

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 Pre...	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...	09/25/2023
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	09/26/2023
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-A...	09/25/2023

1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of C...	09/25/2023
2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	HUD's Homeless Da...	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

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Document Description: Letter Signed by Working Group

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Document Description: Housing First Evaluation

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Attachment Details

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

This attachment contains the following:

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

- 2. Harrietstown Housing Authority (HHA) - PHA**
 - a. Administrative Plan – General - Highlighted Section: Homeless Preference

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

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



Homes and Community Renewal

STATEWIDE SECTION 8 VOUCHER PROGRAM

Section 8 Housing Choice Voucher Administrative Plan

Effective April 26, 2021

Version 2021 - 1

INTRODUCTION

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

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

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

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

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

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

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

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

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

1.03 Preferences

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

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

First priority shall be given to the following:

Households defined as Homeless.

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

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

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

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

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

Category 4: Any individual or family who:

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

b. Has no other residence; *and*

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

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

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

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

Third priority (No limitation):

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

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

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

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

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

- b. **Harriestown Housing Authority (HHA) - PHA**
 - i. Administrative Plan – General - Highlighted Section:
Homeless Preference

4-III.B. SELECTION METHOD

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

Local Preferences [24 CFR 960.206]

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

PHA Policy

The PHA will use the following local preferences:

1. The PHA has a preference for “working” families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, are also given the benefit of the working preference [24 CFR 960.206(b)(2)].
2. A veteran or surviving spouse of a veteran.
3. Families that include victims of domestic violence, dating violence, sexual assault, or stalking who have either been referred by a partnering service agency or consortia or are seeking an emergency transfer under VAWA from another covered housing program operated by the PHA.

The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval.

4. **A family that is homeless.**
5. Any family that has been terminated from its Housing Choice Voucher program due to insufficient program funding.

Income Targeting Requirement [24 CFR 960.202(b)]

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

If a PHA also operates a housing choice voucher (HCV) program, admissions of extremely low-income families to the PHA’s HCV program during a PHA fiscal year that exceed the 75 percent minimum target requirement for the voucher program, shall be credited against the PHA’s basic targeting requirement in the public housing program for the same fiscal year. However, under

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

This attachment contains the following:

1. Moving On Preference
 - a. **NYS Homes & Community Renewal (HCR)** - HCV Administrator
 - i. Emergency Housing Voucher (EHV) Memorandum of Understanding –
Highlighted Section: Moving On preference in local priority
 - b. **Harriestown Housing Authority (HHA)** – PHA
 - i. Administrative Plan – Highlighted Section: Moving On Preference
2. NY-520's Written Standards excerpt that details the CoC's Moving On Strategy.

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

1. Moving On Preference

a. **NYS Homes & Community Renewal (HCR)** - HCV Administrator

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

**MEMORANDUM OF UNDERSTANDING
DATA SHARING FOR EMERGENCY HOUSING VOUCHERS IN NEW YORK STATE**

This Memorandum of Understanding (“MOU”) is made and entered into as of this 15th day of July, 2021 (the “Effective Date”). It is executed between the following parties:

New York State Homes and Community Renewal (“HCR”) and its subsidiaries, including the Housing Trust Fund Corporation (“HTFC”) and the Division of Housing and Community Renewal (“DHCR”), having its principal office at 38-40 State Street, Albany, NY 12207

-and-

Franklin County Community Housing Council
337 West Main Street
Malone, NY 12953

Signing this agreement as the lead agency and authorized representative for:

NY-520 Franklin & Essex Counties CoC

The following counties within the CoC service area are included within the scope of this agreement:

Franklin & Essex Counties

The following counties are excluded:

None

WHEREAS, the American Rescue Plan Act (a.k.a. COVID-19 Stimulus Package or “The Act”) was adopted into law on March 11, 2021, and provided for a \$1.9 trillion economic stimulus package;

WHEREAS, Section 3202 of The Act authorizes \$5 billion for Emergency Housing Vouchers (“EHVs”) to transition people currently experiencing or at risk of homelessness, including those who are survivors of domestic violence, to stable housing; and EHVs can be used by individuals and families experiencing homelessness who have difficulty being stably housed otherwise;

WHEREAS, funding for EHVs will be allocated by the U.S. Department of Housing and Urban Development (“HUD”) to state and local Public Housing Authorities (“PHAs”) for distribution through waiting lists created and maintained by those PHAs;

- v. Following the initial lease-up period, the CoC shall ensure that its list of referrals is updated as necessary. This includes notifying HCR to remove households on its waiting list who are no longer eligible for EHV assistance and sending additional referrals upon request.
- vi. The CoC shall validate tenant stipend expenses for reimbursement as described in Section IV of this agreement.
- vii. The CoC will strive to connect participating households to services that will ensure long term success. This may include services related to health and wellness, mental health counseling, substance abuse treatment, employment training, etc. The CoC shall provide a quarterly report of service referrals for households on the CoC's. The report shall not include data on individual households that would violate confidentiality; it shall provide a high level summary of the services being offered to participating households.
- viii. Where a voucher recipient referred by the CoC is identified by HTFC as falling behind in rent or otherwise becoming at risk, HTFC may refer that household to the CoC for linkages to additional services.

III. **PRIORITIZATION**

A. **Prioritization for the Initial Lease-up Phase**

The CoC shall commence sending referrals to HCR or its designated agent on or about August 16, 2021 and concluding within 6 weeks – referred to here as the **initial lease-up phase**. The referrals shall be received in the following order:

Priority 1 – HCR will only accept referrals for the following types of households within the first three weeks, or from August 16 – September 3.

1. Households meeting HUD's Definition of Chronically Homeless as determined by the CoC.
2. Any literally homeless families, as defined by HUD in the Criteria and Recordkeeping Requirements for Definition of Homeless, with minor children under 18 years of age.
3. Households who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.
4. Households participating in a Rapid Re-housing (RRH) program who would qualify for such assistance as defined by the terms of either the federal Emergency Solutions Grant ("ESG") program or the federal Continuum of Care program.

*Please note that households from local programs similar to RRH but serving a broader population than required within the federal definition should not be sent as a Priority 1 referral, unless the household being referred would have qualified under the federal definition. . To receive ESG rapid re-housing, an individual or family must demonstrate at initial evaluation that it is literally homeless (referred to as Category 1 in the Homeless Definition Final Rule).

Priority 2 – Within the second three weeks, or from September 6 to September 24, HCR will continue accepting referrals from Category 1 plus the following:

1. Any household classified as literally homeless, as defined above in Priority 1.

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

1. Moving On Preference

b. **Harriestown Housing Authority (HHA)** – PHA

i. Administrative Plan – Highlighted Section: Moving On Preference

Eligible Immigrants

Documents Required

All family members claiming eligible immigration status must declare their status in the same manner as U.S. citizens and nationals.

The documentation required for eligible noncitizens varies depending upon factors such as the date the person entered the U.S., the conditions under which eligible immigration status has been granted, age, and the date on which the family began receiving HUD-funded assistance. Exhibit 7-1 at the end of this chapter summarizes documents family members must provide.

PHA Verification [HCV GB, pp 5-3 and 5-7]

For family members age 62 or older who claim to be eligible immigrants, proof of age is required in the manner described in 7-II.C. of this ACOP. No further verification of eligible immigration status is required.

For family members under the age of 62 who claim to be eligible immigrants, the PHA must verify immigration status with the U.S. Citizenship and Immigration Services (USCIS).

The PHA will follow all USCIS protocols for verification of eligible immigration status.

7-II.H. VERIFICATION OF PREFERENCE STATUS

The PHA must verify any preferences claimed by an applicant that determined his or her placement on the waiting list.

PHA Policy

The PHA will offer a preference to:

1. Working families. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].

The PHA must verify that the family qualifies for the working family preference based on the family's submission of the working member's most recent paycheck stub indicating that the working member works at least 20 hours per week. The paycheck stub must have been issued to the working member within the last thirty days.

The PHA may also seek third party verification from the employer of the head, spouse, cohead or sole member of a family requesting a preference as a working family.

2. A veteran or surviving spouse of a veteran.

The PHA must verify veteran or spouse of veteran status via DD Form 214 (Certificate of Release of Discharge from Active Duty) and, if the surviving spouse of a veteran, the marriage certificate.

3. Families that include victims of domestic violence, dating violence, sexual assault, or stalking who have either been referred by a partnering service agency or consortia or

Moving-on Preference

is seeking an emergency transfer under VAWA from another covered housing program operated by the PHA.

The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval.

The PHA must verify the family's qualification via documentation from the partnering service agency, consortia, or covered housing program.

4. Any family that is homeless and has been referred by a partnering service agency or consortia.

5. Any family that has been terminated from its Housing Choice Voucher program due to insufficient program funding.

The PHA will verify this preference using the PHA's termination records.

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

1. NY-520's Written Standards excerpt that details the CoC's Moving On Strategy.

MOVE ON STRATEGY FOR RECOGNITION OF TENANT INDEPENDENCE

Franklin-Essex Housing Coalition (FEHC, the Continuum of Care for Franklin and Essex Counties) has created a Move On Strategy to transition households in Supportive Housing (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH)) who no longer need intensive services to affordable housing. This strategy is broken into Phase I and Phase II, and sets out the actions FEHC 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 FEHC Community Outreach and Governance Committees 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 is currently being implemented and includes recruiting local affordable housing providers to participate in the program, by setting preferences for tenants moving on from supportive housing. Phase II of the Move On Strategy will include advocating to New York State to incorporate a preference for individuals and families moving on from supportive housing units in the NYS Affordable Housing Corporation Plan.

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

FEHC 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

FEHC 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

FEHC 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 FEHC 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. FEHC 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-520** in the development of a working group of individuals with lived experience of homelessness. It includes:

1. A letter signed by the NY-520 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-520 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 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-520 has strategized within a regional committee with other CoC's on ways this local Advisory Committee may manifest. NY-520 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-520, drafted and approved structures and strategies for implementing a committee for persons with lived experience. The NY-520 representatives presented the recommendations produced by the RRJAC to their CoC Board.

Beginning January of 2023, NY-520 has taken several steps to develop the recommendations of the RRJAC. First, the NY-520 Board officially approved the Advisory Committee initiative presented by their RRJAC representatives. Additionally, the Board will vote to approve one of the proposed committee structures in September.

In summary, NY-520 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 the CoC.

Sincerely,

Terri Morse

CoC Board Chair

Print Name

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

This attachment details how **NY-520** 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. Behavioral Health Services North, Inc.: Swift Liberty Housing

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

1. An example evaluation of at least one project
 - a. Behavioral Health Services North, Inc.: Swift Liberty Housing



Provider Information

Please complete the information below on the organization being assessed.

Provider Information	
Provider's Legal Name	Behavioral Health Services North, Inc.
Acronym (If Applicable)	BHSN
Year Incorporated	1965
EIN	14-1338346
Street Address	22 US Oval, Suite 218, Plattsburgh
Zip Code	12903

Project Information	
Project Name	Swift Liberty Housing
Project Budget	\$72,965
Grant Number	NY1370U2C202201
Name of Project Director	Laurel Polttila
Project Director Email Address	lpolttila@bhsn.org
Project Director Phone Number	518-563-6904
Which best describes the project *	Rapid Rehousing
<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>	
Are your services targeted to any of the following populations specifically? Please select one if so, as this impacts your assessment questions.	
Domestic Violence Survivors	

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

Management Information	
Name of CEO	Mark Lukens
CEO Email Address	mlukens@bhsn.org
CEO Phone Number	518-324-2177
Name of Staff Member Guiding Assessment	Amber Brown-Rose
Staff Email Address	abrown-rose@bhsn.org
Staff Phone Number	518-563-6904

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
Date of Assessment	Sep 11 2022



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: https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/ <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>Optional notes here</i>	Always	Always	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>Optional notes here</i>	Always	Always	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>Optional notes here</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>Optional notes here</i>	Always	Always	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>Optional notes here</i>	Always	Always	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>Optional notes here</i>	Always	Always	Always
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>Optional notes here</i>	Always	Always	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>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		Services Definition / Evidence	Say it	Document it	Do it
Services 1	Projects promote participant choice in services	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. <i>Optional notes here</i>	Always	Always	Always
Services 2	Person Centered Planning is a guiding principle of the service planning process	Person-centered Planning is a guiding principle of the service planning process <i>Optional notes here</i>	Always	Always	Always
Services 3	Service support is as permanent as the housing	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. <i>Optional notes here</i>	Always	Always	Always
Services 4	Services are continued despite change in housing status or placement	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. <i>Optional notes here</i>	Always	Always	Always
Services 5	Participant engagement is a core component of service delivery	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. <i>Optional notes here</i>	Always	Always	Always
Services 6	Services are culturally appropriate with translation services available, as needed	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). <i>Optional notes here</i>	Always	Always	Always
Services 7	Staff are trained in clinical and non-clinical strategies (including harm reduction, motivational interviewing, trauma-informed approaches, strength-based)	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. <i>Optional notes here</i>	Always	Always	Always
Standard		Housing Definition / Evidence	Say It	Document It	Do It
Housing 1	Housing is not dependent on participation in services	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. <i>Optional notes here</i>	Always	Always	Always
Housing 2	Substance use is not a reason for termination	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: https://www.hudexchange.info/resource/4852/recovery-housing-policy-brief/ <i>Optional notes here</i>	Always	Always	Always
Housing 3	The rules and regulations of the project are centered on participants' rights	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. <i>Optional notes here</i>	Always	Always	Always
Housing 4	Participants have the option to transfer to another project	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. <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	Project -Specific Standards	Say It	Document it	Do it
Project 1	Quick access to RRH assistance	A Rapid Re-housing project ensures quick linkage to rapid re-housing assistance, based on participant choice. <i>Optional notes here</i>	Always	Always	Always
Project 2	RRH services support people in maintaining their housing	Participants and staff understand that a primary goal of rapid re-housing is to end homelessness and move participants to permanent housing as quickly as possible, regardless of perceived barriers. <i>Optional notes here</i>	Always	Always	Always
Project 3	Providers continuously assess a participant's need for assistance	On an ongoing basis, providers assess a participant's needs for continued assistance and provide tailored assistance based on those assessments. <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>			
	Standard	Population Specific Standards	Say It	Document It	Do It
Population 1	Participant safety is a priority at all points of engagement and in all planning processes	Led by the survivor, a safety plan is developed that includes an assessment of danger, particular points of vulnerability, and best approaches to increasing safety. <i>Optional notes here</i>	Always	Always	Always
Population 2	Survivor-driven advocacy is available	The unique needs and strengths of each individual survivor and their children are taken into account with regard to the types of services that are available and offered. Project uses flexible and survivor-focused approaches to overcome barriers survivors may face in accessing services through traditional models. <i>Optional notes here</i>	Always	Always	Always
Population 3	Housing stability is a priority	Providers support survivors and their children to retain or obtain safe, stable housing. Survivors choose the type of housing and location of housing. Housing is located in an area that is considered safe from the abusive relationship. <i>Optional notes here</i>	Always	Always	Always
Population 4	Population	No additional standards <i>Optional notes here</i>			

