

2018 Schenectady Rank and Review

Attachments Checklist

Agency: _____

Project: _____

Attachments must be included with the submission of the Rank and Review Application for it to be considered complete.

- Q4B Project Application
- Q5 Project Application
- Q5B Project Application
- Q6 APR
- Q8 APR
- Q19a3 APR
- Q20 APR
- Copies of last three (3) Loccs drawdowns
- Signed Self-Monitoring Memo Form from CoC Committee

Received: _____ at __:__ am/pm

Interview Time: _____

Please generate a CoC Calendar Year 2017 (CY 1/1/17 – 12/31/17) APR (**new format**) from Foothold to complete the Rank and Review Application.

A. PROJECT INFORMATION

Informational Only

A1. Organization Name: _____

A2. Project Name: _____

A3. Application Contact Person: _____

A4. Project Type: PH TH SSO

A5. FY18 Funding Request: \$ _____

Leasing	\$ _____
Rental Assistance	\$ _____
Supportive Services	\$ _____
Operations	\$ _____
Admin	\$ _____

A6. Housing Projects Only: Number of Contracted Units/Beds/Vouchers _____
Support Service Only Projects: Projected persons/households served during an average PIT _____

A7. Total # Participants served (as noted on the most recent APR): _____

A8. What is the cost per bed (divide the number of proposed beds by the total budget): _____

A9. PROJECT DESCRIPTION

In a separate document, provide a short project overview that clearly describes the project’s unique characteristics and achievements. Please include the target population(s) served, the number of participants served, how participants access the project, and project goals and achievements. Please be as descriptive as possible by using data stated in the project application and the CY17 APR. Response must be 250 words or less.

B. LOCAL PRIORITIES AND COMMUNITY IMPACT (TOTAL 120 POINTS)

B1. Project Type. Please note the project type **9-10pts:** PSH SSO TH

B2. Utilization Rate -Using the project’s most recent Project Application and APR, complete the following chart to calculate the project’s utilization rate. **0-20pts Maximum (B2 and B2.A)** Please print and attach the corresponding questions from the Project Application and APR.

	Projected households served during an average PIT (Question 5 in Project Application)	Actual number served during PIT (Questions 8 in APR)
		Households
January		

April	_____ Households	
July		
October		
		Average:

Households: Average Actual _____ / Projected _____ = **Utilization** _____

B2.A -If the utilization rate is under 100%, please explain the reason why. For example were there barriers or specific challenges to achieving 100% capacity? **0-10pts**

B3. Leveraging and Coordination of Services. Please describe how your project coordinates services with other funded and non-funded providers in order to leverage services in no more than 250 words. **0-5pts**

B4. Local Strategic Plan. Please note how the project is meeting a noted gap in services (either current or previous; including housing) as noted in the Schenectady Strategic Plan which can be found on the CoC’s website <http://caresny.org/continuum-of-care/schenectady-homeless-services-planning-board/> under *Other Documents*. Response must be 250 words or less. **0-5pts**

B5. Financial Drawdowns. Does your project draw down funds, at a minimum, quarterly? Please attach the last three (3) LOCCS drawdowns. **(0 or 5 points)**

B6. Funds Spent. Please complete the table below based on information from the project's most recently completed contract. **MAX 20 pts**

	Amount Awarded (\$)	Amount Expended(\$)	Percentage Spent (Expended/Awarded)
Leasing			
Rental Assistance			
Supportive Services			
Operations			
Admin			
Total			

B6.A Did the project spend at least 90% of total awarded funds? If the project expended less than 90% of total awarded funds, please explain in 250 words or less. **0-10 pts**

B7. Priority Populations. Is the project dedicated to one of the following priority populations: This information can be found in the Project Application sections 4B and 5B. **Maximum 20pts**

B7.A - Is the project fully dedicated to chronically homeless, youth or veterans?
0-10pts

B7.B – If the project is not fully dedicated, but has chronically homeless dedicated beds, what percentage of the project is dedicated to chronically homeless? (Number of dedicated beds/total number of beds) **0-10pts**

B7.C. Effect of Chronic Homeless. (0-10 pts)

Permanent Supportive Housing Programs: During CY17, the CoC **PSH projects** served a total of 89 chronically homeless individuals. Please refer to Attachment 1 to note the following:

B7.C1. The total number of chronically homeless persons this project served in CY17: _____ (no points)

B7.C2. The percentage of the project total that was chronically homeless: _____ (0 to 10 points)

Rapid Rehousing Programs: During CY17, the CoC **RRH projects** served a total of 1 chronically homeless individuals. Please refer to Attachment 1 to note the following:

B7.C3. The total number of chronically homeless persons this project served in CY17: _____ (no points)

B7.C4. The percentage of the project total that was chronically homeless: _____ (0 to 10 points)

