

## 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.
8. Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	09/20/2023
1C-7. PHA Moving On Preference	No	PHA Moving On Pr...	09/20/2023
1D-11a. Letter Signed by Working Group	Yes	Letter Signed by ...	09/20/2023
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	09/20/2023
1E-1. Web Posting of Local Competition Deadline	Yes	Web Posting of Lo...	09/20/2023
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	09/20/2023
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	09/20/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	09/20/2023
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/20/2023
1E-5b. Local Competition Selection Results	Yes	Local Competition...	09/20/2023
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting- CoC ...	09/25/2023

1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of ...	09/25/2023
2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	HUD's Homeless D...	09/20/2023
3A-1a. Housing Leveraging Commitments	No	Housing Leveragin...	09/20/2023
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	09/20/2023
3C-2. Project List for Other Federal Statutes	No		
Other	No		

## **Attachment Details**

**Document Description:** PHA Homeless Preference

## **Attachment Details**

**Document Description:** PHA Moving On Preference

## **Attachment Details**

**Document Description:** Letter Signed by Working Group

## **Attachment Details**

**Document Description:** Housing First Evaluation

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**Document Description:** Local Competition Selection Results

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**Document Description:** HUD's Homeless Data Exchange (HDX) Competition Report

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**Document Description:** Housing Leveraging Commitments

## **Attachment Details**

**Document Description:** Healthcare Formal Agreements

## **Attachment Details**

**Document Description:**

## Attachment Details

### Document Description:

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

This attachment contains the following:

1. **Troy Housing Authority** – PHA
  - a. Administrative Plan – General - Highlighted Section: Homeless Preference
  
2. **Hoosick Housing Authority** - PHA
  - a. No Homeless Preference

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

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

#### 4-III.C. 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 [24 CFR 982.202(d)].

##### Local Preferences [24 CFR 982.207; HCV p. 4-16]

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.

##### Troy Housing Authority Policy

The PHA will give each of the following preferences one (1) preference point:

- A. Families of Federally-declared disasters as certified by the Federal Emergency Management Agency (FEMA).
- B. Working families where the head, spouse, co-head, or sole member is employed 20 hours or more per week and those unable to work because of age (62+) or disability. (Working means documented employment or contracting of 20 hours or more per week that will be reported to the Internal Revenue Service.)
- C. U.S. Veterans or Active U.S. Service Members, except those who were dishonorably discharged. This includes the surviving spouse of a deceased service member or veteran.
- D. Applicants who live in Troy, New York (including applicants temporarily placed outside the city, through no fault of their own by Rensselaer County Department of Social Services whose last permanent address was within the City of Troy, New York). Applicants working in Troy or who have a verified job offer in Troy are eligible for this residency preference.
- E. Families from the jurisdiction of Troy Housing Authority who have become homeless, through no fault of their own, and are presently being housed in shelters or motels through assistance from the Rensselaer County Department of Social Services.
- F. Households with non-elderly persons (18- 62 years of age) with disabilities transitioning out of institutional and other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless.

The PHA will not deny a local preference, nor otherwise exclude or penalize a family in admission to the program, solely because the family resides in public housing.

Homeless  
Preference



1C-7: Public Housing Agencies within Your CoC's Geographic Area Moving On Strategy

This attachment contains the following:

1. Moving On Preferences
  - a. **Troy Housing Authority (THA)** - PHA
    - i. Emergency Housing Voucher (EHV) Memorandum of Understanding –  
Highlighted Section: Moving On preference in local priority
2. NY-512's Written Standards excerpt that details the CoC's Moving On Strategy.

## 1C-7: Public Housing Agencies within Your CoC's Geographic Area Moving On Strategy

### 1. Moving On Preferences

#### a. **Troy Housing Authority (THA)** - PHA

- i. Emergency Housing Voucher (EHV) Memorandum of Understanding –  
Highlighted Section: Moving On preference in local priority

# Memorandum of Understanding

Created and entered into on June 15, 2021

*Between*

**Troy Housing Authority (PHA)**

**1 Eddy's Lane**

**Troy, New York 12180**

*and*

**Rensselaer County Homeless Services Collaborative (RCHSC)  
aka NY-512 Troy/Rensselaer County Continuum of Care (CoC)**

**c/o CARES OF NY, INC.**

**200 Henry Johnson Blvd, Suite 4**

**Albany NY 12210**

## I. Introduction and Goals:

- The PHA and CoC commit to administering the Emergency Housing Vouchers (EHVs) in accordance with all program requirements.
- The PHA goal is to administer and fully utilize all available EHVs. The standard of success in administering the program will be complete utilization of the EHVs.
- Identification of staff position at the PHA and CoC who will serve as the lead EHV liaisons.

PHA Lead HCV Liaison: Michael Belanger, Housing Choice Voucher (HCV) Program Manager  
Responsibilities of the PHA EHV liaison: Oversee utilization of EHVs.

CoC Lead Staff Liaison: Andra Ordansky, Coordinated Entry Manager  
(Joseph's House Planning and Grants Coordinator)

Responsibilities of the CoC EHV liaison: Oversees the prioritization of applicants and referrals to the EHV Program through the CoC

**Moving-on Preference**

## II. Define the populations eligible for EHV assistance to be referred by CoC.

**Tier 1 – Recently Homeless** – Individuals and families who are in Permanent Supportive Housing and are assessed by CE as having service needs that have been resolved but who still need rental subsidy to remain stably housed.

**Tier 2** – Individuals and families who are **Homeless** and/or **fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking**, and who are assessed by CE as having service needs that are resolved through RRH or other community providers, and who still will need a long term rental subsidy to become and to remain stably housed.

**Tier 3 – At Risk of Homelessness** - Individuals and families who are at risk of losing their housing, and who are assessed by CE as having service needs that are resolved by Homelessness Prevention or other community providers but who still need a long term rental subsidy to be stably housed.

Applicants will be referred and tiered on a unique EHV Wait List. Within each tier, the CE system will generate a ranking value. There will be no further ranking based on local preferences as established for the regular HCV Program.

Because the EHV waiting list is based on direct referrals from the COC or requests through the PHA's VAWA emergency transfer plan and not applications from the general public, HUD is waiving § 982.206, which requires the PHA to give public notice when opening and closing the waiting list. Under this alternative requirement, the PHA will work directly with the CoC and other referral agency partners to manage the number of referrals and the

1C-7: Public Housing Agencies within Your CoC's Geographic Area Moving On Strategy

2. NY-512's Written Standards excerpt that details the CoC's Moving On Strategy.

## MOVE ON STRATEGY FOR RECOGNITION OF TENANT INDEPENDENCE

Rensselaer County Homeless Services Collaborative (RCHSC) 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 RCHSC 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 RCHSC Board and Coordinated Entry 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 the Troy Housing Authority (THA), who works with local supportive housing providers to support clients in moving on from supportive housing units. Phase II of the Move On Strategy will include formalizing this practice with THA and recruiting other local 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***

RCHSC 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***

RCHSC 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***

RCHSC 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 the 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. The 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.

1D-11a. Active CoC Participation of Individuals with Lived Experience of Homelessness.

This attachment details the progress and intention of **NY-512** in the development of a working group of individuals with lived experience of homelessness. It includes:

1. A letter signed by the NY-512 Board Chair
  - a. The letter outlines the steps that the CoC has taken over the last year in development of a working group of individuals with lived experience of homelessness; including the topic areas that the working group will provide their perspective and experience on and will report back to the board with outcomes.

To Whom it May Concern,

Within the last fiscal year, the NY-512 CoC has begun its efforts to establish a Persons with Lived Experience Advisory Committee. The intent of this committee is to gather first-person feedback to develop the CoC's priorities to prevent and end homelessness. The CoC wishes to create a method for those served to voice their thoughts, suggestions, opinions, and concerns and have them directly shape the CoC system. The Advisory Committee will be instrumental in developing and supporting the CoC's priorities and strategies for serving individuals and families experiencing homelessness.

The Advisory Committee will collect feedback regarding a range of CoC related topics. Those topics include but are not limited to: reviewing the Coordinated Entry intake form in coordination with the CE Lead (e.g. culturally competent and trauma informed language), reviewing the CE system evaluation tool to better identify gaps and barriers to services, and evaluating the Rank and Review Tool (e.g. annual funding priorities and agencies' ability to address racial disparities in service provision).

To this end, NY-512 has strategized within a regional committee with other CoC's on ways this local advisory committee may manifest. NY-512 is a participating member of the Regional Racial Justice Advisory Committee (RRJAC), a contingent of representatives from CoC's across New York state that collaborate on initiatives intended to address racial inequities in the homeless service system, administered by their collaborative applicant, CARES of N.Y. inc. Since November of 2022, the RRJAC, including its representatives from NY-512, drafted and approved structures and strategies for implementing a committee for persons with lived experience. The NY-512 representatives presented the recommendations produced by the RRJAC to their CoC Board.

Beginning January of 2023, NY-512 has taken several steps to develop the recommendations of the RRJAC. First, the NY-512 Board officially approved the Advisory Committee initiative presented by their RRJAC representatives. Additionally, the Board voted to approve the creation of a community feedback strategy, as per the recommendation of the RRJAC, which is intended to individually engage clients at CoC funded agencies. Clients will have the option to express interest in speaking with a CoC member further about their thoughts and feedback. The CoC will also look to recruit any clients to become a member of a formal Persons with Lived Experience Advisory Committee. Several Board members have volunteered to form a workgroup to facilitate the collection of feedback. In summary, NY-512 is committed to developing a Persons with Lived Experience Committee, and has taken steps to make this Committee a long-term and influential part of CoC.

Sincerely,

CoC Board



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Wendy Wahlberg

Date: September 15, 2023

1D-2a: Project Evaluation for **Housing First Compliance**

This attachment details how **NY-512** regularly evaluates its projects to ensure those that commit to using a Housing First approach are evaluated outside of the local competition rating and ranking process. It includes:

1. An example evaluation of at least one project
  - a. Joseph's House & Shelter, Inc.: JH Consolidated

1D-2a: Project Evaluation for **Housing First Compliance**

1. An example evaluation of at least one project
  - a. Joseph's House & Shelter, Inc.: JH Consolidated



## Provider Information

Please complete the information below on the organization being assessed.

Provider Information	
<b>Provider's Legal Name</b>	<b>Joseph's House &amp; Shelter, Inc.</b>
Acronym (If Applicable)	
Year Incorporated	1983
EIN	14-1636163
Street Address	202 4th Street - Troy, NY
Zip Code	12180

Project Information	
Project Name	JH Consolidated
Project Budget	\$361,730
Grant Number	NY0143L2C122215
Name of Project Director	Kristine Darling
Project Director Email Address	kdarling@josephshousetroy.org
Project Director Phone Number	(518) 272-2544
<b>Which best describes the project *</b>	<b>Permanent Supportive Housing</b>
<i>If project is a Safe Haven, please choose project type that it most operates like, e.g. shelter, transitional housing, or permanent housing</i>	
<b>Are your services targeted to any of the following populations specifically? Please select one if so, as this impacts your assessment questions.</b>	
<b>None of the above</b>	

\*Please note that when you select a project type, particular standards may not be relevant.

Management Information	
Name of CEO	Amy Fountain
CEO Email Address	afountain@josephshousetroy.org
CEO Phone Number	(518) 874-1247
Name of Staff Member Guiding Assessment	Andra Zubkovs Ordansky
Staff Email Address	andraz@josephshousetroy.org
Staff Phone Number	(518) 874-1253

Assessment Information	
Name of Assessor	Maggie Watson
Organizational Affiliation of Assessor	CARES (UFA/CA) Compliance Officer
Assessor Email Address	mwatson@caresny.org
Assessor Phone Number	(518) 489-4130 x 711
<b>Date of Assessment</b>	<b>Sep 10 2023</b>



Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

No.	Standard	Access Definition / Evidence	Say It	Document it	Do it
Access 1	Projects are low-barrier	Admission to projects is not contingent on pre-requisites such as abstinence of substances, minimum income requirements, health or mental health history, medication adherence, age, criminal justice history, financial history, completion of treatment, participation in services, "housing readiness," history or occurrence of victimization, survivor of sexual assault or an affiliated person of such a survivor or other unnecessary conditions unless required by law or funding source.  <i>Optional notes here</i>	Always	Always	Always
Access 2	Projects do not deny assistance for unnecessary reasons	Procedures and oversight demonstrate that staff do everything possible to avoid denying assistance or rejecting an individual or family for the reasons listed in Access Standard #1.  <i>Optional notes here</i>	Always	Always	Always
Access 3	Access regardless of sexual orientation, gender identity, or marital status	Equal access is provided in accordance with the 2012 and 2016 Equal Access Rules, meaning that any project funded by HUD must ensure equal access for persons regardless of one's sexual orientation or marital status, and in accordance with one's gender identity. Adult only households, regardless of marital status, should have equal access to projects (if these project types are not available within a CoC, the CoC should conduct an assessment to determine if these project types are needed and work with providers to accommodate the need). Please see Equal Access Rules here: <a href="https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/">https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/</a>  <i>Optional notes here</i>	Always	Always	Always
Access 4	Admission process is expedited with speed and efficiency	Projects have expedited admission processes, to the greatest extent possible, including helping participants obtain documentation required by funding sources, as well as processes to admit participants regardless of the status of their eligibility documentation whenever applicable.  <i>JH has an extremely expedited admission process, coming up with creative ways to house folks while also gathering required documentation. This practice by necessity does not appear in our documentation so that our monitoring and audits remain successful.</i>	Always	Not at all	Always
Access 5	Intake processes are person-centered and flexible	Intake and assessment procedures are focused on the individual's or family's strengths, needs, and preferences. Projects do not require specific appointment times, but have flexible intake schedules that ensure access to all households. Assessments are focused on identifying household strengths, resources, as well as identifying barriers to housing that can inform the basis of a housing plan as soon as a person is enrolled in the project.  <i>Intake times are scheduled at mutually convenient times, including after-hours when needed. As a site-based project, assessments occur at or after move-in to minimize trauma, including screening for referrals to other services</i>	Always	Somewhat	Always
Access 6	The provider/project accepts and makes referrals directly through Coordinated Entry	Projects actively participate in the CoC-designated Coordinated Entry processes as part of streamlined community-wide system access and triage. If these processes are not yet implemented, projects follow communities' existing referral processes. Referrals from Coordinated Entry are rarely rejected, and only if there is a history of violence, the participant does not want to be in the project, there are legally valid grounds (such as restrictions regarding sex offenders) or some other exceptional circumstance that is well documented.  <i>Optional notes here</i>	Always	Always	Always
Access 7	Exits to homelessness are avoided	Projects that can no longer serve particular households utilize the coordinated entry process, or the communities' existing referral processes if coordinated entry processes are not yet implemented, to ensure that those individuals and families have access to other housing and services as desired, and do not become disconnected from services and housing. Households encounter these exits under certain circumstances, such as if they demonstrate violent or harassing behaviors, which are described within agencies' regulation-adherent policies.  <i>JH is usually the lowest-barrier PSH in the community, and is often the destination project for transfers.</i>	Always	Always	Always
Name		Participant Input Definition / Evidence	Say It	Document it	Do it
Participant Input 1	Participant education is ongoing	Project participants receive ongoing education on Housing First principles as well as other service models employed in the project. In the beginning of and throughout tenancy, participants are informed about their full rights and responsibilities as lease holders, including the potential causes for eviction.  <i>Education on HF principles is included in the provided on an informal as-needed basis. Tenants are verbally explained their rights and lease; any violations are addressed in written and verbal format and safety plans are created to avoid eviction</i>	Always	Somewhat	Always
Participant Input 2	Projects create regular, formal opportunities for participants to offer input	Input is welcomed regarding the project's policies, processes, procedures, and practices. Opportunities include involvement in: quality assurance and evaluation processes, a participant leadership/advisory board, processes to formally communicate with landlords, the design of and participation in surveys and focus groups, planning social gatherings, integrating peer specialists and peer-facilitated support groups to compliment professional services.  <i>Optional notes here</i>	Always	Always	Always



## Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

	Standard	Lease and Occupancy Definition / Evidence	Say It	Document It	Do It
Leases 1	Housing is considered permanent (not applicable for Transitional Housing)	Housing is not time-limited (though rent assistance may be) and leases are automatically renewable upon expiration, except with prior notice by either party.  <i>Optional notes here</i>	Always	Always	Always
Leases 2	Participant choice is fundamental	A participant has, at minimum, choices in deciding the location and type of housing based on preferences from a range of housing types and among multiple units, as available and as practical. In project-based settings, participants should be offered choice of units within a particular building, or within the portfolio of single site properties. In projects that use shared housing, i.e. housing with unrelated roommates, participants should be offered choice of roommates, as available and as practical. Additionally, as applicable, participants are able to choose their roommates when sharing a room or unit.  <i>It is extremely uncommon for the project to have more than one vacancy at a time, meaning that the opportunity for tenant choice is relatively rare. However project staff will consider tenant choice as well as information about specialized needs that may come from homeless providers (ie. placing a tenant with history of DV near cameras and elevator for safety) when more than one vacancy is under review</i>	Always	Not at all	Always
Leases 3	Leases are the same for participants as for other tenants	Leases do not have any provisions that would not be found in leases held by any other tenant in the property or building and is renewable per the participants' and owner's choice. People experiencing homelessness who receive help moving into permanent housing should have leases that confer the full rights, responsibilities, and legal protections under Federal, state, and local housing laws. For transitional housing, there may be limitations on length of stay, but a lease/occupancy agreement should look like a lease that a person would have in the normal rental market.  <i>Optional notes here</i>	Always	Always	Always
Leases 4	Participants receive education about their lease or occupancy agreement terms	Participants are also given access to legal assistance and encouraged to exercise their full legal rights and responsibilities. Landlords and providers abide by their legally-defined roles and responsibilities.  <i>Tenants are often distracted at move-in and focused on getting the keys. Staff review the main points that are important to know. On-going lease education occurs during recertifications, and via lease reminder letters and conversations with program staff that are more productive.</i>	Always	Somewhat	Somewhat
Leases 5	Measures are used to prevent eviction	Property or building management, with services support, incorporates a culture of eviction avoidance, reinforced through practices and policies that prevent lease violations and evictions among participants, and evict participants only when they are a threat to self or others. Clear eviction appeal processes and due process is provided for all participants. Lease bifurcation is allowed so that a tenant or lawful occupant who is a victim of a criminal act of physical violence committed against them by another tenant or lawful occupant is not evicted, removed or penalized if the other is evicted.  <i>Services staff support the property management by providing continual education on eviction avoidance. Project staff support safety plans, using oral and written reminders to reduce behaviors. Only in cases of violence to staff or other tenants, are tenants encouraged to turn in keys instead of facing legal eviction. There is no formal appeal process.</i>	Somewhat	Somewhat	Always
Leases 6	Providing stable housing is a priority	Providers engage in a continued effort to hold housing for participants, even if they leave their housing for short periods due to treatment, illness, or any other temporary stay outside of the unit.  <i>Optional notes here</i>	Always	Always	Always
Leases 7	Rent payment policies respond to tenants' needs (as applicable)	While tenants are accountable to the rental agreement, adjustments may be needed on a case by case basis. As necessary, participants are given special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.  <i>JH staff works extensively with APS on rep payee agreements, has never evicted for non-payment; and is extremely flexible regarding repayment of arrears. This is an essential part of our program, but is not documented in our policies anywhere.</i>	Always	Not at all	Always



Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

Standard	Services Definition / Evidence	Say it	Document it	Do it
Services 1	<p>Projects promote participant choice in services</p> <p>Participants are able to choose from an array of services. Services offered are housing focused and include the following areas of support: employment and income, childhood and education, community connection, and stabilization to maintain housing. These should be provided by linking to community-based services.</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Services 2	<p>Person Centered Planning is a guiding principle of the service planning process</p> <p>Person-centered Planning is a guiding principle of the service planning process</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Services 3	<p>Service support is as permanent as the housing</p> <p>Service connections are permanently available and accessible for participants in Permanent Supportive Housing. Rapid Re-Housing projects should, at a minimum, be prepared to offer services for up to 6 months after the rental assistance ends. In emergency shelter and transitional housing, services are available as long as the participant resides in the unit or bed – and up to 6 months following exit from transitional housing.</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Services 4	<p>Services are continued despite change in housing status or placement</p> <p>Wherever possible, participants continue to be offered services even if they lose their housing unit or bed (for congregate projects), or if they are placed in a short-term inpatient treatment. Ideally, the service relationship should continue, despite a service hiatus during some institutional stays.</p> <p><i>Services funding comes from other sources which have some requirements in place about providing services to those who are residing on site. However, where possible, we attempt to continue to maintain housing for folks in short term off-site placements, and advocates keep in touch with tenants throughout the move-on process.</i></p>	Somewhat	Somewhat	Somewhat
Services 5	<p>Participant engagement is a core component of service delivery</p> <p>Staff provide effective services by developing relationships with participants that provide immediate needs and safety, develop trust and common ground, making warm hand-offs to other mainstream service providers, and clearly explain staff roles. Engagement is regular and relationships are developed over time.</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Services 6	<p>Services are culturally appropriate with translation services available, as needed</p> <p>Project staff are sensitive to and support the cultural aspects of diverse households. Wherever possible, staff demographics reflect the participant population they serve in order to provide appropriate, culturally-specific services. Translation services are provided when needed to ensure full comprehension of the project. Projects that serve families with children should have family-friendly rules that allow for different schedules based on work and school hours and have services that allow parents to participate in activities without having to constantly supervise their children themselves (i.e. can use the bathroom or take a shower without their children being in the bathroom with them).</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Services 7	<p>Staff are trained in clinical and non-clinical strategies (including harm reduction, motivational interviewing, trauma-informed approaches, strength-based)</p> <p>Services support a participant's ability to obtain and retain housing regardless of changes in behavior. Services are informed by a harm-reduction philosophy, such as recognizing that substance use and addiction are a part of some participants' lives. Participants are engaged in non-judgmental communication regarding their behavior and are offered education regarding how to avoid risky behaviors and engage in safer practices.</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Standard	Housing Definition / Evidence	Say it	Document it	Do it
Housing 1	<p>Housing is not dependent on participation in services</p> <p>Participation in permanent and temporary housing settings, as well as crisis settings such as emergency shelter, is not contingent on participating in supportive services or demonstration of progress made on a service plan. Services must be offered by staff, but are voluntary for participants.</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Housing 2	<p>Substance use is not a reason for termination</p> <p>Participants are only terminated from the project for violations in the lease or occupancy agreements, as applicable. Occupancy agreements or an addendum to the lease do not include conditions around substance use or participation in services. If the project is a recovery housing model focused on people who are in early recovery from drugs or alcohol (as outlined in HUD's Recovery Housing Brief), different standards related to use and subsequent offer of treatment may apply. See HUD's Recovery Housing brief here: <a href="https://www.hudexchange.info/resource/4852/recovery-housing-policy-brief/">https://www.hudexchange.info/resource/4852/recovery-housing-policy-brief/</a></p> <p><i>Optional notes here</i></p>	Always	Always	Always
Housing 3	<p>The rules and regulations of the project are centered on participants' rights</p> <p>Project staff have realistic expectations and policies. Rules and regulations are designed to support safe and stable communities and should never interfere with a life in the community. Participants have access to the project at all hours (except for nightly in and out shelter) and accommodation is made for pets.</p> <p><i>Optional notes here</i></p>	Always	Always	Always
Housing 4	<p>Participants have the option to transfer to another project</p> <p>Transfers should be accommodated for tenants who reasonably believe that they are threatened with imminent harm from further violence if the tenant remains in the same unit. Whenever possible, transfers occur before a participant experiences homelessness.</p> <p><i>Optional notes here</i></p>	Always	Always	Always



### Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

	Standard	Project -Specific Standards	Say It	Document it	Do it
Project 1	Quick access to RRH assistance	A permanent supportive housing project ensures quick linkage to a unit and wrap around services, based on participant needs, preferences, and resource availability.  <i>Optional notes here</i>	Always	Always	Always
Project 2	PSH is focused on ending homelessness for those with the most severe barriers to maintaining housing	Participants and staff understand that a primary goal of permanent supportive housing is to end homelessness for people with the most severe service needs and help participants stay housed, regardless of other perceived barriers.  <i>Optional notes here</i>	Always	Always	Always
Project 3	Property Management duties are separate and distinct from services/case management	In order to provide clear roles of staff for participants in terms of lease and rules enforcement as well as tenant advocacy, property management and service provider staff should be separate roles. However, they should work together on a regular basis through regular communications and meetings regarding Participants to address tenancy issues in order to preserve tenancy.  <i>Optional notes here</i>	Always	Always	Always
		No additional standards  <i>Optional notes here</i>			
		No additional standards  <i>Optional notes here</i>			
		No additional standards  <i>Optional notes here</i>			
		No additional standards  <i>Optional notes here</i>			
		No additional standards  <i>Optional notes here</i>			
		No additional standards  <i>Optional notes here</i>			

Section is not applicable. Please see following section.

Non-Compliant Standards ("Not at all" to Whether Standard is Said)				Non-Documented Standards ("Not at All" to Whether Standard is Documented)				Non-Evidenced Standards ("Not at All" to Whether Standard is Done")			
Category	No.	Name	Standard	Category	No.	Name	Standard	Category	No.	Name	Standard
				Access	4	Admission process is expedited with speed and efficiency	<p>Projects have expedited admission processes, to the greatest extent possible, including helping participants obtain documentation required by funding sources, as well as processes to admit participants regardless of the status of their eligibility documentation whenever applicable.</p> <p><i>JH has an extremely expedited admission process, coming up with creative ways to house folks while also gathering required documentation. This practice by necessity does not appear in our documentation so that our monitoring and audits remain successful.</i></p>				
				Leases	2	Participant choice is fundamental	<p>A participant has, at minimum, choices in deciding the location and type of housing based on preferences from a range of housing types and among multiple units, as available and as practical. In project-based settings, participants should be offered choice of units within a particular building, or within the portfolio of single site properties. In projects that use shared housing, i.e. housing with unrelated roommates, participants should be offered choice of roommates, as available and as practical. Additionally, as applicable, participants are able to choose their roommates when sharing a room or unit.</p> <p><i>It is extremely uncommon for the project to have more than one vacancy at a time, meaning that the opportunity for tenant choice is relatively rare. However project staff will consider tenant choice as well as information about specialized needs that may come from homeless providers (ie. placing a tenant with history of DV near cameras and elevator for safety) when more than one vacancy is under review</i></p>				
				Leases	7	Rent payment policies respond to tenants' needs (as applicable)	<p>While tenants are accountable to the rental agreement, adjustments may be needed on a case by case basis. As necessary, participants are given special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.</p> <p><i>JH staff works extensively with APS on rep payee agreements, has never evicted for non-payment; and is extremely flexible regarding repayment of arrears. This is an essential part of our program, but is not documented in our policies anywhere.</i></p>				

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

1. Screenshot of a website posting that demonstrates NY-512 CoC announced it was accepting project applications and includes the local submission deadline for applicants to submit their applications to the CoC:
  - (a) June 13, 2023 website screenshot and email announcing the Rank & Review **Renewal Part 1 Tool is ready for completion**
  - (b) July 27, 2023 website screenshot and email announcing the Rank & Review **Renewal Part 2 Tool and New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool is ready for completion**
  - (c) July 18, 2023 email: Summary 2023 NOFO with Rank and Review Deadlines

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

1. Screenshot of a website posting that demonstrates NY-512 announced it was accepting project applications.

(a) June 13, 2023 website screenshot and email announcing the Rank & Review  
**Renewal Part 1 Tool is ready for completion**

# 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 and Review Online Forms

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

[DV HMIS Data Submission](#)

[Data Attachments Confirmation](#)

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: [Rank and Review Online Form Submission Procedures document](#).

- 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

## Rensselaer County Homeless Services Collaborative (RCHSC)

[RCHSC Home Page](#)

### 2023 RANK & REVIEW DOCUMENTS

FINAL: [RCHSC Rank and Review Written Process](#)

### 2023 RENEWAL PROJECTS

All currently funded projects that are looking to be funded again must complete Rank and Review application materials below

#### Part 1 Application

**Release Date: June 13, 2023 Due Date: June 22, 2023**

[RCHSC Renewal Application Tool Part 1](#)  
**Please submit all application materials via email to [agraves@caresny.org](mailto:agraves@caresny.org) as a PDF.**

### View Rank & Review Archives

- + 2022 Rank & Review: RCHSC
- + 2021 Rank & Review: RCHSC

**From:** [Aubrie Graves](#)  
**To:** [Haleigh Schmidhamer](#)  
**Subject:** NY-512 Rank and Review Part I Tool Release Email  
**Date:** Monday, June 13, 2023 4:42:00 PM  
**Attachments:** [image001.png](#)  
[2023 RCHS Rank and Review Part I Tool Filable PDF.pdf](#)  
[Copy of NY-512 Rank and Review 6-01-2023.xlsx](#)

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'Amy LaFountain <alafountain@josephshousetroy.org>; 'Andra Zubkovs <andraz@josephshousetroy.org>; Andrea Ryan <ARyan@UnityHouseNY.ORG>; 'Bonnie Benson <bonnieb@ywca-gcr.org>; 'grants.contracts@unityhousesny.org; Marcie Nardine <MNardine@UnityHouseNY.ORG>; Sondra Young <Sondra.Young@ccrcda.org>; Starletta Smith <starlettas@ywca-gcr.org>; Tracy Pitcher <tpitcher@stpaulscenter.com>; Lisa Hotte - YWCA of Troy (lisah@ywca-gcr.org); dbach@unityhousesny.org

Good Morning,

This email is to notify you that the **RCHSC CoC Rank & Review Application: Part 1 is now available for completion.** The fillable application is attached to this email, along with the HMIS systems data that you will need to complete your application.

The application is also available on the CARES website:

The application must be completed by **COB Wednesday, June 21, 2023** and submitted in one PDF attachment for each renewal project. Please include the Rank and Review completed Tool and supporting Data Attachments (convert to PDF and include with application) as specified on the tool. Applications should be submitted to [agraves@caresny.org](mailto:agraves@caresny.org) using your agency name/project name as the subject line.

If you have any questions about the application, don't hesitate to reach out to me directly for support.

Thank you,

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext. 753  
<http://www.caresny.org>

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

1. Screenshot of a website posting that demonstrates NY-512 announced it was accepting project applications.

(b) July 27, 2023 website screenshot and email announcing the Rank & Review **Renewal Part 2 Tool and New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool is ready for completion**

# 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

## Rensselaer County Homeless Services Collaborative (RCHSC)

RCHSC Home Page

### 2023 RANK & REVIEW DOCUMENTS

FINAL: [RCHSC Rank and Review Written Process](#)

### 2023 RENEWAL PROJECTS

All currently funded projects that are looking to be funded again must complete Rank and Review application materials below

#### Part 1 Application

Release Date: **June 13, 2023** Due Date: **June 23, 2023**  
[RCHSC Renewal Project Application Tool Part 1](#)  
Please submit all application materials via email to [agraves@caresny.org](mailto:agraves@caresny.org) as a PDF.

#### Part 2 Application

[RCHSC Renewal Project Application Part 2 Tool](#)  
Release Date: **July 27, 2023** Due Date: **August 4, 2023**  
Please submit all application materials via email to [agraves@caresny.org](mailto:agraves@caresny.org) as a PDF.

### 2023 NEW & BONUS PROJECTS

Any project looking to be funded for the first time must complete the appropriate RFP. Please note that communities can only apply for one CE project and only the HMIS lead can apply for funds through the HMIS bonus.

[RCHSC New/DV Bonus Project Application Tool](#)  
[RCHSC CE/HMIS Bonus Project Application Tool](#)  
Release Date: **July 27, 2023** Due Date: **August 4, 2023**  
Please submit all application materials via email to [agraves@caresny.org](mailto:agraves@caresny.org) as a PDF.

**From:** [Aubrie Graves](#)  
**To:** [Amy LaFountain](#); [Andra Zubkovs \(andraz@josephshousetroy.org\)](#); [Andrea Ryan](#); [Bonnie Benson \(bonnieb@ywca-gcr.org\)](#); [claire.laurange@ccrcda.org](#); [dbach@unityhousesny.org](#); [grants.contracts@unityhousesny.org](#); [Katalin Nadeau \(katalin.nadeau@ccrcda.org\)](#); [Lisa Hotte - YWCA of Troy \(lisah@ywca-gcr.org\)](#); [Marcie Nardine](#); [Sondra Young - Catholic Charities Housing Office \(Sondra.Young@ccrcda.org\)](#); [Starletta Smith \(starlettas@ywca-gcr.org\)](#); [Tracy Pitcher](#); [Bernice White - Community Builders \(bernice.white@tcbinc.org\)](#); [Christina Mead](#); [Claudette Senior \(CSenior@UnityHouseNY.ORG\)](#); [Daniel Dykes](#); [David Yake](#); [Denise Brodt](#); [Donna Elia](#); [Jamie DeHart \(JDziewit@unityhousesny.org\)](#); [Janelle Shults](#); [Kathleen Ide](#); [Kelsey Addy](#); [Kirstein DonVito](#); [Michelle Nadeau](#); [Salley Zgolinski](#); [Sarah Trombley](#); [Stephanie LaDue \(Stephanie.LaDue@tcbinc.org\)](#); [Tabitha Dunn](#); [Terra Stone](#); [Wendy Wahlberg](#); [Aimee Ohlidal \(aohlidal@unityhousesny.org\)](#); [Amber Luke \(aluke@unityhousesny.org\)](#); [Amber Sullivan - Capital District EOC \(a.sullivan1@hvcc.edu\)](#); [asmith@vanderheyden.org](#); [Aubrie Graves](#); [Brittany Piccolo \(Bpiccolo@vanderheyden.org\)](#); [Charles Doyle \(charles.doyle@troynv.gov\)](#); [cholcomb@renesco.com](#); [Chris Tolhurst \(ctolhurst@depaul.org\)](#); [Christine Nealon \(Christine@triplonline.org\)](#); [Colleen Seeley](#); [David Sosa](#); [Elaine Davies \(edavies@unityhousesny.org\)](#); [Erin Hernandez \(ehernandez@ceoempowers.org\)](#); [Fawn Potash \(fpotash@ilchv.org\)](#); [Geoff Raiti](#); [Jacob Dale \(jacob.t.dale@hud.gov\)](#); [Janet Simmons \(jsimmons@northeastcareer.org\)](#); [Jennica Petrik-Huff - The Community Builders \(jhuff@bcnihousing.org\)](#); [Jennifer LeMay](#); [Joe Sluszka \(jsluszka@ahcvets.org\)](#); [John Salka \(john.salka@troynv.gov\)](#); [Kelli Clark](#); [Laura Amos \(laura.amos@troynv.gov\)](#); [Laurie Mooney \(lmooney@renselaerhousing.org\)](#); [laurie.mcbain \(laurie.mcbain@sphp.com\)](#); [Leslie Cheu \(lcheu@tsbfoundation.org\)](#); [Linda Jones-Pettis \(linda.jones-pettis@dfa.state.ny.us\)](#); [Linda Lewis](#); [Lindsey Crusan](#); [Loni Warrington \(lwarrington@renesco.com\)](#); [Mary Ann Ogren \(mogren@renselaerhousing.org\)](#); [Mary Kay Cassidy \(marykay.cassidy@dfa.state.ny.us\)](#); [Maura Psoino - Vanderheyden \(mpsoinos@vanderheyden.org\)](#); [Maureen Corbett \(Maureen.corbett@va.gov\)](#); [Mayor Patrick Madden \(mayorsoffice@troynv.gov\)](#); [meghan.meyerson@ccrcda.org](#); [Melissa Cherubino](#); [Michael Hagmaier](#); [Michael McMahon - Montgomery County Department of Social Services \(Michael.McMahon2@dfa.state.ny.us\)](#); [Michelle Abel \(michellea@ccalbany.org\)](#); [Michelle Chavarria](#); [Mike Belanger \(mike.belanger@troyhousing.org\)](#); [Mike Maloney \(mmaloney@unityhousesny.org\)](#); [Mitchum, Alphonso](#); [Nina Nichols](#); [Pam Booker \(pbooker@ccalbany.org\)](#); [Peter Goebel \(pgoebel@renesco.com\)](#); [Rashika.L.Hall@hud.gov](#); [Ray Reuter \(raymh@outlook.com\)](#); [Robert Romaker](#); [Rose Kelly \(rkelly@renselaerhousing.org\)](#); [Stacey Thayer \(stacey.thayer@cdphp.com\)](#); [Stephen Piasecki](#); [Susan Jones](#); [Talia Gamble \(gamblet@troyn.k12.ny.us\)](#); [Theresa Beaujoin](#); [Totia Harris](#); [Tyronne Byrd \(tbyrd@wesoldieron.org\)](#); [Veronica Lestage](#); [Warren Youngblood \(w.youngblood@ahcvets.org\)](#); [William Brown \(wbrown@wesoldieron.org\)](#); [William Robson](#); [Zachary Fuller \(zfuller@eaglestarhousing.com\)](#)  
**Cc:** [Maureen Van Deusen](#)  
**Subject:** NY-512 Renewal, New/DV & CE\_HMIS Tools Released for Completion Due Date August 4th  
**Date:** Thursday, July 27, 2023 10:16:00 AM  
**Attachments:** [2023 RCHSC New DV Bonus Tool Clean Copy Fillable PDF.pdf](#)  
[image001.png](#)  
[2023 RCHSD Rank and Review Part 2 Fillable PDF.pdf](#)  
[RCHSC 2023 CE\\_HMIS Rank and Review Tool Fillable PDF.pdf](#)

Dear CoC members and community stakeholders ,

This email is to notify you that **RCHSC Rank & Review Renewal, New/DV Bonus Tools and HMIS/CE Tools for 2023** are now available for completion. The fillable applications are attached to this email. You do not have to be currently CoC funded to apply. All currently funded programs that are looking to be funded again must complete the renewal application. Please note that communities can only apply for one CE project and only the HMIS lead can apply for funds through the HMIS bonus.

The application is also available on the CARES website: <https://caresny.org/nofo-2023/#rchsc>  
For more information about project eligibility and funding availability, check out our website: <https://caresny.org/nofo-2023/>

**The application must be completed by COB Friday, August 4, 2023 and submitted in one PDF attachment per project.** Applications should be submitted to [agraves@caresny.org](mailto:agraves@caresny.org) using your agency name/project name as the subject line. Note that projects scored to move forward in the CoC's local process will need to be entered into Esnaps no later than Friday, August 17<sup>th</sup>.

If you have any questions about the applications, don't hesitate to reach out to me directly for support.

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

1. Screenshot of a website posting that demonstrates NY-512 announced it was accepting project applications.

(c) July 18, 2023 email: Summary 2023 NOFO with Rank and Review Deadlines and source of embedded external link

**From:** [CARES Planning Team](#)  
**To:** [CARES Planning Team](#)  
**Cc:** [Aubrie Graves](#); [Michelle Sandoz-Dennis](#); [Kelsey Addy](#)  
**Subject:** 2023 CoC NOFO Summary- RCHSC  
**Date:** Tuesday, July 18, 2023 9:57:22 AM  
**Attachments:** [image002.png](#)

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Good Morning, Rensselaer County CoC Members,

The FY23 Continuum of Care Notice of Funding Opportunities is now available [here](#) and due September 28<sup>th</sup>, 2023. This email includes the FY23 local Competition Submission Timeline as well as a link that holds a NOFO Summary and available resources for technical assistance (including webinars and information on a New Project information session).

Please note, the CoC Application and Project Applications are not yet available in [e-snaps](#) for completion. HUD expects both to be available within the next 2 weeks.

**Important Local Competition Dates and Deadlines:**

Rank & Review Project Submission Timeline

Renewal Applications	
Rank and Review Part I	Completed
Rank and Review Part II Released	July 27 <sup>th</sup>
Rank and Review Part II Due	August 4 <sup>th</sup>

New Applications	
Rank and Review New Project Application RFP and DV Bonus Application Released	July 27 <sup>th</sup>
Rank and Review New Project Application RFP and RV Bonus Application due to CARES (please send to <a href="#">Aubrie Graves</a> )	August 4 <sup>th</sup>

E-snaps Project Submission Timeline


For e-snaps Technical Assistance, please contact [Shara Branon-Bender](#).

Renewal Projects	
All Renewal Project Applications due in e-snaps	August 4 <sup>th</sup>
Organizations will receive recommended edits from CARES	August 16 <sup>th</sup>
Final edits due in e-snaps	August 25 <sup>th</sup>



New Projects	
All New Project Applications due in e-snaps (Including those applying for DV Bonus)	August 17 <sup>th</sup>
Organizations will receive recommended edits from CARES	August 25 <sup>th</sup>
Final edits due in e-snaps	August 31 <sup>st</sup>

NOFO Summary Information:



## [FY23 Continuum of Care Notice of Funding Opportunities](#)

Approximately \$3.1 billion is available through the FY 2023 CoC Program Competition. This funding serves to:

[Go to this Link](#)

Is this email for me?

If you are currently CoC-funded or are interested in applying for Continuum of Care funding, this email is for you!

Thank you,

CARES Planning Team

5 Pine West Plaza, Suite #503, Albany, NY 12210

518-489-4130 ext. 1

<http://www.caresny.org>





# FY23 Continuum of Care Notice of Funding Opportunities

## FY23 Notice of Funding Opportunity (NOFO) Summary

Approximately \$3.1 billion is available through the FY 2023 CoC Program Competition. This funding serves to:

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

The following are HUD policy priorities emphasized for FY 2023, which are the same as those emphasized in the FY 2022 application.

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

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

**Tiering:** HUD requires CoCs to tier projects (excluding Planning, UFA Projects, and YHDP projects funded in Round 2 or later).

- Tier 1 is equal to **93 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 7% 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).

**Bonus and Reallocated funding:** Bonus and Reallocated funding is available for the below eligible project types.

- Permanent Supportive Housing that is Dedicated PLUS 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<sup>1</sup>.

**DV Bonus:** Again this year an additional bonus opportunity is available for projects to serve survivors of domestic violence, dating violence, sexual assault, stalking, and human trafficking that are experiencing homelessness. \$52 million 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.

