment/income and living independently • Plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable and accessible to their needs • Demonstrated Outcomes (agencies that are not current 	15

	providers for targeted populations and housing types will be unable to earn these points)	
Financial Management	<ul style="list-style-type: none"> • Experience utilizing Federal funds especially HUD grants • Satisfactory drawdown of all funds • Strength of financial management team 	10
Budget, Costs, Match and Leveraging	<ul style="list-style-type: none"> • Documentation of leverage and match • Budget shows only allowable costs • Budget reflects reasonable and customary costs 	10
Attachments (inclusion and content)	<ul style="list-style-type: none"> • All submitted • Audit will be reviewed separately 	5
TOTAL MAXIMUM POINTS		105

EXHIBIT C

Current Projects for the Out-Wayne Homeless Services Coalition

Applicant Name	Project Name	Expiration Year	Project Component	Total Units	Total ARA
Neighborhood Legal Services Michigan	Project Permanency Three	2018	PH	19	\$173,604
Lutheran Social Services of Michigan	SUPPORTIVE SERVICES RENEWAL FY 2016 NOFA	2018	SSO	0	\$105,582
First Step: Western Wayne County Project on Dom	Aftercare/Transpotation FY2016	2018	SSO	0	\$77,763
Wayne Metropolitan Community Action Agency	RENEWAL OF HMIS 2016 NOFA	2018	HMIS	0	\$60,239
Neighborhood Legal Services Michigan	Project Permanency Plus	2018	PH	22	\$324,545
Wayne Metropolitan Community Action Agency	RENEWAL OF SAFE HAVEN 2016 NOFA	2018	SH	6	\$81,354
Detroit Wayne Mental Health Authority	Wayne Metro Shelter Plus Care	2018	PH	39	\$292,600
Wayne, Charter County of	Samaritas Home and Community Campus	2018	SSO	0	\$152,625
Wayne Metropolitan Community Action Agency	RENEW OF WHNP 1 2016 NOFA	2018	TH	16	\$167,864
Wayne Metropolitan Community Action Agency	RENEWAL OF VISGER RIVER ROUGE 2016 NOFA	2018	PH	0	\$52,470
Neighborhood Legal Services Michigan	Focus on Families	2018	PH	22	\$222,759
Wayne Metropolitan Community Action Agency	RENEWAL OF PSH COC 2016 NOFA	2018	PH	32	\$328,502
Neighborhood Legal Services Michigan	Aim High	2018	PH	26	\$244,111
Wayne Metropolitan Community Action Agency	RENEWAL OF RR REALLO FAMILIES 2016 NOFA	2018	PH	20	\$517,850
Wayne Metropolitan Community Action Agency	RENEWAL OF SSO FOR CENTRAL INTAKE 2016 NOFA	2018	SSO	0	\$205,761
Wayne Metropolitan Community Action Agency	RAPID REALLOCATION FOR SINGLES 2016		PH	21	\$273,354
Community Housing Network, Inc.	W Chronically Homeless Leasing Assistance Program 1		PH	0	\$300,907
	TOTALS			223	\$3,581,890

EXHIBIT D

HUD Scoring Summary for FY 2017 Out-Wayne County Homeless Coalition Submission

CoC Scoring Summary		
Scoring Category	Maximum Score (Points)	Your CoC Score (Points)
Part 1: CoC Structure and Governance	51	48.5
Part 2: Data Collection and Quality	27	27
Part 3: CoC Performance and Strategic Planning	101	72.5
Part 4: Cross-Cutting Policies	21	21
Total CoC Application Score	200	169

Overall Scores for all CoCs

Highest Score for any CoC: 187.75
Lowest Score for any CoC: 79
Median Score for all CoCs: 154.5
Weighted Mean Score for all CoCs: 160.7

*The weighted mean score is the mean CoC score weighted by Annual Renewal Demand. CoCs that scored higher than the weighted mean score were more likely to gain funding relative to their Annual Renewal Demand, while CoCs that scored lower than the weighted mean were more likely to lose money relative to their Annual Renewal Demand.

EXHIBIT E

FY 2017 Continuum of Care (CoC) Program Competition NOFA

What's New, Changes, and Highlights

The FY 2017 CoC Program Competition NOFA has several changes and new information that are important for CoCs and applicants as they consider the next steps of the local competition process and how these changes and new information affect their overall FY 2017 CoC Program Competition processes on the local level. We are providing a list of the high-level changes and new information with citations to the FY 2017 CoC Program Competition NOFA in a single, easy to use document. All citation references refer to the FY 2017 CoC Program Competition NOFA, unless otherwise stated. The citations listed may not include all the instances where a topic is mentioned; but rather, directs you to the main section or sections of the NOFA that provides the complete information you need to determine the course of action you as the CoC, Collaborative Applicant, or project applicant wants to take in this year's CoC Program Competition.

