

FRANKLIN ESSEX HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

DEADLINE TO SUBMIT:

PROJECT INFORMATION

Organization Name: _____ Contact Person: _____

Project Name: _____

Project Type: PSH RRH TH SSO (regular)

Is your project site-based? Yes No

* *Federal Fiscal Year 2022 (FY22): October 1, 2021 – September 30, 2022*

** *To complete this Rank & Review Tool, use only persons that have an entry (i.e., intake, admission, and move-in date) in HMIS in FFY22.*

1. **Utilization:** Using the project's FY20 Program Application and Federal Fiscal Year 2022 (FY22)

* Please attach relevant pages of Application and APR to this application. **MAX 15 pts**

Projected Persons Served during Average PIT (Project Application Question 5A)	Actual Number Served during PIT (APR Questions 7 and 8)	
	Household	Persons
____ Households ____ Persons	January	
	April	
	July	
	October	
	Average	

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

Persons: Average Actual _____ / Projected _____ = Utilization _____%

1a. Did your project meet its projected number of *either* households and/or persons served** during the year (100% or more utilization)? **Yes 10 pts** **No 0 pts**

1b. The Continuum prioritizes projects that best utilize resources. Did your project have a utilization rate of more than 100% in *both* households and persons?

Yes 5 pts *No 0 pts*

2. Data Quality & Completeness (project specific): (5 pts total)

Based on your Federal FY22 APR:

2a. Based upon FY22 APR Q6 is there an error rate of more than 5% in any of the following HMIS elements: PII, Universal Data, Income and Housing **Yes= 0 No=2.5**

2b. Timeliness of Data Entry: Based on FY22 APR Q6E: Do you have any number of project start records at 11+ days **Yes= 0 No=2.5**

3. Impact on Chronic Homeless: Attachment 1 (15 pts possible)

Permanent Supportive Housing Programs ONLY

During Federal FY22, the CoC's **PSH projects** served **0** chronically homeless individual. To show the impact of this project towards goal of ending chronic homelessness, refer to **Attachment 1** to note the following:

3a. The total number of chronically homeless persons this project served in FY22:
_____ (0 pts)

3b. Of the total CH served by the CoC, note the % this project served in FY22: ____%

Rapid Rehousing Housing Programs ONLY

During FY22, the CoC's **RRH projects** served **0** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

3c. The total number of chronically homeless persons this project served in FY22:
_____ (0 pts)

3d. Of the total CH served by the CoC, note the % this project served in FY22: ____%

4. SYSTEM PERFORMANCE OUTCOMES: Attachment 2 Positive Outcomes: (15 pts.)

≥75% = 15 pts; 51-74% = 11.25 pts; 26-50% = 7.5 pts; 1-25% = 3.75 pts; 0% = 0

Permanent Supportive Housing Projects ONLY: During FY22, there were **53** 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 ONLY: During FY22, there were 0 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:** _____%

5. Exits to Homelessness: Attachment 3 (15 pts.)

Total points = % system impact * total available pts.

Please refer to **Attachment 3** showing all project leavers and note the percentage who exited this project to a shelter or the street. _____ %

6. Income Growth: System Impact. Attachment 4 (15 pts.)

≥ 75% = 15 pts; 51-74% = 11.25 pts; 26-50% = 7.5 pts; 1-25 = 3.75 pts 0% = 0 pts

Refer to **Attachment 4** (which measures **total income growth** between the two most recent client assessments for stayers; and between entry and exit for leavers), to note the percentage this project contributed to total income growth in the CoC in FY22: _____%

7. Income Growth – Project Performance

(Refer to APR Q19. Cash Income – Changes over Time to respond to questions below.)

7a. 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: _____%

7b. 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: _____%

7c. 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: _____%

7d. What percentage of **leavers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a2. Row 3) Number of Adults with Other Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

9) Performance Measure: Percent of Persons to accomplish this measure: _____%

8. Total Awarded Funds (10 total pts.)

What dollar amount did this project return in the most recently ended contract? _____

Percentage of program funds returned in relation to overall CoC returned: _____ *0-10 pts.*
(to be filled in by CARES) **0%=10 pts; 1-50% = 5 pts; 51-100% = 2 pts**

9. Did the project draw down funds from LOCCS at least quarterly in the most recently ended contract? (Please attach copies of last three drawdowns) **Yes 5 pts** **No 0 pts.**

10. Does your project follow core elements of the *Housing First* approach by ensuring access to the project for eligible clients is *not* prohibited by: **Any Yes - 0 pts All No - 10 points**

	Yes	No
Having too little or no income	<input type="checkbox"/>	<input type="checkbox"/>
Active or history of substance abuse	<input type="checkbox"/>	<input type="checkbox"/>
Criminal record with exceptions for state-mandated restrictions	<input type="checkbox"/>	<input type="checkbox"/>
History of domestic violence/Being a victim of DV	<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"/>
Any other activity not covered in a lease agreement typically found in the project's geographic area.	<input type="checkbox"/>	<input type="checkbox"/>

11. **Number of Homeless Persons:** Was your project included in the final submission of the 2022 Housing Inventory and Point in Time by the Collaborative Applicant (to be verified by the Collaborative Applicant). **Yes 5 pts** **No 0 pts**

12. Do project/agency staff participate in the CoC process by attending board and/or membership meetings, and/or participating in any CoC standing or Ad hoc committees of the FEHC? **Yes 5 pts** **No 0 pts**

Does your project or agency staff regularly participate in any of the following CoC standing or ad hoc committees? (CARES will verify via attendance records).

