

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

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 Rate:** Using the project's FY22 Project Application and Federal Fiscal Year 2023 (FY23*) APR, complete the following chart to calculate the project's utilization rate (please round up to closest whole number). *Please print and attach the corresponding questions from the Project Application.*

Projected number served during average PIT (Esnaps Project Application Question 5A)	Actual number served during PIT (APR Questions 7 & 8)		
		Persons	Households
____ Persons	January		
	April		
	July		
____ Households	October		
	Average:		

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 - 10 pts No - 0 pts

- 1b. The Continuum prioritizes projects that best utilize their 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): Based on FY22 APR (6 total pts.)

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

2b. Timeliness of Data Entry: Based on FY22 APR Q6E: Do you have any number of projects start records at 11+days? Yes-0 No-2

2c. Was the most recent APR submitted on time ? Yes-2 No-0

3. Priority Populations

What percentage of beds are dedicated to a priority population? *Please attach Project Application Q4B and/or Q5B.*

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

4. Impact on Chronic Homelessness (Attachment 1) (10 possible pts.)

Permanent Supportive Housing Programs:

During FY22, the CoC's **PSH projects** served a total of **59** chronically homeless (CH) individuals. To show project impact towards goal of ending CH, refer to **Attachment 1** to note:

≥ 19.1% = 10 pts; 13%-19% = 7.5; 6.5%-12.9%= 5 pts; 0.3%-6.4%= 2.5 pts; 0% = 0 pt

Transitional Housing Programs: During FY22 the CoC's **TH projects** served a total of **0** CH individuals. To show project impact towards goal of ending chronic homelessness, refer to **Attachment 1** to note:

Rapid Rehousing Housing Programs: During FY22, the CoC's **RRH projects** served a total of **0** CH individuals. To show impact towards goal of ending chronic homelessness, refer to **Attachment 1** to note:

4a. Total number of chronically homeless persons this project served in FY22: _____

4b. The percentage of the CoC total served by this project: _____%

5. Positive Outcomes (Attachment 2) (10 possible pts.)

Permanent Supportive Housing projects: During FY22, there were 179 persons with positive outcomes noted across all CoC PSH programs. (An outcome is positive for PH if individual 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**: ____%
≥25.1%= 10 pts; 17.1%-25%= 7.5 pts; 8.6%-17%= 5 pts; 0.3%-8.5%= 2.5 pts; 0% = 0

Transitional Housing projects: During FY22, there were 5 persons with positive outcomes noted across all CoC TH programs. (An exit is positive for TH if individual 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**: ____%
≥ 76% = 10 pts; 51-75% = 7.5 pts; 26-50% = 5 pts; 1-25% = 2.5pts; 0% = 0

RRH projects: During Federal FY22, there were 16 persons with positive outcomes noted across all CoC RRH programs. (An exit is positive for RRH if individual 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**: ____%
≥ 76% = 10 pts; 51-75% = 7.5 pts; 26-50% = 5 pts; 1-25% = 2.5pts; 0% = 0

6. Exits to Homelessness: (10 possible pts.) To show impact of this project on ending homelessness, refer to **Attachment 3** (showing all CoC project leavers) and note the percentage of project leavers who exited this program to a shelter or the street: ____%
Total points=10-(% system impact*10)

7. Income Growth - System Impact (Attachment 4) (10 possible 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 ____%.
≥ 17.1% = 10 pts; 11.5%-17%=7.5; 5.8-11.4% = 5 pts; 0.2-5.7% = 2.5 pts; 0% = 0 pts

8. Income Growth – Project Performance

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: ____%

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: _____%

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: _____%

8d. 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. Housing First (0-5 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 - 5 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"/>
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/History of DV	<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"/>

10. Coordinated Entry: (up to 10 pts)

10a. 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**

10b. Do you regularly attend the bi-weekly SPOA/CE meetings? **Yes 2 pts** **No 0 pts**

10c. 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**

10d. Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?
 Yes 2 pts No 0 pts

11. CoC Participation (Up to 10 points)

11a. Does the project and/or agency staff regularly attend the SNC Membership meetings?
 Yes 5 pts No 0 pts

11b. Which of the following standing and/or ad hoc committees of the SNC CoC does the project and/or agency staff regularly attend? Please check all that apply. (Max 5 pts)

- | | | | | | |
|---------------------------|--------------------------|-------------------|--------------------------|--------------------|--------------------------|
| Executive Board | <input type="checkbox"/> | Coordinated Entry | <input type="checkbox"/> | Outreach | <input type="checkbox"/> |
| Saratoga Housing Alliance | <input type="checkbox"/> | Data and Goals | <input type="checkbox"/> | Reg Racial Justice | <input type="checkbox"/> |
| WWH Housing Alliance | <input type="checkbox"/> | HMIS Advisory | <input type="checkbox"/> | Strategic Planning | <input type="checkbox"/> |

12. Funds Utilized

This project returned a total of \$_____ in their most recently completed HUD CoC contract.