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<sup>1</sup><https://caresny.org/nofo-2023/#RR>

- **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, stalking, or human trafficking.
- **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<sup>2</sup> 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.

## How Much Bonus Funding is Available to Apply for?

HUD has not yet released the CoC's Annual Renewal Demand, CoC Bonus, or DV Bonus amounts. CARES will alert the CoC when Esnap is open and the available amount of funds is announced.

The bonus amounts will equal 7% of the CoC's Annual Renewal Demand.

***We encourage all eligible applicants to apply for this opportunity. You do not need to be currently funded to apply!***

## FY23 Important Changes to the NOFO

There have been some **additional important changes** in the FY23 NOFO:

**1. Increased emphasis on including persons with lived experience.** This year, HUD will award points to CoCs that attach a letter signed by a Working Group Comprised of Persons with Lived Experience of Homelessness. The letter must be signed by either (1) at least three members involved in the working group (e.g., advisory committee, subcommittee) comprised of individuals with lived experience or (2) an authorized representative of the workgroup (e.g., a working chair) along with evidence that the person is authorized to represent the group; and the letter must demonstrate support of the priorities for serving individuals and families experiencing homelessness with severe service needs in the CoC's geographic area.

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<sup>2</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23Transition&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJljoiv2luMzliLCJBTil6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=C1cWrk6gVrD1XwDPYAgKGtm%2FbPW61JaXw6lx43YQds%3D&reserved=0>

**2. Amendment to criteria for qualifying as 'homeless'.** VAWA 2022 amended section 103(b) of the McKinney-Vento Homeless Assistance Act to require HUD to consider as homeless: any individual or family who— (1) is experiencing trauma or a lack of safety related to, or fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous, traumatic, or life-threatening conditions related to the violence against the individual or a family member in the individual's or family's current housing situation, including where the health and safety of children are jeopardized; (2) has no other safe residence; and (3) lacks the resources to obtain other safe permanent housing.

**3. Planning Grant increase.** HUD is establishing an alternative maximum amount for Planning Grant applications under this NOFO, amounting to the greater of \$50,000 or 5 percent of the applicable Final Pro Rata Need (FPRN).

**4. New eligible CoC Activities.** These following new budget line items (BLIs) will be built into the CoC Program Competition Application process. Applicants wishing to utilize these new BLIs can request a budget modification during the competition to add funds to these line items from an existing line item. Applicants may also request to expand existing renewal grants to add new funding to these BLIs.

a) **VAWA Costs** - Facilitating and coordinating activities to ensure compliance with [the emergency transfer plan requirement in 34 U.S.C. 12491(e)] and monitoring compliance with the confidentiality protections of [the confidentiality requirement in 34 U.S.C. 12491(c)(4)].

b) **Rural Costs** - activities that address barriers to transitioning families in rural areas to permanent housing and additional activities to increase capacity to address the unique challenges CoCs face when serving people experiencing homelessness in rural areas. See pages 4-5 and 42-43

**5. Ability to move up to 10 percent of budget line items.** This year HUD is allowing CoC renewal project applications to request to add eligible activities to a project, shift up to 10-percent of funds from one approved eligible activity to another, and change the subpopulation served. Renewal applications that include requests to shift more than 10 percent of funds from one approved eligible activity to another will not be considered during the CoC Program Competition by HUD.

## FY23 CoC Consolidated Application

- 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 August 17th, and will accept comments through September 14th. Please check the public posting section<sup>3</sup> of CARES' NOFO website for updates.*

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<sup>3</sup><https://caresny.org/nofo-2023/#PP>

- 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.
- 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.

## 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<sup>4</sup> (for renewal and new project applications)
- Esnaps Project Submission Application timeline/deadlines<sup>5</sup>
- NOFO summary <sup>6</sup>
- CARES' Webinars<sup>7</sup>
- HUD available resources<sup>8</sup>

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<sup>4</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23RR&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=BcLuUzBNoUcBGMFriVXUIFANM6rQuoBGNZPcawHV3Dk%3D&reserved=0>

<sup>5</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23Application&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=%2B%2FPneCBXf8kH8yiBwMtFZXgtgKntxL9RypbfYb aqeA%3D&reserved=0>

<sup>6</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=isqWfCjSF%2FuFNFX0ZwPicuTcB2kOq8VV%2BSFKny5PtX4%3D&reserved=0>

<sup>7</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=GmOhqihifOVwdXbQbh0PO3vcsRFTcviL9nwYsVV1iFI%3D&reserved=0>

<sup>8</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourcesH&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=GmOhqihifOVwdXbQbh0PO3vcsRFTcviL9nwYsVV1iFI%3D&reserved=0>

Please be sure to visit these links throughout the FY23 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:

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

These webinars will be available on or by end of business July 21st. In the meantime, the 2022 webinars remain available. To access the page these are posted on, click here<sup>9</sup>.

CARES will be hosting a CoC Funding Opportunity information session for New Projects on Tuesday, July 25th, at 11:30 a.m. Please register for the event here<sup>10</sup>, and shortly you will receive an outlook invitation and the access link.

## 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><sup>11</sup>. 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.**

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[2luMzliLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D|3000||&sdata=c9KiJlBql%2FuWkrFHPuaaszEEUkRYndd1q4R3Uh3IOW%3D&reserved=0](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D|3000||&sdata=c9KiJlBql%2FuWkrFHPuaaszEEUkRYndd1q4R3Uh3IOW%3D&reserved=0)

<sup>9</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D|3000||&sdata=INL9JcbzPz%2Bh14kW%2Fwxs%2Fb%2FHE1dweBFNov4kgDOPC3E%3D&reserved=0>

<sup>10</sup><https://forms.office.com/r/xryeR8ufgB>

<sup>11</sup><https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.sam.gov%2FSAM&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6IklhaWwiLCJXVCI6Mn0%3D|3000||&sdata=vxSp8n8v3CrN445LAX5%2B6e5PmvRV1TrbDM2qm7rNaY%3D&reserved=0>

## **FY23 New Project Information Session**

A 2023 CoC Funding Opportunity for New Projects – Information Session will be held **Tuesday, July 25th 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.

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

This attachment details the Rank & Review process for NY-512 as noted in their Written Process. Blank tools have been attached for the Renewal, New/DV Bonus, and Bonus CE/HMIS Applications.

1. **Scoring tool used in NY-512's local competition to score new and renewal applications - for all project application types.**
  - (a) NY-512's Rank and Review Written Process
  - (b) Blank Renewal Application Tool
  - (c) Blank New/DV Project Application Tool
  - (d) Blank Bonus CE/HMIS Application Tool
  - (e) Ranking and Tiering
    - This document showcases the actual points awarded for each project application
  - (f) Objective Criteria, System Performance Criteria, and Considerations for Projects that Serve Clients with Severe Barriers to Housing & Services Chart
    - This document showcases the maximum points on:
      - **Objective criteria** for the project applications
      - **System performance** criteria for the project applications
      - Projects that address **severe barriers to housing and services**
      - Points associated with the degree the projects identified any barriers faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate identified barriers.
  - (g) 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 used in NY-512 local competition to score new and renewal application and for all project application types.

**(a) NY-512's Rank and Review Written Process**

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# RENSSELAER COUNTY HOMELESS SERVICES COLLABORATIVE: 2023 RANK AND REVIEW PROCESS

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## **Background**

HUD's Continuum of Care (CoC) homeless assistance program serves as a source of funding for homeless services in Rensselaer County, and the planning body coordinating these services is the Rensselaer County Homeless Services Collaborative (RCHSC). Working with the CoC (RCHSC) and providing support and technical assistance is CARES of NY, Inc., the Collaborative Applicant.

In 2022, the Rensselaer County CoC (RCHSC) received \$4,068,189 from HUD to support 10 housing projects for homeless individuals and families. Through the CoC, HUD awards homeless assistance grants through an annual application process known as the CoC Program Competition.

HUD requires that the CoC (RCHSC) prioritize programs which most effectively serve the community at the local level. To reach this goal, a Rank and Review Process has been implemented for applicants who wish to renew their project/s and for new and/or bonus projects, if bonus funding is available. The process of ranking and reviewing projects is designed to help the CoC (RCHSC) learn about each project's performance and effectiveness.

The Rensselaer County Homeless Services Collaborative (RCHSC) NOFA Committee is charged with overseeing the Rank and Review process. As stated in the RCHSC Governance Charter, the NOFA Committee is responsible for "assisting the Collaborative Applicant in preparing and submitting the Continuum of Care application" including the design and operation of a collaborative process for developing and approving the submission of applications. Each year the Rank & Review Application Tool (Renewal and New/Bonus) and a Review Team is established by the Committee, which is then reviewed and approved by both the Board and full Membership.

## **CoC Transparency**

The annual Rank and Review process is conducted in a transparent manner to ensure a fair and consistent way to prioritize projects. Each year, feedback regarding the process and tools is solicited. The process is publicly announced by the CoC, distributed in writing to the full CoC Membership, and posted publicly on the CARES, Inc. website for all community members to review and comment.

## **FY 2023 Rank and Review Application**

The RCHSC emphasizes the importance and impact of using the Rank & Review Application as the primary basis for determining the ranking within the Project Listing submitted as part of the CoC Consolidated Application. The Rank & Review Application is thoughtfully revised each year to include both HUD and CoC standards, incorporating both national and local priorities, balancing objective performance measures with subjective narrative descriptions of project operations.

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

After the annual CoC Application is submitted to HUD by the Collaborative Applicant, the NOFA Committee begins discussing that prior year's Rank and Review Written Process and Application, based on feedback from reviewers and applicants. The NOFA Committee:

1. Establishes a tentative timeline annually for the Rank and Review Process, working around

the NOFA release.

2. Discusses the prior year's Rank & Review Application Tools, Written Process, and feedback from reviewers and applicants.
3. Revises the Applications based on information gained on behalf of the CoC in the past year.
4. Recommends 3-5 Review Team members, considering previous and potential new reviewers.
5. Presents the revised Written Process, Application Tools and Review Team to full Membership for review, allowing for a one-week comment period per HUD NOFA guidance after each phase. Any comments from Membership are considered by the Committee and any further revisions are determined and accepted by the Board.
6. Presents the revised draft of the Written Process, Reviewers and Application Tools (Renewal, New/Bonus) to the RCHSC Board in phases. Any subsequent recommendations for changing the Written Process, Reviewers and/or Application Tools from the Board (majority vote) will be made by the Committee.
7. Finalizes and distributes the Rank & Review Application Tools with Membership for agencies to complete.
8. Opportunities for New/Bonus Projects are discussed with CoC Membership.

### ***Project Participation***

#### **Renewal Projects**

Each Renewal project completes a Rank and Review Application. The 2023 Rank & Review Application process will occur in two (2) parts, with the intent to allow agencies adequate time to complete the full Rank & 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. See Project Tiering below for more information on how these projects are included in the final tiering.

- **Part 1** focuses on project and system outcomes, using project data entered in HMIS and objective questions to "rate" projects. The HMIS data used in Part 1 is from the previous HUD Fiscal Year (Oct 1 - Sep 30). This HMIS data used in Part 1 has been cleaned and reviewed for data quality errors when submitted to HUD for the Longitudinal Systems Analysis (LSA) report. Agencies must confirm Part 1 Data Attachment accuracy within five business days of receipt. During the Part 1/Data Training Session, agencies will be instructed on how to confirm the accuracy of the Data Attachment values.

If errors are identified on the Data Attachment, the agency must submit the Data Correction Form on the CARES Website. CARES staff will review the Data Correction Form submission to determine if the requested change is a calculation error. If the request is a calculation error, CARES staff will correct the error and resubmit the Data Attachments for the agency's review. After receiving the corrected Data Attachments, agency staff will review the changes and if no additional errors are identified, then agency staff will submit the Data Confirmation Form on the CARES website. If the request for Data Correction Form is determined to not be a calculation error, CARES staff will notify the agency of the decision and request the agency to submit the Data Confirmation Form.

If no errors are identified on the Data Attachment, the agency will submit the Data Confirmation Form on the CARES website. If an agency does not submit a Data Correction

Form or Data Confirmation Form after five business days following the Part 1/Data Training Session, then the data will be considered accurate and confirmed.

- **Part 2** focuses on qualitative project and system outcome data; allowing staff to explain in narrative unique circumstances that affect project performance and answer questions related to local priorities.

### **New Project Proposals**

A separate application is required for Bonus and Reallocated project proposals. The CoC will create this application for new projects proposals. New proposals will be scored and ranked against others. New project proposals will automatically be ranked below renewal projects. The Review Team reviews and scores all New/Bonus project applications submitted. 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:** Bonus funds may be available each year. The CoC is permitted to apply for Bonus Projects which will compete nationally against other Bonus Project Applications based on a HUD scoring system set forth in the NOFA. HUD notifies the CoC if Bonus Funds are available annually and how funds may be used. Proposed Bonus Projects must complement and fulfill unmet need/s in the community. The CoC will create a separate application for new projects proposals (separate RFP), and new proposals will be scored and ranked against other. The CoC will issue public notification of the amount of Bonus funding available, if any, along with a deadline to respond to the Request for Proposals. Bonus Projects will be selected in order to apply for all available funds.

**Reallocated Projects:** Reallocation is the process by which the CoC shifts funds, in whole or in part, from existing eligible renewal grant(s) in order to create new projects which will meet unmet local need/s. CoC agencies which voluntarily choose to reallocate funds will receive priority in the Ranking Process (also overseen by the Review Team). Project types that can be developed through reallocation are decided annually by HUD.

### **Data Sign-Off for Phase 1**

Applicants must review data attachments provided by the Collaborative Applicant, and sign-off (within a one-week period) stating the data is correct. *If the data sign-off form is not completed by the provided date, it will be assumed the data is correct.* If edits to the data are noted within the one-week timeframe, those edits will be reviewed and made, if applicable, by the Collaborative Applicant. If edits to the data are made after the one-week timeframe, those edits will not be made by the Collaborative Applicant. The agency may present any proposed errors to the Review Team during the Appeals Process (see below), the Review Team will then decide on awarding additional points based on the new data. All agencies should review and confirm their data within the one-week period in order to ensure maximum number of points are awarded based on accurate data.

### **Debriefings**

At the end of each part, Renewal Projects and New/Bonus 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.

### **Review Team**

Members of the Review Team include individuals from the Continuum who are not CoC funded or

from neighboring communities knowledgeable about the CoC process, services, and its providers. Reviewers are non-funded, objective individuals who may be members and non-members of the CoC. The Collaborative Applicant invites potential Review Team members to participate in the CoC's Rank & Review process. Each reviewer is provided a copy of project applications and score card forms. The Review Team convenes to score each application which results in the CoC ranking from highest to lowest points. In the event project applications receive the same score it is the responsibility of the Review Team to reconsider scoring in order to break the tie. The Review Team provides any final comments to CARES to be shared with projects or the NOFA Committee, and will also serve as the Appeals Committee if an appeal is submitted by a project.

### ***Project Ranking***

Using the CoC-approved Rank and Review Tool, all Renewal projects seeking funding are scored and placed in numerical order by scores. New/Bonus projects are scored and placed in numerical order beneath Renewal Projects. HMIS and CE projects are placed at the bottom of Tier 1. Project scores and ranking are first shared with the projects falling in Tier 2, the Board, and then each agency receives a copy of their individual project score/s and an invitation to debrief with the Collaborative Applicant (within two days of notification). If a mathematical error is found during the review or debriefing, the score will be corrected. After any appeals are processed (see below) the NOFA Committee will adjust scores and ranking per Review Team determinations. The final ranking is first shared with agencies whose project/s fall into Tier 2, the Board, and finally shared with full Membership.

### ***Appeals Process***

Formal appeals can be submitted by an agency only after debriefings occur. Appeals must be submitted to CARES ([hschmidhamer@caresny.org](mailto:hschmidhamer@caresny.org)) within five business days after debriefing. The Appeals Process applies only to project scoring and ranking; there is no appeal for project tiering. An appeal may not be based on the following:

- 1) failure to answer required question/s;
- 2) failure to submit the application with all required attachments, or
- 3) failure to submit by the required deadline.

The Review Team also serves as the Appeals Committee. Representatives from each project have 15 minutes to present their appeal either via written materials and/or oral argument. After presentations, the Appeals Committee determines if project/s will receive any additional points and projects will be notified within 24 hours.

### ***Threshold Review***

In addition to scoring criteria, all projects must meet a minimum threshold of 100 points. A Threshold Review will occur after the Rank and Review process is complete and final scores tallied. If the threshold is not met, the Rank and Review Team may recommend possible reallocation/s or significant amendments to the contract/s to the CoC Board. Projects that may be automatically flagged for reallocation consideration:

- Projects with inadequate financial management
- Projects with a history of expending funds on ineligible activities or not expending funds at all
- Projects not participating in Coordinated Entry, Point-in-Time, or Homeless Management Information System.

### ***Project Tiering***

When the NOFA is released, the national priorities and tiering outlined are strategically applied to project ranking by the CoC. Due to the essential nature of HMIS and Coordinated Entry

projects, these projects are automatically placed at the bottom of Tier 1. Projects that were not yet operational on October 1, 2022, will be placed at the bottom of Tier 1 with the HMIS and Coordinated Entry projects. Reallocated and Bonus Projects are placed below all Renewal Projects. Per HUD guidelines, Planning Projects do not appear in the Tiering. The Board reviews and approves project tiering, then shares with Membership for a final vote. Membership votes on the tiering, which is submitted as the Project Listing in the CoC Application.

RENEWAL

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

1. Scoring tool used in NY-512 local competition to score new and renewal application and for all project application types.

**(b) Blank Renewal Application Tool**

# RENSELAER COUNTY HOMELESS SERVICES COLLABORATIVE

## RANK AND REVIEW APPLICATION 2023

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

**APPLICATION DUE DATE: TBD**

*PROJECT INFORMATION*

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

Contact Person Email Address: \_\_\_\_\_

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

Project Type:    PSH     RRH     TH     SSO (regular)

**\*\* To complete this Rank & Review Tool, use all persons served in HMIS in FFY22.**

**\* Federal Fiscal Year 2022 (FFY22): October 1, 2021 – September 30, 2022**

**1. Utilization:**

**MAX 20 pts**

Using the project's FY22 Project Application and Federal Fiscal Year 2022 (FY22)\* APR, complete the chart below to calculate the utilization rate (round up to the closest whole number). Please attach relevant pages of Application and APR to this application.

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

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

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

**1a.** Did your project meet its projected number of *either* households or persons served during the year (100% or more utilization)?     **Yes 15 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):** Based on FY22 APR **MAX 6 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 pts  No- 2 pts
- 2b. Timeliness of Data Entry: Based on **new participants** in your project in FFY22 APR Q6E: Do you have any project start records at 11+ days  Yes - 0 pts  No- 2 pts
- 2c. Was the most recent APR submitted on time?  Yes - 2 pts  No- 0 pts

**3. Impact on Chronic Homeless: Attachment 1** **MAX 15 pts**

**Permanent Supportive Housing Programs**

During FY22, the CoC's **PSH projects** served **197** chronically homeless individuals. To show the impact this project had toward the goal of ending chronic homelessness, refer to **Attachment 1** to note:

**76-100% = 15 pts; 75-51% = 11.25 pts; 50-26% = 7.5 pts; 25-1%=3.75; 0%=0 pts**

**Rapid Rehousing Housing Programs**

During FY22, all federally funded **RRH projects (CoC, ESG, STEHP)** served **13** chronically homeless individuals. To show the impact of this project towards goal of ending chronic homelessness, refer to **Attachment 1** to note:

**76-100% = 15 pts; 75-51% = 11.25 pts; 26-50% = 7.5 pts; 25-1%=3.75; 0%=0 pts**

- 3a. The total number of chronically homeless persons this project served in FY22: \_\_\_\_\_ (0 pts)
- 3b. This project served what percent of the total number of CH served by the CoC in FY22 \_\_\_ %

**4. Positive Outcomes: Attachment 2** **MAX 25 pts**

**Permanent Supportive Housing Projects:** During FY22, the average positive outcome rate across all persons served\*\* in CoC PSH projects (**a positive outcome for PSH is when an individual is a stayer or exits to a PH destination**) was **90%**. The CoC's Written Standard for PSH projects is 80%. To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** \_\_\_\_\_%

**>76%= 25 pts; 75-51% = 18.75 pts; 50-26% = 12.5 pts; 25-1%=6.25 pts; 0% = 0 pts**

**Rapid Rehousing Projects:** During FY22, the average positive outcome rate across all persons served\*\* in RRH projects in the Continuum (**a positive outcome for RRH is when an individual exit to a PH destination**) was **54%**.

