

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...	09/20/2023
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	09/20/2023
1E-2a. Scored Forms for One Project	Yes	Scored forms for ...	09/26/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	09/20/2023
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/20/2023
1E-5b. Local Competition Selection Results	Yes	Local Competition...	09/20/2023
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting—CoC-...	09/25/2023

1E-5d. Notification of CoC-Approved Consolidated Application	Yes	Notification of 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		
3A-2a. Healthcare Formal Agreements	No	Healthcare Formal...	09/20/2023
3C-2. Project List for Other Federal Statutes	No		
Other	No		

Attachment Details

Document Description: PHA Homeless Preference

Attachment Details

Document Description: PHA Moving On Preference

Attachment Details

Document Description: Letter Signed by Working Group

Attachment Details

Document Description: Housing First Evaluation

Attachment Details

Document Description: Web Posting of Local Competition Deadline

Attachment Details

Document Description: Local Competition Scoring Tool

Attachment Details

Document Description: Scored forms for one project

Attachment Details

Document Description: Notification of Projects Rejected-Reduced

Attachment Details

Document Description: Notification of Projects Accepted

Attachment Details

Document Description: Local Competition Selection Results

Attachment Details

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Attachment Details

Document Description:

Attachment Details

Document Description: Healthcare Formal Agreements

Attachment Details

Document Description:

Attachment Details

Document Description:

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

This attachment contains the following:

1. **NYS Homes & Community Renewal (HCR)** - HCV Administrator
 - a. Administrative Plan – Limited: 10% of new admissions must meet preference-
Highlighted Section: Homeless Preference
2. **Watertown Housing Authority (WHA)** - PHA
 - a. Administrative Plan – Limited: up to 5 families at a time - Highlighted Section:
Homeless Preference

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–
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- a. **NYS Homes & Community Renewal (HCR)** - HCV Administrator
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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

2. Watertown Housing Authority (WHA) - PHA

a) Administrative Plan – Limited: up to 5 families at a time -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)].

WHA Policy

The WHA will use the following local preference:

Residency Preference – Households who live, work, or have a bona fide offer to work in Jefferson County, at the time of application or at the time of selection from the waiting list, will qualify for WHA’s Residency Preference.

Displacement Preference – WHA defines Displacement Preference to include applicants who can document that they have been displaced by a natural disaster declared by the President of the United States, displaced, through no fault of their own, by governmental action or displaced by domestic violence.

Chronically Homeless Preference – The WHA is a partnering housing agency working with the local Continuum of Care (i.e. Points North Housing Coalition) to help eradicate homelessness. The WHA will accept referrals from local homeless service organizations (e.g. Dept. of Social Services) that identify individuals as chronically homeless. These individuals that are identified as chronically homeless will receive a preference. The WHA will allow up to a maximum of 5 preferences at any given time.

Homeless
Preference

Domestic violence, as defined by HUD, is the “actual or threatened physical violence directed against one or more members of the applicant’s family by a spouse or other members of the applicant’s household.” If displaced by domestic violence, separate procedures established by WHA will be followed.

Income Targeting Requirement [24 CFR 960.202(b)]

HUD requires that extremely low-income (ELI) families make up at least 40% of the families admitted to public housing during the PHA’s fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, the PHA may skip non-ELI families on the waiting list in order to select an ELI family.

WHA Policy

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

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–**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
2. NY-522'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-
CARES of NY Inc.
200 Henry Johnson Blvd
Albany

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

NY-522 Jefferson, Lewis, St. Lawrence Counties CoC

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

Jefferson, Lewis & St. Lawrence 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;

WHEREAS, NYS HCR, through HTFC, serves as the only statewide PHA for New York State, and has received a preliminary allocation of 1,556 EHVs, with the possibility of additional allocations at a later date;

- 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.

Failure by the CoC to adhere to these priorities may result in a loss of vouchers for that CoC. HCR may adjust this schedule, including delaying the acceptance of referrals, and to adjust the priorities as necessary to ensure full voucher utilization. HCR will notify the CoCs of any adjustments.

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

2. NY-522's Written Standards excerpt that details the CoC's Moving On Strategy.

MOVE ON STRATEGY FOR RECOGNITION OF TENANT INDEPENDENCE

Points North Housing Coalition (PNHC, the Continuum of Care for St. Lawrence, Lewis, and Jefferson 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 PNHC 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 PNHC Coordinated Entry 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 and PHAs 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

PNHC 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

PNHC 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

PNHC 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 PNHC 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. PNHC 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-522** in the development of a working group of individuals with lived experience of homelessness. It includes:

1. A letter signed by the NY-522 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-522 CoC has begun its efforts to establish a Persons with Lived Experience Advisory Committee. The intent of this committee is to gather first-person feedback to develop the CoC's priorities to prevent and end homelessness. The CoC wishes to create a method for those served to voice their thoughts, suggestions, opinions, and concerns and have them directly shape the CoC system. The Advisory Committee will be instrumental in developing and supporting the CoC's priorities and strategies for serving individuals and families experiencing homelessness.

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

To this end, NY-522 has strategized within a regional committee with other CoC's on ways this local Advisory Committee may manifest. NY-522 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-522, drafted and approved structures and strategies for implementing a committee for persons with lived experience. The NY-522 representatives presented the recommendations produced by the RRJAC to their CoC Board.

Beginning January of 2023, NY-522 has taken several steps to develop the recommendations of the RRJAC. First, the NY-522 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-522 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,

 9/15/2023

CoC Board Chair

Mark Waterhouse

Print Name

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

This attachment details how **NY-522** 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. Jefferson County Department of Social Services: JCDSS Chronic Shelter Plus Care

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

1. An example evaluation of at least one project
 - a. Jefferson County Department of Social Services: JCDSS Chronic Shelter Plus Care



Provider Information

Please complete the information below on the organization being assessed.

Provider Information	
Provider's Legal Name	Jefferson County Department of Social Services
Acronym (If Applicable)	JCDSS
Year Incorporated	N/A
EIN	15-6000457
Street Address	250 Arsenal Street, Watertown, NY
Zip Code	13601

Project Information	
Project Name	JCDSS Chronic Shelter Plus Care
Project Budget	\$113,331.00
Grant Number	NY1449U2C202200
Name of Project Director	Anne Kalamas, Grant Specialist
Project Director Email Address	anne.kalamas@dfa.state.ny.us
Project Director Phone Number	315-785-3008
Which best describes the project *	Permanent Supportive Housing
<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.	
None of the above	

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

Management Information	
Name of CEO	Karen N Marcum, Commissioner
CEO Email Address	karen.marcum@dfa.state.ny.us
CEO Phone Number	315-785-3128
Name of Staff Member Guiding Assessment	Anne Kalamaas
Staff Email Address	anne.kalamas@dfa.state.ny.us
Staff Phone Number	315-785-3008

Assessment Information	
Name of Assessor	Anne Kalamas
Organizational Affiliation of Assessor	CARES NY
Assessor Email Address	anne.kalamas@dfa.state.ny.us
Assessor Phone Number	315-785-3008
Date of Assessment	Sep 08 2023



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>Must be appropriate for the level of service that we can provide as well as qualifying disability. Always use Coordinated Entry listing for highest score, chronically homeless household.</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>See above, also separation between outreach/intake staff and determining outreach eligibility</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>speed/response to crisis sometimes overshadows timelines around documentation and timely entry into HMIS</i>	Always	Somewhat	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>case notes/conversations documentation could be more consistent/formal</i>	Always	Somewhat	Always
Participant Input 2	Projects create regular, formal opportunities for participants to offer input	Input is welcomed regarding the project’s policies, processes, procedures, and practices. Opportunities include involvement in: quality assurance and evaluation processes, a participant leadership/advisory board, processes to formally communicate with landlords, the design of and participation in surveys and focus groups, planning social gatherings, integrating peer specialists and peer-facilitated support groups to compliment professional services. <i>Better attention to and development of policies/processes and procedures to allow for input are needed</i>	Somewhat	Somewhat	Somewhat



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>documentation could be improved in some circumstances</i>	Always	Somewhat	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>Language line and ASL services available for program participants and supportive service providers</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>some type of supportive service is expected; reengagement opportunities are offered and can be tailored towards specific services and planning for individuals.</i>	Somewhat	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>Use in/of itself is never a reason for termination--some of the accompanying behaviors and traffic causes frequent lease violations/problems with stability</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>very few regulations/requirements around eligibility and participation</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 permanent supportive housing project ensures quick linkage to a unit and wrap around services, based on participant needs, preferences, and resource availability.	Always	Always	Always
		Optional notes here			
Project 2	PSH is focused on ending homelessness for those with the most severe barriers to maintaining housing	Participants and staff understand that a primary goal of permanent supportive housing is to end homelessness for people with the most severe service needs and help participants stay housed, regardless of other perceived barriers.	Always	Always	Always
		Optional notes here			
Project 3	Property Management duties are separate and distinct from services/case management	In order to provide clear roles of staff for participants in terms of lease and rules enforcement as well as tenant advocacy, property management and service provider staff should be separate roles. However, they should work together on a regular basis through regular communications and meetings regarding Participants to address tenancy issues in order to preserve tenancy.	Always	Always	Always
		Optional notes here			
		No additional standards			
		Optional notes here			
		No additional standards			
		Optional notes here			
		No additional standards			
		Optional notes here			
		No additional standards			
		Optional notes here			
		No additional standards			
		Optional notes here			
Section is not applicable. Please see following section.					

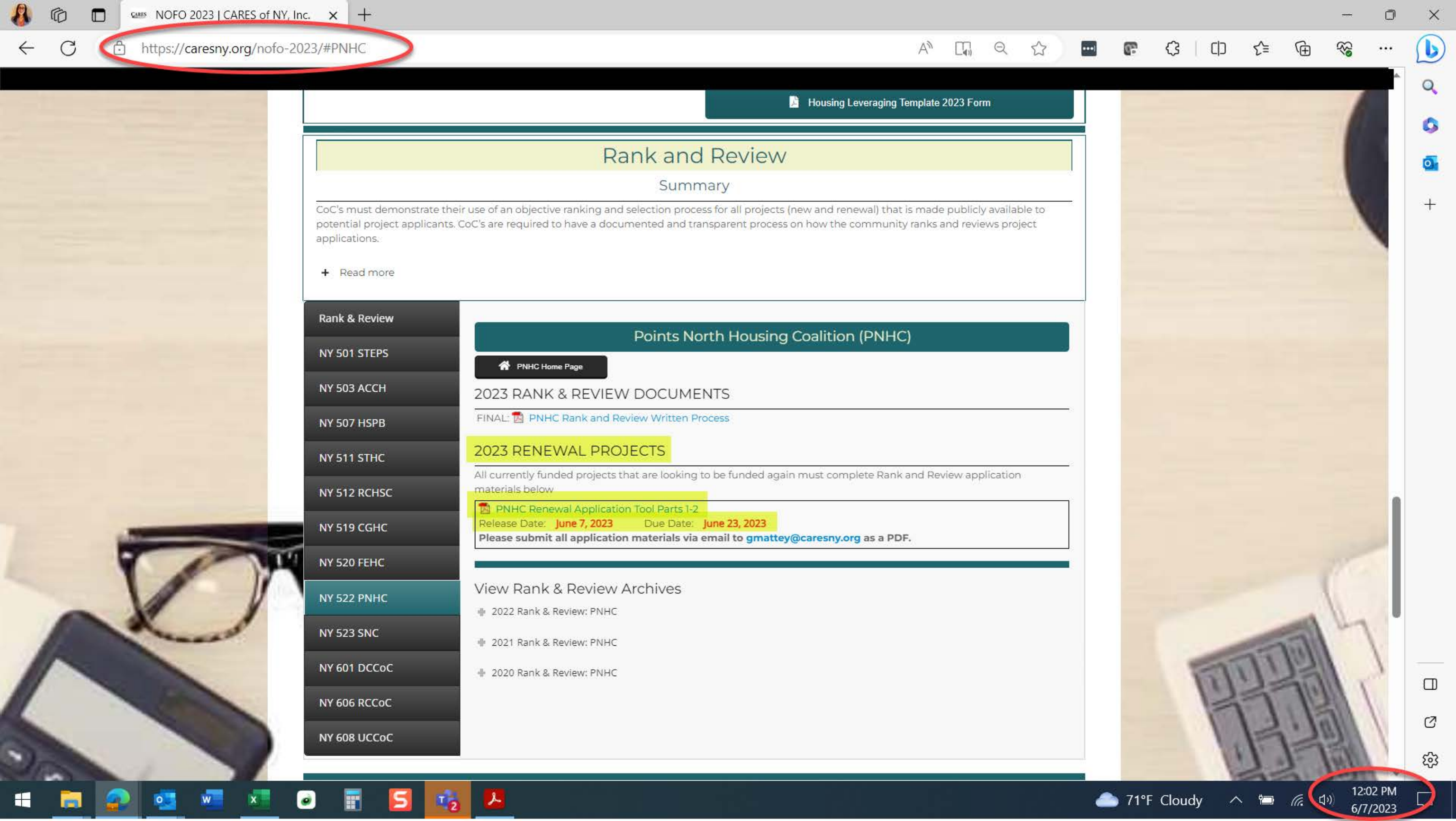
1E-1. Web Posting of Your CoC's Local Competition Deadline--Advance Public Notice.

1. Screenshot of a website posting that demonstrates NY-522 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, 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-522 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

Points North Housing Coalition (PNHC)

[PNHC Home Page](#)

2023 RANK & REVIEW DOCUMENTS

FINAL: [PNHC 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

[PNHC 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: PNHC](#)

[2021 Rank & Review: PNHC](#)

[2020 Rank & Review: PNHC](#)

From: [Genesis Matthey](#)
To: Anne.Kalamas@dfa.state.ny.us; [Ashley Wilson](#); [Denise Brodt](#); ["Ed Thomas"](#); [Jaylyn Heames](#); mcean@tlsnny.com; mwaterhouse@tlsnny.com
Subject: PNHC: 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-522 RR23 Tool \(Part 1&2\) - FINAL - Fillable PDF.pdf](#)
[NY-522 Rank and Review 4-17-2023 12-10-23 PM.xlsx](#)

Good Afternoon Points North Housing Coalition CoC Applicants,

This email is to notify you that the *Points North Housing Coalition 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/nofo-2023/#PNHC>

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-522 announced it was accepting project applications.

(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**

From: [Genesis Matthey](#)
To: [Anne Kalamas](#)
Subject: JCDSS - Rank and Review Part 3 Interview - August 1st, 2023
Date: Tuesday, July 25, 2023 12:12:00 PM
Attachments: [2023 RR Interview Questions Renewal Projects Only.docx](#)
[image001.png](#)
[NY-522 RR23 Scorecard - JCDSS - Chronic - Scorecard.xlsx](#)
[NY-522 RR23 Scorecard - JCDSS - Transitional - Scorecard.xlsx](#)

Good Afternoon Anne,

I hope you are doing well by the time this email reaches you. Attached please find a copy of JCDSS' Rank and Review Part 1 & 2 scorecards (JCDSS – UFA Shelter Plus Chronic 1 and UFA Transitional) . We are hosting Rank and Review Part 3 Renewal Interviews on **August 1st, 2023 between 10am and 12pm**. This is an opportunity to recoup lost points in Parts 1 & 2.

Registration is required, please sign up for a time slot [here](#)! If you would like to discuss both projects, *please select two separate time slots consecutively*.

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 have any questions.

