

## 4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

- |    |   |
|----|---|
| 1. | You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.  |
| 2. | You must upload an attachment for each document listed where 'Required?' is 'Yes'.  |
| 3. | We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube. |
| 4. | Attachments must match the questions they are associated with.  |
| 5. | Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.  |
| 6. | If you cannot read the attachment, it is likely we cannot read it either.   |
|    | . We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).   |
|    | . We must be able to read everything you want us to consider in any attachment.   |
| 7. | After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.  |

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	09/23/2022
1C-7. PHA Moving On Preference	No	PHA Moving On Pre...	09/23/2022
1E-1. Local Competition Deadline	Yes	Local Competition...	09/23/2022
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	09/23/2022
1E-2a. Scored Renewal Project Application	Yes	Scored Renewal Pr...	09/23/2022
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	09/23/2022
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/23/2022
1E-5b. Final Project Scores for All Projects	Yes	Final Project Sco...	09/23/2022
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting—CoC-A...	09/28/2022
1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of C...	09/26/2022
3A-1a. Housing Leveraging Commitments	No	Housing Leveragin...	09/23/2022

3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	09/26/2022
3C-2. Project List for Other Federal Statutes	No		

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–  
**General/Limited Preference**

This attachment contains the following:

1. **Elmira Housing Authority** – PHA
  - a. Administrative Plan – General - Highlighted Section: Homeless Preference
  
2. **NYS Homes & Community Renewal (HCR)** - HCV Administrator
  - a. Administrative Plan – Limited - Highlighted Section: Homeless Preference

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–  
**General/Limited Preference**

1. **Elmira Housing Authority** – PHA
  - a. Administrative Plan – General - Highlighted Section: Homeless Preference

#### 4-III.B. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use.

##### **Local Preferences [24 CFR 960.206]**

PHAs are permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

##### PHA Policy

##### Homeless living in a shelter

Veterans

Living within the limits of the County of Chemung for at least one year.

In order to bring higher income families into public housing, the PHA will establish a preference for “working” families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].

##### **Income Targeting Requirement [24 CFR 960.202(b)]**

HUD requires that extremely low-income (ELI) families make up at least 40 percent of the families admitted to public housing during the PHA’s fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher [*Federal Register* notice 6/25/14]. To ensure this requirement is met, the PHA may skip non-ELI families on the waiting list in order to select an ELI family.

If a PHA also operates a housing choice voucher (HCV) program, admissions of extremely low-income families to the PHA’s HCV program during a PHA fiscal year that exceed the 75 percent minimum target requirement for the voucher program, shall be credited against the PHA’s basic targeting requirement in the public housing program for the same fiscal year. However, under these circumstances the fiscal year credit to the public housing program must not exceed the lower of: (1) ten percent of public housing waiting list admissions during the PHA fiscal year; (2) ten percent of waiting list admissions to the PHA’s housing choice voucher program during the PHA fiscal year; or (3) the number of qualifying low-income families who commence occupancy during the fiscal year of PHA public housing units located in census tracts with a poverty rate of 30 percent or more. For this purpose, qualifying low-income family means a low-income family other than an extremely low-income family.

##### PHA Policy

The PHA will monitor progress in meeting the ELI requirement throughout the fiscal year. ELI families will be selected ahead of other eligible families on an as-needed basis to ensure that the income targeting requirement is met.

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–  
**General/Limited Preference**

1. **NYS Homes & Community Renewal (HCR)** - HCV Administrator
  - a. Administrative Plan – Limited - 10% of new admissions must meet preference- Highlighted Section: Homeless Preference



# Homes and Community Renewal

## **STATEWIDE SECTION 8 VOUCHER PROGRAM**

### **Section 8 Housing Choice Voucher Administrative Plan**

**Effective April 26, 2021**

Version 2021 - 1

## INTRODUCTION

**The overall mission of the New York State Homes and Community Renewal (HCR) is Partnering to Improve and Preserve our Homes and Communities.**

The New York State Homes and Community Renewal comprises all the State's major housing and community renewal agencies, among which are the Division of Housing and Community Renewal (DHCR) and the Housing Trust Fund Corporation (HTFC), a subsidiary public benefit corporation of the NYS Housing Finance Agency (HFA). HTFC contracts with DHCR to administer some of the activities of the Section 8 program.

Within the overall mission of the agency, this Administrative Plan serves as the HCR operational handbook for implementing the U. S. Department of Housing and Urban Development's (HUD) Section 8 Housing Choice Voucher (HCV) Program, including Enhanced and Project-based Vouchers). This Plan has been prepared in such a manner as to ensure compliance with all requirements set forth in 24 CFR §982.54 (Administrative Plan).

In the implementation of the Section 8 Housing Choice Voucher (HCV) Program, HCR acts as the Public Housing Agency (PHA) for all local programs under its purview. In this capacity as PHA, HCR has full responsibility for the satisfactory completion of all contractual obligations with HUD. The Section 8 tenant-based assistance programs are federally funded and administered for the State of New York by HCR through its Statewide Section 8 Voucher Program Office.

To effectively and efficiently implement the program over its entire Statewide jurisdiction, HCR has contracted with Local Administrators (LAs) to undertake necessary field activities. Day-to-day responsibility for local administration of the HCV Program in the field is assumed by each LA in its designated local area of operation. The divisions of responsibilities are detailed in a contract between HCR and each of its LAs.

The NYS HCR/Statewide Section 8 Voucher Program is authorized to administer the Section 8/Housing Choice Voucher Program statewide, currently in the following NYS jurisdictions: Allegany, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Delaware, Dutchess, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Lewis, Livingston, Madison, Nassau, New York (*Bronx, Brooklyn, Manhattan, Queens, Staten Island*), Niagara, Oneida, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Rockland, Saratoga, Seneca, Schuyler, Steuben, St. Lawrence, Suffolk, Sullivan, Tioga, Tompkins, Ulster, Washington, Wayne, Westchester, Wyoming and Yates Counties. HCR is also authorized to administer a mobility counseling program in Westchester County.

Administration of the Section 8 Program and the functions and responsibilities of the HCR staff will be in compliance with the HCR Personnel Policy and HUD's Section 8 Regulations as well as all Federal, State and local Fair Housing Laws and Regulations.

rules and regulations and HCR's Administrative Plan. The standards and policies currently used to safeguard the privacy and confidentiality of tenant information and tenant files should apply equally to the employee. Special efforts should be taken to assure that the employee/applicant is not receiving preferential treatment. This policy also applies to relatives of employees.

The word "relative" as used in this section pertains to parent, child, grandparent, grandchild, sister, or brother of any employee.

### **1.03 Preferences**

HCR has established local preferences for tenant-based vouchers within the Housing Choice Voucher Program to further objectives towards improved residential stability, expanding housing opportunities and alleviating homelessness within New York State.

Each LA must give preference to applicants on their general tenant-based waiting list for the Housing Choice Voucher Program, as described below:

**First priority** shall be given to the following:

#### **Households defined as Homeless.**

A qualified household must fall under one of the two categories listed below as defined by HUD (10% of each LA's general allocation of regular vouchers must be dedicated to this preference - additional information below):

Category 1: An individual or family who *lacks a fixed, regular, and adequate nighttime residence*, meaning:

a. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; *or*

b. An individual or family living in a supervised publicly or privately operated shelter designated to provide **temporary** living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); *or*

c. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category 4: Any individual or family who:

a. Is *fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking*, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; *and*

b. Has no other residence; *and*

c. Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

In addition to identifying as one of the categories listed above, **HCR requires** the applicant provide or obtain written verification from a coordinating shelter, housing provider, service agency or institution (for those being discharged) confirming the same.

**Second priority** will be given to the following (No limitation):

**Households identified as Elderly and/or Disabled (as defined by HUD) or Families with Dependent Children.**

**Third priority** (No limitation):

**All applicants who do not meet the criteria to claim one of the preferences described above but meet all other eligibility criteria as described in HUD regulations and this Administrative Plan.**

As allowed under HUD regulations, HCR has exercised its' discretion to limit the number of applicants that may qualify for a local preference, therefore, 10% of each LA's general allocation of regular vouchers, not including those programs with a separate project number (i.e., Mainstream, VASH), must be designated for the above stated homeless preference. As long as the maximum threshold of 10% for each LA has not been reached, the homeless preference remains active within their jurisdiction. Once an LA has reached the maximum allowable participants for this preference, all remaining applicants will be chosen in order of remaining priorities and by position on the waiting list. Once a participant's voucher, that was initially qualified for assistance under the homeless preference has been terminated or relinquished, the LA must re-activate the homeless preference until the maximum allowable threshold is reached. Each LA will be responsible for maintaining their tenant-based waiting list in accordance with these requirements.

For the PBV program, while the homeless preference stated above is not applicable, each project sponsor is encouraged to consider a homeless preference for their project as allowed by and through the competitive selection process, funding requirements and any additional programmatic requirements applicable at the time of award.

All LA's with closed waiting lists must first offer current applicants on the waiting list who qualify to receive the benefit of the preference to move up on the waiting list accordingly. The notice to applicants must include how to successfully apply and establish themselves with the homeless preference status which would include the same format we implement for new applicants including contacting the partnering agencies for referrals and/or determination of preference eligibility. If a closed waiting list is opened to establish homeless applicants, the LA should specify on any public notice that current waiting list applicants will also be given the benefit of the preference.

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–**Moving On Strategy.**

This attachment contains the following:

1. NY-501's Written Standards excerpt that details the CoC's Moving On Strategy.

## MOVE ON STRATEGY FOR RECOGNITION OF TENANT INDEPENDENCE

NY-501 Continuum of Care (NY-501 CoC, the Continuum of Care for Allegany, Chemung, Livingston, Schuyler, and Steuben Counties) has created a Move On Strategy to transition households in Supportive Housing (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)) who no longer need intensive services to affordable housing. This strategy is broken into Phase I and Phase II, and sets out the actions NY-501 CoC will take to ensure the community has suitable long-term, affordable housing options for tenants ready to move on, and that tenants have the skills and are empowered to make this decision. The fundamental goal of the Move On Strategy is to promote the highest levels of independence and choice for tenants, as well as to create flow in supportive housing units to ensure these units are available for currently homeless families and individuals with disabilities who need housing combined with services. Promoting economic mobility and self-sufficiency, the Move On Strategy is first and foremost about celebrating growth, recovery and tenant success, and ensures all services are provided using strengths-based language and a recovery-focused model. Below details the CoC's process for identifying tenants who are eligible to move on; documentation needed to request ideal candidates for the strategy; and providing guidance for tenants on safety and security while prioritizing resources where they are most needed. The plan is based on a model Move On strategy discussed by the U.S. Department of Housing and Urban Development (HUD) and the Corporation for Supportive Housing. The NY-501 CoC Homeless Housing Task Forces and Governance Committee will be responsible for providing regular trainings, resources, relationship building, and outcome tracking to support implementation of and monitor the Moving On Strategy.

### **Recruiting Affordable Housing Providers**

The Move On Strategy targets existing tenants in supportive housing who are stable and require only minimal supportive services. These tenants are, with client choice, assisted to transition to a mainstream rent subsidy (typically the Housing Choice Voucher program) or an affordable housing unit, which frees up their subsidy for someone who is chronically homeless and needs the intensive services and long-term subsidies offered in supportive housing. The mainstream rent subsidy may include programs like Public Housing Authorities (PHAs), multifamily assisted housing owners, Low Income Tax Credit (LIHTC) developments, and local low-income housing programs. Phase I of the Move On Strategy has been implemented with Arbor Housing and Development, who supports clients in PSH with accessing Section 8 vouchers as appropriate. Phase II of the Move On Strategy will include recruiting local PHAs and other affordable housing providers to participate in the program, by setting preferences for tenants moving on from supportive housing.

### **Identifying Households for Moving On**

Housing providers identify households in supportive housing that may be ready to move on through ongoing case management with tenants. Specifically, program staff meet with tenants on an ongoing basis to establish tenant goals and set a plan towards meeting those goals, utilizing strengths-based language and a recovery-focused model. Program staff implement a client-choice model by ensuring tenants know there is a voluntary option to move on. Program staff ensure tenants interested in moving on (1) have demonstrated the ability to live stably and maintain housing, (2) will meet PHA or other affordable housing providers screening criteria, and (3) understand the decision to move on from supportive housing is voluntary. During Phase II of this strategy, a standardized assessment for moving on will be developed and implemented.

Program staff work with tenants to create a formal and comprehensive transition plan that identifies tenant strengths, living skills and the supports necessary to help them meet transition goals. Pre-transition plans are individualized to meet the specific needs of each household. Some common resources or supports

tenants often need and are connected to include: employment supports, benefits counseling, activities of daily living skills, community living skills, and connection to community-based services. As households volunteer, housing providers make referrals to the PHA or other affordable housing providers.

### **Eligibility Considerations for Tenants**

Individuals are identified by housing provider program staff who work directly with clients in the housing programs. Clients should meet four basic criteria in order to be recommended to move on: 1) a good rental history of on-time payments, 2) evidence of “good neighbor” behavior without any complaints or property management conflicts, 3) supported progress of quantitative areas and 4) low service needs. Housing providers identify households in supportive housing who may be candidates for moving on by analyzing observations (interviews/survey’s, demonstrated ability to live stably and maintain housing or any other mitigating circumstances) combined with quantitative key areas for assessing tenant capacity, motivation, confidence and emotional readiness. These key quantitative areas include:

- Emotional independence (interest and confidence in moving on),
- Financial Capacity (employment, income, savings, budgeting skills),
- Housing history (housing tenure, rent arrears, past evictions, neighbor/landlord relationships)
- Intensity of service use (need for on-site services),
- Health/behavioral health (substance use, mental health, medication management, treatment engagement, mobility),
- Connection to mainstream resources (rental supports if needed),
- Connection to family or other natural supports,
- Community living skills (self-managing behavior, limit setting relating to drugs, etc.),
- Activities of daily living skills (ability to get meals, keep apartment clean, follow lease), and
- Housing goals (location, size, affordability, live with family/friends).

### **Transition Services**

Housing Providers are required to provide: assistance with locating and securing a housing unit; case management to support transition including but not limited to assistance building linkages to community supports and services, such as mental and physical health services, substance use treatment, stores for groceries and other necessities, recreational activities and public transportation options; and support with landlord negotiations. Services offered may also include: providing funds to cover moving services, utility deposits/arrears and furniture/household items; and assistance with family reunification.

### **Aftercare Supports**

NY-501 CoC recommends housing providers offer voluntary aftercare services to individuals who have moved on for at least six months after their move-out, and track types of supports provided and outcomes of those supports. It is recommended housing providers provide a minimum of two check-ins per month that can be in-person, by phone or by email.

### **Creating a Culture of Moving On**

NY-501 CoC believes a programmatic reward/incentive structure for Moving On can assist in further promoting a culture of independence and self-sufficiency. The CoC will develop a variety of strategies to publicize and build interest in Moving On opportunities, including providing trainings on and working

with providers to: post fliers in highly visible locations; host community meetings on Moving On; conducting one-on-one outreach to tenants; and encourage Moving On peers to talk about their experiences and engage tenants.

**Moving on Timing and Availability**

NY-501 CoC understands a Move On request may not be able to be satisfied immediately due to a variety of variables. However, the housing program will act as quickly as possible with community partners to move a tenant into appropriate affordable housing.

**Ongoing CoC Assessment of Move On Strategy**

Once annually NY-501 CoC will assess the success of this Move On Strategy, reviewing number/percentage of persons who have moved on and rate of retention in affordable housing destinations. NY-501 CoC will also discuss strengths/weaknesses related to the strategy's recommendations for recruiting affordable housing providers, identifying households for moving on, eligibility considerations for tenants, transition services, aftercare supports, and creating a culture of moving on.

1E-1. Web Posting of Your CoC's Local Competition Deadline--Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 CoC announced it was accepting project applications and includes the local submission deadline for applicants to submit their applications to the CoC:
  - (a) April 4, 2022 email and website screenshot announcing the **draft** Rank & Review **Renewal Parts 1-2 Tool** is ready for **public comment**
  - (b) June 16, 2022 email and website screenshot announcing the **final** Rank & Review **Renewal Parts 1-2 Tool** is **ready for completion**
  - (c) August 11, 2022 email inviting applicants **to complete** the Rank & Review **Renewal Part 3 Tool** with dates for **interview sessions**
  - (d) August 8, 2022 email and website screenshot announcing the **draft** Rank & Review **New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool** are ready for **public comment**
  - (e) August 15, 2022 email and website screenshot announcing the **final** Rank & Review **New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool** are **ready for completion**
  - (f) August 9, 2022 email: Summary 2022 NOFO with Rank and Review Deadlines

1E-1. Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 announced it was accepting project applications.
  - (a) April 4, 2022 email and website screenshot announcing the **draft** Rank & Review **Renewal Parts 1-2 Tool** is ready for public comment

**From:**  
**To:**

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**Subject:** Public Comment Notification: 2022 CoC Rank and Review Written Process and Tool  
**Date:** Monday, April 4, 2022 10:11:00 AM  
**Attachments:** image003.png

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Dear STEPS Membership,

The public comment period for the 2022 CoC Rank and Review Written Process and 2022 CoC Rank and Review Tool is now open. Please use the link below to view the documents:

[https://caresny.org/rank-and-review-2022/#501\\_STEPS](https://caresny.org/rank-and-review-2022/#501_STEPS)

Please send all comments to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org) by COB April 11<sup>th</sup>, 2022.

Thank you!

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



# Rank and Review

## Summary

CoC's must demonstrate their use of an objective ranking and selection process for all projects (new and renewal) that is made publicly available to potential project applicants. CoC's are required to have a documented and transparent process on how the community ranks and reviews project applications.

+ Read more...

- Rank & Review
- NY 501 STEPS
- NY 503 ACCH
- NY 507 HSPB
- NY 511 STHC
- NY 512 RCHSC
- NY 519 CGHC
- NY 520 FEHC
- NY 522 PNHC
- NY 523 SNC
- NY 601 DCCoC
- NY 606 RCCoC
- NY 608 UCCoC

## Southern Tier Entry to Programs & Services (STEPS)

STEPS Home Page

### 2022 RANK & REVIEW DOCUMENTS

[NY-501 Rank and Review Written Process](#)  
 Public Comment Period: **April 4, 2022 - April 11, 2022**  
 Please send all comments to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org).

### 2022 RENEWAL PROJECTS

[NY-501 Rank and Review Renewal Application \(Part 1 & 2\)](#)  
 Public Comment Period: **April 4, 2022 - April 11, 2022**  
 Please send all comments to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org)

Coming Soon

### View Rank & Review Archives

- 2021 Rank & Review: STEPS
- 2020 Rank & Review: STEPS

## CoC Public Postings

### Summary

1E-1. Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 announced it was accepting project applications.

(b) June 16, 2022 email and website screenshot announcing the **final** Rank & Review **Renewal Parts 1-2 Tool** is ready for completion

**From:** [Haleigh Schmidhamer](#)  
**To:** [Amy Patterson](#); [bmconnell@arbordevelopment.org](#); [Heather Burgio \(hburgio@chancesandchanges.org\)](#); [Jeff Stager \(jstager@accordcorp.org\)](#); [Patty Graves \(pgraves@accordcorp.org\)](#); [Karen Tremer \(ktremer@chancesandchanges.org\)](#); [Lesley Christman \(lchristman@accordcorp.org\)](#); [Liz Wetherby \(lwetherby@arbordevelopment.org\)](#); [Randy Parker - Salvation Army \(Randy.Parker@use.salvationarmy.org\)](#); [awalker@arbordevelopment.org](#); [Susan Bull](#); [Nancy.Koons](#); [Ellen Topping](#); [Jamie Driscoll](#); [Ashley Kerrick \(Ashley.kerrick@dor.org\)](#); [ellen.west@use.salvationarmy.org](#); [haley.youngs@use.salvationarmy.org](#); [dpetrinec@accordcorp.org](#)  
**Cc:** [Kelsey Addy](#); [Paula Howard \(paula.howard@dor.org\)](#); [Samantha Barnaby](#)  
**Subject:** Released for Completion R&R Tool: Deadline Thursday, June 30th  
**Date:** Thursday, June 16, 2022 10:20:00 AM  
**Attachments:** [image001.png](#)  
[2022-NY-501-Fillable-FINAL-Rank-and-Review-Parts 1-2 Combined-Tool.pdf](#)  
[NY-501 FINAL 2022 Rank and Review Data.pdf](#)  
**Importance:** High

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Dear Continuum of Care Applicants,

Please see the attached:

- [Fillable Rank and Review Tool](#)
- Final HMIS Data Attachments

The application is also available on the CARES website: [Rank and Review – NY-501 2022 | CARES of NY, Inc. \(caresny.org\)](#)

The application must be completed by COB Thursday, June 30, 2022 and submitted in one PDF attachment per project. Please include the Rank and Review completed Tool and supporting Data Attachments as specified on the tool. Applications should be submitted to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org) using your agency name/project name as the subject line.

Before you submit this application, ensure that all the below documents are submitted in one PDF attachment with your application:


- 2021 Project Application 5A Persons/Households Served
- FY21 APR Q7-Q-8 Persons Households Served
- FY21 APR Q6 Data Completeness
- FY21 APR Q19a1 and Q19a2 Income Growth (last Column)
- FY21 APR Q5, Q6, Q13 and Q14b
- FY21 APR Q20
- FY21 APR Q21
- Copies of last three drawdowns of LOCCS funding.
- An anti-discrimination policy if your agency has one

Thank you!

Haleigh  
Haleigh Schmidhamer, MCRP  
She, her, hers  
Planning Associate – CARES of NY, Inc.

Programs participating in the Rank and Review process may need to complete the forms below.

These forms allow programs to enter DV data to be considered in the Rank and Review Process, submit requests to combine programs in the Rank and Review Data Attachments, and to confirm participating the Data Attachment process.

To learn more about these forms and the over process, please download this  [Rank and Review Online Form Submission Procedures document](#).

 DV HMIS Data Submission

 Data Attachments Confirmation

Rank & Review

NY 501 STEPS

NY 503 ACCH

NY 507 HSPB

NY 511 STHC

NY 512 RCHSC

NY 519 CGHC

NY 520 FEHC

NY 522 PNHC

NY 523 SNC

NY 601 DCCoC

NY 606 RCCoC

NY 608 UCCoC

## Southern Tier Entry to Programs & Services (STEPS)

[STEPS Home Page](#)

### 2022 RANK & REVIEW DOCUMENTS

[FINAL: NY-501 Rank and Review Written Process](#)

### 2022 RENEWAL PROJECTS

[NY-501 Rank and Review Renewal Application \(Part 1 & 2\)](#)

Release Period **June 16, 2022 - June 30, 2022**

### View Rank & Review Archives

 2021 Rank & Review: STEPS

 2020 Rank & Review: STEPS

## CoC Public Postings

Summary

1E-1. Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 announced it was accepting project applications.

(c) August 11, 2022 email inviting applicants **to complete** the Rank & Review **Renewal Part 3 Tool** with dates for **interview sessions**

**From:** [Haleigh Schmidhamer](#)  
**To:** [Jamie Driscoll](#); [Jeff Stager](#); [Heather Burgio](#); [Karen Tremer \(ktremer@chancesandchanges.org\)](#); [Liz Wetherby \(ewetherby@arbordevelopment.org\)](#); [House, Carrie](#); [Kim Smolen](#); [Ellen West-Salvation Army](#)  
**Subject:** STEPS 2022 Renewal Project Interview Questions  
**Date:** Thursday, August 11, 2022 10:38:00 AM  
**Attachments:** [image001.png](#)  
[2022 R&R Renewal Project Interview Questions.docx](#)  
**Importance:** High

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Good Morning STEPS Renewal Project Applicants,

Thank you for signing up for a renewal interview for STEPS on August 16<sup>th</sup>. You should have received a calendar invite to confirm your time, and you can access the link to your interview directly in the calendar invite. Interviews will take place via Zoom.

