

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 ...	09/20/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	09/25/2023
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/20/2023
1E-5b. Local Competition Selection Results	Yes	Local Competition...	09/20/2023
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes	Web Posting—CoC-A...	09/25/2023

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

Attachment Details

Document Description: PHA Homeless Preference

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

This attachment contains the following:

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

2. **Glens Falls Housing Authority (GFHA)** - PHA
 - a. Administrative Plan – General Preference - Highlighted Section: Homeless Preference

1C-7. Public Housing Agencies within Your CoC's Geographic Area–New Admissions–
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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. Glens Falls Housing Authority (GFHA) - PHA

a. Administrative Plan – General Preference - Highlighted Section: Homeless Preference

If a family from the waiting list qualifies for the First Time Homeownership Program, they will be given priority, as they can only be considered qualified for this program prior to the closing. If for some reason the family does not end up purchasing a home, their name will be returned to the waiting list with their original application date but given no preference.

Resident Living Within Jurisdiction; The Glens Falls Housing Authority will grant all individuals or families, who meet all eligibility criteria and who are living in the jurisdiction at the time of application a preference.

homeless preference

Homeless: Applicant must be documented homeless and must be able to provide third party documentation of their homelessness that they:

1) Lack, fixed, regular, and adequate nighttime residence, OR

2) Has primary nighttime residence that is:

A supervised public or privately operated shelter designated to provide temporary living accommodations. (Welfare Hotels, congregate shelters and transitional housing).

An institution that provides temporary residence for individuals intended to be institutionalized (not incarcerated).

A public or private place not designated or normally used as regular sleeping place for humans.

If an individual or family is homeless or about to be homeless, they will be given a wait list priority preference and assigned the next available Housing choice Voucher, Shelter Plus Care or VASH voucher.

Moving-on Preference

If an individual or family exiting/graduating from Permanent Supportive Housing Programs (PSH) will be given preference to the next available Housing Choice Voucher (HCV).

Domestic Violence: An applicant who vacated their unit because of domestic violence or lives in a unit with a person who engages in violence.

Documented actual or threatened violence directed toward self or member(s) of household by spouse or other member of applicant's household must come from a third-party source, i.e. shelter advocate, social worker, law enforcement agency, etc.

The domestic violence should have occurred recently or be of a continuing nature.

For appropriate documentation for this preference please refer to form VAWA HUD -5382 & VAWA HUD - 5383.

Section 18 Blend: Right to Return - Every resident in good standing who is displaced from the site will have the right to reapply for occupancy once the general contractor finishes construction of the project. After completion, GFHA will contact every resident who received assistance as a "displaced person" and offer the head of household the opportunity to reapply for occupancy in the newly revitalized Larose. The former occupant will also receive a priority preference.

PBV site-based: GFHA will preference its existing community-wide Senior Public Housing wait list, to a new PBV project wide waiting list. Applicants shall have priority on the wait list to which their application was transferred in accordance with the date and time of their application on the original GFHA waiting list.

D. Organization of the Waiting List

The waiting list will be maintained in accordance with the following guidelines:

1. The application will become part of the family's permanent file until 3 years of becoming inactive;
2. All applications will be maintained in order of preference and then in order of date and time.
3. Any contact between the Glens Falls Housing Authority and the applicant must be done in writing. Any changes will be documented in the applicant file.
4. GFHA chooses to use a separate waiting list for admission to PBV units. GFHA will offer to place eligible applicants who are listed on the waiting list for tenant-based assistance(Section 8) on the waiting list for PBV assistance.

E. Placement on the Waiting List

If a preliminary application indicates that a family is potentially eligible, that family will be placed on the waiting list. All applicants are placed on the waiting list because of the need to track the PHA's system for assisting families according to PHA policies and HUD regulations.

Applicants placed on the waiting list are notified of such placement in writing. Applicants are provided with an approximation of the length of time they will remain on the waiting list before being considered for occupancy, but this time limit could change at any time due to preferences and/or funding.

If HUD awards funding that is targeted for families with specific characteristics or families living in specific units, the Glens Falls Housing Authority will use the assistance for those families.

F. Selecting Applicants from the Waiting List

As openings occur in the program, applicants are selected from the waiting list by the highest preference (if any) and date and time of application received within that preference.

When a family appears to be within 2 months of being offered assistance, the family will be notified in writing and sent necessary paperwork to update, and the verification process will begin. It is at this point in time that the family's waiting list preference will be verified. If the family no longer qualifies to be near the top of the list, the family's name will be returned to the appropriate spot on the waiting list. The Glens Falls Housing Authority must notify the family in writing of this determination and give the family the opportunity for an informal review.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Homeless Preference

Notwithstanding the above, if necessary, to meet the statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income, the Glens Falls Housing Authority retains the right to skip higher income families on the waiting list to reach extremely low-income families. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the Housing Authority will monitor incomes of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list, the Glens Falls Housing Authority will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

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-523'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-

Veterans & Community Housing Coalition
20 Prospect Street, Bldg. 2
Suite 313
Ballston Spa, New York 12020

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

NY-523 Saratoga, Washington, Warren, Hamilton Counties CoC

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

Saratoga, Washington, Warren & Hamilton Counties

The following counties are excluded:

None

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

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

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

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

III. PRIORITIZATION

A. Prioritization for the Initial Lease-up Phase

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

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

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

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

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

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

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

2. NY-523's Written Standards excerpt that details the CoC's Moving On Strategy.

MOVE ON STRATEGY FOR RECOGNITION OF TENANT INDEPENDENCE

Saratoga North Country Continuum of Care (SNC) 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 SNC 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 SNC, Saratoga County Housing Alliance, Warren/Washington/Hamilton County Housing Alliance, and Data and Goals Committees will be responsible for providing regular trainings, resources, relationship building, and outcome tracking to support implementation of and monitor the Move On Strategy.

