

# 2021 Schenectady CoC –Project Rank & Review Application

**SCHENECTADY COUNTY HOMELESS SERVICES PLANNING BOARD (HSPB)**  
**RANK & REVIEW APPLICATION 2021**  
**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.**

5. **Utilization Rate** -Using the project’s FY19 Project Application and Federal Fiscal Year 2020 (FY20)\* 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, 79-75%=4, >74%=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 2020 (FY20): October 1, 2019 – September 30, 2020*

*\*\* 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 FY20.*

6. **Data Quality & Completeness:** On your FY20 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?

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- 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?

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

**Permanent Supportive Housing Programs:** During Federal FY 20, the CoC **PSH projects** served a total of **XX** chronically homeless individuals. Please refer to **Attachment 1** to note the following:

**7a.** The total number of chronically homeless persons served by this project FY20: \_\_\_\_\_ (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=3, 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			
<b>Total</b>			

**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.

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\_\_\_\_\_ does your agency follow up on referrals within 14 days.

\_\_\_\_\_ 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	<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"/>

**12. Continuum Participation.** In the last twelve (12) months (May 2020 – May 2021) there have been a total of 2 Membership Meetings and 2 Board Meetings. What percentage of these 4 meetings have 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 2020 – May 2021), 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

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**13. Project Monitoring.** Project Monitoring: Every project was monitored in 2021. 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 2021 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 FY20, 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 FY20, 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 FY20, 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 FY20: \_\_\_\_%  
**≥ 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% = 1 pts; 25-49% = .75 pts; 15-24% = .5 pts; 1-14% = .25 pts; 0% = 0**

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**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% = 1 pts; 25-49% = .75 pts; 15-24% = .5 pts; 1-14% = .25 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% = 1 pts; 25-49% = .75 pts; 15-24% = .5 pts; 1-14% = .25 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% = 1 pts; 25-49% = .75 pts; 15-24% = .5 pts; 1-14% = .25 pts; 0% = 0**

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# 2021 Schenectady CoC –Project Rank & Review Application

## SCHENECTADY COUNTY HOMELESS SERVICES PLANNING BOARD (HSPB) RANK & REVIEW APPLICATION 2021 PART 2: WRITTEN QUESTIONS

### PROJECT INFORMATION

*Informational Only*

1. FY20 Funding 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 CY20 APR. Response must be 250 words or less.

5. **Utilization Rate:** This question should be answered **only** by projects which scored zero points on Q5 in Part 1 above. If your project did not achieve 100% utilization (i.e. number of projected/contracted households and/or persons served) during Federal Fiscal Year 2020, please explain why in 250 words or less. **(0 to 10pts)**
6. **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 250 words or less. **(0 to 5pts)**
- **Up to 2.5 points if project gives specific examples of how project coordinates services with other CoC members.**

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- **Up to 2.5 points if project gives specific examples of how project coordinates services with other non-CoC funded agencies.**

**7. Financial Draw Downs:** Did the project spend at least 90% of total awarded funds? (Refer to Part 1 Q9 above). If the project expended less than 90% of total awarded funds, please explain why in 250 words or less. **(0 to 10 pts)**

**8. 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? Please explain in 250 words or less. **(0 to 5 points)**

- **Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.**
- **Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability across the CoC.**

**9. 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? Please explain in 250 words or less. **(0 to 5 points)**

- **Up to 2.5 pts. Awarded if the narrative clearly describes positive outcomes through the Youth provider lens.**
- **Up to 2.5 pts. Awarded if the narrative clearly describes how the agency contributes to positive housing stability across the CoC.**

**10. 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)**

**11. Employment Opportunities:** 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)**

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### **Permanent Supportive Housing or Transitional Housing Only**

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

- 12. Housing Stability:** Please comment on any unique circumstances that affected the housing stability goal and affected the housing stability performance: (Refer to Part 1 Q15) Response must be 250 words or less. (0 to 5pts)
- 13. How have you adjusted your service delivery model to help clients during the pandemic? (0-6 pts.)**
- **2 points for continuing at least monthly contact with clients (including virtually).**
  - **2 points for ensuring clients have necessary cleaning/sanitary supplies.**
  - **2 points for exemplifying partnerships were made to meet the health care needs of persons in the program.**
- 14. How has your agency helped clients and staff gain access to information and the COVID vaccine? (0-4 pts.)**
- **2 points for explanation of how information was provided.**
  - **2 points for explanation of how you helped clients/staff gain access to vaccine.**
- 15. What is your agency doing to forward racial diversity, equity and inclusion work within your agency and/or CoC-funded program? (5 pts.)**