To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: \_\_\_\_\_%

**>76%= 25 pts; 75-51% = 18.75 pts; 50-26% = 12.5 pts; 25-1%=6.25 pts; 0% = 0 pts**

**5. Exits to Homelessness: Attachment 3**

**MAX 20 pts**

*Total points = total available points - (% system impact \* total available points)*

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**

**MAX 20 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: \_\_\_\_\_%

**>76%= 20 pts; 75-51% = 15 pts; 50-26% = 10 pts; 25-1% = 5 pts; 0% = 0**

**7. Income Growth – Project Performance**

**MAX 16 pts**

(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: \_\_\_\_\_%

**75-100% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0**

**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: \_\_\_\_\_%

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

**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: \_\_\_\_\_%

**75-100% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0**

**7d.** 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**

**8. Priority Population**

**MAX 10 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, or Victims of DV = 10 pts**
- ≥ 50% CH, Youth, Veteran, or Victims of DV = 5 pts**
- No priority population = 0 pts**

**9. Housing First**

**MAX 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**

	<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"/>
Any other activity not covered in a lease agreement typically found in the project's geographic area.	<input type="checkbox"/>	<input type="checkbox"/>

**10. Anti-Discrimination**

**MAX 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 include explicit language about holding regular trainings to educate staff on Anti-discrimination policies and practices, accepted language/terms, and prohibiting specific discriminatory actions by program personnel?  **Yes 3 pts**  **No 0 pts**

**11. Total Awarded Funds**

**MAX 5 pts**

What dollar amount did this project return in the most recently ended contract? \_\_\_\_\_  
(The score for this question will be determined by the percentage of program funds returned in relation to overall contract)

**0% returned = 5 pts; 1-50% returned = 2.5 pts; 51-100% returned = 1 pt**

**12. ELOCCS Drawdowns**

Did the project draw down 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**

**13. CoC Participation**

**MAX 5 pts**

Does the project or agency staff regularly participate in the Board meetings and at least 1 of the following committees, attending at least 75% of the meetings?

(CARES will verify via attendance sheets)

- Board
- NOFA
- Regional Advisory Board on Youth Homelessness (RABYH)
- Coordinated Entry
- Strategic Planning
- Regional Racial Justice Advisory Committee (RRJAC)
- Prevention
- Systems Committee

**14. Coordinated Entry**

**MAX 10 pts**

(CoC CE Lead will verify all responses)

**14a.** Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process including the parallel process for DV providers?  **Yes 4 pts**  **No 0 pts**

**14b.** Does your project staff attend at least 75% of the bi-weekly Housing Review Team meetings?  **Yes 2 pts**  **No 0 pts**

**14c.** 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**

**14d.** Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?  **Yes 2 pts**  **No 0 pts**

**15. Project Monitoring (Select only 1 below)**

**MAX 2 pts**

**15a.** Did your Project complete the CoC Monitoring forms and documentation with no findings/concerns?  **Yes 2 pts**  **No 0 pts**

**15b.** Did your Project complete the CoC Monitoring forms and documentation with findings/concerns that were resolved?  **Yes 2 pt**  **No 0 pts**

**15c.** Did not complete CoC Monitoring forms and documentation.  **Yes 0 pts**

**16. Diversity in Agency Leadership**

Does your agency have diverse individuals (BIPOC, LGBTQ+, historically under-represented individuals) in managerial and leadership positions?  **Yes 2 pt**  **No 0 pts**



**1. Utilization: (0 to 20 points)**

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 due to circumstance beyond the project's control (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 2022.

**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?

- *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) an example.*

### **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 in the context of their lives, goals, and service plans?

- *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.*

### **Diversity, Equity, and Inclusion (DEI) Questions**

*(Respond to 2 of 3 Questions Below from Question 4, 5 and 6- Max 10 Points)*

#### **4. DEI Competency & Trainings (0 – 5 pts)**

Does your program/agency have Diversity, Equity, and Inclusion (DEI) training for its staff that addresses the specific needs of the LGBTQ+, Transgender and Gender Non-conforming communities, and/or other historically marginalized communities? If yes, how does that impact the project? If not, what steps are you planning to take to implement a training that meets the above criteria?

**5. Including Transgender & 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)?

**6. Assessing Racial Disparities (0-5 pts)**

How is your agency working to improve outreach and assess policies that may contribute to racial disparities in your project?

7. **Continued response to infectious disease (0-5 pts)**

What has your agency done differently/implemented since the COVID-19 outbreak to quickly respond to infectious disease outbreaks? How will you implement these processes to effectively respond to future health emergencies?

8. **Feedback from Clients (0-5 pts)**

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

9. **Housing Stability**

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. (0 to 3 pts)

10. **Length of Participation (0-1 pt)**

Please explain strategies your agency uses to move people from homeless to housed rapidly after the project start date. *(This question will be weighted for site-based programs).*

11. **Housing First (0-5 pts)**

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.

- 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. **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?

- 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.

13. **Youth-Serving Projects – *Positive Outcomes* (0-2 pts)**

Outcomes considered positive for youth (under age 25) may not be the same as positive outcomes for other Permanent Supportive Housing populations. How does your agency contribute to housing stability for youth across the CoC?

- Up to 1 pt awarded if the narrative clearly describes positive outcomes for youth through the provider lens.
- Up to 1 pt awarded if the narrative clearly describes how the agency contributed to positive housing stability for youth across the CoC.

**14. Project Performance (0-5 pts)**

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, criminal history) or because of other mitigating factors that you feel the reviewers should be aware of, please explain now.

- *Up to 5 pts awarded 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.*

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

1. Scoring tool used in NY-512 local competition to score new and renewal application and for all project application types.

**(c) Blank New/DV Bonus Project Application Tool**

# Rensselaer County Homeless Services Collaborative

## New/DV Bonus Project RFP 2023 (Reallocation, New Bonus, and/or DV Bonus Projects)

Please note: if your project is selected to move forward in applying for New CoC funding, you will need to submit an application in Esnaps. If your project is selected to move forward in applying for DV Bonus 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.

### Project Information

Applicant/Agency Name: \_\_\_\_\_

Agency Point of Contact: \_\_\_\_\_

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

Please check the box of the project type you are applying for:

#### a. New/Reallocated Projects Only

- Permanent Supportive Housing that is either Dedicated PLUS OR has 100% of beds dedicated to persons experiencing chronic homelessness.
- Permanent Housing-Rapid Rehousing
- Joint TH and PH-RRH (project must be housing first)

#### b. DV Bonus Projects Only

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

Please check the box to signify whether the project being applied for is a:

- New Project
- Expansion Project

1. Is the applicant a current member of the Rensselaer County Homeless Services Collaborative (RCHSC) Continuum of Care (CoC)?  Yes - 10 pts  No - 0 pts
- a. If no, what is the agency's current involvement with the RCHSC CoC?

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

3. Within the past CoC contract year, what percentage of funds have you returned to HUD for all CoC-funded projects? Please attach your last year of eLOCCS closeout.

% of funds returned: \_\_\_\_\_

0% = 5pts; >20% = 3pts; >50% = 0pts

4. Is your agency an active participant in the RCHSC Coordinated Entry program as evidenced by at least 75% participation in the Housing Review Team, Prevention Review Team and CE Committee? (Participation to be verified by CE lead)

Yes – 5 pts  No - 0 pts

- a. If no, is your agency willing to become an active participant in the RCHSC Coordinated Entry program?

Yes – 3 pts  No - 0 pts

5. HMIS Participation

**a. New/Reallocated Projects Only**

- i. Is your agency an active participant in the HMIS System?  
 Yes – 3 pts  No - 0 pts
- ii. If no, is your agency willing and able to become an active participant in the HMIS System?  
0- 3 pts if agency details how HMIS implementation will be accomplished

**b. DV Bonus Projects Only**

- i. Does your agency currently report in a DV system that is comparable to the HMIS system?  Yes – 3 pts  No - 0 pts
- ii. If not, how will you implement a comparable HMIS system for this project, for reporting purposes?  
3 pts if agency details how comparable HMIS system implementation will be accomplished.

6. Agency Experience

a. **New/Reallocated Projects Only:** Please provide a detailed description of the agency's experience in administering projects dedicated to serving an underserved population (i.e. your target population). **0-20 pts**

- 8 pts for detailing past experience serving and underserved population
- 6 points for explaining how you have connected clients to supportive services
- 6 points for detailing other funding sources the agency uses/has used in the past to serve HUD-Defined Homeless populations.

**b. DV Bonus Projects Only:** Please provide a detailed description of the agency's experience in administering projects dedicated to serving survivors of domestic violence, dating violence and stalking. Please specify the name of current or past programs and note the funding sources. **0-20 pts**

- 8 points for past experience serving a domestic violence survivor population
- 4 points for explaining how you have connected survivors to supportive services
- 4 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;
- 4 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

7. **New/Reallocated Projects Only: Priority Population**

Does your project designate 100% of beds to Mental Health, Substance Abuse, CH, Co-Occurring Conditions, and/or Families? Yes - 5 pts No - 0 pts

**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)

8. Project Description

- a. **New/Reallocated Projects Only:** Please provide a project description that addresses the entire scope of your project. Please include the target population that will be served. **(0 – 15 points)**
- 10 points if you outline a detailed strategy that will be used to help participants regain and maintain housing stability.
  - 4 points if the population includes chronically homeless or unsheltered homeless
  - 1 point if the project clearly states the number of units/beds requested

- b. **DV Bonus Projects Only:** Please provide a *description* addressing the entire scope of your project. Please include an outreach plan to the targeted population. **(Up to 15 pts)**
- 10 pts project description (target population, services provided, clearly state the number of units/beds requested, and project goals and project outcomes)
  - 4 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)
  - 1 pts if you detail how your project will ensure DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing

9. 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?

**Note: DV bonus projects must follow a Housing First approach. If you respond “Yes” to any of the following, your DV bonus project is not eligible to apply for this funding.**

**New/Reallocated Projects Only: Any Yes – 0 All No – 25 pts**

**DV Bonus Projects Only: No Points**

	<b>Yes</b>	<b>No</b>
<b>Having too little or no income</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Active or history of substance abuse</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Criminal record with exceptions for state-mandated restrictions</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>History of domestic violence</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Failure to participate in supportive services</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Failure to make progress on a service plan</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Loss of income or failure to improve income</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Being a victim of domestic violence</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Any other activity not covered in a lease agreement typically found in the project’s geographic area</b>	<input type="checkbox"/>	<input type="checkbox"/>

10. Please describe how the need for this project within this geographic area was identified. Please provide any anecdotal or quantitative evidence for this gap and how your project would address it. Use the most recent HMIS Annual Report (or DV equivalent) to note the population in need of this service. (up to 10 pts)
- 2 points for referencing a gap in services
  - 2 points for detailing data/evidence of the service gap or need in the community
  - 2 points for identifying HUD/local priority populations served through the proposed project
  - 4 points for explaining how the proposed project will address the need

11. **New/Reallocated Projects Only:** How will program participants be assisted to obtain and remain in permanent housing (0-2pts)

12. 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

**AND**

- If your project serves victims of domestic violence, does your agency include survivors of domestic violence in policy and program development?
- Yes- 1 points  No – 0 points

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

14. 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

14a. 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 (should provide services during grant term), or can you procure one before the submission of this year's CoC application?

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.*

14b. 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.*

14c. 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

15. Describe the specific plan to coordinate and integrate with other mainstream health, social services and employment programs for which program participants are eligible. (0-5pts)

16. 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)

- If yes- 4pts if applicant has racially and ethnically diverse stakeholder decisionmakers
- If No- 3pts if the applicant does NOT have a diverse group of stakeholders but can identify a plan for incorporating diverse stakeholder views in the future

17. 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? (0-6 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*

18. Will the project be able to start within 12 months?  Yes - 5 pts  No - 0 pts

19. Please provide a 12 month budget that address the entire scope of your project. (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. VAWA (New Eligible Activity)</b>	\$	
<b>D. Rural Costs (New Eligible Activity)</b>	\$	
<b>E. Operating</b>	\$	
<b>F. Admin</b>	\$	
<b>G. Total Project Costs</b>	\$	
MATCH	AMOUNT	SOURCE
<b>H. 25% Match Requirement</b>	\$	

Please attach:

- 501c3 documentation
- If applicable: Formal Housing leveraging commitments (contracts, MOU with PHA, etc.)
- If applicable: Formal Healthcare leveraging commitments (MOUs, service agreements, etc.)

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

1. Scoring tool used in NY-512 local competition to score new and renewal application and for all project application types.

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

# NY-512 RCHSC Continuum of Care

## CE-HMIS RFP 2023

### (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.

**\*Please note, for Ranking & Tiering purposes, the point value for this tool will be made proportional to the New/Bonus tool.**

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 \_\_\_\_\_
5. Is the project you are applying for a new or expansion project?  
 New  Expansion
6. Is the applicant a current member of the NY-512 Continuum of Care (CoC)?  
 Yes=10 pts  No=0 pts
7. Will the project be able to begin within 12 months?  Yes=5 pts  No=0 pts
8. Please explain the need for this project within your CoC. (0-15 pts.)

# NY-512 RCHSC Continuum of Care

## CE-HMIS RFP 2023

### (Reallocation and/or Bonus Projects)

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

Yes=10 pts  No=0 pts

10. Does your agency have a diverse group of stakeholders, representative of your community (i.e. minority populations including BIPOC and LGBTQ+) 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 (0-5 pts).

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

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

# NY-512 RCHSC Continuum of Care

## CE-HMIS RFP 2023

### (Reallocation and/or Bonus Projects)

12. 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

13. 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.

14. 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 Q14a.)

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

14a. 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-512 RCHSC Continuum of Care

## CE-HMIS RFP 2023

### (Reallocation and/or Bonus Projects)

15. 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)

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

---

#### HMIS Projects Only Please Complete This Section

17. 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.

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

**NY-512 RCHSC Continuum of Care**  
**CE-HMIS RFP 2023**  
**(Reallocation and/or Bonus Projects)**

18a. If your HMIS does not currently have 100% required participation what is your plan for engagement? Please explain. **(0-10 pts.)**

18b. Do any non-required projects participate in your HMIS?  **Yes=5 pts**  **No=0 pts**

19. 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**

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

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# NY-512 RCHSC Continuum of Care

## CE-HMIS RFP 2023

### (Reallocation and/or Bonus Projects)

21. 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. VAWA</b>		
<b>C. Rural</b>		
<b>D. HMIS</b>	\$	
<b>E. Admin</b>	\$	
<b>F. Total Project Costs</b>	\$	
MATCH	AMOUNT	SOURCE
<b>G. 25% Match Requirement</b>	\$	

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

1. Scoring tool used in NY-512 local competition to score new and renewal application and for all project application types.

**(e) Ranking and Tiering**

- This document showcases the actual points awarded for each project application

**RCHSC 2023 Ranking and Tiering**

Rank	Score	Applicant Name	Program Name	Project Type	Funding Amount	Reallocated Funds	Accepted/ Rejected	Grant Number	
1	195.65	Unity House of Troy, Inc.	UH 309	PSH	\$83,545		Accepted	NY0668L2C122110	Tier 1
2	191.4	Unity House of Troy, Inc.	UH 800	PSH	\$2,318,306		Accepted	NY0146L2C122114	
3	183.8	St. Paul's Center, Inc.	St. Paul's Center Permanent Supportive Housing	PSH	\$92,462		Accepted	NY1093L2C122105	
4	182.35	Joseph's House & Shelter, Inc.	Bert's Place	PSH	\$120,746		Accepted	NY0804L2C122111	
5	178.06	YWCA of the Greater Capital Region, Inc.	YWCA-GCR Family Apartment Program	PSH	\$33,599		Accepted	NY0585L2C122113	
6	174.9	Unity House of Troy, Inc.	UH 352	RRH	\$83,485		Accepted	NY0152L2C122114	
7	174.31	YWCA of the Greater Capital Region, Inc.	YWCA-GCR Apartment Program	PSH	\$149,408		Accepted	NY0139L2C122114	
8	168.08	Joseph's House & Shelter, Inc.	JH Consolidated	PSH	\$531,269		Accepted	NY1209L2C122103	
9	N/A	Unity House of Troy, Inc.	Unity House Coordinated Entry for RCHSC 2022	SSO-CE	\$54,000		Accepted	NY1210D2C122103	
10	N/A	CARES of NY, Inc.	Rensselaer County Portion of the Capital Region HMIS (2022)	HMIS	\$16,983		Accepted	NY0147L2C122114	
11	N/A	Joseph's House & Shelter, Inc.	JH- Rensselaer Coordinated Entry (2022)	SSO-CE	\$82,548		Accepted	NY1094L2C122105	
12a	163.56	Catholic Charities	St. Peter's Residence	PSH	\$106,868		Accepted	NY0143L2C122114	
12b		Catholic Charities	St. Peter's Residence	PSH	\$276,479		Accepted	NY0143L2C122114	
B1-13	152.3/167= 91%	St. Paul's Center, Inc.	PSH -Expansion	PSH	\$114,968		Accepted		Bonus
B1-14	93.6/110=85.09%	CARES of NY, Inc.	HMIS Expansion	HMIS	\$17,700		Accepted		
B1-15	130.8/167=78%	Unity House of Troy, Inc.	PSH for PLWHA	PSH	\$128,811		Accepted		
B1-16	84.3/110= 76.64%	Joseph's House & Shelter, Inc.	CE Expansion	SSO-CE	\$15,000		Accepted		

**Not Ranked:**

		CARES of NY, Inc.	Planning Grant 2023		\$ 197,485.00		Accepted		Planning
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<b>Annual Renewal Demand</b>	<b>\$ 3,949,698</b>
<b>Tier 1</b>	<b>\$ 3,673,219</b>
<b>Tier 2</b>	<b>\$ 276,479</b>
<b>Planning</b>	<b>\$ 197,485</b>
<b>Bonus</b>	<b>\$ 276,479</b>
<b>DV</b>	<b>\$ 213,723</b>

Expansions	Applicant Name	Renewal Project	Expansion Project
St Paul Center - PSH Expansion	St. Paul's Center, Inc.	St. Paul's Center Permanent Supportive Housing	St Paul Center - PSH Expansion
HMIS Expansion	CARES	Rensselaer County Portion of the Capital Region HMIS (2023)	HMIS Expansion
CE Expansion	Joseph's House	JH- Rensselaer Coordinated Entry (2022)	CE Expansion

Consolidations	Surviving Pin	Applicant Name	Renewal Project 1	Renewal Project 2	Consolidated Project Name
None					

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

1. Scoring tool used in NY-512 local competition to score new and renewal application and for all project application types.

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

- This document showcases the maximum points on:
  - **Objective criteria** for the project applications
  - **System performance** criteria for the project applications
  - Projects that address **severe barriers to housing and services**
  - Points associated with the degree the projects identified any barriers faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate identified barriers.

**NY-512 Objective Criteria**

Question	Point Value	Objective Criterion	System Performance Measure	Considerations for Serving those with Severe Barriers to housing and services	Addressing Racial Barriers	
<b>Renewal Part 1</b>						
1. Utilization Rate	20	Utilization Rate				
2. Data Quality and Completeness	6	Data Quality & Completeness				
3. Impact on Chronic Homelessness	15	Impact on CH	Impact on CH			
4. Positive Outcomes	25	Positive Outcomes	Positive Outcomes			
5. Exits to Homelessness	20	Exits to Homelessness	Exits to Homelessness			
6. Income Growth- System Impact	20	Effect on Income Growth	Effect on Income Growth			
7. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth			
8. Priority Population	10	Population Served		Beds dedicated to those with severe service needs		
9. Housing First	5	Housing First		Services provided despite common barriers		
10. Anti-Discrimination	6	Discrimination Policy			Ensures equitable services/outcomes despite race/ethnicity and ensures staff sensitivity to how race/ethnicity can create barriers	
11. Total Awarded Funds	5	Fiscal Management				
12. ELOCCS Drawdowns	5	ELOCCS				
13. CoC Participation	5	CoC Participation and Monitoring				
14. Coordinated Entry	10	Coordinated Entry Participation			Follows HUD policy regarding anti-discrimination	
15. Project Monitoring	2	CoC Participation and Monitoring				
16. Diversity in Leadership	2	Diversity in Leadership			Ensures historically underrepresented individuals are in positions to make programmatic/funding decisions	
<b>Renewal Part 2</b>						
4. Diversity, Equity and Inclusion	5				Strategies to ensure staff are properly trained to address and eliminate racial/ethnic barriers to participation	
5. Including LGBTQ+ Clients	5			Question to evaluate equitable housing practices for LGBTQ+ population		
6. Addressing Racial Disparities	5				Strategies to assess policies that may contribute to racial disparities within a project	
8. Feedback from clients	5				Strategies for eliciting and implementing client feedback into program/policy development	
9. Housing Stability	5			Question for projects to address client service needs that impact housing stability	Addressing Racial Barriers- Barriers to Housing Stability	
11. Housing First	5			Operationalization of housing first as a way to address and eliminate barriers to housing for those with severe service needs		
12. DV Positive Outcomes	5			Strategies for increasing housing stability for those impacted by DV		
13. Youth Serving Projects	2			Strategies for increasing housing stability for youth		
<b>Total Points</b>	<b>223</b>		<b>172</b>	<b>96</b>	<b>37</b>	
<b>Percentage of Points</b>		<b>Total Objective Criteria</b>	<b>77%</b>	<b>Total System Performance Criteria</b>	<b>43%</b>	<b>16%</b>
					<b>38</b>	
					<b>17%</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*

<b>New/ DV Bonus Tool</b>					
1. CoC Member	10	CoC Participation and Monitoring			
2. CoC Funded	10	Funding/ CoC Participation and Monitoring			
3. Returned Funds	5	Fiscal Management			
4. CE Participation	5	Coordinated Entry Participation			Follows HUD policy regarding anti-discrimination
5. HMIS Participation	3	HMIS Participation			
6. DV Comparable Reporting	3	Reporting/Monitoring			
7. Priority Populations	5	Population Served		Beds dedicated to those with severe service needs	
9. Housing First	25	Housing First		Housing provided to those with severe service needs despite barriers	
12. People with Lived Experience of Homelessness/ DV in Leadership	1	Including People with Lived Experience of Homelessness			Ensures feedback from those who have experienced homelessness and incorporates their experience into program/policy development
14. Partnerships with Healthcare and Housing	33	Partnerships with Healthcare and Housing			
16. Racially/Ethnically Diverse Stakeholders	4				Ensures equitable services/outcomes despite race/ethnicity and ensures staff sensitivity to how race/ethnicity can create barriers
18. Project Start Date	5	Project Start Date			
<b>Total Points</b>	<b>193</b>		<b>105</b>	<b>30</b>	<b>10</b>
<b>Percentage of Points</b>		<b>Total Objective Criteria</b>	<b>54%</b>		<b>16%</b>
					<b>5%</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-2: Project Review and Ranking Process Your CoC Used in its Local Competition.