12a. Based upon your most recent completed CoC contract, what percentage of the full HUD award was drawn down?

100%=15 pt; 81-99%=12 pt; 61-80%= 10pts; 21-60% = 5 pt; 0-20%= 0 pts

12b. Did the project draw down CoC funds for the project from ELOCCS at least quarterly in the most recently ended contract? (Please attach copies of last three drawdowns.)

Yes 5 pts No 0 pts

13. Anti-Discrimination (0-6 pts)

Does your agency have an anti-discrimination policy? (Please attach relevant pages of your policy to your application as a PDF)

Yes 3 pts No 0 pts

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

14. 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

15. Diverse Employees (0-2)

Does your agency have diverse individuals (BIPOC, LGBTQ+, historically under-represented individuals) in managerial and leadership positions?

- Yes 2 pts No 0 pts

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PART 2: PROJECT / SYSTEM PERFORMANCE NARRATIVES

PROJECT INFORMATION

FY23 Funding Request: \$ _____

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

PROJECT DESCRIPTION: Please provide a brief project overview (200 word limit) to describe program characteristics listed below. (This section provides reviewers with a synopsis of your project; it is not scored).

- Target Population
- # of participants served based upon Federal FY22 APR
- # of contracted beds and units
- Cost per bed (HUD funding only) (total grant * total people in housing)
- Services provided to participants
- Project goals and achievements

1. Utilization Rate (0-10 pts)

This question should be answered *only* by projects which scored zero points on Question 1 of the 2023 Rank & Review 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 2021 (10/1/21 – 9/30/22), please explain why in 250 words or less.

2. Cultural/Societal Barriers (0-5 pts)

Please describe your agency's resources and experience in meeting the needs of clients facing various cultural and/or societal barriers (e.g., language, LGBTQ, mental health) in 250 words or less.

- *Up to 2.5 pts awarded if the narrative clearly describes the agency's resources in meeting the needs of clients with cultural and/or societal barriers.*
- *Up to 2.5 pts awarded if the narrative clearly describes agency experience in meeting the needs of clients with cultural and/or societal barriers.*

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 you program uses.*
- *Up to 2.5 pts awarded if the narrative clearly state(s) an 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. Behavioral Health Supports (2 possible pts)

Are you seeing an increased demand for MH services? Yes No

If yes, are you able to refer clients to MH providers in a timely fashion (within 7 days)? Yes 1 pts No 0 pt

Please explain what strategies your agency is using to help clients struggling with MH. (1 pt for satisfactory explanation)

6. Diversity and Inclusion (0 - 1 pt)

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)

7. Including Transgender and Gender Non-conforming clients: (0-5 pts)

How does your program ensure equitable housing options and support services for clients who identify as transgender or a gender other than singularly female or male (e.g., nonbinary, genderfluid, agender, culturally specific gender)?

8. Continued response to infectious disease (0 pts)

What has your agency done differently/implemented since the COVID-19 outbreak to quickly respond to infectious disease outbreaks? Can you provide examples of best practices that your agency has implemented since the COVID-19 outbreak began?

9. Moving On Strategy (0-3 pts)

HUD's [Moving On Strategy](#) refers to how agencies move participants who no longer require intensive services from one CoC funded PSH program to another housing assistance program (including, but not limited to Housing Choice Vouchers and Public Housing) to free up beds for persons experience homelessness. Briefly describe what you will be doing in FY23 to create strategies and plans for moving on?

- *Up to 1.5 pts awarded if the narrative clearly describes the plan for creating/reviewing their move on strategy*
- *Up to 1.5 pts awarded if the narrative clearly defines strategies that could be noted within the plan.*

10. Impact of COVID (0-5 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? If yes, please explain.

11. Feedback from Clients (0-1 pts)

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

12. Length of Participation (0-1 pts)

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. Site-based programs do not need to respond to this question).*

13. Housing Stability (0 to 3 pts)

Please comment on any unique circumstances or clients' severe service needs that affected the housing stability goal and/or affected the housing stability performance of your project. Response must be 250 words or less.

14. 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. That said, how do you feel your agency contributes to housing stability and ensure safety for victims of domestic violence? (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.

15. 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? (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 outcomes.

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PART 1 ATTACHMENTS CHECKLIST

Please include the below information with your application. All files should be saved and submitted as a single PDF.

2022 CoC Project Application Question 5A

2022 CoC Project Application Question 4B or 5B

Last 3 ELOCCS Drawdowns from the most recently ended contract

Anti-discrimination Policy