Recruiting Affordable Housing Providers

The Move On Strategy targets existing tenants in supportive housing who are stable and require only minimal supportive services. These tenants are, with client choice, assisted to transition to a mainstream rent subsidy (typically the Housing Choice Voucher program) or an affordable housing unit, which frees up their subsidy for someone who is chronically homeless and needs the intensive services and long-term subsidies offered in supportive housing. The mainstream rent subsidy may include programs like Public Housing Authorities (PHAs), multifamily assisted housing owners, Low Income Tax Credit (LIHTC) developments, and local low-income housing programs. Phase I of the Move On Strategy has been implemented with the Glens Falls Housing Authority (GFHA), who has a preference for individuals and families moving on from supportive housing units. Phase II of the Move On Strategy will include recruiting other local affordable housing providers to participate in the program, by setting preferences for tenants moving on from supportive housing.

Identifying Households for Moving On

Housing providers identify households in supportive housing that may be ready to move on through ongoing case management with tenants. Specifically, program staff meet with tenants on an ongoing basis to establish tenant goals and set a plan towards meeting those goals, utilizing strengths-based language and a recovery-focused model. Program staff implement a client-choice model by ensuring tenants know there is a voluntary option to move on. Program staff ensure tenants interested in moving on (1) have demonstrated the ability to live stably and maintain housing, (2) will meet PHA (or other affordable housing providers) screening criteria, and (3) understand the decision to move on from supportive housing is voluntary. During Phase II of this strategy, a standardized assessment for moving on will be developed and implemented.

Program staff work with tenants to create a formal and comprehensive transition plan that identifies tenant strengths, living skills and the supports necessary to help them meet transition goals. Pre-transition plans are individualized to meet the specific needs of each household. Some common resources or supports tenants often need and are connected to include: employment supports, benefits counseling, activities of daily living

skills, community living skills, and connection to community-based services. As households volunteer, housing providers make referrals to the PHA (or other affordable housing providers).

Eligibility Considerations for Tenants

Individuals are identified by housing provider program staff who work directly with clients in the housing programs. Clients should meet four basic criteria 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/surveys, 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

SNC 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 Move On

SNC believes a programmatic reward/incentive structure for Move 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 Move On opportunities, including providing trainings on and working with providers to: post fliers in highly visible locations; host community meetings on Move On; conducting one-on-one outreach to tenants; and encourage Move On peers to talk about their experiences and engage tenants.

Move on Timing and Availability

SNC understands a Move On request may not be able to be satisfied immediately due to a variety of variables. However, the housing program will act as quickly as possible with community partners to move a tenant into appropriate affordable housing.

Ongoing CoC Assessment of Move On Strategy

Once annually the CoC will assess the success of this Move On Strategy, reviewing number/percentage of persons who have moved on and rate of retention in affordable housing destinations. The CoC will also discuss strengths/weaknesses related to the strategy's recommendations for recruiting affordable housing providers, identifying households for moving on, eligibility considerations for tenants, transition services, aftercare supports, and creating a culture of moving on.

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

This attachment details the progress and intention of **NY-523** in the development of a working group of individuals with lived experience of homelessness. It includes:

1. A signed letter of at least three members involved in the NY-523 working group which is comprised of individuals with lived experience of homelessness.
 - a. The letter demonstrates support of the priorities for serving individuals and families experiencing homelessness with severe service needs in the CoC's geographic area.

To Whom it May Concern,

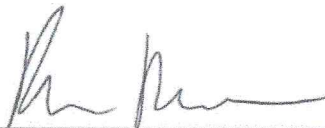
The NY-523 CoC has established a Persons with Lived Experience Advisory Workgroup. The intent of the Committee is to gather first-person feedback to develop the CoC's priorities to prevent and end homelessness. The CoC has created a method for those served to voice their thoughts, suggestions, opinions, and concerns and have them directly shape the CoC system. The Committee is instrumental in developing and supporting the CoC's priorities and strategies for serving individuals and families experiencing homelessness. The workgroup's role is to serve in an advisory capacity to facilitate meetings of the committee and report findings back to the board.

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).

The signees below are members of the Committee, each with lived experience of homelessness and/or domestic violence. As part of the lived experience workgroup, these signees are committed to developing and supporting the CoC's priorities for serving individuals and families experiencing homelessness with severe service needs in the CoC's geographic area.

Brooke Needham

(Print name)



(Signature)

Gloria Martinez

(Print name)



(Signature)

Katelyn Bradwell

(Print name)



(Signature)

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

This attachment details how **NY-523** 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. RISE: Housing First

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

1. An example evaluation of at least one project
 - a. RISE: Housing First



Provider Information

Please complete the information below on the organization being assessed.

Provider Information	
Provider's Legal Name	RISE Housing and Support Services
Acronym (If Applicable)	RISE
Year Incorporated	1978
EIN	14-1581052
Street Address	127 Union Street
Zip Code	Saratoga Springs - 12866

Project Information	
Project Name	RISE Housing First
Project Budget	\$337,341
Grant Number	NY1163L2C232104
Name of Project Director	Katie Taylor
Project Director Email Address	ktaylor@tsamail.org
Project Director Phone Number	(518) 587-6193
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	Sybil Newell
CEO Email Address	snewell@tsamail.org
CEO Phone Number	(518) 587-6193
Name of Staff Member Guiding Assessment	Harlan Hall
Staff Email Address	hhall@riservices.org
Staff Phone Number	(518) 587-8703