1. Scoring tool used in NY-512 local competition to score new and renewal application and for all project application types.

**(g) 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**

Project Type	Project Name	CH Served	Percent of System Impact
PSH	Bert's Place <sup>2</sup>	18	10%
PSH	CCHO - St. Peters PSH	42	23%
PSH	JH Consolidated <sup>2</sup>	45	25%
PSH	St. Paul Center Permanent Supportive Housing	13	7%
PSH	UH - Permanent Supportive Housing 309 <sup>1</sup>	5	3%
PSH	UH 800 <sup>3</sup>	65	36%
PSH	YWCA Apartment Program	9	5%
PSH	YWCA GCR Family Apartment Program <sup>1</sup>	0	0%
8		<b>179</b>	<b>100%</b>

Project Type	Project Name	CH Served	Percent of System Impact
RRH	JH STEHP Rapid Rehousing	10	77%
RRH	St Paul Center - STEHP Rapid Rehousing	0	0%
RRH	TAUM - City of Troy ESG RRH	3	23%
RRH	UH - Rapid Rehousing 352 <sup>1</sup>	0	0%
4		<b>13</b>	<b>100%</b>

<sup>1</sup> Project data is submitted to CARES from external agency databases (not from the Capital Region HMIS) - see Addendum A for more information.

<sup>2</sup> Project data is combined from multiple sub-projects - see Addendum B for more information.

<sup>3</sup> Both <sup>1</sup> and <sup>2</sup>

**Bert's Place** is a JH PSH project. There is overlap in terms of clients served by Bert's Place with UH 800 and JH Consolidated.

As such, these beds were only captured once in the total.

**YWCA GCR Family Apartment Program** is a YWCA PSH project and part of UH 800. As such, these beds were only captured once within the total.

## Positive Outcomes

Project Type	Project Name	People Served	Positive Outcomes	Percent of System Impact
PSH	Bert's Place <sup>2</sup>	23	21	91%
PSH	CCHO - St. Peters PSH	58	48	83%
PSH	JH Consolidated <sup>2</sup>	105	98	93%
PSH	St. Paul Center Permanent Supportive Housing	33	29	88%
PSH	UH - Permanent Supportive Housing 309 <sup>1</sup>	12	11	92%
PSH	UH 800 <sup>3</sup>	366	344	94%
PSH	YWCA Apartment Program	51	48	94%
PSH	YWCA GCR Family Apartment Program <sup>1</sup>	12	10	83%

8

Project Type	Project Name	People Served	Positive Outcomes	Percent of System Impact
RRH	JH STEHP Rapid Rehousing	295	85	29%
RRH	St Paul Center - STEHP Rapid Rehousing	5	2	40%
RRH	TAUM - City of Troy ESG RRH	151	77	51%
RRH	UH - Rapid Rehousing 352 <sup>1</sup>	46	44	96%

4

<sup>1</sup> Project data is submitted to CARES from external agency databases (not from the Capital Region HMIS) - see Addendum A for more information.

<sup>2</sup> Project data is combined from multiple sub-projects - see Addendum B for more information.

<sup>3</sup> Both <sup>1</sup> and <sup>2</sup>

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
PSH	Bert's Place <sup>2</sup>	2	0	0%
PSH	CCHO - St. Peters PSH	21	2	50%
PSH	JH Consolidated <sup>2</sup>	21	2	50%
PSH	St. Paul Center Permanent Supportive Housing	8	0	0%
PSH	UH - Permanent Supportive Housing 309 <sup>1</sup>	1	0	0%
PSH	UH 800 <sup>3</sup>	38	0	0%
PSH	YWCA Apartment Program	11	0	0%
PSH	YWCA GCR Family Apartment Program <sup>1</sup>	6	0	0%
8		<b>100</b>	<b>4</b>	<b>100%</b>

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
RRH	JH STEHP Rapid Rehousing	138	14	100%
RRH	St Paul Center - STEHP Rapid Rehousing	2	0	0%
RRH	TAUM - City of Troy ESG RRH	79	0	0%
RRH	UH - Rapid Rehousing 352 <sup>1</sup>	27	0	0%
4		<b>246</b>	<b>14</b>	<b>100%</b>

<sup>1</sup> Project data is submitted to CARES from external agency databases (not from the Capital Region HMIS) - see Addendum A for more information.

<sup>2</sup> Project data is combined from multiple sub-projects - see Addendum B for more information.

<sup>3</sup> Both 1 and 2

**Bert's Place** is a JH PSH project. There is overlap in terms of clients served by Bert's Place with UH 800 and JH Consolidated.

As such, these beds were only captured once in the total.

**YWCA GCR Family Apartment Program** is a YWCA PSH project and part of UH 800. As such, these beds were only captured once within the total.

## Total Income Growth

Project Type	Project Name	Adults Served	Adults with Income Growth	Percent of System Impact
PSH	Bert's Place <sup>2</sup>	23	12	52%
PSH	CCHO - St. Peters PSH	58	15	26%
PSH	JH Consolidated <sup>2</sup>	69	19	28%
PSH	St. Paul Center Permanent Supportive Housing	10	4	40%
PSH	UH - Permanent Supportive Housing 309 <sup>1</sup>	9	5	56%
PSH	UH 800 <sup>3</sup>	209	98	47%
PSH	YWCA Apartment Program	21	6	29%
PSH	YWCA GCR Family Apartment Program <sup>1</sup>	6	4	67%

8

Project Type	Project Name	Adults Served	Adults with Income Growth	Percent of System Impact
RRH	JH STEHP Rapid Rehousing	140	0	0%
RRH	St Paul Center - STEHP Rapid Rehousing	4	0	0%
RRH	TAUM - City of Troy ESG RRH	92	0	0%
RRH	UH - Rapid Rehousing 352 <sup>1</sup>	21	2	10%

4

<sup>1</sup> Project data is submitted to CARES from external agency databases (not from the Capital Region HMIS) - see Addendum A for more information.

<sup>2</sup> Project data is combined from multiple sub-projects - see Addendum B for more information.

<sup>3</sup> Both 1 and 2

## Attachment Addendum A - Consolidated Projects

Project Type	Project Name
PSH	UH 800
PSH	UH - Permanent Supportive Housing 309
RRH	UH - Rapid Rehousing 352
PSH	YWCA GCR Family Apartment Program

UH 800 is a project operated by Unity House, a Victim Service Provider. As such, data is provided from a comparable database.

UH - Permanent Supportive Housing 309 is a program for victims of domestic violence which provided data from a comparable database.

UH - Rapid Rehousing 352 is a program for victims of domestic violence which provided data from a comparable database.

YWCA GCR - Family Apartment Program has some clients in the Capital Region HMIS; and some clients in the database administered by UH.

As such, YWCA GCR submitted comprehensive data to CARES for the data attachments.

Project Name	Combined Project Name
JH - Consolidated	Bert's Place
UH 804 JH	
JH - Consolidated	JH Consolidated
JH Bethune	
UH 300	UH 800
UH 800	
UH 800 JH	
UH 804 JH	
UH 804 UH	
UH 804 YW	

**Bert's Place** is a PSH project operated by Joseph's House. All clients served by Bert's Place are also either served by UH 804 JH or JH Consolidated. As such, in HMIS, an entitlement feature is used when pulling the data in order to only collect data on those clients served by Joseph's House's Bert's Place CoC contract.

**JH Bethune** serves distinct clients from UH 800 JH (which is also called JH Bethune).

In FY2022, Joseph's House consolidated the projects: JH-Consolidated and JH Bethune into JH Consolidated.

**UH 800** is a consolidated PSH project operated by Unity House, with subcontracts to Joseph's House and YWCA. There are six sub-projects that make up UH 800. Given Unity House is a Victim Service Provider and thus is prohibited from entering into HMIS, data was submitted to the CARES HMIS Team as a single number for each of UH 800 metrics shown.

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-512's local competition. It contains the following:

1. NY-512's Objective Criteria and System Performance Criteria Chart with Point Values
2. Renewal Project Score Card
  - a. Joseph's House & Shelter, Inc. – Bert's Place
3. Blank Renewal Project Application Tool
  - a. The application tool contextualizes scoring card

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

1. NY-512's Objective Criteria and System Performance Criteria Chart with Point Values

**NY-512 Objective Criteria**

Question	Point Value	Objective Criterion	System Performance Measure	Considerations for Serving those with Severe Barriers to housing and services	Addressing Racial Barriers	
<b>Renewal Part 1</b>						
1. Utilization Rate	20	Utilization Rate				
2. Data Quality and Completeness	6	Data Quality & Completeness				
3. Impact on Chronic Homelessness	15	Impact on CH	Impact on CH			
4. Positive Outcomes	25	Positive Outcomes	Positive Outcomes			
5. Exits to Homelessness	20	Exits to Homelessness	Exits to Homelessness			
6. Income Growth- System Impact	20	Effect on Income Growth	Effect on Income Growth			
7. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth			
8. Priority Population	10	Population Served		Beds dedicated to those with severe service needs		
9. Housing First	5	Housing First		Services provided despite common barriers		
10. Anti-Discrimination	6	Discrimination Policy			Ensures equitable services/outcomes despite race/ethnicity and ensures staff sensitivity to how race/ethnicity can create barriers	
11. Total Awarded Funds	5	Fiscal Management				
12. ELOCCS Drawdowns	5	ELOCCS				
13. CoC Participation	5	CoC Participation and Monitoring				
14. Coordinated Entry	10	Coordinated Entry Participation			Follows HUD policy regarding anti-discrimination	
15. Project Monitoring	2	CoC Participation and Monitoring				
16. Diversity in Leadership	2	Diversity in Leadership			Ensures historically underrepresented individuals are in positions to make programmatic/funding decisions	
<b>Renewal Part 2</b>						
4. Diversity, Equity and Inclusion	5				Strategies to ensure staff are properly trained to address and eliminate racial/ethnic barriers to participation	
5. Including LGBTQ+ Clients	5			Question to evaluate equitable housing practices for LGBTQ+ population		
6. Addressing Racial Disparities	5				Strategies to assess policies that may contribute to racial disparities within a project	
8. Feedback from clients	5				Strategies for eliciting and implementing client feedback into program/policy development	
9. Housing Stability	5			Question for projects to address client service needs that impact housing stability	Addressing Racial Barriers- Barriers to Housing Stability	
11. Housing First	5			Operationalization of housing first as a way to address and eliminate barriers to housing for those with severe service needs		
12. DV Positive Outcomes	5			Strategies for increasing housing stability for those impacted by DV		
13. Youth Serving Projects	2			Strategies for increasing housing stability for youth		
<b>Total Points</b>	<b>223</b>		<b>172</b>	<b>96</b>	<b>37</b>	
<b>Percentage of Points</b>		<b>Total Objective Criteria</b>	<b>77%</b>	<b>Total System Performance Criteria</b>	<b>43%</b>	<b>16%</b>
					<b>38</b>	
					<b>17%</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

<b>New/ DV Bonus Tool</b>					
1. CoC Member	10	CoC Participation and Monitoring			
2. CoC Funded	10	Funding/ CoC Participation and Monitoring			
3. Returned Funds	5	Fiscal Management			
4. CE Participation	5	Coordinated Entry Participation			Follows HUD policy regarding anti-discrimination
5. HMIS Participation	3	HMIS Participation			
6. DV Comparable Reporting	3	Reporting/Monitoring			
7. Priority Populations	5	Population Served		Beds dedicated to those with severe service needs	
9. Housing First	25	Housing First		Housing provided to those with severe service needs despite barriers	
12. People with Lived Experience of Homelessness/ DV in Leadership	1	Including People with Lived Experience of Homelessness			Ensures feedback from those who have experienced homelessness and incorporates their experience into program/policy development
14. Partnerships with Healthcare and Housing	33	Partnerships with Healthcare and Housing			
16. Racially/Ethnically Diverse Stakeholders	4				Ensures equitable services/outcomes despite race/ethnicity and ensures staff sensitivity to how race/ethnicity can create barriers
18. Project Start Date	5	Project Start Date			
<b>Total Points</b>	<b>193</b>		<b>105</b>		<b>30</b>
<b>Percentage of Points</b>		<b>Total Objective Criteria</b>	<b>54%</b>		<b>16%</b>
					<b>5%</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-2a. Scored Project Forms for One Project from Your CoC's Local Competition.

2. Renewal Project Score Card

**a. Joseph's House & Shelter, Inc. – Bert's Place**

Final Score: 182.35

Agency Name:	Joseph's House and Shelter				
Project Name:	Bert's Place				
	Submitted by Deadline w/Required Docs		Yes		
		Total Possible Points	Points Awarded		
<b>Part I: Data-Related Questions (178)</b>					
20 pts max	1a. Utilization Rate 100%		CARES	15	0
	1b. Exceeded 100% in Persons & Households		CARES	5	0
6 pts max	2a. Data Quality & Completeness		APR Q6	2	2
	2b. Start Records Past 11+ Days		APR Q6E	2	0
	2c. APR Submitted on Time		CARES	2	2
15 pts max	3. Impact on Chronic Homeless		Attach 1	15	3.75
25 pts max	4. Positive Outcomes		Attach 2	25	25
20 pts max	5. Exits to Homelessness		Attach 3	20	20
20 pts max	6. Income Growth: System Impact		Attach 4	20	15
16 pts max	7a. Stayers- Earned Income		APR Q19a1	5	0
	7b. Stayers- Other Income		APR Q19a1	3	3
	7c. Leavers- Earned Income		APR Q19a2	5	0
	7d. Leavers- Other Income		APR Q19a2	3	3
10 pts max	8. Priority Population		CARES	10	10
5 pts max	9. Housing First		CARES	5	5
6 pts max	10. Anti-Discrimination Policy		CARES	6	3
5 pts max	11. Total Awarded Funds		CARES	5	5
5 pts max	12. LOCCS Drawdowns		CARES	5	5
5 pts max	13. CoC Participation		CARES	5	5
10 pts max	14a. Coordinated Entry		CE Lead	4	4
	14b. Coordinated Entry		CE Lead	2	2
	14c. Received HMIS Training		CE Lead	2	2
	14d. CE MOU		CE Lead	2	2
2 pts max	15a. Project Monitoring		CARES	2	2
2 pts max	16. Diversity in Leadership		CARES	2	2
<b>Total</b>				172	120.75

Part II: Project & System Performance-Related Questions (68)				
20 pts max	1. Utilization	Reviewers	20	19.3
5 pts max	2. System Performance- Housing Stability	Reviewers	5	5
5 pts max	3. System Performance- Income	Reviewers	5	5
10 pts max	4. DEI Competency	Reviewers	5	4.6
	5. Transgender/ Gender Non-conforming	Reviewers	5	5
	6. Racial Disparities	Reviewers	5	NA
5 pts max	7. Infectious Disease	Reviewers	5	4.6
5 pts max	8. Client Feedback	Reviewers	5	4.6
3 pts max	9. Housing Stability	Reviewers	3	3
1 pt max	10. Length of Participation	Reviewers	1	1
5 pts max	11. Housing First	Reviewers	5	5
5 pts max	12. DV Positive Outcomes	Reviewers	5	NA
2 pts max	13. Youth Positive Outcomes	Reviewers	2	NA
5 pts max	14. Project Performance	Reviewers	5	4.5
	<b>Total</b>		76	61.6

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

3. Blank Renewal Project Application Tool

a. The application tool contextualizes scoring card

# RENSSELAER COUNTY HOMELESS SERVICES COLLABORATIVE

## RANK AND REVIEW APPLICATION 2023

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

**APPLICATION DUE DATE: TBD**

*PROJECT INFORMATION*

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

Contact Person Email Address: \_\_\_\_\_

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

Project Type:    PSH     RRH     TH     SSO (regular)

**\*\* To complete this Rank & Review Tool, use all persons served in HMIS in FFY22.**

**\* Federal Fiscal Year 2022 (FFY22): October 1, 2021 – September 30, 2022**

**1. Utilization:**

**MAX 20 pts**

Using the project's FY22 Project Application and Federal Fiscal Year 2022 (FY22)\* APR, complete the chart below to calculate the utilization rate (round up to the closest whole number). Please attach relevant pages of Application and APR to this application.

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

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

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

**1a.** Did your project meet its projected number of *either* households or persons served during the year (100% or more utilization)?     **Yes 15 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):** Based on FY22 APR **MAX 6 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 pts**  **No- 2 pts**
- 2b. Timeliness of Data Entry: Based on **new participants** in your project in FFY22 APR Q6E: Do you have any project start records at 11+ days  **Yes - 0 pts**  **No- 2 pts**
- 2c. Was the most recent APR submitted on time?  **Yes - 2 pts**  **No- 0 pts**

**3. Impact on Chronic Homeless: Attachment 1** **MAX 15 pts**

**Permanent Supportive Housing Programs**

During FY22, the CoC's **PSH projects** served **197** chronically homeless individuals. To show the impact this project had toward the goal of ending chronic homelessness, refer to **Attachment 1** to note:

**76-100% = 15 pts; 75-51% = 11.25 pts; 50-26% = 7.5 pts; 25-1%=3.75; 0%=0 pts**

**Rapid Rehousing Housing Programs**

During FY22, all federally funded **RRH projects (CoC, ESG, STEHP)** served **13** chronically homeless individuals. To show the impact of this project towards goal of ending chronic homelessness, refer to **Attachment 1** to note:

**76-100% = 15 pts; 75-51% = 11.25 pts; 26-50% = 7.5 pts; 25-1%=3.75; 0%=0 pts**

- 3a. The total number of chronically homeless persons this project served in FY22: \_\_\_\_\_ **(0 pts)**
- 3b. This project served what percent of the total number of CH served by the CoC in FY22 \_\_\_ %

**4. Positive Outcomes: Attachment 2** **MAX 25 pts**

**Permanent Supportive Housing Projects:** During FY22, the average positive outcome rate across all persons served\*\* in CoC PSH projects (**a positive outcome for PSH is when an individual is a stayer or exits to a PH destination**) was **90%**. The CoC's Written Standard for PSH projects is 80%. To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** \_\_\_\_\_%

**>76%= 25 pts; 75-51% = 18.75 pts; 50-26% = 12.5 pts; 25-1%=6.25 pts; 0% = 0 pts**

**Rapid Rehousing Projects:** During FY22, the average positive outcome rate across all persons served\*\* in RRH projects in the Continuum (**a positive outcome for RRH is when an individual exit to a PH destination**) was **54%**.

To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: \_\_\_\_\_%

**>76%= 25 pts; 75-51% = 18.75 pts; 50-26% = 12.5 pts; 25-1%=6.25 pts; 0% = 0 pts**

**5. Exits to Homelessness: Attachment 3**

**MAX 20 pts**

*Total points = total available points - (% system impact \* total available points)*

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**

**MAX 20 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: \_\_\_\_\_%

**>76%= 20 pts; 75-51% = 15 pts; 50-26% = 10 pts; 25-1% = 5 pts; 0% = 0**

**7. Income Growth – Project Performance**

**MAX 16 pts**

(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: \_\_\_\_\_%

**75-100% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0**

**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: \_\_\_\_\_%

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

**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: \_\_\_\_\_%

**75-100% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0**

**7d.** 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**

**8. Priority Population**

**MAX 10 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, or Victims of DV = 10 pts**
- ≥ 50% CH, Youth, Veteran, or Victims of DV = 5 pts**
- No priority population = 0 pts**

**9. Housing First**

**MAX 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**

	<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"/>
Any other activity not covered in a lease agreement typically found in the project's geographic area.	<input type="checkbox"/>	<input type="checkbox"/>

**10. Anti-Discrimination**

**MAX 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 include explicit language about holding regular trainings to educate staff on Anti-discrimination policies and practices, accepted language/terms, and prohibiting specific discriminatory actions by program personnel?  **Yes 3 pts**  **No 0 pts**

**11. Total Awarded Funds**

**MAX 5 pts**

What dollar amount did this project return in the most recently ended contract? \_\_\_\_\_  
(The score for this question will be determined by the percentage of program funds returned in relation to overall contract)

**0% returned = 5 pts; 1-50% returned = 2.5 pts; 51-100% returned = 1 pt**

**12. ELOCCS Drawdowns**

Did the project draw down 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**

**13. CoC Participation**

**MAX 5 pts**

Does the project or agency staff regularly participate in the Board meetings and at least 1 of the following committees, attending at least 75% of the meetings?