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

1. Screenshot of a website posting that demonstrates NY-520 CoC announced it was accepting project applications and includes the local submission deadline for applicants to submit their applications to the CoC:
 - (a) June 7, 2023 website screenshot and email announcing the Rank & Review **Renewal Parts 1-2 Tool is ready for completion**
 - (b) Emails inviting those that submitted Rank & Review Renewal Part 1-2 applications **to complete** the Rank & Review **Renewal Part 3 Tool** with dates for **interview sessions**
 - (c) July 24, 2023 website screenshot and email announcing the Rank & Review **New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool are ready for completion**
 - (d) Emails inviting those that submitted Rank & Review New applications **to complete** the Rank & Review **New Project Questions** with dates for **interview sessions**
 - (e) 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-520 announced it was accepting project applications.

(a) June 7, 2023 website screenshot and email announcing the Rank & Review
Renewal Parts 1-2 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

Franklin Essex Housing Coalition (FEHC)

FEHC Home Page

2023 RANK & REVIEW DOCUMENTS

FINAL: [FEHC 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

FEHC Renewal Application Tool Parts 1-2
 Release Date: **June 7, 2023** | Due Date: **June 23, 2023**
 Please submit all application materials via email to gmattey@caresny.org as a PDF.

View Rank & Review Archives

- + 2022 Rank & Review: FEHC
- + 2021 Rank & Review: FEHC
- + 2020 Rank & Review: FEHC

CoC Public Postings

From: [Genesis Matthey](#)
To: [Amber Brown-Rose](#); [Brandon Titus](#); [Denise Brodt](#); [Eileen Gillen](#)
Subject: FEHC: Rank and Review Part 1 and 2 Tools For Completion - Due June 23rd
Date: Wednesday, June 7, 2023 4:45:00 PM
Attachments: [image001.png](#)
[NY-520 RR23 Tool \(Part 1&2\) - FINAL - Fillable PDF.pdf](#)
[NY-520 Rank and Review 4-17-2023 11-50-16 AM.xlsx](#)

Good Afternoon Franklin Essex Homeless Coalition Applicants,

This email is to notify you that the *Franklin Essex CoC Rank and Review Part 1 and 2 Application* is now available for completion. The fillable application is attached to this email, along with the HMIS systems data that you will reference to complete your application.

The application is also available on the CARES website: <https://caresny.org/nof-2023/#FEHC>

The application must be completed by **COB Friday, June 23, 2023** and submitted in one PDF attachment for **each** renewal project. Please include the Rank and Review completed Tool and supporting Attachments (convert to PDF and include with application) as specified on the tool. Applications should be submitted to gmatthey@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!

Warmly,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



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

1. Screenshot of a website posting that demonstrates NY-520 announced it was accepting project applications.

(b) Email inviting those that submitted Rank & Review Renewal Part 1-2 applications to **complete the Rank & Review Renewal Part 3 Tool with dates for interview sessions**

From: [Genesis Matthey](#)
To: [Eileen Gillen](#)
Subject: FCCHC Rank and Review Part 3 Interview - August 1st, 2023 @ 1pm
Date: Wednesday, July 19, 2023 9:45:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[2023 RR Interview Questions Renewal Projects Only.docx](#)
Importance: High

Hi Eileen,

I hope you are doing well by the time this email reaches you. Below please find a screenshot of FCCHC's Rank and Review Part 1 score. We are hosting Rank and Review Part 3 Renewal Interviews on **August 1st, 2023 at 1pm**. There is an opportunity to respond in writing if you are unable to attend. There are 4 interview questions, DV programs will answer 2-5 and all others will answer 1,3,4,5 (I've attached the questions for your review and preparation).

Please let me know if you would like to participate!

Part I: Data Related/Objective Questions				
Max pts. 15	1a. Utilization Rate	CARES	10	10
	1b. Exceeded 100% in Persons & Households	CARES	5	5
	2a. Data Quality	CARES	2.5	2.5
	2b. Timeliness of Data Entry	CARES	2.5	2.5
	3a-d. CH Impact	Attach 1	15	0
	4. Positive Outcomes	Attach 2	15	15
	5. Exits to Homelessness	Attach 3	15	15
	6. Income Growth-System Impact	Attach 4	15	15
	7a. Stayers earned income	CARES	5	3
	7b. Stayers other income	CARES	3	2
	7c. Leavers earned income	CARES	5	3
	7d. Leavers other income	CARES	3	2
	8. Amount of Returned Funds	CARES	10	0
	9. LOCCS	CARES	5	0
	10. Housing First	CARES	10	10
11. Participation in HIC/PIT	CARES	5	5	
12. Participation in CoC	CARES	5	5	
13. Monitoring	CARES	4	4	
14. Priority Populations	CARES	10	0	
15. Anti-Discrimination	CARES	6	0	
16a. Coordinated Entry Referrals	CARES	4	4	
16b. Coordinated Entry Meetings	CARES	2	2	
16c. Coordinated Entry Trainings	CARES	2	2	
16d. Coordinated Entry MOU	CARES	2	2	
Total			161	107

Warmly,

Genesis Matthey
 Planning Associate
 5 Pine West Plaza, Suite 503
 Albany, New York 12205
 (518) 489-4130 ext. 724
<http://www.caresny.org>

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1. Screenshot of a website posting that demonstrates NY-520 announced it was accepting project applications.

(c) July 24, 2023 website screenshot and email announcing the Rank & Review **New Project Tool, DV Bonus Tool, & CE/HMIS Bonus Tool** are **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	<h3 style="text-align: center;">Franklin Essex Housing Coalition (FEHC)</h3> <p style="text-align: center;">FEHC Home Page</p> <h4>2023 RANK & REVIEW DOCUMENTS</h4> <p>FINAL: FEHC Rank and Review Written Process</p> <hr/> <h4>2023 RENEWAL PROJECTS</h4> <p>All currently funded projects that are looking to be funded again must complete Rank and Review application materials below</p> <div style="border: 1px solid black; padding: 5px;"><p>FEHC Renewal Application Tool Parts 1-2 Release Date: June 8, 2023 Due Date: June 23, 2023 Please submit all application materials via email to gmattey@caresny.org as a PDF.</p></div> <hr/> <h4>2023 NEW & BONUS PROJECTS</h4> <p>Any project looking to be funded for the first time must complete the appropriate RFP.</p> <p>Applications due to Genesis Mattey</p> <p>New Project Application</p> <div style="border: 1px solid black; padding: 5px;"><p>Release for Completion: FEHC New/Bonus Application Tool Released Date: July 24, 2023 Due Date: August 2, 2023 Please submit your application as a PDF to Genesis Mattey gmattey@caresny.org</p></div> <hr/> <p>DV Bonus Project Application</p> <div style="border: 1px solid black; padding: 5px;"><p>Release for Completion: FEHC DV/Bonus Application Tool Released Date: July 24, 2023 Due Date: August 2, 2023 Please submit your application as a PDF to Genesis Mattey gmattey@caresny.org</p></div> <hr/> <p>CE-HMIS Bonus Project Application</p> <div style="border: 1px solid black; padding: 5px;"><p>Release for Completion: FEHC CE-HMIS Bonus Application Tool Released Date: July 24, 2023 Due Date: August 2, 2023 Please submit your application as a PDF to Genesis Mattey gmattey@caresny.org</p></div> <hr/> <p>View Rank & Review Archives</p> <ul style="list-style-type: none">2022 Rank & Review: FEHC2021 Rank & Review: FEHC2020 Rank & Review: FEHC
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CoC Public Postings

From: Genesis Mattey
Bcc: Alan Jones; Amber Brown-Rose; Anna Lincoln (alincolin@stjoestreatment.org); austin.kissane@dfa.state.ny.us; Bryon Connolly; Cheryl Blanchard (cherylblanchard@citizenadvocates.net); courtneybarden@citizenadvocates.net; ctoms@milcinc.org; Cynthia Cobb; Douglas Meyer (doug@mhainessex.org); Erica Bezio; Genesis Mattey; Geoff Raitl; Heather Wenzel; Janine Mead; Jannelle Reome - Franklin County DSS; Jennifer.Rafferty@dfa.state.ny.us; Jessica Bordeau; kari@hapec.org; kdegon@communityconnectionsfcny.org; Kellie Trombley - Mental Health Asso. in Essex County (kellie@mhainessex.org); kellym32@hotmail.com; kmulverhill@co.franklin.ny.us; Lindsay Hendricks (housing1st@3ddevelopment.com); Liz Ball; Iivers@communityconnectionsfcny.org; Marc Czadzeck; Maureen Corbett (Maureen.corbett@va.gov); Meagan Bresette; Megan Murphy; mhousin1@twcny.rr.com; mjohnson@adironackhealth.org; Patrick.Ryan@troopers.ny.gov; Penny Daniels; Renee Bruno; Retha Leno; rich@kisco.com; Sarah Clarkin; Sarah Louer; Sarah Martin; saranaclakeyouth@gmail.com; Scott Gilligan; slavigne@franklincony.org; sloran@aha-nsn.gov; Susan Gagnon; Suzanne Nicholas - Saranac Lake Central School District (nicholasuz@slcs.org); Tara Glynn (tglynn@lasny.org); Terri Morse - Essex Co. (terri.morse@essexcountyny.gov); tishreve0425@gmail.com; vainsworth@mhainessex.org; Vicki Smith (Vsmith@ech.org); Viktoria White; wbrown@wesoldieron.org; William Miller; zrandolph@stjoestreatment.org
Subject: Franklin Essex Housing Coalition Continuum of Care- New/DV Bonus 2023 CoC Applications Available- Due August 2nd
Date: Monday, July 24, 2023 10:42:00 AM
Attachments: image001.png
NY520 - RR23 New Project RFP FINAL - Fillable PDF.pdf
NY520 - RR23 DV Bonus RFP FINAL - Fillable PDF.pdf
NY520 - RR23 - CE-HMIS Bonus RFP FINAL - Fillable PDF.pdf

Good morning Franklin Essex Housing Coalition CoC members and community stakeholders,

The 2023 CoC New/DV Bonus application is now available for completion. You do not have to be currently CoC funded to apply.

You can find the link to the applications on our website:

<https://caresny.org/nofo-2023/#FEHC>

All fillable PDF versions of the applications are also attached to this email.

For more information about project eligibility and funding availability, check out our website:

<https://caresny.org/nofo-2023/>

Applications are due by 5pm on August 2nd.

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 17th.

Please don't hesitate to reach out with questions about this process or the applications.

Thank you,

Genesis Mattey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



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

1. Screenshot of a website posting that demonstrates NY-520 announced it was accepting project applications.

(d) Email inviting those that submitted Rank & Review New applications **to complete** the Rank & Review **New Project Questions** with dates for **interview sessions**

From: [Genesis Matthey](#)
To: [Michelle Cook](#); [Sandy Rourke](#)
Subject: RE: New Project Application Webinar - Tomorrow - July 24th, 2023
Date: Friday, August 18, 2023 4:12:00 PM
Attachments: [2023 New Project Interview Questions.docx](#)
[image001.png](#)
Importance: High

Hi Michelle and Sandy,

Thank you for getting this back to us in such a timely manner! The next and final step in the Rank and Review Process is Part 3 Interviews. Attached please find the New Project Interview questions.

Unfortunately, our reviewers do not have the capacity to meet within the next week, and due to HUD's deadlines we require an immediate scoring of your project to include it in the Rank and Review Process (as required by HUD). We are asking that you submit your answers via video format so that our reviewers can score them asynchronously within the next few days. [Here are some tips on how to submit a video via email!](#)

We expect to have your scorecards to you by the middle of next week.

Warmly,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



From: Michelle Cook <cook.michelle@srmt-nsn.gov>
Sent: Friday, August 18, 2023 1:18 PM
To: Genesis Matthey <gmatthey@caresny.org>; Sandy Rourke <sandy.rourke@srmt-nsn.gov>
Subject: Re: New Project Application Webinar - Tomorrow - July 24th, 2023

Good afternoon Genesis,

Attached is the application for bonus funding. Please let me know if you have any questions or input. I am also free this afternoon if you'd like to have a Teams meeting regarding the application.