- | | | |
|---|---|--|
| <input type="checkbox"/> Board | <input type="checkbox"/> Membership | <input type="checkbox"/> Operations |
| <input type="checkbox"/> Systems | <input type="checkbox"/> Coordinated Entry | <input type="checkbox"/> Governance |

13. Monitoring (0-4pts)

Did your agency participate in CoC Fiscal and/or Program Monitoring and provide all required documentation by the specified due date? **Yes 2pts** **No 0 pts**

If monitoring resulted in any findings or recommendations requiring action or follow-up, did you respond or address issues by the specified deadline? **Yes/No Action Required 2pts** **No 0 pts**

14. Priority Population (10 possible pts)

What percentage of beds are dedicated to a priority population? *Please attach Project Application Q4B. and/or 5B.*

100% Chronically Homeless (CH), Youth, Veteran, DV= 10 pts

>50% Chronically Homeless (CH), Youth, Veteran, DV = 5 pts

No priority population = 0 pts

15. Anti-Discrimination (6 pts)

Does your agency have an anti-discrimination policy (*Please attach relevant pages of your policy to your application as a PDF*)? **Yes=3** **No=0**

If yes, does your agency's policy ensure that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination? **Yes 3 pts** **No 0 pts**

16. Coordinated Entry: (up to 10 pts) [Note: CE Lead will verify all responses.]

16a. Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process? **Yes 4pts** **No 0 pts**

16b. Do you regularly attend the bi-weekly SPOA/CE meetings? **Yes 2 pts** **No 0 pts**

16c. 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**

16d. Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU? **Yes 2 pts** **No 0 pts**

FRANKLIN ESSEX HOUSING COALITION

RANK AND REVIEW APPLICATION 2022

PART 2: PROJECT/SYSTEM PERFORMANCE NARRATIVES

DEADLINE TO SUBMIT:

PROJECT INFORMATION

FY23 Proposed Total Funding Request: \$ _____

Leasing \$ _____

Rental Assistance \$ _____

Supportive Services \$ _____

Operations \$ _____

Admin \$ _____

Is this project voluntarily reallocating funds to the CoC? Yes No

If yes, how much funding would the project voluntarily reallocate? _____

PROJECT DESCRIPTION

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

To assist reviewers, please provide a brief overview of the project to describe program characteristics listed below:

- # of participants served based upon Federal FY22 APR
- # of contracted beds and units
- Cost per bed (HUD funding only)
- Services provided to participants
- Project goals and achievements

1. Utilization: (0-10 pts)

This question should be answered **only** by projects that scored zero points on Question 1 of the 2023 Rank & Review Application Part 1.

If your project did not achieve 100% utilization (i.e., number of projected/contracted households and/or persons served) during Federal Fiscal Year 2023 (10.01.21-09.30-22) please explain why.

2. 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 you program uses.
- Up to 2.5 pts awarded if the narrative clearly state(s) an example(s).

3. 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 cash income from employment.

4. Coordinated Entry: (0 to 5 pts.)

Referring to Part 1 Tool Q16

If your project is dedicated to victims of domestic violence (or if you otherwise answered “No” to Q16a) please explain barriers to direct participation in CE and how you engage with partners involved (250 words or less).

5. Diversity and Inclusion (0 or 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)

If yes:

- Up to 2.5 points if the narrative references a professional agency that is utilized to conduct DEI trainings for staff.
- Up to 2.5 points if the narrative describes how regular staff training improves the client experience.

If no:

- Up to 2.5 points if the narrative describes the timeframe when agencies plan to implement regular DEI trainings for staff.
- Up to 2.5 points if the narrative describes how agencies currently ensure that staff are providing inclusive services to clients.

6. Feedback from Clients (0-5 pts)

What proactive process does your agency have to receive and incorporate feedback from persons with lived experience?

7. Addressing HUD-Defined Severe Service Needs (0-5 pts)

Does your project address HUD's definition of severe service needs and subsequent barriers to accessing housing?

Individuals considered as having severe barriers to housing include: high utilization of crisis or emergency services to meet basic needs (ERs, jails, and psychiatric facilities), history of victimization/abuse including domestic abuse, sexual assault, and childhood abuse, LOT Homeless, low/no income, risk of continued homelessness, significant challenges or functional impairments, substance abuse-current or past, unsheltered homelessness, vulnerability to illness or death, vulnerability to victimization.

Yes **No**

If yes, please describe how your project addresses those needs. **(0-5 pts)**

8. DV Programs Only-Positive Outcomes/Safety: (0-2pts)

We realize that a positive outcome for vulnerable populations programs may not be the same as a positive outcome for a permanent supportive housing program. How does your agency contribute to the housing stability and ensure safety for victims of domestic violence across the CoC system. (250 words or less)

- **Up to 1 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.**
- **Up to 1 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.**

9. Dedicated Youth Projects Only: Positive Outcomes (0-2pts)

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.

10. How does your project identify any barriers to participation faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and what steps has your agency taken to eliminate the identified barriers? (0-3pts)

11. Describe how you operationalize a “Housing First” philosophy in your program’s implementation, including documented policies, trainings, or other processes related to “Housing First” that are operationalized at the program level. (0-5 pts)

- Up to 2.5 pts awarded if narrative provides examples of policies and procedures related to implementing “Housing First”.
- Up to 2.5 pts awarded if narrative provides examples of how “Housing First” philosophy is integrated into program delivery and service to all clients.

12. Length of Participation: Using APR Q22c as a reference, please explain how your agency ensures that project participants are housed quickly after the project start date. *(This question will be weighted for site-based programs). (0-5 pts)*