(CARES will verify via attendance sheets)

Board

NOFA

**Yes 5 pts**  **No 0 pts**

Regional Advisory Board on Youth Homelessness (RABYH)

Coordinated Entry

Strategic Planning

Regional Racial Justice Advisory Committee (RRJAC)

Prevention

Systems Committee

**14. Coordinated Entry**

**MAX 10 pts**

(CoC CE Lead will verify all responses)

**14a.** Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process including the parallel process for DV providers?  **Yes 4 pts**  **No 0 pts**

**14b.** Does your project staff attend at least 75% of the bi-weekly Housing Review Team meetings?  **Yes 2 pts**  **No 0 pts**

**14c.** 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**

**14d.** Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?  **Yes 2 pts**  **No 0 pts**

**15. Project Monitoring (Select only 1 below)**

**MAX 2 pts**

**15a.** Did your Project complete the CoC Monitoring forms and documentation with no findings/concerns?  **Yes 2 pts**  **No 0 pts**

**15b.** Did your Project complete the CoC Monitoring forms and documentation with findings/concerns that were resolved?  **Yes 2 pt**  **No 0 pts**

**15c.** Did not complete CoC Monitoring forms and documentation.  **Yes 0 pts**

**16. Diversity in Agency Leadership**

Does your agency have diverse individuals (BIPOC, LGBTQ+, historically under-represented individuals) in managerial and leadership positions?  **Yes 2 pt**  **No 0 pts**

# RENSSELAER COUNTY HOMELESS SERVICES COLLABORATIVE

## RANK AND REVIEW APPLICATION 2023

### PART 2: WRITTEN QUESTIONS

#### PROJECT INFORMATION

Organization Name: \_\_\_\_\_

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

Application Contact Email: \_\_\_\_\_

Project Type:                    PSH                     RRH  TH                     SSO

FY23 Proposed Total 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 to describe program characteristics listed below:

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

**1. Utilization: (0 to 20 points)**

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 due to circumstance beyond the project's control (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 2022.

**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?

- *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) an example.*

### **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 in the context of their lives, goals, and service plans?

- *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.*

### **Diversity, Equity, and Inclusion (DEI) Questions**

*(Respond to 2 of 3 Questions Below from Question 4, 5 and 6- Max 10 Points)*

#### **4. DEI Competency & Trainings (0 – 5 pts)**

Does your program/agency have Diversity, Equity, and Inclusion (DEI) training for its staff that addresses the specific needs of the LGBTQ+, Transgender and Gender Non-conforming communities, and/or other historically marginalized communities? If yes, how does that impact the project? If not, what steps are you planning to take to implement a training that meets the above criteria?

**5. Including Transgender & 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)?

**6. Assessing Racial Disparities (0-5 pts)**

How is your agency working to improve outreach and assess policies that may contribute to racial disparities in your project?

7. **Continued response to infectious disease (0-5 pts)**

What has your agency done differently/implemented since the COVID-19 outbreak to quickly respond to infectious disease outbreaks? How will you implement these processes to effectively respond to future health emergencies?

8. **Feedback from Clients (0-5 pts)**

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

9. **Housing Stability**

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. (0 to 3 pts)

10. **Length of Participation (0-1 pt)**

Please explain strategies your agency uses to move people from homeless to housed rapidly after the project start date. *(This question will be weighted for site-based programs).*

11. **Housing First (0-5 pts)**

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.

- 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. **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?

- 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.

13. **Youth-Serving Projects – *Positive Outcomes* (0-2 pts)**

Outcomes considered positive for youth (under age 25) may not be the same as positive outcomes for other Permanent Supportive Housing populations. How does your agency contribute to housing stability for youth across the CoC?

- Up to 1 pt awarded if the narrative clearly describes positive outcomes for youth through the provider lens.
- Up to 1 pt awarded if the narrative clearly describes how the agency contributed to positive housing stability for youth across the CoC.

**14. Project Performance (0-5 pts)**

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, criminal history) or because of other mitigating factors that you feel the reviewers should be aware of, please explain now.

- *Up to 5 pts awarded 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.*

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

This attachment details the 15 Day Notification of Projects Rejected or Reduced for NY-512. It contains the following:

1. August 25, 2023 email to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-512 Rejected Projects
2. August 25, 2023 website screenshots showing posted Ranking & Tiering for NY-512 Rejected Projects
3. No Project Applications Rejected/Reduced for NY-512
  - a. Sample Notification of Project Reduction
  - b. Sample Notification of Project Rejection

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

1. August 25, 2023 email to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-512 Rejected Projects

**From:** CARES Planning Team  
**To:** Amber Sullivan - Capital District EOC (a.sullivan1@hvcc.edu); Amy LaFountain; Andra Zubkovs (andraz@josephshousetroy.org); Andrea Ryan; asmith@vanderheyden.org; Bernice White - Community Builders (bernice.white@tcbinc.org); Bonnie Benson (bonnieb@ywca-gcr.org); Brittany Piccolo (Bpiccolo@vanderheyden.org); Charles Doyle (charles.doyle@troyny.gov); cholcomb@renesco.com; Chris Tolhurst (ctolhurst@depaul.org); Christine Nealon (Christine@triplonline.org); Claudete Senior; Colleen Seeley; David Sosa; dbach@unityhouseny.org; Elaine Davies (edavies@unityhouseny.org); Erin Hernandez (ehernandez@ceompowers.org); Fawn Potash (fpotash@ilchv.org); Geoff Raiti; grants.contracts@unityhouseny.org; Jacob Dale (jacob.t.dale@hud.gov); Janelle Shults; Janet Simmons (jsimmons@northeastcareer.org); Jennica Petrik-Huff - The Community Builders (jhuff@bcnihousing.org); Jennifer LeMay; Joe Sluszkza (jsluszkza@ahcvets.org); John Salka (john.salka@troyny.gov); Kelli Clark; Kirstein DonVito (KDonVito@renesco.com); Laura Amos (laura.amos@troyny.gov); Laurie Mooney (lmooney@rensselaerhousing.org); laurie.mcbain (laurie.mcbain@sphp.com); Leslie Cheu (lcheu@tsbfoundation.org); Linda Jones-Pettis (linda.jones-pettis@dfa.state.ny.us); Linda Lewis; Lindsey Crusan; Lisa Hotte - YWCA of Troy (lisah@ywca-gcr.org); Loni Warrington (lwarrington@renesco.com); Marcie Nardine; Mary Ann Ogren (mogren@rensselaerhousing.org); Mary Kay Cassidy (marykay.cassidy@dfa.state.ny.us); Maura Psoino - Vanderheyden (mpsoinos@vanderheyden.org); Maureen Corbett (Maureen.corbett@va.gov); Mayor Patrick Madden (mayoroffice@troyny.gov); meghan.meyerson@ccrcda.org; Melissa Cherubino; Michael Hagmaier; Michael McMahon - Montgomery County Department of Social Services (Michael.McMahon2@dfa.state.ny.us); Michelle Abel (michellea@ccalbany.org); Michelle Chavarria; Mike Belanger (mike.belanger@troyhousing.org); Mike Maloney (mmaloney@unityhouseny.org); Mitchum, Alphonso; Nina Nichols; Pam Booker (pbooker@ccalbany.org); Peter Goebel (pgoebel@renesco.com); Rashika.L.Hall@hud.gov; Ray Reuter (raymh@outlook.com); Rev Donna Elia (delia@taum.org); Robert Romaker; Rose Kelly (rkelly@rensselaerhousing.org); Salley Zglonski; Sarah Trombley (strombley@unityhouseny.org); Sondra Young - Catholic Charities Housing Office (Sondra.Young@ccrcda.org); Stacey Thayer (stacey.thayer@cdphp.com); Starletta Smith (starlettas@ywca-gcr.org); Stephen Piasecki; Susan Jones; Talia Gamble (gamblet@troyny.k12.ny.us); Terra Stone (tstone@renesco.com); Theresa Beaudoin; Totia Harris; Tracy Pitcher (tpitcher@stpaulscenter.com); Tyrone Byrd (tbyrd@wesoldieron.org); Veronica Lestage; Warren Youngblood (w.youngblood@ahcvets.org); Wendy Wahlberg (wwahlberg@lasny.org); William Brown (wbrown@wesoldieron.org); William Robson; Zachary Fuller (zfuller@eaglestarhousing.com)  
**Cc:** Aubrie Graves; Michelle Sandoz-Dennis; Kelsey Addy  
**Subject:** NY-512/RCHSC Public Posting of the FY23 Draft CoC Application - V.1  
**Date:** Friday, August 25, 2023 5:01:00 PM  
**Attachments:** image002.png

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Good Afternoon NY-512 RCHSC,

### 2023 Consolidated Application Public Posting

Draft version 1 of the 2023 CoC Application has been posted to the CARES Website for public comment, which you can find here: [https://caresny.org/nofo-2023/#NY\\_512](https://caresny.org/nofo-2023/#NY_512). The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Final Ranking & Tiering, detailing: accepted and rejected project applications as a result of the local CoC competition, including each project's ranking, score, and funding amount.

CARES asks that you review the Draft CoC Application (particularly the narratives) and provide us with any content that should be highlighted as soon as possible, and no later than Noon Friday, September 8<sup>th</sup> so we have time to incorporate your input prior to submission. Thank you for your support in ensuring the CoC submits a robust and successful application.

Thank you,

CARES Planning Team

5 Pine West Plaza, Suite #503, Albany, NY 12210

518-489-4130 ext. 1

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

2. August 25, 2023 website screenshots showing posted Ranking & Tiering for NY-512  
Rejected Projects

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

### Rensselaer County Homeless Services Collaborative (RCHSC) CoC Project Applications

[RCHSC Home Page](#)

#### 2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <small>less bonus &amp; DV bonus (% ARD)</small>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-512 Rensselaer	\$3,949,698	\$3,673,219	\$276,479	\$276,479	\$213,723	\$197,485	N/A

### CoC Application Public Posting

#### 2023 CoC Consolidated Application

**Public Posting Date: 08.25.2023**  
DRAFT: [RCHSC CoC Consolidated Application – Narrative](#)  
DRAFT: [RCHSC CoC Consolidated Application – Attachments](#)  
Please send comments or questions to [CARES Planning Team](#) via email

#### 2023 CoC Priority Listing

**Public Posting Date: 08.25.2023**  
FINAL: [RCHSC Project Ranking and Tiering](#)

#### View Public Posting Archives

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

3. No Project Applications Rejected/Reduced for NY-512
  - a. Sample Notification of Project Reduction

Dear Sample,

As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate Sample Agency Name on having the below project accepted with a reduction within NY-512's FY23 Continuum of Care local competition. Below is a detailed list of projects that have been reduced for this application:

- Agency Name, Project Name, Ranked #/#, Scored #/#, \$ Amount

Sample Agency Name has voluntarily reallocated \$\$\$ from the above project, from \$\$\$ to \$\$\$ . Funds voluntarily reallocated through this reduction will be utilized by another competitive program within the CoC in order to fully employ the CoC's resources. The reallocated funds will be permanently reallocated from the above project. You can see the full CoC Project Ranking & Tiering [here](#).

Please note, this means your projects will be included within the NY-512 CoC NOFO application with the reduced amount; 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 project.

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

3. No Project Applications Rejected/Reduced for NY-512

b. Sample Notification of Project Rejection

Dear Sample,

On behalf of the NY-512, we would like to thank Sample Agency for its application, Sample Application Name, for bonus funding through NY-512's FY23 Continuum of Care local competition. Unfortunately, through the local Rank and Review competition 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: ##/###

Rank Order: ##/##

Funding amount requested: \$\$\$

Status: Rejected

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

This attachment details the 15 Day Notification of Projects Accepted by NY-512. It contains the following:

1. August 25, 2023 Email notification to CoC Membership announcing the CoC posted to the Collaborative Applicant’s website the Ranking and Tiering showing NY-512 Accepted Projects
2. August 25, 2023 Website screenshots showing posted Ranking & Tiering for NY-512 Accepted Projects
3. August 28, 2023 Email notification of Projects Accepted:
  - a. CARES of NY, Inc.**
    - i. Ranked: 10/16, Rensselaer County Portion of the Capital Region HMIS (2022), Scored: NA, Amount: \$16,983
    - ii. Ranked: 14/16, HMIS Expansion Scored: 93.6/110, Amount: \$17,700
  - b. Catholic Charities Housing Office**
    - i. Ranked: 12/16, St. Peter’s Residence Scored: 163.56/223, Amount: \$383,347
  - c. St. Paul’s Center**
    - i. Ranked: 3/16, St. Paul’s Center Permanent Supportive Housing, Scored: 183.8/223, Amount: \$92,462
    - ii. Ranked: 13/16, St Paul Center – PSH Expansion, Scored: 152.3/167, Amount:\$114,968
  - d. Unity House of Troy**
    - i. Ranked: 2/16, UH 800, Scored: 191.4/223, Amount: \$2,318,306
    - ii. Ranked: 1/16, UH 309, Scored: 195.65/223, Amount: \$83,545
    - iii. Ranked: 6/16, UH 352, Scored: 174.9/223, Amount: \$83,485
    - iv. Ranked: 9/16, Unity House Coordinated Entry for RCHSC, Scored: NA, Amount: \$54,000
    - v. Ranked: 15/16, PSH for PLWHA, Scored: 130.8/167, Amount: \$128,811
  - e. YWCA of the Greater Capital Region**
    - i. Ranked: 5/16, YWCA-GCR Family Apartment Program, Scored: 178.06/223, Amount: \$33,599
    - ii. Ranked: 7/16, YWCA-GCR Apartment Program Scored: 174.31/223, Amount: \$149,408
  - f. Joseph House and Shelter**
    - i. Ranked: 4/16, JH, Bert's Place, Scored: 182.35/223, Amount: \$120,746
    - ii. Ranked: 8/16, JH, Consolidated, Scored: 168.08/223, Amount: \$531,269
    - iii. Ranked: 11/16, JH, Rensselaer Coordinated Entry, Scored: NA, Amount: \$82,548
    - iv. Ranked: 16/16, CE Expansion, Scored: 84.3/110, Amount: \$15,000

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

1. August 25, 2023 Email notification to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-512 Accepted Projects

**From:** CARES Planning Team  
**To:** Amber Sullivan - Capital District EOC (a.sullivan1@hvcc.edu); Amy LaFountain; Andra Zubkovs (andraz@josephshousetroy.org); Andrea Ryan; asmith@vanderheyden.org; Bernice White - Community Builders (bernice.white@tcbinc.org); Bonnie Benson (bonnieb@ywca-gcr.org); Brittany Piccolo (Bpiccolo@vanderheyden.org); Charles Doyle (charles.doyle@troyny.gov); cholcomb@renesco.com; Chris Tolhurst (ctolhurst@depaul.org); Christine Nealon (Christine@triplonline.org); Claudete Senior; Colleen Seeley; David Sosa; dbach@unityhouseny.org; Elaine Davies (edavies@unityhouseny.org); Erin Hernandez (ehernandez@ceompowers.org); Fawn Potash (fpotash@ilchv.org); Geoff Raiti; grants.contracts@unityhouseny.org; Jacob Dale (jacob.t.dale@hud.gov); Janelle Shults; Janet Simmons (jsimmons@northeastcareer.org); Jennica Petrik-Huff - The Community Builders (jhuff@bcnihousing.org); Jennifer LeMay; Joe Sluszkza (jsluszkza@ahcvets.org); John Salka (john.salka@troyny.gov); Kelli Clark; Kirstein DonVito (KDonVito@renesco.com); Laura Amos (laura.amos@troyny.gov); Laurie Mooney (lmooney@rensselaerhousing.org); laurie.mcbain (laurie.mcbain@sphp.com); Leslie Cheu (lcheu@tsbfoundation.org); Linda Jones-Pettis (linda.jones-pettis@dfa.state.ny.us); Linda Lewis; Lindsey Crusan; Lisa Hotte - YWCA of Troy (lisah@ywca-gcr.org); Loni Warrington (lwarrington@renesco.com); Marcie Nardine; Mary Ann Ogren (mogren@rensselaerhousing.org); Mary Kay Cassidy (marykay.cassidy@dfa.state.ny.us); Maura Psoino - Vanderheyden (mpsoinos@vanderheyden.org); Maureen Corbett (Maureen.corbett@va.gov); Mayor Patrick Madden (mayoroffice@troyny.gov); meghan.meyerson@ccrcda.org; Melissa Cherubino; Michael Hagmaier; Michael McMahon - Montgomery County Department of Social Services (Michael.McMahon2@dfa.state.ny.us); Michelle Abel (michellea@ccalbany.org); Michelle Chavarria; Mike Belanger (mike.belanger@troyhousing.org); Mike Maloney (mmaloney@unityhouseny.org); Mitchum, Alphonso; Nina Nichols; Pam Booker (pbooker@ccalbany.org); Peter Goebel (pgoebel@renesco.com); Rashika.L.Hall@hud.gov; Ray Reuter (raymhep@outlook.com); Rev Donna Elia (delia@taum.org); Robert Romaker; Rose Kelly (rkelly@rensselaerhousing.org); Salley Zglonski; Sarah Trombley (strombley@unityhouseny.org); Sondra Young - Catholic Charities Housing Office (Sondra.Young@ccrcda.org); Stacey Thayer (stacey.thayer@cdphp.com); Starletta Smith (starlettas@ywca-gcr.org); Stephen Piasecki; Susan Jones; Talia Gamble (gamblet@troyny.k12.ny.us); Terra Stone (tstone@renesco.com); Theresa Beaudoin; Totia Harris; Tracy Pitcher (tpitcher@stpaulscenter.com); Tyrone Byrd (tbyrd@wesoldieron.org); Veronica Lestage; Warren Youngblood (w.youngblood@ahcvets.org); Wendy Wahlberg (wwahlberg@lasny.org); William Brown (wbrown@wesoldieron.org); William Robson; Zachary Fuller (zfuller@eaglestarhousing.com)  
**Cc:** Aubrie Graves; Michelle Sandoz-Dennis; Kelsey Addy  
**Subject:** NY-512/RCHSC Public Posting of the FY23 Draft CoC Application - V.1  
**Date:** Friday, August 25, 2023 5:01:00 PM  
**Attachments:** image002.png

---

Good Afternoon NY-512 RCHSC,

### 2023 Consolidated Application Public Posting

Draft version 1 of the 2023 CoC Application has been posted to the CARES Website for public comment, which you can find here: [https://caresny.org/nofo-2023/#NY\\_512](https://caresny.org/nofo-2023/#NY_512). The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Final Ranking & Tiering, detailing: accepted and rejected project applications as a result of the local CoC competition, including each project's ranking, score, and funding amount.

CARES asks that you review the Draft CoC Application (particularly the narratives) and provide us with any content that should be highlighted as soon as possible, and no later than Noon Friday, September 8<sup>th</sup> so we have time to incorporate your input prior to submission. Thank you for your support in ensuring the CoC submits a robust and successful application.

Thank you,

CARES Planning Team

5 Pine West Plaza, Suite #503, Albany, NY 12210

518-489-4130 ext. 1

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

2. August 25, 2023 Website screenshot showing posted Ranking & Tiering for NY-512 Accepted Projects

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

### Rensselaer County Homeless Services Collaborative (RCHSC) CoC Project Applications

[RCHSC Home Page](#)

#### 2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <small>less bonus &amp; DV bonus (% ARD)</small>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-512 Rensselaer	\$3,949,698	\$3,673,219	\$276,479	\$276,479	\$213,723	\$197,485	N/A

### CoC Application Public Posting

#### 2023 CoC Consolidated Application

**Public Posting Date: 08.25.2023**  
DRAFT: [RCHSC CoC Consolidated Application – Narrative](#)  
DRAFT: [RCHSC CoC Consolidated Application – Attachments](#)  
Please send comments or questions to [CARES Planning Team](#) via email

#### 2023 CoC Priority Listing

**Public Posting Date: 08.25.2023**  
FINAL: [RCHSC Project Ranking and Tiering](#)

#### View Public Posting Archives

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

3. August 28, 2023 email notification of Projects Accepted:

**a. CARES of NY, Inc.**

- i. Ranked: 10/16, Rensselaer County Portion of the Capital Region HMIS (2022), Scored: NA, Amount: \$16,983
- ii. Ranked: 14/16, HMIS Expansion Scored: 93.6/110, Amount: \$17,700

**From:** [Aubrie Graves](#)  
**To:** [Denise Brodt](#); [Nancy Harrington](#); [Michelle Sandoe-Dennis](#)  
**Subject:** 2023 CARES Acceptance Letter NY-512  
**Date:** Monday, August 28, 2023 12:05:00 PM  
**Attachments:** [image001.png](#)

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As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate CARES of NY, Inc., on having your projects accepted within NY 512's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted project, funding request, score, and ranked position:

- CARES of NY, Inc., Rensselaer County Portion of the Capital Region HMIS (2022), Ranked 10/16, Scored: NA, Amount: \$16,983
- CARES of NY, Inc., HMIS Expansion, Ranked 14/16, Scored: 93.6/110, Amount: \$17,700

You can see the full CoC Project Ranking & Tiering here: [NY-512-Ranking-and-Tiering-2023-Final.pdf \(caresny.org\)](#). Please note, this means your projects will be included within the NY- 512 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.