Thank you,

Michelle Cook, MCJ
Community Advocacy Program Manager
Saint Regis Mohawk Tribe
71 Margaret Terrance Memorial Way

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

1. Screen shot of a website posting that demonstrates NY-520 announced it was accepting project applications.

(e) 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: [Genesis Matthey](#); [Kelsey Addy](#); [Maureen Van Deusen](#)
Subject: 2023 CoC NOFO Summary Email- FEHC
Date: Tuesday, July 18, 2023 11:21:52 AM
Attachments: [image002.png](#)

Good Morning, Franklin Essex CoC Members,

The FY23 Continuum of Care Notice of Funding Opportunities is now available [here](#) and due September 28th, 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&II	Completed
Rank and Review Interview (Part III)	Week of July 31 st (Anticipated)

New Applications	
Rank and Review New Project Application RFP and DV Bonus Application Released	July 24 th
Rank and Review New Project Application RFP and RV Bonus Application due to CARES (please send to Genesis Matthey)	August 2 nd


E-snaps Project Submission Timeline

As UFA, CARES completes all project applications in e-snaps on the subrecipients' behalf. Subrecipients are required to review and confirm the draft e-snaps applications. Below is the timeline for renewal and new projects:

Renewal Projects	
All Renewal Project Applications will be sent to subrecipients for review, ensuring accuracy	On or before August 4 th
Any final edits to renewal project applications in e-snaps due to CARES	August 11 th

New Projects	
All New Project Applications (including those applying for DV Bonus) will be sent to subrecipients for review, ensuring accuracy	August 18 th
Any final edits to new project applications in e-snaps are due to CARES.	August 25 th

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 Process¹.

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.

¹<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 here² 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.

²<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 section³ of CARES' NOFO website for updates.*

³<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/deadlines⁴ (for renewal and new project applications)
- Esnaps Project Submission Application timeline/deadlines⁵
- NOFO summary ⁶
- CARES' Webinars⁷
- HUD available resources⁸

⁴<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>

⁵<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>

⁶<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>

⁷<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>

⁸<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 here⁹.

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 here¹⁰, 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>¹¹. 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.**

[2luMzliLCJBTiI6Ikl1haWwiLCJXVCI6Mn0%3D|3000||&sdata=c9KilBql%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6Ikl1haWwiLCJXVCI6Mn0%3D|3000||&sdata=c9KilBql%2FuWkrFHPuaaszEEUkRYndd1q4R3Uh3IOW%3D&reserved=0)

⁹<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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6Ikl1haWwiLCJXVCI6Mn0%3D|3000||&sdata=INL9JcbzPz%2Bh14kW%2Fwxs%2Fb%2FHE1dweBFNov4kgDOPC3E%3D&reserved=0>

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

¹¹<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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTiI6Ikl1haWwiLCJXVCI6Mn0%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-520 as noted in their Written Process. Blank tools have been attached for the Renewal, New, Bonus/DV, and Bonus CE/HMIS Applications.

1. Scoring tool used in NY-520's local competition to score new and renewal applications - for all project application types.

- (a) NY-520's Rank and Review Written Process
- (b) Blank Renewal Application Tool
- (c) Blank New Project Application Tool
- (d) Blank Bonus/DV Application Tool
- (e) Blank Bonus CE/HMIS Application Tool
- (f) Ranking and Tiering
 - This document showcases the actual points awarded for each project application
- (g) 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.
- (h) System Performance Data Attachment
 - This document is an attachment to the Rank and Review Renewal Application Tool and provides applicants with data to answer the tool's data-based questions.
 - Please note: there were no victim service providers or domestic violence providers being scored this year that needed to submit data from a comparable database.

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

1. Scoring tool used in NY-520 local competition to score new and renewal application and for all project application types.

(a) NY-520's Rank and Review Written Process

FRANKLIN ESSEX HOUSING COALITION: 2023 RANK AND REVIEW PROCESS

Background

HUD Continuum of Care (CoC) homeless assistance programs serve as a source of funding for homeless services in the Counties of Franklin and Essex and the planning body coordinating these services is the Franklin Essex Housing Coalition. Working with the CoC (FEHC) and providing support and technical assistance is CARES of NY, Inc., the Collaborative Applicant.

In the 2022 NOFA, the Franklin Essex CoC received \$183,588 from HUD to support five projects two for homeless individuals and families, one HMIS project, one CoC planning, and one for UFA. HUD awards homeless assistance grants through an annual application process known as the CoC Program Competition.

HUD requires that the CoC (FEHC) prioritize programs which most effectively serve the community at the local level. To reach this goal, a Rank & 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 (FEHC) learn about each project's performance and effectiveness.

In the Franklin Essex Housing Coalition (FEHC), the Operations Committee is charged with overseeing the Rank and Review process. As stated in the FEHC bylaws, the Operations Committee is responsible for "the design, operation, and implementation of a collaborative process for the development of funding applications, including funding priorities, and the number and type of applications." Each year the Operations Committee reviews the Rank & Review Written Process and Application Tools and makes any changes necessary to reflect changing priorities. The Operations Committee is also responsible for establishing a Review Team for the Rank and Review Application. The Written Process and Application Tools (Renewal and New/Bonus) are posted for public comment.

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

Review and Approval of the Rank and Review Renewal Application

After the annual CoC Consolidated Application is submitted to HUD by the Collaborative Applicant, the Operations Committee reviews that prior year's Rank & Review process, including reviewer feedback and FEHC member comments. The Operations Committee also develops a list of Review Team members, considering prior reviewers and potential new members.

In phases, the Operations Committee presents the Written Process, Application Tools, and list of proposed Review Team members to the FEHC Board and Membership for one-week public comment periods. The Operations Committee considers submitted comments for inclusion. The Operations Committee updates the Board on any edits, incorporates any additional changes from the Board, and secures a vote for approval. Finally, the Written Process, Application Tools, and list of Review Team members are shared with Membership.

Project Participation

Renewal Projects are required to complete a Rank & Review Renewal Application. The Application process will occur in three (3) parts, with the intent to allow agencies adequate time to complete the full Rank & Review Application. *Completed applications (including required attachments) for each CoC project must be submitted to CARES of NY, Inc. by the stated deadline to be considered complete and sent to the Review Team.*

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

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

- **Part 1** focuses on project and system outcomes, 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 in 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** includes a narrative allowing agencies to explain unique circumstances which may affect project performance.
- **Part 3** of the Rank & Review Process includes project interviews with the Review Team. After release of the NOFA, the Operations Committee will draft questions based on specific criteria included in the NOFA Application to be asked during project interviews. Projects will receive these questions prior to the interview. Additionally, reviewers may choose additional points for Parts 1 and 2 up to the maximum amount of points available for each question.

New Projects

A separate application is required for Bonus and Reallocated project proposals. If, after the ranking process, additional money becomes available through reallocation, and if all new projects have been approved, the new project RFP will re-open for submission in efforts to utilize all available funding. RFPs submitted during the second application process will automatically be ranked below projects from the first round, unless otherwise determined by the Board. The Review Team reviews and scores all New/Bonus project applications submitted. New project applications are required to interview with the Review Team. Interview questions will include specific criteria included in the NOFA. New project applications will be ranked, approved by the Board, and presented to Membership. 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 project applications. Note that the board has final approval on the ranking and tiering of projects and may choose to make changes to the ranking and tiering based on CoC priorities, regardless of project scores.

Bonus Projects

Each year, HUD *may* offer bonus funding and the NOFA outlines how the funds may be spent. Bonus project proposals must fill an unmet need as noted within the Action Plan or locally determined priorities. Bonus project applications are required to interview with the Review Team. Interview questions will include specific criteria included in the NOFA. Bonus applications will be ranked, approved by the Board and presented to Membership. 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 Bonus project applications.

Reallocation

Reallocation is the process by which the CoC shifts funds, in whole or in part, from existing eligible renewal grants to new projects that fill an unmet need within the community. Reallocation is one of the most important tools by which communities can make strategic improvements to their homeless services system.

Projects that can be flagged for reallocation consideration include those that have demonstrated inadequate financial management, a history of expending funds on ineligible activities, a lack of full expenditure of funds, and consistent low scores during the Rank and Review. Reallocation is recommended for any project *not*

participating in Coordinated Entry, HMIS or the annual Point-in-Time, or operated by an agency that is not a member in good standing of the FEHC may be considered for reallocation. The Board may determine reallocation of a particular project as in the best interest of the CoC and essential to maintaining full funding. Further, agencies may voluntarily choose to reallocate funds from their own projects. New project proposals developed by agencies through reallocation of their own funds will be prioritized during the ranking process. All other proposed projects using reallocated funds will be ranked according to general ranking procedures.

Project proposals developed with reallocated funds must fill an unmet need and submit a New/Bonus application. Agencies interested in applying for reallocated funds are required to interview with the Review Team. Applications for New/Bonus projects will be ranked separately from Renewal projects, and the final ranking will be approved by the Board presented to CoC Membership.

Reviewers

Reviewers must be individuals from the community who are not CoC-funded or from neighboring communities and knowledgeable about the CoC process, services, and providers. Review Team members are considered by the Operations Committee and invited by the Collaborative Applicant (CARES) to participate. After reviewers agree to participate, one to two days are scheduled to conduct project interviews and for scoring to take place. Interviews will be scheduled for a date after the NOFA is released to allow for any HUD-specific criteria to be incorporated into the interview process.

Reviewers are provided a copy of each project's full application for review and score forms to complete. The Review Team has the authority to 1) allot additional points to questions in Part 1 and Part 2 based on responses given by agencies during the interview; and 2) allot points based on responses given by agencies to Part 3 interview questions. After conducting interviews with each agency, the Review Team discusses and finalizes scores for each project application. In the event project applications initially receive the same score, it is the responsibility of the Review Team to reconsider scoring in order to break the tie. The Review Team also considers any submitted appeals (see **Appeals Process** outlined below) and provides any final comments to be shared with agencies. Final scores result in the project ranking.

Threshold Review

In order to ensure CoC projects are high performing, all project applications must also meet a minimum scoring threshold of 33% of total possible application points. The Threshold Review will be conducted by the Review Team after the Rank and Review process is complete and final project scores determined. If the pre-determined threshold is not met, the Review Team may recommend the FEHC Board consider the possibility of reallocation or amendments to the project application/s with said agency.

Project Ranking

The NOFA requires that the CoC conduct a transparent and objective process to review and rank all Renewal and New/Bonus projects. Using the CoC-approved Rank & 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. Because HMIS and CE projects are required CoC infrastructure, they are ranked at the bottom of Tier 1. All agencies receive their project scores and are offered the opportunity to debrief with the Collaborative Applicant. Debriefing allows agencies the opportunity to request clarification

regarding how/why Application question/s received certain scores. Debriefings are required if agencies are considering an appeal. Agencies may choose to appeal project score/s within the allotted time frame (see the **Appeals Process** outlined below). After all debriefings with the Collaborative Applicant are completed and appeals considered by the Review Team, the project ranking is presented to the Board for review/approval then shared with Membership.

Appeal Process

1. Who May Appeal?

An agency may appeal a decision concerning a Renewal or New/Bonus project application submitted by that agency. If a project was submitted by a collaboration of agencies, only a joint appeal may be submitted.

2. What May Be Appealed?

The appeals process applies to project scoring and ranking **only**. *There is no appeal for project tiering.* An appeal may **not** be based on the following:

- Failure to answer any question/s on the application.
- Failure to submit required attachments to the application.
- Failure to submit the application by the required deadline.

Any mathematical errors found by an applicant will be corrected by the Collaborative Applicant.

3. Timing of an Appeal

Formal appeals may be submitted by a project within **three (3) business days** of debriefing. Appeals must be submitted in writing to the Collaborative Applicant (gmattey@caresny.org), who will then forward to the Review Team. The written appeal must consist of a brief statement no longer than one page, and can be in the form of a letter, memo, or email.

Project Tiering

HUD requires that the CoC ranks projects into two tiers based on the funding allocation released in the NOFA. Tiering prioritizes projects for funding. Using the project ranking, the Collaborative Applicant tiers projects (New/Bonus projects are always placed at bottom of Tier 2) and presents the results to the Board. When the NOFA is released, priorities outlined in the application may be strategically applied by the CoC to project tiering. Final tiering results are presented to the Board for approval and vote, tiering results are then shared with Membership. The Board votes on the full application, including tiering.

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

1. Scoring tool used in NY-520 local competition to score new and renewal application and for all project application types.

(b) Blank Renewal Application Tool

FRANKLIN ESSEX HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

DEADLINE TO SUBMIT:

PROJECT INFORMATION

Organization Name: _____ Contact Person: _____

Project Name: _____

Project Type: PSH RRH TH SSO (regular)

Is your project site-based? Yes No

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

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

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

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

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

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

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

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

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

Yes 5 pts *No 0 pts*

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

Based on your Federal FY22 APR:

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

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

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

Permanent Supportive Housing Programs ONLY

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

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

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

Rapid Rehousing Housing Programs ONLY

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

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

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

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

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

Permanent Supportive Housing Projects ONLY: During FY22, there were **53** persons with positive outcomes noted across all CoC PSH programs. *An outcome is positive for PH if client is a stayer or exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** _____%

Rapid Rehousing Projects ONLY: During FY22, there were 0 persons with positive outcomes noted across all CoC RRH programs. *An outcome is positive for RRH if client exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** _____%

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

Total points = % system impact * total available pts.