Transitional Housing Programs: During CY17, the CoC **TH projects** served a total of 0 chronically homeless individuals. Please refer to Attachment 1 to note the following:

B7.C5. The total number of chronically homeless persons this project served in CY17: _____

B7.C6. The percentage of the project total that was chronically homeless: _____ (0 to 10 points)

B8. Housing First. Does the project screen out or terminate based on any the following? **(0 or 10 points)**

	Yes	No
Having too little or no income	<input type="checkbox"/>	<input type="checkbox"/>
Active or history of substance abuse	<input type="checkbox"/>	<input type="checkbox"/>
Criminal record with exceptions for state-mandated restrictions	<input type="checkbox"/>	<input type="checkbox"/>
History of domestic violence	<input type="checkbox"/>	<input type="checkbox"/>
Failure to participate in supportive services	<input type="checkbox"/>	<input type="checkbox"/>
Failure to make progress on a service plan	<input type="checkbox"/>	<input type="checkbox"/>
Loss of income or failure to improve income	<input type="checkbox"/>	<input type="checkbox"/>
Being a victim of domestic violence	<input type="checkbox"/>	<input type="checkbox"/>
Any other activity not covered in a lease agreement typically found in the project's geographic area.	<input type="checkbox"/>	<input type="checkbox"/>

B9. Continuum Participation. In the last twelve (12) months (May 2017 – May 2018) there have been a total of 2 Membership Meetings and 4 Board Meetings. What percentage of these 6 meetings has the project staff attended, and thereby actively participated in the CoC planning process? This will be verified by the Collaborative Applicant. _____% of meetings were attended by this agency. **(0 or 10 pts)**

B10. Continuum Participation. In the last twelve (12) months (May 2017 – May 2018), has the project staff actively participated in any CoC committees? This will be verified by the Collaborative Applicant. **(0 or 10 pts)**
Please check off any of the following you have actively participated in:

- Continuum of Care Committee
- Governance Committee
- Data Committee
- Strategic Planning Committee of the Board

B11. Coordinated Entry Process. Does your project participate in the Coordinated Entry process as demonstrated by any of the following criteria: Check all that apply? **0-10 pts**

- _____ receive referrals for potential new participants
- _____ submit referrals
- _____ house referrals
- _____ submit weekly openings to CE
- _____ has your agency attended at least half of the CE meetings this year

B11.A If not, are you an SSO program? Yes (5 points) **0-10 pts**

B12. Project Monitoring. Did your project participate in the Continuum of Care self-monitoring process? If so, were all noted issues of concern addressed? Please attach your feedback memo from the CoC Committee. **(0 or 10 pts)**

Permanent Supportive Housing or Transitional Housing Only

*New projects are excluded from this section and will be weighted.

C. SYSTEM PERFORMANCE OUTCOMES (Total 80 points)

C1. Housing Stability Performance - Please refer to Attachment 2 and note the project's Housing Stability Performance. The attachment takes into account all outcomes (positive, neutral, negative):

0-20pts Maximum (C1, C1.A, C1.B) _____

C1.A. As noted in the Project Application (6A. Standard Performance Measures), please note the Housing Stability Goal: **No points**

C1.B– Please comment on any unique circumstances that affected the housing stability goal and affected the housing stability performance: Response must be 250 words or less. **0-10pts**

C2. Income Performance - Please print and attach the corresponding questions from the APR. Using the APR Question 19a3, please enter the following: **(Max 20 points)**

C2.A What percentage of adults gained or increased earned income from employment at entry to follow-up/exit? (0-10points) _____

C2.B What percentage of adults gained or increased other income from entry to follow-up/exit? _____ (0-10 pts)

C2.C (Optional, unless less than 20%) Please comment on any unique circumstances affecting the income performance measure (e.g., total project size, project type or target population) and/or steps to be taken to improve program outcomes. (250 words or less) **0-10 pts**

C3. Non-Cash Benefits of Leavers: Using the APR Question 20, please enter the following (**MAX 10 pts**):

C3.A What percentage of all leavers exited the program with at least one type of non-cash benefit? Add up all leavers with 1+ sources of non-cash benefits and divide by total number of leavers. _____ **(0-10pts)**

C3.B (Optional) Please comment on any unique circumstances affecting the non-cash benefits of leavers (e.g., total project size/type or target population). **0-5pts**

C4. Number of Homeless Persons: Was this project included in the final submission of the 2017 Housing Inventory and Point in Time? This will be verified by the Collaborative Applicant. **(0 or 10 pts)** Yes No

C5. Data Quality: On your CY16 APR Question 6: **(0-5 pts)**

	Yes	No
C5.A. Is more than 5% of your PII data missing or null?	<input type="checkbox"/>	<input type="checkbox"/>
C5.B. Is more than 5% of your universal data elements missing or null?	<input type="checkbox"/>	<input type="checkbox"/>
C5.C. Is more than 5% of your Income and Housing data missing or null?	<input type="checkbox"/>	<input type="checkbox"/>
C5.D. Is more than 5% of your Chronic Homelessness data missing or null?	<input type="checkbox"/>	<input type="checkbox"/>

The 2017 Schenectady CoC Project Rank and Review Application scores each CoC-funded project based on a maximum of 200 points.