Attached to this email are the interview questions for 2022 including suggestions on how to prepare for your interview. These questions were created as a direct response to HUD priorities outlined in the 2022 NOFO and allow for up to 4 total points, as well as additional points on the Rank and Review Part 1 & 2 Tool. Please review the questions and come prepared to address these questions during your interview.

Note that you can only receive 1 pt. for answering Question 1 or 2.

Thank you for your continued participation in this year's Rank & Review process. Please don't hesitate to reach out if you have any questions about the interviews.

Best regards,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



1E-1. Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 announced it was accepting project applications.

(d) August 8, 2022 email and website screenshot announcing the **draft** Rank & Review **New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool** are ready for **public comment**

**From:**  
**To:**

Haleigh Schmidhamer

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**Subject:** Public Comment Notification: 2022 CoC Rank and Review New/Bonus, DV Bonus, and CE/HMIS Tools  
**Date:** Monday, August 8, 2022 10:41:00 AM  
**Attachments:** image003.png

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Dear STEPS Membership,

The public comment period for the 2022 CoC Rank and Review New/Bonus, DV Bonus, and CE/HMIS Tools is now open. Please use the link below to view the documents:

[https://caresny.org/rank-and-review-2022/#501\\_STEPS](https://caresny.org/rank-and-review-2022/#501_STEPS)

Please send all comments to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org) by COB August 12<sup>th</sup>, 2022.

Thank you!

Haleigh Schmidhamer, MCRP

She, her, hers

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<http://www.caresny.org>





### Rank and Review Online Forms

Programs participating in the Rank and Review process may need to complete the forms below.

These forms allow programs to enter DV data to be considered in the Rank and Review Process, submit requests to combine programs in the Rank and Review Data Attachments, and to confirm participating the Data Attachment process.

To learn more about these forms and the over process, please download this  [Rank and Review Online Form Submission Procedures document](#).

 DV HMIS Data Submission

 Data Attachments Confirmation

Rank & Review

NY 501 STEPS

NY 503 ACCH

NY 507 HSPB

NY 511 STHC

NY 512 RCHSC

NY 519 CGHC

NY 520 FEHC

NY 522 PNHC

NY 523 SNC

NY 601 DCCoC

NY 606 RCCoC

NY 608 UCCoC

## Southern Tier Entry to Programs & Services (STEPS)

[STEPS Home Page](#)

### 2022 RANK & REVIEW DOCUMENTS

[FINAL: NY-501 Rank and Review Written Process](#)

### 2022 RENEWAL PROJECTS

[NY-501 Rank and Review Renewal Application \(Part 1 & 2\)](#)

Release Period **June 16, 2022 - June 30, 2022**

### 2022 NEW PROJECTS

DRAFT:  NY-501 New Bonus Tool

DRAFT:  NY-501 DV Bonus Tool

DRAFT:  NY-501 CE-HMIS Bonus Tool

Public Comment Period: **August 8, 2022 - August 12, 2022**

Please send all questions and comments to [HSchmidhamer@caresny.org](mailto:HSchmidhamer@caresny.org) by COB August 12.

### View Rank & Review Archives

 2021 Rank & Review: STEPS

 2020 Rank & Review: STEPS

## CoC Public Postings

Summary

1E-1. Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 announced it was accepting project applications.

(e) August 15, 2022 email and website screenshot announcing the **final** Rank & Review **New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool** are **ready for completion**

**From:** [Haleigh Schmidhamer](mailto:Haleigh.Schmidhamer@arbordevelopment.org)

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indication for funding). Below is the funding amount available to apply for.

## 2022 Funding Snapshot

Community	ARD	Tier 1	Tier 2* (5% ARD + CoC Bonus)	CoC Bonus	DV Bonus	Planning Grant
NY-501 STEPS	\$2,068,511	\$1,965,085	\$206,852	\$103,426	\$154,822	\$62,055

The applications must be completed by COB Wednesday, August 24, 2022 and submitted with attachments in one PDF per project. Please include the Rank and Review completed Tool and supporting attachments as specified on the tool. Applications should be submitted to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org) using your agency name/project name as the subject line.

CARES is also hosting a webinar for New Projects TOMORROW August 16<sup>th</sup> at 11:30 AM.

**Note:** Applications must also be submitted in ESnapS on August 24<sup>th</sup>. For support on putting projects in ESnapS please refer to the CARES website with links to available resources: [NOFO – 2022 | CARES of NY, Inc. \(caresny.org\)](#). Please also feel free to reach out to Amy Lacey at [alacey@caresny.org](mailto:alacey@caresny.org) for support with ESnapS.

Before you submit this application, ensure that all the below documents are submitted in one PDF attachment with your application:

- An anti-discrimination policy if your agency has one

Thank you!

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



These forms allow programs to enter DV data to be considered in the Rank and Review Process, submit requests to combine programs in the Rank and Review Data Attachments, and to confirm participating the Data Attachment process.  
To learn more about these forms and the over process, please download this [Rank and Review Online Form Submission Procedures document](#).

DV HMIS Data Submission

Data Attachments Confirmation

- Rank & Review
- NY 501 STEPS**
- NY 503 ACCH
- NY 507 HSPB
- NY 511 STHC
- NY 512 RCHSC
- NY 519 CGHC
- NY 520 FEHC
- NY 522 PNHC
- NY 523 SNC
- NY 601 DCCoC
- NY 606 RCCoC

## Southern Tier Entry to Programs & Services (STEPS)

[STEPS Home Page](#)

### 2022 RANK & REVIEW DOCUMENTS

[FINAL: NY-501 Rank and Review Written Process](#)

### 2022 RENEWAL PROJECTS

[NY-501 Rank and Review Renewal Application \(Part 1 & 2\)](#)  
Release Period **June 16, 2022 - June 30, 2022**

### 2022 NEW PROJECTS

- FINAL: NY-501 New Bonus Tool
- FINAL: NY-501 DV Bonus Tool
- FINAL: NY-501 CE-HMIS Bonus Tool

Release Date: **August 15, 2022** Due Date: **August 24, 2022**

Please send all completed documents to [HSchmidhamer@caresny.org](mailto:HSchmidhamer@caresny.org) by **COB August 24**.

### View Rank & Review Archives

2021 Rank & Review: STEPS

2020 Rank & Review: STEPS

1E-1. Web Posting of Your CoC's Local Competition Deadline–Advance Public Notice.

1. Screen shot of a website posting that demonstrates NY-501 announced it was accepting project applications.

(f) August 9, 2022 email: Summary 2022 NOFO with Rank and Review Deadlines

**From:**  
**To:**

CARES Planning Team

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**Cc:** [Nancy Harrington](#); [Michelle Sandoz-Dennis](#); [Denise Brodt](#); [Kelsey Addy](#); [William Robson](#); [Megan Dolan](#); [Amy Lacey](#); [Erin Reale](#); [Genesis Matthey](#); [Kathy Germain](#); [Maureen Van Deusen](#); [Samantha Barnaby](#)

**Subject:** NY-501 CoC: Important FY22 CoC Application Information & Dates

**Date:** Tuesday, August 9, 2022 11:05:00 AM

**Attachments:** [image002.png](#)  
[image003.png](#)

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Good Morning, NY-501 CoC Members,

As noted last week, the FY22 Continuum of Care Notice of Funding Opportunities is now available [here](#) and due September 30<sup>th</sup>, 2022. This email details available resources, the FY22 Competition Submission Timeline, and a NOFO Summary. Please note, the CoC Application and Project Applications are not yet available in [Esnaps](#) for completion. Additionally, HUD has not yet released the CoC's Annual Renewal Demand, CoC Bonus, or DV Bonus amounts. CARES will alert you when Esnaps is open and the available amount of funds is announced.

Please also be aware, this year HUD has an extremely truncated timeline for submitting the CoC Application. We appreciate in advance your attention to requests for votes and deadlines.

This application is separate from the CoC Supplemental NOFO; for more information on the Supplemental, contact [Michelle Sandoz-Dennis](#).

#### [Available Resources](#)

CARES' website is a resource for the Notice of Funding Opportunity (NOFO) and Rank and Review information and deadlines. Below are links to important information.

- [Rank and Review timeline/deadlines](#)
- [Esnaps Project Submission Application timeline/deadlines](#)
- [NOFO summary](#)
- [CARES' Webinars](#)
- [HUD available resources](#)

Please be sure to visit these links throughout the FY22 NOFO process for important updates.

#### Webinars

In order to provide an in-depth summary of the NOFO and to provide technical assistance to agencies applying for funds, CARES will produce the following webinar series:

1. NOFO Summary: HUD Priorities and the Consolidated Application
2. New Project Application: Bonus Project and Reallocation Information
3. Domestic Violence Bonus
4. Opportunities for Renewing Projects: Consolidation and Transition
5. E-Snaps Refresher – Setting-Up a Renewal Project

## 6. E-Snaps Refresher – Setting-Up a New Project

These webinars will be available [on or by end of business August 12<sup>th</sup>](#). To access the page these are posted on, click [here](#). For Esnaps technical assistance, please contact [Amy Lacey](#) (ext. 715).

### FY22 CoC Consolidated Application

The FY22 CoC Consolidated Application is made up of three parts:

1. CoC Application: In the community portion of the application, the Collaborative Applicant responds to narrative questions and provides attached documents to describe the CoC planning body, governance structure, overall performance, and the strategic planning process. This part of the application is scored and will determine the order in which CoCs are funded. **Please note:** once the CoC Application is available in Esnaps, CARES will post a blank copy to our website for your information. CARES estimates beginning to publicly post drafts of the application on our website by September 9<sup>th</sup>, and will accept comments through September 23<sup>rd</sup>. Please check [the public posting section](#) of CARES' NOFO website for updates.
2. Project Application: Project applications must be completed in Esnaps by applicants for all renewal, new, CoC Planning, and UFA costs, and include a description of the project, proposed budget, and required attachments.
3. CoC Priority Listing: The CoC Priority Listing ranks project applications (including reallocated, CoC Bonus, DV Bonus, and renewal applications) in order of priority based on the Rank and Review scoring outcomes.

### FY22 CoC Project Application Submission Timeline

Renewal and New Project Applications (which include applications for projects requesting reallocated, Bonus, and/or DV Bonus funding) must be submitted both through the local CoC Rank and Review Process AND through Esnaps. Please note, acceptance of a project application through the Rank and Review Process is no guarantee this project will be funded by HUD (particularly for New Project Applications, which are highly competitive nationally).

#### Rank & Review Project Submission Timeline

##### Renewal Applications:

- Completed: Rank and Review Part I & II
- Anticipated August 16<sup>th</sup>: Rank and Review Interview (Part III) dates.

##### New Applications:

- August 15<sup>th</sup>: Rank and Review New Project Application RFP and DV Bonus Application released.
- August 24<sup>th</sup>: Rank and Review New Project Application RFP and DV Bonus Application due to CARES (please send to [Haleigh Schmidhamer](#)).

#### Esnaps Project Submission Timeline

- August 19<sup>th</sup>: All Renewal Project Applications due in Esnaps. CARES will review all project applications in Esnaps and will provide recommended edits by September 1<sup>st</sup>. Final edits to renewal project applications in Esnaps due September 7<sup>th</sup>.

- August 24<sup>th</sup>: All **New Project Applications** (including those applying for the DV Bonus) due in Esnaps. CARES will review all project applications in Esnaps and will provide recommended edits by September 12<sup>th</sup>. Final edits to new project applications in Esnaps due September 16<sup>th</sup>. Please note: if you are applying for a New or DV Bonus Application, you will need to submit your application for Rank & Review AND in Esnaps simultaneously. However, your application will only be submitted to HUD with the full CoC Application in Esnaps if your project scores high enough through Rank & Review. This requirement to simultaneously submit a new project Rank & Review application and Esnaps application is due to the truncated timeline offered by HUD this year.

Important Note About SAM & UEI:

Registration with the federal System for Award Management (SAM) is required for submission of applications in Esnaps. For more information, visit <https://www.sam.gov/SAM>. Applicants must provide a valid Unique Entity Identifier (UEI), registered and active on the SAM website, in the project application. Applicants not registered with SAM or that do not have a valid UEI will be deemed ineligible.

-

FY22 New Project Information Session

A 2022 CoC Funding Opportunity for New Projects – Information Session will be held Tuesday, August 16<sup>th</sup> at 11:30am. During this information session we will review CoC funding basics, provide an overview of CoC Bonus and DV Bonus funding opportunities, and discuss how to apply.

-

FY22 Notice of Funding Opportunity (NOFO) Summary

Approximately \$2.7 billion is available through the FY 2022 CoC Program Competition. This funding serves to:

1. Promote a community-wide commitment to end homelessness
2. Provide funding to non-profits, states, and local governments
3. Promote access to and effective utilization of mainstream resources to optimize self-sufficiency

The following are HUD policy priorities emphasized for FY 2022. Those bolded are new policy priorities this year.

1. Ending homelessness for all persons
2. Using a Housing First Approach
3. Reducing Unsheltered Homelessness
4. Improving System Performance\*
5. Partnering with Housing, Health, and Service Agencies
6. Taking Action to Increase Racial Equity
7. Improving Assistance to LGBTQ+ Individuals
8. Including Persons with Lived Experience in Planning and Funding Decision Making
9. Advocating to Increase Affordable Housing

Please note, in FY21 HUD recognized the effects of COVID-19 on CoC performance and data quality and reduced the points available for rating factors related to system performance. This

FY22 CoC NOFO significantly increases the points available for system performance rating factors (from 23 points in FY21 to 59 points in FY22).

There have been some additional important changes in the FY22 NOFO:

1. Tribal Organizations and Areas: Tribal Organizations and Tribal Designated Entities are eligible to apply for CoC funds; new this year if applied for through CoC registration, Tribal Areas are eligible to be added to the geographic area of a CoC.
2. Increased emphasis on CoC evaluation of racial disparities: HUD has increased the number of points related to whether CoCs and homeless providers have identified barriers that lead to racial disparities, have taken steps to eliminate those barriers to improve racial equity, and have implemented measures to evaluate the efficacy of the steps taken. Points will be awarded to CoCs that promote racial equity through the local CoC Rank & Review competition.
3. Increased emphasis on addressing the needs of LGBTQ+ individuals: HUD has placed greater emphasis on CoCs implementing and training their providers on the CoC-wide anti-discrimination policies that ensure LGBTQ+ individuals and families receive necessary services, shelter, and housing free from discrimination. Additional points have been added for CoCs that have updated their CoC-wide antidiscrimination policies with stakeholder feedback.
4. Addressing COVID-19: In FY2022 HUD is asking CoCs to demonstrate how they will build on partnerships that have increased the safety of persons experiencing homelessness from contracting COVID-19. Expanded partnerships should specifically ensure the community is prepared to prevent and respond to future infectious disease outbreaks amongst people experiencing homelessness.
5. Partnering with victim service providers: HUD added scoring factors based on CoC's demonstration of collaborating with victim service providers and projects' plans to include survivors with lived experience in policy and program development.
6. Advocating for affordable housing: HUD added a rating factor that awards points to CoCs that engage local leaders about increasing affordable housing supply.

A brief summary of important topics from the NOFO are below.

- **Tiering:** HUD requires CoCs to tier projects (excluding Planning and UFA Projects).
  - Tier 1 is equal to 95 percent of the CoC's Annual Renewal Demand (ARD).
  - Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds the CoC can apply for.
    - Bonus funding is available to apply for in the amount of 5% of the CoC Final Pro Rata Need (FPRN).
    - DV Bonus funding is available to apply for in the amount of 10% of the Preliminary Pro Rata Need (PPRN) (not to be less than \$50,000). Please note, this is a decrease from 15% in FY21.

As a note: The DV Bonus is included within tiering. If a project application designated as DV Bonus is conditionally selected by HUD with DV Bonus funds, HUD will remove the ranked DV Bonus project from the New Project Listing and all other project applications ranked below the DV Bonus project will slide up one rank position

- Bonus and Reallocated funding: Bonus and Reallocated funding is available for the below eligible project types.
  - Permanent Supportive Housing that is Dedicated PLUS (see page 22) OR has 100% of beds dedicated to persons experiencing chronic homelessness.
  - Rapid Rehousing
  - Joint Transitional Housing-Rapid Rehousing
  - HMIS (or a comparable DV Database)
  - Support Service Only – Coordinated Entry

The amount of funding to create new projects through reallocation will depend on the amount of current project funds returned to the CoC. HUD highly recommends CoCs pursue reallocation to ensure CoC-funded projects are addressing the most pressing community needs, are high performing, and are not returning funds to HUD. For more information regarding reallocation, please review the [Rank and Review Process](#).

- DV Bonus: Again this year an additional bonus opportunity is available for projects to serve survivors of domestic violence, dating violence, sexual assault, and stalking that are homeless. \$52 million (a reduction from \$102 million in FY21) is available nationwide. Below are the eligible project types.
  - Rapid Rehousing (RRH)
  - Joint Transitional Housing-Rapid Rehousing (TH-RRH)
  - Support Service Only – Coordinated Entry (SSO-CE)

A CoC can only submit one project application for an SSO-CE project. However, a CoC may apply for any number of RRH and Joint TH-RRH projects provided that each application is for at least \$50,000. A CoC may also apply to expand an existing renewal project, including one that was previously funded with DV Bonus funding.

- Expansion Grants: Again this year, HUD is allowing renewal project applicants to submit a new project application to expand its current operations by adding units, beds, persons served, services provided, or an increase in HMIS activities. Expansion grants can utilize Bonus Funding, reallocation dollars or DV Bonus Funding, assuming the expansion will serve survivors of domestic violence, dating violence, sexual assault, and stalking.
- Transition Grants and Consolidated Projects: Again this year, HUD is allowing for Transition Grants and Consolidated Projects. A Transition Grant is a grant that allows agencies to change component types. Consolidated Projects combine projects that are operated by the same agency and for the same project component type. Click [here](#) for a more complete summary on CARES' website.

CARES looks forward to working with you to ensure another year of successful CoC funding. If you have any questions about what is detailed in the NOFO, please feel free to reach out to me directly.

Kelsey Addy, MPA

Pronouns: She/Her/Hers

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## 1E-2. Project Review and Ranking Process Your CoC Used in Its Local Competition.

This attachment details the Rank & Review process for NY-501 as noted in their Written Process. Blank tools have been attached for the Renewal, New, Bonus/DV, and Bonus CE/HMIS Applications.

1. **Scoring tool used in NY-501's local competition to score new and renewal applications - for all project application types.**
  - (a) NY-501's Rank and Review Written Process
  - (b) Blank Renewal Application Tool
  - (c) Blank New Project Application Tool
  - (d) Blank Bonus/DV Application Tool
  - (e) Blank Bonus CE/HMIS Application Tool
  - (f) Ranking and Tiering
    - This document showcases the actual points awarded for each project
  - (g) Objective Criteria, System Performance Criteria, and Considerations for Projects that Serve Clients with Severe Barriers to Housing & Services Chart
    - This document showcases:
      - **objective criteria** for the project applications
      - **system performance** criteria for the project applications
      - the available points for projects that address **severe barriers to housing and services**
  - (h) System Performance Data Attachment
    - This document is an attachment to the Rank and Review Renewal Application Tool and provides applicants with data to answer the tool's data-based questions.
    - This document showcases data used from comparable databases to score projects submitted by victim service providers

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool your CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

**(a) NY-501's Rank and Review Written Process**

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# ELMIRA, STEUBEN, ALLEGANY, LIVINGSTON, CHEMUNG, SCHUYLER COUNTIES COC: 2022 RANK AND REVIEW PROCESS

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## **Background**

HUD's Continuum of Care (CoC) homeless assistance programs serve as a source of funding for homeless services in the City of Elmira, and Counties of Steuben, Allegany, Livingston, Chemung, and Schuyler which together form NY - 501. In the 2021 NOFO, NY-501 received \$1,806,792 from HUD to support 11 projects for homeless individuals and families. HUD awards homeless assistance grants through an annual application process known as the CoC Program Competition in response to the Notice of Funding Availability (NOFA).

In order for the CoC to prioritize programs which most effectively serve the community at the local level, the community has implemented a Rank and Review Process for renewal and new projects. This process helps the members of the CoC gain knowledge of project performance and effectiveness within the full CoC system.

Southern Tier Entry to Programs and Services (STEPS) has charged the Rank and Review Committee with overseeing the Rank and Review process. As described in the Continuum's bylaws, the Rank and Review Committee is responsible for "the design, operation, and following of a collaborative process for the development of funding applications, including funding priorities. Each year the Rank and Review Committee reviews the Rank and Review Process and Application and makes revisions to reflect changing priorities. The Rank and Review Committee is also responsible for establishing a Review Team. The Written Process, the Application and the Review Committee are submitted annually for approval by the Board." Once Board approved, the Written Process and Application are posted for review and comment by full Membership.

## **CoC Transparency**

The CoC conducts the Rank and Review Process in a transparent manner to ensure fairness. Each year, the process is publicly announced by the CoC, shared in writing with the full CoC membership, and posted publicly on the CARES website for all community members to review and comment.

## **FY2022 Rank and Review Application**

NY-501 emphasizes the importance and impact of using the Rank & Review Application as the primary basis for determining the Project Listing, submitted as part of the CoC Consolidated Application. The Rank and Review Application is thoughtfully revised each year to include both HUD and CoC standards,

incorporating both national and local priorities, and balancing objective performance measures with subjective narrative description of project operations.

### **Review and Approval of the Rank & Review Renewal Application**

After the annual CoC Consolidated Application is submitted to HUD by the Collaborative Applicant, the Rank and Review Committee:

1. Reviews the previous year's Rank & Review Application, Written Process, and feedback.
2. Considers information gained on behalf of the CoC over the past year and, if necessary, revises the application.
3. Suggests possible review team members, with consideration to previous reviewers and potential new members.
4. Presents the application and review team to the Board and membership for public comment.
5. Considers submitted comments for inclusion
6. Updates the Board on application and review team edits and secures a vote of approval.
7. Application and review team shares final with Membership for projects to complete.

### **Project Participation**

Each agency submitting an application for a renewal project completes a Rank & Review Application per project. An application must include responses to all questions as well as required data and/or attachments from the most recent project application and Calendar Year Annual Performance Report (APR) in order to be considered complete. All completed applications will be shared with and reviewed by the Review Team.

The 2022 Rank and Review Renewal Application process will take place in three (3) parts. The intention behind breaking down the Rank and Review process into 3 parts is to allow agencies adequate time to complete the full Rank and Review application.

\* Please Note: Coordinated Entry, Planning, and HMIS projects are not required to fill out a renewal application.

\*Renewal projects should have one federal fiscal years' worth of data (10/1-9/30) so should be in operation for one full federal fiscal year.

- **Part 1** focuses on project and system outcomes measured by data from the HMIS, using a project APR run by the HMIS Administrator to "rate" projects. Agencies serving victims of domestic violence will provide the APR from the comparable database to the HMIS Administrator. The HMIS Administrator will prepare a completed draft "Part 1" application using each project's previous Federal Fiscal Year APR and send the draft to the agency applying for the project. The agency will complete and submit the application, including all required attachments. Late submission, including incomplete submissions, of Rank & Review Applications will automatically have a 5-point penalty. Projects will have 2 weeks from the date the data is presented during the Part 1/Data Training Session to review and sign off on their project data. If

the sign off is not received the data will be considered final. No changes to data will be made after the 2-week review period.