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

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

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

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

7. Income Growth – Project Performance

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

7a. What percentage of **stayers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a1. Row 1) Number of Adults with Earned Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

7b. What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3) Number of Adults with Other Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

7c. What percentage of **leavers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a2. Row 1) Number of Adults with Earned Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

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

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

8. Total Awarded Funds (10 total pts.)

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

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

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

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

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

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

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

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

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

13. Monitoring (0-4pts)

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

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

14. Priority Population (10 possible pts)

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

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

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

No priority population = 0 pts

15. Anti-Discrimination (6 pts)

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

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

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

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

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

16c. Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training? **Yes 2 pts** **No 0 pts**

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

FRANKLIN ESSEX HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 2: PROJECT/SYSTEM PERFORMANCE NARRATIVES

DEADLINE TO SUBMIT:

PROJECT INFORMATION

FY23 Proposed Total Funding Request: \$ _____

Leasing \$ _____

Rental Assistance \$ _____

Supportive Services \$ _____

Operations \$ _____

Admin \$ _____

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

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

PROJECT DESCRIPTION

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

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

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

1. Utilization: (0-10 pts)

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

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

2. System Performance- Housing Stability (0-5 pts)

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

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

3. System Performance – Income (0-5 pts)

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

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

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

Referring to Part 1 Tool Q16

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

5. Diversity and Inclusion (0 or 5 pts)

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

If yes:

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

If no:

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

6. Feedback from Clients (0-5 pts)

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

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

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

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

Yes No

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

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

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

- Up to 1 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.
- Up to 1 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for victims of domestic violence across the CoC.

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

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

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

10. How does your project identify any barriers to participation faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and what steps has your agency taken to eliminate the identified barriers? (0-3pts)
11. Describe how you operationalize a “Housing First” philosophy in your program’s implementation, including documented policies, trainings, or other processes related to “Housing First” that are operationalized at the program level. (0-5 pts)
- Up to 2.5 pts awarded if narrative provides examples of policies and procedures related to implementing “Housing First”.
 - Up to 2.5 pts awarded if narrative provides examples of how “Housing First” philosophy is integrated into program delivery and service to all clients.
12. **Length of Participation:** Using APR Q22c as a reference, please explain how your agency ensures that project participants are housed quickly after the project start date. *(This question will be weighted for site-based programs).* (0-5 pts)

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

1. Scoring tool used in NY-520 local competition to score new and renewal application and for all project application types.

(c) Blank New Project Application Tool

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

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

1. Applicant/Agency Name:
2. Agency Point of Contact:
3. Proposed Project Name:
4. Agency/Employer Tax Identification number:
5. UEI Number:
6. Physical Agency Address:
7. Address of proposed project (if applicable):
8. Is your agency a faith-based organization? Yes ___ No ___
9. Total number of units and beds being applied for (if applicable):
10. Total number of households/clients project proposes to serve:
11. Has your agency ever received a federal grant, either directly from a federal agency or through a State/local agency? Yes ___ No ___
12. Which of the below eligible project types are you applying for?
 - Permanent Supportive Housing (must be DedicatedPlus or 100% dedicated to chronically homeless)
 - Rapid Rehousing
 - Joint Transitional Housing-Rapid Rehousing
13. What type of project are you applying for?
 - New project
 - Expansion of an existing project
14. Will the project be able to begin within 12 months? Yes No
15. Is the applicant a current member of the Franklin Essex Housing Coalition (FEHC) Continuum of Care (CoC)? Yes - 10 points No - 0 points
16. Is the agency applying a current CoC funded grantee?
 - Yes - 0 points No - 5 points
17. Does your agency have any unresolved monitoring or audit findings from HUD or the CoC? Yes - 0 points No - 3 points
If yes, please explain (2 points)
18. Is your agency an active participant in the FEHC Coordinated Entry?
 - Yes - 3 pts No - 0 pts
19. Does your agency currently report in the CoC's HMIS system?
 - Yes - 1 pts No - 0 pts

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

20. Housing First

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. The FEHC CoC prioritizes projects that have a Housing First approach. Does your project screen out or terminate consumers based on any the following?

All No- 25 pts Any Yes- 0 pts

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

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

Yes- 1 points No - 0 points

22. 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.*
- *5 points if agency can provide evidence of success with the outlined strategy in the past or demonstrated success from other projects employing similar strategies/structures.*

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

23. Please provide a detailed description of the agency's experience in administering projects dedicated to serving an underserved population (i.e. your target population). **(0-10 points)**

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

24. What gap in services or need in the community will this project address or fill? Please provide any anecdotal or quantitative evidence of this gap and how your project would address it. **(0-10 pts)**

- *2 points for identifying HUD/local priority populations served through proposed project;*
- *2 points for identifying the service gap or need in the community;*
- *2 points for detailing data/evidence of the service gap or need in the community;*
- *4 points for explaining how the proposed project will address the need.*

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

25. Priority Populations

Does your project designate 100% of beds to clients experiencing Serious Mental Illness, Substance Use Disorders, Co-Occurring Conditions, and/or Chronic Health Conditions?

Yes- 5 pts

No-0 pts

25a. 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)

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

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

27. 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

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

28. If you checked Public/Private Healthcare Organizations, does your agency have a written commitment from a health care organization with the value of the commitment and the date(s) the healthcare resources will be provided, or can you procure one before the submission of this year's CoC application?

Yes- 10 points No – 0 points

29. 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

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

Yes- 5 points No – 0 points

31. The CoC will receive bonus points for successfully demonstrating that agencies are leveraging Healthcare and Housing partnerships to bolster CoC programs. If your project application moves forward, can you confirm that you will be able to provide a contract, MOU, or other formal documentation that demonstrates your partnership with a healthcare organization or housing funding?

Yes No

32. 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).

- *4pts if applicant has racially and ethnically diverse stakeholder decisionmakers*
- *1pt if applicant can identify a plan for incorporating diverse stakeholder views in the future*

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

33. 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? (4 pts)

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

34. Describe the support services your agency has tailored to serve persons coming from an unsheltered situation. (2pt)

Unscored but required.

Please feel free to utilize any relevant narratives from other parts of the application or other applications to respond to questions in this section.

- Describe your organization's (and subrecipient(s) if applicable) experience in effectively utilizing federal funds and performing the activities proposed in the application.

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

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

ACTIVITY	CoC FUNDS REQUESTED	NOTES
A. Rental Assistance	\$	
B. Support Services	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
C. VAWA (new eligible activity)	\$	
D. Rural Costs (new eligible activity)	\$	
E. Operating	\$	
F. Admin (up to 10%)	\$	
G. Total Project Costs	\$	
MATCH	AMOUNT	SOURCE
H. 25% Match Requirement	\$	

For each of the below supportive services, please indicate who will provide them and how often they will be provided.

Supportive Services	Provider (Recipient, Non-Partner, or Partner)	Frequency (Monthly, Daily, Weekly, or As-needed)
Assessment of Service Needs		
Assistance with Moving Costs		
Case Management		
Child Care		
Education Services		
Employment Assistance and Job Training		
Food		
Housing Search and Counseling Services		
Legal Services		
Life Skills Training		
Mental Health Services		
Outpatient Health Services		
Outreach Services		
Substance Abuse Treatment Services		
Transportation		
Utility Deposits		

FRANKLIN ESSEX HOUSING COALITION (FEHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

Please complete the below table with estimated clients served.

	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Number of Households				
Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Persons over age 24				
Persons ages 18-24				
Accompanied Children under age 18				
Unaccompanied Children under age 18				
Total Persons				

Will the project include: Transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs?

Yes No

Will the project include: Annual follow-ups with program participants to ensure mainstream benefits are received and renewed?

Yes No

Will the project include: program participants have access to SSI/SSDI technical assistance provided by this project, the applicant, a subrecipient, or partner agency?

Yes No

Will the project include: A staff person who has completed SOAR training in the past 24 months and can provide technical assistance?

Yes No

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-520 local competition to score new and renewal application and for all project application types.

(d) Blank Bonus/DV Application Tool

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

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

1. Applicant/Agency Name:
2. Agency Point of Contact:
3. Proposed Project Name:
4. Agency/Employer Tax Identification number:
5. UEI Number:
6. Physical Agency Address:
7. Address of proposed project (if applicable):
8. Is your agency a faith-based organization? Yes ____ No ____
9. Total number of units and beds being applied for (if applicable):
10. Total number of households/clients project proposes to serve:
11. Has your agency ever received a federal grant, either directly from a federal agency or through a State/local agency? Yes ____ No ____
12. Which of the below eligible project types are you applying for?
 - Permanent Supportive Housing (must be DedicatedPlus or 100% dedicated to chronically homeless)
 - Rapid Rehousing
 - Joint Transitional Housing-Rapid Rehousing
13. What type of project are you applying for?
 - New project
 - Expansion of an existing project
14. Will the project be able to begin within 12 months? Yes No
15. Is the applicant a current member of the Franklin Essex Housing Coalition (FEHC) Continuum of Care (CoC)? Yes - 10 points No - 0 points
16. Is the agency applying a current CoC funded grantee?
 Yes - 0 points No - 5 points
17. Does your agency have any unresolved monitoring or audit findings from HUD or the CoC? Yes - 0 points No - 3 points
If yes, please explain (2 points)
18. Is your agency an active participant in the FEHC Coordinated Entry?
 Yes - 3 pts No - 0 pts

20. Housing First

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

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

below. The FEHC CoC prioritizes projects that have a Housing First approach. Does your project screen out or terminate consumers based on any the following? *If you respond “Yes” to any of the following, your project is not be eligible to apply for this funding.*

All No- 25 pts Any Yes- 0 pts

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

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

Yes- 1 points No – 0 points

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

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

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

23. Please provide a description addressing the entire scope of your project. Please include an outreach plan to the targeted population. **(0 - 25 points)**
- 10 pts project description (target population, services provided, clearly state the number of units/beds requested, and project goals and project outcomes)
 - 10 pts if a clear and detailed outreach plan is included and specifies how the project will conduct targeted outreach to persons least likely to apply and/or traditionally underserved populations (i.e. BIPOC, LGBTQ+ community)
 - 5 pts if you detail how your project will ensure DV survivors experiencing homelessness were assisted to quickly move into safe affordable housing.
24. What gap in services or need in the community will this project address or fill? Please provide any anecdotal or quantitative evidence of this gap and how your project would address it. **(0-10 pts)**
- *2 points for identifying HUD/local priority populations served through proposed project;*
 - *2 points for identifying the service gap or need in the community;*
 - *2 points for detailing data/evidence of the service gap or need in the community;*
 - *4 points for explaining how the proposed project will address the need.*

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

25. 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).

- *4pts if applicant has racially and ethnically diverse stakeholder decisionmakers*
- *1pt if applicant can identify a plan for incorporating diverse stakeholder views in the future*

26. 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

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

27. If you checked Public/Private Healthcare Organizations, does your agency have a written commitment from a health care organization with the value of the commitment and the date(s) the healthcare resources will be provided, or can you procure one before the submission of this year's CoC application?

Yes- 10 points No - 0 points

28. 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

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

Yes- 5 points No - 0 points

30. The CoC will receive bonus points for successfully demonstrating that agencies are leveraging Healthcare and Housing partnerships to bolster CoC programs. If your project application moves forward, can you confirm that you will be able to provide a contract, MOU, or other formal documentation that demonstrates your partnership with a healthcare organization or housing funding?

Yes No

31. 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? (4 pts)

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

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

- Describe the specific plan to coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible.

- Describe how program participants will be assisted to obtain and remain in permanent housing.

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

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

ACTIVITY	CoC FUNDS REQUESTED	NOTES
A. Rental Assistance	\$	
B. Support Services	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
C. VAWA (New Eligible Activity)	\$	
D. Rural Costs (New Eligible Activity)	\$	
E. Operating	\$	
F. Admin (up to 10%)	\$	
G. Total Project Costs	\$	
MATCH	AMOUNT	SOURCE
H. 25% Match Requirement	\$	

For each of the below supportive services, please indicate who will provide them and how often they will be provided.

Supportive Services	Provider (Recipient, Non-Partner, or Partner)	Frequency (Monthly, Daily, Weekly, or As-needed)
Assessment of Service Needs		
Assistance with Moving Costs		
Case Management		
Child Care		
Education Services		
Employment Assistance and Job Training		
Food		
Housing Search and Counseling Services		
Legal Services		
Life Skills Training		
Mental Health Services		
Outpatient Health Services		
Outreach Services		
Substance Abuse Treatment Services		
Transportation		
Utility Deposits		

FRANKLIN ESSEX HOUSING COALITION (FEHC)

DV Bonus Project RFP 2023

Please complete the below table with estimated clients served.

	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Number of Households				
Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Persons over age 24				
Persons ages 18-24				
Accompanied Children under age 18				
Unaccompanied Children under age 18				
Total Persons				

Will the project include: Transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs?

Yes No

Will the project include: Annual follow-ups with program participants to ensure mainstream benefits are received and renewed?

Yes No

Will the project include: program participants have access to SSI/SSDI technical assistance provided by this project, the applicant, a subrecipient, or partner agency?

Yes No

Will the project include: A staff person who has completed SOAR training in the past 24 months and can provide technical assistance?

Yes No

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-520 local competition to score new and renewal application and for all project application types.