Topic	FY 2017 CoC Program Competition NOFA Section(s)	
Local Competition Deadlines	J. Local Competition Deadlines; II.B.9; and VII.A.2.d.	<p>While the CoC Program Competition NOFAs have required that project applicants to submit to their project applications to the CoCs no later than 30 days before the application deadline and CoCs to notify, in writing and outside of e-snaps, no later than 15 days before the application deadline regarding whether their project applications would be included as part of the CoC Consolidated Application submission.</p> <p>New in FY 2017, CoCs are required to notify, in writing and outside of e-snaps, all project applicants who submitted their project applications to the CoC by the CoC-established deadline whether their project application(s) will be accepted and ranked on the CoC Priority Listing, rejected, or reduced by the CoC within 15 days of the FY 2017 application deadline.</p>
Policy Priorities	II.A.	<p>The information provided in the policy priorities are not as extensive as previous years; however, upon close read you will find that the goal of ending homelessness remains our</p>

		target. Policy priorities continue to focus on: 1) ending homelessness for all persons; 2) creating a systemic response to homelessness, 3) strategically allocating and using resources, and 4) use of a Housing First approach.
New projects created through reallocation	II.B.2. a; and III.A.3.1.	Types of new project applications permitted through the reallocation process are: <ol style="list-style-type: none"> 1. permanent supportive housing projects that meet requirements of DedicatedPLUS or the standard 100 percent dedicated for chronically homeless individuals and families; 2. rapid rehousing projects that served individuals and families, including unaccompanied youth who meet the criteria outlined in the NOFA; 3. Joint TH and PH-RRH component projects; 4. dedicated HMIS; and 5. supportive services to develop or operate a new centralized or coordinated assessment system.
New projects created through permanent housing bonus	II.B.2. b; and III.A.3.j.	Types of new project applications permitted through the permanent housing bonus, which is 6 percent of a CoC's Final Pro Rata Need (PPRN) are: <ol style="list-style-type: none"> 1. permanent supportive housing projects that meet requirements of DedicatedPLUS or the standard 100 percent dedicated for chronically homeless individuals and families; 2. rapid rehousing projects that served individuals and families, including unaccompanied youth who meet the criteria outlined in the NOFA; and 3. Joint TH and PH-RRH component projects.
Expanding CoC Program-funded projects	II.B.3.	HUD introduced a new way to expand CoC Program-funded projects which will allow an eligible renewal project to expand units, beds, persons, or services (dedicated HMIS projects can expand HMIS activities) through the reallocation process or permanent housing bonus. A new project application is required and only available to the type of projects allowed under the reallocation process or permanent housing bonus. Not applicable to: transitional housing, supportive services only (non-coordinated entry) and Safe Haven projects as these types of

		<p>projects do not fall under eligible new project application types.</p> <p>Project applicants can also expand a project under the traditional method, e.g., expand an existing project funded through other sources with the request of CoC Program funds to add persons, units, or services.</p>
CoC Merger	<p>II.B.5.;</p> <p>III.A.3.c.;</p> <p>VII.A.3.c.;</p> <p>and</p> <p>VII.A.7.</p>	<p>Encourage merges and mitigate potential adverse scoring implications that may occur when a high performing CoC merges with one or more lower performing CoCs. CoCs that merged between the final funding announcement for FY 2016 and the FY 2017 CoC Program Registration deadline are eligible for the merger bonus points mentioned in the NOFA.</p>
Tier 1 and Tier 2	<p>D. Available Funds;</p> <p>II.B.15.;</p> <p>II.B.16: and</p> <p>III.A.3.a.</p>	<p>Tier 1 is equal to the greater of the combined amount of Annual Renewal Amount (ARA) for all permanent housing and HMIS projects eligible for renewal up to \$1,000,000 or 94 percent of the CoC's Annual Renewal Demand (ARD).</p>
Tier 2	<p>II.B.16</p>	<p>HUD has removed project type from the Tier 2-point scale, meaning project applications that are ranked in Tier 2 will no longer be scored on the project type (e.g., PH, TH). The 100-point scale is based on: 1) CoC Score, 2) CoC Project Ranking, and 3) Commitment to Housing First.</p>
DedicatedPLUS	<p>III.A.3.d.</p>	<p>A permanent supportive housing project where 100 percent of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, that at intake are:</p> <ol style="list-style-type: none"> 1. experiencing chronic homelessness as defined in 24 CFR 578.3; 2. residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project; 3. residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in a permanent housing project within the last year and were unable

		<p>to maintain a housing placement;</p> <p>4. residing in transitional housing funded by a Joint TH and PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3 prior to entering the project;</p> <p>5. residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions; or</p> <p>6. receiving assistance through a Department of Veterans Affairs(VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.</p> <p>Project applicants may use DedicatedPLUS when creating a new project application through reallocation or permanent housing bonus and renewal project applications may choose to change a 100 percent dedicated project to a DedicatedPLUS project in the FY 2017 CoC Program Competition.</p>
Joint TH and PH-RRH Component Project	III.A.3.h.; and V.G.2.c.(2).	The Joint TH and PH-RRH component project includes two existing program components—transitional housing and permanent housing-rapid rehousing—in a single project to serve individuals and families experiencing homelessness.
Rapid Rehousing		<p>Rapid Rehousing is not a new in the FY 2017 CoC Program Competition; however, there is a significant change to the persons who can be served by a rapid rehousing project. Rapid rehousing projects may serve individuals and families, including unaccompanied youth, who meet the following criteria:</p> <p>1. residing in a place not meant for human habitation;</p> <p>2. residing in an emergency shelter;</p> <p>3. persons meeting the criteria of paragraph (4) of the definition of homeless, including persons fleeing or attempting to flee domestic violence situations;</p>