- **Part 2** focuses on qualitative project and system outcome data, which allows the projects to explain unique circumstances that may affect project performance and answer questions on local priorities. Late submissions, including incomplete submissions, of Application will automatically have a 5-point penalty. At the time of submission each agency/project is assigned an interview time with the review team.
- Project interviews will be the last part, **Part 3**, of the Rank and Review Process. After the NOFA is released, the Rank and Review Committee will draft questions based on the specific criteria mentioned within the application. These questions will be part of the project interview. Projects will receive these questions in advance of the interview. (Interviews may assist the reviewers in awarding additional points for Parts 1 and 2, up to the maximum number of points available for each question).

The following renewal project types are exempt from the requirement to complete the Rank and Review Renewal Application: projects which fund only HMIS, Coordinated Entry, or Planning activities; as well as any newly created project which was not operational on January 1, 2022. See Project Ranking below for more information on how these projects are included in the final tiering.

### ***New Projects***

New projects are created through bonus funds or reallocated funds. A separate RFP will be completed for new projects. If additional money becomes available through reallocation after the ranking process, the new project RFP will re-open for submission. RFPs submitted during the second application process will automatically be ranked below the round 1 projects. New project applications will be ranked and presented to the Board and to Membership for approval. The community's goal is to apply for the maximum amount of available funds. The same appeals process that applies to Renewal applications applies to New/Bonus project applications.

### ***Bonus Projects***

Each year, HUD *may* offer bonus funding, and guidance is provided within the NOFA as to how the funds must be spent. Bonus projects compete nationally against other bonus projects.

A new project application is required for bonus project proposals, and the proposals must fill an unmet need, as noted within the Strategic Plan. The reviewers will score and rank the bonus projects; however, there are no interviews for bonus projects. Once ranked, the final ranking will be presented, to the Board then CoC membership for approval. The community's goal is to apply for the maximum amount of available funds. The same appeals process that applies to renewal applications also applies to bonus project applications.

### **Reallocation**

Reallocation is the process by which the CoC shifts funds, in whole or in part, from existing eligible renewal grants to create new projects that fill an unmet need within the community. Reallocation is one

of the most important tools by which communities can make strategic improvements to their homeless services system.

Projects that can be flagged by the review committee for reallocation consideration include those who have displayed inadequate financial management, a history of expending funds on ineligible activities, a lack of full expenditure of funds, and those which have consistently scored low during the Rank and Review process. Additionally, funds from any project not participating in the implementation of Coordinated Entry, not participating in the Point-In-Time, not participating in HMIS, or operated by an agency that is not a member in good standing in NY-501 may be considered for reallocation. Further, agencies may voluntarily choose to reallocate funds from their projects. New projects developed by agencies through the reallocation of their own funds will be prioritized during the ranking process. This prioritization allows that agency to apply for a new project with those reallocated funds. All other proposed projects using reallocated funds will be ranked according to general ranking procedures.

A new project application is required for projects being developed with reallocated funds, and the proposed projects must fill an unmet need. Applications for new projects will be ranked, separate from renewal projects, and the final ranking will be presented to CoC membership for approval.

### **Review Team**

Reviewers must be individuals from the community or neighboring communities who are knowledgeable about the CoC process, and its providers. Individuals on the Review Team must not be CoC-funded within NY-501. Suggested Review Team members are approached by the Collaborative Applicant and asked to participate and approved by the Board. Once reviewers have agreed to participate, one to two days are scheduled to conduct Rank & Review project interviews and for scoring to take place. Interviews will be scheduled for a date after the NOFA is released to allow for any HUD specific criteria to be incorporated into the interview process, as described above. Each reviewer is provided with a copy of each project's full application and score forms. Prior to the interview each reviewer will score each application. Once the Review Team convenes and conducts interviews with each project, the Review Team finalizes scores for each application. These scores result in the project ranking. The Review Team provides any final comments to be shared with projects or the Rank and Review committee.

### **Project Ranking**

The NOFA requires that the CoC conduct a transparent and objective process to review and rank all applications for renewal of existing projects and applications for new projects. Using a CoC-approved Rank and Review tool, all projects seeking funding are scored and placed in numerical order based on scores, with the exception that HMIS and CE Infrastructure projects are ranked at the bottom of Tier 1. All projects will receive their scores and will be offered the opportunity to debrief and review their project scores with the Collaborative Applicant. Projects will have the ability to submit an appeal within the allotted time frame regarding their score following their debriefing (See the Appeals Process outlined below). Following any debriefings and appeals, the project ranking is shared with the Rank and

Review Committee. The Committee reviews the scoring in order to adopt the ranking. Projects projected to fall into Tier 2 are contacted and notified of their ranking and offered the opportunity to go over the project's scores (see Project Tiering section on page 5 for further information.) The ranking is presented to the Board for review. The ranking is then shared with Membership.

## **Debriefings**

At the end of each part, renewal projects will receive a scorecard from the Collaborative Applicant and will have an opportunity to request a debriefing of their scores with the Collaborative Applicant.

## **Appeal Process**

### **1. Who May Appeal?**

An agency may appeal a decision concerning a project application submitted by that agency. If a project was submitted by a collaboration of agencies, only one joint appeal may be made.

### **2. What May Be Appealed?**

An appeal may not be submitted if the basis of the appeal is one of the following: the applicant did not answer all the questions on the application, the applicant did not submit the application with all required attachments, or the applicant did not submit by the required deadline. The appeals process applies only to project scoring and ranking. There is no appeal for project tiering. If a mathematical error is found by the project, the error can be corrected, and notice of the correction will be provided to the Rank and Review Committee and the Board.

### **3. Timing of an Appeal**

Formal appeals can only be submitted by a project **5-business days** after a debriefing has been completed. Appeals must be submitted in writing to the Collaborative Applicant who will forward them on to the Review Team. The written appeal must consist of a short statement, no longer than 1 page, of the agency's appeal. The written appeal can be in the form of a letter, memo or email. Any appeal via email must be sent to [hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org) and cc the NY-501 Rank and Review Committee chair.

### **4. Appeals Decisions**

The Review Team also serves as the Appeal Team. Appeals are decided by majority vote of the Appeal Team. Once decided, all appeals are final and may not be overturned by the Rank and Review Committee, Board or Membership.

## **Project Tiering**

HUD requires that the CoC ranks projects into two tiers based on the funding allocation released in the NOFA. Higher ranked projects will be assigned to Tier 1 and lower ranked projects will be assigned to Tier 2. The purpose of this two-tiered approach is for CoCs to indicate which projects are prioritized for funding. The Collaborative Applicant uses the project ranking to tier the projects and presents the

tiering to the Rank and Review Committee. Reallocation, new projects, and other CoC priorities are considered through CoC discussions. Tiering results are then presented to the Board and, with Board approval, to Membership for a vote. Membership votes on the full application, including the tiering.

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool your CoC used the NY-501 local competition to score new and renewal application and for all project application types.

**(b) Blank Renewal Application Tool**

# SOUTHERN TIER ENTRY TO PROGRAMS & SERVICES (STEPS)

## RANK AND REVIEW APPLICATION 2022

### PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

**DEADLINE TO SUBMIT: 6/30/2022**

PROJECT INFORMATION

Organization Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Type:      PSH    RRH    TH      SSO (regular)

\* *Federal Fiscal Year 2021 (FY21): October 1, 2020 – September 30, 2021*

\*\* *To complete this Rank & Review Tool, use only persons that have an entry (i.e., intake, admission, and move-in date) in HMIS in FFY21.*

**1. Utilization Rate**

**MAX 35 POINTS**

Using the FY21 Project Application and Federal Fiscal Year 2021 (FY21)\* APR, complete the following chart to calculate utilization rate (round up to closest whole number.) Please attach relevant pages of Application and APR to this application.

Projected number served during average PIT (Project Application Question 5A)	Actual number served during PIT (APR Questions 7 and 8)		
<b>Persons:</b> _____  <b>Households:</b> _____		Persons	Households
	<b>January</b>		
	<b>April</b>		
	<b>July</b>		
	<b>October</b>		
	<b>Average:</b>		

**Persons:**            Average Actual \_\_\_\_\_ / Projected \_\_\_\_\_ = **Utilization** \_\_\_\_\_%

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

**1a.** Did your project meet its projected number of households and/or persons served\*\* during the year (100% or more utilization)?                             **Yes - 20 points**       **No - 0 point**

**1b.** The Continuum prioritizes projects best utilizing their resources. Did your project have a utilization rate of more than 95% in *both* households *and* persons?                             **Yes - 15 points**       **No - 0 point**

**2. Data Quality & Completeness (project specific):** Based on FY21 APR

**MAX 5 POINTS**

**Yes    No**

**2a.** Is there an error rate of 5% or more of your project participants' PII?

- 2b. Is there an error rate of 5% or more of your universal data elements?
- 2c. Is there an error rate of 5% or more of your Income and Housing data?
- 2d. Is there an error rate of 5% or more of your Chronic Homelessness data?

ANY Yes - 0 points  ALL No - 5 points

**3. Timeliness of Data:**

**MAX 5 POINTS**

Use the APR question Q6 e. Timeliness and for the Percent of Project Start Records add the Number of Project Start Records in the rows "0 Days" and "1-3 Days" and compare with the sum of all rows. For the Percent of Project Exit Records add the Number of Project Exit Records in the rows "0 Days" and "1-3 Days" and compare with the sum of all rows.

3a. Is the percent of Project Start records entered within 3 days 90% or greater?

Yes - 2.5 points  No - 0 points

3b. Is the percent of Project Exit records entered within 3 days 90% or greater?

Yes - 2.5 points  No - 0 points

**4. Impact on Chronic Homeless: Attachment 1**

**MAX 10 POINTS**

**Total points = % system impact \* total available pts**

**Permanent Supportive Housing Programs ONLY**

During FY21, the CoC's PSH projects served **16** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

4a. Total number of CH persons this project served in FY21: \_\_\_\_\_

4b. Of the total CH admitted by the CoC, note the % this project served in FY21: \_\_\_\_\_%

**Rapid Rehousing Housing Programs ONLY**

During FY21, the CoC's RRH projects served **2** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

4c. Total number of CH persons this project served in FY21: \_\_\_\_\_

4d. Of the total CH admitted by the CoC, note the % this project served in FY21: \_\_\_\_\_%

**Transitional Housing Programs ONLY**

During FY21, the CoC's TH projects served **0** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

4e. Total number of CH persons this project served in FY21: \_\_\_\_\_

4f. Of the total CH served by the CoC, note the % this project served in FY21: \_\_\_\_\_%

**5. Positive Outcomes FFY 21: Attachment 2**

**MAX 15 POINTS**

**Total points = % system impact \* total available pts**

**Permanent Housing Programs:** During FY21, there were **197** 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** \_\_\_\_%

**Rapid Rehousing Projects:** During FY21, there were **96** 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** \_\_\_\_%

**Transitional Housing Programs:** During FY21, there were **22** 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** \_\_\_\_%

**6. Exits to Homelessness FFY 21: Attachment 3** **MAX 11 POINTS**  
**Total points = total available points - (% system impact \* total available points)**

Refer to Attachment 3 showing all project leavers and note the percentage of project leavers who exited this program to a shelter or the street: \_\_\_\_%

**7. Income Growth System Impact: Attachment 4**  
**Total points = % system impact \* total available pts**

**7a. Earned Income (FFY 21)** **MAX 7 POINTS**  
Refer to Attachment 4 (which measures earned income growth between entry and exit for leavers), to note the percentage this project contributed to total income growth in the CoC in FY21: \_\_\_\_%

**7b. Non-Employment Cash Income (FFY 21)** (Please refer to Q19 on APR) **NO POINTS**  
Refer to Attachment 4 (which measures non-employment cash income growth between entry and exit for leavers), to note the percentage this project contributed to total income growth in the CoC in FY21: \_\_\_\_%

**8. Income Growth – Project Performance** **MAX 16 POINTS**  
**(Refer to APR Q19. Cash Income – Changes over Time to respond to questions below.)**

**8a.** 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% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0**

**8b.** 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: \_\_\_\_%  
**50-100% = 3pts; 15-49% = 2 pts; 0-14% = 0 pts**

**8c.** 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% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pt; 0% = 0**

**8d.** 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: \_\_\_\_\_%

**50-100% = 3pts; 15-49% = 2 pts; 0-14% = 0 pts**

**9. Priority Population**

**MAX 10 POINTS**

What percentage of households served were a priority population? (Refer to APR Q5, Q6, Q13 and Q14b)

- 100% Chronically Homeless (CH), Youth, Veteran, or Victims of DV = 10 pts**
- ≥ 50% CH, Youth, Veteran, or Victims of DV = 5 pts**
- No priority population = 0 pts**

**10. Mainstream Benefits** (i.e. SNAP, TANF, WIC, Medicaid)

**MAX 8 POINTS**

Number of adults and heads of household leaving with non-cash benefits as a percent of all adult and head of household leavers \_\_\_\_\_ (Refer to APR Q20. Non-Cash Benefits.)

**80-100% = 8 pts; 60-79% = 7 pts; 40-59% = 2 pts; 0-39% = 0 points**

**11. Health Insurance**

**MAX 7 POINTS**

Number of people leaving with health insurance as a percent of all leavers \_\_\_\_\_ (Refer to APR Q21. Health Insurance. Please attach.)

**95%-100%= 7 pts, 80%-94% = 5 pts, 50%-79% = 2 pts, 0%-49% = 0 pts**

**12. Housing First**

**MAX 5 POINTS**

Housing First is a recovery-oriented approach to ending homelessness by rapidly housing individuals **without** screening out or terminating based on any of the below criteria. Does your project screen out or terminate based on any the following? **Any Yes - 0 All No - 5 pts**

	<b>Yes</b>	<b>No</b>
Having too little or no income	<input type="checkbox"/>	<input type="checkbox"/>
Current or past substance abuse	<input type="checkbox"/>	<input type="checkbox"/>
Criminal record including Sex-Offender Status (except 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"/>

13. Based upon your most recent completed CoC contract, what percentage of the full HUD award was drawn down?

13a. Did the project draw down CoC funds from ELOCCS at least quarterly in the most recently ended contract? (Please attach copies of last three drawdowns.)

Yes 5 pts  No 0 pts

**14. Continuum Participation**

**MAX 10 Points**

Does the project or agency staff regularly participate in any of the following CoC standing or ad hoc committees? (CARES will verify via attendance sheets)  Yes 10 pts  No 0 pts

Board

Governance

Membership

Rank & Review

CE

Planning

HHTF

HMIS

**15. Coordinated Entry** [Note: This question will be weighted for GPD Projects.] **MAX 8 Points**

15a. Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process?  Yes 2 pts  No 0 pts

15b. Do you regularly attend the bi-monthly SPOA/CE meetings?  Yes 2 pts  No 0 pts

15c. Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training?  Yes 2 pts  No 0 pts

15d. Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?  Yes 2 pts  No 0 pts

**16. Project Monitoring** (Please only select one):

**MAX 2 Points**

16a. Did your Project complete the CoC Monitoring forms and documentation by the due date with no findings/concerns?  Yes 2 pts  No 0 pts

16b. Did your Project complete the CoC Monitoring forms and documentation by the due date with findings/concerns that were resolved?  Yes 1 pt  No 0 pts

16c. Did not complete CoC Monitoring forms and documentation by the due date.  Yes 0 pts

17. Does your agency have an anti-discrimination policy? (Please attach)  Yes 5 pts  No 0 pts

**SOUTHERN TIER ENTRY TO PROGRAMS & SERVICES (STEPS)**  
**RANK & REVIEW APPLICATION 2022**  
**PART II – PROJECT / SYSTEM PERFORMANCE NARRATIVES**

**FY22 Funding Request:** \_\_\_\_\_

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

**PROJECT DESCRIPTION**

(This section provides reviewers with a synopsis of your project; it is not scored).

Provide a brief project overview (300-word limit) to describe program characteristics listed below:

- Target Population
- # of participants served based on Federal FY21 APR
- # of contracted beds and units
- Cost per bed (HUD funding only)
- Services provided to participants
- Project goals and achievements

**1. Utilization (0-20 pts)**

This question should be answered **only** by projects that scored zero points on Question 1 of the 2021 Rank & Review Application Part 1.

Please explain why your project did not achieve 100% utilization (In response to Question 1 on Part 1 Data Tool) for the number of projected /contracted households and/or persons served during Federal Fiscal Year 2021 (10.1.20-9.30.21).

**2. Leveraging and Coordination of Services (0-5 pts)**

Describe how your project coordinates services with other funded and non-funded providers to leverage services. How has increased collaboration among providers affected the project’s housing stability? (250 words or less)

**3. System Performance- Housing Stability (0-5 pts)**

What strategies does your program use to ensure clients who exit to a permanent housing destination remain stably housed? (250 words or less)

- *Up to 2.5 pts awarded if the narrative clearly states the strategy your program uses.*
- *Up to 2.5 pts awarded if the narrative clearly state(s) examples.*

**4. System Performance – Income (0-5 pts)**

What support does your project provide to clients to increase non-employment cash income and employment cash income?"

- *Up to 2.5 points awarded if the narrative clearly describes how the project supports clients with increasing non-employment cash income.*
- *Up to 2.5 points awarded if the narrative clearly describes how the project supports clients with increasing employment cash income.*

**5. Diversity and Inclusion (0-5 pts)**

Does your program/agency have Diversity, Equity, and Inclusion (DEI) training for its staff? If yes, how does that impact the project? If not, what steps are you planning to take to implement a training? (250 words or less)

**6. Responding to Current Trends (0-2 pts)**

Looking at the Part 1 Tool did your program score lower on any of the data related questions as a result of the Covid pandemic, please explain.

**7. Domestic Violence Projects Only – Positive Outcomes/Safety (0-5 pts)**

Outcomes considered positive for DV programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability and ensure safety for victims of domestic violence across the CoC? (250 words or less)

- *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 and ensure safety for victims of domestic violence across the CoC.*

**8. Dedicated Youth Projects Only - Positive Outcomes (0-5 pts)**

Outcomes considered positive for youth programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability across the CoC? (250 words or less)

- *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 contributed to positive housing stability across the CoC.*

## 2022 Rank & Review Interview Questions

These questions have been formed by CARES staff to focus on the 2022 HUD Policy Priorities as noted in the NOFO. Each question should be answered in 3-5 minutes, to ensure agency interviews do not run over.

Reviewers will first ask any clarifying questions they have about the project before asking the below interview questions of each applicant. These questions have been formed by CARES to focus on the 2022 HUD Policy Priorities as noted in the NOFO. Each question should be answered in no more than **3-5 minutes**, to ensure agency interviews do not run over. Check page three for interview tips.

<b>HUD Priority/Justification for Question</b>	<b>Interview Question</b>	<b>Scoring Criteria</b>
<p>Persons with Lived Experience. HUD is encouraging CoCs to include in the local planning process people who are currently experiencing or have formerly experienced homelessness to address homelessness. People with lived experience should determine how local policies may need to be revised and updated, participate in CoC meetings and committees as stakeholders, provide input on decisions, and provide input related to the local competition process. CoCs should seek opportunities to hire people with lived experience.</p>	<p><b>Does your agency have someone with lived experience of homelessness within its Executive Leadership, who are involved with programmatic and funding decisions? (1 pt)</b></p> <p><i>Agency can either get points for this or the below question (not both).</i></p>	<p><b>1-Point if they answer yes.</b></p>
<p>HUD added scoring factors based on the responses to questions that demonstrate CoCs' collaboration with victim service providers in the CoC Application, projects' plans to include</p>	<p><b>If your project serves victims of domestic violence, what are your plans to include survivors with lived experience in policy and program development, and how do</b></p>	<p><b>0.5-Point - for an identified plan to include survivors with lived experience in policy and program development.</b></p>

<p>survivors with lived experience in policy and program development and the inclusion of victim-centered practices in operating their projects.</p>	<p><b>you include victim centered practices in operating your project?</b></p>	<p><b>0.5-Point - for identification of how the agency includes victim centered practices in operating their project.</b></p>
<p>Improving System Performance. CoCs should be using system performance measures (e.g., average length of homeless episodes, rates of return to homelessness, rates of exit to permanent housing destinations) to determine how effectively they are serving people experiencing homelessness. HUD also assesses CoCs' on how it takes severity of needs and vulnerabilities into account when reviewing and ranking projects.</p>	<p><b>If you felt your project performed low on any section of Part 1 due to serving particularly vulnerable populations or households with severe needs (e.g., chronically homeless, substance use, severe mental illness, history of domestic violence, youth, criminal history) or because of other mitigating factors that you feel the reviewers should be aware of, please explain now.</b></p>	<p><b>1-Point-All program system performance measures are above average.</b></p> <p><b>Potential to recoup points if agency explains it had low performance measures due to serving particularly vulnerable populations or households with severe needs (or other mitigating factors), and how they are working to improve those outcomes.</b></p>
<p>Racial Equity. In nearly every community, Black, Indigenous, and other people of color are substantially overrepresented in the homeless population. HUD is emphasizing system and program changes to address racial equity within CoCs. Specifically, HUD is assessing if CoCs rate and rank projects based on the degree to which program participants mirror homeless population demographics (NOFO, pg. 8)</p>	<p><b>Are those in your project racially representative of the CoC's homeless population as a whole? (1 pt)</b></p> <p><b>If yes, how did your agency achieve an equitable mirroring of program participants compared to the homeless population demographics in the CoC</b></p>	<p><b>1-Point if agency explains either: how they achieved an equitable mirroring of program participants compared to the homeless population demographics in the CoC; or a thorough plan to improve outreach and assess policies that may be contributing to this disparity.</b></p>

	<b>If not, how is your agency working to improve outreach and assess policies that may be contributing to this racial disparity?</b>	
Additionally, when considering which projects to select in their local competition to be included in their application to HUD, CoCs should ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.	<b>How does your agency ensure housing and services that is private, respectful, safe, and accessible regardless of gender identity or sexual orientation?</b>	<p><b>1-Point - for noting the agency updates their anti-discrimination policy utilizing input from organizations with expertise in serving LGBTQ+ populations.</b></p> <p><b>1-Point - for noting the agency provides training on how to ensure private, respectful, safe, and accessible housing and services regardless of gender identity or sexual orientation.</b></p>

Interview questions were formulated based on HUD priorities as outlined in the 2022 NOFO. Check out the HUD priorities that informed Part 3 new project interview questions here: [NOFO – 2022 | CARES of NY, Inc. \(caresny.org\)](https://www.caresny.org/NOFO-2022).

**How to Have a Successful Interview:**

- **Prepare responses to each interview question in advance.** Applicants will only have the time allotted for your interview to respond to each question, so preparation is key to maximize your opportunity to gain all available points.
- **Keep responses succinct.**
- For agencies interviewing for more than one project, make sure to note when a response applies to some or all projects and when a distinction needs to be made. Each project will be scored separately.