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext. 753  
<http://www.caresny.org>



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

3. August 28, 2023 email notification of Projects Accepted:

**b. Catholic Charities Housing Office**

- i. Ranked: 12/16, St. Peter's Residence Scored: 163.56/223,  
Amount:\$383,347

**From:** [Aubrie Graves](#)  
**To:** [Sandra Young](#); [Katalin Nadeau](#)  
**Subject:** 2023 Catholic Charities Acceptance Letter  
**Date:** Monday, August 28, 2023 11:58:00 AM  
**Attachments:** [image001.png](#)

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As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate Catholic Charities on having your **projects accepted** within NY 512's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted project, funding request, score, and ranked position:

- **Catholic Charities, St. Peter's Residence, Ranked 12/16, Scored: 163.56/223, Amount: \$383,347**

You can see the full CoC Project Ranking & Tiering here: [NY-512-Ranking-and-Tiering-2023-Final.pdf \(caresny.org\)](#). Please note, this means your projects will be included within the NY- 512 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.

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext 753  
<http://www.caresny.org>



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

3. August 28, 2023 email notification of Projects Accepted:

**c. St. Paul's Center**

i. Ranked: 3/16, St. Paul's Center Permanent Supportive Housing, Scored: 183.8/223, Amount: \$92,462

ii. Ranked: 13/16, St Paul's Center – PSH Expansion, Scored: 152.3/167, Amount: \$114,968

**From:** [Aubrie Graves](#)  
**To:** [Tracy Pitcher](#)  
**Subject:** 2023 St. Paul's Center Acceptance Letter  
**Date:** Monday, August 28, 2023 11:53:00 AM  
**Attachments:** [image001.png](#)

---

Good Afternoon,

As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate St. Paul's Center on having your **projects accepted** within NY 512's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- St. Paul's Center, St. Paul's Center Permanent Supportive Housing, Ranked 3/16, Scored: 183.8/223, Amount: \$92,462
- St. Paul's Center, PSH-Expansion, Ranked 13/16, Scored: 152.3/167, Amount: \$114,968

You can see the full CoC Project Ranking & Tiering here: [NY-512-Ranking-and-Tiering-2023-Final.pdf \(caresny.org\)](#). Please note, this means your projects will be included within the NY- 512 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.

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext. 753  
<http://www.caresny.org>

**CARES**  
OF NY, INC.  
ENDING HOMELESSNESS

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

3. August 28, 2023 email notification of Projects Accepted:

**d. Unity House of Troy**

- i. Ranked: 2/16, UH 800, Scored: 191.4/223, Amount: \$2,318,306
- ii. Ranked: 1/16, UH 309, Scored: 195.65/223, Amount: \$83,545
- iii. Ranked: 6/16, UH 352, Scored: 174.9/223, Amount: \$83,485
- iv. Ranked: 9/16, Unity House Coordinated Entry for RCHSC, Scored: NA, Amount: \$54,000
- v. Ranked: 15/16, PSH for PLWHA, Scored: 130.8/167, Amount: \$128,811

**From:** [Aubrie Graves](#)  
**To:** [Andrea Ryan](#); [Mardie Nardone](#)  
**Cc:** [grants.contracts@unityhouseny.org](mailto:grants.contracts@unityhouseny.org)  
**Subject:** 2023 Unity House Acceptance Letters  
**Date:** Monday, August 28, 2023 11:51:00 AM  
**Attachments:** [image001.png](#)

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Good Afternoon,

As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate Unity House of Troy, Inc. on having your projects accepted within NY 512's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Unity House of Troy, Inc., UH 309, Ranked 1/16, Scored: 195.65/223, Amount: \$83,545
- Unity House of Troy, Inc., UH 800, Ranked 2/16, Scored: 191.4/223, Amount: \$2,318,306
- Unity House of Troy, Inc., UH 352, Ranked 6/16, Scored: 174.9/223, Amount: \$83,485
- Unity House of Troy, Inc., Unity House Coordinated Entry for RCHSC 2022, Ranked 9/16, Scored: NA, Amount: \$54,000
- Unity House of Troy, Inc., PSH for PLWHA, Ranked #15/16, Scored 130.8/167, Amount: \$128,811

You can see the full CoC Project Ranking & Tiering here: [NY-512-Ranking-and-Tiering-2023-Final.pdf \(caresny.org\)](#). Please note, this means your projects will be included within the NY- 512 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.

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext. 753

<http://www.caresny.org>



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

3. August 28, 2023 email notification of Projects Accepted:

**e. YWCA of the Greater Capital Region**

- i. Ranked: 5/16, YWCA-GCR Family Apartment Program, Scored:  
178.06/223, Amount: \$33,599
- ii. Ranked: 7/16, YWCA-GCR Apartment Program Scored:  
174.31/223, Amount: \$149,408

**From:** [Aubrie Graves](#)  
**To:** [Bonnie Benson; Lisa Holte](#)  
**Subject:** 2023 YWCA Acceptance Letter  
**Date:** Monday, August 28, 2023 11:57:00 AM  
**Attachments:** [image001.png](#)

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Good Afternoon,

As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate YWCA of the Greater Capital Region Inc. on having your **projects accepted** within NY 512's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- YWCA of the Greater Capital Region, Inc., YWCA-GCR Family Apartment Program, Ranked 5/16, Scored: 178.06/223, Amount: \$33,599
- YWCA of the Greater Capital Region, Inc., YWCA-GCR Apartment Program, Ranked 7/16, Scored: 174.31/223, Amount: \$149,408

You can see the full CoC Project Ranking & Tiering here: [NY-512-Ranking-and-Tiering-2023-Final.pdf \(caresny.org\)](#). Please note, this means your projects will be included within the NY- 512 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.

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext. 753  
<http://www.caresny.org>



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

3. August 28, 2023 Email notification of Projects Accepted:

**a. Joseph House and Shelter**

- i. Ranked: 4/16, JH, Bert's Place, Scored: 182.35/223, Amount: \$120,746
- ii. Ranked: 8/16, JH, Consolidated, Scored: 168.08/223, Amount: \$531,269
- iii. Ranked: 11/16, JH, Rensselaer Coordinated Entry, Scored: NA, Amount:\$82,548
- iv. Ranked: 16/16, CE Expansion, Scored: 84.3/110, Amount: \$15,000

**From:** [Aubrie Graves](#)  
**To:** [Andra Ordansky](#); [Amy LaFountain \(alafountain@josephshusetroy.org\)](#)  
**Subject:** 2023 Joseph's House Acceptance Letter  
**Date:** Monday, August 28, 2023 11:55:00 AM  
**Attachments:** [image001.png](#)

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Good Afternoon,

As the Collaborative Applicant for the NY-512 CoC, CARES would like to congratulate Joseph's House and Shelter, Inc. on having your projects accepted within NY 512's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Joseph's House and Shelter, Inc., Bert's Place, Ranked 4/16, Scored: 182.35/223, Amount: \$120,746
- Joseph's House and Shelter, Inc., JH Consolidated, Ranked 8/16, Scored: 168.08/223, Amount: \$531,269
- Joseph's House and Shelter, Inc., JH Rensselaer Coordinated Entry (2022), Ranked 11/16, Scored: NA, Amount: \$82,548
- Joseph's House and Shelter, Inc., CE Expansion, Ranked 16/16, Scored: 84.3/110, Amount: \$15,000

You can see the full CoC Project Ranking & Tiering here: [NY-512-Ranking-and-Tiering-2023-Final.pdf \(caresny.org\)](#). Please note, this means your projects will be included within the NY- 512 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.

Aubrie Graves  
Planning Associate – CARES of NY, Inc.  
5 Pine West Plaza, Suite 503, Albany, NY 12205  
518-489-4130 ext. 753  
<http://www.caresny.org>



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-512 during its local competition. It contains the following:

1. Ranking and Tiering for NY-512 Projects, displaying: project names, project scores, project accepted or rejected status, project rank, requested funding amounts, and reallocated funds.

**RCHSC 2023 Ranking and Tiering**

Rank	Score	Applicant Name	Program Name	Project Type	Funding Amount	Reallocated Funds	Accepted/Rejected	Grant Number	
1	195.65	Unity House of Troy, Inc.	UH 309	PSH	\$83,545		Accepted	NY0668L2C122110	Tier 1
2	191.4	Unity House of Troy, Inc.	UH 800	PSH	\$2,318,306		Accepted	NY0146L2C122114	
3	183.8	St. Paul's Center, Inc.	St. Paul's Center Permanent Supportive Housing	PSH	\$92,462		Accepted	NY1093L2C122105	
4	182.35	Joseph's House & Shelter, Inc.	Bert's Place	PSH	\$120,746		Accepted	NY0804L2C122111	
5	178.06	YWCA of the Greater Capital Region, Inc.	YWCA-GCR Family Apartment Program	PSH	\$33,599		Accepted	NY0585L2C122113	
6	174.9	Unity House of Troy, Inc.	UH 352	RRH	\$83,485		Accepted	NY0152L2C122114	
7	174.31	YWCA of the Greater Capital Region, Inc.	YWCA-GCR Apartment Program	PSH	\$149,408		Accepted	NY0139L2C122114	
8	168.08	Joseph's House & Shelter, Inc.	JH Consolidated	PSH	\$531,269		Accepted	NY1209L2C122103	
9	N/A	Unity House of Troy, Inc.	Unity House Coordinated Entry for RCHSC 2022	SSO-CE	\$54,000		Accepted	NY1210D2C122103	
10	N/A	CARES of NY, Inc.	Rensselaer County Portion of the Capital Region HMIS (2022)	HMIS	\$16,983		Accepted	NY0147L2C122114	
11	N/A	Joseph's House & Shelter, Inc.	JH- Rensselaer Coordinated Entry (2022)	SSO-CE	\$82,548		Accepted	NY1094L2C122105	
12a	163.56	Catholic Charities	St. Peter's Residence	PSH	\$106,868		Accepted	NY0143L2C122114	
12b		Catholic Charities	St. Peter's Residence	PSH	\$276,479		Accepted	NY0143L2C122114	
B1-13	152.3/167= 91%	St. Paul's Center, Inc.	PSH -Expansion	PSH	\$114,968		Accepted		Bonus
B1-14	93.6/110=85.09%	CARES of NY, Inc.	HMIS Expansion	HMIS	\$17,700		Accepted		
B1-15	130.8/167=78%	Unity House of Troy, Inc.	PSH for PLWHA	PSH	\$128,811		Accepted		
B1-16	84.3/110= 76.64%	Joseph's House & Shelter, Inc.	CE Expansion	SSO-CE	\$15,000		Accepted		

**Not Ranked:**

		CARES of NY, Inc.	Planning Grant 2023		\$ 197,485.00		Accepted		Planning
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<b>Annual Renewal Demand</b>	<b>\$ 3,949,698</b>
<b>Tier 1</b>	<b>\$ 3,673,219</b>
<b>Tier 2</b>	<b>\$ 276,479</b>
<b>Planning</b>	<b>\$ 197,485</b>
<b>Bonus</b>	<b>\$ 276,479</b>
<b>DV</b>	<b>\$ 213,723</b>

Expansions	Applicant Name	Renewal Project	Expansion Project
St Paul Center - PSH Expansion	St. Paul's Center, Inc.	St. Paul's Center Permanent Supportive Housing	St Paul Center - PSH Expansion
HMIS Expansion	CARES	Rensselaer County Portion of the Capital Region HMIS (2023)	HMIS Expansion
CE Expansion	Joseph's House	JH- Rensselaer Coordinated Entry (2022)	CE Expansion

Consolidations	Surviving Pin	Applicant Name	Renewal Project 1	Renewal Project 2	Consolidated Project Name
None					

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-512 posted the final version of its CoC's Consolidated Application before the submission deadline. It contains the following:

1. September 21, 2023 website screenshot showing posted **CoC-Approved final** version of CoC Consolidated Application
2. August 25, 2023 website screenshot showing posted **draft** version of CoC Consolidated Application

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

1. September 21, 2023 website screenshot showing posted **CoC-Approved final** version of CoC Consolidated Application

- 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

## Rensselaer County Homeless Services Collaborative (RCHSC) CoC Project Applications

[RCHSC Home Page](#)

### 2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <small>less bonus &amp; DV bonus (7% ARD)</small>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-512 Rensselaer	\$3,949,698	\$3,673,219	\$276,479	\$276,479	\$213,723	\$197,485	N/A

### CoC Application Public Posting

#### 2023 CoC Consolidated Application

**Submission Posting Date: 09.21.2023**  
 Approved: [RCHSC CoC Consolidated Application – Narrative](#)  
 Approved: [RCHSC CoC Consolidated Application – Attachments](#)  
 Please send comments or questions to [CARES Planning Team](#) via email

#### 2023 CoC Priority Listing

**Submission Posting Date: 09.21.2023**  
 Approved: [RCHSC Project Ranking and Tiering](#)  
 Approved: [RCHSC CoC Project Descriptions](#)  
 Approved: [RCHSC Priority Listing](#)

#### 2023 CoC Planning Project

**Submission Posting Date: 09.21.2023**  
 Approved: [RCHSC CoC Planning Project](#)  
 Please send comments or questions to [CARES Planning Team](#) via email

#### View Public Posting Archives

2022 Public Postings: RCHSC

2021 Public Postings: RCHSC

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

2. August 25, 2023 website screenshot showing posted **draft** version of CoC Consolidated Application

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

### Rensselaer County Homeless Services Collaborative (RCHSC) CoC Project Applications

[RCHSC Home Page](#)

#### 2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <small>less bonus &amp; DV bonus (% ARD)</small>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-512 Rensselaer	\$3,949,698	\$3,673,219	\$276,479	\$276,479	\$213,723	\$197,485	N/A

### CoC Application Public Posting

#### 2023 CoC Consolidated Application

**Public Posting Date: 08.25.2023**  
 DRAFT: [RCHSC CoC Consolidated Application - Narrative](#)  
 DRAFT: [RCHSC CoC Consolidated Application - Attachments](#)  
 Please send comments or questions to [CARES Planning Team](#) via email

#### 2023 CoC Priority Listing

**Public Posting Date: 08.25.2023**  
 DRAFT: [RCHSC Project Ranking and Tiering](#)  
 DRAFT: [RCHSC CoC Project Descriptions](#)

#### View Public Posting Archives

2022 Public Postings: RCHSC

2021 Public Postings: RCHSC

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

This attachment provides evidence of the notification to community members and key stakeholders that NY-512 posted the final version of its CoC's Consolidated Application before the submission deadline. It contains the following:

1. September 21, 2023 email notification to NY-512 members and stakeholders that the **CoC-Approved final** version of CoC Consolidated Application was publicly posted to website
2. August 25, 2023 website screenshot showing posted **draft** version of CoC Consolidated Application was publicly posted to website

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

1. September 21, 2023 email notification to NY-512 members and stakeholders that the **CoC-Approved final** version of CoC Consolidated Application was publicly posted to website

**From:** CARES Planning Team  
**To:** CARES Planning Team; Amber Sullivan - Capital District EOC (a.sullivan1@hvcc.edu); Amy LaFountain; Andra Zubkovs (andraz@josephshousetroy.org); Andrea Ryan; asmith@vanderheyden.org; Bernice White (bswhite@ipro.org); Bonnie Benson (bonnieb@ywca-gcr.org); Brittany Piccolo (Bpiccolo@vanderheyden.org); Charles Doyle (charles.doyle@troyny.gov); cholcomb@rensko.com; Chris Tolhurst (ctolhurst@depaul.org); Christine Nealon (Christine@trionline.org); Claudete Senior; Colleen Seeley; David Sosa; dbach@unityhousesny.org; Elaine Davies (edavies@unityhousesny.org); Erin Hernandez (ehernandez@ceoempowers.org); Fawn Potash (fpotash@ilchv.org); Geoff Raiti; grants.contracts@unityhousesny.org; Jacob Dale (jacob.t.dale@hud.gov); Janelle Shults; Janet Simmons (jsimmons@northeastcareer.org); Jennica Petrik-Huff - The Community Builders (jhuff@bcnihousing.org); Jennifer LeMay; Joe Sluszkza (jsluszkza@ahcvets.org); John Salka (john.salka@troyny.gov); Kelli Clark; Kirstein DonVito (KDonVito@rensko.com); Laura Amos (laura.amos@troyny.gov); Laurie Mooney (lmooney@rensselaerhousing.org); laurie.mcbain (laurie.mcbain@sphp.com); Leslie Cheu (lcheu@tsbfoundation.org); Linda Jones-Pettis (linda.jones-pettis@dfa.state.ny.us); Linda Lewis; Lindsey Crusan; Lisa Hotte - YWCA of Troy (lisah@ywca-gcr.org); Loni Warrington (lwarrington@rensko.com); Marcie Nardine; Mary Ann Ogren (mogren@rensselaerhousing.org); Mary Kay Cassidy (marykay.cassidy@dfa.state.ny.us); Maura Psoino - Vanderheyden (mpsoinos@vanderheyden.org); Maureen Corbett (Maureen.corbett@va.gov); Mayor Patrick Madden (mayoroffice@troyny.gov); megan.meyerson@ccrcda.org; Melissa Cherubino; Michael Hagmaier; Michael McMahon - Montgomery County Department of Social Services (Michael.McMahon2@dfa.state.ny.us); Michelle Abel (michellea@ccalbany.org); Michelle Chavarria; Mike Belanger (mike.belanger@troyhousing.org); Mike Maloney (mmaloney@unityhousesny.org); Mitchum, Alphonso; Nina Nichols; Pam Booker (pbooker@ccalbany.org); Peter Goebel (pgoebel@rensko.com); Rashika.L.Hall@hud.gov; Ray Reuter (raymh@outlook.com); Rev Donna Elia (delia@taum.org); Robert Romaker; Rose Kelly (rkelly@rensselaerhousing.org); Salley Zqlonski; Sarah Trombley (strombley@unityhousesny.org); Sondra Young - Catholic Charities Housing Office (Sondra.Young@ccrcda.org); Stacey Thayer (stacey.thayer@cdphp.com); Starletta Smith (starlettas@ywca-gcr.org); Stephen Piasecki; Susan Jones; Talia Gamble (gamblet@troyny.k12.ny.us); Terra Stone (tstone@rensko.com); Theresa Beaudoin; Totia Harris; Tracy Pitcher (tpitcher@stpaulscenter.com); Tyrone Byrd (tbyrd@wesoldieron.org); Veronica Lestage; Warren Youngblood (w.youngblood@ahcvets.org); Wendy Wahlberg (wwahlberg@lasny.org); William Brown (wbrown@wesoldieron.org); William Robson; Zachary Fuller (zfuller@eaglestarhousing.com)  
**Cc:** Aubrie Graves; Michelle Sandoz-Dennis; Kelsey Addy  
**Subject:** RCHSC CoC Application Submission Posting  
**Date:** Thursday, September 21, 2023 3:06:00 PM  
**Attachments:** image002.png

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Good Afternoon, CoC Membership & Key Stakeholders,

All parts of the 2023 approved Consolidated Application and Priority Listing have been posted to the CARES Website for public comment, which can be accessed here: [https://caresny.org/nofo-2023/#NY\\_512](https://caresny.org/nofo-2023/#NY_512)

Specifically, you will find the approved versions of:

- Consolidated Application Narratives & Attachments
- Priority Listing (including project rankings)
- Ranking & Tiering, detailing: accepted and rejected project applications as a result of the local CoC competition, including each project's **ranking, score, and funding amount.**
- Planning Grant
- Project Descriptions for CoC Renewal & New Applications

CARES will be submitting the CoC Application & Priority Listing on behalf of the CoC on Monday, September 25<sup>th</sup>. If you have any questions or comments, please feel free to reach out.