		<p>4. residing in a transitional housing project that was eliminated in the FY 2017 CoC Program Competition; or</p> <p>5. residing in transitional housing funded by a Joint TH and PH-RRH component project; or</p> <p>6. 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.</p> <p>The persons who are provided housing and services through rapid rehousing has been expanded. You will also notice the NOFA no longer requires renewing rapid rehousing projects continue to serve only those participants who were in a rapid rehousing category when the project was initially funded. Therefore, if a renewing rapid rehousing project was originally funded to serve only families with children, that project, through the FY 2017 project application, may indicate it will also serve individuals if it so chooses.</p>
System Performance	VII.A.5.	The system performance measures will be scored based on a CoC system-wide performance related to reducing homelessness within the CoC defined geographic area as reported to HUD via HDX comparing FY 2016 information to FY 2015 information unless noted otherwise for each measure. You should carefully read through this section of the NOFA as it pertains to the CoC Application as you will see that points will be considered based on the information reported to HDX.
HUD-2991, Certification of Consistency with the Consolidated Plan, HUD-50070, Certification for Drug-Free Workplace, and SF LLL Disclosure of Lobbying	VI.C.2.f. - h.	These forms are no longer attachment requirements to the Project Application Profile. HUD has hard-coded these forms into the project applications in <i>e-snaps</i> and project applicants will not have access to the actual project application until these forms are reviewed for accuracy and certified. See the Project Application Detailed Instructions for information on completion and certification of the forms in <i>e-snaps</i> . This will reduce delays in grant agreement execution for projects if they are selected for conditional award.

Activities (if applicable)		
Certification Regarding Lobbying	New Form	<p>Federal agencies require the submission of a signed Certification Regarding Lobbying to ensure applicants acknowledge the requirements in Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment) and 24 CFR part 87 before receiving a federal award. These statutes and regulation prohibit the use of federal award funds for lobbying the executive or legislative branches of the Federal government in connection with a specific award. This requirement is different and separate from the requirement for applicants to report lobbying activities using the SF-LLL form. The SF-LLL form must still be submitted by applicants that lobby or intend to lobby using non-federal funds. The only applicants excepted from submitting the Certification Regarding Lobbying form are federally-recognized Indian tribes because of each tribe's sovereign power.</p> <p>This form has also been hard-coded in e-snaps for project applicants and will need to be completed and certified in e-snaps before you have access to the actual project application.</p>
Code of Conduct	Change	<p>If your organization's Code of Conduct is no longer listed on HUD's website yes, you must attach an updated Code of Conduct to your Project Applicant Profile. Due to the implementation of 2 CFR part 200, many Codes of Conduct that were listed on HUD's website were removed as the Codes were not in compliance with (2 CFR 200.318(c)(1)).</p> <p>Codes of Conduct must:</p> <ol style="list-style-type: none"> 1. Be written covered by a letter on company letterhead that provides the name and title of the responsible official, mailing address, business telephone number and email address; 2. Prohibit real and apparent conflicts of interest that may arise among officers, employees or agents, or any member of his or her immediate family, his or her partner or an organization that employs any of the indicated parties; 3. If applicable, the standards must also cover organizational conflicts of interest; 4. Prohibit the solicitation and acceptance by employees, of gifts or gratuities in excess of minimum value; and

		<p>5. Provide for administrative and disciplinary actions to be applied for violations of such standards.</p> <p>The Office of Grants Management within HUD has reached out to organizations to obtain Codes of Conduct to ensure all HUD-funded projects are in compliance with 2 CFR part 200. If your organization is not appearing on HUD’s website at https://portal.hud.gov/hudportal/HUD?src=/program_offices/spm/gmomgmt/grantsinfo/conduct indicating the Code of Conduct is on file and in compliance, HUD strongly recommends that you attach your organization’s Code of Conduct that meet all 5 of the criteria above to your Project Applicant Profile. Doing this now will prevent the need to resolve a condition for your CoC Program project if conditionally awarded.</p>
Renewal Project Applications	Change – for recurring renewal project applications only.	<p>Project applicants that have renewed at least once in a previous CoC Program Competition will have the opportunity to bring forward application details from the most recent Competition year and identify select screens to submit without changes. After the Standard Forms and Certifications are completed in Part 1, project applicants can review the grant’s imported data on the remaining screens in a “Read-Only” format. If the Applicant does not need to make updates, they can submit the FY 2017 application without any changes, reducing the amount of time for the project applicant to complete the project application and for HUD during its assessment of renewal applications. If the project applicant needs to make changes to the information on one or more screens, they can navigate to the “Submission Without Changes” Screen and check the box next to each relevant screen title to unlock screens for editing.</p>