Assessment Information	
Name of Assessor	Maggie Watson
Organizational Affiliation of Assessor	CARES (UFA/CA) Compliance Officer
Assessor Email Address	mwatson@caresny.org
Assessor Phone Number	518-489-4130 ext 711
Date of Assessment	Sep 06 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>Optional notes here</i>	Always	Always	Always
Access 2	Projects do not deny assistance for unnecessary reasons	Procedures and oversight demonstrate that staff do everything possible to avoid denying assistance or rejecting an individual or family for the reasons listed in Access Standard #1. <i>Optional notes here</i>	Always	Always	Always
Access 3	Access regardless of sexual orientation, gender identity, or marital status	Equal access is provided in accordance with the 2012 and 2016 Equal Access Rules, meaning that any project funded by HUD must ensure equal access for persons regardless of one's sexual orientation or marital status, and in accordance with one's gender identity. Adult only households, regardless of marital status, should have equal access to projects (if these project types are not available within a CoC, the CoC should conduct an assessment to determine if these project types are needed and work with providers to accommodate the need). Please see Equal Access Rules here: https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/ <i>Optional notes here</i>	Always	Always	Always
Access 4	Admission process is expedited with speed and efficiency	Projects have expedited admission processes, to the greatest extent possible, including helping participants obtain documentation required by funding sources, as well as processes to admit participants regardless of the status of their eligibility documentation whenever applicable. <i>Optional notes here</i>	Always	Always	Always
Access 5	Intake processes are person-centered and flexible	Intake and assessment procedures are focused on the individual's or family's strengths, needs, and preferences. Projects do not require specific appointment times, but have flexible intake schedules that ensure access to all households. Assessments are focused on identifying household strengths, resources, as well as identifying barriers to housing that can inform the basis of a housing plan as soon as a person is enrolled in the project. <i>Optional notes here</i>	Always	Always	Always
Access 6	The provider/project accepts and makes referrals directly through Coordinated Entry	Projects actively participate in the CoC-designated Coordinated Entry processes as part of streamlined community-wide system access and triage. If these processes are not yet implemented, projects follow communities' existing referral processes. Referrals from Coordinated Entry are rarely rejected, and only if there is a history of violence, the participant does not want to be in the project, there are legally valid grounds (such as restrictions regarding sex offenders) or some other exceptional circumstance that is well documented. <i>Optional notes here</i>	Always	Always	Always
Access 7	Exits to homelessness are avoided	Projects that can no longer serve particular households utilize the coordinated entry process, or the communities' existing referral processes if coordinated entry processes are not yet implemented, to ensure that those individuals and families have access to other housing and services as desired, and do not become disconnected from services and housing. Households encounter these exits under certain circumstances, such as if they demonstrate violent or harassing behaviors, which are described within agencies' regulation-adherent policies. <i>Optional notes here</i>	Always	Always	Always
Name	Participant Input Definition / Evidence		Say It	Document it	Do it
Participant Input 1	Participant education is ongoing	Project participants receive ongoing education on Housing First principles as well as other service models employed in the project. In the beginning of and throughout tenancy, participants are informed about their full rights and responsibilities as lease holders, including the potential causes for eviction. <i>Optional notes here</i>	Always	Always	Always
Participant Input 2	Projects create regular, formal opportunities for participants to offer input	Input is welcomed regarding the project's policies, processes, procedures, and practices. Opportunities include involvement in: quality assurance and evaluation processes, a participant leadership/advisory board, processes to formally communicate with landlords, the design of and participation in surveys and focus groups, planning social gatherings, integrating peer specialists and peer-facilitated support groups to compliment professional services. <i>Optional notes here</i>	Always	Always	Always



Housing First Standards

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

	Standard	Lease and Occupancy Definition / Evidence	Say It	Document It	Do It
Leases 1	Housing is considered permanent (not applicable for Transitional Housing)	Housing is not time-limited (though rent assistance may be) and leases are automatically renewable upon expiration, except with prior notice by either party. <i>Optional notes here</i>	Always	Always	Always
Leases 2	Participant choice is fundamental	A participant has, at minimum, choices in deciding the location and type of housing based on preferences from a range of housing types and among multiple units, as available and as practical. In project-based settings, participants should be offered choice of units within a particular building, or within the portfolio of single site properties. In projects that use shared housing, i.e. housing with unrelated roommates, participants should be offered choice of roommates, as available and as practical. Additionally, as applicable, participants are able to choose their roommates when sharing a room or unit. <i>Optional notes here</i>	Always	Always	Always
Leases 3	Leases are the same for participants as for other tenants	Leases do not have any provisions that would not be found in leases held by any other tenant in the property or building and is renewable per the participants' and owner's choice. People experiencing homelessness who receive help moving into permanent housing should have leases that confer the full rights, responsibilities, and legal protections under Federal, state, and local housing laws. For transitional housing, there may be limitations on length of stay, but a lease/occupancy agreement should look like a lease that a person would have in the normal rental market. <i>Optional notes here</i>	Always	Always	Always
Leases 4	Participants receive education about their lease or occupancy agreement terms	Participants are also given access to legal assistance and encouraged to exercise their full legal rights and responsibilities. Landlords and providers abide by their legally-defined roles and responsibilities. <i>Optional notes here</i>	Always	Always	Always
Leases 5	Measures are used to prevent eviction	Property or building management, with services support, incorporates a culture of eviction avoidance, reinforced through practices and policies that prevent lease violations and evictions among participants, and evict participants only when they are a threat to self or others. Clear eviction appeal processes and due process is provided for all participants. Lease bifurcation is allowed so that a tenant or lawful occupant who is a victim of a criminal act of physical violence committed against them by another tenant or lawful occupant is not evicted, removed or penalized if the other is evicted. <i>Optional notes here</i>	Always	Always	Always
Leases 6	Providing stable housing is a priority	Providers engage in a continued effort to hold housing for participants, even if they leave their housing for short periods due to treatment, illness, or any other temporary stay outside of the unit. <i>Optional notes here</i>	Always	Always	Always
Leases 7	Rent payment policies respond to tenants' needs (as applicable)	While tenants are accountable to the rental agreement, adjustments may be needed on a case by case basis. As necessary, participants are given special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements. <i>Optional notes here</i>	Always	Always	Always



