# Schenectady County Homeless Services Planning Board (HSPB)

# Rank & Review Application 2020 Part 1: Data-Related Questions Deadline to Submit: TBD

**PROJECT INFORMATION**

*Informational Only*

**1.** Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2.** Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**3.** Application Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**4.** Project Type:PH=10 pts. TH=9 pts. SSO=10 pts.

1. **Utilization Rate** -Using the project’s FY19 Project Application and Federal Fiscal Year 2019 (FY19)\* APR, complete the following chart to calculate the project’s utilization rate.  **(round up to the closest whole number).** *Please print and attach the corresponding questions from the Project Application and APR to this application.*

**100%=20, 99-90%-16, 89-86%=12, 85-80%=8, 77-75%=4, >75%=0**

|  |  |  |
| --- | --- | --- |
|  | Projected households served during an average PIT (Question 5 in Project Application) | Actual number served during PIT (Questions 8 in APR) |
| Households |
| January | \_\_\_\_ Households |  |
| April |  |
| July |  |
| October |  |
|  | Average: |

**Households**: Average Actual\_\_\_\_\_\_\_ / Projected \_\_\_\_\_\_\_\_= **Utilization\_\_\_\_\_\_\_\_\_**

***\* Federal Fiscal Year 2019 (FY19): October 1, 2018 – September 30, 2019***

***\*\* For the purpose of this Rank & Review Tool, persons served is defined as having an entry in HMIS (i.e., intake, admission and move-in date) in Federal FY19.***

1. **Data Quality & Completeness**: On your FY19 APR Question 6:

**None checked=5, 1-2 checked=3, 3 or more=0 Yes No**

**6a.** Is more than 5% of your PII data missing or null? □ □

**6b.** Is more than 5% of your universal data elements missing or null? □ □

**6c.** Is more than 5% of your Income and Housing data missing or null? □ □

**6d**. Is more than 5% of your Chronic Homelessness data missing or null? □ □

1. **Dedicated Chronic Homeless** [Only for PSH (RRH & TH projects will be weighted)

**Permanent Supportive Housing Programs:** During Federal FY 19, the CoC **PSH projects** served a total of 89 chronically homeless individuals. Please refer to **Attachment 1** to note the following:

**7a.** The total number of chronically homeless persons served by this project FY19: \_\_\_\_\_\_(no points)

**7b.** The percentage of the project total that was chronically homeless: \_\_\_\_\_\_\_\_\_

**50-100%=5, 30-49%=7, 20-39%=4, 6-19%=1, 0-5%=0**

**8. Financial Drawdowns.** Does your project draw down funds, at a minimum, quarterly? Please attach the last three (3) LOCCS drawdowns. **Yes=5, No=0**

**9. Funds Spent.** Please complete the table below based on information from the project's most recently completed contract. **90-100%=20, 80-89%=16,70-79%=12, 60-69%=8,50-59%=4, >50%=0**

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

**10**. **Coordinated Entry Process**. Does your project participate in the Coordinated Entry process as demonstrated by any of the following criteria: Check all that apply? **2 points each**

\_\_\_\_ receive referrals for potential new participants ONLY through the CE process

\_\_\_\_ submit referrals

\_\_\_\_ house referrals

\_\_\_\_ submit weekly openings to CE

\_\_\_\_ has your agency attended at least half of the CE meetings this year

**10a.** If not, are you an SSO program? **Yes (5 points)**

**11.** **Housing First.** Does the project screen out or terminate based on any the following?

**All checked=10, anything else=0**

Yes No

Having too little or no income □ □

Active or history of substance abuse □ □

Criminal record with exceptions for state-mandated restrictions □ □

History of domestic violence □ □

Failure to participate in supportive services □ □

Failure to make progress on a service plan □ □

Loss of income or failure to improve income □ □

Being a victim of domestic violence □ □

Any other activity not covered in a lease agreement typically □ □

found in the project's geographic area.

**12. Continuum Participation.** In the last twelve (12) months (May 2019 – May 2020) 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.

**75-100%=10, 50-74%=5, 25-49%=1, 0-24%=0**

**12b. Continuum Participation**. In the last twelve (12) months (May 2019 – May 2020), has the project staff actively participated in any CoC committees? This will be verified by the Collaborative Applicant.

**2 Committees and 50% attendance=10**

**1 Committees and 50% attendance=5**

**0 Committees =0**

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

**13. Project Monitoring**. Project Monitoring: Every project received a 2019 data memo. Were all noted issues addressed by the deadline given? Please attach the follow up feedback email from CARES.