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool your CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

**(c) Blank New Project Application Tool**

# **NY-501 Continuum of Care:** **New Project RFP 2022** (Reallocation and/or Bonus Projects)

APPLICATION MUST NOT EXCEED FIVE (5) PAGES

**Please note: if your project is selected to move forward in applying for CoC funding, you will need to submit an application in Esnaps. Being selected through the Rank & Review process does not guarantee funding; rather it allows the project to apply for CoC funding to HUD, which is a competitive process.**

1. Applicant/Agency Name: \_\_\_\_\_
2. Agency Point of Contact: \_\_\_\_\_
3. Proposed Project Name: \_\_\_\_\_
4. Which of the below eligible project types are you applying for?
  - a. Permanent Supportive Housing (must be DedicatedPlus or 100% dedicated to chronically homeless)
  - b. Rapid Rehousing
  - c. Joint Transitional Housing-Rapid Rehousing
5. Is the project you are applying for an expansion project?  **Yes**  **No**  
Is the project you are applying for a new project?  **Yes 2 pts**  **No**
6. Is the applicant a current member of NY-501 Continuum of Care (CoC)?  **Yes – 10 points**  **No – 0 points**
  - a. If no, what is the agency's current involvement with NY-501 Continuum of Care?
7. Is the agency applying a current CoC funded grantee?  **Yes – 5 points**  **No – 10 points**
  - b. If yes, are there any unresolved monitoring or audit findings from HUD or the CoC?  **Yes – 0 points**  **No – 5 points**

**NY-501 Continuum of Care:**  
**New Project RFP 2022 (Reallocation and/or Bonus  
Projects)**

8. Does your agency currently report in the CoC's HMIS system? If not, how will you implement HMIS for this project? **(0-5 Points)**

9. Please provide a detailed description of the agency's experience in administering projects dedicated to serving an underserved population. Please specify the name of current or past programs and note the funding sources. **(0-10 points)**
- 4 pts for detailing past experience serving an underserved population
  - 2 points for explaining how you have connected clients to supportive services
  - 2 points for providing an example of how your agency has moved clients from assisted housing to housing they could sustain—and how the agency will address housing stability after the housing subsidy ends
  - 2 points for describing how you prioritize program participant choice

# NY-501 Continuum of Care: New Project RFP 2022 (Reallocation and/or Bonus Projects)

## 10. Priority Populations

Does your project designate 100% of beds to Mental Health, Substance Abuse, CH, Co-Occurring Conditions, and/or Families?

Yes – 5 points  No – 0 points

10. a. If your project is not serving 100% of the above listed priority populations, please describe how your project is addressing an unmet need for the population your project will serve. **(0-3 points)**

## 11. Housing First (0-25 pts)

Housing First is a recovery-oriented approach to end homelessness by rapidly housing individuals **without** screening out or terminating consumers based on any of the criteria below. Does your project screen out or terminate consumers based on any the following?

**Any Yes - 0 All No - 25 pts**

	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	<input type="checkbox"/>	<input type="checkbox"/>

# NY-501 Continuum of Care: New Project RFP 2022 (Reallocation and/or Bonus Projects)

12. Please provide a project *description* that addresses the entire scope of your project. Please include the target population that will be served and the outreach plan. **(0 – 15 points)**

4 points if you outline a detailed strategy that will be used to help participants regain and maintain housing stability.

2 points if the budget notes at least 80 percent of the requested funds are dedicated to housing or explain the need for more support service funding because your project will be serving the hardest to serve.

4 points if an outreach plan is noted and specifies how the project will conduct targeted outreach to persons least likely to apply and/or traditionally underserved populations (i.e. BIPOC, LGBTQ+ community)

2 points if Youth/Parenting Youth and/or Families are mentioned per local priorities identified by [Southern Tier Entry to Programs & Services \(STEPS\) Action Plan](#)

2 points if a specific priority population mentioned in the [HUD Fiscal Year 2022-2026 Strategic Plan](#) is noted

1 point if the project clearly states the number of units/beds requested

13. Does your agency personnel directly add participants to the STEPS Coordinated Entry?

Yes – 5 pts  No - 0 pts

14. Will the project be able to begin within 12 months?  Yes- 5 points  No – 0 points

**NY-501 Continuum of Care:**  
**New Project RFP 2022** (Reallocation and/or Bonus  
Projects)

15. Please describe how the need for this project within this geographic area was identified (**Up to 5 points**).

- *5 points for referencing local quantitative data.*

16. Describe how your agency ensures equitable services and program outcomes across participants of all races and ethnicities. Applicants should give 3-4 examples of how their agency provides equitable services (i.e. policies, trainings, intake procedure, etc.) (**0-3 pts**)

17. Does your agency have someone with lived experience of homelessness within its Executive Leadership, who are involved with programmatic and funding decisions?

- Yes- 1 points**  **No – 0 points**

# NY-501 Continuum of Care: New Project RFP 2022 (Reallocation and/or Bonus Projects)

18. How will this project reduce the average length of time homeless for project participants? **(0-2pts)**

- 2pts if applicant describes how their project will serve those with the longest lengths of time homeless and strategies for reducing length of time homeless

19. Does your agency have relationships/partnerships with any of the below? Check all that apply. **(1 pt for each checked box)**

- Public/Private Healthcare Organizations
- PHAs, local housing organizations, or other non-CoC/ESG funding streams
- Local Workforce Development Sectors
- Tribal Organizations

19a. If you checked Public/Private Healthcare Organizations, does your agency have a written commitment from a health care organization with the value of the commitment and the date(s) the healthcare resources will be provided, or can you procure one by September 1<sup>st</sup> if your project is chosen to move forward\*?

**Yes- 10 points**  **No – 0 points**

*\*Please note, this commitment will be submitted with the CoC's full CoC Application so the CoC is awarded additional points.*

## **NY-501 Continuum of Care:** **New Project RFP 2022 (Reallocation and/or Bonus Projects)**

19b. If you checked PHAs, local housing organizations, or other non-CoC/ESG funding streams, will your project utilize housing subsidies or subsidized housing units not funded through the CoC or ESG by: **providing at least 25 percent of the units** included in the project; or in the case of a rapid re-housing project, **serve at least 25 percent of the program participants** anticipated to be served by the project\*? Provide documentation by September 1<sup>st</sup>

**Yes- 10 points**  **No – 0 points**

*\*Please note, this commitment will be submitted with the CoC's full CoC Application so the CoC is awarded additional points.*

19c. If you checked Local Workforce Development Sectors, do you have a written commitment or other document demonstrating your partnership, or could you procure one if your project is chosen to move forward?

**Yes- 5 points**  **No – 0 points**

19d. If you checked Tribal Organizations, do you have a written commitment or other document demonstrating your partnership, or could you procure one if your project is chosen to move forward?

**Yes- 5 points**  **No – 0 points**

20. Does your agency have a racially and ethnically diverse group of stakeholders (i.e. Board, Executive Leadership, agency staff, etc.) who are responsible for making programmatic and funding decisions? Please explain. If not, how does your agency plan to incorporate the views of a diverse set of stakeholders into reviewing your policies, procedures, and funding decisions? Provide your response below. **(0-4 pts)**

- 4pts if applicant has racially and ethnically diverse stakeholder decisionmakers
- 2pts if applicant can identify a plan for incorporating diverse stakeholder views in the future

# NY-501 Continuum of Care:

## New Project RFP 2022 (Reallocation and/or Bonus Projects)

21. Does your organization partner with other organizations with expertise in serving the LGBTQ+ population? If yes, how will you leverage those partnerships to serve your project participants? **(up to 4 points)**

- 2 points if applicant identifies specific organizations that they partner with
- 2 points if applicant describes how they will leverage the partnership(s) for project clients

22. Describe the support services your agency has tailored to serve persons coming from an unsheltered situation. **(Up to 2pts)**

23. Please provide a 12-month Budget Proposal (required for review):

ACTIVITY	CoC FUNDS REQUESTED	NOTES
<b>A. Rental Assistance</b> (80% total budget less Admin)	\$	
<b>B. Support Services</b> (20% total budget less Admin)	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
<b>C. Operating</b>	\$	
<b>D. Admin</b>	\$	
<b>E. Total Project Costs</b>	\$	
MATCH	AMOUNT	SOURCE
<b>F. 25% Match Requirement</b>	\$	

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool you CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

**(d) Blank Bonus/DV Application Tool**

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

Application may not exceed five (5) pages

**Please note: if your project is selected to move forward in applying for CoC funding, you will need to submit an application in Esnaps and work with the Collaborative Applicant to fill out the DV Bonus section of the CoC Application.**

**Being selected through the Rank & Review process does not guarantee funding; rather it allows the project to apply for CoC funding to HUD, which is a competitive process.**

1. Applicant/Agency Name: \_\_\_\_\_

2. Agency Point of Contact: \_\_\_\_\_

3. Proposed Project Name: \_\_\_\_\_

4. Please circle the project type you are applying for:

A. **Rapid Rehousing** (PH RRH) projects that demonstrate trauma informed, victim centered approaches - minimum \$50,000 per project (must be housing first)

B. **Joint TH and PH RRH** component projects that demonstrate trauma informed, victim centered approaches - minimum \$50,000 per project (must be housing first)

C. **SSO project for CE** to implement policies, procedures and practices that equip the CoC's CE to better meet the needs of survivors of domestic violence, dating violence, sexual assault, and stalking.

5. Is the project you are applying for an expansion project? **Yes** \_\_\_ **No** \_\_\_

**6. Eligible DV bonus project must follow a Housing First approach.** Housing First is a recovery-oriented approach to ending homelessness which allows for rapidly housing individuals without screening out or terminating based on any of criteria listed below. Does the proposed project screen out or terminate based on any of the following? **STOP: If you respond "Yes" to any of the following, your project is not eligible to apply for this funding.**

**No Points**

	<b>Yes</b>	<b>No</b>
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"/>

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

7. Is the applicant a current member of the NY-501 Continuum of Care (CoC)?  
 Yes – 10 points  No - 0 points
- a. If no, what is the agency’s current involvement with the NY-501 CoC?

8. Did your agency give CoC money back to HUD last year? Explain.  
 Yes - 0 points  No - 5 points

9. a. Is the agency applying as a current CoC funded grantee?  Yes - 5 pts  No - 10pts
- b. If yes, are there any unresolved monitoring or audit findings from HUD or the CoC?  
 Yes - 0 points  No - 3 points

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

**10.** Please provide a detailed description of the agency's experience in administering projects dedicated to serving survivors of domestic violence, dating violence and stalking. **(Up to 20 points)**

- 5 points for past experience serving a domestic violence survivor population
- 3 points for explaining how you have connected survivors to supportive services
- 3 points for providing an example of how your agency has moved clients from assisted housing to housing they could sustain—and how the agency will address housing stability after the housing subsidy ends
- 3 points for describing how you prioritize program participant choice while ensuring safety of your clients
- 3 points for describing how the program will establish and maintain an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions with clients are based on equality and minimize power differentials;
- 3 points if you describe how your program will place emphasis on program participants' strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants' strengths and works towards goals and aspirations

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

11. Please provide a *description* addressing the entire scope of your project. Please include an outreach plan to the targeted population. **(Up to 25 points)**

- 10 pts project description (target population, services provided, clearly state the number of units/beds requested, and project goals and project outcomes)
- 10 pts if a clear and detailed outreach plan is included and specifies how the project will conduct targeted outreach to persons least likely to apply and/or traditionally underserved populations (i.e. BIPOC, LGBTQ+ community)
- 5 pts if you detail how your project will ensure DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing;

12. a. Does your agency personnel directly add participants to the NY-501 CoC Coordinated Entry program?

**Yes – 3.5 pts**

**No - 0 pts**

b. If no, is your agency willing to become an active participant in the NY-501 CoC Coordinated Entry program?  **Yes – 3.5 pts**       **No - 0 pts**

13. Does your agency currently report in a DV system that is compatible to the HMIS system? If not, how will you implement a compatible HMIS system for this project, for reporting purposes? **(0-5 points)**

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

**14.** Please detail the steps your agency takes to ensure the safety of program participants. **(Up to 5 points)**

- 1 point if agency uses de-identified aggregate data from a comparable database.
- 2 points if agency has safety, planning, and confidentiality protocols in place for DV project participants.
- 2 points if agency uses a trauma-informed, victim-centered approach to their project.

**15.** Please describe how the need for this project within this geographic area was identified. Please quantify the need using an HMIS comparable database and/or a local data source. Agency will receive full points if they have demonstrated the need. **(Up to 10 points)**

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

16. Does your agency have a policy focused on ensuring equitable services and program outcomes across participants of all races and ethnicities? **Please attach the policy with your submission.**  **Yes – 5 pts**       **No - 0 pts**

17. How will this project reduce the average length of time homeless for project participants? **(Up to 2pts)**

- *2pts if applicant describes how their project will serve those with the longest lengths of time homeless and strategies for reducing length of time homeless*

18. Does your agency have relationships/partnerships with any of the below? Check all that apply. **(1 pt for each checked box)**

- Public/Private Healthcare Organizations
- PHAs, local housing organizations, or other non-CoC/ESG funding streams
- Local Workforce Development Sectors
- Tribal Organizations

18a. If you checked Public/Private Healthcare Organizations, does your agency have a written commitment from a health care organization with the value of the commitment and the date(s) the healthcare resources will be provided, or can you procure one by September 15<sup>th</sup> if your project is chosen to move forward\*?

**Yes - 10 points**    **No - 0 points**

*\*Please note, this commitment will be submitted with the CoC's full CoC Application so the CoC is awarded additional points.*

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

18b. If you checked PHAs, local housing organizations, or other non-CoC/ESG funding streams, will your project utilize housing subsidies or subsidized housing units not funded through the CoC or ESG by: **providing at least 25 percent of the units** included in the project; or in the case of a rapid re-housing project, **serve at least 25 percent of the program participants** anticipated to be served by the project\*?

Yes - 10 points  No - 0 points

*\*Please note, this commitment will be submitted with the CoC's full CoC Application so the CoC is awarded additional points.*

18c. If you checked Local Workforce Development Sectors, do you have a written commitment or other document demonstrating your partnership, or could you procure one if your project is chosen to move forward?

Yes - 10 points  No - 0 points

19. Does your agency have a racially and ethnically diverse group of stakeholders (i.e. Board, Executive Leadership, agency staff, etc.) who are responsible for making programmatic and funding decisions? If not, how does your agency plan to incorporate the views of a diverse set of stakeholders into reviewing your policies, procedures, and funding decisions? Provide your response below. **(Up to 4 pts)**

- *4pts if applicant has racially and ethnically diverse stakeholder decisionmakers*
- *3pts if applicant can identify a plan for incorporating diverse stakeholder views in the future*

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

20. Does your organization partner with other organizations with expertise in serving the LGBTQ+ population? If yes, how will you leverage those partnerships to serve your project participants? **(Up to 6 pts)**

- *3 points if applicant identifies specific organizations that they partner with*
- *3 points if applicant describes how they will leverage the partnership(s) for project clients*

21. Describe how your agency ensures equitable services and program outcomes across participants of all races and ethnicities. Applicants should give 3-4 examples of how their agency provides equitable services (i.e. policies, trainings, intake procedure, etc.) **(Up to 3 pts)**

# NY-501 STEPS Continuum of Care

## DV Bonus Project RFP 2022

22. Does your agency have someone with lived experience of homelessness within its Executive Leadership, who are involved with programmatic and funding decisions?

Yes- 2 points  No – 0 points

23. Will the project be able to start within 12 months?  Yes - 10 pts  No - 0 pts

24. Please provide a 12-month Budget Proposal (required for review):

ACTIVITY	CoC FUNDS REQUESTED	NOTES
<b>A. Rental Assistance</b> (80% total budget less Admin)	\$	
<b>B. Support Services</b> (20% total budget less Admin)	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
<b>C. Operating</b>	\$	
<b>D. Admin</b>	\$	
<b>E. Total Project Costs</b>	\$	
MATCH	AMOUNT	SOURCE
<b>F. 25% Match Requirement</b>	\$	

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool you CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

**(e) Blank Bonus CE/HMIS Application Tool**

# NY-501 STEPS Continuum of Care

## CE-HMIS RFP 2022

### (Reallocation and/or Bonus Projects)

**Please note: if your project is selected to move forward in applying for CoC funding, you will need to submit an application in Esnaps. Being selected through the Rank & Review process does not guarantee funding; rather it allows the project to apply to HUD for CoC funding, which is a competitive process.**

1. Applicant/Agency Name: \_\_\_\_\_
2. Agency Point of Contact: \_\_\_\_\_
3. Proposed Project Name: \_\_\_\_\_
4. Please select the project type you are applying for: HMIS \_\_\_\_\_ CE \_\_\_\_\_
6. Is the project you are applying for a new or expansion project?  
 New=10 pts  Expansion=5 pts
7. Is the applicant a current member of the NY-501 Continuum of Care (CoC)?  
 Yes=10 pts  No=0 pts
8. Will the project be able to begin within 12 months?  Yes=5 pts  No=0 pts
9. Please explain the need for this project within your CoC. (0-15 pts.)

# NY-501 STEPS Continuum of Care

## CE-HMIS RFP 2022

### (Reallocation and/or Bonus Projects)

10. Do you have the proper staffing to administer this program if funded?

Yes=10 pts  No=0 pts

11. Does your agency have a racially and ethnically diverse group of stakeholders who are responsible for making programmatic and funding decisions? If not, how does your agency plan to incorporate the views of a diverse set of stakeholders into reviewing your policies, procedures, and funding decisions? Provide your response below (0-4 pts).

- *4 pts if applicant has racially and ethnically diverse stakeholder decisionmakers*
- *2 pts if applicant can identify a plan for incorporating diverse stakeholder views in the future*

12. Describe how your agency ensures equitable services and program outcomes across participants of all races and ethnicities. Applicants should give 3-4 examples of how their agency provides equitable services. (0-5 pts)

# NY-501 STEPS Continuum of Care

## CE-HMIS RFP 2022

### (Reallocation and/or Bonus Projects)

13. Does your agency have someone with lived experience of homelessness within its Executive Leadership, who are involved with programmatic and funding decisions?

Yes- 5 points  No – 0 points

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#### Coordinated Entry Projects Only Please Complete This Section

11. What % of ARD funds are already dedicated to CE? (CARES will answer this question on your behalf) \_\_\_\_\_

**0%=30 pts. .1%-1%=20 pts. 1.1%-2%=10 pts. 2.1%-3%=5 pts. >3%=0 pts.**

12. Does your currently funded CE project ensure the following required data elements are entered into HMIS or a comparable database: (if not currently funded skip to Q12a.)

All Yes=10 pts  Any No's=0 pts

CE Assessment Element

Yes

No

CE Event Element

Yes

No

Current Living Situation Element

Yes

No

12a. If your agency is not a currently funded CE project, please explain the staffing plan and training your agency will provide to accomplish the above required data elements are entered into HMIS or a comparable database? (up to 10 pts)

# NY-501 STEPS Continuum of Care

## CE-HMIS RFP 2022

### (Reallocation and/or Bonus Projects)

13. Please list the following entities for your project's CE system:

Policy Oversight Entity: \_\_\_\_\_

Management Entity: \_\_\_\_\_

Evaluation Entity: \_\_\_\_\_

In 3-5 sentences please describe how your program will work with each to ensure program compliance. **(0-10 pts)**

14. Does your CE System have a data privacy policy?  Yes=5 pts  No=0 pts

---

#### HMIS Projects Only Please Complete This Section

15. What % of ARD funds are already dedicated to HMIS? (CARES will answer this question on your behalf) \_\_\_\_\_

**0%=30 pts. .1%-1%=20 pts. 1.1%-2%=10 pts. 2.1%-4%=5 pts. >4%=0 pts.**

16. Do 100% of required projects participate in your HMIS project?  Yes=10 pts  No=0 pts

# NY-501 STEPS Continuum of Care

## CE-HMIS RFP 2022

### (Reallocation and/or Bonus Projects)

16a. If your HMIS does not currently have 100% required participation what is your plan for engagement? Please explain. (0-10 pts.)

16b. Do any non-required projects participate in your HMIS?  Yes=5 pts  No=0 pts

17. Has your HMIS project submitted all required reports on time within the last fiscal year? (ex: LSA, SPM and HMIS Grantee APR)  Yes=5 pts  No=0 pts

18. Does your HMIS System have a data privacy policy?  Yes=5 pts  No=0 pts

---

**CE & HMIS Projects-Please provide a 12-month budget proposal (required for review)**

ACTIVITY	CoC FUNDS REQUESTED	NOTES
<b>A. Support Services</b>	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
<b>B. HMIS</b>	\$	
<b>C. Admin</b>	\$	
<b>D. Total Project Costs</b>	\$	
MATCH	AMOUNT	SOURCE
<b>E. 25% Match Requirement</b>	\$	

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool you CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

**(f) Ranking and Tiering**

- This document showcases the actual points awarded for each project

**STEPS 2022 Ranking and Tiering**

Rank	Score	Applicant Name	Program Name	Project Type	Funding Amount	Grant Number
1	140	Catholic Charities of Chemung/Schuyler	Bonus Homeless Supportive Housing	PSH	\$116,755	NY0830L2C012108
2	134	Catholic Charities of Chemung/Schuyler	CCST Homeless Rapid Re-housing SHARE	RRH	\$169,207	NY1064L2C012105
3	130	Catholic Charities of Chemung/Schuyler	PSH Consolidated	PSH	\$260,624	NY0766L2C012108
4	127	Catholic Charities of Chemung/Schuyler	CCST Shelter Plus Care	PSH	\$292,956	NY0022L2C012113
5	123	Steuben ChurchPeople Against Poverty DBA Arbor Housing an	Shelter + Care Allegany/Livingston/Steuben	PSH	\$434,834	NY0021L2C012113
6	119	The Salvation Army	Elmira Salvation Army POH Rapid Rehousing	RRH	\$147,285	NY1193D2C012103
7	118.1	Chances and Changes	Permanent Supportive Housing	PSH	\$65,765	NY0831L2C012107
8	115.7	Steuben ChurchPeople Against Poverty DBA Arbor Housing an	Transitional to Permanent Supportive Housing	TH	\$67,649	NY0025L2C012113
9	N/A	Catholic Charities of Chemung/Schuyler	HMIS	SSO	\$100,058	NY0019L2C012112
10	N/A	Chances and Changes	TH-RRH Project	TH-RRH	\$261,719	NY1340D2C012100
11	115.65	ACCORD	FY2021 RRH Project	RRH	\$95,706	NY1061L2C012105
12	115.45	Steuben ChurchPeople Against Poverty DBA Arbor Housing an	Livingston HUD	PSH	\$55,953	NY0829L2C012108
B1-13	114	Catholic Charities of Chemung/Schuyler	Coordinated Entry	SSO	\$42,578	
B2-14	84	Catholic Charities of Chemung/Schuyler	HMIS Expansion	HMIS	\$60,740	
DV1-15	145.5	Steuben County Department of Social Services	DV Rapid Rehousing	RRH	\$154,822	

Tier 1= \$48,233  
Tier 2= \$47,473

\*No projects were rejected during the Rank and Review process this year

Annual Re \$ 2,068,511  
 Tier 1 \$ 1,965,085  
 Tier 2 \$ 103,426  
 Planning \$ 62,055  
 Bonus \$ 103,426  
 DV \$ 154,822

Expansions	Applicant Name	Renewal Project	Expansion Project
	Catholic Charities of Chemung/Schuyler	HMIS	HMIS Expansion

Consolidations	Surviving Pin	Applicant Name	Renewal Project 1	Renewal Project 2	Consolidated Project Name

1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool you CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

**(g) Objective Criteria, System Performance Criteria, and Considerations for Projects that Serve Clients with Severe Barriers to Housing & Services Chart**

- This document showcases:
  - **objective criteria** for the project applications
  - **system performance** criteria for the project applications
  - the available points for projects that address **severe barriers to housing and services**