Housing First Standards

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

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

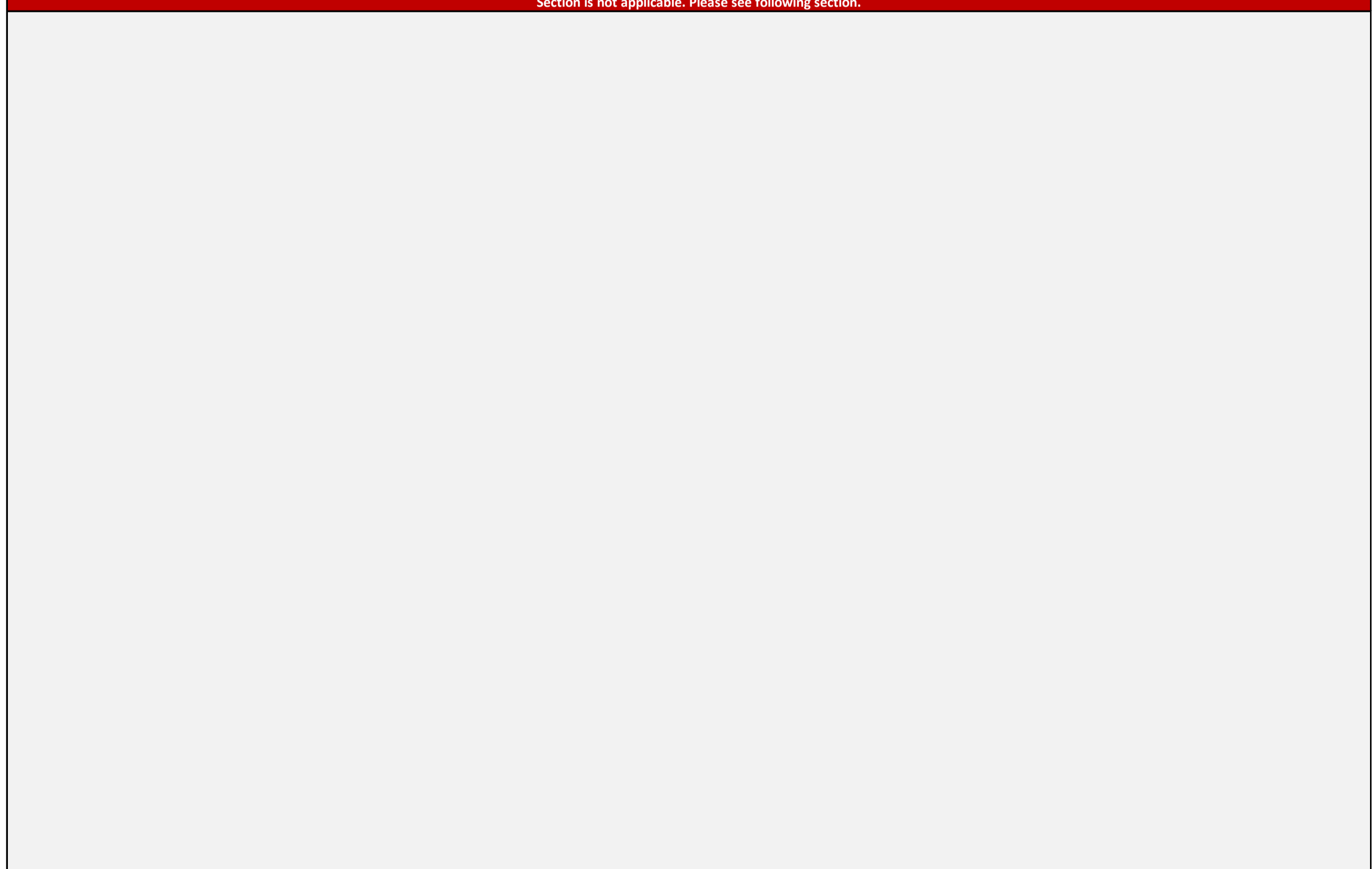


Housing First Standards

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

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

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-523 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) 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-523 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

Saratoga-North Country Continuum of Care (SNC)

SNC Home Page

2023 RANK & REVIEW DOCUMENTS

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

2021 RENEWAL PROJECTS

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

[SNC 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: SNC
- ✦ 2021 Rank & Review: SNC
- ✦ 2020 Rank & Review: SNC

CoC Public Postings

From: [Genesis Matthey](#)
To: [Andrea Deepe \(adeepe@wwamh.org\)](#); [Andy Gilpin](#); [cheriekory@glensfallshousingauthority.org](#); [Erin Coon](#); [hhall@riservices.org](#); [Jason McLaughlin \(director@hycwaithouse.org\)](#); [Jeff Varmette \(jvarmette@yahoo.com\)](#); [Lindsey Connors](#); [Maggie Fronk \(executivedirector@wellspringcares.org\)](#); [Michelle Straight](#); [Peter Oldytowski](#); [Rachel Gartner \(rgartner@swwcc.org\)](#); [snewell@riservices.org](#)
Subject: SNC: 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-523 RR23 Rank & Review Part 1 and 2 Tool - FINAL - Fillable PDF.pdf](#)
[NY-523 Rank and Review 4-14-2023 2-36-37 PM.xlsx](#)

Good Afternoon Saratoga North Country CoC Applicants,

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

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

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-523 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: [Andrea Deepe](#)
Subject: ASCEND/WWAMH Rank and Review Part 3 Interview - August 9th, 2023
Date: Wednesday, July 26, 2023 11:33:00 AM
Attachments: [image001.png](#)
[2023 RR Interview Questions Renewal Projects Only.docx](#)
[NY-523 RR23 - Scorecard - WWAMH HFP - Scorecard.xlsx](#)
[NY-523 RR23 - Scorecard - GFHA Housing First - Scorecard.xlsx](#)

Good Afternoon Andrea,

I hope you are doing well by the time this email reaches you. Attached please find a copy of ASCEND's (formerly WWAMH) Rank and Review Part 1 & 2 scorecards. We are hosting Rank and Review Part 3 Renewal Interviews on **August 9th, 2023 between 12pm and 4pm.** 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. If you are unable to select consecutive times, please email me.*

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: hhall@riservices.org
Subject: RISE Rank and Review Part 3 Interview - August 9th, 2023
Date: Wednesday, July 26, 2023 11:33:00 AM
Attachments: [image001.png](#)
[2023 RR Interview Questions Renewal Projects Only.docx](#)
[NY-523 RR23 - Scorecard - RISE - Scorecard.xlsx](#)

Good Morning Harlan,

I hope you are doing well by the time this email reaches you. Attached please find a copy of RISE's Rank and Review Part 1 & 2 scorecard. We are hosting Rank and Review Part 3 Renewal Interviews on **August 9th, 2023 between 12pm and 4pm**. This is an opportunity to recoup lost points in Parts 1 & 2.

Registration is required, please sign up for a time slot [here](#)!