Points Scale

A. PROJECT INFORMATION: No Points

B. LOCAL PRIORITIES AND COMMUNITY IMPACT: Maximum 135 Points

B1. Project Type. 9-10 Points

B1. Project Type	Points
PH	10
TH	9
SSO	10

B2. Utilization Rate. 0-20 Points Maximum (including B2 and B2.A)

B2. Utilization Rate	Points
100%	20
99-90%	16
89-86%	12
85-80%	8
77-75%	4
Under 75%	0

B2.A Narrative: 0-10 Points

B3.Leveraging and Coordination of Services. Narrative: 0- 5 Points

B4. Local Strategic Plan. Narrative: 0-5 Points

B5. Financial Drawdowns. 0 or 5 points

B6.Funds Spent. 0-20 Points Maximum (including B6.A)

B6. Funds Spent	Points
90 - 100%	20
80-89%	16
70-79%	12
60-69%	8

50-59%	4
Under 50%	0

B6.A Narrative: 0-10 points

B7. Priority Populations. 0-20 Points Maximum (including B7.A, B7.B, B7.C)

B7.B. Dedicated Chronic Homeless Beds	Points
100%	10
80-99%	8
50-79%	6
20-49%	3
10-19%	1
Under 10%	0

B7.C Effect on Chronic Homeless	Points
50% - 100%	10
30-49%%	7
20%-39%	4
6-19%	1
0-5%	0

B8.Housing First. 0 or 10 Points

B9. Continuum Participation 0-10 points

B9. Continuum Participation	Points
75% - 100% attendance	10
50-74% attendance	5
25-49% attendance	1
0-24% attendance	0

B10. Continuum Participation. 0 - 10 Points

B10. Continuum Participation	Points
2 Committees and 50% attendance	10
1 Committee and 50% attendance	5
0 Committees, less than 50% attendance	0

B11. Coordinated Entry Process. 0 or 10 Points

B12. Project Monitoring. 0 or 10 Points

C. SYSTEM PERFORMANCE OUTCOMES: Maximum 65 Points

C1. Housing Stability Performance. 0-20 Points Maximum (including C1, C1.A-B)

C1. Housing Stability Performance	Points
100%	20
90-99%	15
80-89%	10
Under 80%	0

C1.A No Points

C1.B Narrative: 0-10 Points

C2. Income Performance. 0- 20 Points Maximum

C2.A 0-10 Points

C2.A Income from Employment	Points
100-84%	10
83-68%	8
67-52%	6
51-36%	4
35-20%	2
Under 20%	0

C2.B 0-10 Points

C2.B. Income From Other than Employment	Points
100-91%	10
90-82%	8
81-73%	6
72-64%	4
63-54%	2
Under 54%	0

C2.C Narrative: 0-10 Points

C3. Non Cash Benefits of Leavers. 0- 10 Points Maximum

C3.A 0-10 Points

C4.A Non Cash Benefit of Leavers	Points
70-100%	10
26-69%	5
Under 26%	0

C3.B Narrative: 0-5 Points

C4. Number of Homeless Persons. 0-10 points

C5. Data Quality 0-5 points

C5. Data Quality	Points
None checked	5
1-2 standards checks	3
3 or more standards checked	0

The **2018 Schenectady CoC Project Rank and Review Application** scores each CoC-funded project based on a maximum of 200 points.

Points Scale

A. PROJECT INFORMATION: No Points

B. LOCAL PRIORITIES AND COMMUNITY IMPACT: Maximum 135 Points

B1. Project Type. 9-10 Points

B1. Project Type	Points
PH	10
TH	9
SSO	10

B2. Utilization Rate. 0-20 Points Maximum (including B2 and B2.A)

B2. Utilization Rate	Points
100%	20
99-90%	16
89-86%	12
85-80%	8
77-75%	4
Under 75%	0

B2.A Narrative: 0-10 Points

B3.Leveraging and Coordination of Services. Narrative: 0- 5 Points

B4. Local Strategic Plan. Narrative: 0-5 Points

B5. Financial Drawdowns. 0 or 5 points

B6.Funds Spent. 0-20 Points Maximum (including B6.A)

B6. Funds Spent	Points
90 - 100%	20
80-89%	16
70-79%	12
60-69%	8
50-59%	4

Under 50%	0
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B6.A Narrative: 0-10 points

B7. Priority Populations. 0-20 Points Maximum (including B7.A, B7.B, B7.C)