NY-501 Objective Criteria				
Question	Point Value	Objective Criterion	System Performance Measure	Consideration for Serving those with Severe Barriers to housing and services
<b>Renewal Part</b>				
1. Utilization Ra	35	Utilization Ra		
2. Data Quality and Completen	5	Data Quality & Completen		
3. Timeliness of Da	5	Data Quality & Completen		
4. Impact on Chronic Homelessr	10	Impact on CI	Impact on CI	
5. Positive Outcom	15	Positive Outcom	Positive Outcom	
6. Exits to Homelessne	11	Exits to Homelessne	Exits to Homelessne	
7. Income Growth- System Imp	20	Effect on Income Grow	Effect on Income Grow	
8. Income Growth- Project Performa	16	Effect on Income Grow	Effect on Income Grow	
9. Priority Populati	10	Population Serve		
10. Mainstream Benef	8	Effect on Income Grow	Effect on Income Grow	
11. Health Insuran	7	Benefit		
12. Housing Fir	5	Housing Fir		
13. HUD Award Drawdov	5	Funding		
14. CoC Participati	10	CoC Participation and Monitori		
15. Coordinated Ent	8	Coordinated Entry Participat		
16. Project Monitori	2	CoC Participation and Monitoring		
<b>Renewal Part</b>				
7. DV Positive Outcomes/Safety	5			Specific Method for Evaluating Project Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns
8. Dedicated Youth- Positive Outcomes/Safety	5			Specific Method for Evaluating Project Submitted by Youth Service Providers: Positive Outcomes based on Increase of Income and Housing Stability
<b>Renewal Part 3- Intervie</b>				
3. Low Performance on Part 1	1			Specific Method for Evaluating Project Submitted by Projects Serving the Hardest to Serve
<b>Total Point</b>	<b>235</b>		<b>172</b>	<b>80</b>
<b>Percent of Points</b>	<b>235</b>	<b>Total Objective Criteria</b>	<b>73% Criteria</b>	<b>34%</b>

Please note: the above points for Objective Criteria, System Performance Measures, and considerations for serving those with severe barriers to housing and services refer to the following types of projects: PSH, RRH, TH, TH-RRH

HMIS & CE projects are not scored through Rank & Review per the CoC's Rank & Review Write

New Bonus Toc				
6. CoC Member	10	CoC Participation and Monitoring		
7. CoC Funded	10	Funding/ CoC Participation and Monitoring		
8. HMIS Participation	5	HMIS Participation		
10. Priority Populations	5	Population Served		
11. Housing First	25	Housing First		
13. CE Participation	5	Coordinated Entry Participation		
14. Project Start Date	5	Project Start Date		
17. People with Lived Experience of Homelessness Leadership	1	Including People with Lived Experience of Homelessness		
19. Partnerships with Healthcare and Housing	44	Partnerships with Healthcare and Housing		
<b>Total Points</b>	<b>157</b>		<b>110</b>	
<b>Percent of Points</b>	<b>157</b>	<b>Total Objective Criteria</b>	<b>70%</b>	

Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH

HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for S

DV Bonus Toc				
	Unscored-eligibility threshold			
6. Housing First		Housing First		
7. CoC Member	10	CoC Participation and Monitoring		
8. Funds Returned to HUD	5	Funding		
9. CoC Funded	10	Funding/ CoC Participation and Monitoring		
12. CE Participation	3.5	Coordinated Entry Participation		
13. Compatible HMIS System Participation	5	HMIS Participation		
18. Partnerships with Healthcare and Housing	44	Partnerships with Healthcare and Housing		
22. People with Lived Experience of Homelessness	2	Including People with Lived Experience of		
23. Project Start Date	10	Project Start Date		
<b>Total Points</b>	<b>169.5</b>		<b>89.5</b>	
<b>Percent of Points</b>	<b>169.5</b>	<b>Total Objective Criteria</b>	<b>53%</b>	

Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH

HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for S

## 1E-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool you CoC used in the NY-501 local competition to score new and renewal application and for all project application types.

### **(h) System Performance Data Attachment**

- This document is an attachment to the Rank and Review Renewal Application Tool and provides applicants with data to answer the tool's data-based questions.
- This document showcases data used from comparable databases to score projects submitted by victim service providers

**Rank and Review NY-501  
Q4: Attachment 1  
Chronically Homeless Served**

Project Type	Organization Name	Project Name (in application)	Attachment 1: Chronically Homeless	
			Number of Chronically Homeless Served	Percent of System Impact
PH-RRH	ACCORD Corp.	RRH Supportive Housing Project Consolidated	0	0.00%
PH-RRH	The Salvation Army, a New York Corporation*	Elmira Salvation Army POH Rapid Rehousing*	1	50.00%
PH-RRH	Catholic Charities of Chemung/Schuylers	RR Consolidated	1	50.00%
		Total for RRH	2	100.00%
PH-PSH	Catholic Charities of Chemung/Schuylers	Bonus Permanent Supportive Housing	15	62.50%
PH-PSH	Catholic Charities of Chemung/Schuylers	PSH Consolidated	3	12.50%
PH-PSH	Catholic Charities of Chemung/Schuylers	S+C Permanent Supported Housing	3	12.50%
PH-PSH	Chances and Changes, Inc.*	SHP Permanent Housing Livingston*	1	4.17%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Livingston HUD SH-232	0	0.00%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Steuben County S+C	2	8.33%
		Total for PSH	24	100.00%
TH	Steuben Churchpeople Against Poverty, Inc	Transitional to Permanent Supportive Housing 339	0	0.00%
		Total for TH	0	0.00%

**Data for attachment 1: Chronically Homeless comes from Question 5, line 11-Number of Chronically Homeless Persons**

\*a program for victims of domestic violence which provided data from a comparable database.

Rank and Review NY-501

Q5: Attachment 2

Positive Outcomes

Project Type	Organization Name	Project Name (in application)	Attachment 2: Positive Outcomes			
			Number of Positive Exits	Number of Stayers	Total Positive Outcomes	Percent of System Impact
PH-RRH	ACCORD Corp.	RRH Supportive Housing Project Consolidated	8	18	26	27.08%
PH-RRH	The Salvation Army, a New York Corporation*	Elmira Salvation Army POH Rapid Rehousing*	12	13	25	26.04%
PH-RRH	Catholic Charities of Chemung/Schuyler	RR Consolidated	28	17	45	46.88%
		Total for RRH	48	48	96	100.00%
PH-PSH	Catholic Charities of Chemung/Schuyler	Bonus Permanent Supportive Housing	6	10	16	8.08%
PH-PSH	Catholic Charities of Chemung/Schuyler	PSH Consolidated	15	29	44	22.22%
PH-PSH	Catholic Charities of Chemung/Schuyler	S+C Permanent Supported Housing	13	23	36	18.18%
PH-PSH	Chances and Changes, Inc.*	SHP Permanent Housing Livingston*	20	9	29	14.65%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Livingston HUD SH-232	3	3	6	3.03%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Steuben County S+C	19	48	67	33.84%
		Total for PSH	76	122	198	100.00%
TH	Steuben Churchpeople Against Poverty, Inc	Transitional to Permanent Supportive Housing 339	19	3	22	100.00%
		Total for TH	19	3	22	100.00%

Data for Attachment 2: Positive Outcomes comes from APR Q5 Number of Stayers and Q23. Exit Destination and is the sum of Total persons exiting to positive housing destinations

\*a program for victims of domestic violence which provided data from a comparable database.

Rank and Review NY-501

Q6: Attachment 3

Exits to Homelessness

Project Type	Organization Name	Project Name (in application)	Attachment 3: Exits to Homelessness	
			Number	Percent of System Impact
PH-PSH	Catholic Charities of Chemung/Schuyler	Bonus Permanent Supportive Housing PSH	0	0.00%
PH-PSH	Catholic Charities of Chemung/Schuyler	Consolidated	1	50.00%
PH-PSH	Catholic Charities of Chemung/Schuyler	S+C Permanent Supported Housing	0	0.00%
PH-PSH	Chances and Changes, Inc.*	SHP Permanent Housing Livingston (2018)*	0	0.00%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Livingston HUD SH-232	0	0.00%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Steuben County S+C	1	50.00%
		Total for PH	2	100.00%
PH-RRH	Catholic Charities of Chemung/Schuyler	RR Consolidated	0	0.00%
PH-RRH	The Salvation Army, a New York Corporation*	Elmira Salvation Army POH Rapid Rehousing*	0	0.00%
PH-RRH	ACCORD Corp.	RRH Supportive Housing Project Consolidated	0	0.00%
		Total for RRH	0	0.00%
TH	Steuben Churchpeople Against Poverty, Inc	Transitional to Permanent Supportive Housing 339	0	0.00%
		Total for TH	0	0.00%

Data for Attachment 3: Exits to Homelessness comes from APR question Q23. Exit Destination and is the sum of Emergency shelter, including hotel or motel paid for with emergency shelter voucher and Place not meant for human habitation from both

\*a program for victims of domestic violence which provided data from a comparable database.

**Rank and Review NY-501  
Q7: Attachment 4  
Income Growth**

Project Type	Organization Name	Project Name (in application)	Attachment 4: Adults with Income			
			Number of Discharged Individuals with Earned Income Growth	Percent of System Impact	Number of Discharged Individuals with non-employment cash income growth	Percent of System Impact
PH-PSH	Catholic Charities of Chemung/Schuyler	Bonus Permanent Supportive Housing	0	0.00%	2	10.53%
PH-PSH	Catholic Charities of Chemung/Schuyler	PSH Consolidated	2	25.00%	3	15.79%
PH-PSH	Catholic Charities of Chemung/Schuyler	S+C Permanent Supported Housing	2	25.00%	4	21.05%
PH-PSH	Chances and Changes, Inc.*	SHP Permanent Housing Livingston*	0	0.00%	0	0.00%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Livingston HUD SH-232	0	0.00%	1	5.26%
PH-PSH	Steuben Churchpeople Against Poverty, Inc	Steuben County S+C	4	50.00%	9	47.37%
		Total for PH	8	100.00%	19	100.00%
PH-RRH	ACCORD Corp.	RRH Supportive Housing Project Consolidated	0	0.00%	0	0.00%
PH-RRH	The Salvation Army, a New York Corporation*	Elmira Salvation Army POH Rapid Rehousing*	0	0.00%	0	0.00%
PH-RRH	Catholic Charities of Chemung/Schuyler	RR Consolidated	4	100.00%	3	100.00%
		Total for RRH	4	100.00%	3	100.00%
TH	Steuben Churchpeople Against Poverty, Inc	Transitional to Permanent Supportive Housing 339	0	0.00%	0	0.00%
		Total for TH	0	0.00%	0	0.00%

Data for Attachment 4: Question 19a2. Row 1 and Row 3  
 \*a program for victims of domestic violence which provided data from a comparable database.

1E-2a. Scored Project Forms for One Project from Your CoC's Local Competition.

This attachment provides a copy of a score card used for **one renewal project** submitted in NY-501's local competition. It contains the following:

1. Blank Renewal Project Application Tool
2. Renewal Project Score Card
  - (a) Catholic Charities Chemung/Schuyler – Bonus Homeless Supportive Housing
3. NY-501 Objective Criteria and System Performance Criteria Chart with Point Values

1E-2a. Scored Project Forms for One Project from Your CoC's Local Competition.

1. Blank Renewal Project Application Tool

- a. The application tool contextualizes the #2 Renewal Project Scoring Card

# SOUTHERN TIER ENTRY TO PROGRAMS & SERVICES (STEPS)

## RANK AND REVIEW APPLICATION 2022

### PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

**DEADLINE TO SUBMIT: 6/30/2022**

PROJECT INFORMATION

Organization Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Type:      PSH    RRH    TH      SSO (regular)

\* *Federal Fiscal Year 2021 (FY21): October 1, 2020 – September 30, 2021*

\*\* *To complete this Rank & Review Tool, use only persons that have an entry (i.e., intake, admission, and move-in date) in HMIS in FFY21.*

**1. Utilization Rate**

**MAX 35 POINTS**

Using the FY21 Project Application and Federal Fiscal Year 2021 (FY21)\* APR, complete the following chart to calculate utilization rate (round up to closest whole number.) Please attach relevant pages of Application and APR to this application.

Projected number served during average PIT (Project Application Question 5A)	Actual number served during PIT (APR Questions 7 and 8)		
	Persons	Households	
<b>Persons:</b> _____  <b>Households:</b> _____	<b>January</b>		
	<b>April</b>		
	<b>July</b>		
	<b>October</b>		
	<b>Average:</b>		

**Persons:**            Average Actual \_\_\_\_\_ / Projected \_\_\_\_\_ = **Utilization** \_\_\_\_\_%

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

**1a.** Did your project meet its projected number of households and/or persons served\*\* during the year (100% or more utilization)?                             **Yes - 20 points**       **No - 0 point**

**1b.** The Continuum prioritizes projects best utilizing their resources. Did your project have a utilization rate of more than 95% in *both* households *and* persons?                             **Yes - 15 points**       **No - 0 point**

**2. Data Quality & Completeness (project specific):** Based on FY21 APR

**MAX 5 POINTS**

**Yes    No**

**2a.** Is there an error rate of 5% or more of your project participants' PII?

- 2b. Is there an error rate of 5% or more of your universal data elements?
- 2c. Is there an error rate of 5% or more of your Income and Housing data?
- 2d. Is there an error rate of 5% or more of your Chronic Homelessness data?

ANY Yes - 0 points  ALL No - 5 points

**3. Timeliness of Data:**

**MAX 5 POINTS**

Use the APR question Q6 e. Timeliness and for the Percent of Project Start Records add the Number of Project Start Records in the rows "0 Days" and "1-3 Days" and compare with the sum of all rows. For the Percent of Project Exit Records add the Number of Project Exit Records in the rows "0 Days" and "1-3 Days" and compare with the sum of all rows.

3a. Is the percent of Project Start records entered within 3 days 90% or greater?

Yes - 2.5 points  No - 0 points

3b. Is the percent of Project Exit records entered within 3 days 90% or greater?

Yes - 2.5 points  No - 0 points

**4. Impact on Chronic Homeless: Attachment 1**

**MAX 10 POINTS**

**Total points = % system impact \* total available pts**

**Permanent Supportive Housing Programs ONLY**

During FY21, the CoC's PSH projects served **16** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

4a. Total number of CH persons this project served in FY21: \_\_\_\_\_

4b. Of the total CH admitted by the CoC, note the % this project served in FY21: \_\_\_\_\_%

**Rapid Rehousing Housing Programs ONLY**

During FY21, the CoC's RRH projects served **2** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

4c. Total number of CH persons this project served in FY21: \_\_\_\_\_

4d. Of the total CH admitted by the CoC, note the % this project served in FY21: \_\_\_\_\_%

**Transitional Housing Programs ONLY**

During FY21, the CoC's TH projects served **0** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

4e. Total number of CH persons this project served in FY21: \_\_\_\_\_

4f. Of the total CH served by the CoC, note the % this project served in FY21: \_\_\_\_\_%

**5. Positive Outcomes FFY 21: Attachment 2**

**MAX 15 POINTS**

**Total points = % system impact \* total available pts**

**Permanent Housing Programs:** During FY21, there were **197** 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** \_\_\_\_%

**Rapid Rehousing Projects:** During FY21, there were **96** 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** \_\_\_\_%

**Transitional Housing Programs:** During FY21, there were **22** 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** \_\_\_\_%

**6. Exits to Homelessness FFY 21: Attachment 3** **MAX 11 POINTS**  
**Total points = total available points - (% system impact \* total available points)**

Refer to Attachment 3 showing all project leavers and note the percentage of project leavers who exited this program to a shelter or the street: \_\_\_\_%

**7. Income Growth System Impact: Attachment 4**  
**Total points = % system impact \* total available pts**

**7a. Earned Income (FFY 21)** **MAX 7 POINTS**  
Refer to Attachment 4 (which measures earned income growth between entry and exit for leavers), to note the percentage this project contributed to total income growth in the CoC in FY21: \_\_\_\_%

**7b. Non-Employment Cash Income (FFY 21)** (Please refer to Q19 on APR) **NO POINTS**  
Refer to Attachment 4 (which measures non-employment cash income growth between entry and exit for leavers), to note the percentage this project contributed to total income growth in the CoC in FY21: \_\_\_\_%

**8. Income Growth – Project Performance** **MAX 16 POINTS**  
**(Refer to APR Q19. Cash Income – Changes over Time to respond to questions below.)**

**8a.** 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% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0**

**8b.** 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: \_\_\_\_%  
**50-100% = 3pts; 15-49% = 2 pts; 0-14% = 0 pts**

**8c.** 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% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pt; 0% = 0**

**8d.** 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: \_\_\_\_\_%

**50-100% = 3pts; 15-49% = 2 pts; 0-14% = 0 pts**

**9. Priority Population**

**MAX 10 POINTS**

What percentage of households served were a priority population? (Refer to APR Q5, Q6, Q13 and Q14b)

- 100% Chronically Homeless (CH), Youth, Veteran, or Victims of DV = 10 pts**
- ≥ 50% CH, Youth, Veteran, or Victims of DV = 5 pts**
- No priority population = 0 pts**

**10. Mainstream Benefits** (i.e. SNAP, TANF, WIC, Medicaid)

**MAX 8 POINTS**

Number of adults and heads of household leaving with non-cash benefits as a percent of all adult and head of household leavers \_\_\_\_\_ (Refer to APR Q20. Non-Cash Benefits.)

**80-100% = 8 pts; 60-79% = 7 pts; 40-59% = 2 pts; 0-39% = 0 points**

**11. Health Insurance**

**MAX 7 POINTS**

Number of people leaving with health insurance as a percent of all leavers \_\_\_\_\_ (Refer to APR Q21. Health Insurance. Please attach.)

**95%-100%= 7 pts, 80%-94% = 5 pts, 50%-79% = 2 pts, 0%-49% = 0 pts**

**12. Housing First**

**MAX 5 POINTS**

Housing First is a recovery-oriented approach to ending homelessness by rapidly housing individuals **without** screening out or terminating based on any of the below criteria. Does your project screen out or terminate based on any the following? **Any Yes - 0 All No - 5 pts**

	<b>Yes</b>	<b>No</b>
Having too little or no income	<input type="checkbox"/>	<input type="checkbox"/>
Current or past substance abuse	<input type="checkbox"/>	<input type="checkbox"/>
Criminal record including Sex-Offender Status (except 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"/>

13. Based upon your most recent completed CoC contract, what percentage of the full HUD award was drawn down?

13a. Did the project draw down CoC funds from ELOCCS at least quarterly in the most recently ended contract? (Please attach copies of last three drawdowns.)

Yes 5 pts  No 0 pts

**14. Continuum Participation**

**MAX 10 Points**

Does the project or agency staff regularly participate in any of the following CoC standing or ad hoc committees? (CARES will verify via attendance sheets)  Yes 10 pts  No 0 pts

Board

Governance

Membership

Rank & Review

CE

Planning

HHTF

HMIS

**15. Coordinated Entry** [Note: This question will be weighted for GPD Projects.] **MAX 8 Points**

15a. Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process?  Yes 2 pts  No 0 pts

15b. Do you regularly attend the bi-monthly SPOA/CE meetings?  Yes 2 pts  No 0 pts

15c. Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training?  Yes 2 pts  No 0 pts

15d. Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?  Yes 2 pts  No 0 pts

**16. Project Monitoring** (Please only select one):

**MAX 2 Points**

16a. Did your Project complete the CoC Monitoring forms and documentation by the due date with no findings/concerns?  Yes 2 pts  No 0 pts

16b. Did your Project complete the CoC Monitoring forms and documentation by the due date with findings/concerns that were resolved?  Yes 1 pt  No 0 pts

16c. Did not complete CoC Monitoring forms and documentation by the due date.  Yes 0 pts

17. Does your agency have an anti-discrimination policy? (Please attach)  Yes 5 pts  No 0 pts

**SOUTHERN TIER ENTRY TO PROGRAMS & SERVICES (STEPS)  
RANK & REVIEW APPLICATION 2022  
PART II – PROJECT / SYSTEM PERFORMANCE NARRATIVES**

**FY22 Funding Request:** \_\_\_\_\_

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

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

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

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

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

**PROJECT DESCRIPTION**

(This section provides reviewers with a synopsis of your project; it is not scored).

Provide a brief project overview (300-word limit) to describe program characteristics listed below:

- Target Population
- # of participants served based on Federal FY21 APR
- # of contracted beds and units
- Cost per bed (HUD funding only)
- Services provided to participants
- Project goals and achievements

**1. Utilization (0-20 pts)**

This question should be answered **only** by projects that scored zero points on Question 1 of the 2021 Rank & Review Application Part 1.

Please explain why your project did not achieve 100% utilization (In response to Question 1 on Part 1 Data Tool) for the number of projected /contracted households and/or persons served during Federal Fiscal Year 2021 (10.1.20-9.30.21).

**2. Leveraging and Coordination of Services (0-5 pts)**

Describe how your project coordinates services with other funded and non-funded providers to leverage services. How has increased collaboration among providers affected the project's housing stability? (250 words or less)

**3. System Performance- Housing Stability (0-5 pts)**

What strategies does your program use to ensure clients who exit to a permanent housing destination remain stably housed? (250 words or less)

- *Up to 2.5 pts awarded if the narrative clearly states the strategy your program uses.*
- *Up to 2.5 pts awarded if the narrative clearly state(s) examples.*

**4. System Performance – Income (0-5 pts)**

What support does your project provide to clients to increase non-employment cash income and employment cash income?"

- *Up to 2.5 points awarded if the narrative clearly describes how the project supports clients with increasing non-employment cash income.*
- *Up to 2.5 points awarded if the narrative clearly describes how the project supports clients with increasing employment cash income.*

**5. Diversity and Inclusion (0-5 pts)**

Does your program/agency have Diversity, Equity, and Inclusion (DEI) training for its staff? If yes, how does that impact the project? If not, what steps are you planning to take to implement a training? (250 words or less)

**6. Responding to Current Trends (0-2 pts)**

Looking at the Part 1 Tool did your program score lower on any of the data related questions as a result of the Covid pandemic, please explain.

**7. Domestic Violence Projects Only – Positive Outcomes/Safety (0-5 pts)**

Outcomes considered positive for DV programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability and ensure safety for victims of domestic violence across the CoC? (250 words or less)

- *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 and ensure safety for victims of domestic violence across the CoC.*

**8. Dedicated Youth Projects Only - Positive Outcomes (0-5 pts)**

Outcomes considered positive for youth programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability across the CoC? (250 words or less)

- *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 contributed to positive housing stability across the CoC.*

1E-2a. Scored Project Forms for One Project from Your CoC's Local Competition.