Thank you,

CARES Planning Team  
5 Pine West Plaza, Suite #503, Albany, NY 12210  
518-489-4130 ext. 1

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

2. August 25, 2023 website screenshot showing posted **draft** version of CoC Consolidated Application was publicly posted to website

**From:** CARES Planning Team  
**To:** Amber Sullivan - Capital District EOC (a.sullivan1@hvcc.edu); Amy LaFountain; Andra Zubkovs (andraz@josephshousetroy.org); Andrea Ryan; asmith@vanderheyden.org; Bernice White - Community Builders (bernice.white@tcbinc.org); Bonnie Benson (bonnieb@ywca-gcr.org); Brittany Piccolo (Bpiccolo@vanderheyden.org); Charles Doyle (charles.doyle@troyny.gov); cholcomb@renesco.com; Chris Tolhurst (ctolhurst@depaul.org); Christine Nealon (Christine@triplonline.org); Claudete Senior; Colleen Seeley; David Sosa; dbach@unityhouseny.org; Elaine Davies (edavies@unityhouseny.org); Erin Hernandez (ehernandez@ceompowers.org); Fawn Potash (fpotash@ilchv.org); Geoff Raiti; grants.contracts@unityhouseny.org; Jacob Dale (jacob.t.dale@hud.gov); Janelle Shults; Janet Simmons (jsimmons@northeastcareer.org); Jennica Petrik-Huff - The Community Builders (jhuff@bcnihousing.org); Jennifer LeMay; Joe Sluszkza (jsluszkza@ahcvets.org); John Salka (john.salka@troyny.gov); Kelli Clark; Kirstein DonVito (KDonVito@renesco.com); Laura Amos (laura.amos@troyny.gov); Laurie Mooney (lmooney@rensselaerhousing.org); laurie.mcbain (laurie.mcbain@sphp.com); Leslie Cheu (lcheu@tsbfoundation.org); Linda Jones-Pettis (linda.jones-pettis@dfa.state.ny.us); Linda Lewis; Lindsey Crusan; Lisa Hotte - YWCA of Troy (lisah@ywca-gcr.org); Loni Warrington (lwarrington@renesco.com); Marcie Nardine; Mary Ann Ogren (mogren@rensselaerhousing.org); Mary Kay Cassidy (marykay.cassidy@dfa.state.ny.us); Maura Psoino - Vanderheyden (mpsoinos@vanderheyden.org); Maureen Corbett (Maureen.corbett@va.gov); Mayor Patrick Madden (mayoroffice@troyny.gov); meghan.meyerson@ccrcda.org; Melissa Cherubino; Michael Hagmaier; Michael McMahon - Montgomery County Department of Social Services (Michael.McMahon2@dfa.state.ny.us); Michelle Abel (michellea@cocalbany.org); Michelle Chavarria; Mike Belanger (mike.belanger@troyhousing.org); Mike Maloney (mmaloney@unityhouseny.org); Mitchum, Alphonso; Nina Nichols; Pam Booker (pbooker@cocalbany.org); Peter Goebel (pgoebel@renesco.com); Rashika.L.Hall@hud.gov; Ray Reuter (raymh@outlook.com); Rev Donna Elia (delia@taum.org); Robert Romaker; Rose Kelly (rkelly@rensselaerhousing.org); Salley Zglonski; Sarah Trombley (strombley@unityhouseny.org); Sondra Young - Catholic Charities Housing Office (Sondra.Young@ccrcda.org); Stacey Thayer (stacey.thayer@cdphp.com); Starletta Smith (starlettas@ywca-gcr.org); Stephen Piasecki; Susan Jones; Talia Gamble (gamblet@troyny.k12.ny.us); Terra Stone (tstone@renesco.com); Theresa Beaudoin; Totia Harris; Tracy Pitcher (tpitcher@stpaulscenter.com); Tyrone Byrd (tbyrd@wesoldieron.org); Veronica Lestage; Warren Youngblood (w.youngblood@ahcvets.org); Wendy Wahlberg (wwahlberg@lasny.org); William Brown (wbrown@wesoldieron.org); William Robson; Zachary Fuller (zfuller@eaglestarhousing.com)  
**Cc:** Aubrie Graves; Michelle Sandoz-Dennis; Kelsey Addy  
**Subject:** NY-512/RCHSC Public Posting of the FY23 Draft CoC Application - V.1  
**Date:** Friday, August 25, 2023 5:01:00 PM  
**Attachments:** image002.png

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Good Afternoon NY-512 RCHSC,

### 2023 Consolidated Application Public Posting

Draft version 1 of the 2023 CoC Application has been posted to the CARES Website for public comment, which you can find here: [https://caresny.org/nofo-2023/#NY\\_512](https://caresny.org/nofo-2023/#NY_512). The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Final Ranking & Tiering, detailing: accepted and rejected project applications as a result of the local CoC competition, including each project's ranking, score, and funding amount.

CARES asks that you review the Draft CoC Application (particularly the narratives) and provide us with any content that should be highlighted as soon as possible, and no later than Noon Friday, September 8<sup>th</sup> so we have time to incorporate your input prior to submission. Thank you for your support in ensuring the CoC submits a robust and successful application.

Thank you,

CARES Planning Team

5 Pine West Plaza, Suite #503, Albany, NY 12210

518-489-4130 ext. 1

# 2023 HDX Competition Report

## PIT Count Data for NY-512 - Troy/Rensselaer County CoC

### Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	232	173	148	156
Emergency Shelter Total	177	130	111	105
Safe Haven Total	0	0	0	0
Transitional Housing Total	41	28	23	28
Total Sheltered Count	218	158	134	133
Total Unsheltered Count	14	15	14	23

### Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	14	30	16	18
Sheltered Count of Chronically Homeless Persons	10	15	6	2
Unsheltered Count of Chronically Homeless Persons	4	15	10	16

# 2023 HDX Competition Report

## PIT Count Data for NY-512 - Troy/Rensselaer County CoC

### Homeless Households with Children PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	41	34	19	24
Sheltered Count of Homeless Households with Children	41	34	19	24
Unsheltered Count of Homeless Households with Children	0	0	0	0

### Homeless Veteran PIT Counts

	2011 PIT	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	4	5	3	3	4
Sheltered Count of Homeless Veterans	1	5	3	2	2
Unsheltered Count of Homeless Veterans	3	0	0	1	2

\*For CoCs that did not conduct an unsheltered count in 2021, 2020 data were used.

# 2023 HDX Competition Report

## HIC Data for NY-512 - Troy/Rensselaer County CoC

### HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Current, Year-Round, HMIS Beds	Total Year-Round, Current, Non-VSP Beds*	HMIS Bed Coverage Rate for Year-Round Beds	Total Year-Round, Current VSP Beds in an HMIS Comparable Database	Total Year-Round, Current, VSP Beds**	HMIS Comparable Bed Coverage Rate for VSP Beds	Total Current, Year-Round, HMIS Beds and VSP Beds in an HMIS Comparable Database	HMIS and Comparable Database Coverage Rate
ES Beds	84	53	53	100.00%	31	31	100.00%	84	100.00%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	39	23	25	92.00%	14	14	100.00%	37	94.87%
RRH Beds	152	90	90	100.00%	62	62	100.00%	152	100.00%
PSH Beds	695	372	411	90.51%	284	284	100.00%	656	94.39%
OPH Beds	38	0	38	0.00%	0	0	NA	0	0.00%
Total Beds	1,008	538	617	87.20%	391	391	100.00%	929	92.16%

2023 HDX Competition Report

HIC Data for NY-512 - Troy/Rensselaer County CoC

# 2023 HDX Competition Report

## HIC Data for NY-512 - Troy/Rensselaer County CoC

**Notes**

\*For OPH Beds, this does NOT include any beds that are Current, Non-VSP, Non-HMIS, and EHV-funded.

\*\*For OPH Beds, this does NOT include any beds that are Current, VSP, Non-HMIS, and EHV-funded.

In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

In the HIC, Current beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2020 HIC	2021 HIC	2022 HIC	2023 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	262	259	259	244

### Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH units available to serve families on the HIC	31	22	34	45

### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH beds available to serve all populations on the HIC	152	105	132	152

2023 HDX Competition Report

HIC Data for NY-512 - Troy/Rensselaer County CoC

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Summary Report for NY-512 - Troy/Rensselaer County CoC

#### Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

**Metric 1.1:** Change in the average and median length of time persons are homeless in ES and SH projects.  
**Metric 1.2:** Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2021	FY 2022	Submitted FY 2021	FY 2022	Difference	Submitted FY 2021	FY 2022	Difference
1.1 Persons in ES and SH	426	428	54	45	-9	24	23	-1
1.2 Persons in ES, SH, and TH	456	486	63	50	-13	29	26	-3

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

2023 HDX Competition Report  
**FY2022 - Performance Measurement Module (Sys PM)**

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2021	FY 2022	Submitted FY 2021	FY 2022	Difference	Submitted FY 2021	FY 2022	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	506	644	206	222	16	68	69	1
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	536	702	226	225	-1	72	76	4

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2022	% of Returns	FY 2022	% of Returns	FY 2022	% of Returns	FY 2022	% of Returns
Exit was from SO	23	3	13%	2	9%	3	13%	8	35%
Exit was from ES	179	15	8%	8	4%	13	7%	36	20%
Exit was from TH	19	0	0%	0	0%	3	16%	3	16%
Exit was from SH	0	0		0		0		0	
Exit was from PH	324	1	0%	4	1%	15	5%	20	6%
TOTAL Returns to Homelessness	545	19	3%	14	3%	34	6%	67	12%

### Measure 3: Number of Homeless Persons

#### Metric 3.1 – Change in PIT Counts

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2021 PIT Count	January 2022 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	173	148	-25
Emergency Shelter Total	130	111	-19
Safe Haven Total	0	0	0
Transitional Housing Total	28	23	-5
Total Sheltered Count	158	134	-24
Unsheltered Count	15	14	-1

### Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2021	FY 2022	Difference
Universe: Unduplicated Total sheltered homeless persons	467	495	28
Emergency Shelter Total	434	433	-1
Safe Haven Total	0	0	0
Transitional Housing Total	54	72	18

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	103	114	11
Number of adults with increased earned income	14	12	-2
Percentage of adults who increased earned income	14%	11%	-3%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	103	114	11
Number of adults with increased non-employment cash income	42	26	-16
Percentage of adults who increased non-employment cash income	41%	23%	-18%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	103	114	11
Number of adults with increased total income	50	36	-14
Percentage of adults who increased total income	49%	32%	-17%

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	24	46	22
Number of adults who exited with increased earned income	2	6	4
Percentage of adults who increased earned income	8%	13%	5%

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	24	46	22
Number of adults who exited with increased non-employment cash income	6	17	11
Percentage of adults who increased non-employment cash income	25%	37%	12%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	24	46	22
Number of adults who exited with increased total income	8	22	14
Percentage of adults who increased total income	33%	48%	15%

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	407	467	60
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	122	95	-27
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	285	372	87

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	609	755	146
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	182	103	-79
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	427	652	225

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2022 (Oct 1, 2021 - Sept 30, 2022) reporting period.

#### Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2021	FY 2022	Difference
Universe: Persons who exit Street Outreach	105	120	15
Of persons above, those who exited to temporary & some institutional destinations	4	3	-1
Of the persons above, those who exited to permanent housing destinations	40	15	-25
% Successful exits	42%	15%	-27%

Metric 7b.1 – Change in exits to permanent housing destinations

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

	Submitted FY 2021	FY 2022	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	433	467	34
Of the persons above, those who exited to permanent housing destinations	155	199	44
% Successful exits	36%	43%	7%

### Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2021	FY 2022	Difference
Universe: Persons in all PH projects except PH-RRH	439	476	37
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	412	447	35
% Successful exits/retention	94%	94%	0%

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**  
**NY-512 - Troy/Rensselaer County CoC**

	All ES, SH			All TH			All PSH, OPH			All RRH			All Street Outreach		
	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022
1. Number of non-DV Beds on HIC	75	68	70	25	25	18	493	499	552	123	51	105			
2. Number of HMIS Beds	75	68	70	23	23	16	361	350	387	122	51	87			
3. HMIS Participation Rate from HIC ( % )	100.00	100.00	100.00	92.00	92.00	88.89	73.23	70.14	70.11	99.19	100.00	82.86			
4. Unduplicated Persons Served (HMIS)	574	436	443	45	58	72	832	812	508	566	425	437	71	59	34
5. Total Leavers (HMIS)	574	37	381	45	52	56	505	275	134	519	257	184	70	54	8
6. Destination of Don't Know, Refused, or Missing (HMIS)	63	20	24	0	0	0	16	5	5	15	4	22	23	21	7
7. Destination Error Rate (%)	10.98	54.05	6.30	0.00	0.00	0.00	3.17	1.82	3.73	2.89	1.56	11.96	32.86	38.89	87.50

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**

# 2023 HDX Competition Report

## Submission and Count Dates for NY-512 - Troy/Rensselaer County CoC

### Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2023 PIT Count	1/26/2023	

### Report Submission Date in HDX

	Submitted On	Met Deadline
2023 PIT Count Submittal Date	4/26/2023	Yes
2023 HIC Count Submittal Date	4/26/2023	Yes
2022 System PM Submittal Date	2/16/2023	Yes

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

This attachment details the Housing Leveraging Commitments for new Projects in **NY-512**. It includes:

1. Checklist verifying commitment meets all HUD requirements
2. Housing Leveraging Commitment between **St Paul Center** and **ESSHI State Contracting Agency (SCA)** for **St. Paul’s Center PSH Expansion**.

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:

**X** Project name should be listed in the commitment documentation

*Project name:* **St. Paul's Center PSH Expansion**

**X** 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:* **ESSHI**

Amount of funding committed per the following:

**X** 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. **16 ESSHI Units/ 5 units = 320%**

**OR**

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.

*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:*

**X** 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).

**\*\*Must dated between May 1, 2023 and September 28, 2023.**

*Dates of housing commitment:* September 12, 2023, **and running concurrently with the project**

### 3A-1a Housing Leveraging Commitments

2. Housing Leveraging Commitment between **St Paul Center** and **ESSHI State Contracting Agency (SCA)** for **St. Paul's Center PSH Expansion**.



Building bridges to a brighter future

(518) 434-2910

P.O. Box 589

Rensselaer, NY 12144

September 12, 2023

TO: Kelsey Addy, Director of Planning, CARES of NY, Inc.

FR: Tracy Pitcher, Executive Director

RE: Empire State Homeless Housing Initiative (ESSHI) Award Commitments

This letter confirms the commitment of ESSH funds in support of two projects:

- Lee Dyer Family Apartments: 9 permanent supportive housing units for families experiencing homelessness. Contract # TDA01-C00477GG-3410000 represents the project located at 212 and 214 Washington Ave., Rensselaer, NY, in the county of Rensselaer. This project is part of the agency's St. Pauls Center – PSH (2022) and St. Pauls Center – PSH Expansion (2022) programs. The award provides \$26,530.20 per unit, or \$238,771.80 annually. The contract is a 5-year contract with a 2% escalation factor, subject to the availability of state funds; this is intended to be renewable for an additional 5-year term.
- Housing Options: 16 permanent supportive housing units for adults, 55 yoa+, experiencing homelessness. Application #2020-00202 represents the project located at 3 Cerone Commercial Drive in Albany, in the county of Albany. This project is part of your agency's St. Paul's Center – PSH (2022) and St. Paul's Center – PSH Expansion (2022) programs. The conditional award provides \$25,000 per unit, or \$400,000 annually. The conditional award, once finalized, features a 5-year contract with a 2% escalation factor, subject to the availability of state funds; this is intended to be renewable for an additional 5-year term.

Attachments: ESSHI Award letters for Lee Dyer and Housing Options



October 28, 2021

Tracy Pitcher  
St. Paul's Center  
P.O. Box 589  
Rensselaer, NY 12144  
(via Email [tpitcher@stpaulcenter.com](mailto:tpitcher@stpaulcenter.com))

RE: Empire State Supportive Housing Initiative (ESSHI) Award

Dear ESSHI Awardee:

On behalf of the Empire State Supportive Housing Initiative (ESSHI) Interagency Workgroup, I am pleased to inform you that your agency has met the requirement of the conditional ESSHI award by demonstrating that the capital funds necessary to develop the proposed supportive housing project have been secured.

Therefore, this letter will serve as notification of the commitment of ESSHI funds in support of the sixteen (16) units to be developed as described in application #2020-00202 (Unit Sequence #s 344-359). The project site will be located at 3 Cerone Commercial Drive Albany, NY (Albany County). The approved award provides \$25,000 per unit or \$400,000 annually. The ESSHI award will increase by a two (2) percent escalation factor, subject to the availability of State funds.

Please note that your assigned ESSHI State Contracting Agency (SCA) is the Department of health (DOH). You should continue to maintain frequent communication with the SCA in order to keep the Interagency Workgroup apprised of the status of the project in development and to develop the services and operating contract. The projected funding need of the project is 03/01/2023. Note that this commitment may be rescinded if any of the committed capital funds are withdrawn.

Note that the specifics of a resulting ESSHI contract, including but not limited to the work plan, staffing plan and budget, are subject to the review, modification and approval of the State Contracting Agency. The contract is further subject to review and approval by the Division of Budget, Office of the Attorney General, and Office of the State Comptroller, as well as the availability of State funds.

As a reminder, the ESSHI contract is designed to be a multi-year contract with an initial 5-year term, intended to be renewable for additional 5-year terms.

Congratulations and we wish you well in your endeavors in developing and providing needed supportive housing for homeless New Yorkers.

Sincerely,

Moira Tashjian, MPA  
Acting Executive Deputy Commissioner  
Office of Mental Health

Chair, Interagency Workgroup

cc: Amanda Speciale, DOH



## Office of Temporary and Disability Assistance

KATHY HOCHUL  
Governor

BARBARA C. GUINN  
Executive Deputy Commissioner

October 18, 2021

Tracy Pitcher  
Executive Director  
St. Paul's Center, Inc.  
P.O. Box 589  
Rensselaer, New York 12144

Dear Ms. Pitcher:

The New York State Office of Temporary and Disability Assistance (OTDA), Bureau of Housing and Support Services, is pleased to inform you that your organization been granted continued funding under the **Empire State Supportive Housing Initiative (ESSHI)** for SFY 2021-2022 per contract # **C00477GG** in the amount of **\$229,500.00**. This letter outlines instructions to develop your contract. Please designate one person at your agency to coordinate with me on the following necessary items:

- **Expenditure Budget with 2% Increase** – Please sign in to Grants Gateway and distribute the additional 2% in funds accordingly. Be sure to update calculations listed in the justifications based on any new line item amounts.
  - **If adding funds to an MWBE discretionary item, and/or creating a new line item that is considered MWBE discretionary, forms 4937 and 4938 are required.**
- **Proof of Worker's Compensation Coverage and Disability Benefits Insurance** - Please review the "Proof of Coverage Requirements" attachment and upload an acceptable form of proof for each item to Grants Gateway's "Grantee Document Folder" which can be found in the File Folder(s) section.
- **Vendor Responsibility Questionnaire and Charities Registration** - Please make sure these items are up to date. The Vendor Responsibility Questionnaire must be recertified every 6 months at <http://www.osc.state.ny.us/vendrep/index.htm>.

**Please upload all requested documents to the "Grantee Document Folder" BEFORE changing the contract status to "Contract Information Submitted."**

The reservation of this award does not constitute final approval of the contract. You may be requested to modify the above items based on reviews from staff in this Office during the contract process. Disbursement of funds under this award will be contingent upon execution of a contract between your organization and the Office of Temporary and Disability Assistance.

Please contact me at 518-474-2926 or [jason.harper@otda.ny.gov](mailto:jason.harper@otda.ny.gov) if you have any questions. My goal is to assist you with achieving an executed contract in a timely fashion. I look forward to continue working with you. Thank you for your commitment to serving those in need in New York State.

Sincerely,

Jason Harper  
Program Manager

3A-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.

This attachment details the Healthcare Formal Agreements for **NY-512**. It includes the following:

1. Checklist verifying commitment meets all HUD requirements
2. Formal Agreement between **St. Paul's Center** and **CDPHP** for **St. Paul's Center- PSH (2023 Expansion)**.

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

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:

X The name of the project

*Project name: St. Paul's Center*

X Amount of assistance to be provided by the healthcare organization:

X The value (dollar amount) of the healthcare commitment being provided (must be at least 25% of the total funding requested) \$28,750

**OR**

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.  $\$28,750/\$114,968 = 25\%$*

X The date\*\* that the services and/or committed funding will be available is on the written commitment (must run concurrently with the new project)

*\*\*Must be dated between May 1, 2023 and September 28, 2023.*

*Date of healthcare commitment: 8/30/2023, to start September 2024*

X Affirmation that project eligibility for program participants in the new PH-PSH or PH-RRH project will be based on CoC Program fair housing requirements and will not be restricted by the health care service provider.

3A-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.

2. Formal Agreement between **St. Paul’s Center** and **CDPHP** for **St. Paul’s Center- PSH (2023 Expansion)**.



August 30, 2023

RE: Health Care Commitment

To Whom It May Concern:

It is my pleasure to provide this letter of support to the submitted application for funds on behalf of St. Paul's Center (SPC) in Rensselaer, NY.

The relationship between CDPHP and SPC is designed to address the following needs of the population served by SPC:

- Provision of mainstream resources including Medicaid, HARP and Child Health Plus insurance coverage
- Non-medical transportation for needs related to Social Determinants of Health
- Case management to provide direct linkages to CDPHP medical and/or behavioral health case management
- Coordination of mental health treatment and/or addiction recovery services
- Health literacy education

We are excited about the possibilities to continue to support SPC in their efforts to expand their current PSH program through St. Paul's Center - PSH (2023 Expansion).

We commit to this collaboration for the proposed project starting in September 2024, or immediately upon application approval, and will review and renew the commitment annually. The estimated value of the collaboration is established at \$28,750, minimally, per year to provide the services identified above.

Further, I affirm that as project eligibility for program participants in this expanded PH-PSH project will be based on CoC Program fair housing requirements, program participants will not be restricted by CDPHP.

Sincerely,

A handwritten signature in black ink, appearing to read "Kathy Leyden", is written over a horizontal line.

Kathy Leyden  
Vice President, Community Engagement  
CDPHP  
500 Patroon Creek Blvd  
Albany NY 12206