B7.B. Dedicated Chronic Homeless Beds	Points
100%	10
80-99%	8
50-79%	6
20-49%	3
10-19%	1
Under 10%	0

B7.C Effect on Chronic Homeless	Points
50% - 100%	10
30-49%%	7
20%-39%	4
6-19%	1
0-5%	0

B8.Housing First. 0 or 10 Points

B9. Continuum Participation 0-10 points

B9. Continuum Participation	Points
75% - 100% attendance	10
50-74% attendance	5
25-49% attendance	1
0-24% attendance	0

B10. Continuum Participation. 0 - 10 Points

B10. Continuum Participation	Points
2 Committees and 50% attendance	10
1 Committee and 50% attendance	5
0 Committees, less than 50% attendance	0

B11. Coordinated Entry Process. 0 or 10 Points

B12. Project Monitoring. 0 or 10 Points

C. SYSTEM PERFORMANCE OUTCOMES: Maximum 65 Points

C1. Housing Stability Performance. 0-20 Points Maximum (including C1, C1.A-B)

C1. Housing Stability Performance	Points
100%	20
90-99%	15
80-89%	10
Under 80%	0

C1.A No Points

C1.B Narrative: 0-10 Points

C2. Income Performance. 0- 20 Points Maximum

C2.A 0-10 Points

C2.A Income from Employment	Points
100-84%	10
83-68%	8
67-52%	6
51-36%	4
35-20%	2
Under 20%	0

C2.B 0-10 Points

C2.B. Income From Other than Employment	Points
100-91%	10
90-82%	8
81-73%	6
72-64%	4
63-54%	2
Under 54%	0

C2.C Narrative: 0-10 Points

C3. Non Cash Benefits of Leavers. 0- 10 Points Maximum

C3.A 0-10 Points

C4.A Non Cash Benefit of Leavers	Points
70-100%	10
26-69%	5
Under 26%	0

C3.B Narrative: 0-5 Points

C4. Number of Homeless Persons. 0-10 points

C5. Data Quality 0-5 points

C5. Data Quality	Points
None checked	5
1-2 standards checks	3
3 or more standards checked	0

Attachment 1 - CH Served

Proj. Type	Program	Chronic Homeless Served	Percent of System Impact
PSH	Beacon Residential Program 2017	6	7%
PSH	Liberty Consolidated 2017	13	15%
PSH	Pathways to the Future 2017	4	4%
PSH	Permanent and Supported Housing	10	11%
PSH	Renewal Project Application FY2017	13	15%
PSH	ROSA'S HOUSE CONSOLIDATED 2018-19	5	6%
PSH	SCAP Permanent Housing Project (FY2017) v.3	8	9%
PSH	Shelter Plus Care 10 bed 2017	1	1%
PSH	Shelter Plus Care 20 bed 2017	5	6%
PSH	SMHA Shleter Plus Care (2017)	8	9%
PSH	Supported Housing Program (2017) Renewal Project Application	7	8%
PSH	The Lighthouse 2017	9	10%
		89	100%

Proj. Type	Program	Chronic Homeless Served	Percent of System Impact
RRH	SCAP Rapid Rehousing (FY2017) v.2	1	100%
		1	100%

Proj. Type	Program	Chronic Homeless Served	Percent of System Impact
TH	SCAP Sojourn House (FY2017) v. 2	0	0%
16	Total	0	0%

Attachment 2 - Positive Outcomes - PSH

Proj. Type	Program	Positive	Neutral	Negative	Total Served	Percent of System Impact
PSH	Beacon Residential Program 2017	7	0	3	10	70%
PSH	Liberty Consolidated 2017	14	0	0	14	100%
PSH	Pathways to the Future 2017	4	0	0	4	100%
PSH	Permanent and Supported Housing	14	1	1	16	93%
PSH	Renewal Project Application FY2017	100	2	24	126	81%
PSH	ROSA'S HOUSE CONSOLIDATED 2018-19	30	1	6	37	83%
PSH	SCAP Permanent Housing Project (FY2017) v.3	91	1	5	97	95%
PSH	Shelter Plus Care 10 bed 2017	17	0	0	17	100%
PSH	Shelter Plus Care 20 bed 2017	34	0	0	34	100%
PSH	SMHA Shleter Plus Care (2017)	88	1	7	96	93%
PSH	Supported Housing Program (2017) Renewal Project Application	14	0	7	21	67%
PSH	The Lighthouse 2017	7	1	2	10	78%
RRH	SCAP Rapid Rehousing (FY2017) v.2	277	0	7	284	98%

Positive Outcomes - TH

Proj. Type	Program	Positive	Neutral	Negative	Total Served	Percent of System Impact
TH	SCAP Sojourn House (FY2017) v. 2	122	2	11	135	92%

1

Total