(e) Blank Bonus CE/HMIS Application Tool

FRANKLIN ESSEX HOUSING COALITION (FEHC)

CE-HMIS RFP 2023

(Expansion and/or Bonus Projects)

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

1. Applicant/Agency Name:
2. Agency Point of Contact:
3. Proposed Project Name:
4. Agency/Employer Tax Identification number:
5. UEI Number:
6. Physical Agency Address:
7. Address of proposed project (if applicable):
8. Is your agency a faith-based organization? Yes ____ No ____
9. Total number of units and beds being applied for (if applicable):
10. Total number of households/clients project proposes to serve:
11. Has your agency ever received a federal grant, either directly from a federal agency or through a State/local agency? Yes ____ No ____
12. Which of the below eligible project types are you applying for?
 - HMIS
 - CE
13. What type of project are you applying for?
 - New project - 5pts
 - Expansion of an existing project- 0pts
14. Will the project be able to begin within 12 months? Yes No
15. Is the applicant a current member of the Franklin Essex Housing Coalition (FEHC) Continuum of Care (CoC)? Yes - 10 points No - 0 points
16. Is the agency applying a current CoC funded grantee?
 - Yes - 0 points No - 5 points
17. Does your agency have any unresolved monitoring or audit findings from HUD or the CoC? Yes - 0 points No - 3 points
If yes, please explain (2 points)
18. Please explain the need for this project within your CoC. **(0-25 pts.)**

FRANKLIN ESSEX HOUSING COALITION (FEHC)
CE-HMIS RFP 2023
(Expansion and/or Bonus Projects)

19. Do you have the proper staffing to administer this program if funded? **Yes=8 pts** **No=0 pts**

20. 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).

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

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

Yes- 4 points No – 0 points

22. 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? (4 pts)

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

FRANKLIN ESSEX HOUSING COALITION (FEHC)
CE-HMIS RFP 2023
(Expansion and/or Bonus Projects)

Coordinated Entry Projects Only Please Complete This Section

22. What % of ARD funds are already dedicated to CE? (**CARES will answer this question on your behalf**) _____

0%-2%=26 pts. 2.1%-3%=20 pts. 3.1%-4%=10 pts. 4.1%-5%= 5 pts >5%=0 pts.

23. 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 Q23a.**)

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

- CE Assessment Element
- CE Event Element
- Current Living Situation Element

23a. 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 8 pts**)

**FRANKLIN ESSEX HOUSING COALITION (FEHC)
CE-HMIS RFP 2023
(Expansion and/or Bonus Projects)**

24. 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. **(0-5 pts)**

25. Does your CE System have a data privacy policy? **Yes=6 pts** **No=0 pts**

HMIS Projects Only Please Complete This Section

26. What % of ARD funds are already dedicated to HMIS? **(CARES will answer this question on your behalf)** _____

0%-2%=26 pts. 2.1%-3%=20 pts. 3.1%-4%=10 pts. 4.1%-5%= 5 pts >5%=0 pts.

27. Do 100% of required projects participate in your HMIS project? **Yes=8 pts** **No=0 pts**

27a. If your HMIS does not currently have 100% required participation what is your plan for engagement? Please explain. **(0-5 pts.)**

27b. Do any non-required projects participate in your HMIS? **Yes=2 pts** **No=0 pts**

28. 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**

29. Does your HMIS System have a data privacy policy? **Yes=6 pts** **No=0 pts**

**FRANKLIN ESSEX HOUSING COALITION (FEHC)
 CE-HMIS RFP 2023
 (Expansion and/or Bonus Projects)**

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

ACTIVITY	CoC FUNDS REQUESTED	NOTES
A. Support Services	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
B. HMIS	\$	
C. VAWA (New eligible activity)	\$	
D. Rural Costs (New eligible activity)	\$	
E. Admin	\$	
F. Total Project Costs	\$	
MATCH	AMOUNT	SOURCE
G. 25% Match Requirement	\$	

FEHC
 CE-HMIS

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

1. Scoring tool used in NY-520 local competition to score new and renewal application and for all project application types.

(f) Ranking and Tiering

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

Franklin Essex Homeless Coalition - FY23 Ranking & Tiering

Agency	Project Name	Project Type	Requested Funding Amount	Reallocated Funds	Score	Accepted or Rejected	Rank (if accepted)	
STOP Domestic & Sexual Violence/BHSN	UFA: 520 STOP New Days Housing Initiative	RRH	\$ 106,965.00		N/A	Accepted	1	Tier 1
St. Josephs Recovery Center	UFA: 520 St. Joseph's Solace House	PSH	\$ 13,331.00		N/A	Accepted	2	
CARES of NY, Inc.	UFA 520: Franklin-Essex HMIS	HMIS	\$ 26,777.00		N/A	Accepted	3	
CARES of NY, Inc.	UFA: 520 Coordinated Entry Project	CE	\$ 8,400.00		N/A	Accepted	4	
CARES of NY, Inc.	UFA: 520 DV Coordinated Entry	DV CE	\$ 16,000.00		N/A	Accepted	5	
Franklin County Community Housing	UFA 520: FCCHC Homeless Program	PSH	\$ 38,888.00		160.83	Accepted	6	
Franklin County Community Housing	UFA 520: FCCHC Homeless Program	PSH	\$ 15,834.00		160.83	Accepted	6	Tier 2
Saint Regis Mohawk Tribe	Family Advocate Rapid Rehousing	RRH	\$ 38,072.00		100/128= 78%	Accepted	7	CoC Bonus
STOP Domestic & Sexual Violence/BHSN	STOP New Days Housing Initiative 2024-2025	RRH	\$ 47,362.00		113.5	Accepted	8DE	DV Bonus

Not Ranked:

CARES of NY, Inc.	Planning Grant 2023		\$ 50,000.00		N/A	Accepted		Planning
CARES of NY, Inc.	UFA Grant 2023		\$ 15,934.00		N/A	Accepted		UFA

Annual Renewal Demand	\$	226,195.00
Tier 1	\$	210,361.00
Tier 2	\$	15,834.00
CoC Bonus	\$	38,072.00
DV Bonus	\$	54,389.00
Planning Grant	\$	50,000.00
UFA Grant	\$	16,317.00

Expansion Grants

Applicant Name	Renewal Project Name	Expansion Project Name
STOP Domestic & Sexual Violence/BHSN		STOP New Days Housing Initiative

Consolidations

Applicant Name	Renewal Project 1	Renewal Project 2	Surviving Pin

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

1. Scoring tool used in NY-520 local competition to score new and renewal application and for all project application types.

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

- This document showcases 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-520 Objective Criteria									
Question	Point Value	Objective Criterion	System Performance Measure			Considerations for Serving those with Severe Barriers to housing and services		Addressing Racial Barriers	
Renewal Part 1	161								
1. Utilization Rate	15	Utilization Rate							
2. Data Quality and Completeness	5	Data Quality & Completeness							
3. Impact on Chronic Homelessness	15	Impact on CH	Impact on CH						
4. Positive Outcomes	15	Positive Outcomes	Positive Outcomes						
5. Exits to Homelessness	15	Exits to Homelessness	Exits to Homelessness						
6. Income Growth- System Impact	15	Effect on Income Growth	Effect on Income Growth						
7. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth						
8. Total Awarded Funds	10	Funds Returned							
9. ELOCCS Draw downs	5	Eloccs							
10. Housing First	10	Housing First							
11. HIC/PTT	5	HIC PIC Participation							
12. CoC Participation	5	CoC Participation							
13. Monitoring	4	Monitoring							
14. Priority Population	10	Population Served				Percentage of households served that were an identified priority population- CH, Youth, Vets DV			
15. Anti-Discrimination	6	Anti-discrimination						Addressing Racial Barriers- Agency written policies	
16. Coordinating Entry	10	Coordinated Entry Participation							
Renewal Part 2									
5. DEI Training for Staff	5							Addressing Racial Barriers- Diversity in	
6. Feedback from Clients	5							Ensures that feedback from those being	
7. Severe Service Needs	5					Question allowing projects to describe serving individuals with severe barriers to housing			
8. DV Positive Outcomes	2					Specific Method for Evaluating Projects Submitted by			
9. Dedicated Youth	2					Specific Method for Evaluating Projects Submitted by			
10. Reducing Barriers to Housing	3							Addressing Racial Barriers- Implementing H	
11. Housing First - Implementation	5								
Renewal Part 3- Interviews									
2. DV Survivors; 3. Low Performance on Part 1, 5. Serving LGBTQ+ populations	3					Question allowing projects to recoup points lost on system performance measures as a result of serving the hardest to serve populations.			
4. Agencies strategies to address racial barriers	1							Addressing Racial Barriers- Specific Strategies to address barriers related to race	
Total Points	212		161		76		22		20
Percentage of Points	212	Total Objective Criteria	76%	Total System Performance	36%	Total Hard to Serv Eval Questions:	10%	Total Racial Barriers	9%
<p>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</p> <p><i>HMIS & CE projects are not scored through Rank & Review per the CoC's Rank & Review Written Process</i></p>									

New Bonus Tool									
15. CoC Member	10	CoC Participation and Monitoring							
16. CoC Funded	5	Funding/ CoC Participation and Monitoring							
18. CE Participation	3	Coordinated Entry Participation							
19. HMIS Participation	1	HMIS Participation							
20. Housing First	25	Housing First						Addressing Racial Barriers- Implementing Housing First	
22. Lived Experience on Leadership	1							Addressing Racial Barriers- Diversity in leadership	
25. Priority Populations	5	Population Served				Question for projects to demonstrate serving hardest to serve populations			
26. Length of Time (LOT) Homeless	2					Question demonstrating how the project will serve those with the longest LOT Homeless			
27-30. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing							
32. Diverse Decision-Makers	4							Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions	
33. Partnering w/ LGBTQ+ Orgs	4					Question to evaluate equitable housing practices for LGBTQ+ population			
34. Support Services for Unsheltered Persons	2					Question allowing projects to demonstrate experience of serving the hardest to serve populations.			
New Part 3 - Interviews									
1. Persons w/ Lived Experience in Programmatic & funding Decisions	1							Addressing Racial Barriers- Diversity in decision making	
2. LOT Homeless	1					Question demonstrating how the project will serve those with the longest LOT Homeless			
3. Gender Identity and Sexual Orientation - Safe Affirming Site	1					Question to evaluate equitable housing practices for LGBTQ+ population			
4. Serving those w/ Severe Service Needs	1					Question to evaluate assisting those with severe service needs that can act as a barrier to stable housing and services		Addressing Racial Barriers- Specific Strategies to address barriers related to race	
5. Agencies strategies to address racial barriers	1							Addressing Racial Barriers- Specific Strategies to address barriers related to race	
Total Points	128		88				15		32
Percentage of Points	128	Total Objective Criteria	69%			Total Hard to Serv Eval Questions	12%	Questions: 26%	25%
<p>Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH</p> <p><i>HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects</i></p>									

DV Bonus Tool									
15. CoC Member	10	CoC Participation and Monitoring							
16. CoC Funded	5	Funding/ CoC Participation and Monitoring							
17. Monitoring	3	Audit/Monitoring Findings							
18. CE Participation	3	Coordinated Entry Participation							
19. HMIS Participation	1	HMIS Participation							
20. Housing First	25	Housing First						Addressing Racial Barriers- Implementing Housing	
21. Diverse Leadership	1							Addressing Racial Barriers- Diversity in	
22. Project Description	20					Specific plan for serving survivors of DV, Dating Violence, and stalking.			
25. Priority Populations	5	Population Served				Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns			
26-29. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing							
32. Diverse Decision-Makers	4							Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions	
33. Partnering with LGBTQ+ Orgs	4					Question to evaluate equitable housing practices for LGBTQ+ population			
34. Support Services for Unsheltered Persons	2					Question allowing projects to demonstrate experience of serving the hardest to serve populations.			
Total Points	145		90				31		30
Total Points	145	Total Objective Criteria	62%			Total Hard to Serv Eval Questions	21%	Questions:	21%
<p>Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH</p> <p><i>HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects</i></p>									

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

1. Scoring tool used in NY-520 local competition to score new and renewal application and for all project application types.

(h) System Performance Data Attachment

- This document is an attachment to the Rank and Review Renewal Application Tool and provides applicants with data to answer the tool's data-based questions.
- Please note: there were no victim service providers or domestic violence providers being scored this year that needed to submit data from a comparable database.