2. Renewal Project Score Card

**(a) Catholic Charities Chemung/Schuylers - Bonus Homeless Supportive Housing**

Agency Name:	Catholic Charities Chemung/Schuyler			Final Score:	140
Project Name:	Bonus Homeless Supportive Housing				
	Submitted by Deadline w/Required Docs	Yes			
		Total Possible Points	Points Awarded		
<b>Part I: Data-Related Questions (164)</b>					
35 pts max	1A. Utilization Rate	CARES	20	0	
	1B. Exceeded 95% in Persons & Households	CARES	15	0	
5 pts max	2. Data Quality	CARES	5	5	
5 pts max	3. Timeliness of Data	CARES	5	5	
10 pts max	4. Impact on Chronic Homeless	Attach 1	10	6.25	
15 pts max	5. Positive Outcomes	Attach 2	15	1.212	
15 pts max	6. Exits to Homelessness	Attach 3	11	11	
7 pts max	7a. Income Growth: Earned Income (System Impact)	Attach 4	7	0	
	7b. Income Growth: Non-Employment Income (System Impact)		0	0	
16 pts max	8a. Income Growth: Stayers/Earned (Project Performance)	APR Q19	5	3	
	8b. Income Growth: Stayers/Other (Project Performance)		3	3	
	8c. Income Growth: Leavers/Earned (Project Performance)		5	0	
	8d. Income Growth: Leavers/Other (Project Performance)		3	3	
10 pts max	9. Priority Population	CARES	10	10	
8 pts max	10. Mainstream Benefits	CARES	8	8	
7 pts max	11. Health Insurance	CARES	7	7	
5 pts max	12. Housing First	CARES	5	5	
5 pts max	13. HUD Award Drawdown	CARES	5	5	
10 pts max	14. Continuum Participation	CARES	10	10	
8 pts max	15. Coordinated Entry	CE Lead	8	8	
2 pts max	16. Project Monitoring	CARES	2	1	
5 pts max	17. Anti-Discrimination Policy	CARES	5	5	
	<b>Total</b>		164	96.462	
<b>Part II: Project &amp; System Performance-Related Questions (52)</b>					
20 pts max	1. Utilization	Reviewers	20	18	
5 pts max	2. Leveraging/Coordination of Services	Reviewers	5	4.4	
5 pts max	3. System Performance- Housing Stability	Reviewers	5	4.9	
5 pts max	4. System Performance- Income	Reviewers	5	5	
5 pts max	5. Diversity and Inclusion	Reviewers	5	4.8	
2 pts max	6. Responding to Current Trends	Reviewers	2	1.4	
5 pts max	7. DV Projects Only- Positive Outcomes/Safety	Reviewers	5	N/A	
5 pts max	8. Youth Projects Only- Positive Outcomes	Reviewers	5	N/A	
	<b>Total</b>		52	38.5	
<b>Part III: Interviews</b>					
1 pt max	1. Lived Experience & Executive Leadership	Reviewers	1	1	
1 pt max	2. DV	Reviewers	1	N/A	
1 pt max	3. Project Performance-Mitigating Factors	Reviewers	1	1	
1 pt max	4. Racial Equity	Reviewers	1	1	
2 pts max	5. Respectful Services- LGBTQ+ Population	Reviewers	2	2	
	<b>Total</b>		5	5	

1E-2a. Scored Project Forms for One Project from Your CoC's Local Competition.

3. NY-501 Objective Criteria and System Performance Criteria Chart with Point Values

NY-501 Objective Criteria				
Question	Point Value	Objective Criterion	System Performance Measure	Considerations for Serving those with Severe Barriers to housing and services
<b>Renewal Part 1</b>				
1. Utilization Rate	35	Utilization Rate		
2. Data Quality and Completeness	5	Data Quality & Completeness		
3. Timeliness of Data	5	Data Quality & Completeness		
4. Impact on Chronic Homelessness	10	Impact on CH	Impact on CH	
5. Positive Outcomes	15	Positive Outcomes	Positive Outcomes	
6. Exits to Homelessness	11	Exits to Homelessness	Exits to Homelessness	
7. Income Growth- System Impact	20	Effect on Income Growth	Effect on Income Growth	
8. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth	
9. Priority Population	10	Population Served		
10. Mainstream Benefits	8	Effect on Income Growth	Effect on Income Growth	
11. Health Insurance	7	Benefits		
12. Housing First	5	Housing First		
13. HUD Award Drawdown	5	Funding		
14. CoC Participation	10	CoC Participation and Monitoring		
15. Coordinated Entry	8	Coordinated Entry Participation		
16. Project Monitoring	2	CoC Participation and Monitoring		
<b>Renewal Part 2</b>				
7. DV Positive Outcomes/Safety	5			Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns
8. Dedicated Youth- Positive Outcomes/Safety	5			Specific Method for Evaluating Projects Submitted by Youth Service Providers: Positive Outcomes based on Increase of Income and Housing Stability
<b>Renewal Part 3- Interviews</b>				
3. Low Performance on Part 1	1			Specific Method for Evaluating Projects Submitted by Projects Serving the Hardest to Serve
<b>Total Points</b>	<b>235</b>		<b>172</b>	<b>80</b> <b>11</b>
<b>Percent of Points</b>	<b>235</b>	<b>Total Objective Criteria</b>	<b>73%</b>	<b>Total System Performance Criteria</b> <b>34%</b>

Please note: the above points for Objective Criteria, System Performance Measures, and considerations for serving those with severe barriers to housing and services refer to the following types of projects: PSH, RRH, TH, TH-RRH

HMIS & CE projects are not scored through Rank & Review per the CoC's Rank & Review Written Process

New Bonus Tool				
6. CoC Member	10	CoC Participation and Monitoring		
7. CoC Funded	10	Funding/ CoC Participation and Monitoring		
8. HMIS Participation	5	HMIS Participation		
10. Priority Populations	5	Population Served		
11. Housing First	25	Housing First		
13. CE Participation	5	Coordinated Entry Participation		
14. Project Start Date	5	Project Start Date		

17. People with Lived Experience of Homelessness in Leadership		1	Including People with Lived Experience of Homelessness		
19. Partnerships with Healthcare and Housing		44	Partnerships with Healthcare and Housing		
<b>Total Points</b>		<b>157</b>		<b>110</b>	
<b>Percent of Points</b>		<b>157</b>	<b>Total Objective Criteria</b>	<b>70%</b>	

Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH

*HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects*

DV Bonus Tool					
	Unscored-eligibility threshold				
6. Housing First			Housing First		
7. CoC Member		10	CoC Participation and Monitoring		
8. Funds Returned to HUD		5	Funding		
9. CoC Funded		10	Funding/ CoC Participation and		
12. CE Participation		3.5	Coordinated Entry Participation		
13. Compatible HMIS System Participation		5	HMIS Participation		
18. Partnerships with Healthcare and Housing		44	Partnerships with Healthcare and Housing		
22. People with Lived Experience of Homelessness in Leadership		2	Including People with Lived Experience of		
23. Project Start Date		10	Project Start Date		
<b>Total Points</b>		<b>169.5</b>		<b>89.5</b>	
<b>Percent of Points</b>		<b>169.5</b>	<b>Total Objective Criteria</b>	<b>53%</b>	

Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH

*HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects*

1E-5. Projects Rejected/Reduced–Notification Outside of e-snaps.

This attachment details the 15 Day Notification of Projects Rejected or Reduced for NY-501. It contains the following:

1. Sample Notification of Project Reduction
2. Sample Notification of Project Rejection
3. September 13, 2022 email to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-501 Rejected Projects
4. September 13, 2022 website screenshot showing posted Ranking & Tiering for NY-501 Rejected Projects

1E-5. Projects Rejected/Reduced–Notification Outside of e-snaps.

1. Sample Notification of Project Reduction

**From:** [Samantha Barnaby](#)  
**To:** [Samantha Barnaby](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Reduced  
**Date:** Monday, September 12, 2022 1:26:35 PM  
**Attachments:** [image001.png](#)

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Dear Sample,

On behalf of the Southern Tier Homeless Coalition, we would like to thank Sample Agency for its application, Sample Application Name, for bonus funding through NY-511's FY22 Continuum of Care local competition. Unfortunately, through the Rank and Review process for New Projects, your application was chosen to be reduced in the amount of \$54,000.

Although the project was eligible and strong, your project was ranked outside of the eligible funding amount after the combined total of accepted applications. Although the full project amount was eligible, it is the recommendation of the CoC Committee to reduce funds in order to more effectively meet the unique needs of the most vulnerable in NY 511.

Summary:

Agency: Sample Agency  
Project name: Sample Application Name  
Project score: 98/206  
Funding amount requested: \$154,968  
Funding reduced by: \$54,000  
Status: Reduced

Thanks

Samantha Barnaby  
Assistant Director of Planning – CARES of NY, Inc.  
200 Henry Johnson Blvd., Albany, NY 12210  
518-489-4130 ext. 709  
<http://www.caresny.org>  
Find us on [Facebook](#)



1E-5. Projects Rejected/Reduced-Notification Outside of e-snaps.

2. Sample Notification of Project Rejection

**From:** [Samantha Barnaby](#)  
**To:** [Samantha Barnaby](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Rejected  
**Date:** Monday, September 12, 2022 1:47:50 PM  
**Attachments:** [image001.png](#)

---

Dear Sample,

On behalf of the Southern Tier Entry to Programs & Services, we would like to thank Sample Agency for its application, Sample Application Name, for bonus funding through NY-501's FY22 Continuum of Care local competition. Unfortunately, through the Rank and Review process for New Projects, your application was not selected to apply.

Although the project was eligible and strong, your project was ranked outside of the eligible funding amount after the combined total of accepted applications. This year, applications that indicated they would serve priority populations, as identified by the CoC, were prioritized during the Rank & Review process, which is one reason why your application was ultimately not selected to be included in this year's application for Bonus funding. The CoC encourages you to apply again if funding becomes available in future CoC competitions.

**Summary:**

Agency: Sample Agency  
Project name: Sample Application Name  
Project score: 98/206  
Funding amount requested: \$154,968  
Status: Rejected

Thanks

Samantha Barnaby  
Assistant Director of Planning – CARES of NY, Inc.  
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1E-5. Projects Rejected/Reduced–Notification Outside of e-snaps.

3. September 13, 2022 email to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-501 Rejected Projects

**From:**  
**To:**

[CARES Planning Team](#)

CARES Planning Team; [A Meunier \(Ameunier@arbordevelopment.org\)](mailto:A.Meunier@arbordevelopment.org); [Alfred Housing \(alfredhousing@verizon.net\)](mailto:Alfred.Housing@verizon.net); [Anita Mattison \(mattisa@alleganyco.com\)](mailto:mattisa@alleganyco.com); [Ashley Switzer \(switzer@stel.org\)](mailto:switzer@stel.org); [Belinda Knight \(bknight@accordcorp.org\)](mailto:brenbak123@gmail.com); [Brenda Baker \(brenbak123@gmail.com\)](mailto:brenbak123@gmail.com); [Brenda Norton \(bnorton@accordcorp.org\)](mailto:bnorton@accordcorp.org); [Candi Foster \(candirecoveryguide@gmail.com\)](mailto:candirecoveryguide@gmail.com); [Carrie Whitwood \(whitwoodc@ardentnetwork.org\)](mailto:whitwoodc@ardentnetwork.org); [Cherrie Feeman Macafee \(MacafeeC@jmhny.org\)](mailto:MacafeeC@jmhny.org); [Christine Todd \(toddc@alleganyco.com\)](mailto:toddc@alleganyco.com); [Danielle Delong \(delong@homecare-hospice.org\)](mailto:delong@homecare-hospice.org); [Darlene Wells \(darlene.wells@redcross.org\)](mailto:darlene.wells@redcross.org); [David Kagle \(dkagle@lawny.org\)](mailto:dkagle@lawny.org); [David Lowe \(lowedave54@hotmail.com\)](mailto:lowedave54@hotmail.com); [David Robinson \(drobinson@alleganycouncil.org\)](mailto:drobenson@alleganycouncil.org); [Edna Kayes \(edna.kayes@alleganyco.com\)](mailto:edna.kayes@alleganyco.com); [Ellen Lowry \(lowry@jmhny.org\)](mailto:ellenlowry@jmhny.org); [Emma Waterman \(ewaterman@accordcorp.org\)](mailto:ewaterman@accordcorp.org); [Haleigh Schmidhamer \(haleigh.schmidhamer@alleganyco.com\)](mailto:haleigh.schmidhamer@alleganyco.com); [Jeff Luckey \(luckeyj@alleganyco.com\)](mailto:luckeyj@alleganyco.com); [Jeff Stager \(jstager@accordcorp.org\)](mailto:jstager@accordcorp.org); [Joann McAndrew \(jimcandrew@homecare-hospice.org\)](mailto:jimcandrew@homecare-hospice.org); [Jodi Fuller \(jfuller@ccaction.org\)](mailto:jfuller@ccaction.org); [John House \(stt1@verizon.net\)](mailto:stt1@verizon.net); [Jonathan Placito \(jplacito@lawny.org\)](mailto:jonathan.placito@placito@lawny.org); [Kate Lewis \(klewis@araservices.com\)](mailto:klewis@araservices.com); [Kathleen Neu \(kathleen.neu@ccwny.org\)](mailto:kathleen.neu@ccwny.org); [Katie Carr \(kcarr@accordcorp.org\)](mailto:kcarr@accordcorp.org); [Liz Randall \(erandall@accordcorp.org\)](mailto:erandall@accordcorp.org); [Louis Miller \(lmiller@wslv.org\)](mailto:lmiller@wslv.org); [Madison Seager \(madisons97.ms@gmail.com\)](mailto:madisons97.ms@gmail.com); [Major Evelyn Hopping \(Evelyn.Hopping@use.salvationarmy.org\)](mailto:Evelyn.Hopping@use.salvationarmy.org); [Mary Layman \(mrlayman@lwny.org\)](mailto:mrlayman@lwny.org); [Matt Wenke \(matt.wenke@ccwny.org\)](mailto:matt.wenke@ccwny.org); [Meadow McDowell \(meadow.mcdowell@wesoldieron.org\)](mailto:meadow.mcdowell@wesoldieron.org); [Michele Henry \(henrym@stel.org\)](mailto:henrym@stel.org); [Michelle Cinque-Gurglia - Bath VAMC \(Michelle.Cinque-Gurglia@va.gov\)](mailto:Michelle.Cinque-Gurglia - Bath VAMC (Michelle.Cinque-Gurglia@va.gov)); [Mindy Herman \(hermanm@alleganyco.com\)](mailto:hermanm@alleganyco.com); [Patty Graves \(pgraves@accordcorp.org\)](mailto:pgraves@accordcorp.org); [Raymon Reed \(ministerraymon@gmail.com\)](mailto:ministerraymon@gmail.com); [Rev. 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[Claire Walker \(claire.walker@dor.org\)](mailto:claire.walker@dor.org); [Craig Mennig \(cmennig@personcenteredservices.com\)](mailto:cmennig@personcenteredservices.com); [Dan Mandell \(mayor@cityofelmira.net\)](mailto:daniel.clay@use.salvationarmy.org); [Daniel Clay \(Daniel.Clay@use.salvationarmy.org\)](mailto:daniel.clay@use.salvationarmy.org); [David Christ \(dchrist@familyservices.cc\)](mailto:dchrist@familyservices.cc); [David Shapiro \(dshapiro@familyservices.cc\)](mailto:dshapiro@familyservices.cc); [Deb Kuehner \(thepottershandsfoundation@gmail.com\)](mailto:deb.kuehner@thepottershandsfoundation@gmail.com); [Derek Almy \(dalmy@elmiracityschools.com\)](mailto:dalmy@elmiracityschools.com); [Don Keddell \(donkeddell@gmail.com\)](mailto:don.keddell@gmail.com); [Ed Schoeneck \(eschoeneck@wesoldieron.org\)](mailto:Ed.Schoeneck@wesoldieron.org); [Ellen Topping \(Ellen.Topping@dor.org\)](mailto:Ellen.Topping@dor.org); [Emma Miran \(emiran@cityofelmira.net\)](mailto:emiran@cityofelmira.net); [Emmi Saufley \(saufleyemmi98@gmail.com\)](mailto:emmi.saufley@saufleyemmi98@gmail.com); [Erin Morseman \(emorseman@aimcil.com\)](mailto:erin.morseman@aimcil.com); [Fidel Rivera \(fidelrivera@howardhanna.com\)](mailto:fidel.rivera@howardhanna.com); [Heather Bradley-Geary \(hgokey@arbordevelopment.org\)](mailto:hgokey@arbordevelopment.org); [Heather Gokey \(hgokey@arbordevelopment.org\)](mailto:igalan@wesoldieron.org); [Jacqueline Switzer \(Jacqueline.Switzer@dor.org\)](mailto:Jacqueline.Switzer@dor.org); [James Mirando \(jmirando@elmirahousing.org\)](mailto:jmirando@elmirahousing.org); [Jaqueline Council \(jccouncil@co.chemung.ny.us\)](mailto:jccouncil@co.chemung.ny.us); [Jennifer Redder \(jennifer.redder@dor.org\)](mailto:janute@chemungcountyny.gov); [Jeremy Cranmer \(transformationcenterelmira@gmail.com\)](mailto:jeremy.cranmer@transformationcenterelmira@gmail.com); [Jessica Brooks \(jbrooks@wesoldieron.org\)](mailto:jbrooks@wesoldieron.org); [Jim Cantrill - Catholic Charities Chemung-Schuyler \(Jim.cantrill@dor.org\)](mailto:jim.cantrill@dor.org); [Jim Piffner \(riverfriends@stny.rr.com\)](mailto:riverfriends@stny.rr.com); [Joanne Carlyle \(jcarlyle@aimcil.com\)](mailto:joanne.carlyle@aimcil.com); [Joanne Hastrich \(Joanne.Hastrich@omh.ny.gov\)](mailto:joanne.hastrich@omh.ny.gov); [John Forde \(jforde@ccseop.org\)](mailto:jforde@ccseop.org); [John McGee \(jrmpictureyou@gmail.com\)](mailto:John.McGee@jrmpictureyou@gmail.com); [John Treahy \(jtreahy@glovehouse.org\)](mailto:jtreahy@glovehouse.org); [John Zick \(fizick@aimcil.com\)](mailto:fizick@aimcil.com); [Joseph Kane \(jkane@cityofelmira.net\)](mailto:jkane@cityofelmira.net); [Karen Patterson \(Karen.Patterson@omh.ny.gov\)](mailto:karen.patterson@omh.ny.gov); [Karen Shafer \(KShafer@elmirahousing.org\)](mailto:kshaffer@elmirahousing.org); [Kathleen McDarby \(kmcdarby@elmiracityschools.com\)](mailto:kmcdarby@elmiracityschools.com); [Kathy Dubel \(Kathy.Dubel@dor.org\)](mailto:kathy.dubel@kathy.dubel@dor.org); [Katie Hicks \(Katie.hicks@use.salvationarmy.org\)](mailto:katie.hicks@use.salvationarmy.org); [Keith McCafferty \(Kmccafferty@lawny.org\)](mailto:Keith.McCafferty@kmccafferty@lawny.org); [Kellie Lowman \(klowman@co.chemung.ny.us\)](mailto:klowman@co.chemung.ny.us); [Kelly Squires \(ksquires@horseheadsdistrict.com\)](mailto:kelly.squires@ksquires@horseheadsdistrict.com); [Kenji Parker \(kparker@stapinc.org\)](mailto:kparker@stapinc.org); [Kerry Riekofski \(KRiekofski@ArnotHealth.org\)](mailto:KRiekofski@ArnotHealth.org); [Kim Salisbury \(ksalisbury@chemungcountyny.gov\)](mailto:ksalisbury@chemungcountyny.gov); [Kim Williams \(KWilliams@horseheadsdistrict.com\)](mailto:kwilliams@horseheadsdistrict.com); [Kimbar Fenner \(kfenner@arbordevelopment.org\)](mailto:kfenner@arbordevelopment.org); [Kirsten Carpenter \(karpenter@familyservices.cc\)](mailto:kirsten.carpenter@karpenter@familyservices.cc); [Laurie Mault \(lmault@arbordevelopment.onmicrosoft.com\)](mailto:lmault@arbordevelopment.onmicrosoft.com); [LeValia Williams \(lwilliams@co.chemung.ny.us\)](mailto:lwilliams@co.chemung.ny.us); [Linda Couchon \(Linda.couchon@dor.org\)](mailto:Linda.couchon@dor.org); [Lisa Bowers \(lbowers@co.chemung.ny.us\)](mailto:lbowers@co.chemung.ny.us); [Lisa Willson \(Lisa.willson@USE.salvationarmy.org\)](mailto:lisa.willson@USE.salvationarmy.org); [Liz Wetherby \(ewetherby@arbordevelopment.org\)](mailto:Liz.Wetherby@ewetherby@arbordevelopment.org); [Manny Josbena \(manny.josbena@imatterhouse.org\)](mailto:manny.josbena@imatterhouse.org); [Mark Greisberger \(mgreisberger@dor.org\)](mailto:mgreisberger@dor.org); [Mary Kay Diakite \(Marykay.diakite@dor.org\)](mailto:marykay.diakite@dor.org); [Metra Pratt \(mpratt@cityofelmira.net\)](mailto:mpratt@cityofelmira.net); [Michael Johnson \(mjohnson@stapinc.org\)](mailto:mjohnson@stapinc.org); [Michelle Nicholas \(Michelle.nicholas@dor.org\)](mailto:michelle.nicholas@dor.org); [Mike Beiner \(mbiener@arbordevelopment.org\)](mailto:mbeiner@arbordevelopment.org); [Mike Murphy \(mjmurphy@co.chemung.ny.us\)](mailto:mjmurphy@co.chemung.ny.us); [Mike Stevenson \(mstevenson@arbordevelopment.org\)](mailto:mstevenson@arbordevelopment.org); [Nancy Koons \(Nancy.Koons@dor.org\)](mailto:Nancy.Koons@dor.org); [Nicholette Wagoner \(Nicholette.Wagoner@chemungcountyny.gov\)](mailto:Nicholette.Wagoner@nwagoner@chemungcountyny.gov); [Noel Crowley \(ncrowley@casa-trinity.org\)](mailto:ncrowley@casa-trinity.org); [Nycole Parks \(nparks@arnothealth.org\)](mailto:Nycole.Parks@nparks@arnothealth.org); [Patrick Conway \(pconway@casa-trinity.org\)](mailto:pconway@casa-trinity.org); [Paula Howard \(paula.howard@dor.org\)](mailto:paula.howard@dor.org); [Randy Parker - Salvation Army \(Randy.Parker@use.salvationarmy.org\)](mailto:Randy.Parker@use.salvationarmy.org); [Rebecca Kelley \(RKelley@co.chemung.ny.us\)](mailto:Rebecca.Kelley@rkelley@gstbooces.org); [Rebecca Spallone \(rspallone@chemungcountyny.gov\)](mailto:rspallone@chemungcountyny.gov); [Regina Keddell \(rkeddell@gstbooces.org\)](mailto:Regina.Keddell@rkeddell@gstbooces.org); [Sharon Willis \(williss@ihsnet.org\)](mailto:williss@ihsnet.org); [Shawn McDonough \(smcdonough@horseheadsdistrict.com\)](mailto:Shawn.McDonough@smcdonough@horseheadsdistrict.com); [Shawna Leonard \(sleonard@aimcil.com\)](mailto:sleonard@aimcil.com); [Steve DeWater \(dewater@able-2.org\)](mailto:Steve.DeWater@dewater@able-2.org); [Suzianna Fritz \(Suzianna.Fritz@dor.org\)](mailto:Suzianna.Fritz@dor.org); [Suzie Rundell - City of Elmira Community Development \(srundell@cityofelmira.net\)](mailto:Suzie.Rundell@cityofelmira.net); [Tara M. Fethers \(tfethers@casa-trinity.org\)](mailto:tfethers@casa-trinity.org); [Thomas Dubel \(tdubel@lawny.org\)](mailto:Thomas.Dubel@tdubel@lawny.org); [Tina Lampila \(tclampila@svecsd.org\)](mailto:tclampila@svecsd.org); [Tom Boyanowski \(tboyanow@gstbooces.org\)](mailto:tboyanow@gstbooces.org); [Tom Stickler \(tstickler@horseheads.org\)](mailto:tstickler@horseheads.org); [Vanessa Reed \(vreed@arnothealth.org\)](mailto:vreed@arnothealth.org); [William Brown; Charles Nocera - Catholic Charities of Chemung/Schuyler \(chuck.nocera@dor.org\)](mailto:William.Brown@charles.nocera - Catholic Charities of Chemung/Schuyler (chuck.nocera@dor.org)); [Debra MacDonald \(dmacdonald@dor.org\)](mailto:dmacdonald@dor.org)

[Jennifer Stimson \(jstimson@co.chemung.ny.us\)](mailto:jstimson@co.chemung.ny.us); [Karen Tremer \(ktremer@chancesandchanges.org\)](mailto:ktremer@chancesandchanges.org); [Keri Slusser \(kslusser@chancesandchanges.org\)](mailto:kslusser@chancesandchanges.org); [Kim Scutt \(ScuttK@alleganyco.com\)](mailto:ScuttK@alleganyco.com); [Lesley Christman \(lchristman@accordcorp.org\)](mailto:lchristman@accordcorp.org); [Lisa Baker \(lisa.baker@co.steuben.ny.us\)](mailto:lisa.baker@co.steuben.ny.us); [Marsha Mitchell \(MMitchell@co.livingston.ny.us\)](mailto:MMitchell@co.livingston.ny.us); [Rachel Yanda - St. James Mercy Hospital \(rachel\\_yanda@urmc.rochester.edu\)](mailto:rachel_yanda@urmc.rochester.edu); [Susan Bull; tmccaughey@co.livingston.ny.us](mailto:tmccaughey@co.livingston.ny.us)

**Cc:** [Michelle Sandoz-Dennis](mailto:Michelle.Sandoz-Dennis); [Denise Brodt](mailto:Denise.Brodts); [Kelli Clark](mailto:Kelli.Clark); [Rachel Bradt](mailto:Rachel.Bradt); [Erin Reale](mailto:Erin.Reale); [Amy Lacey](mailto:Amy.Lacey); [Bri Phillips](mailto:Bri.Phillips); [Kathy Germain](mailto:Kathy.Germain); [Kelsey Addy](mailto:Kelsey.Addy); [Maureen Van Deusen](mailto:Maureen.Van.Deusen); [Samantha Barnaby](mailto:Samantha.Barnaby)

**Subject:** RE: NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

**Date:** Tuesday, September 13, 2022 2:18:00 PM

**Attachments:** [image001.png](#)

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Dear NY-501 STEPS Membership,

As a follow-up to the Public Posting email sent Friday, please be aware the Final Ranking & Tiering is also now posted on the [CARES website](#). This document details the accepted and rejected project applications as a result of the local CoC competition for FY22.