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: [Genesis Matthey](#)
To: [Ashley Wilson](#)
Subject: MHAJC Rank and Review Part 3 Interview - August 1st, 2023
Date: Tuesday, July 25, 2023 2:09:00 PM
Attachments: [2023 RR Interview Questions Renewal Projects Only.docx](#)
[image001.png](#)
[NY-522 RR23 Scorecard - MHA - Scorecard.xlsx](#)

Good Afternoon Ashley,

I hope you are doing well by the time this email reaches you. Attached please find a copy of Snowbelt's Rank and Review Part 1 & 2 scorecard. We are hosting Rank and Review Part 3 Renewal Interviews on **August 1st, 2023 between 10am and 12pm**. This is an opportunity to recoup lost points in Parts 1 & 2.

Registration is required, please sign up for a time slot [here](#)! If you would like to discuss both projects, *please select two separate time slots consecutively*.

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 have any questions.

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: [Genesis Matthey](#)
To: jaylyn@snowbelt.org
Subject: Snowbelt Housing Rank and Review Part 3 Interview - August 1st, 2023
Date: Tuesday, July 25, 2023 2:05:00 PM
Attachments: [2023 RR Interview Questions Renewal Projects Only.docx](#)
[image001.png](#)
[NY-522 RR23 Scorecard - Snowbelt Housing - Scorecard.xlsx](#)

Good Afternoon Jaylyn,

I hope you are doing well by the time this email reaches you. Attached please find a copy of Snowbelt's Rank and Review Part 1 & 2 scorecard. We are hosting Rank and Review Part 3 Renewal Interviews on **August 1st, 2023 between 10am and 12pm.** This is an opportunity to recoup lost points in Parts 1 & 2.

Registration is required, please sign up for a time slot [here](#)! If you would like to discuss both projects, *please select two separate time slots consecutively.*

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 have any questions.

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: [Genesis Matthey](#)
To: [Mark Waterhouse](#)
Subject: Transitional Living Services - Rank and Review Part 3 Interview Date - August 1st, 2023
Date: Thursday, July 20, 2023 3:05:00 PM
Attachments: [image001.png](#)
[2023 RR Interview Questions Renewal Projects Only.docx](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Hello Mark,

Thank you for submitting your Rank and Review Parts 1 & 2 applications. Your scores for Part 1 are below!

We are hosting a Rank and Review Part 3 interviews for your projects on August 1st between 10am and 12pm. Part 3 interviews give your project the opportunity to gain additional points in areas you may have lost some.

Attached are the Rank and Review Part 3 interview questions. You may submit your answers in writing prior to the interview.

TLS – UFA Rapid Rehousing

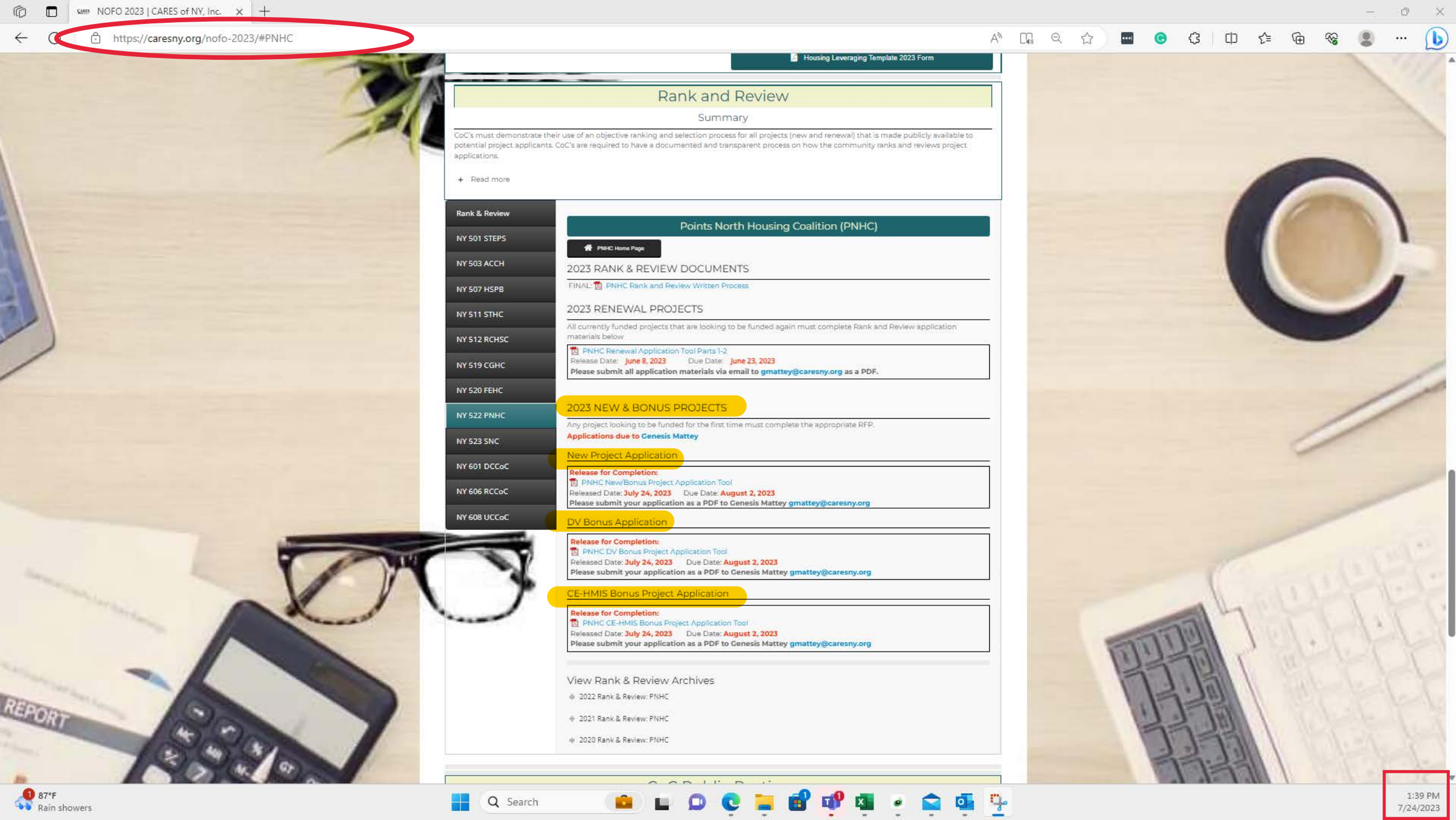
Agency Name:		North Country Transitional Living Services, Inc.			Final Score:
Project Name:		TLS-UFA Rapid Rehousing			
	Question Number		Reviewer	Total Possible Points	Points Awarded
Part I: Data Related/Objective Questions					
Max 15 pts.	5a	Utilization Rate	CARES	10	0
	5b	Exceed 100% in Persons & Household	CARES	5	0
Max 5 pts.	6a	Data Quality	CARES	2.5	2.5
	6b	Timeliness of Data Entry	CARES	2.5	0
	7	Impact on Chronic Homelessness	Attach 1	15	0
	8	System Performance Outcomes	Attach 2	15	15
	9	Exits to Homelessness	Attach 3	15	0
	10	Income Growth	Attach 4	15	15
	11a	Stayers Earned Income	CARES	5	1
	11b	Stayers Other Income	CARES	3	2
	11c	Leavers Earned Income	CARES	5	2
	11d	Leavers Other Income	CARES	3	2
	12	Total Awarded Funds	CARES	10	5
	13	Draw Down from LOCCS	CARES	5	5
	14	Priority Population	CARES	15	0
	15	Housing First	CARES	5	5
Max 6 pts.	16a	Anti-Discrimination	CARES	6	6
	16b	Diversity on Leadership	CARES	2	0
	17	Monitoring	CARES	4	4
Max 15 pts.	19	Coordinated Entry Referrals	CARES	4	4
	19a	Coordinated Entry Meetings	CARES	2	2
	19b	Coordinated Entry Trainings	CARES	2	2
	19c	Coordinated Entry MOU	CARES	2	2
	20	CoC Participation	CARES	5	5
				158	79.5

TLS – UFA Chronic Homeless 1

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(c) July 24, 2023 website screenshot and email announcing the Rank & Review
New Project Tool, DV, 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.

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Rank & Review

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NY 608 UCCoC

Points North Housing Coalition (PNHC)

[PNHC Home Page](#)

2023 RANK & REVIEW DOCUMENTS

FINAL: [PNHC 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.

[PNHC 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.

2023 NEW & BONUS PROJECTS

Any project looking to be funded for the first time must complete the appropriate RFP.

Applications due to Genesis Matthey

New Project Application

Release for Completion:

[PNHC New/Bonus Project Application Tool](#)

Released Date: **July 24, 2023** Due Date: **August 2, 2023**

Please submit your application as a PDF to Genesis Matthey gmattey@caresny.org

DV Bonus Application

Release for Completion:

[PNHC DV Bonus Project Application Tool](#)

Released Date: **July 24, 2023** Due Date: **August 2, 2023**

Please submit your application as a PDF to Genesis Matthey gmattey@caresny.org

CE-HMIS Bonus Project Application

Release for Completion:

[PNHC CE-HMIS Bonus Project Application Tool](#)

Released Date: **July 24, 2023** Due Date: **August 2, 2023**

Please submit your application as a PDF to Genesis Matthey gmattey@caresny.org

View Rank & Review Archives

[2022 Rank & Review: PNHC](#)

[2021 Rank & Review: PNHC](#)

[2020 Rank & Review: PNHC](#)

From: Genesis Matthey
Bcc: aashlaw1967@gmail.com; aileenm@nrcil.net; Aimee Whelpley - Jeff Co DSS (aimee.whelpley2@dfa.state.ny.us); Altieri, Tara (DFA); Anne Kalamas; Ashley Clifford; Ashley Wilson; Bennett, Dianna L.; Brandon Titus; Brandy Kirch; BTowles@acrhealth.org; Cher Van Brocklin; Christine St. Andrew; clashbrooks@lcopps.org; coneil@shsny.com; ctoms@milcinc.org; Dawn Cole - United Way; Diane Zikowitz; dnesci3@mail.naz.edu; Donna Hlad; Ed Thomas; Erica Bezio; Felicia Dumas; fparker@NoCoFamilyHealth.org; Genesis Matthey; igalan@wesoldieron.org; Jason.davis2@va.gov; jaylyn@snowbelt.org; JCDSS Clerical; Jessica.horning@va.gov; jillp@vacjc.com; Jim Marrow; johnw@credocc.com; JVoss@watertown-ny.gov; k.pound79@gmail.com; Kimberley Lipczynski; krichmond@nnychildrenshome.com; Kristin Post (Dyce.Manager@dfa.state.ny.us); Laura Obrien; Maureen Corbett (Maureen.corbett@va.gov); mbourcy@co.jefferson.ny.us; mcean@tlsnny.com; mgault@capcjc.org; MHobart@wesoldieron.org; Michelle@neighborsofwatertown.com; Mike Robare; mindepli@twcny.rr.com; mimathewson@capcjc.org; MLively@boces.com; mlumbis@watertown-ny.gov; mtaylor@danc.com; mwaterhouse@tlsnny.com; PJ Herne (pherne@lasnny.org); prcette@Lasnny.org; rhernandez2@twcny.rr.com; rross@stjoestreatment.org; Samuel Wilson (swilson@co.jefferson.ny.us); saraclakeyouth@gmail.com; Seth Buchman; Shari Fawcett; Sherry Wilson; smathys@lcopps.org; stacy.mcneil@use.salvationarmy.org; stationwbvs@rocketmail.com; Steve Knight; steven.waldner@va.gov; Susan E. Gagnon (sgagnon@lasnny.org); Sydney Rainey; tbush@stepbystepinc.org; Teresa.Gaffney@dfa.state.ny.us; Tim Fayette; Tracy Leonard (Tracyl@credocc.com); truetten@co.jefferson.ny.us; Victoria Esposito (vesposito@lasnny.org); wbrown@wesoldieron.org; William Robson; williamo@nrcil.net
Subject: Points North Housing Coalition Continuum of Care- New/DV Bonus 2023 CoC Applications Available- Due August 2nd
Date: Monday, July 24, 2023 10:46:00 AM
Attachments: image001.png
NY522 - RR23 New Project RFP FINAL - Fillable PDF.pdf
NY522 - RR23 DV Bonus RFP FINAL - Fillable PDF.pdf
NY522 -RR23 - CE-HMIS Bonus RFP FINAL - Fillable PDF.pdf

Good morning Points North 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/#PNHC>

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 Esnap's no later than Friday, August 17th.

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

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

1. Screenshot of a website posting that demonstrates NY-522 announced it was accepting project applications.
 - (d) Emails 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: [Anne Kalamas](#)
Subject: JCDSS - Preliminary Score and Part 3 Interview - 8/16
Date: Tuesday, August 15, 2023 8:49:00 AM
Attachments: [image001.png](#)
[2023 New Project Interview Questions.docx](#)

Good Morning Anne,

Attached please find your preliminary score for JCDSS' Dean Building Apartments. New Projects require an interview, which will be held for JCDSS at 11am tomorrow. Unfortunately, due to HUD's deadlines, we are unable to extend new interviews beyond tomorrow (in the case of your DV project that will be submitted later, we will ask you to send over a recorded video of your answers to the questions).

Please join the Teams link below at 11am – I've attached the interview questions for your preparation!:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 283 609 241 970

Passcode: syU5Vo

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 872-256-4164,,10079956#](#) United States, Chicago

Phone Conference ID: 100 799 56#

[Find a local number](#) | [Reset PIN](#)



The Mission of CARES of NY, Inc. is to collaborate with and support our communities towards the creation of systems that end and prevent homelessness.

[Learn More](#) | [Help](#) | [Meeting options](#)

Warmly,

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

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

1. Screenshot of a website posting that demonstrates NY-522 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](#); [Michelle Sandoz-Dennis](#); [Kelsey Addy](#)
Subject: 2023 CoC NOFO Summary Email- PNHC
Date: Tuesday, July 18, 2023 11:18:57 AM
Attachments: [image002.png](#)

Good Morning, Points North 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

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|TWfPbGZsb3d8eyJWljoimC4wLjAwMDAiLCJQIjoiv2luMzliLCJBTil6lk1haWwlcjXVCI6Mn0%3D|3000||&sdata=C1cCwRk6gVrD1XwDPYAgKGtm%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCi6Mn0%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCi6Mn0%3D|3000||&sdata=%2B%2FPneCBCx8kH8yiBwMtFZXgtgKntxL9RypbfYb 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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCi6Mn0%3D|3000||&sdata=isqWfCjSF%2FuFNFX0ZwPicuTcB2kOq8VV%2BFSFKny5PtX4%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCi6Mn0%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJljoiv2luMzliLCJBTiI6lk1haWwiLCJXVCi6Mn0%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.**

[2luMzliLCJBTil6lk1haWwiLCJXVCi6Mn0%3D|3000||&sdata=c9KiJlBql%2FuWkrFHPuaaszEEUkRYndd1q4R3Uh3IOw%3D&reserved=0](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAilCjQljoiv2luMzliLCJBTil6lk1haWwiLCJXVCi6Mn0%3D|3000||&sdata=c9KiJlBql%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAilCjQljoiv2luMzliLCJBTil6lk1haWwiLCJXVCi6Mn0%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAilCjQljoiv2luMzliLCJBTil6lk1haWwiLCJXVCi6Mn0%3D|3000||&sdata=vxSp8n8v3CrN445LAX5%2B6e5PmvRV1TvrBDM2qm7rNaY%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-522 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-522's local competition to score new and renewal applications - for all project application types.**
 - (a) NY-522'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.
 - This document showcases data used from comparable databases to score projects submitted by **victim service providers**

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

1. Scoring tool used in NY-522 local competition to score new and renewal application and for all project application types.