Rank and Review NY-520
Q3: Attachment 1
CH Served

Project Type	Project Name	CH Served	Percent of System Impact
PSH	FCCHC - UFA CoC Housing Program	0	0%
1		0	0%

Rank and Review NY-520
Q4: Attachment 2
Positive Outcomes

Project Type	Project Name	Positive Outcomes	Percent of System Impact
PSH	FCCHC - UFA CoC Housing Program	53	100%
1		53	100%

Rank and Review NY-520
Q5: Attachment 3
Returns to Homelessness

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
PSH	FCCHC - UFA CoC Housing Program	3	0	0%
1		3	0	0%

Rank and Review NY-520
Q6: Attachment 4
Total Income Growth

Project Type	Project Name	Adults with Income Growth	Percent of System Impact
PSH	FCCHC - UFA CoC Housing Program	18	100%
1		18	100%

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-520's local competition. It contains the following:

1. NY-520's Objective Criteria and System Performance Criteria Chart with Point Values Blank
2. Renewal Project Score Card
 - a. FCCHC – FCCHC-CoC Housing Program
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-520's Objective Criteria and System Performance Criteria Chart with Point Values

NY-520 Objective Criteria									
Question	Point Value	Objective Criterion	System Performance Measure	Considerations for Serving those with Severe Barriers to housing and services			Addressing Racial Barriers		
Renewal Part 1									
1. Utilization Rate	15	Utilization Rate							
2. Data Quality and Completeness	5	Data Quality & Completeness							
3. Impact on Chronic Homelessness	15	Impact on CH	Impact on CH						
4. Positive Outcomes	15	Positive Outcomes	Positive Outcomes						
5. Exits to Homelessness	15	Exits to Homelessness	Exits to Homelessness						
6. Income Growth- System Impact	15	Effect on Income Growth	Effect on Income Growth						
7. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth						
8. Total Awarded Funds	10	Funds Returned							
9. ELOCCS Draw downs	5	Eloccs							
10. Housing First	10	Housing First							
11. HIC/PIT	5	HIC PIC Participation							
12. CoC Participation	5	CoC Participation							
13. Monitoring	4	Monitoring							
14. Priority Population	10	Population Served				Percentage of households served that were an identified priority population- CH, Youth, Vets DV			
15. Anti-Discrimination	6	Anti-discrimination						Addressing Racial Barriers- Agency written policies	
16. Coordinated Entry	10	Coordinated Entry Participation							
Renewal Part 2									
5. DEI Training for Staff	5							Addressing Racial Barriers- Diversity in	
6. Feedback from Clients	5							Ensures that feedback from those being	
7. Severe Service Needs	5					Question allowing projects to describe serving individuals with severe barriers to housing			
8. DV Positive Outcomes	2					Specific Method for Evaluating Projects Submitted by			
9. Dedicated Youth	2					Specific Method for Evaluating Projects Submitted by			
10. Reducing Barriers to Housing	3							Addressing Racial Barriers- Implementing H	
11. Housing First - Implementation	5								
Renewal Part 3- Interviews									
2. DV Survivors; 3. Low Performance on Part 1, 5. Serving LGBTQ+ populations	3					Question allowing projects to recoup points lost on system performance measures as a result of serving the hardest to serve populations.			
4. Agencies strategies to address racial barriers	1							Addressing Racial Barriers- Specific Strategies to address barriers related to race	
Total Points	212	161	76	22	20				
Percentage of Points	212	Total Objective Criteria	76%	Total System Performance Criteria	36%	Total Hard to Serv Eval Questions:	10%	Total Racial Barriers Questions:	9%
<p>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, RRRH, TH, TH-RRH</p> <p>HMIS & CE projects are not scored through Rank & Review per the CoC's Rank & Review Written Process</p>									

New Bonus Tool									
15. CoC Member	10	CoC Participation and Monitoring							
16. CoC Funded	5	Funding/ CoC Participation and Monitoring							
18. CE Participation	3	Coordinated Entry Participation							
19. HMIS Participation	1	HMIS Participation							
20. Housing First	25	Housing First						Addressing Racial Barriers- Implementing Housing First	
22. Lived Experience on Leadership	1							Addressing Racial Barriers- Diversity in leadership	
25. Priority Populations	5	Population Served				Question for projects to demonstrate serving hardest to serve populations			
26. Length of Time (LOT) Homeless	2					Question demonstrating how the project will serve those with the longest LOT Homeless			
27-30. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing						Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions	
32. Diverse Decision-Makers	4					Question to evaluate equitable housing practices for LGBTQ+ population			
33. Partnering w/ LGBTQ+ Orgs	4					Question allowing projects to demonstrate experience of serving the hardest to serve populations.			
34. Support Services for Unsheltered Persons	2								
New Part 3 - Interviews									
1. Persons w/ Lived Experience in Programmatic & funding Decisions	1							Addressing Racial Barriers- Diversity in decision making	
2. LOT Homeless	1					Question demonstrating how the project will serve those with the longest LOT Homeless			
3. Gender Identity and Sexual Orientation - Safe Affirming Site	1					Question to evaluate equitable housing practices for LGBTQ+ population			
4. Serving those w/ Severe Service Needs	1					Question to evaluate assisting those with severe service needs that can act as a barrier to stable housing and services		Addressing Racial Barriers- Specific Strategies to address barriers related to race	
5. Agencies strategies to address racial barriers	1							Addressing Racial Barriers- Specific Strategies to address barriers related to race	
Total Points	128	88	15	32					
Percentage of Points	128	Total Objective Criteria	69%	Total Hard to Serv Eval Questions	12%	Total Racial Barriers Questions: 26%	25%		
<p>Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRRH, TH, TH-RRH</p> <p>HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects</p>									

DV Bonus Tool									
15. CoC Member	10	CoC Participation and Monitoring							
16. CoC Funded	5	Funding/ CoC Participation and Monitoring							
17. Monitoring	3	Audit/Monitoring Findings							
18. CE Participation	3	Coordinated Entry Participation							
19. HMIS Participation	1	HMIS Participation							
20. Housing First	25	Housing First						Addressing Racial Barriers- Implementing Housing	
21. Diverse Leadership	1							Addressing Racial Barriers- Diversity in	
22. Project Description	20					Specific plan for serving survivors of DV, Dating Violence, and stalking. Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns			
25. Priority Populations	5	Population Served							
26-29. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing						Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions	
32. Diverse Decision-Makers	4					Question to evaluate equitable housing practices for LGBTQ+ population			
33. Partnering with LGBTQ+ Orgs	4					Question allowing projects to demonstrate experience of serving the hardest to serve populations.			
34. Support Services for Unsheltered Persons	2								
Total Points	145	90	31	30					
Total Points	145	Total Objective Criteria	62%	Total Hard to Serv Eval Questions	21%	Total Racial Barriers Questions:	21%		
<p>Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRRH, TH, TH-RRH</p> <p>HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects</p>									

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

2. Renewal Project Score Card

b. FCCHC – FCCHC-CoC Housing Program

Agency Name:	FCCHC			Final Score: 160.833333
Project Name:	FCCHC CoC Housing Program			
		Yes	No: 5-pt penalty	
	Submitted by Deadline w/Required Docs			
		Total Possible Points	Points Awarded	

Part I: Data Related/Objective Questions				
Max pts.	1a. Utilization Rate	CARES	10	10
15	1b. Exceeded 100% in Persons & Households	CARES	5	5
	2a. Data Quality	CARES	2.5	2.5
	2b. Timeliness of Data Entry	CARES	2.5	2.5
	3a-d. CH Impact	Attach 1	15	0
	4. Positive Outcomes	Attach 2	15	15
	5. Exits to Homelessness	Attach 3	15	15
	6. Income Growth-System Impact	Attach 4	15	15
	7a. Stayers earned income	CARES	5	3
	7b. Stayers other income	CARES	3	2
	7c. Leavers earned income	CARES	5	3
	7d. Leavers other income	CARES	3	2
	8. Amount of Returned Funds	CARES	10	5
	9. LOCCS	CARES	5	5
	10. Housing First	CARES	10	10
	11. Participation in HIC/PIT	CARES	5	5
	12. Participation in CoC	CARES	5	5
	13. Monitoring	CARES	4	4
	14. Priority Populations	CARES	10	0
	15. Anit-Discrimination	CARES	6	0
	16a. Coordinated Entry Referrals	CARES	4	4
	16b. Coordinated Entry Meetings	CARES	2	2
	16c. Coordinated Entry Trainings	CARES	2	2
	16d. Coordinated Entry MOU	CARES	2	2
	Total		161	117

Part II: Project & System Performance Narratives				
	1. Under 100% utilization	Reviewers	10	N/A
	2. Performance-Housing Stability	Reviewers	5	5
	3. System Performance Income	Reviewers	5	4.666667
	4. Coordinated Entry	Reviewers	5	5
	5. Diversity and Inclusion	Reviewers	5	3.833333
	6. Feedback from Clients	Reviewers	5	4.666667
	7. Addressing HUD-Defined Service Needs	Reviewers	5	4.333333
	8. DV Providers Only	Reviewers	2	N/A
	9. Youth Providers Only	Reviewers	2	N/A
	10. Racial and ethnic barriers	Reviewers	3	2.666667
	11. Operationalizing Housing First	Reviewers	5	5
	12. Length of Participation	Reviewers	5	4.666667
	Total		57	39.833333

Part III: Project Interviews (3)				
	1. Homelessness Lived Expertise in Programmatic Decisions	Reviewers	1	1
	2. DV Lived Expertise in Programmatic Decisions	Reviewers	1	N/A
	3. Low Scoring on Part 1 Due To Service Vulnerable Pops	Reviewers	1	1
	4. Training/Best Practices and Equity for BIPOC	Reviewers	1	1
	5. Gender Identity and Sexual Orientation Safe Affirming Space	Reviewers	1	1
	Total		5	4

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

FRANKLIN ESSEX HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

DEADLINE TO SUBMIT:

PROJECT INFORMATION

Organization Name: _____ Contact Person: _____

Project Name: _____

Project Type: PSH RRH TH SSO (regular)

Is your project site-based? Yes No

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

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

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

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

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

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

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

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

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

Yes 5 pts *No 0 pts*

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

Based on your Federal FY22 APR:

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

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

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

Permanent Supportive Housing Programs ONLY

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

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

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

Rapid Rehousing Housing Programs ONLY

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

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

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

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

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

Permanent Supportive Housing Projects ONLY: During FY22, there were **53** persons with positive outcomes noted across all CoC PSH programs. *An outcome is positive for PH if client is a stayer or exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** _____%

Rapid Rehousing Projects ONLY: During FY22, there were 0 persons with positive outcomes noted across all CoC RRH programs. *An outcome is positive for RRH if client exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** _____%

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

Total points=% system impact*total available pts.

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

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

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

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

7. Income Growth – Project Performance

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

7a. What percentage of **stayers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a1. Row 1) Number of Adults with Earned Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

7b. What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3) Number of Adults with Other Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

7c. What percentage of **leavers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a2. Row 1) Number of Adults with Earned Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

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

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

8. Total Awarded Funds (10 total pts.)

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

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

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

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

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

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

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

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

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

13. Monitoring (0-4pts)

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

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

14. Priority Population (10 possible pts)

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

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

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

No priority population = 0 pts

15. Anti-Discrimination (6 pts)

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

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

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

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

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

16c. Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training? **Yes 2 pts** **No 0 pts**

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

FRANKLIN ESSEX HOUSING COALITION

RANK AND REVIEW APPLICATION 2022

PART 2: PROJECT/SYSTEM PERFORMANCE NARRATIVES

DEADLINE TO SUBMIT:

PROJECT INFORMATION

FY23 Proposed Total Funding Request: \$ _____

Leasing \$ _____

Rental Assistance \$ _____

Supportive Services \$ _____

Operations \$ _____

Admin \$ _____

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

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

PROJECT DESCRIPTION

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

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

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

1. Utilization: (0-10 pts)

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

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

2. System Performance- Housing Stability (0-5 pts)

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

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

3. System Performance – Income (0-5 pts)

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

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

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

Referring to Part 1 Tool Q16

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

5. Diversity and Inclusion (0 or 5 pts)

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

If yes:

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

If no:

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

6. Feedback from Clients (0-5 pts)

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

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

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

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

Yes No

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

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

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

- Up to 1 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.
- Up to 1 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for victims of domestic violence across the CoC.

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

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

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

10. How does your project identify any barriers to participation faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and what steps has your agency taken to eliminate the identified barriers? (0-3pts)
11. Describe how you operationalize a “Housing First” philosophy in your program’s implementation, including documented policies, trainings, or other processes related to “Housing First” that are operationalized at the program level. (0-5 pts)
- Up to 2.5 pts awarded if narrative provides examples of policies and procedures related to implementing “Housing First”.
 - Up to 2.5 pts awarded if narrative provides examples of how “Housing First” philosophy is integrated into program delivery and service to all clients.
12. **Length of Participation:** Using APR Q22c as a reference, please explain how your agency ensures that project participants are housed quickly after the project start date. *(This question will be weighted for site-based programs).* (0-5 pts)

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

This attachment details the 15 Day Notification of Projects Rejected or Reduced for NY-520. 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-520 Rejected Projects
2. August 25, 2023 website screenshots showing posted Ranking & Tiering for NY-520 Rejected Projects
3. No Project Applications Rejected/Reduced for NY-520
 - 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-520 Rejected Projects

From: CARES Planning Team
To: Alan Jones; Amber Brown-Rose; Anna Lincoln (alincolin@stjoestreatment.org); austin.kissane@dfa.state.ny.us; Bryon Connolly; Cheryl Blanchard (cherylblanchard@citizenadvocates.net); courtneybarden@citizenadvocates.net; ctoms@milcinc.org; Cynthia Cobb; Douglas Meyer (doug@mhainessex.org); Erica Bezio; Geoff Raiti; Heather Wenzel; Janine Mead; Janelle Reome - Franklin County DSS; Jennifer.Rafferty@dfa.state.ny.us; Jessica Bordeau; kari@hapec.org; kdegon@communityconnectionsfcny.org; Kellie Trombley - Mental Health Asso. in Essex County (kellie@mhainessex.org); kellym32@hotmail.com; kmulverhill@co.franklin.ny.us; Lindsay Hendricks (housing1st@3ddevelopment.com); Liz Ball; Iivers@communityconnectionsfcny.org; Marc Czadzeck; Maureen Corbett (Maureen.corbett@va.gov); Meagan Bresette; Megan Murphy; mhousin1@twcny.rr.com; Michelle Cook; mjohnson@adironackhealth.org; Patrick.Ryan@troopers.ny.gov; Penny Daniels; Renee Bruno; Retha Leno; rich@kisco.com; sandy.rourke@srmt-nsn.gov; Sarah Clarkin; Sarah Louer; Sarah Martin; saranaclakeyouth@gmail.com; Scott Gilligan; slavigne@franklincony.org; sloran@aha-nsn.gov; Susan Gagnon; Suzanne Nicholas - Saranac Lake Central School District (nicholasuz@slcs.org); Tara Glynn (tglynn@lasnny.org); Terri Morse - Essex Co. (terri.morse@essexcountyny.gov); tshreve0425@gmail.com; vainsworth@mhainessex.org; Vicki Smith (Vsmith@ech.org); Viktoria White; wbrown@wesoldieron.org; William Miller; zrandolph@stjoestreatment.org
Cc: Genesis Matvey; Kelsey Addy; Michelle Sandoz-Dennis
Subject: NY-520/FEHC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:05:00 PM
Attachments: [image002.png](#)

Good Afternoon NY-520 FEHC,

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_520. 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 8th 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
<http://www.caresny.org>



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

2. August 25, 2023 website screenshots showing posted Ranking & Tiering for NY-520
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.