**Yes, with attachment=10 No=0**

**14.** **Number of Homeless Persons**: Was this project included in the final submission of the 2020 Housing Inventory and Point in Time? This will be verified by the Collaborative Applicant**. □Yes=10 □No=0**

**Permanent Supportive Housing or Transitional Housing**

**Note: Our Youth funded SSO program is excluded from this section.**

**15. Positive Outcomes**

**Permanent Housing Programs:** During FY19, there were XXX persons with positive outcomes noted across all CoC **PSH** programs. *An outcome is positive for PH if client is a stayer or exited to a PH destination.*To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in ***Attachment 2***: \_\_\_\_\_%

**100%=10, 90-99%=15, 80-89%=10, >80%=0**

**Rapid Rehousing Projects:** During FY19, there were XX persons with positive outcomes noted across all CoC **RRH** programs. *An outcome is positive for RRH if client exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in ***Attachment 2***: \_\_\_\_\_\_%   
**100%=10, 90-99%=15, 80-89%=10, >80%=0**

**Transitional Housing Programs:** During FY19, there were XX persons with positive outcomes noted across all CoC **TH** programs.*An outcome is positive for TH if client exited to a PH destination.*To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in ***Attachment 2***: \_\_\_\_\_  
**100%=10, 90-99%=15, 80-89%=10, >80%=0**

**16. Income Growth – System Impact**

Refer to ***Attachment 3*** (which measures **total income growth** between the two most recent client assessments for stayers; and between entry and exit for leavers), to note the percentage this project contributed to total income growth in the CoC in FY19: \_\_\_\_\_%

**≥ 20% = 5 pts; 0-19% = X pts; 1-9% = X pts; 0% = 0 pts**

**17. Income Growth – Project Performance**(**Refer to APR Q19. Cash Income – Changes over Time** to respond to questions below.)

**17a.**What percentage of **stayers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a1.** **Row 1**) Number of Adults with Earned Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: \_\_\_\_\_\_%  
**75-100% = 1.25 pts; 50-74% = X pts; 25-49% = X pts; 15-24% = X pts; 1-14% = X pts; 0% = 0**

**17b.** What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1.** **Row 3**) Number of Adults with Other Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: \_\_\_\_\_\_%  
**75-100% = 1.25 pts; 50-74% =X pts; 25-49% = X pts; 15-24% = X pts; 1-14% = X pts; 0% = 0**

**17c.** What percentage of **leavers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a2.** **Row 1**) Number of Adults with Earned Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: \_\_\_\_\_\_%  
**75-100% = 1.25 pts; 50-74% = X pts; 25-49% = X pts; 15-24% = X pts; 1-14% = X pts; 0% = 0**

**17d.** What percentage of **leavers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1.** **Row 3**) Number of Adults with Other Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: \_\_\_\_\_\_%  
**75-100% = 1.25 pts; 50-74% = X pts; 25-49% = X pts; 15-24% = X pts; 1-14% = X pts; 0% = 0**

# Schenectady County Homeless Services Planning Board (HSPB)

# Rank & Review Application 2020 Part 2: Written Questions

**PROJECT INFORMATION**

*Informational Only*

1. FY18Funding Request: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leasing $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rental Assistance $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supportive Services $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Operations $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Admin $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Housing Projects Only:** Number of Contracted Units/Beds/Vouchers \_\_\_\_\_\_\_\_

**Support Service Only Projects:** Projected persons/households served during an average PIT\_\_\_\_\_\_

**3.** Total # Participants served (as noted on the most recent APR): \_\_\_\_\_\_\_\_

**4.** What is the cost per bed (divide the number of proposed beds by the total budget):\_\_\_\_\_\_\_\_

**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 CY18 APR. Response must be 250 words or less.

1. If the utilization rate is under 100%, please explain the reason why (Please refer to Part 1 Q2 above). For example, were there barriers or specific challenges to achieving 100% capacity? ***0 to 10pts***

**2. 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 to 5pts***

**3. 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 to 5pts***

**4.** Did the project spend at least 90% of total awarded funds? (Refer to Part 1 Q8 above) If the project expended less than 90% of total awarded funds, please explain in 250 words or less. **0 to 10 pts**

**5. DV Providers Only:** The CoC acknowledges that positive outcomes for domestic violence programs may be measured differently than mainstream permanent supportive housing programs. With that being said, how does your agency contribute to the housing stability of clients within this CoC funded program? **0 to 5 points**

**6. Youth Providers Only:** The CoC acknowledges that additional barriers occur for youth compared to adults when looking at increasing income. With that being said, how do you feel your agency contributes to increasing income for youth within this CoC program? **0 to 5 points**

**7. Move on Strategy:** HUD defines Move on Strategy as how programs work to help program participants, who no longer require intensive services, transition from CoC Program funded PSH beds to other housing assistance programs (including, but not limited to HCV and Public Housing) in order to free up CoC Program funded PSH beds to be used for persons experiencing homelessness. Briefly describe what you will be doing in FY19 to work with participants to create strategies and plans for moving on? **0 to 10 points**

**Permanent Supportive Housing or Transitional Housing Only**

**Note: Our Youth funded SSO program is excluded from this section.**

1. Please comment on any unique circumstances that affected the housing stability goal and affected the housing stability performance: (Refer to Part 1 Q12) Response must be 250 words or less. ***0 to 5pts***
2. **DV Providers Only:** Recognizing the unique needs of the Domestic Violence population, please describe how your program works to assist victims of Domestic Violence in their effort to regain and maintain housing stability? Response must be 250 words or less. ***0-3pts***
3. How do you currently work with local employment agencies, employers and or partners to advance training and employment opportunities for clients involved in your program? ***0-2pts***