(a) NY-522's Rank and Review Written Process

POINTS NORTH 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 Jefferson, St. Lawrence and Lewis, and the planning body coordinating these services is the Points North Housing Coalition (PNHC). Working with the CoC and providing support and technical assistance is CARES of NY, Inc., the Collaborative Applicant.

In the 2022 NOFO, the Points North CoC received \$1834,099 from HUD to support nine projects for homeless individuals and families, one coordinated entry project, one HMIS, one CoC planning, and one UFA project. HUD awards homeless assistance grants through an annual application process known as the CoC Program Competition.

HUD requires that the CoC (PNHC) 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 (PNHC) learn about each project's performance and effectiveness.

In the Points North Housing Coalition (PNHC), the Operations Committee is charged with overseeing the Rank and Review process. As described in the PNHC 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 and are then reviewed and approved by the Board and shared with Membership.

CoC Transparency

The CoC conducts this Rank and Review Process 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 PNHC emphasizes the importance and impact of the Rank & Review Application as the primary basis for determining the Project Listing submitted as part of the CoC Consolidated Application. The Rank and

Review Application is revised thoughtfully each year to include both HUD and CoC standards, incorporating both national and local priorities, balancing objective performance measures with subjective narrative description 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 PNHC member comments. The Operations Committee also develops a list of Review Team members, considering prior reviewers and potential new members.

The Operations Committee presents the Written Process, Application Tools, and list of proposed Review Team members to the PNHC 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

Each Renewal project completes a Rank & Review Application. The 2023 Rank & Review Renewal 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 on the Data Attachment, the agency will submit the Data Confirmation Form on the CARES website. If an agency does not submit a Data Correction Form or Data Confirmation Form after five business days following the Part 1/Data Training Session, then the data will be considered accurate and confirmed.

- Part 2 focuses on qualitative project and system outcome data; allowing staff to explain unique circumstances that affect project performance and answer questions to local priorities. After submission, each agency/project is assigned an interview time with the Review Team.
- Part 3 of the Rank & Review Process includes project interviews with the Review Team. After release of the NOFO, the Operations Committee will draft questions based on specific criteria mentioned within the NOFO Application to be asked during project interviews. Projects will receive these questions prior to the interview and may provide the Review Team with written answers prior to the interview. Interviews may assist the reviewers in awarding additional points for Parts 1 and 2 up to the maximum amount of points available for each question

New Projects

New projects are created through bonus funds or reallocated funds. A separate RFP will be completed for new projects. If, additional money becomes available through reallocation after the ranking process, and if all new projects have been approved and there is additional money, the new project RFP will re-open for submission in an effort to use all available funds. RFP's submitted during the second application process will automatically be ranked below the round one projects, unless otherwise determined by the Board. New project applications are required to interview with the review team. Interview questions will include specific criteria included in the NOFO. 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 also applies to bonus 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 & tiering based on CoC priorities, regardless of project scores.

Bonus Projects

Each year, there may be bonus funds available. The CoC is permitted to apply for bonus projects, which will compete nationally against other bonus projects on a HUD scoring system set forth in the NOFO. HUD will notify the Continuums regarding the criteria for bonus funds. The bonus project will complement and fill an unmet need. The application for a bonus project is a separate RFP. Bonus project applications are required to interview with the Review Team. Interview questions will include specific criteria included in the NOFA. The reviewers will score and rank the bonus projects. After the bonus projects are ranked, ranking is sent to the Board for approval and shared with membership. Bonus projects will be chosen with the goal of applying for all available funds. The same appeals process that applies to renewal applications also applies to bonus project applications.

Reallocation

Reallocation is the process by which the CoC shifts funds, in whole or in part, from existing eligible renewal grants to 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 displayed: 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 process (under 140). Additionally, funds from any project not participating in Coordinated Entry, not participating in the Point-In-Time, not participating in HMIS, or operated by an agency that is not a member in good standing of the PNHC may be considered for reallocation. Further, agencies may choose to reallocate their project funds. New projects developed through the reallocation of the agency's funds will be prioritized during the ranking process. This prioritization allows that agency to apply for a new project with those reallocated funds. All other proposed projects using reallocated funds will be ranked according to general ranking procedures.

A separate application is required for projects being developed with reallocated funds, and the proposed projects must fill an unmet need, as noted above. Applications for these projects are accepted at the same time that renewal applications are submitted for rank and review. Applications for new projects will be ranked separate from renewal projects, and the final ranking will be presented to the CoC Board for approval and shared with membership.

Review Team

The review team is made up of individuals from the community or neighboring communities who are knowledgeable about the CoC and its providers. Reviewers are objective individuals. The Collaborative Applicant or members of the Operations Committee invite prospective review team members to

participate in the CoC's Rank & Review process. Once reviewers have agreed to participate, reviewers are provided a copy of project applications, project addendums and score forms. It is an expectation that all project applications will be reviewed prior to the applicant interviews. A day is scheduled for Rank & Review project interviews and scoring to take place (virtually). Each reviewer must be available for the full extent of the interview process. Once the review team convenes and conducts interviews with each project, the review team scores each application. These scores result in the ranking from highest to lowest points with New/Bonus and Reallocated projects at the bottom. The review team provides any final comments to be shared with projects. It is also expected that the Review Team will remain available after the scoring is complete in the event of an appeal.

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 PNHC Board consider the possibility of reallocation or amendments to the project application/s with said agency.

Project Ranking

Using the CoC approved Rank and Review tool, all projects seeking funding are scored and placed in numerical order, referred to as the "ranking". Ranking places an applicant in either Tier 1 or Tier 2. At that time, each project receives a copy of their individual scores and is given the opportunity to meet with the Collaborative Applicant to debrief. If during this debriefing, a mathematical error is found by the project, the error can be corrected. Projects projected to fall into Tier 2 are contacted and notified of their ranking and offered the opportunity to go over the project's scores. The project ranking is then shared with the Operations Committee. Afterwards, the ranking is approved by the Board and shared with Membership.

Debriefings

At the end of each phase renewal projects will receive a scorecard from the collaborative applicant and will have an opportunity to request a debriefing of their scores with the collaborative applicant.

Appeal Process

1. Who May Appeal?

An agency may appeal a decision concerning its project application. If the applicant was a collaboration of agencies, only one joint appeal may be made.

2. What May Be Appealed?

An appeal may not be submitted if the basis of the appeal is one of the following:

- ✓ the applicant did not answer all the questions on the application,
- ✓ the applicant did not submit the application with all required attachments, or
- ✓ the applicant did not submit by the required deadline.

The appeals process applies only to project ranking. There is no appeal for project tiering.

3. Timing of an Appeal

Formal appeals can only be submitted by a project within three business days after a debriefing has been completed. Appeals must be submitted in writing to the Collaborative Applicant (gmattey@caresny.org) who will forward them on to the Review Team. The written appeal must consist of a short statement of its appeal, no longer than one page. The written appeal can be in the form of a letter, memo or email.

Project Tiering

When the NOFO is released, the priorities and tiering outlined in the application are strategically applied by the CoC to the project ranking. Reallocation, new projects, and other CoC priorities are considered through CoC discussions. The NOFO Committee presents the tiering to the Board for a vote, and then shares it with Membership.

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

1. Scoring tool used in NY-522 local competition to score new and renewal application and for all project application types.

(b) Blank Renewal Application Tool

POINTS NORTH HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 1: DATA-RELATED /OBJECTIVE QUESTIONS

DEADLINE TO SUBMIT:

1.Organization Name: _____

2.Project Name: _____

3.Application Contact Person: _____

4.Project Type: PSH RRH TH

5. **Utilization:** Using the project's FY201 Program Application and Federal Fiscal Year 2022 (FY22)* APR, complete the chart below to calculate utilization rate (round to the closest whole number). 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** _____%

- 5a. 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**

- 5b. 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**

6. Data Quality & Completeness: Based on your Federal FY20 APR Q6:
Any Yes - 0 pts All No - 5 pts

6a. 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
No

6b. *Timeliness of Data Entry: Based on FY22 APR Q6E:* Do you have any number of *project start records at 11+ days* Yes No

7. Impact on Chronic Homeless: (15 pts. Possible)
Permanent Supportive Housing Programs ONLY

≥ 50% = 15 pts; 1-49% = 8 pts; 0% = 0 pts

Permanent Supportive Housing Programs ONLY

During Federal FY22, the CoC's **PSH projects** served **10** chronically homeless individuals. To show the impact of this project towards goal of ending chronic homelessness, refer to ***Attachment 1*** to note the following:

7a. The total number of chronically homeless persons this project served in Federal FY22: _____ **(0 pts)**

7b. Of the total CH served by the CoC, note the % this project served in FY22: ____%

Rapid Rehousing Housing Programs ONLY

During Federal FY22, all federally funded **RRH projects** served **6** chronically homeless individuals. To show the impact of this project towards goal of ending chronic homelessness, refer to ***Attachment 1*** to note the following:

7c. The total number of chronically homeless persons this project served in Federal FY22: _____ **(0 pts)**

7d. Of the total CH served by the CoC, note the % this project served in FY22: ____

Transitional Housing Programs ONLY: During Federal FY22, the CoC **TH projects** served a total of **1** chronically homeless individuals. Please refer to ***Attachment 1*** to note the following:

7e. The total number of chronically homeless persons this project served in FY22: _____ **(0 pts)**

7f. Of the total CH served by the CoC, note the % this project served in FY22: _____

8. SYSTEM PERFORMANCE OUTCOMES: (15 pts. Possible)

≥20% = 15 pts; 11-19% = 8 pts; 5-10% = 5 pts; 1-4% = 3 pts; 0% = 0

8a. Permanent Supportive Housing Projects: During FY22, there were **151** 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:** _____%

8b. Rapid Rehousing Projects: During FY22, there were **29** 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:** _____%

8c. Transitional Housing Projects: During FY22, there were **12** persons with positive outcomes noted across all CoC **TH** programs. *An outcome is positive for TH if client exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** _____

9. Exits to Homelessness: (15 pts. Possible)

Total points=% system impact*total available pts.

To show the impact of this project ending homelessness, refer to **Attachment 3** showing all project leavers and note the percentage who exited this project to a shelter or the street.
_____ %

10. Income Growth: System Impact. (15 pts. Possible)

≥ 11% = 15 pts; 5-10% = 5 pts; 1-4% = 3 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: _____%

11. Income Growth – Project Performance

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

11a. What percentage of **stayers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a1. Row 1) Number of Adults with Earned Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

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

11b. What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3**) Number of Adults with Other Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: _____%

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

11c. 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: _____%

115-100% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0

11d. What percentage of **leavers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3**) Number of Adults with Other Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: _____%

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

12. Total Awarded Funds (10 possible points)

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**
0%=10 pts; 1-50% = 5 pts; 51-100% = 2 pts (to be filled in by CARES)

13. 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**

14. Priority Population

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

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

15. Housing First (0-5 pts)

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

Any Yes - 0 All No - 5 pts

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

16a. 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 pts** ☐ **No 0 pts**

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

16b. Does your agency have diverse individuals (BIPOC, LGBTQ+, historically underrepresented individuals) in managerial and leadership positions? ☐ **Yes 2 pts** ☐ **No 0 pts**

17. 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**

18. 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**

19. Coordinated Entry: (up to 10 pts)

[Note: This question will be weighted for Grant Per Diem (GPD) Projects. Also, CoC CE Lead will verify all responses.]

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**

19a. Do you regularly attend the SPOA/CE meetings? ☐ **Yes 2 pts** ☐ **No 0 pts**

19b. 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**

19c. Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?
☐ **Yes 2 pts** ☐ **No 0 pts**

20. 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 PNHC?
☐ **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*).

☐ **Board**

☐ **Membership**

☐ **Operations**

☐ **Systems**

☐ **Coordinated Entry**

☐ **Governance**

POINTS NORTH HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 2: PROJECT/SYSTEM PERFORMANCE NARRATIVES

PROJECT INFORMATION

1. FY22 Proposed Total Funding Request: \$ _____
- Leasing \$ _____
- Rental Assistance \$ _____
- Supportive Services \$ _____
- Operations \$ _____
- Admin \$ _____
2. 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).

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

- Target Population
- # 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

3. Utilization: (0 to 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.

Please explain why your project did not achieve 100% utilization (In response to question 5b on Part 1 Data Tool) for the number of projected /contracted households and/or persons served during Federal Fiscal Year 2021 (10.1.21-9.30.22)

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

Referring to Part 1 Tool Q19

If your project is dedicated to victims of domestic violence (or if you otherwise answered “No” to Q4a) please explain barriers to direct participation in CE and how you engage with partners involved (250 words or less).

5. Leveraging and Coordination of Services: (0 to 5 pts)

Please provide specific examples of how your project coordinates services with other CoC, HUD/VA, and STEHP funded projects. Please refer to specific programs (250 words or less).

- **Up to 2.5 pts awarded if the narrative clearly states the names of other funded projects specifically.**
- **Up to 2.5 pts awarded if the narrative clearly state(s) examples of how the project coordinates services with the noted funded projects.**

6. Does the project work toward meeting any of the CoC goals noted below:

Any Yes - 5 pts All No - 0 pts

	Yes	No
Prevent/end homelessness among Veterans	☐	☐
End chronic homelessness	☐	☐
Prevent/end homelessness for families, youth and children	☐	☐
Prevent/end homelessness for youth under 24	☐	☐

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

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

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

8. 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 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.**

9. Housing Stability: Please comment on any unique circumstances or clients’ severe service needs that affected the housing stability goal and/or affected the housing stability performance of your project: (Refer to Part 1 Q15) Response must be 250 words or less. **(0 to 5pts)**

10. Diversity and Inclusion (0 or 1 pt)

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

11. Current Trends (0-2 pts)

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

12. Continued response to infectious disease (0-2 pts)

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

13. DV Providers Only - Positive Outcomes/Safety: (0-5 pts)

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

- **Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.**
- **Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for victims of domestic violence across the CoC.**

14. Dedicated Youth Projects Only - Positive Outcomes: (0-5 pts.)

The CoC acknowledges that additional barriers occur for youth compared to adults when looking at increasing income. With that being said, how do you feel your agency contributes to increasing income for youth within this CoC program?

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

15. Feedback from Clients (0-5 pts)

How does your agency proactively receive and incorporate feedback from persons with lived experience of homelessness?

16. 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.**

17. 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).* **(0-1 pts)**

18. Recruiting Diverse Individuals: Does your agency encourage managerial and leadership employment opportunities for diverse individuals (BIPOC, LGBTQ+, historically under-represented individuals)? **(0-2 pts)**

19. Including Transgender and Gender Non-conforming clients: (0-2 pts)

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

2023 Rank & Review Interview Questions

These questions have been formed by CARES staff to focus on the 2023 HUD Policy Priorities as noted in the NOFO. Each question should be answered in 3-5 minutes, to ensure agency interviews do not run over. Check page three for interview tips.

Reviewers will first ask any clarifying questions they have about the project before asking the below interview questions of each applicant.