Please reach out with any questions or concerns.

Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1  
<http://www.caresny.org>



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**From:** CARES Planning Team  
**Sent:** Friday, September 9, 2022 3:15 PM  
**Subject:** NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

Good Afternoon NY-501 STEPS,

2022 Consolidated Application Public Posting

Draft version 1 of the [2022 Consolidated Application](#) has been posted to the [CARES Website](#) for public comment. The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Planning Grant

Due to the shortened timeline of this year's Consolidated Application, CARES will be publicly

posting the Consolidated Application twice: once today, and once as the Final Submission Posting on 9/23. As such, we ask that you [review the Draft CoC Application and provide CARES with any content that should be highlighted in the answers by COB Friday, September 16th.](#) Thank you for your support in ensuring the CoC submits a robust and successful application.

Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1  
<http://www.caresny.org>



1E-5. Projects Rejected/Reduced-Notification Outside of e-snaps.

4. September 13, 2022 website screenshot showing posted Ranking & Tiering for NY-501 Rejected Projects

Once a substantial portion of the Consolidated Application is completed, CARES will post an updated version of the application on Fridays. CoC community members are encouraged to review and provide comments to CARES by emailing [planning\\_team@caresny.org](mailto:planning_team@caresny.org).

Public Posting

NY 501 STEPS

NY 503 ACCH

NY 507 HSPB

NY 511 STHC

NY 512 RCHSC

NY 519 CGHC

NY 520 FEHC

NY 522 PNHC

NY 523 SNC

NY 601 DCCoC

NY 606 RCCoC

NY 608 UCCoC

## Southern Tier Entry to Programs & Services (STEPS)

### CoC Project Applications

[STEPS Home Page](#)

#### 2022 Funding Snapshot

Community	ARD	Tier 1	Tier 2* (5% ARD + CoC Bonus)	CoC Bonus	DV Bonus	Planning Grant
NY-501 STEPS	\$2,068,511	\$1,965,085	\$206,852	\$103,426	\$154,822	\$62,055

#### Consolidated Application

DRAFT:  [NY 501 CoC Consolidated Application – Narrative – 9.9.22](#)

DRAFT:  [NY 501 CoC Consolidated Application – Attachments – 9.9.22](#)

#### CoC Priority Listing

FINAL: [NY 501 Project Ranking and Tiering – 9.13.22](#)


#### CoC Project Description

Coming Soon

#### CoC Planning Project

DRAFT:  [NY 501 CoC Planning Project – 9.9.22](#)

#### View Public Posting Archives

 [2021 Public Postings: STEPS](#)

 [2019 Public Postings: STEPS](#)

Edit Edit with WPBakery Page Builder

1E-5a: Projects Accepted – Notification Outside of e-snaps.

This attachment details the 15 Day Notification of Projects Accepted and Tiered for NY-501. It contains the following:

1. September 13, 2022 email notification of Projects Accepted:
  - a. **ACCORD**
    - i. Rank: 11 - FY 2021 RRH Project - *Renewal Project Application*
  - b. **Steuben ChurchPeople Against Poverty DBA Arbor Housing and Development**
    - i. Rank: 5 - Shelter + Care Allegany/Livingston/Steuben - *Renewal Project Application*
    - ii. Rank: 8 - Transitional to Permanent Supportive Housing - *Renewal Project Application*
    - iii. Rank: 12 - Livingston HUD - *Renewal Project Application*
  - c. **Catholic Charities of Chemung/Schuyler**
    - i. Rank: 1 - Bonus Homeless Supportive Housing - *Renewal Project Application*
    - ii. Rank: 2 - CCST Homeless Rapid Re-housing SHARE - *Renewal Project Application*
    - iii. Rank: 3 - PSH Consolidated - *Renewal Project Application*
    - iv. Rank: 4 - CCST Shelter Plus Care - *Renewal Project Application*
    - v. Rank: 9 - HMIS - *Renewal Project Application*
    - vi. B1-13 Coordinated Entry - *New Project Application*
    - vii. B2-14 HMIS Expansion *New Project Application*
  - d. **Chances and Changes**
    - i. Rank: 7 - Permanent Supportive Housing - *Renewal Project Application*
    - ii. Rank: 10 - TH-RRH Project - *Renewal Project Application*
  - e. **Salvation Army**
    - i. Rank: 6 - Elmira Salvation Army POH Rapid Rehousing - *Renewal Project Application*
  - f. **Steuben County Department of Social Services**
    - i. DV1-15 DV Rapid Rehousing - *New Project Application*
2. September 13, 2022 email notification to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-501 Accepted Projects
3. September 13, 2022 website screenshot showing posted Ranking & Tiering for NY-501 Accepted Projects

1E-5a. Projects Accepted–Notification Outside of e-snaps.

1. September 13, 2022 email notification of Projects Accepted:

**a. ACCORD**

i. Rank: 11 - FY 2021 RRH Project - *Renewal Project Application*

**From:** [Haleigh Schmidhamer](#)  
**To:** [Jeff Stager](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Acceptance  
**Date:** Tuesday, September 13, 2022 10:49:00 AM  
**Attachments:** [image001.png](#)

---

Dear Jeff,

As the Collaborative Applicant for the NY-501 CoC, CARES would like to congratulate **ACCORD** on having your projects accepted within NY-501's FY22 Continuum of Care local competition. Below is a detailed list of your agency's **accepted projects**, funding requests, scores, and ranked positions:

**Ranked Position, Agency Name, Project Name, funding request, score/total score**  
**Ranked #11/15, ACCORD, FY2021 RRH Project, \$ 95,706, scored 115.65/201**

Please note, this means your projects will be included within the NY-501 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

1. September 13, 2022 email notification of Projects Accepted:

**a. Steuben ChurchPeople Against Poverty DBA Arbor Housing and Development**

- i. Rank: 5 - Shelter + Care Allegany/Livingston/Steuben – *Renewal Project Application*
- ii. Rank: 8 - Transitional to Permanent Supportive Housing - *Renewal Project Application*
- iii. Rank: 12 - Livingston HUD - *Renewal Project Application*

**From:** [Haleigh Schmidhamer](#)  
**To:** [Liz Wetherby \(ewetherby@arbordevelopment.org\)](mailto:ewetherby@arbordevelopment.org); [House, Carrie](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Acceptance  
**Date:** Tuesday, September 13, 2022 10:37:00 AM  
**Attachments:** [image001.png](#)

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Dear Liz and Carrie,

As the Collaborative Applicant for the NY-501 CoC, CARES would like to congratulate [Steuben ChurchPeople Against Poverty DBA Arbor Housing and Development](#) on having your projects accepted within NY-501's FY22 Continuum of Care local competition. Below is a detailed list of your agency's [accepted projects](#), funding requests, scores, and ranked positions:

Ranked Position, Agency Name, Project Name, funding request, score/total score  
Ranked #5/15, Steuben ChurchPeople Against Poverty DBA Arbor Housing and Development, Shelter + Care Allegany/Livingston/Steuben, \$ 434,834, scored 123/201  
Ranked #8/15, Steuben ChurchPeople Against Poverty DBA Arbor Housing and Development, Transitional to Permanent Supportive Housing, \$ 67,649, scored 115.7/201  
Ranked #12/15, Steuben ChurchPeople Against Poverty DBA Arbor Housing and Development, Livingston HUD, \$ 55,953, scored 115.45/201 (Tier 2)

Please note, this means your projects will be included within the NY-501 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

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<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

1. September 13, 2022 email notification of Projects Accepted:

**a. Catholic Charities of Chemung/Schuyler**

- i. Rank: 1 - Bonus Homeless Supportive Housing - *Renewal Project Application*
- ii. Rank: 2 - CCST Homeless Rapid Re-housing SHARE - *Renewal Project Application*
- iii. Rank: 3 - PSH Consolidated - *Renewal Project Application*
- iv. Rank: 4 - CCST Shelter Plus Care - *Renewal Project Application*
- v. Rank: 9 - HMIS - *Renewal Project Application*
- vi. B1-13 Coordinated Entry - *New Project Application*
- vii. B2-14 HMIS Expansion *New Project Application*

**From:** [Haleigh Schmidhamer](#)  
**To:** [Nancy.Koons](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Acceptance  
**Date:** Tuesday, September 13, 2022 10:27:00 AM  
**Attachments:** [image001.png](#)

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Dear Nancy,

As the Collaborative Applicant for the NY-501 CoC, CARES would like to congratulate Catholic Charities of Chemung/Schuyler on having your projects accepted within NY-501's FY22 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

Ranked Position, Agency Name, Project Name, funding request, score/total score  
Ranked #1/15, Catholic Charities of Chemung/Schuyler, Bonus Homeless Supportive Housing, \$ 116,755, scored 140/201  
Ranked #2/15, Catholic Charities of Chemung/Schuyler, CCST Homeless Rapid Re-housing SHARE, \$ 169,207, scored 134/201  
Ranked #3/15, Catholic Charities of Chemung/Schuyler, PSH Consolidated, \$ 260,624, scored 130/201  
Ranked #4/15, Catholic Charities of Chemung/Schuyler, CCST Shelter Plus Care, \$ 292,956, scored 127/201  
Ranked #9/15, Catholic Charities of Chemung/Schuyler, HMIS, \$ 100,058, scored N/A  
Ranked #B1-13/15, Catholic Charities of Chemung/Schuyler, Coordinated Entry, \$ 42,578, scored 114/130  
Ranked #B2-14/15, Catholic Charities of Chemung/Schuyler, HMIS Expansion, \$ 60,740, scored 84/130

Please note, this means your projects will be included within the NY-501 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

1. September 13, 2022 email notification of Projects Accepted:

**a. Chances and Changes**

- i. Rank: 7 - Permanent Supportive Housing - *Renewal Project Application*
- ii. Rank: 10 - TH-RRH Project – *Renewal Project Application*

**From:** [Haleigh Schmidhamer](#)  
**To:** [Karen Tremer \(ktremer@chancesandchanges.org\)](mailto:ktremer@chancesandchanges.org); [Heather Burgio](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Acceptance  
**Date:** Tuesday, September 13, 2022 10:40:00 AM  
**Attachments:** [image001.png](#)

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Dear Karen and Heather,

As the Collaborative Applicant for the NY-501 CoC, CARES would like to congratulate Chances and Changes on having your projects accepted within NY-501's FY22 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

Ranked Position, Agency Name, Project Name, funding request, score/total score  
Ranked #7/15, Chances and Changes, Permanent Supportive Housing, \$ 65,765, scored 118.1/201  
Ranked #10/15, Chances and Changes, TH-RRH Project, \$ 261,719, scored N/A

Please note, this means your projects will be included within the NY-501 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

1. September 13, 2022 email notification of Projects Accepted:

**a. Salvation Army**

- i. Rank: 6 - Elmira Salvation Army POH Rapid Rehousing – *Renewal Project Application*

**From:** [Haleigh Schmidhamer](#)  
**To:** [Hilary Weyant](#); [Kim Smolen](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Acceptance  
**Date:** Tuesday, September 13, 2022 10:46:00 AM  
**Attachments:** [image001.png](#)

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Dear Kim and Hilary,

As the Collaborative Applicant for the NY-501 CoC, CARES would like to congratulate The Salvation Army on having your projects accepted within NY-501's FY22 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

Ranked Position, Agency Name, Project Name, funding request, score/total score  
Ranked #6/15, The Salvation Army, Elmira Salvation Army POH Rapid Rehousing, \$147,285, scored 119/201

Please note, this means your projects will be included within the NY-501 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

1. September 13, 2022 email notification of Projects Accepted:

**a. Steuben County Department of Social Services**

ii. DV1-15 DV Rapid Rehousing – *New Project Application*

**From:** [Haleigh Schmidhamer](#)  
**To:** [Stratton, Mackenzie](#); [Hoyt, Kareena](#)  
**Subject:** FY22 CoC Application Local Competition – CoC Project Acceptance  
**Date:** Tuesday, September 13, 2022 10:44:00 AM  
**Attachments:** [image001.png](#)

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Dear Mackenzie and Kareena,

As the Collaborative Applicant for the NY-501 CoC, CARES would like to congratulate Steuben County Department of Social Services on having your projects accepted within NY-501's FY22 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

Ranked Position, Agency Name, Project Name, funding request, score/total score  
Ranked #DV1-15/15, Steuben County Department of Social Services, DV Rapid  
Rehousing, \$ 154,822, scored 145.5/169.5

Please note, this means your projects will be included within the NY-501 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Haleigh

Haleigh Schmidhamer, MCRP

She, her, hers

Planning Associate – CARES of NY, Inc.

200 Henry Johnson Blvd., Albany, NY 12210

518-489-4130 ext. 729

<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

2. September 13, 2022 email notification to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-501 Accepted Projects

**From:** [CARES Planning Team](#)  
**To:** [CARES Planning Team](#); [Allyn Smith \(sheen@rochester.rr.com\)](#); [Amanda Wandell \(awandell@arbordevelopment.org\)](#); [Ande Davis \(ande33@aol.com\)](#); [Ashley Kerrick \(Ashley.kerrick@dor.org\)](#); [Cheryl Prueett \(cherylprueett@yahoo.com\)](#); [Chris O'Connell \(christopher.oconnell3@dfa.state.ny.us\)](#); [Chris Rosno \(CRosno@Co.Schuyler.NY.US\)](#); [Emily Peckham \(jeffersonvillage@stny.rr.com\)](#); [Haleigh Schmidhmer](#); [J Celelli \(jcelelli@arbordevelopment.org\)](#); [Joan Scott \(JScott@co.schuyler.ny.us\)](#); [JoAnn Fratarcangelo \(JFratarcangelo@Co.Schuyler.ny.us\)](#); [Johanna Anderson \(janderson@ithacanhs.org\)](#); [Keith McCafferty \(Kmccafferty@lawny.org\)](#); [Lisa Novitsky \(lisan@communityprogressinc.com\)](#); [Rocco Soda \(rsoda@arbordevelopment.org\)](#); [Sharon Upham \(Sharon.Upham@dfa.state.ny.us\)](#); [Shawn Rosno \(srosno@Co.Schuyler.NY.US\)](#); [Tamre Waite \(twait@co.schuyler.ny.us\)](#); [watkinsglenha@watkinsglenhousingauthority.com](#); [Yvonne Fitzgerald \(yvonne.fitzgerald@flacra.org\)](#); [Amy Patterson](#); [Andrew Timm \(atimm@co.livingston.ny.us\)](#); [Angela Ellis \(aellis@co.livingston.ny.us\)](#); [Ann Domingos - CASA \(adomingos@casa-trinity.org\)](#); [Ashley Abraham \(aabraham@lakeviewhs.org\)](#); [Bill Bacon \(wbacon@co.livingston.ny.us\)](#); [Brenda Donohue \(conesusuper@town.conesus.ny.us\)](#); [Christine Grosodonia \(cgrosodonia@lakeviewhs.org\)](#); [David Paoletta \(dpaoletta@co.livingston.ny.us\)](#); [Deborah Tuckerman \(DTuckerman@lwarc.org\)](#); [Elijah Truth \(elijah.truth@dor.org\)](#); [Heather Burgio \(hbugio@chancesandchanges.org\)](#); [Heather Hargraves \(hhargraves@arbordevelopment.org\)](#); [Ian Coyle \(icoyle@co.livingston.ny.us\)](#); [Jason Skinner \(jskinner@co.livingston.ny.us\)](#); [Jennifer Howe \(jhowe@chancesandchanges.org\)](#); [Jennifer Rodriguez \(jrodriguez@co.livingston.ny.us\)](#); [Jill Alcorn \(jalcorn@gvrpc.com\)](#); [Karen Tremer \(ktremer@chancesandchanges.org\)](#); [Katie Rider \(krider@casa-trinity.org\)](#); [Keri Slusser \(kslusser@chancesandchanges.org\)](#); [Kristine Gulesano \(kgulesano@co.livingston.ny.us\)](#); [Laura Lutz \(llutz@gvrpc.com\)](#); [LGreene@co.livingston.ny.us](#); [Lisa Didas \(ldidas@arbordevelopment.org\)](#); [Lynette Greene \(lgreene@noyeshhealth.org\)](#); [Lynne Mignemi \(lmignemi@co.livingston.ny.us\)](#); [Mark Grove \(mgrovanz@co.livingston.ny.us\)](#); [Marsha Mitchell \(MMitchell@co.livingston.ny.us\)](#); [Ryann Snyder \(rsnyder@co.livingston.ny.us\)](#); [Sue Carlock \(scarlock@co.livingston.ny.us\)](#); [Susan Lerch \(slerch@pathstone.org\)](#); [Tabitha Brewster \(tbrewster@dor.org\)](#); [Tatiana Zentz \(tzentz@casa-trinity.org\)](#); [tmccaughey@co.livingston.ny.us](#); [Tracy McCaughey - Livingston County DSS \(\)](#)  
**Cc:** [Michelle Sandoz-Dennis](#); [Denise Brodt](#); [Kelli Clark](#); [Rachel Bradt](#); [Erin Reale](#); [Amy Lacey](#); [Bri Phillips](#); [Kathy Germain](#); [Kelsey Addy](#); [Maureen Van Deusen](#); [Samantha Barnaby](#)  
**Subject:** RE: NY-501/STEPS Public Posting of FY22 Draft Consolidated Application  
**Date:** Tuesday, September 13, 2022 2:18:00 PM  
**Attachments:** [image001.png](#)

---

Dear NY-501 STEPS Membership,

As a follow-up to the Public Posting email sent Friday, please be aware the Final **Ranking & Tiering** is also now posted on the [CARES website](#). This document details the **accepted** and **rejected** project applications as a result of the local CoC competition for FY22.

Please reach out with any questions or concerns.

Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1  
<http://www.caresny.org>



---

**From:** CARES Planning Team  
**Sent:** Friday, September 9, 2022 3:15 PM  
**Subject:** NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

Good Afternoon NY-501 STEPS,

2022 Consolidated Application Public Posting

Draft version 1 of the [2022 Consolidated Application](#) has been posted to the [CARES Website](#) for public comment. The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Planning Grant

Due to the shortened timeline of this year's Consolidated Application, CARES will be publicly posting the Consolidated Application twice: once today, and once as the Final Submission Posting on 9/23. As such, we ask that you [review the Draft CoC Application and provide CARES with any content that should be highlighted in the answers by COB Friday, September 16th.](#) Thank you for your support in ensuring the CoC submits a robust and successful application.

Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1  
<http://www.caresny.org>



1E-5a. Projects Accepted–Notification Outside of e-snaps.

3. September 13, 2022 website screenshot showing posted Ranking & Tiering for NY-501 Accepted Projects

Once a substantial portion of the Consolidated Application is completed, CARES will post an updated version of the application on Fridays. CoC community members are encouraged to review and provide comments to CARES by emailing [planning\\_team@caresny.org](mailto:planning_team@caresny.org).