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,

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Planning Associate
5 Pine West Plaza, Suite 503
Albany, New York 12205
(518) 489-4130 ext. 724
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Pronouns: She/Her/Hers



From: [Genesis Matthey](#)
To: mstraight@vchcnyc.org
Subject: VCHC Rank and Review Part 3 Interview - August 9th, 2023
Date: Wednesday, July 26, 2023 11:33:00 AM
Attachments: [2023 RR Interview Questions Renewal Projects Only.docx](#)
[image001.png](#)
[NY-523 RR23 - Scorecard - VCHC - Center Street - Scorecard.xlsx](#)
[NY-523 RR23 - Scorecard - VCHC - SVAP - Scorecard.xlsx](#)

Good Morning Michelle,

I hope you are doing well by the time this email reaches you. Attached please find a copy of VCHC's Rank and Review Part 1 & 2 scorecards. We are hosting Rank and Review Part 3 Renewal Interviews on **August 9th, 2023 between 12pm and 4pm**. 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. If you are unable to select two time slots consecutively, please email me.*

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,

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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 Mattey](#)
To: [Jason Mclaughlin](#)
Subject: WAIT House Rank and Review Part 3 Interview - August 9th, 2023
Date: Wednesday, July 26, 2023 11:33:00 AM
Attachments: [2023 RR Interview Questions Renewal Projects Only.docx](#)
[image001.png](#)
[NY-523 RR23 - Scorecard - TLP - Scorecard.xlsx](#)
[NY-523 RR23 - Scorecard - GFHA Community - Scorecard.xlsx](#)

Good Morning Jason,

I hope you are doing well by the time this email reaches you. Attached please find a copy of WAIT House's Rank and Review Part 1 & 2 scorecards. We are hosting Rank and Review Part 3 Renewal Interviews on **August 9th, 2023 between 12pm and 4pm**. 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. If you are unable to do so, please email me.*

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).

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Warmly,

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Planning Associate
5 Pine West Plaza, Suite 503
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Pronouns: She/Her/Hers



From: [Genesis Mattey](#)
To: [Maggie Fronk](#)
Subject: Wellspring Rank and Review Part 3 Interview - August 9th, 2023
Date: Wednesday, July 26, 2023 11:33:00 AM
Attachments: [image001.png](#)
[2023 RR Interview Questions Renewal Projects Only.docx](#)
[NY-523 RR23 - Scorecard - NV RR2 - Scorecard.xlsx](#)
[NY-523 RR23 - Scorecard - NV Permanent - Scorecard.xlsx](#)
[NY-523 RR23 - Scorecard - NV RRH - Scorecard.xlsx](#)

Good Morning Maggie,

I hope you are doing well by the time this email reaches you. Attached please find a copy of Wellspring's Rank and Review Part 1 & 2 scorecards. We are hosting Rank and Review Part 3 Renewal Interviews on August 9th, 2023 between 12pm and 4pm. 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. If you are unable to select consecutive times, please email me.*

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



From: [Genesis Matthey](#)
To: [Jeff Varmette](#)
Subject: Adirondack Vets House (AVH) Rank and Review Part 3 Interview - August 9th, 2023
Date: Wednesday, July 26, 2023 11:33:00 AM
Attachments: [image001.png](#)
[2023 RR Interview Questions Renewal Projects Only.docx](#)
[NY-523 RR23 - Scorecard - AVH - Scorecard.xlsx](#)

Good Morning Jeff,

I hope you are doing well by the time this email reaches you. Attached please find a copy of AVH's Rank and Review Part 1 & 2 scorecard. We are hosting Rank and Review Part 3 Renewal Interviews on **August 9th, 2023 between 12pm and 4pm**. This is an opportunity to recoup lost points in Parts 1 & 2.

Registration is required, please sign up for a time slot [here](#)!

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,

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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-523 announced it was accepting project applications.

(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.

+ 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

Saratoga-North Country Continuum of Care (SNC)

SNC Home Page

2023 RANK & REVIEW DOCUMENTS

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

2021 RENEWAL PROJECTS

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

SNC 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 Mattey**

New/Bonus Project Application

Release for Completion
SNC New/Bonus Project Application Tool
 Released Date: **July 24, 2023** Due Date: **August 2, 2023**
 Please submit your application as a PDF to Genesis Mattey gmattey@caresny.org

DV Bonus Application

Release for Completion:
SNC DV Bonus Project Application Tool
 Released Date: **July 24, 2023** Due Date: **August 2, 2023**
 Please submit your application as a PDF to Genesis Mattey gmattey@caresny.org

CE-HMIS Bonus Project Application

Release for Completion:
SNC 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 Mattey gmattey@caresny.org