HUD Priority/Justification for Question	Interview Question	Scoring Criteria
Persons with Lived Experience. HUD expects CoCs to include in the local planning process people who are currently experiencing or have formerly experienced homelessness to address homelessness. People with lived experience should determine how local policies may need to be revised and updated, participate in CoC meetings and committees as stakeholders, provide input on decisions, and provide input related to the local competition process. CoCs should seek opportunities to hire people with lived experience.	1. How does your agency incorporate the voices of people with lived experience/expertise of homelessness into programmatic decisions? <i>Agencies can respond to question 1 or question 2, but not both.</i>	1-Point if they describe a meaningful process of incorporating the voices of PWLE into programs.
HUD added scoring factors based on the responses to questions that demonstrate CoCs' collaboration with victim service providers in the CoC Application, projects' plans to include survivors with lived experience in	2. If your project serves victims of domestic violence, what are your plans to include survivors with lived experience in policy and program development, and	0.5-Point - for an identified plan to include survivors with lived experience in policy and program development.

policy and program development and the inclusion of victim-centered practices in operating their projects.	how do you include victim centered practices in operating your project?	0.5-Point - for identification of how the agency includes victim centered practices in operating their project.
Improving System Performance. CoCs should be using system performance measures (e.g., average length of homeless episodes, rates of return to homelessness, rates of exit to permanent housing destinations) to determine how effectively they are serving people experiencing homelessness. HUD also assesses CoCs' on how it takes severity of needs and vulnerabilities into account when reviewing and ranking projects.	3. If you felt your project performed low on any section of Part 1 due to serving particularly vulnerable populations or households with severe needs (e.g., chronically homeless, substance use, severe mental illness, history of domestic violence, youth, criminal history) or because of other mitigating factors that you feel the reviewers should be aware of, please explain now.	1-Point-All program system performance measures are above average. Potential to recoup points if agency explains it had low performance measures due to serving particularly vulnerable populations or households with severe needs (or other mitigating factors), and how they are working to improve those outcomes.
Racial Equity. In nearly every community, Black, Indigenous, and other people of color are substantially overrepresented in the homeless population. HUD is emphasizing system and program changes to address racial equity within CoCs. (NOFO, pg. 8)	4. What training, expectations and/or best practices does your agency have in place to address the needs of Black, Indigenous, and People of Color who may utilize your program? How does your agency demonstrate racial equity in your projects?	1-Point if agency cites specific examples of how they ensure racial equity in program delivery.

When considering which projects to select in their local competition to be included in their application to HUD, CoCs should ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.	5. How does your agency ensure housing and services are private, respectful, safe, and accessible regardless of gender identity or sexual orientation?	1-Point - for noting specific examples that demonstrate the agency's commitment to safe, affirming, equitable housing and services for the LGBTQ+ population.
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Interview questions were formulated based on HUD priorities as outlined in the 2023 NOFO. Check out the HUD priorities that informed Part 3 new project interview questions here: [NOFO – 2023 | CARES of NY, Inc. \(caresny.org\)](#).

How to Have a Successful Interview:

- **Prepare responses to each interview question in advance.** Applicants will only have the time allotted for your interview to respond to each question, so preparation is key to maximize your opportunity to gain all available points.
- **Review any lower scoring from Parts 1 and 2 and come prepared to discuss.**
- **Keep responses succinct.**
- For agencies interviewing for more than one project, make sure to note when a response applies to some or all projects and when a distinction needs to be made. Each project will be scored separately.

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

1. Scoring tool used in NY-522 local competition to score new and renewal application and for all project application types.

(c) Blank New Project Application Tool

POINTS NORTH HOUSING COALITION (PNHC)

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 Points North Housing Coalition (PNHC) 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 PNHC 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
- 19a. If not, how will you implement HMIS for this project? (0- 3 pts) if agency details how HMIS implementation will be accomplished (no more than 100 words)

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

20. Priority Population

What percentage of beds are dedicated to a priority population?

- ☐ >50%Chronically Homeless (CH), Youth, Veteran, or Victims of DV = 5 pts
- ☐ ≥ 50% Criminal Justice, Single Head of Household, Seniors = 5 pts
- ☐ No priority population = 0 pts

21. 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 PNHC 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	☐	☐
Active or history of substance abuse	☐	☐
Criminal record with exceptions for state-mandated restrictions	☐	☐
History of domestic violence	☐	☐
Failure to participate in supportive services	☐	☐
Failure to make progress on a service plan	☐	☐
Loss of income or failure to improve income	☐	☐
Being a victim of domestic violence	☐	☐
Any other activity not covered in a lease agreement typically	☐	☐

22. 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

23. 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.

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

- *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.*

24. 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.*

25. 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.*

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

26. 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)

27. 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*

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

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

☐ Public/Private Healthcare Organizations

☐ PHAs, local housing organizations, or other non-CoC/ESG funding streams

☐ Local Workforce Development Sectors

29. 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

30. 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

31. 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

32. 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

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

33. 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*

34. 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*

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

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

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.
- Describe your organization's (and subrecipient(s) if applicable) experience in leveraging Federal, State, local and private sector funds.
- Describe your organization's (and subrecipient(s) if applicable) financial management structure.

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

- 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.

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	\$	

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

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			

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				

POINTS NORTH HOUSING COALITION (PNHC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

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.)

New Project Interview Questions

These questions have been formed by CARES staff to focus on the 2023 HUD Policy Priorities as noted in the NOFO. Please keep responses brief.

Reviewers will first ask any clarifying questions they have about the project before asking the interview questions below of each applicant.

HUD Priority/Justification for Question	Interview Question
Persons with Lived Experience. HUD is encouraging CoCs to include in the local planning process people who are currently experiencing or have formerly experienced homelessness to address homelessness. People with lived experience should determine how local policies may need to be revised and updated, participate in CoC meetings and committees as stakeholders, provide input on decisions, and provide input related to the local competition process. CoCs should seek opportunities to hire people with lived experience.	How does your agency incorporate the voices of people with lived experience of homelessness and/or survivors of Domestic Violence into programmatic and funding decisions? (1 pt)
Improving System Performance. CoCs should be using system performance measures (e.g., average length of homeless episodes, rates of return to homelessness, rates of exit to permanent housing destinations) to determine how effectively they are serving people experiencing homelessness.	How will this project reduce the average length of time homeless for project participants? (1 pt)
Additionally, when considering which projects to select in their local competition to be included in their application to HUD, CoCs should ensure privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.	How will your agency ensure housing and services that are private, respectful, safe, and accessible regardless of gender identity or sexual orientation? (1 pt)

HUD requires CoCs to demonstrate that there is community and client-level support of the priorities for serving individuals and families experiencing homelessness with severe service needs in the CoC's geographic area.	Is your proposed project serving a population with severe service needs? If so, please describe how your project will support those with severe service needs in maintaining permanent housing. (1pt)
Racial Equity. In nearly every community, Black, Indigenous, and other people of color are substantially overrepresented in the homeless population. HUD is emphasizing system and program changes to address racial equity within CoCs. (NOFO, pg. 8)	What training, expectations and/or best practices does your agency have in place to address the needs of Black, Indigenous, and People of Color who may utilize your program? How does your agency demonstrate racial equity in your projects? (1pt)

Interview questions were formulated based on HUD priorities as outlined in the 2023 NOFO. Check out the HUD priorities that informed Part 3 new project interview questions here: <https://caresny.org/nofo-2023/#Priorities>

How to Have a Successful Interview:

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

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

1. Scoring tool used in NY-522 local competition to score new and renewal application and for all project application types.

(d) Blank Bonus/DV Application Tool

POINTS NORTH HOUSING COALITION (PNHC)

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?
 - 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 Points North Housing Coalition (PNHC) 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 PNHC 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

POINTS NORTH HOUSING COALITION (PNHC)

DV Bonus Project RFP 2023

below. The PNHC 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	☐	☐
Active or history of substance abuse	☐	☐
Criminal record with exceptions for state-mandated restrictions	☐	☐
History of domestic violence	☐	☐
Failure to participate in supportive services	☐	☐
Failure to make progress on a service plan	☐	☐
Loss of income or failure to improve income	☐	☐
Being a victim of domestic violence	☐	☐
Any other activity not covered in a lease agreement typically	☐	☐

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

POINTS NORTH HOUSING COALITION (PNHC)

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.*

POINTS NORTH HOUSING COALITION (PNHC)

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

POINTS NORTH HOUSING COALITION (PNHC)

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*

POINTS NORTH HOUSING COALITION (PNHC)

DV Bonus Project RFP 2023

32. 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.
- Describe your organization's (and subrecipient(s) if applicable) experience in leveraging Federal, State, local and private sector funds.

POINTS NORTH HOUSING COALITION (PNHC)

DV Bonus Project RFP 2023

- Describe your organization's (and subrecipient(s) if applicable) financial management structure.
- 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.

POINTS NORTH HOUSING COALITION (PNHC)

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		

POINTS NORTH HOUSING COALITION (PNHC)

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-522 local competition to score new and renewal application and for all project application types.

(e) Blank Bonus CE/HMIS Application Tool

POINTS NORTH HOUSING COALITION (PNHC)

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- opts
14. Will the project be able to begin within 12 months? ☐ Yes ☐ No
15. Is the applicant a current member of the Points North Housing Coalition (PNHC) 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.)**

POINTS NORTH HOUSING COALITION (PNHC)
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*

POINTS NORTH HOUSING COALITION (PNHC)

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)**

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

Policy Oversight Entity: _____

Management Entity: _____

Evaluation Entity: _____

POINTS NORTH HOUSING COALITION (PNHC)

CE-HMIS RFP 2023

(Expansion and/or Bonus Projects)

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

POINTS NORTH HOUSING COALITION (PNHC)

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	\$	

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

1. Scoring tool used in NY-522 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

Points North Housing Coalition - FY23 Ranking & Tiering

Agency	Project Name	Project Component	Requested Funding Amount	Reallocated Funds	Score	Accepted or Rejected	Rank (if accepted)	
JCDSS	UFA Shelter Plus Chronic 1	PSH	\$172,540		187.75	Accepted	1	Tier 1
JCDSS	UFA Transitional	PSH	\$678,569		176.5	Accepted	2	
Mental Health Association of Jefferson Co	UFA 522: MHA Jefferson-Peer Run Housing First	RRH	\$77,727		166	Accepted	3	
Snowbelt Housing	Snowbelt UFA CoC Rapid Rehousing	RRH	\$36,371		154.75	Accepted	4	
Transitional Living Services of Northern	UFA 522: TLS - PSH Chronic Homeless	PSH	\$108,599		154.25	Accepted	5	
Transitional Living Services of Northern	UFA 522: TLS - Scattered Site Gateway Housing	TH	\$84,479		152	Accepted	6	
CARES of NY, Inc.	UFA 522: Points North HMIS	HMIS	\$26,750		N/A	Accepted	7	
JCDSS	UFA 522: JCDSS DV CE	SSO-DV	\$204,472		N/A	Accepted	8	
JCDSS	UFA: 522 - Transitional SPC DV	RRH	\$123,424		N/A	Accepted	9	
Transitional Living Services of Northern	UFA 522: TLS - RRH	RRH	\$106,548		143	Accepted	10a	Tier 2
Transitional Living Services of Northern	UFA 522: TLS - RRH	RRH	\$121,896		143	Accepted	10b	
JCDSS	Dean Building Apartments	TH/RRH	\$121,896		116.5/128 = 91%	Accepted	11	
JCDSS	SPC DV	RRH	\$168,784		120/140 = 86%	Accepted	12DE	DV

Not Ranked:

CARES of NY, Inc.	Planning Grant 2023		\$87,069			Accepted		Planning
CARES of NY, Inc.	UFA Grant 2023		\$52,241			Accepted		UFA

Annual Renewal Demand	\$	1,741,375.00
Tier 1	\$	1,619,479.00
Tier 2	\$	121,896.00
CoC Bonus	\$	121,896.00
DV Bonus	\$	170,192.00
Planning Grant	\$	87,069.00
UFA Grant	\$	52,241.00

Expansion Grants

Applicant Name	Renewal Project Name	Expansion Project Name
JCDSS	SPC DV	

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-522 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-522 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									
5a-b. Utilization Rate	15	Utilization Rate							
6a-b. Data Quality and Completeness	5	Data Quality & Completeness							
7. Impact on Chronic Homelessness	15	Impact on CH	Impact on CH						
8. Positive Outcomes	15	Positive Outcomes	Positive Outcomes						
9. Exits to Homelessness	15	Exits to Homelessness	Exits to Homelessness						
10. Income Growth- System Impact	15	Effect on Income Growth	Effect on Income Growth						
11a-d. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth						
12. Total Awarded Funds	10	Funds Returned							
13. LOCCS Drawdowns	5	Eloccs							
14. Priority Population	10	Population Served			Percentage of households served that were an identified priority population- CH, Youth, Vets DV				
15. Housing First	5	Housing First							
16a. Anti-Discrimination	6	Anti-discrimination					Addressing Racial Barriers- Agency written		
16b. Diversity on Leadership	2	Diversity on Leadership					Addressing Racial Barriers- Diversity in		
17. Monitoring	4	Monitoring							
18. Number of Homeless Persons	5	Number of Homeless Persons							
20. CoC Participation	5	CoC Participation and Monitoring							
19. Coordinated Entry	10	Coordinated Entry Participation							
Renewal Part 2									
6. CoC Goals	5				Specific Method for Evaluating Projects Submitted by				
9. Housing Stability	5				Question for projects to address client service needs t		Addressing Racial Barriers- Barriers to		
10. DEI Training for Staff	1						Addressing Racial Barriers- Diversity in		
13. DV	5				Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns				
14. Dedicated Youth	5				Specific Method for Evaluating Projects Submitted by Youth Service Providers: Positive Outcomes based on Increase of Income and Housing Stability				
15. Feedback from Clients	5						Ensures that feedback from those being served is heard and incorporated into program/policy updates		
18. Recruiting Diverse Individuals	2						Addressing Racial Barriers- Diversity in leadership		
19. Including Transgender and Gender Non-Conforming Clients	2				Question to evaluate equitable housing practices for LGBTQ+ population				
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				Specific Method for Evaluating Projects Submitted by Projects Serving the Hardest to Serve		Addressing Racial Barriers- Specific Strategies to address barriers related to race		
Total Points	222	158	76		36		22		
Percentage of Points	222	Total Objective Criteria	71%	Total System Performance	34%	Total Hard to Serv Eval Questions	16%	Total Racial Barriers Questions	10%

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

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

New Bonus Tool					
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		Question for projects to demonstrate serving hardest	Addressing Racial Barriers- Implementing
22. Lived Experience on Leadership	1				Addressing Racial Barriers- Diversity in
25. Priority Populations	5	Population Served		Question for projects to demonstrate serving hardest	
26. Length of Time (LOT) Homeless	2			Question demonstrating how the project will serve	
27-30. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing			
32. Diverse Decision-Makers	4				Addressing Racial Barriers- Racially Diverse
33. Partnering w/ LGBTQ+ Orgs	4			Question to evaluate equitable housing practices for	
34. Support Services for Unsheltered Persons	2			Question allowing projects to demonstrate	
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				Strategies to address barriers related to race
Total Points	128	87		41	
	128	Total Objective Criteria - 60%	68%	Total Hard to Serv Eval Questions	32%
				Total Racial Barriers Questions	26%

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

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

DV Bonus Tool									
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 H
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							
32. Diverse Decision-Makers	4								Addressing Racial Barriers- Racially Diverse
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	
	145	Total Objective Criteria	62%			Total Hard to Serv Eval Questions	21%	Total Racial Barriers Questions	21%

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

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

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

1. Scoring tool used in NY-522 local competition to score new and renewal application and for all project application types.