- 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

Franklin Essex Housing Coalition (FEHC) CoC Project Applications

[FEHC Home Page](#)

2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <i>less bonus & DV bonus (7% ARD)</i>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-520 Franklin- Essex	\$226,195	\$210,361	\$15,834	\$37,178	\$53,112	\$50,000	\$15,934

CoC Application Public Posting

2023 CoC Consolidated Application

Public Posting Date: 08.25.2023
DRAFT: [FEHC CoC Consolidated Application – Narrative](#)
DRAFT: [FEHC 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: [FEHC 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-520
 - a. Sample Notification of Project Reduction

Dear Sample,

As the Collaborative Applicant for the NY-520 CoC, CARES would like to congratulate Sample Project Name on having the below project accepted with a reduction within NY-520'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 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-520 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-520
 - b. Sample Notification of Project Rejection

Dear Sample,

On behalf of the Franklin Essex Housing Coalition, we would like to thank Sample Agency for its application, Sample Application Name, for bonus funding through NY-520'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 – Public Posting.

This attachment details the 15 Day Notification of Projects Accepted and Tiered for NY-520. It contains the following:

1. August 25, 2023 email notification of Ranking & Tiering for NY-520 Accepted Projects publicly posted on website
2. August 25, 2023 website screenshot showing posted Ranking & Tiering for NY-520 Accepted Projects
3. September 1, 2023, email notification of Projects Accepted:
 - a. **CARES of NY, Inc.**
 - i. Ranked: 3/8, 520 Franklin-Essex HMIS, Scored: N/A, \$26,777
 - ii. Ranked: 4/8, 520 Coordinated Entry Project, Scored: N/A, \$8,400
 - iii. Ranked: 5/8, 520 DV Coordinated Entry, Scored: N/A, \$16,000
 - b. **Behavioral Health Services North: STOP DV**
 - i. Ranked: 8DE/8, STOP New Days Housing Initiative 2024-2025, Scored 113.5/145, \$47,362
 - ii. Ranked: 1/8, New Days Housing Initiative, Scored: N/A, \$106,965
 - c. **Franklin County Community Housing Council**
 - i. Ranked: 6/8, Homeless Housing Program, Scored: 160.83/212, \$54,722
 - d. **St. Joseph's Recovery Center**
 - i. Ranked: 2/8, Solace House, Scored: N/A, \$13,331
 - e. **St. Regis Mohawk Tribe**
 - i. Ranked: 7/8, Family Advocate Rapid Rehousing, Scored: 100/128, \$38,072

1E-5a: Projects Accepted – Public Posting.

1. August 25, 2023 email notification of Ranking & Tiering for NY-520 Accepted Projects publicly posted on website

From: CARES Planning Team
To: Alan Jones; Amber Brown-Rose; Anna Lincoln (alincolin@stjoestreatment.org); austin.kissane@dfa.state.ny.us; Bryon Connolly; Cheryl Blanchard (cherylblanchard@citizenadvocates.net); courtneybarden@citizenadvocates.net; ctoms@milcinc.org; Cynthia Cobb; Douglas Meyer (doug@mhainessex.org); Erica Bezio; Geoff Raiti; Heather Wenzel; Janine Mead; Janelle Reome - Franklin County DSS; Jennifer.Rafferty@dfa.state.ny.us; Jessica Bordeau; kari@hapec.org; kdegon@communityconnectionsfcny.org; Kellie Trombley - Mental Health Asso. in Essex County (kellie@mhainessex.org); kellym32@hotmail.com; kmulverhill@co.franklin.ny.us; Lindsay Hendricks (housing1st@3ddevelopment.com); Liz Ball; Iivers@communityconnectionsfcny.org; Marc Czadzeck; Maureen Corbett (Maureen.corbett@va.gov); Meagan Bresette; Megan Murphy; mhousin1@twcny.rr.com; Michelle Cook; mjohnson@adironackhealth.org; Patrick.Ryan@troopers.ny.gov; Penny Daniels; Renee Bruno; Retha Leno; rich@kisco.com; sandy.rourke@srmt-nsn.gov; Sarah Clarkin; Sarah Louer; Sarah Martin; saraclaakeyouth@gmail.com; Scott Gilligan; slavigne@franklincony.org; sloran@aha-nsn.gov; Susan Gagnon; Suzanne Nicholas - Saranac Lake Central School District (nicholasuz@slcs.org); Tara Glynn (tglynn@lasnny.org); Terri Morse - Essex Co. (terri.morse@essexcountyny.gov); tshreve0425@gmail.com; vainsworth@mhainessex.org; Vicki Smith (Vsmith@ech.org); Viktoria White; wbrown@wesoldieron.org; William Miller; zrandolph@stjoestreatment.org
Cc: Genesis Matvey; Kelsey Addy; Michelle Sandoz-Dennis
Subject: NY-520/FEHC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:05:00 PM
Attachments: [image002.png](#)

Good Afternoon NY-520 FEHC,

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_520. 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 8th 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
<http://www.caresny.org>



1E-5a: Projects Accepted – Public Posting.

2. August 25, 2023 website screenshot showing posted Ranking & Tiering for NY-520 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.

- 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

Franklin Essex Housing Coalition (FEHC) CoC Project Applications

[FEHC Home Page](#)

2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <small>less bonus & DV bonus (7% ARD)</small>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-520 Franklin- Essex	\$226,195	\$210,361	\$15,834	\$37,178	\$53,112	\$50,000	\$15,934

CoC Application Public Posting

2023 CoC Consolidated Application

Public Posting Date: 08.25.2023
 DRAFT: [FEHC CoC Consolidated Application – Narrative](#)
 DRAFT: [FEHC 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: [FEHC Project Ranking and Tiering](#)

[View Public Posting Archives](#)

1E-5a: Projects Accepted – Public Posting.

3. September 1, 2023, Email notification of Projects Accepted:

a. CARES of NY, Inc.

- i. Ranked: 3/8, 520 Franklin-Essex HMIS, Scored: N/A, \$26,777
- ii. Ranked: 4/8, 520 Coordinated Entry Project, Scored: N/A, \$8,400
- iii. Ranked: 5/8, 520 DV Coordinated Entry, Scored: N/A, \$16,000

From: [Genesis Matthey](#)
To: [Michelle Sandoz-Dennis](#); [Denise Brodt](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 12:55:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-520 CoC, CARES would like to congratulate CARES of NY, Inc. on having your projects accepted within NY 520's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- CARES of NY, Inc., UFA: 520 Franklin-Essex HMIS, Ranked #3/8, Scored N/A, \$26,777
- CARES of NY, Inc., UFA: 520 Coordinated Entry Project, Ranked #4/8, Scored N/A, \$8,400
- CARES of NY, Inc., UFA: 520 DV Coordinated Entry, Ranked #5/8, Scored N/A, \$16,000

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 520 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



1E-5a: Projects Accepted – Public Posting.

3. September 1, 2023, Email notification of Projects Accepted:

b. Behavioral Health Services North: STOP DV

- i. Ranked: 8DE/8, STOP New Days Housing Initiative 2024-2025, Scored 113.5/145, \$47,362
- ii. Ranked: 1/8, New Days Housing Initiative, Scored: N/A, \$106,965

From: [Genesis Matthey](#)
To: [Amber Brown-Rose](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 12:55:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-520 CoC, CARES would like to congratulate STOP Domestic & Sexual Violence/BHSN on having your projects accepted within NY 520's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- STOP Domestic & Sexual Violence/BHSN, UFA: 520 STOP New Days Housing Initiative, Ranked #1/8, Scored N/A, \$106,965
- STOP Domestic & Sexual Violence/BHSN, STOP New Days Housing Initiative 2024-2025, Ranked #8DE/8, Scored 113.5/145, \$47,362

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 520 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



1E-5a: Projects Accepted – Public Posting.

3. September 1, 2023, Email notification of Projects Accepted:

c. Franklin County Community Housing Council

i. Ranked: 6/8, Homeless Housing Program, Scored: 160.83/212, \$54,722

From: [Genesis Matthey](#)
To: [Eileen Gillen](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 12:56:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-520 CoC, CARES would like to congratulate Franklin County Community Housing on having your **projects accepted** within NY 520's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- **Franklin County Community Housing, UFA:520 FCCHC Homeless Program, Ranked #6/8, Score 160.83/212, \$54,722**

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 520 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



1E-5a: Projects Accepted – Public Posting.

3. September 1, 2023, Email notification of Projects Accepted:

d. St. Joseph's Recovery Center

i. Ranked: 2/8, Solace House, Scored: N/A, \$13,331

From: [Genesis Matthey](#)
To: alincoln@stjoestreatment.org
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 12:55:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-520 CoC, CARES would like to congratulate St. Joseph's Recovery Center on having your projects accepted within NY 520'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. Joseph's Recovery Center, UFA: 520 St. Joseph's Solace House, Ranked #2/8, Scored N/A, \$13,331

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 520 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



1E-5a: Projects Accepted – Public Posting.

3. September 1, 2023, Email notification of Projects Accepted:

e. St. Regis Mohawk Tribe

i. Ranked: 7/8, Family Advocate Rapid Rehousing, Scored:
100/128, \$38,072

From: [Genesis Matthey](#)
To: [Michelle Cook](#); [Sandy Rourke](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 12:55:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-520 CoC, CARES would like to congratulate Saint Regis Mohawk Tribe on having your **projects accepted** within NY 520'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. Regis Mohawk Tribe, Family Advocate Rapid Rehousing, Ranked #7/8, Scored 100/128, \$38,072**

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 520 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

Genesis Matthey
Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
<http://www.caresny.org>
Pronouns: She/Her/Hers



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-520 during its local competition. It contains the following:

1. Ranking and Tiering for NY-520 Projects, displaying: project names, project scores, project accepted or rejected status, project rank, requested funding amounts, and reallocated funds.

Franklin Essex Homeless Coalition - FY23 Ranking & Tiering

Agency	Project Name	Project Type	Requested Funding Amount	Reallocated Funds	Score	Accepted or Rejected	Rank (if accepted)	
STOP Domestic & Sexual Violence/BHSN	UFA: 520 STOP New Days Housing Initiative	RRH	\$ 106,965.00		N/A	Accepted	1	Tier 1
St. Josephs Recovery Center	UFA: 520 St. Joseph's Solace House	PSH	\$ 13,331.00		N/A	Accepted	2	
CARES of NY, Inc.	UFA 520: Franklin-Essex HMIS	HMIS	\$ 26,777.00		N/A	Accepted	3	
CARES of NY, Inc.	UFA: 520 Coordinated Entry Project	CE	\$ 8,400.00		N/A	Accepted	4	
CARES of NY, Inc.	UFA: 520 DV Coordinated Entry	DV CE	\$ 16,000.00		N/A	Accepted	5	
Franklin County Community Housing	UFA 520: FCCHC Homeless Program	PSH	\$ 38,888.00		160.83	Accepted	6	
Franklin County Community Housing	UFA 520: FCCHC Homeless Program	PSH	\$ 15,834.00		160.83	Accepted	6	Tier 2
Saint Regis Mohawk Tribe	Family Advocate Rapid Rehousing	RRH	\$ 38,072.00		100/128= 78%	Accepted	7	CoC Bonus
STOP Domestic & Sexual Violence/BHSN	STOP New Days Housing Initiative 2024-2025	RRH	\$ 47,362.00		113.5	Accepted	8DE	DV Bonus

Not Ranked:

CARES of NY, Inc.	Planning Grant 2023		\$ 50,000.00		N/A	Accepted		Planning
CARES of NY, Inc.	UFA Grant 2023		\$ 15,934.00		N/A	Accepted		UFA

Annual Renewal Demand	\$	226,195.00
Tier 1	\$	210,361.00
Tier 2	\$	15,834.00
CoC Bonus	\$	38,072.00
DV Bonus	\$	54,389.00
Planning Grant	\$	50,000.00
UFA Grant	\$	16,317.00

Expansion Grants

Applicant Name	Renewal Project Name	Expansion Project Name
STOP Domestic & Sexual Violence/BHSN		STOP New Days Housing Initiative

Consolidations

Applicant Name	Renewal Project 1	Renewal Project 2	Surviving Pin

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-520 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

Franklin Essex Housing Coalition (FEHC) CoC Project Applications

[FEHC Home Page](#)

2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <i>less bonus & DV bonus (~9% ARD)</i>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-520 Franklin Essex	\$226,195	\$210,361	\$15,834	\$38,072	\$54,389	\$50,000	\$16,317

CoC Application Public Posting

2023 CoC Consolidated Application

Submission Posting Date: 09.21.2023
 Approved: [FEHC CoC Consolidated Application – Narrative](#)
 Approved: [FEHC 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: [FEHC Project Ranking and Tiering](#)
 Approved: [FEHC CoC Project Descriptions](#)
 Approved: [FEHC Priority Listing](#)

2023 CoC Planning Project

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

2023 CoC UFA Project

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

View Public Posting Archives

- 2022 Public Postings: FEHC
- 2021 Public Postings: FEHC

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

2. August 25, 2023 email notification to NY-520 members and stakeholders that the **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.