Public Posting

NY 501 STEPS

NY 503 ACCH

NY 507 HSPB

NY 511 STHC

NY 512 RCHSC

NY 519 CGHC

NY 520 FEHC

NY 522 PNHC

NY 523 SNC

NY 601 DCCoC

NY 606 RCCoC

NY 608 UCCoC

## Southern Tier Entry to Programs & Services (STEPS)

### CoC Project Applications

[STEPS Home Page](#)

#### 2022 Funding Snapshot

Community	ARD	Tier 1	Tier 2* (5% ARD + CoC Bonus)	CoC Bonus	DV Bonus	Planning Grant
NY-501 STEPS	\$2,068,511	\$1,965,085	\$206,852	\$103,426	\$154,822	\$62,055

#### Consolidated Application

DRAFT:  [NY 501 CoC Consolidated Application – Narrative – 9.9.22](#)

DRAFT:  [NY 501 CoC Consolidated Application – Attachments – 9.9.22](#)

#### CoC Priority Listing

**FINAL: [NY 501 Project Ranking and Tiering – 9.13.22](#)**


#### CoC Project Description

Coming Soon

#### CoC Planning Project

DRAFT:  [NY 501 CoC Planning Project – 9.9.22](#)

#### View Public Posting Archives

 [2021 Public Postings: STEPS](#)

 [2019 Public Postings: STEPS](#)

[Edit Edit with WPBakery Page Builder](#)

## 1E-5b. Local Competition Selection Results–Scores for All Projects.

This attachment details the final project scores for all new and renewal projects considered for NY-501 during its local competition. It contains the following:

1. Ranking and Tiering for NY-501 Projects

**STEPS 2022 Ranking and Tiering**

Rank	Score	Applicant Name	Program Name	Project Type	Funding Amount	Grant Number
1	140	Catholic Charities of Chemung/Schuyler	Bonus Homeless Supportive Housing	PSH	\$116,755	NY0830L2C012108
2	134	Catholic Charities of Chemung/Schuyler	CCST Homeless Rapid Re-housing SHARE	RRH	\$169,207	NY1064L2C012105
3	130	Catholic Charities of Chemung/Schuyler	PSH Consolidated	PSH	\$260,624	NY0766L2C012108
4	127	Catholic Charities of Chemung/Schuyler	CCST Shelter Plus Care	PSH	\$292,956	NY0022L2C012113
5	123	Steuben ChurchPeople Against Poverty DBA Arbor Housing an	Shelter + Care Allegany/Livingston/Steuben	PSH	\$434,834	NY0021L2C012113
6	119	The Salvation Army	Elmira Salvation Army POH Rapid Rehousing	RRH	\$147,285	NY1193D2C012103
7	118.1	Chances and Changes	Permanent Supportive Housing	PSH	\$65,765	NY0831L2C012107
8	115.7	Steuben ChurchPeople Against Poverty DBA Arbor Housing an	Transitional to Permanent Supportive Housing	TH	\$67,649	NY0025L2C012113
9	N/A	Catholic Charities of Chemung/Schuyler	HMIS	SSO	\$100,058	NY0019L2C012112
10	N/A	Chances and Changes	TH-RRH Project	TH-RRH	\$261,719	NY1340D2C012100
11	115.65	ACCORD	FY2021 RRH Project	RRH	\$95,706	NY1061L2C012105
12	115.45	Steuben ChurchPeople Against Poverty DBA Arbor Housing an	Livingston HUD	PSH	\$55,953	NY0829L2C012108
B1-13	114	Catholic Charities of Chemung/Schuyler	Coordinated Entry	SSO	\$42,578	
B2-14	84	Catholic Charities of Chemung/Schuyler	HMIS Expansion	HMIS	\$60,740	
DV1-15	145.5	Steuben County Department of Social Services	DV Rapid Rehousing	RRH	\$154,822	

Tier 1= \$48,233  
Tier 2= \$47,473

\*No projects were rejected during the Rank and Review process this year

Annual Re \$ 2,068,511  
 Tier 1 \$ 1,965,085  
 Tier 2 \$ 103,426  
 Planning \$ 62,055  
 Bonus \$ 103,426  
 DV \$ 154,822

Expansions	Applicant Name	Renewal Project	Expansion Project
	Catholic Charities of Chemung/Schuyler	HMIS	HMIS Expansion

Consolidations	Surviving Pin	Applicant Name	Renewal Project 1	Renewal Project 2	Consolidated Project Name

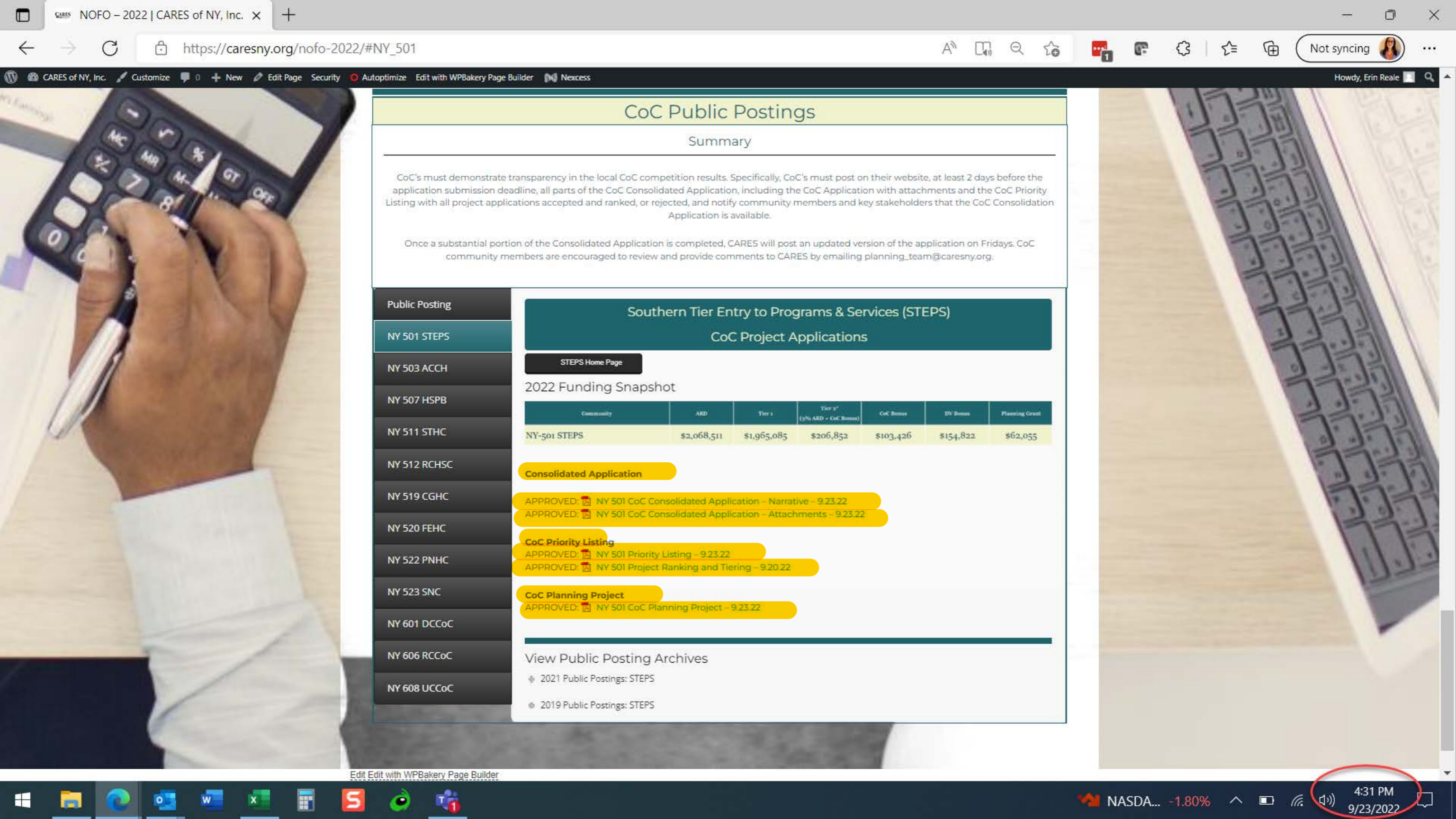
1E-5c. Web Posting of CoC-Approved Consolidated Application.

This attachment provides evidence of the website posting which displays the date and time when NY-501 posted the final version of its CoC's Consolidated Application before the submission deadline. It contains the following:

1. September 23, 2022 website screenshot showing posted CoC-Approved **final** version of NY-501 CoC Consolidated Application
2. September 9, 2022 website screenshot showing posted **draft** version of NY-501 CoC Consolidated Application

1E-5c. Web Posting of CoC-Approved Consolidated Application.

1. September 23, 2022 website screenshot showing posted CoC-Approved **final** version of NY-501 CoC Consolidated Application



## CoC Public Postings

### Summary

CoC's must demonstrate transparency in the local CoC competition results. Specifically, CoC's must post on their website, at least 2 days before the application submission deadline, all parts of the CoC Consolidated Application, including the CoC Application with attachments and the CoC Priority Listing with all project applications accepted and ranked, or rejected, and notify community members and key stakeholders that the CoC Consolidation Application is available.

Once a substantial portion of the Consolidated Application is completed, CARES will post an updated version of the application on Fridays. CoC community members are encouraged to review and provide comments to CARES by emailing [planning\\_team@caresny.org](mailto:planning_team@caresny.org).

- Public Posting
- NY 501 STEPS
- NY 503 ACCH
- NY 507 HSPB
- NY 511 STHC
- NY 512 RCHSC
- NY 519 CGHC
- NY 520 FEHC
- NY 522 PNHC
- NY 523 SNC
- NY 601 DCCoC
- NY 606 RCCoC
- NY 608 UCCoC

### Southern Tier Entry to Programs & Services (STEPS) CoC Project Applications

[STEPS Home Page](#)

#### 2022 Funding Snapshot

Community	ARD	Tier 1	Tier 2* (3% ARD + CoC Bonus)	CoC Bonus	DV Bonus	Planning Grant
NY-501 STEPS	\$2,068,511	\$1,965,085	\$206,852	\$103,426	\$154,822	\$62,055

#### Consolidated Application

- APPROVED: NY 501 CoC Consolidated Application - Narrative - 9.23.22
- APPROVED: NY 501 CoC Consolidated Application - Attachments - 9.23.22

#### CoC Priority Listing

- APPROVED: NY 501 Priority Listing - 9.23.22
- APPROVED: NY 501 Project Ranking and Tiering - 9.20.22

#### CoC Planning Project

- APPROVED: NY 501 CoC Planning Project - 9.23.22

#### View Public Posting Archives

- 2021 Public Postings: STEPS
- 2019 Public Postings: STEPS

1E-5c. Web Posting of CoC-Approved Consolidated Application.

2. September 9, 2022 website screenshot showing posted **draft** version of NY-501 CoC Consolidated Application

- Public Posting
- NY 501 STEPS**
- NY 503 ACCH
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- NY 511 STHC
- NY 512 RCHSC
- NY 519 CGHC
- NY 520 FEHC
- NY 522 PNHC
- NY 523 SNC
- NY 601 DCCoC
- NY 606 RCCoC
- NY 608 UCCoC

## Southern Tier Entry to Programs & Services (STEPS) CoC Project Applications

[STEPS Home Page](#)

### 2022 Funding Snapshot

Community	ARD	Tier 1	Tier 2* (5% ARD + CoC Bonus)	CoC Bonus	DV Bonus	Planning Grant
NY-501 STEPS	\$2,068,511	\$1,965,085	\$206,852	\$103,426	\$154,822	\$62,055

### Consolidated Application

- DRAFT: NY 501 CoC Consolidated Application – Narrative – 9.9.22
- DRAFT: NY 501 CoC Consolidated Application – Attachments – 9.9.22

**CoC Priority Listing**  
Coming Soon

**CoC Project Description**  
Coming Soon

### CoC Planning Project

- DRAFT: NY 501 CoC Planning Project – 9.9.22

### View Public Posting Archives

- 2021 Public Postings: STEPS
- 2019 Public Postings: STEPS

#### 1E-5d. Notification to Community Members and Key Stakeholders

This attachment provides evidence of the notification to community members and key stakeholders that NY-501 posted the final version of its CoC's Consolidated Application before the submission deadline. It contains the following:

1. September 23, 2022 email notification to NY-501 members and stakeholders that the CoC-Approved **final** version of CoC Consolidated Application was publicly posted to website
2. September 9, 2022 email notification to NY-501 members and stakeholders that the **draft** version of CoC Consolidated Application was publicly posted to website

1E-5d. Notification to Community Members and Key Stakeholders

1. September 23, 2022 email notification to NY-501 members and stakeholders that the CoC-Approved **final** version of CoC Consolidated Application was publicly posted to website

**From:**  
**To:**

CARES Planning Team

CARES Planning Team; A Meunier (Ameunier@arbordevelopment.org); Alfred Housing (alfredhousing@verizon.net); Anita Mattison (mattisa@alleganyco.com); Ashley Switzer (switzera@stel.org); Belinda Knight (bknight@accordcorp.org); Brenda Baker (brenbak123@gmail.com); Brenda Norton (bnorton@accordcorp.org); Candi Foster (candirecoveryguide@gmail.com); Carrie Whitwood (whitwoodc@ardentnetwork.org); Cherrie Feeman Macafee (MacafeeC@jmhny.org); Christine Todd (toddc@alleganyco.com); Danielle Delong (dulong@homecare-hospice.org); Darlene Wells (darlene.wells@redcross.org); David Kagle (dkagle@lawny.org); David Lowe (lowedave54@hotmail.com); David Robinson (drobinson@alleganycouncil.org); Edna Kayes (edna.kayes@alleganyco.com); Ellen Lowry (lowrye@jmhny.org); Emma Waterman (ewaterman@accordcorp.org); Haleigh Schmidhamer; Jeff Luckey (luckeyj@alleganyco.com); Jeff Stager (jstager@accordcorp.org); Joann McAndrew (jmcandrew@homecare-hospice.org); Jodi Fuller (jfuller@ccaction.org); John House (stt1@verizon.net); Jonathan Placito (jplacito@lawny.org); Kate Lewis (klewis@araservices.com); Kathleen Neu (kathleen.neu@ccwny.org); Katie Carr (kcarr@accordcorp.org); Liz Randall (erandall@accordcorp.org); Louis Miller (lmiller@wslsv.org); Madison Seager (madisons97.ms@gmail.com); Major Evelyn Hopping (Evelyn.Hopping@use.salvationarmy.org); Mary Layman (mlayman@lwny.org); Matt Wenke (matt.wenke@ccwny.org); Meadow McDowell (mmcdowell@wesoldieron.org); Michele Henry (henrym@stel.org); Michelle Cinque-Gurglia - Bath VAMC (Michelle.Cinque-Guarglia@va.gov); Mindy Herman (hermanm@alleganyco.com); Patty Graves (pgraves@accordcorp.org); Raymon Reed (ministerraymon@gmail.com); Rev. 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Fethers (tfethers@casa-trinity.org); Thomas Dubel (tdubel@lawny.org); Tina Lampila (clampila@svecsd.org); Tom Boyanowski (tboyanow@gstbooces.org); Tom Stickler (tstickler@horseheads.org); Vanessa Reed (vreed@arnothealth.org); William Brown.; Charles Nocera - Catholic Charities of Chemung/Schuyler (chuck.nocera@dor.org); Debra MacDonald (dmacdonald@dor.org);

[Jennifer Stimson \(jstimson@co.chemung.ny.us\)](mailto:jstimson@co.chemung.ny.us); [Karen Tremer \(ktremer@chancesandchanges.org\)](mailto:ktremer@chancesandchanges.org); [Keri Slusser \(kslusser@chancesandchanges.org\)](mailto:kslusser@chancesandchanges.org); [Kim Scutt \(ScuttK@alleganyco.com\)](mailto:ScuttK@alleganyco.com); [Lesley Christman \(christman@accordcorp.org\)](mailto:christman@accordcorp.org); [Lisa Baker \(lisa.baker@co.steuben.ny.us\)](mailto:lisa.baker@co.steuben.ny.us); [Marsha Mitchell \(MMitchell@co.livingston.ny.us\)](mailto:MMitchell@co.livingston.ny.us); [Rachel Yanda - St. James Mercy Hospital \(rachel\\_yanda@urmc.rochester.edu\)](mailto:rachel_yanda@urmc.rochester.edu); [Susan Bull; tmccaughey@co.livingston.ny.us](mailto:tmccaughey@co.livingston.ny.us)

**Cc:** [Michelle Sandoz-Dennis](mailto:Michelle.Sandoz-Dennis); [Denise Brodz](mailto:Denise.Brodz); [Kelli Clark](mailto:Kelli.Clark); [Rachel Bradt](mailto:Rachel.Bradt); [Erin Reale](mailto:Erin.Reale); [Amy Lacey](mailto:Amy.Lacey); [Bri Phillips](mailto:Bri.Phillips); [Kathy Germain](mailto:Kathy.Germain); [Kelsey Addy](mailto:Kelsey.Addy); [Maureen Van Deusen](mailto:Maureen.Van.Deusen); [Samantha Barnaby](mailto:Samantha.Barnaby)

**Subject:** RE: NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

**Date:** Friday, September 23, 2022 4:26:00 PM

**Attachments:** [image001.png](#)

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Good Afternoon NY-501 STEPS Membership,

All parts of the 2022 approved Consolidated Application and Priority Listing have been posted to the [CARES Website](#) for public comment.

Specifically, you will find the approved versions of:

- Consolidated Application Narratives & Attachments
- Priority Listing (including project rankings)
- Project Ranking & Tiering
- Planning Grant

CARES will be submitting the CoC Application & Priority Listing on behalf of the CoC on Wednesday, September 28<sup>th</sup>. If you have any questions or comments, please feel free to reach out.

Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1  
<http://www.caresny.org>



---

**From:** CARES Planning Team  
**Sent:** Tuesday, September 13, 2022 2:18 PM  
**Subject:** RE: NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

Dear NY-501 STEPS Membership,

As a follow-up to the Public Posting email sent Friday, please be aware the Final Ranking & Tiering is

also now posted on the [CARES website](#). This document details the accepted and rejected project applications as a result of the local CoC competition for FY22.

Please reach out with any questions or concerns.

Thank you,

CARES Planning Team  
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**From:** CARES Planning Team  
**Sent:** Friday, September 9, 2022 3:15 PM  
**Subject:** NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

Good Afternoon NY-501 STEPS,

2022 Consolidated Application Public Posting

Draft version 1 of the [2022 Consolidated Application](#) has been posted to the [CARES Website](#) for public comment. The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Planning Grant

Due to the shortened timeline of this year's Consolidated Application, CARES will be publicly posting the Consolidated Application twice: once today, and once as the Final Submission Posting on 9/23. As such, we ask that you [review the Draft CoC Application and provide CARES with any content that should be highlighted in the answers by COB Friday, September 16th](#). Thank you for your support in ensuring the CoC submits a robust and successful application.

Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1

1E-5d. Notification to Community Members and Key Stakeholders

2. September 9, 2022 email notification to NY-501 members and stakeholders that the **draft** version of CoC Consolidated Application was publicly posted to website

**From:**  
**To:**

CARES Planning Team

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**Subject:** NY-501/STEPS Public Posting of FY22 Draft Consolidated Application

**Date:** Friday, September 9, 2022 3:14:00 PM

**Attachments:** [image001.png](#)

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Good Afternoon NY-501 STEPS,

### 2022 Consolidated Application Public Posting

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2. Draft Attachments (completed to date)
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Thank you,

CARES Planning Team  
200 Henry Johnson Blvd., Albany, NY 12210  
(518) 489-4130 ext. 1  
<http://www.caresny.org>



3A-1. New PH-PSH/PH-RRH Project–**Leveraging Housing Resources.**

This attachment details the Housing Leveraging Commitments for new Projects in **NY-501**. It includes:

1. Checklist verifying commitment meets all HUD requirements
2. Commitment Letter between **Steuben County DSS** and **Arbor Housing and Development** for **DV Rapid Rehousing project**.

3A-1. New PH-PSH/PH-RRH Project–**Leveraging Housing Resources.**

1. Checklist verifying commitment meets all HUD requirements

### **Checklist for New CoC Project Applicants that are Leveraging Housing Resources**

You have indicated that your proposed project will be able to **leverage housing resources**. You must submit to CARES (1) the below checklist and (2) a contract, letter of commitment, or other formal written documents from the funding body that includes:

Project name should be listed in the commitment documentation

*Project name:* DV Rapid Rehousing

Source of commitment should be listed in the commitment documentation (i.e. private organizations, state or local government, PHAs, faith-based organizations, federal programs other than CoC or ESG programs)

*Source of Commitment:* Arbor Housing & Development, the public housing authority in Steuben County.

Amount of funding committed per the following:

- a. PSH: the number of housing units for a PSH project that are not funded through the CoC or ESG Programs. The number of units must be at least 25% of the total units to be provided by the proposed new CoC project application for full points;
- b. RRH or TH-RRH: The number of program participants to be provided RRH or TH-RRH that is not funded through the CoC or ESG Programs. The number of program participants to be served must be at least 25% of the total participants to be served in the proposed CoC new project application for full points; **OR**
- c. Other (see explanation below)

*Calculation showing the amount of non-CoC/ESG resources committed in the written commitment, and that this is at least 25% of units (for PSH) or participants (for RRH) to be served through the proposed New CoC Project Application:*

c. This commitment provides 4 vouchers serving 25% of the units requested for families. (4/12-25%). The project aims to serve 2 additional single adults.

The date that the funding (outside of CoC or ESG programs) will be available is on the written commitment (should run concurrently with the new project).

*Dates of housing commitment:* The commitment will run in conjunction with the dates of the DV Rapid Rehousing Program (9/1/2023-8/30/2024).

3A-1. New PH-PSH/PH-RRH Project–**Leveraging Housing Resources.**

2. Commitment Letter between **Steuben County DSS** and **Arbor Housing and Development** for **DV Rapid Rehousing project.**

September 20, 2022

Steuben County DSS  
3 East Pulteney Square  
Bath, NY 14810

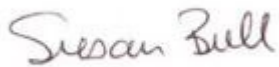
RE: Commitment for Steuben County DV Bonus

To Whom This May Concern,

As a Public Housing Authority, Arbor Housing and Development agrees to dedicate vouchers to the clientele supported by the Steuben County Department of Social Services DV Rapid Rehousing project. This includes approximately 4 Section 8 Housing vouchers, serving just over 25% of the units requested for the Steuben County DV Bonus program. This commitment will run in conjunction with the dates of service as the Steuben County DV Bonus Program (9/1/2023-8/30/2024).

We appreciate the opportunity to work together to better serve the community of Steuben County.

Regards,



Susan Bull  
President/CEO

3A-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.

This attachment details the Healthcare Formal Agreements for **NY 501**. It includes the following:

1. Checklist verifying commitment meets all HUD requirements
2. Formal Agreement between **Steuben County DSS** and **Steuben County Community Mental Health Center** for **DV Bonus Project**.

3A-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.

1. Checklist verifying commitment meets all HUD requirements

### Checklist for New CoC Project Applicants that are Leveraging Healthcare Resources

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You have indicated that your proposed project will be able to **leverage healthcare resources**. You must submit to CARES (1) the below checklist and (2) a contract, letter of commitment, or other formal commitment that includes the following:

The name of the project

*Project name:* DV Rapid Rehousing (DV Bonus Project)

Amount of assistance to be provided by the healthcare organization:

- a. The value (dollar amount) of the healthcare commitment being provided (must be at least 25% of the total funding requested) **OR**
- b. If the partner agency is a substance abuse and/or recovery program, a guarantee that the services will be provided to all eligible participants of this project.

*Calculation showing the amount of healthcare resources committed in the written commitment, and that this is at least 25% of funding requested through the proposed New CoC Project Application, OR confirm the substance abuse and/or recovery program will offer services to all eligible participants.*

b. This commitment from Steuben County Community Mental Health Center confirms that the recovery program will offer substance abuse and/or recovery services to all eligible participants.

The date that the services and/or committed funding will be available is on the written commitment (must run concurrently with the new project)

*Date of healthcare commitment:* Services start in September 2023 and will be reviewed and renewed annually.

3A-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.

2. Formal Agreement between **Steuben County DSS** and **Steuben County Community Mental Health Center** for **DV Bonus Project**.

## STEBEN COUNTY COMMUNITY MENTAL HEALTH CENTER

115 Liberty Street, Bath, New York 14810 Ph (607) 664-2255 Fax (607) 664-2161

### CHILD & FAMILY SERVICES

Ph (607) 664-2487 Fax (607) 664-2162

### PROS PROGRAM

Ph (607) 664-2348 Fax (607) 664-2332

### ALCOHOLISM & SUBSTANCE ABUSE SERVICES

Ph (607) 664-2156 Fax (607) 664-2152

### FORENSIC SERVICES

Ph (607) 664-2548 Fax (607) 664-2332

### SPOA/SPOE SERVICES

Ph (607) 664-2548 Fax (607) 664-2332

### SATELLITE LOCATIONS

114 Chestnut St., Coming, NY 14830 - Ph (607) 937-6201 Fax (607) 937-5553 / 7454 Seneca Road North, Hornell, NY 14843 - Ph (607) 324-2483 Fax (607) 324-3883

Dates: September 1, 2023-August 31, 2024

Dr. Hank Chapman, Director of Community Services  
Steuben County Community Services  
115 Liberty Street  
Bath, NY 14810

RE: DV BONUS COMMITMENT

This is a letter of support for the Steuben County CoC Application-DV Bonus Project for funds on behalf of Steuben County, NY. The relationship between the Steuben County Department of Social Services and Steuben County Community Services was designed to address the mental health and substance abuse needs of individuals regardless of insurance, schedules or treatment compliance. We are excited about the possibilities to continue to support Steuben County Department of Social Services through the DV Bonus Project.

We commit to this collaboration for the DV Bonus Project starting in September 2023 and will review and renew the commitment annually and we guarantee that the services we provide in partnership with Steuben County Department of Social Services will be available to all eligible participants of this project.

Sincerely,



Henry W. Chapman, Psy.D.  
Director of Community Services