(h) System Performance Data Attachment

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

Project Type	Project Name	CH Served	Percent of System Impact
PSH	JCDSS - UFA Shelter Plus Chronic 1	5	45%
PSH	JCDSS - UFA Transitional	5	45%
PSH	TLS PSH - UFA Chronic Homeless 1	1	9%
3		11	100%

Project Type	Project Name	CH Served	Percent of System Impact
RRH	Snowbelt - UFA CoC Rapid Rehousing	0	0%
RRH	TLS - UFA Rapid Rehousing	0	0%
2		0	0%

Project Type	Project Name	CH Served	Percent of System Impact
TH	MHJC - UFA Peer Run Housing First Initiative	2	100%
TH	TLS - UFA Scattered Site Gateway Housing	0	0%
2		2	100%

Rank and Review NY-522
Q4: Attachment 2
Positive Outcomes

Project Type	Project Name	Positive Outcomes	Percent of System Impact
PSH	JCDSS - UFA Shelter Plus Chronic 1	13	8%
PSH	JCDSS - UFA Transitional	145	86%
PSH	TLS PSH - UFA Chronic Homeless 1	10	6%
3		168	100%

Project Type	Project Name	Positive Outcomes	Percent of System Impact
RRH	Snowbelt - UFA CoC Rapid Rehousing	16	52%
RRH	TLS - UFA Rapid Rehousing	15	48%
2		31	100%

Project Type	Project Name	Positive Outcomes	Percent of System Impact
TH	MHJC - UFA Peer Run Housing First Initiative	2	67%
TH	TLS - UFA Scattered Site Gateway Housing	1	33%
2		3	100%

Rank and Review NY-522
Q5: Attachment 3
Returns to Homelessness

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
PSH	JCDSS - UFA Shelter Plus Chronic 1	2	0	0%
PSH	JCDSS - UFA Transitional	32	0	0%
PSH	TLS PSH - UFA Chronic Homeless 1	1	0	0%
3		35	0	0%

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
RRH	Snowbelt - UFA CoC Rapid Rehousing	21	0	0%
RRH	TLS - UFA Rapid Rehousing	19	1	100%
2		40	1	100%

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
TH	MHJC - UFA Peer Run Housing First Initiative	6	0	0%
TH	TLS - UFA Scattered Site Gateway Housing	2	0	0%
2		8	0	0%

Rank and Review NY-522
Q6: Attachment 4
Total Income Growth

Project Type	Project Name	Adults with Income Growth	Percent of System Impact
PSH	JCDSS - UFA Shelter Plus Chronic 1	4	57%
PSH	JCDSS - UFA Transitional	0	0%
PSH	TLS PSH - UFA Chronic Homeless 1	3	43%
3		7	100%

Project Type	Project Name	Adults with Income Growth	Percent of System Impact
RRH	Snowbelt - UFA CoC Rapid Rehousing	2	18%
RRH	TLS - UFA Rapid Rehousing	9	82%
2		11	100%

Project Type	Project Name	Adults with Income Growth	Percent of System Impact
TH	MHJC - UFA Peer Run Housing First Initiative	0	0%
TH	TLS - UFA Scattered Site Gateway Housing	2	100%
2		2	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-522's local competition. It contains the following:

1. NY-522's Objective Criteria and System Performance Criteria Chart with Point Values
2. Renewal Project Score Card
 - a. Jefferson County Department of Social Services – JCDSS UFA Shelter Plus Chronic
1 (*scored on the most commonly used application*)
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-522's Objective Criteria and System Performance Criteria Chart with Point Values

NY-522 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									
5a-b. Utilization Rate	15	Utilization Rate							
6a-b. Data Quality and Completeness	5	Data Quality & Completeness							
7. Impact on Chronic Homelessness	15	Impact on CH	Impact on CH						
8. Positive Outcomes	15	Positive Outcomes	Positive Outcomes						
9. Exits to Homelessness	15	Exits to Homelessness	Exits to Homelessness						
10. Income Growth- System Impact	15	Effect on Income Growth	Effect on Income Growth						
11a-d. Income Growth- Project Performance	16	Effect on Income Growth	Effect on Income Growth						
12. Total Awarded Funds	10	Funds Returned							
13. LOCCS Drawdowns	5	Eloccs							
14. Priority Population	10	Population Served		Percentage of households served that were an identified priority population- CH, Youth, Vets DV					
15. Housing First	5	Housing First							
16a. Anti-Discrimination	6	Anti-discrimination			Addressing Racial Barriers- Agency written				
16b. Diversity on Leadership	2	Diversity on Leadership			Addressing Racial Barriers- Diversity in				
17. Monitoring	4	Monitoring							
18. Number of Homeless Persons	5	Number of Homeless Persons							
20. CoC Participation	5	CoC Participation and Monitoring							
19. Coordinated Entry	10	Coordinated Entry Participation							
Renewal Part 2									
6. CoC Goals	5			Specific Method for Evaluating Projects Submitted by					
9. Housing Stability	5			Question for projects to address client service needs t	Addressing Racial Barriers- Barriers to				
10. DEI Training for Staff	1				Addressing Racial Barriers- Diversity in				
13. DV	5			Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns					
14. Dedicated Youth	5			Specific Method for Evaluating Projects Submitted by Youth Service Providers: Positive Outcomes based on Increase of Income and Housing Stability					
15. Feedback from Clients	5				Ensures that feedback from those being served is heard and incorporated into program/policy updates				
18. Recruiting Diverse Individuals	2				Addressing Racial Barriers- Diversity in leadership				
19. Including Transgender and Gender Non-Conforming Clients	2			Question to evaluate equitable housing practices for LGBTQ+ population					
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			Specific Method for Evaluating Projects Submitted by Projects Serving the Hardest to Serve	Addressing Racial Barriers- Specific Strategies to address barriers related to race				
Total Points	222	158	76	36	22				
Percentage of Points	222	Total Objective Criteria	71%	Total System Performance	34%				
				Total Hard to Serv Eval Questions	16%				
				Total Racial Barriers Questions	10%				

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

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

New Bonus Tool							
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		Question for projects to demonstrate serving hardest	Addressing Racial Barriers- Implementing		
22. Lived Experience on Leadership	1				Addressing Racial Barriers- Diversity in		
25. Priority Populations	5	Population Served		Question for projects to demonstrate serving hardest			
26. Length of Time (LOT) Homeless	2			Question demonstrating how the project will serve			
27-30. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing					
32. Diverse Decision-Makers	4				Addressing Racial Barriers- Racially Diverse		
33. Partnering w/ LGBTQ+ Orgs	4			Question to evaluate equitable housing practices for			
34. Support Services for Unsheltered Persons	2			Question allowing projects to demonstrate			
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				Strategies to address barriers related to race		
Total Points	128	87		41		33	
128	Total Objective Criteria - 60%	68%		Total Hard to Serv Eval Questions	32%	Total Racial Barriers Questions	26%

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

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

DV Bonus Tool									
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 H	
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							
32. Diverse Decision-Makers	4							Addressing Racial Barriers- Racially Diverse	
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		
	145	Total Objective Criteria	62%			Total Hard to Serv Eval Questions	21%	Total Racial Barriers Questions	21%

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

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

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

2. Renewal Project Score Card

a. **Jefferson County Department of Social Services – JCDSS UFA Shelter Plus
Chronic 1**

Agency Name:		Jefferson County Department of Social Services			Final Score: 187.75	
Project Name:		JCDSS UFA Shelter Plus Chronic 1				
	Question Number		Reviewer	Total Possible Points	Points Awarded	
Part I: Data Related/Objective Questions						Reviewer
	5a	Utilization Rate	CARES	10	10	
	5b	Exceed 100% in Persons & Households	CARES	5	5	
	6a	Data Quality	CARES	2.5	2.5	
	6b	Timeliness of Data Entry	CARES	2.5	0	
	7	Impact on Chronic Homelessness	Attach 1	15	15	
	8	System Performance Outcomes	Attach 2	15	3.75	
	9	Exits to Homelessness	Attach 3	15	15	
	10	Income Growth	Attach 4	15	15	
	11a	Stayers Earned Income	CARES	5	0	
	11b	Stayers Other Income	CARES	3	2	
	11c	Leavers Earned Income	CARES	5	4	
	11d	Leavers Other Income	CARES	3	2	
	12	Total Awarded Funds	CARES	10	10	
	13	LOCCS Drawdown	CARES	5	5	
	14	Priority Population	CARES	10	10	
	15	Housing First	CARES	5	5	
	16a	Anti-Discrimination	CARES	6	6	
	16b	Diversity on Leadership	CARES	2	0	
	17	Monitoring	CARES	4	2	
	18	Number of Homeless Persons	CARES	5	5	
	19	Coordinated Entry Referrals	CARES	4	4	
	19a	Coordinated Entry Meetings	CARES	2	2	
	19b	Coordinated Entry Trainings	CARES	2	2	
	19c	Coordinated Entry MOU	CARES	2	2	
	20	CoC Participation	CARES	5	5	
		Total		158	132.25	
Part II: Project & System Performance Narratives						Reviewer
	3	Utilization	Reviewers	10	5	
	4	CE	Reviewers	5	2.5	
	5	Leveraging & Coordination of Serv.	Reviewers	5	5	
	6	CoC Goals	Reviewers	5	5	
	7	System Performance - Housing Stability	Reviewers	5	5	
	8	System Performance - Income	Reviewers	5	4.5	
	9	Housing Stability	Reviewers	5	5	
	10	Diversity & Inclusion	Reviewers	1	0.5	
	11	Current Trends	Reviewers	2	2	
	12	Cont'd Response to Infection Diseases	Reviewers	2	2	
	13	DV ONLY - Pos. Outcomes/Safety	Reviewers	5	0	
	14	YOUTH ONLY - Positive Outcomes	Reviewers	5	0	
	15	Feedback from Clients	Reviewers	5	4	
	16	Operationalization of Housing First	Reviewers	5	5	
	17	Length of Participation	Reviewers	1	3	
	18	Recruiting Diverse Individuals	Reviewers	2	2	
	19	Including Transgender & NGC	Reviewers	2	2	
		Total		70	52.5	
Project Interview Questions						Comment
	1.	Homelessness Lived Expertise in Programmatic D	Reviewers	1	0.5	
	2.	DV Lived Expertise in Programmatic Decisions	Reviewers	1	0	
	3.	Low Scoring on Part 1 Due To Service Vulnerable	Reviewers	1	1	
	4.	Training/Best Practices and Equity for BIPOC	Reviewers	1	0.75	
	5.	Gender Identity and Sexual Orientation Safe Affir	Reviewers	1	0.75	
		Total		5	3	

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

POINTS NORTH HOUSING COALITION
RANK AND REVIEW APPLICATION 2023
PART 1: DATA-RELATED /OBJECTIVE QUESTIONS
DEADLINE TO SUBMIT:

1.Organization Name: _____

2.Project Name: _____

3.Application Contact Person: _____

4.Project Type: PSH RRH TH

5. **Utilization:** Using the project's FY201 Program Application and Federal Fiscal Year 2022 (FY22)* APR, complete the chart below to calculate utilization rate (round to the closest whole number). 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** _____%

- 5a. 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**

- 5b. 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**

6. Data Quality & Completeness: Based on your Federal FY20 APR Q6:
Any Yes - 0 pts All No - 5 pts

6a. 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
No

6b. *Timeliness of Data Entry: Based on FY22 APR Q6E:* Do you have any number of *project start records at 11+ days* Yes No

7. Impact on Chronic Homeless: (15 pts. Possible)
Permanent Supportive Housing Programs ONLY

≥ 50% = 15 pts; 1-49% = 8 pts; 0% = 0 pts

Permanent Supportive Housing Programs ONLY

During Federal FY22, the CoC's **PSH projects** served **10** chronically homeless individuals. To show the impact of this project towards goal of ending chronic homelessness, refer to ***Attachment 1*** to note the following:

7a. The total number of chronically homeless persons this project served in Federal FY22: _____ **(0 pts)**

7b. Of the total CH served by the CoC, note the % this project served in FY22: ____%

Rapid Rehousing Housing Programs ONLY

During Federal FY22, all federally funded **RRH projects** served **6** chronically homeless individuals. To show the impact of this project towards goal of ending chronic homelessness, refer to ***Attachment 1*** to note the following:

7c. The total number of chronically homeless persons this project served in Federal FY22: _____ **(0 pts)**

7d. Of the total CH served by the CoC, note the % this project served in FY22: ____

Transitional Housing Programs ONLY: During Federal FY22, the CoC **TH projects** served a total of **1** chronically homeless individuals. Please refer to ***Attachment 1*** to note the following:

7e. The total number of chronically homeless persons this project served in FY22: _____ **(0 pts)**

7f. Of the total CH served by the CoC, note the % this project served in FY22: _____

8. SYSTEM PERFORMANCE OUTCOMES: (15 pts. Possible)

≥20% = 15 pts; 11-19% = 8 pts; 5-10% = 5 pts; 1-4% = 3 pts; 0% = 0

8a. Permanent Supportive Housing Projects: During FY22, there were **151** 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:** _____%

8b. Rapid Rehousing Projects: During FY22, there were **29** 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:** _____%

8c. Transitional Housing Projects: During FY22, there were **12** persons with positive outcomes noted across all CoC **TH** programs. *An outcome is positive for TH if client exited to a PH destination.* To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2:** _____

9. Exits to Homelessness: (15 pts. Possible)

Total points=% system impact*total available pts.

To show the impact of this project ending homelessness, refer to **Attachment 3** showing all project leavers and note the percentage who exited this project to a shelter or the street.
_____ %

10. Income Growth: System Impact. (15 pts. Possible)

≥ 11% = 15 pts; 5-10% = 5 pts; 1-4% = 3 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: _____%

11. Income Growth – Project Performance

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

11a. What percentage of **stayers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a1. Row 1) Number of Adults with Earned Income - Column 9)** Performance Measure: Percent of Persons to accomplish this measure: _____%

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

11b. What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3**) Number of Adults with Other Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: _____%

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

11c. 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: _____%

115-100% = 5 pts; 50-74% = 4 pts; 25-49% = 3 pts; 15-24% = 2 pts; 1-14% = 1 pts; 0% = 0

11d. What percentage of **leavers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3**) Number of Adults with Other Income - **Column 9**) Performance Measure: Percent of Persons to accomplish this measure: _____%

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

12. Total Awarded Funds (10 possible points)

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**
0%=10 pts; 1-50% = 5 pts; 51-100% = 2 pts (to be filled in by CARES)

13. 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**

14. Priority Population

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

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

15. Housing First (0-5 pts)

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

Any Yes - 0 All No - 5 pts

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

16a. 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 pts** ☐ **No 0 pts**

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

16b. Does your agency have diverse individuals (BIPOC, LGBTQ+, historically underrepresented individuals) in managerial and leadership positions? ☐ **Yes 2 pts** ☐ **No 0 pts**

17. 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**

18. 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**

19. Coordinated Entry: (up to 10 pts)

[Note: This question will be weighted for Grant Per Diem (GPD) Projects. Also, CoC CE Lead will verify all responses.]

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**

19a. Do you regularly attend the SPOA/CE meetings? ☐ **Yes 2 pts** ☐ **No 0 pts**

19b. 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**

19c. Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?
☐ **Yes 2 pts** ☐ **No 0 pts**

20. 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 PNHC?
☐ **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*).

☐ **Board**

☐ **Membership**

☐ **Operations**

☐ **Systems**

☐ **Coordinated Entry**

☐ **Governance**

POINTS NORTH HOUSING COALITION

RANK AND REVIEW APPLICATION 2023

PART 2: PROJECT/SYSTEM PERFORMANCE NARRATIVES

PROJECT INFORMATION

1. FY22 Proposed Total Funding Request: \$ _____
- | | |
|---------------------|----------|
| Leasing | \$ _____ |
| Rental Assistance | \$ _____ |
| Supportive Services | \$ _____ |
| Operations | \$ _____ |
| Admin | \$ _____ |
2. 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).