- 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

Franklin Essex Housing Coalition (FEHC) CoC Project Applications

[FEHC Home Page](#)

2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* <small>less bonus & DV bonus (7% ARD)</small>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-520 Franklin- Essex	\$226,195	\$210,361	\$15,834	\$37,178	\$53,112	\$50,000	\$15,934

CoC Application Public Posting

2023 CoC Consolidated Application

Public Posting Date: 08.25.2023
 DRAFT: [FEHC CoC Consolidated Application – Narrative](#)
 DRAFT: [FEHC 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: [FEHC Project Ranking and Tiering](#)
 DRAFT: [FEHC CoC Project Descriptions](#)

View Public Posting Archives

- 2022 Public Postings: FEHC
- 2021 Public Postings: FEHC

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

This attachment provides evidence of the notification to community members and key stakeholders that NY-520 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-520 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-520 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](#); [Alan Jones](#); [Amber Brown-Rose](#); [Anna Lincoln \(alincoln@stjoestreatment.org\)](#); [austin.kissane@dfa.state.ny.us](#); [Bryon Connolly](#); [Cheryl Blanchard \(cherylblanchard@citizenadvocates.net\)](#); [courtneybarden@citizenadvocates.net](#); [ctoms@milcinc.org](#); [Cynthia Cobb](#); [Douglas Meyer \(doug@mhainessex.org\)](#); [Erica Bezio](#); [Geoff Raiti](#); [Heather Wenzel](#); [Janine Mead](#); [Jannelle Reome - Franklin County DSS](#); [Jennifer.Rafferty@dfa.state.ny.us](#); [Jessica Bordeau](#); [kari@hapec.org](#); [kdegon@communityconnectionsfcny.org](#); [Kellie Trombley - Mental Health Asso. in Essex County \(kellie@mhainessex.org\)](#); [kellylm32@hotmail.com](#); [kmulverhill@co.franklin.ny.us](#); [Lindsay Hendricks \(housing1st@3ddevelopment.com\)](#); [Liz Ball](#); [Iriters@communityconnectionsfcny.org](#); [Marc Czadzeck](#); [Maureen Corbett \(Maureen.corbett@va.gov\)](#); [Meagan Bresette](#); [Megan Murphy](#); [mhousin1@twcny.rr.com](#); [Michelle Cook](#); [mjohanson@adironackhealth.org](#); [Patrick.Ryan@troopers.ny.gov](#); [Penny Daniels](#); [Renee Bruno](#); [Retha Leno](#); [rich@kisco.com](#); [sandy.rourke@srmt-nsn.gov](#); [Sarah Clarkin](#); [Sarah Louer](#); [Sarah Martin](#); [saranaclakeyouth@gmail.com](#); [Scott Gilligan](#); [slavigne@franklincony.org](#); [sloran@aha-nsn.gov](#); [Susan Gagnon](#); [Suzanne Nicholas - Saranac Lake Central School District \(nicholasuz@slcs.org\)](#); [Tara Glynn \(tglynn@lasny.org\)](#); [Terri Morse - Essex Co. \(terri.morse@essexcountyny.gov\)](#); [tshreve0425@gmail.com](#); [vainsworth@mhainessex.org](#); [Vicki Smith \(Vsmith@ech.org\)](#); [Viktoria White](#); [wbrown@wesoldieron.org](#); [William Miller](#); [zrandolph@stjoestreatment.org](#)
Cc: [Genesis Matvey](#); [Kelsey Addy](#); [Michelle Sandoz-Dennis](#)
Subject: FEHC CoC Application Submission Posting
Date: Thursday, September 21, 2023 3:26:00 PM
Attachments: [image002.png](#)

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_520

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
- UFA Cost 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 25th. 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
<http://www.caresny.org>



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](#)
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Cc: [Genesis Matvey](#); [Kelsey Addy](#); [Michelle Sandoz-Dennis](#)
Subject: NY-520/FEHC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:05:00 PM
Attachments: [image002.png](#)

Good Afternoon NY-520 FEHC,

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_520. 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 8th 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
<http://www.caresny.org>



2023 HDX Competition Report
 PIT Count Data for NY-520 - Franklin, Essex Counties CoC

Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	39	40	43	63
Emergency Shelter Total	31	35	43	60
Safe Haven Total	0	0	0	0
Transitional Housing Total	8	5	0	0
Total Sheltered Count	39	40	43	60
Total Unsheltered Count	0	0	0	3

Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	0	1	2	1
Sheltered Count of Chronically Homeless Persons	0	1	2	1
Unsheltered Count of Chronically Homeless Persons	0	0	0	0

2023 HDX Competition Report
PIT Count Data for NY-520 - Franklin, Essex Counties 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	2	1	2	3
Sheltered Count of Homeless Households with Children	2	1	2	3
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	0	0	8	2	4
Sheltered Count of Homeless Veterans	0	0	8	2	3
Unsheltered Count of Homeless Veterans	0	0	0	0	1

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

2023 HDX Competition Report
HIC Data for NY-520 - Franklin, Essex Counties 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	17	0	12	0.00%	5	5	100.00%	5	29.41%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	0	0	0	NA	0	0	NA	0	NA
RRH Beds	27	27	27	100.00%	0	0	NA	27	100.00%
PSH Beds	22	22	22	100.00%	0	0	NA	22	100.00%
OPH Beds	2	0	2	0.00%	0	0	NA	0	0.00%
Total Beds	68	49	63	77.78%	5	5	100.00%	54	79.41%

2023 HDX Competition Report
HIC Data for NY-520 - Franklin, Essex Counties CoC

2023 HDX Competition Report

HIC Data for NY-520 - Franklin, Essex Counties 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	2	2	2	2

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	0	0	9	4

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	5	2	96	27

2023 HDX Competition Report
HIC Data for NY-520 - Franklin, Essex Counties CoC

2023 HDX Competition Report

FY2022 - Performance Measurement Module (Sys PM)

Summary Report for NY-520 - Franklin, Essex Counties 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	169	164	111	113	2	24	35	11
1.2 Persons in ES, SH, and TH	173	164	146	113	-33	25	35	10

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")	177	200	153	179	26	41	66	25
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	181	200	186	179	-7	42	66	24

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	0	0		0		0		0	
Exit was from ES	74	4	5%	4	5%	3	4%	11	15%
Exit was from TH	0	0		0		0		0	
Exit was from SH	0	0		0		0		0	
Exit was from PH	11	0	0%	0	0%	0	0%	0	0%
TOTAL Returns to Homelessness	85	4	5%	4	5%	3	4%	11	13%

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	40	43	3
Emergency Shelter Total	35	43	8
Safe Haven Total	0	0	0
Transitional Housing Total	5	0	-5
Total Sheltered Count	40	43	3
Unsheltered Count	0	0	0

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	177	171	-6
Emergency Shelter Total	173	171	-2
Safe Haven Total	0	0	0
Transitional Housing Total	4	0	-4

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)	36	35	-1
Number of adults with increased earned income	4	5	1
Percentage of adults who increased earned income	11%	14%	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)	36	35	-1
Number of adults with increased non-employment cash income	10	10	0
Percentage of adults who increased non-employment cash income	28%	29%	1%

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)	36	35	-1
Number of adults with increased total income	13	15	2
Percentage of adults who increased total income	36%	43%	7%

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)	0	3	3
Number of adults who exited with increased earned income	0	2	2
Percentage of adults who increased earned income		67%	

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)	0	3	3
Number of adults who exited with increased non-employment cash income	0	1	1
Percentage of adults who increased non-employment cash income		33%	

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)	0	3	3
Number of adults who exited with increased total income	0	3	3
Percentage of adults who increased total income		100%	

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.	149	144	-5
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.	29	24	-5
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)	120	120	0

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.	180	190	10
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.	30	27	-3
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.)	150	163	13

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	0	0	0
Of persons above, those who exited to temporary & some institutional destinations	0	0	0
Of the persons above, those who exited to permanent housing destinations	0	0	0
% Successful exits			

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	139	155	16
Of the persons above, those who exited to permanent housing destinations	71	80	9
% Successful exits	51%	52%	1%

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	73	62	-11
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	73	62	-11
% Successful exits/retention	100%	100%	0%

2023 HDX Competition Report
FY2022 - SysPM Data Quality
NY-520 - Franklin, Essex Counties 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	4	12	15	10	10		33	34	28	5	2	96			
2. Number of HMIS Beds	4	4	3	10	10		33	34	26	5	2	96			
3. HMIS Participation Rate from HIC (%)	100.00	33.33	20.00	100.00	100.00		100.00	100.00	92.86	100.00	100.00	100.00			
4. Unduplicated Persons Served (HMIS)	154	173	173	4	4	0	446	438	66	158	190	89	0	0	0
5. Total Leavers (HMIS)	149	152	142	0	0	0	309	191	10	142	125	41	0	0	0
6. Destination of Don't Know, Refused, or Missing (HMIS)	27	20	31	0	0	0	16	5	0	3	2	12	0	0	0
7. Destination Error Rate (%)	18.12	13.16	21.83				5.18	2.62	0.00	2.11	1.60	29.27			

2023 HDX Competition Report
FY2022 - SysPM Data Quality

2023 HDX Competition Report

Submission and Count Dates for NY-520 - Franklin, Essex Counties 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-520**. It includes:

1. Checklist verifying commitment meets all HUD requirements
2. Signed Commitment between **STOP Domestic & Sexual Violence** and **Plattsburgh Housing Authority** for **DV RRH Program**.

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: **STOP Domestic Violence RRH Program**

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: **Plattsburg Housing Authority- ESSHI**

Amount of funding committed per the following:

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.

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. **14 units / 6 participants = 166%**

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 13, 2023**

3A-1a Housing Leveraging Commitments

2. Signed Commitment between **STOP Domestic & Sexual Violence** and **Plattsburgh Housing Authority** for **DV RRH Program**.



PLATTSBURGH HOUSING AUTHORITY

4817 S. Catherine Street • Plattsburgh • NY • 12901-3778 • 518-561-0720 • fax: 518-561-1769 • www.phaplattsburgh.com

September 13, 2023

RE: Letter of Support for STOP Domestic & Sexual Violence DV RRH Program

To Whom It May Concern:

Please accept this letter as a commitment of support to the STOP Domestic & Sexual Violence Rapid Rehousing Program. The Atlas Heights project provides 14 units dedicated to housing persons who are victims/survivors of domestic violence. It is funded by the Empire State Supported Housing Initiative (ESSHI), a New York State program dedicated to the expansion of supported housing units. ESSHI provides funding for support services and operating costs. All Rapid Rehousing participants, pending availability of designated units, will have access to applications for Atlas Heights. If accepted into one of the 14 units, while in the Atlas Heights ESSHI funded project, program participants will receive a vast array of support services aimed at improving the overall health, safety, and general well-being of each participant. The Atlas Heights project will work on a seamless transition for the client so that they can move into the ESSHI project without disruption to their safety.

Even if only one of the households included within the budget for the Rapid Rehousing program were to qualify and ultimately be housed at Atlas Heights, residing in one of the 2-bedroom units for example, ESSHI funded rental subsidy support, depending on the income of the individual, could total at a cost of \$7,428 for the October 1st to September 30th time frame.

We look forward to working with STOP Domestic & Sexual Violence and continuing to serve survivors of domestic violence by providing quality housing and supports through Atlas Heights and connecting survivors in the Rapid Rehousing Program to valuable resources.

Sincerely,

Mark T. Hamilton, C3P, MST, PHM

Executive Director



A proud partner of the American Job Center network

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

This attachment details the Healthcare Formal Agreements for **NY-520**. It includes the following:

1. Checklist verifying commitment meets all HUD requirements
2. Signed Commitment between **STOP DV** and **Behavioral Health Services North (BHSN)** for **DV RRH Project**.

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

1. Checklist verifying commitment meets all HUD requirements

Checklist for New CoC Project Applicants that are Leveraging Healthcare Resources

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

The name of the project

Project name: **Stop New Day's Housing Initiative**

Amount of assistance to be provided by the healthcare organization: **\$9,000 x 3 households**

The value (dollar amount) of the healthcare commitment being provided (must be at least 25% of the total funding requested) **\$27,000/ \$47,362= 57%**

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.

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: **9/14/2023**

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. Signed Commitment between **STOP DV** and **Behavioral Health Services North (BHSN)** for **DV RRH Project**.



September 14, 2023

RE: Letter of Support for STOP Domestic & Sexual Violence DV RRH Program

To Whom It May Concern:

Please accept this letter as a commitment of support to the STOP Domestic & Sexual Violence Rapid Rehousing Program. As the provider of Medicaid Health Home Services, Behavioral Health Services North, Inc's Adult Care Management program commits to providing support to the participants of the Rapid Rehousing DV project with Medicaid Care Management, when applicable, to assist with chronic health conditions, improve health outcomes and reduce the use of avoidable inpatient and emergency room care. Specific services that may be provided to participants include connection to health care providers, connection to mental health and substance abuse providers, connection to needed medications, help with housing, social services (such as food, benefits, transportation) and other community programs that can support and assist DV survivors experiencing homelessness in the North Country.

We commit to serving all applicable and qualifying participants for the October 1st to September 30th time period. Even if only one of the Rapid Rehousing households utilized Adult Care Management services regularly for that time frame, services would be estimated at a cost of between \$2,400 to \$9,000, depending on the intensity of services provided.

We look forward to working with STOP Domestic & Sexual Violence and connecting survivors in the Rapid rehousing project to healthcare services.

Sincerely,

*Mary Baker, LMSW
Director of BHSN Case Mgmt.*