View Rank & Review Archives

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

CoC Public Postings

From: Genesis Mattey
Bcc: Abigail.Eichler@dfa.state.ny.us; Adam Feldman - Habitat for Humanity (executivedirector@glensfallshabitat.org); Aili Lopez; amber.upton@saratoga-springs.org; Andrea Deepe (andread@wwamh.org); Andy Gilpin (andy@captaincares.org); Angela Bronzene (abronzene@saratogacountyny.gov); Ashley McKinney (ashley.mckinney@dfa.state.ny.us); Ben Driscoll (bdriscoll@swwcc.org); Bill Collins (bcollins@nyso.org); Bill Gettman (william.gettman@northernrivers.org); bootht@sunyacc.edu; Brenna Sharp (bsharp@lasnny.org); Brian McConnell; Brittany Rozelle (brozelle@hhhn.org); Brittany Sexton (bsexton@hhhn.org); Carie Bires (carie.bires@gmail.com); Carrie Wright; Cassandra Keech (cassandra.keech@dfa.state.ny.us); Cassie Segrell (csegrell@hycwaithouse.org); Cathy Bearor (BearorC@warrencountyny.gov); cheriekory@glensfallshousingauthority.org; Cheryl Hage-Perez (chp@saratogapc.org); Christina Mastrianni (Christina.Mastrianni@dfa.state.ny.us); Christine Purdy (cpurdy@alliancefph.org); Connie Mahoney (Connie.Mahoney@dfa.state.ny.us); Craig Deraway; Dan Hall (dan@hallwear.com); Debra Shay (dshay@hhhn.org); Digna Betancourt Swingle (digna.swingle@use.salvationarmy.org); Duane Vaughn (executivedirector@sheltersofsaratoga.org); dwarren@rehab.org; Ed Falterman (falterman1@aol.com); ehealy@community.solutions; Elizabeth Ball (elizabeth.ball1@VA.gov); Emily Vandercar - Soldier On (evandercar@wesoldieron.org); Erica Ludwick (eludwick@lasnny.org); Erin Coon (ecoon@hycwaithouse.org); Gayle Bush (gmbush5@hotmail.com); Genesis Mattey; Gordon Boyd; Gwendolyn Green (gwendolyn.green@health.ny.gov); Hannah Sont (hsontz@ahihealth.org); hhall@riseseservices.org; Ike Pulver (ipulver@sals.edu); James Ader (james.ader@albanycounty.com); Jamie Munyon (jamie@opendoor-ny.org); Janet Pagano (janetkp@hotmail.com); Jason McLaughlin (director@hycwaithouse.org); jbarlow@nnychildrenshome.com; Jean-Marie Lundgren (Jeanmarie.Lundgren@dfa.state.ny.us); Jeff Varmette; Jen Dunn; Jenn Braun; Jenna Barkley (jbarkley@sspha.org); Jennifer Gaughan (newview3@wellspringcares.org); Jennifer Stimpson@dfa.state.ny.us; Jenniffer McCloskey; Jessica Robertson; J"Nelle Oxford (oxfordj@warrencountyny.gov); Joan Tarantino (jtarantino@theconklingcenter.org); John Farrell (johnf@wwamh.org); Jonathan Wood (jwood@wwamh.org); Joshua Fisher (joshua.fisher@va.gov); Joy King (j.king.ss.ny.us@gmail.com); Judith Mckinnon (mckinnonjudith955@gmail.com); Judy Bedore (jbedore@tsamail.org); Judy Carr (LeavenHouse1992@gmail.com); Julie Lewis; Karen Rappleyea (kr@clmhd.org); Karyn Watson; Kathleen Wilson; Katie Sicko; Katie Taylor (ktaylor@tsamail.org); Kayla Carlozzi; Keane Jones (kjones@ilchv.org); Kelli Clark; Kelly Barker (kelly.barker@dfa.state.ny.us); Kim Cook (kim@opendoor-ny.org); Kim Sopczyk; Kristen Giroux - Interfaith Partnership for the Homeless (KristenG@iphny.org); lball@tlnny.com; Lee Cleavland (lee.cleavland@use.salvationarmy.org); Linda.Camoin@otda.ny.gov; Lindsay Stanislowsky (listanislowsky@alz.org); Lindsey Connors; Liza M. Ochsendorf; Lori Bishop (lbishop@wwamh.org); Lynn Ackershoak (lackershoe@aol.com); Maggie Fronk (executivedirector@wellspringcares.org); Marisa Alber (marisa.alber@dfa.state.ny.us); Marylynn Eddy (Marylynn.Eddy@dfa.state.ny.us); Maureen Van Deusen; Melodie Masterson; Michelle Foley (michelle.foley@use.salvationarmy.org); Michelle Larkin (michelle@rtsaratoga.org); Michelle Straight (MStraight@vchcny.org); Mitchum, Alphonso; molly@glensfallshabitat.org; myanoc523@gmail.com; Nancie Williams; Natalie Wimberly (wimberlydrn@gmail.com); Neysha Byrd; Nicholas Hayes (hayesnicholas21@gmail.com); Nicole Prunty (sistershelpingsistersinc@gmail.com); Paul Feldman; Phyllis Panetta (ppanetta@ilchv.org); Rachel Gartner (rgartner@swwcc.org); Randy Viele (rviele@alliancefph.org); Rebecca Bammert (r.bammert@ymail.com); Rebecca Hill (rebecca.hill@dfa.state.ny.us); Renee Birnbaum (renee@choiceconnectionsny.com); Renee Stephenson (rstephenson@aidscouncil.org); Rich becker (rwbecker@albany.edu); Robert York (vorkr@warrencountyny.gov); Roberta Bly (Roberta.Bly2@dfa.state.ny.us); Rosemary Royce (rroyce@sheltersofsaratoga.org); Rosemary White (Rosemary@moreaucommunitycenter.org); Sandra Spaulding (gandsspaulding@gmail.com); Sarah Frankenfeld (frankenfeld@warrencountyny.gov); Sarah Polidore (spolidore@wesoldieron.org); Shelley Smith (shelley@opendoor-ny.org); Sherrie Catapano (Sherrie.catapano@cdphp.com); Stacey Thayer (stacey.thayer@cdphp.com); Stephanie Ball (stephanie.ball@dfa.state.ny.us); Stephanie Hutchins (stephanie.hutchins@dfa.state.ny.us); Stephanie Schneider (revstephanies@gmail.com); Stuart Kaufman (skaufman@lasnny.org); Sue McCann (sue.mccann@tcbinc.org); Susan Bull; Sybil Newell (snewell@tsamail.org); Tamara Cosme; Tamara Rivera (tamararivera29@yahoo.com); Tina Beswick (tbeswick@wwamh.org); Tina Potter (TINA.POTTER@dfa.state.ny.us); Tracy Cullen Tedisco Scheduler (cullen@nysenate.gov); Tracy Schneider (Tracy.Schneider@dfa.state.ny.us); Tylerw@sailhelps.org; Vanessa Taylor (veteranspeertopeer@gmail.com); William Brown (wbrown@wesoldieron.org); William Robson

Subject: Saratoga North Country Continuum of Care- ~~New/DV Bonus 2023 CoC Applications Available-~~ Due August 2nd
Date: Monday, July 24, 2023 10:44:00 AM
Attachments: image001.png
NY523 - RR23 - New Project RFP - FINAL - Fillable PDF.pdf
NY523 - RR23 - SNC DV Bonus RFP - FINAL - Fillable PDF.pdf
NY523 - RR23 - CE-HMIS Bonus RFP - FINAL - Fillable PDF.pdf

Good morning Saratoga North Country 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/#SNC>

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

For more information about project eligibility and funding availability, check out our website:
<https://caresny.org/nofo-2023/>

Applications are due by 5pm on August 2nd.

Note that projects scored to move forward in the CoC's local process will need to be entered into Esnaps no later than Friday, August 17th.