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

- Target Population
- # 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

3. Utilization: (0 to 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.

Please explain why your project did not achieve 100% utilization (In response to question 5b on Part 1 Data Tool) for the number of projected /contracted households and/or persons served during Federal Fiscal Year 2021 (10.1.21-9.30.22)

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

Referring to Part 1 Tool Q19

If your project is dedicated to victims of domestic violence (or if you otherwise answered “No” to Q4a) please explain barriers to direct participation in CE and how you engage with partners involved (250 words or less).

5. Leveraging and Coordination of Services: (0 to 5 pts)

Please provide specific examples of how your project coordinates services with other CoC, HUD/VA, and STEHP funded projects. Please refer to specific programs (250 words or less).

- **Up to 2.5 pts awarded if the narrative clearly states the names of other funded projects specifically.**
- **Up to 2.5 pts awarded if the narrative clearly state(s) examples of how the project coordinates services with the noted funded projects.**

6. Does the project work toward meeting any of the CoC goals noted below:

Any Yes - 5 pts All No - 0 pts

	Yes	No
Prevent/end homelessness among Veterans	☐	☐
End chronic homelessness	☐	☐
Prevent/end homelessness for families, youth and children	☐	☐
Prevent/end homelessness for youth under 24	☐	☐

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

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

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

8. 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 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.**

9. Housing Stability: Please comment on any unique circumstances or clients’ severe service needs that affected the housing stability goal and/or affected the housing stability performance of your project: (Refer to Part 1 Q15) Response must be 250 words or less. **(0 to 5pts)**

10. Diversity and Inclusion (0 or 1 pt)

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

11. Current Trends (0-2 pts)

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

12. Continued response to infectious disease (0-2 pts)

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

13. DV Providers Only - Positive Outcomes/Safety: (0-5 pts)

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

- **Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.**
- **Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for victims of domestic violence across the CoC.**

14. Dedicated Youth Projects Only - Positive Outcomes: (0-5 pts.)

The CoC acknowledges that additional barriers occur for youth compared to adults when looking at increasing income. With that being said, how do you feel your agency contributes to increasing income for youth within this CoC program?

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

15. Feedback from Clients (0-5 pts)

How does your agency proactively receive and incorporate feedback from persons with lived experience of homelessness?

16. 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.**

17. 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).* **(0-1 pts)**

18. Recruiting Diverse Individuals: Does your agency encourage managerial and leadership employment opportunities for diverse individuals (BIPOC, LGBTQ+, historically under-represented individuals)? **(0-2 pts)**

19. Including Transgender and Gender Non-conforming clients: (0-2 pts)

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

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

This attachment details the 15 Day Notification of Projects Rejected or Reduced for NY-522. 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-522 Rejected Projects
2. August 25, 2023 website screenshots showing posted Ranking & Tiering for NY-522 Rejected Projects
3. No Project Applications Rejected/Reduced for NY-522
 - 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-522 Rejected Projects

From: CARES Planning Team
To: aashlaw1967@gmail.com; aileenm@nrcil.net; Aimee Whelpley - Jeff Co DSS (aimee.whelpley2@dfa.state.ny.us); Altieri, Tara (DFA); Anne Kalamas; Ashley Clifford; Ashley Wilson; Bennett, Dianna L.; Brandon Titus; Brandy Kirch; BTowles@acrhealth.org; Cher Van Brocklin; Christine St. Andrew; clashbrooks@lccopps.org; coneil@shsny.com; ctoms@milcinc.org; Dawn Cole - United Way; Diane Zikowitz; dnesci3@mail.naz.edu; Donna Hlad; Ed Thomas; Emily Marquart; Erica Bezio; Felicia Dumas; fparker@NoCoFamilyHealth.org; igalan@wesoldieron.org; Jason.davis2@va.gov; jaylyn@snowbelt.org; JCDSS Clerical; Jessica.horning@va.gov; jillp@vacjc.com; Jim Marrow; johnw@credocc.com; JVoss@watertown-ny.gov; k.pound79@gmail.com; Kimberley Lipczynski; krichmond@nnychildrenshome.com; Kristin Post (Dyce.Manager@dfa.state.ny.us); Laura O'Brien; Maureen Corbett (Maureen.corbett@va.gov); mbourcy@co.jefferson.ny.us; mcean@tlsnny.com; mgault@capcjc.org; MHobart@wesoldieron.org; Michelle@neighborsofwatertown.com; Mike Robare; mindepli@twcny.rr.com; mimathewson@capcjc.org; MLively@boces.com; mlumbis@watertown-ny.gov; mtaylor@danc.org; mwaterhouse@tlsnny.com; PJ Herne (pherne@lasnny.org); pracette@lasnny.org; rhernandez2@twcny.rr.com; rross@stjoestreatment.org; Samuel Wilson (swilson@co.jefferson.ny.us); saranadakeyouth@gmail.com; Seth Buchman; Shari Fawcett; Sherry Wilson; smathys@lccopps.org; stacy.mcneil@use.salvationarmy.org; stationwbvs@rocketmail.com; Steve Knight; steven.waldner@va.gov; Susan E. Gagnon (sgagnon@lasnny.org); Sydney Rainey; tbush@stepbystepinc.org; Teresa.Gaffney@dfa.state.ny.us; Tim Fayette; Tracy Leonard (Tracyl@credocc.com); truetten@co.jefferson.ny.us; Victoria Esposito (vesposito@lasnny.org); wbrown@wesoldieron.org; William Robson; williamo@nrcil.net
Cc: Genesis Matvey; Kelsey Addy; Michelle Sandoz-Dennis
Subject: NY-522/PNHC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:06:00 PM
Attachments: image002.png

Good Afternoon NY-522 PNHC,

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_522](https://caresny.org/nofo-2023/#NY_522). 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-522
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

Points North Housing Coalition (PNHC)

CoC Project Applications

PNHC 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-522 Points North	\$1,741,375	\$1,619,479	\$121,896	\$121,896	\$170,192	\$87,069	\$52,241

CoC Application Public Posting

2023 CoC Consolidated Application

Public Posting Date: 08.25.2023

DRAFT: PNHC CoC Consolidated Application – Narrative

DRAFT: PNHC 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: PNHC Project Ranking and Tiering

caresny.org/wp-content/uploads/2023/08/NY-522-Ranking-and-Tiering-2023-FINAL.pdf View Public Posting Archives

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

3. No Project Applications Rejected/Reduced for NY-522
 - a. Sample Notification of Project Reduction

Dear Sample,

As the Collaborative Applicant for the NY-522 CoC, CARES would like to congratulate Sample Agency Name on having the below project accepted with a reduction within NY-522's FY23 Continuum of Care local competition. Below is a detailed list of projects that have been reduced for this application:

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

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

Please note, this means your projects will be included within the NY-522 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-522
 - b. Sample Notification of Project Rejection

Dear Sample,

On behalf of the Points North Housing Coalition, we would like to thank Sample Agency for its application, Sample Application Name, for bonus funding through NY-522'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-522. It contains the following:

1. August 25, 2023 email notification of Ranking & Tiering for NY-522 Accepted Projects publicly posted on website
2. August 25, 2023 website screenshot showing posted Ranking & Tiering for NY-522 Accepted Projects
3. September 1, 2023 email notification of Projects Accepted:
 - a. CARES of NY, Inc.**
 - i. Ranked 7/12, HMIS, Score N/A, \$26,750
 - b. Jefferson County DSS**
 - i. Ranked 2/12, Transitional, Scored 176.5/222, \$678,569
 - ii. Ranked 1/12, UFA Shelter Plus Chronic 1, Scored 187.75/222, \$172,540
 - iii. Ranked 8/12, JCDSS DV CE, Scored N/A, \$204,472
 - iv. Ranked 9/12, Transitional SPC DV, Scored N/A, \$123,424
 - v. Ranked 11/12, Dean Building Apartments, Scored 116.5/128, \$121,896
 - vi. Ranked 12DE/12, SPC DV – Expansion, Scored 120/140, \$170,192
 - c. Transitional Living Services of Northern New York**
 - i. Ranked 5/12, TLS – PSH Chronic Homeless, Scored 154.25, \$108,599
 - ii. Ranked 6/12, TLS – Scattered Site Gateway Housing, Scored 152, \$84,479
 - iii. Ranked 10a and 10b/12, TLS RRH, Score 143, \$228,444
 - d. Snow Belt Housing**
 - i. Ranked 4/12, CoC Rapid Rehousing, Scored 154.75/222, \$36,371
 - e. Mental Health Association in Jefferson County**
 - i. Ranked 3/12, MHA Jefferson-Peer Run Housing First, Scored 166/222, \$77,727

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

1. August 25, 2023 email notification of Ranking & Tiering for NY-522 Accepted Projects publicly posted on website

From: CARES Planning Team
To: aashlaw1967@gmail.com; aileenm@nrcil.net; Aimee Whelpley - Jeff Co DSS (aimee.whelpley2@dfa.state.ny.us); Altieri, Tara (DFA); Anne Kalamas; Ashley Clifford; Ashley Wilson; Bennett, Dianna L.; Brandon Titus; Brandy Kirch; BTowles@acrhealth.org; Cher Van Brocklin; Christine St. Andrew; clashbrooks@lccopps.org; coneil@shsny.com; ctoms@milcinc.org; Dawn Cole - United Way; Diane Zikowitz; dnes33@mail.naz.edu; Donna Hlad; Ed Thomas; Emily Marquart; Erica Bezio; Felicia Dumas; fparker@NoCoFamilyHealth.org; igalan@wesoldieron.org; Jason.davis2@va.gov; jaylyn@snowbelt.org; JCDSS Clerical; Jessica.horning@va.gov; jillp@vacjc.com; Jim Marrow; johnw@credocc.com; JVoss@watertown-ny.gov; k.pound79@gmail.com; Kimberley Lipczynski; krichmond@nnychildrenshome.com; Kristin Post (Dyce.Manager@dfa.state.ny.us); Laura O'Brien; Maureen Corbett (Maureen.corbett@va.gov); mbourcy@co.jefferson.ny.us; mcean@tlsnny.com; mgault@capcjc.org; MHobart@wesoldieron.org; Michelle@neighborsofwatertown.com; Mike Robare; mindepli@twcny.rr.com; mimathewson@capcjc.org; MLively@boces.com; mlumbis@watertown-ny.gov; mtaylor@danc.org; mwaterhouse@tlsnny.com; PJ Herne (pherne@lasnny.org); pracette@lasnny.org; rhernandez2@twcny.rr.com; rross@stjoestreatment.org; Samuel Wilson (swilson@co.jefferson.ny.us); saranadakeyouth@gmail.com; Seth Buchman; Shari Fawcett; Sherry Wilson; smathys@lccopps.org; stacy.mcneil@use.salvationarmy.org; stationwbvs@rocketmail.com; Steve Knight; steven.waldner@va.gov; Susan E. Gagnon (sgagnon@lasnny.org); Sydney Rainey; tbush@stepbystepinc.org; Teresa.Gaffney@dfa.state.ny.us; Tim Fayette; Tracy Leonard (Tracyl@credocc.com); truetten@co.jefferson.ny.us; Victoria Esposito (vesposito@lasnny.org); wbrown@wesoldieron.org; William Robson; williamo@nrcil.net
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Subject: NY-522/PNHC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:06:00 PM
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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.

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Thank you,

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<http://www.caresny.org>



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

2. August 25, 2023 website screenshots showing posted Ranking & Tiering for NY-522 Accepted Projects

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

NY 608 UCCoC

PNHC Home Page

CoC	ARD	Tier 1	Tier 2* <i>less bonus & DV bonus (7% ARD)</i>	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-522 Points North	\$1,741,375	\$1,619,479	\$121,896	\$121,896	\$170,192	\$87,069	\$52,241

FINAL: PNHC Project Ranking and Tiering

[View Public Posting Archives](#)

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

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

c. CARES of NY, Inc.

i. Ranked 7/12, HMIS, Score N/A, \$26,750

From: [Genesis Matthey](#)
To: [Michelle Sandoz-Dennis](#); [Denise Brodt](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 2:14:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-522 CoC, CARES would like to congratulate CARES of NY, Inc. on having your projects accepted within NY 522'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 522: Points North HMIS, Ranked # 7/12, Score N/A, \$26,750

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 522 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. Jefferson County DSS

- i. Ranked 2/12, Transitional, Scored 176.5/222, \$678,569
- ii. Ranked 1/12, UFA Shelter Plus Chronic 1, Scored 187.75/222, \$172,540
- iii. Ranked 8/12, JCDSS DV CE, Scored N/A, \$204,472
- iv. Ranked 9/12, Transitional SPC DV, Scored N/A, \$123,424
- v. Ranked 11/12, Dean Building Apartments, Scored 116.5/128, \$121,896
- vi. Ranked 12DE/12, SPC DV – Expansion, Scored 120/140, \$170,192

From: [Genesis Matthey](#)
To: [Anne Kalamas](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 2:14:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-522 CoC, CARES would like to congratulate Jefferson County Department of Social Services (JCDSS) on having your projects accepted within NY 522's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- JCDSS, UFA Shelter Plus Chronic 1, Ranked #1/12, Scored 187.75/222, \$172,540
- JCDSS, UFA Transitional, Ranked #2/12, Scored 176.5/222, \$678,569
- JCDSS, UFA: 522 JCDSS DV CE, Ranked #8/12, Scored N/A, \$204,472
- JCDSS, UFA:522 - Transitional SPC DV, Ranked #9/12, Scored N/A, \$123,424
- JCDSS, Dean Building Apartments, Ranked #11/12, Scored 116.5/128, \$121,896
- JCDSS, SPC DV - Expansion, Ranked #12DE/12, Scored 120/140, \$170,192

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 522 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

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

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

c. Transitional Living Services of Northern New York

- i. Ranked 5/12, TLS – PSH Chronic Homeless, Scored 154.25, \$108,599
- ii. Ranked 6/12, TLS – Scattered Site Gateway Housing, Scored 152,
\$84,479
- iii. Ranked 10a and 10b/12, TLS RRH, Score 143, \$228,444

From: [Genesis Matthey](#)
To: [Mark Waterhouse](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 2:14:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-522 CoC, CARES would like to congratulate Transitional Living Services of Northern NY on having your projects accepted within NY 522's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Transitional Living Services of Northern NY, UFA 522: TLS – PSH Chronic Homeless, Ranked #5/12, Scored 154.25, \$108,599
- Transitional Living Services of Northern NY, UFA 522: TLS – Scattered Site Gateway Housing, Ranked #6/12, Scored 152, \$84,479
- Transitional Living Services of Northern NY, UFA 522: TLS RRH, Ranked #10a and 10b/12, Score 143, \$228,444

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 522 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. Snow Belt Housing

i. Ranked 4/12, CoC Rapid Rehousing, Scored 154.75/222, \$36,371

From: [Genesis Matthey](#)
To: jaylyn@snowbelt.org
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 2:14:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-522 CoC, CARES would like to congratulate Snowbelt Housing, Inc. on having your projects accepted within NY 522's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Snowbelt Housing, Inc., Snowbelt UFA CoC Rapid Rehousing, Ranked #4/12, Scored 154.75/222, \$36,371

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 522 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. Mental Health Association in Jefferson County

ii. Ranked 3/12, MHA Jefferson-Peer Run Housing First, Scored 166/222,
\$77,727

From: [Genesis Matthey](#)
To: [Ashley Wilson](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 2:14:00 PM
Attachments: [image001.png](#)

Good Afternoon,

As the Collaborative Applicant and Unified Funding Agency for the NY-522 CoC, CARES would like to congratulate Mental Health Association of Jefferson County, Inc. on having your **projects accepted** within NY 522's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- **Mental Health Association of Jefferson County, Inc., UFA 522: MHA Jefferson-Peer Run Housing First, Ranked #3/12, Scored 166/222, \$77,727**

You can see the full CoC Project Ranking & Tiering [here](#). Please note, this means your projects will be included within the NY- 522 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.

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-522 during its local competition. It contains the following:

1. Ranking and Tiering for NY-522 Projects, displaying: project names, project scores, project accepted or rejected status, project rank, requested funding amounts, and reallocated funds.

Points North Housing Coalition - FY23 Ranking & Tiering

Agency	Project Name	Project Component	Requested Funding Amount	Reallocated Funds	Score	Accepted or Rejected	Rank (if accepted)	
JCDSS	UFA Shelter Plus Chronic 1	PSH	\$172,540		187.75	Accepted	1	Tier 1
JCDSS	UFA Transitional	PSH	\$678,569		176.5	Accepted	2	
Mental Health Association of Jefferson Co	UFA 522: MHA Jefferson-Peer Run Housing First	RRH	\$77,727		166	Accepted	3	
Snowbelt Housing	Snowbelt UFA CoC Rapid Rehousing	RRH	\$36,371		154.75	Accepted	4	
Transitional Living Services of Northern	UFA 522: TLS - PSH Chronic Homeless	PSH	\$108,599		154.25	Accepted	5	
Transitional Living Services of Northern	UFA 522: TLS - Scattered Site Gateway Housing	TH	\$84,479		152	Accepted	6	
CARES of NY, Inc.	UFA 522: Points North HMIS	HMIS	\$26,750		N/A	Accepted	7	
JCDSS	UFA 522: JCDSS DV CE	SSO-DV	\$204,472		N/A	Accepted	8	
JCDSS	UFA: 522 - Transitional SPC DV	RRH	\$123,424		N/A	Accepted	9	
Transitional Living Services of Northern	UFA 522: TLS - RRH	RRH	\$106,548		143	Accepted	10a	
Transitional Living Services of Northern	UFA 522: TLS - RRH	RRH	\$121,896		143	Accepted	10b	Tier 2
JCDSS	Dean Building Apartments	TH/RRH	\$121,896		116.5/128 = 91%	Accepted	11	Bonus
JCDSS	SPC DV	RRH	\$168,784		120/140 = 86%	Accepted	12DE	DV

Not Ranked:

CARES of NY, Inc.	Planning Grant 2023		\$87,069			Accepted		Planning
CARES of NY, Inc.	UFA Grant 2023		\$52,241			Accepted		UFA

Annual Renewal Demand	\$	1,741,375.00
Tier 1	\$	1,619,479.00
Tier 2	\$	121,896.00
CoC Bonus	\$	121,896.00
DV Bonus	\$	170,192.00
Planning Grant	\$	87,069.00
UFA Grant	\$	52,241.00

Expansion Grants

Applicant Name	Renewal Project Name	Expansion Project Name
JCDSS	SPC DV	

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-522 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

Points North Housing Coalition (PNHC) CoC Project Applications

[PNHC Home Page](#)

2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* less bonus & DV bonus (7% ARD)	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-522 Points North	\$1,741,375	\$1,619,479	\$121,896	\$121,896	\$170,192	\$87,069	\$52,241

CoC Application Public Posting

2023 CoC Consolidated Application

Submission Posting Date: 09.21.2023

Approved: [PNHC CoC Consolidated Application – Narrative](#)
Approved: [PNHC 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: [PNHC Project Ranking and Tiering](#)
Approved: [PNHC Project Descriptions](#)
Approved: [PNHC Priority Listing](#)

2023 CoC Planning Project

Submission Posting Date: 09.21.2023

Approved: [PNHC 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: [PNHC CoC UFA Project](#)
Please send comments or questions to [CARES Planning Team](#) via email

View Public Posting Archives

2023 Public Postings: PNHC

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

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

application submission deadline, all parts of the CoC Consolidated Application, including the CoC Application with attachments and the CoC Priority Listing with all project applications accepted and ranked, or rejected, and notify community members and key stakeholders that the CoC Consolidation Application is available.

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

- 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

Points North Housing Coalition (PNHC) CoC Project Applications

[PNHC Home Page](#)

2023 Funding Snapshot

CoC	ARD	Tier 1	Tier 2* less bonus & DV bonus (7% ARD)	CoC Bonus	DV Bonus	Planning Grant	UFA Grant
NY-522 Points North	\$1,741,375	\$1,619,479	\$121,896	\$121,896	\$170,192	\$87,069	\$52,241

CoC Application Public Posting

2023 CoC Consolidated Application

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

View Public Posting Archives

2022 Public Postings: PNHC

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

This attachment provides evidence of the notification to community members and key stakeholders that NY-522 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-522 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-522 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; aashlaw1967@gmail.com; aileenm@nrcil.net; Aimee Whelpley - Jeff Co DSS (aimee.whelpley2@dfa.state.ny.us); Altieri, Tara (DFA); Anne Kalamas; Ashley Clifford; Ashley Wilson; Bennett, Dianna L.; Brandon Titus; Brandy Kirch; BTowles@acrhealth.org; Cher Van Brocklin; Christine St. Andrew; clashbrooks@icopps.org; coneil@shsny.com; ctoms@milcinc.org; Dawn Cole - United Way; Diane Zikowitz; dnesci3@mail.naz.edu; Donna Hlad; Ed Thomas; Emily Marquart; Erica Bezio; Felicia Dumas; fparker@NoCoFamilyHealth.org; igalan@wesoldieron.org; Jason.davis2@va.gov; jaylyn@snowbelt.org; JCDSS Clerical; Jessica.horning@va.gov; jillp@vacjc.com; Jim Marrow; johnw@credocc.com; JVoss@watertown-ny.gov; k.pound79@gmail.com; Kimberley Lipczynski; krichmond@nnychildrenshome.com; Kristin Post (Dvce.Manager@dfa.state.ny.us); Laura Obrien; Mary Jo Terrance (MJTerrance@mohawkhousing.org); Maureen Corbett (Maureen.corbett@va.gov); mbourcy@co.jefferson.ny.us; mcean@tlsnny.com; mgault@capcjic.org; MHobart@wesoldieron.org; Michelle@neighborsofwatertown.com; Mike Robare; mindepli@twcnny.rr.com; mimathewson@capcjic.org; MLively@boces.com; mlumbis@watertown-ny.gov; mtaylor@danc.org; mwaterhouse@tlsnny.com; PJ Herne (pherne@lasnny.org); pracette@Lasnny.org; rhernandez2@twcnny.rr.com; ross@stjoestreatment.org; Samuel Wilson (swilson@co.jefferson.ny.us); saranalakeyouth@gmail.com; Seth Buchman; Shane Brown (shaneb@credocc.com); Shari Fawcett; Sherry Wilson; smathys@icopps.org; stacy.mcneil@use.salvationarmy.org; stationwbvs@rocketmail.com; Steve Knight; steven.waldner@va.gov; Susan E. Gagnon (sgagnon@lasnny.org); Sydney Rainey; tbush@stepbystepinc.org; Teresa.Gaffney@dfa.state.ny.us; Tim Fayette; Tracy Leonard (Tracyl@credocc.com); truetten@co.jefferson.ny.us; Victoria Esposito (vesposito@lasnny.org); wbrown@wesoldieron.org; William Robson; william@nrcil.net
Cc: Genesis Matvey; Kelsey Addy; Michelle Sandoz-Dennis
Subject: PNHC CoC Application Submission Posting
Date: Thursday, September 21, 2023 3:20:00 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_522

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
To: aashlaw1967@gmail.com; aileenm@nrcil.net; Aimee Whelpley - Jeff Co DSS (aimee.whelpley2@dfa.state.ny.us); Altieri, Tara (DFA); Anne Kalamas; Ashley Clifford; Ashley Wilson; Bennett, Dianna L.; Brandon Titus; Brandy Kirch; BTowles@acrhealth.org; Cher Van Brocklin; Christine St. Andrew; clashbrooks@lccopps.org; coneil@shsnny.com; ctoms@milcinc.org; Dawn Cole - United Way; Diane Zikowitz; dnesci3@mail.naz.edu; Donna Hlad; Ed Thomas; Emily Marquart; Erica Bezio; Felicia Dumas; fparker@NoCoFamilyHealth.org; igalan@wesoldieron.org; Jason.davis2@va.gov; jaylyn@snowbelt.org; JCDSS Clerical; Jessica.horning@va.gov; jillp@vacjc.com; Jim Marrow; johnw@credocc.com; JVoss@watertown-ny.gov; k.pound79@gmail.com; Kimberley Lipczynski; krichmond@nnychildrenshome.com; Kristin Post (Dvce.Manager@dfa.state.ny.us); Laura O'Brien; Maureen Corbett (Maureen.corbett@va.gov); mbourcy@co.jefferson.ny.us; mcean@tlsnny.com; mgault@capcjc.org; MHobart@wesoldieron.org; Michelle@neighborsofwatertown.com; Mike Robare; mindepli@twcny.rr.com; mimathewson@capcjc.org; MLively@boces.com; mlumbis@watertown-ny.gov; mtaylor@danc.org; mwaterhouse@tlsnny.com; PJ Herne (pherne@lasnny.org); prcette@lasnny.org; rhernandez2@twcny.rr.com; rross@stjoestreatment.org; Samuel Wilson (swilson@co.jefferson.ny.us); saranadakeyouth@gmail.com; Seth Buchman; Shari Fawcett; Sherry Wilson; smathys@lccopps.org; stacy.mcneil@use.salvationarmy.org; stationwbvs@rocketmail.com; Steve Knight; steven.waldner@va.gov; Susan E. Gagnon (sgagnon@lasnny.org); Sydney Rainey; tbush@stepbystepinc.org; Teresa.Gaffney@dfa.state.ny.us; Tim Fayette; Tracy Leonard (Tracyl@credocc.com); truetten@co.jefferson.ny.us; Victoria Esposito (vesposito@lasnny.org); wbrown@wesoldieron.org; William Robson; williamo@nrcil.net
Cc: Genesis Matvey; Kelsey Addy; Michelle Sandoz-Dennis
Subject: NY-522/PNHC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:06:00 PM
Attachments: image002.png

Good Afternoon NY-522 PNHC,

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_522. 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-522 - Jefferson, Lewis, St. Lawrence Counties CoC

Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	67	93	130	182
Emergency Shelter Total	31	61	106	132
Safe Haven Total	0	0	0	0
Transitional Housing Total	17	16	9	16
Total Sheltered Count	48	77	115	148
Total Unsheltered Count	19	16	15	34

Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	7	2	15	20
Sheltered Count of Chronically Homeless Persons	2	2	5	0
Unsheltered Count of Chronically Homeless Persons	5	0	10	20

2023 HDX Competition Report

PIT Count Data for NY-522 - Jefferson, Lewis, St. Lawrence 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	5	8	1	17
Sheltered Count of Homeless Households with Children	5	8	1	17
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	5	6	3	3	6
Sheltered Count of Homeless Veterans	5	4	3	3	4
Unsheltered Count of Homeless Veterans	0	2	0	0	2

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

2023 HDX Competition Report

HIC Data for NY-522 - Jefferson, Lewis, St. Lawrence 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	26	0	0	NA	26	26	100.00%	26	100.00%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	11	11	11	100.00%	0	0	NA	11	100.00%
RRH Beds	146	142	146	97.26%	0	0	NA	142	97.26%
PSH Beds	420	420	420	100.00%	0	0	NA	420	100.00%
OPH Beds	0	0	0	NA	0	0	NA	0	NA
Total Beds	603	573	577	99.31%	26	26	100.00%	599	99.34%

2023 HDX Competition Report

HIC Data for NY-522 - Jefferson, Lewis, St. Lawrence Counties CoC

2023 HDX Competition Report

HIC Data for NY-522 - Jefferson, Lewis, St. Lawrence 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	28	28	28	25

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	9	13	12	24

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	59	86	74	146

2023 HDX Competition Report

HIC Data for NY-522 - Jefferson, Lewis, St. Lawrence Counties CoC

2023 HDX Competition Report

FY2022 - Performance Measurement Module (Sys PM)

Summary Report for NY-522 - Jefferson, Lewis, St. Lawrence 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	533	798	13	22	9	4	10	6
1.2 Persons in ES, SH, and TH	554	806	30	25	-5	4	10	6

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")	636	983	69	104	35	11	21	10
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	657	991	84	108	24	12	21	9

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	325	10	3%	16	5%	30	9%	56	17%
Exit was from TH	4	0	0%	0	0%	1	25%	1	25%
Exit was from SH	0	0		0		0		0	
Exit was from PH	154	0	0%	0	0%	5	3%	5	3%
TOTAL Returns to Homelessness	483	10	2%	16	3%	36	7%	62	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	93	130	37
Emergency Shelter Total	61	106	45
Safe Haven Total	0	0	0
Transitional Housing Total	16	9	-7
Total Sheltered Count	77	115	38
Unsheltered Count	16	15	-1

Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2021	FY 2022	Difference
Universe: Unduplicated Total sheltered homeless persons	557	841	284
Emergency Shelter Total	536	831	295
Safe Haven Total	0	0	0
Transitional Housing Total	28	23	-5

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)	28	24	-4
Number of adults with increased earned income	2	4	2
Percentage of adults who increased earned income	7%	17%	10%

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)	28	24	-4
Number of adults with increased non-employment cash income	12	7	-5
Percentage of adults who increased non-employment cash income	43%	29%	-14%

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)	28	24	-4
Number of adults with increased total income	14	10	-4
Percentage of adults who increased total income	50%	42%	-8%

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)	48	43	-5
Number of adults who exited with increased earned income	8	7	-1
Percentage of adults who increased earned income	17%	16%	-1%

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)	48	43	-5
Number of adults who exited with increased non-employment cash income	12	4	-8
Percentage of adults who increased non-employment cash income	25%	9%	-16%

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)	48	43	-5
Number of adults who exited with increased total income	20	10	-10
Percentage of adults who increased total income	42%	23%	-19%

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.	534	803	269
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.	66	151	85
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)	468	652	184

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.	741	1353	612
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.	80	164	84
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.)	661	1189	528

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	601	1015	414
Of the persons above, those who exited to permanent housing destinations	444	735	291
% Successful exits	74%	72%	-2%

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	362	611	249
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	323	520	197
% Successful exits/retention	89%	85%	-4%

2023 HDX Competition Report FY2022 - SysPM Data Quality

NY-522 - Jefferson, Lewis, St. Lawrence 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	0	3	0	17	16	22	446	455	454	59	86	74			
2. Number of HMIS Beds	0	0	0	17	16	22	391	397	454	59	86	73			
3. HMIS Participation Rate from HIC (%)		0.00		100.00	100.00	100.00	87.67	87.25	100.00	100.00	100.00	98.65			
4. Unduplicated Persons Served (HMIS)	427	536	833	26	28	23	421	430	648	244	340	554	0	0	0
5. Total Leavers (HMIS)	427	522	763	25	22	8	173	119	236	221	217	356	0	0	0
6. Destination of Don't Know, Refused, or Missing (HMIS)	2	0	13	2	5	0	12	13	50	7	16	17	0	0	0
7. Destination Error Rate (%)	0.47	0.00	1.70	8.00	22.73	0.00	6.94	10.92	21.19	3.17	7.37	4.78			

2023 HDX Competition Report
FY2022 - SysPM Data Quality

2023 HDX Competition Report

Submission and Count Dates for NY-522 - Jefferson, Lewis, St. Lawrence 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-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.

This attachment details the Healthcare Formal Agreements for **NY-522**. It includes the following:

1. Checklist verifying commitment meets all HUD requirements
2. Formal Agreements between **Jefferson County DSS** and **CREDO Community Center for the Treatment of Addictions, Inc.** for **JCDSS Dean Building Apartments**.