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

You do not have to be currently CoC funded to apply.

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-523 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](#); [Maureen Van Deusen](#); [Kelsey Addy](#)
Subject: 2023 CoC NOFO Summary- SNC
Date: Tuesday, July 18, 2023 9:59:44 AM
Attachments: [image002.png](#)

Good Morning, Saratoga-North Country 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 24 th

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


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

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

New Projects	
All New Project Applications (including those	August 17 th

applying for DV Bonus) due in e-snaps	
Organizations will receive recommended edits from CARES	August 25 th
Final edits due in e-snaps	August 31 st

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 Esnaps is open and the available amount of funds is announced.

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

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

FY23 Important Changes to the NOFO

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

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

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

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

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

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

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

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

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

FY23 CoC Consolidated Application

- CoC Application: In the community portion of the application, the Collaborative Applicant responds to narrative questions and provides attached documents to describe the CoC planning body, governance structure, overall performance, and the strategic planning process. This part of the application is scored and will determine the order in which CoCs are funded. *Please note: once the CoC Application is available in Esnaps, CARES will post a blank copy to our website for your information. CARES estimates beginning to publicly post drafts of the application on our website by August 17th, and will accept comments through September 14th. Please check the public posting section³ of CARES' NOFO website for updates.*

³<https://caresny.org/nofo-2023/#PP>

- Project Application: Project applications must be completed in Esnaps by applicants for all renewal, new, CoC Planning, and UFA costs, and include a description of the project, proposed budget, and required attachments.
- CoC Priority Listing: The CoC Priority Listing ranks project applications (including reallocated, CoC Bonus, DV Bonus, and renewal applications) in order of priority based on the Rank and Review scoring outcomes.

Available Resources

CARES' website is a resource for the Notice of Funding Opportunity (NOFO) and Rank and Review information and deadlines. Below are links to important information.

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

⁴<https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23RR&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTi6lk1haWwiLCJXVCI6Mn0%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTi6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=%2B%2FPneCBXf8kH8yiBwMtFZXgtgKntxL9RypbfYb aqeA%3D&reserved=0>

⁶<https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTi6lk1haWwiLCJXVCI6Mn0%3D|3000||&sdata=isqWfCjSF%2FuFNFX0ZwPicuTcB2kOq8VV%2BSFKny5PtX4%3D&reserved=0>

⁷<https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683476097|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTi6lk1haWwiLCJXVCI6Mn0%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|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAiLCJQljoiv2luMzliLCJBTi6lk1haWwiLCJXVCI6Mn0%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=c9KilBql%2FuWkrFHPuaaszEEUkRYndd1q4R3Uh3IOW%3D&reserved=0](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|TWfPbGZsb3d8eyJWljoimc4wLjAwMDAilCjQljoiv2luMzliLCJBTil6lk1haWwiLCjXVCI6Mn0%3D|3000||&sdata=c9KilBql%2FuWkrFHPuaaszEEUkRYndd1q4R3Uh3IOW%3D&reserved=0)

⁹<https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fcaresny.org%2Fnofo-2022%2F%23ResourceC&data=05|01|kaddy%40caresny.org|b008f77723634f4b364608da7f9ba1ab|b70c51f05ade416bba91f5a3faf9008a|0|0|637962603683632324|Unknown|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%2B6e5PmvRV1TrbDM2qm7rNaY%3D&reserved=0>

FY23 New Project Information Session

A 2023 CoC Funding Opportunity for New Projects – Information Session will be held **Tuesday, July 25th at 11:30am**. During this information session we will review CoC funding basics, provide an overview of CoC Bonus and DV Bonus funding opportunities, and discuss how to apply.

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

This attachment details the Rank & Review process for NY-523 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-523's local competition to score new and renewal applications - for all project application types.**
 - (a) NY-523'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-523 local competition to score new and renewal application and for all project application types.

(a) NY-523's Rank and Review Written Process

SARATOGA NORTH COUNTRY

CONTINUUM OF CARE

2023 RANK AND REVIEW PROCESS

Background

HUD's Continuum of Care (CoC) homeless assistance programs serve as a source of funding for homeless services in the Counties of Saratoga, Warren, Washington and Hamilton (collectively referred to as the Saratoga-North Country Continuum of Care). HUD awards homeless assistance grants through an annual application process known as the CoC Program Competition.

In order for the CoC to gain insight into programs that are best serving the community at the local level, the community has implemented a Rank & Review Process for new and renewal projects. This process will help the CoC gain knowledge of project performance and effectiveness within the full CoC system.

In the Saratoga-North Country CoC, the Data and Goals Committee is charged with overseeing the Rank & Review Process. As described in the SNC CoC Bylaws, the Continuum of Care is responsible to design, operate, and follow a collaborative process for the development of funding applications, including funding priorities and the number and type of applications. Each year the Data and Goals Committee reviews the Rank & Review Process and Application and makes revisions to reflect changing priorities. The Data and Goals Committee is also responsible for establishing a Review Team. The Written Process, Application and the reviewers are submitted annually for approval by the Board. Once Board approved, the Written Process and Application are posted for review and comment by full Membership.

CoC Transparency

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

FY2023 Rank and Review Application

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

Review and Approval of the Rank & Review Renewal Application

After the CoC Consolidated Application is submitted to HUD by the Collaborative Applicant, the Data and Goals Committee reviews that prior year's Rank & Review process, including reviewer feedback and SNC member comments. The Committee considers information gained on behalf of the CoC over the past year and makes revisions to the application. The Committee also considers asking new members to join the Committee and participate on the Review Team.

In phases, the Data & Goals Committee presents the Written Process and Application Tools to the SNC Board and Membership for one-week public comment periods. The Data & Goals Committee considers submitted comments for inclusion. The Data & Goals Committee updates the Board on any edits, incorporates any additional changes from the Board, and secures a vote for approval. Finally, the Written Process and Application Tools 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 Renewal 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** includes narratives allowing agencies to explain unique circumstances which may affect project performance. 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 Data and Goals Committee will draft questions based on specific criteria included in the NOFO to be asked during project interviews. Projects will receive these questions prior to the interview. Interviews may assist the reviewers in awarding additional points to previously scored questions in Part 1 and/or 2 up to the maximum number of points available for each question.