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

1. Checklist verifying commitment meets all HUD requirements

Checklist for New CoC Project Applicants that are Leveraging Healthcare Resources

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

X The name of the project

Project name: **JCDSS Dean Building Apartments**

Amount of assistance to be provided by the healthcare organization: **\$132.21 per person served**

☐ The value (dollar amount) of the healthcare commitment being provided (must be at least 25% of the total funding requested)

OR

X 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. Evaluation cost **\$132.21 per person**

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.

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

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

Date of healthcare commitment: **November 1, 2022- October 31, 2023 to renew annually**

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

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

2. Formal Agreements between **Jefferson County DSS** and **CREDO Community Center for the Treatment of Addictions, Inc.** for **JCDSS Dean Building Apartments.**

AGREEMENT

THIS IS AN AGREEMENT, by and between the **JEFFERSON COUNTY DEPARTMENT OF SOCIAL SERVICES**, with offices at 250 Arsenal Street, Watertown, New York 13601 (hereinafter referred to as **JCDSS**) and **CREDO COMMUNITY CENTER FOR THE TREATMENT OF ADDICTIONS, INC.**, with offices at 595 West Main Street, Watertown, New York 13601 (hereinafter referred to as **CREDO**).

WITNESSETH:

WHEREAS, **JCDSS** is charged by law to provide rehabilitative and supportive services, as appropriate, to families whose children have been named in an indicated child abuse and/or maltreatment report, or who have been assessed at risk of foster care placement, or who are in foster care and whose placements could be shortened through the provision of such services, in accordance with criteria established by Department Regulations; and

WHEREAS, **JCDSS** has determined that the purchase of rehabilitative and supportive services can be an effective and efficient means to fulfill its statutory responsibilities; and

WHEREAS, **CREDO** is a recognized agency with the experience and capacity to provide rehabilitative services to children and families;

NOW, THEREFORE, IT IS MUTUALLY AGREED BETWEEN JCDSS and CREDO AS FOLLOWS:

1. **JCDSS** will refer to **CREDO** clients assessed as in need of clinical behavioral counseling services and/or addiction services on a form and in a manner acceptable to both **JCDSS** and **CREDO**.
2. **CREDO** agrees to initiate service to clients referred by **JCDSS** within time frames required by the Family Court or as appropriate to the clients' service plans.
3. **CREDO** agrees to bill the client's insurance primarily for the services listed below. If the client's insurance does not cover the services to be provided then that service not covered by the client's insurance will be paid by **JCDSS** in accordance with the fees listed below:

SUBSTANCE ABUSE SERVICES

Assessment Normative (30 min)	\$132.21
Assessment Extended (75 min)	\$152.67
Assessment Brief (15 min)	\$ 41.37
Individual Therapy Norm (45 min)	\$122.13
Individual Brief (25 min)	\$ 91.59
Group Counseling (60 min)	\$ 47.33

4. **CREDO** recognizes its obligation as a mandated Child Protective Services reporter and agrees to share with **JCDSS** concerns which affect the health and safety of mutual clients.
5. **JCDSS** agrees to pay for up to three missed appointments during the course of treatment. After three missed appointments, clinical services will be deemed terminated. **JCDSS** has no obligation to pay for further appointments unless prior written authorization is made by

JCDSS.

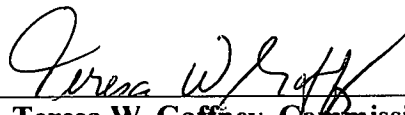
6. No person shall, on the grounds of race, color, religion, national origin, sex or physical disability, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any activity funded in whole or part with funds made available under this agreement.
7. The confidentiality of individuals receiving services under this contract shall be maintained in conformity with the provisions of applicable State and Federal laws and regulations.
8. **CREDO** specifically agrees that its relationship with **JCDSS** is that of an independent contractor, and that neither **CREDO** nor any of its employees shall make any representation that an employment relationship exists with **JCDSS**.
9. **CREDO** agrees to comply with all applicable Federal and State laws and regulations governing equal employment opportunity and affirmative action.
10. **CREDO** agrees to indemnify **JCDSS** against any loss **JCDSS** may suffer when such losses result from claims of any person or organization injured by the negligent acts or omission of **CREDO**, its officers and/or employees.
11. **CREDO** agrees to provide **JCDSS** with periodic reports regarding services provided under this Agreement, in a form and manner as agreed upon by **CREDO** and **JCDSS**. This may be accomplished by utilizing **Schedule "A"**, or by creation of a comparable form, which provides all of the information that is on **Schedule "A"**. **CREDO** and **JCDSS** agree to provide timely notice to each other of changes in client circumstances that affect the provision of services under this Agreement.
12. **CREDO** agrees to comply with the requirements contained in **Schedule "B"**, HIPAA Business Associate Appendix, attached hereto and hereby made a part of this instrument, and has executed said attachment as evidence thereof.
13. **CREDO** agrees to retain all books, records and other documents relevant to this Agreement for seven (7) years after the final payment or termination of this Agreement, whichever later occurs. County, or any state and/or federal auditors, and any other persons duly authorized by **JCDSS**, shall have full access and the right to examine any of said materials during said period.
14. The term of this Agreement shall be from, **November 1, 2022, to October 31, 2023**, and may be renewed in writing from year to year thereafter.
15. This Agreement may be terminated at any time by either party upon sixty (60) days written notice to the other party.
16. This contract shall be deemed terminated immediately should Federal and/or State funds for this contract become unavailable.
17. Federal Executive Order (E.O.) 12549 "Debarment and Suspension" requires that all contractors receiving individual awards, using federal funds, and all sub-recipients certify that the organization and its principals are not debarred, suspended, proposed for

debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. **CREDO, by entering into this Agreement as evidenced by signature of its duly authorized principal below, hereby certifies that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal, State of New York or County of Jefferson department or agency.**

IN WITNESS WHEREOF, the parties hereunto have signed this Agreement on the dates below shown.

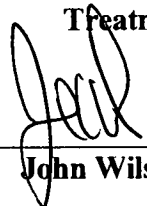
**Jefferson County
Department of Social Services**

Date: 10/3/2022

by: 
Teresa W. Gaffney, Commissioner

**Credo Community Center for the
Treatment of Addictions, Inc.**

Date: 10/26/22

by: 
John Wilson, Executive Director

ACKNOWLEDGMENTS

STATE OF NEW YORK)
COUNTY OF JEFFERSON) SS.:

On the 3rd day of October in the year 2022 before me, the undersigned, personally appeared TERESA W. GAFFNEY, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and who acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

LORIE A. PARKER
Notary Public, State of New York
No. 01PA6139392
Qualified in Jefferson County
Commission Expires January 9, 2026

Lorie A. Parker
Notary Public

STATE OF NEW YORK)
COUNTY OF JEFFERSON) SS.:

On the 21th day of October in the year 2022 before me, the undersigned, personally appeared JOHN WILSON, personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and who acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

CHERYL ANN MALBEUF
NOTARY PUBLIC STATE OF NEW YORK
LEWIS COUNTY
LIC. #01MA627507
COMM. EXP. 1/14/2025

Cheryl Ann Malbey
Notary Public

SCHEDULE "A"
Jefferson County Department of Social Services

Monthly Report to DSS from _____

Month/Year _____

THERAPY CASE SUMMARY

Client: _____
 Therapist: _____

Caseworker(s): _____

Type of Treatment	Participants	# Sch'd	Dates Attended	Reasons Missed
Individual				
Parent/Guardian/Child				
Family/Joint				
Play				
Group				

<u>Problem Areas/Who:</u>	<u>Who</u>	<u>Who</u>
☐ Not attending sessions		☐ Unresolved family conflicts
☐ Not participating in sessions	_____	☐ Inability to benefit from counseling
☐ Resistance/denial issues	_____	☐ Other, please specify
☐ Excessive anger	_____	_____
☐ Continued violence/abuse	_____	_____

List current goals of treatment and goals for coming month or attach Treatment Plan: _____

Summary of Contacts and Progress: _____

List significant issues and/or changes pertinent to the case: (Include recommendation) _____

Respectfully submitted: _____

Signature/Title
Date

SCHEDULE "B"

Federal Health Insurance Portability and Accountability Act (HIPAA) Business Associate Appendix

I. Definitions

- (a) Business Associate shall mean **CREDO COMMUNITY CENTER FOR THE TREATMENT OF ADDICTIONS, INC.**
- (b) Covered Program shall mean THE STATE.
- (c) Other terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA) and its implementing regulations, including those at 45 CFR Parts 160 and 164.

II. Obligations and Activities of the Business Associate

- (a) The Business Associate agrees to not use or further disclose Protected Health Information other than as permitted or required by this Agreement or as required by law.
- (b) The Business Associate agrees to use the appropriate safeguards to prevent use or disclosure of the Protected Health Information other than as provided for by this Agreement.
- (c) The Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of Protected Health Information by the Business Associate in violation of the requirements of this Agreement.
- (d) The Business Associate agrees to report to the Covered Program, any use or disclosure of the Protected Health Information not provided for by this Agreement, as soon as reasonably practicable of which it becomes aware.
- (e) The Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides Protected Health Information received from, or created or received by the Business Associate on behalf of the Covered Program, agrees to the same restrictions and conditions that apply through this Agreement to the Business Associate with respect to such information.
- (f) The Business Associate agrees to provide access, at the request of the Covered Program, and in the time and manner designated by the Covered Program, to Protected Health Information in a Designated Record Set, to the Covered Program or, as directed by the Covered Program, to an Individual in order to meet the requirements under 45 CFR 164.524, if the Business Associate has Protected Health Information in a Designated Record Set.
- (g) The Business Associate agrees to make amendment(s) to Protected Health Information in a Designated Record Set that the Covered Program directs or agrees to pursuant to 45 CFR 164.526 at the request of the Covered Program or an Individual, and in the time and manner designated by Covered Program, if the Business Associate has Protected Health Information in a Designated Record Set.
- (h) The Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of Protected Health Information received from, or created or received by the Business Associate on behalf of, the Covered Program, available to the Covered Program, or to the Secretary of Health and Human Services, in a time and manner designated by the Covered Program or the Secretary, for purposes of the Secretary determining the Covered Program's compliance with the Privacy Rule.
- (i) The Business Associate agrees to document such disclosures of Protected Health Information and information related to such disclosures as would be required for Covered Program to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR 164.528. No such disclosures shall be made without the prior written permission of the New York State Department of Health, Office of Medicaid Management.

- (j) The Business Associate agrees to provide to the Covered Program or an Individual, in time and manner designated by Covered Program, information collected in accordance with this Agreement, to permit Covered Program to respond to a request by an Individual for an accounting of disclosures of Protected Health Information in accordance with 45 CFR 164.528.

III. Permitted Uses and Disclosures by Business Associate

(a) General Use and Disclosure Provisions

- (1) Except as otherwise limited in this Agreement, the Business Associate may use or disclose Protected Health Information to perform functions, activities, or services for, or on behalf of, the Covered Program as specified in the Agreement to which this is an addendum, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Program.

(b) Specific Use and Disclosure Provisions

- (1) Except as otherwise limited in this Agreement, and only with the prior written permission of the Department, the Business Associate may disclose Protected Health Information for the proper management and administration of the Business Associate, provided that disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies the Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- (2) The Business Associate may use Protected Health Information to report violations of law to appropriate Federal and State authorities, consistent with 45 CFR 164.502(j)(1).

IV. Obligations of Covered Program

Provisions for the Covered Program to Inform the Business Associate of Privacy Practices and Restrictions

- (a) The Covered Program shall notify the Business Associate of any limitation(s) in its notice of privacy practices of the Covered Entity in accordance with 45 CFR 164.520, to the extent that such limitation may affect the Business Associate's use or disclosure of Protected Health Information.
- (b) The Covered Program shall notify the Business Associate of any changes in, or revocation of, permission by the Individual to use or disclose Protected Health Information, to the extent that such changes may affect the Business Associate's use or disclosure of Protected Health Information.
- (c) The Covered Program shall notify the Business Associate of any restriction to the use or disclosure of Protected Health Information that the Covered Program has agreed to in accordance with 45 CFR 164.522, to the extent that such restriction may affect the Business Associate's use or disclosure of Protected Health Information.

V. Permissible Requests by Covered Program

The Covered Program shall not request the Business Associate to use or disclose Protected Health Information in any manner that would not be permissible under the Privacy Rule if done by Covered Program. Such Medicaid Protected Health Data may not be in any way permanently combined with other information gained from other sources.

VI. Term and Termination

- (a) *Term.* Effective April 14, 2003, in the event of termination for any reason, all of the Protected Health Information provided by Covered Program to Business Associate, or created or received by Business Associate on behalf of Covered Program, shall be destroyed or returned to Covered Program, or, if it is infeasible to return or destroy Protected Health Information, protections are extended to such information, in accordance with the termination provisions in the Agreement.

- (b) *Termination for Cause.* Upon the Covered Program's knowledge of a material breach by Business Associate, Covered Program may provide an opportunity for the Business Associate to cure the breach and end the violation or may terminate this Agreement and the master Agreement if the Business Associate does not cure the breach and end the violation within the time specified by Covered Program, or the Covered Program may immediately terminate this Agreement and the master Agreement if the Business Associate has breached a material term of this Agreement and cure is not possible.
- (c) *Effect of Termination.*
 - (1) Except as provided in paragraph (c)(2) below, upon termination of this Agreement, for any reason, the Business Associate shall return or destroy all Protected Health Information received from the Covered Program, or created or received by the Business Associate on behalf of the Covered Program. This provision shall apply to Protected Health Information that is in the possession of subcontractors or agents of the Business Associate. The Business Associate shall retain no copies of the Protected Health Information.
 - (2) In the event that the Business Associate determines that returning or destroying the Protected Health Information is infeasible, the Business Associate shall provide to the Covered Program notification of the conditions that make return or destruction infeasible. Upon mutual agreement of the Parties that return or destruction of Protected Health Information is infeasible, the Business Associate shall extend the protections of this Agreement to such Protected Health Information and limit further uses and disclosures of such Protected Health Information to those purposes that make the return or destruction infeasible, for so long as Business Associate maintains such Protected Health Information.

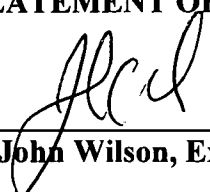
VII. Violations

- (a) It is further agreed that any violation of this Agreement may cause irreparable harm to the State; therefore the State may seek any other remedy, including an injunction or specific performance for such harm, without bond, security or necessity of demonstrating actual damages.
- (b) The Business Associate shall indemnify and hold the State harmless against all claims and costs resulting from acts/omissions of the Business Associate in connection with the Business Associate's obligations under this Agreement.

Miscellaneous

- (a) *Regulatory References.* A reference in this Agreement to a section in the HIPAA Privacy Rule means the section as in effect or as amended, and for which compliance is required.
- (b) *Amendment.* The Parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for Covered Program to comply with the requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act, Public Law 104-191.
- (c) *Survival.* The respective rights and obligations of the Business Associate under Section VI of this Agreement shall survive the termination of this Agreement.
- (d) *Interpretation.* Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits the Covered Program to comply with the HIPAA Privacy Rule.
- (e) If anything in this Agreement conflicts with a provision of any other agreement on this matter, this Agreement is controlling.
- (f) *HIV/AIDS.* If HIV/AIDS information is to be disclosed under this Agreement, the Business Associate acknowledges that it has been informed of the confidentiality requirements of Public Health Law Article 27-F.

**CREDO COMMUNITY CENTER FOR THE
TREATMENT OF ADDICTIONS, INC.**

By: 

John Wilson, Executive Director

Date

10-26-22