At the end of each part, renewal projects will have an opportunity to request a debriefing of their scores with the Collaborative Applicant.

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, the new project RFP will re-open. RFPs submitted during the second application process will automatically be ranked below the round 1 projects. New project applications will be ranked, approved by the Board, and presented to Membership. The community's goal is to apply for the maximum amount of available funds. The same appeals process that applies to Renewal applications applies to New/Bonus project applications.

Bonus Projects

Each year, HUD *may* offer bonus funding and the NOFO outlines how the funds may be spent. Bonus project proposals must fill an unmet need as noted within the CoC's Strategic Plan or locally determined priorities. Bonus applications will be ranked and approved by the Board and presented to Membership. The community's goal is to apply for the maximum amount of available funds. The same appeals process that applies to Renewal applications applies to New/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 create new projects to fill an unmet need within the community, as noted within the SNC Strategic Plan. Reallocating funds is one of the most important tools by which communities can make strategic improvements to their homeless service system.

Projects that can be flagged for reallocation consideration include those which have demonstrated inadequate financial management, a history of expending funds on ineligible activities, a lack of full expenditure of funds, and those which consistently score low on the Rank & Review. Reallocation is recommended for any project *not* participating in Coordinated Entry, HMIS or the annual Point-in-Time. The Board may determine reallocation of a particular project as in the best interest of the CoC and essential to maintaining full funding. Further, agencies may voluntarily choose to reallocate funds from their own projects. New project proposals developed by agencies through reallocation of their own funds will be prioritized during the ranking process. All other proposed projects using reallocated funds will be ranked according to general ranking procedures.

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

Review Team

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

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

Threshold Review

In order to ensure CoC projects are high performing, all project applications must also meet a minimum scoring threshold of 50% 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 SNC Board consider the possibility of reallocation or amendments to the project application/s with said agency.

Project Ranking

The NOFO requires that the CoC conduct a transparent and objective process to review and rank all application

for renewal of existing projects and applications for new/bonus projects. Using a CoC approved Rank & Review tool, all projects seeking funding are scored and placed in numerical order. The Committee reviews the process and project scores. Projects projected to fall into Tier 2 will be contacted and notified of their ranking and offered the opportunity to go over the project's scores. HMIS and CE projects do not fill out a renewal application but are ranked at the bottom of Tier 1. Project ranking is shared with the Data & Goals Committee, then presented to the Board for their consideration to either finalize the ranking or adjust in order to continue meeting current community needs and resources. The board may change the ranking at their discretion before finalizing. Afterwards, the ranking is shared with full Membership. 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, and notice of the correction will be provided to the Data and Goals Committee and the Board. No formal appeal is needed for a mathematical error.

Appeals Process

1. Who May Appeal?

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

2. What May Be Appealed?

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

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

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

3. Timing of an Appeal

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

Appeals Decisions

The Review Team for the Rank & Review process will also serve as the Appeals Review Team. Appeals are decided by majority vote of the Review/Appeals Team, and once decided, are final and may not be overturned by the Data & Goals Committee, Board or Membership.

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 tiering is presented by the Data and Goals Committee to the Board who approves then presented to Membership. Membership votes on the tiering and approves the Project Listing and the CoC Application.

FINAL

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

1. Scoring tool used in NY-523 local competition to score new and renewal application and for all project application types.

(b) Blank Renewal Application Tool

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

RANK AND REVIEW APPLICATION 2023

PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

DEADLINE TO SUBMIT:

PROJECT INFORMATION

Organization Name: _____

Contact Person: _____

Project Name: _____

Project Type: PSH RRH TH SSO (regular)

Is your project site-based? Yes No

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

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

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

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

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

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

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

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

Yes - 5 pts No - 0 pts

2. Data Quality & Completeness (project specific): Based on FY22 APR (6 total pts.)

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

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

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

3. Priority Populations

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

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

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

Permanent Supportive Housing Programs:

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

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

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

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

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

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

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

Permanent Supportive Housing projects: During FY22, there were 179 persons with positive outcomes noted across all CoC PSH programs. (An outcome is positive for PH if individual is a stayer or exited to a PH destination.) To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: ____%
≥25.1%= 10 pts; 17.1%-25%= 7.5 pts; 8.6%-17%= 5 pts; 0.3%-8.5%= 2.5 pts; 0% = 0

Transitional Housing projects: During FY22, there were 5 persons with positive outcomes noted across all CoC TH programs. (An exit is positive for TH if individual exited to a PH destination.) To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: ____%
≥ 76% = 10 pts; 51-75% = 7.5 pts; 26-50% = 5 pts; 1-25% = 2.5pts; 0% = 0

RRH projects: During Federal FY22, there were 16 persons with positive outcomes noted across all CoC RRH programs. (An exit is positive for RRH if individual exited to a PH destination.) To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: ____%
≥ 76% = 10 pts; 51-75% = 7.5 pts; 26-50% = 5 pts; 1-25% = 2.5pts; 0% = 0

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

7. Income Growth - System Impact (Attachment 4) (10 possible pts.)

Refer to **Attachment 4** (which measures total income growth between the two most recent client assessments for stayers; and between entry and exit for leavers) to note the percentage this project contributed to total income growth in the CoC in FY22 ____%.
≥ 17.1% = 10 pts; 11.5%-17%=7.5; 5.8-11.4% = 5 pts; 0.2-5.7% = 2.5 pts; 0% = 0 pts

8. Income Growth – Project Performance

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

8a. What percentage of stayers gained or increased earned income between start and annual assessment? Note percent in Q19a1. Row 1) Number of Adults with Earned Income - Column 9) Performance Measure: Percent of Persons to accomplish this measure: ____%

8b. What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3**) Number of Adults with Other Income - **Column 9**)
 Performance Measure: Percent of Persons to accomplish this measure: _____%

8c. What percentage of **leavers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a2. Row 1**) Number of Adults with Earned Income - **Column 9**)
 Performance Measure: Percent of Persons to accomplish this measure: _____%

8d. What percentage of **leavers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a2. Row 3**) Number of Adults with Other Income - **Column 9**)
 Performance Measure: Percent of Persons to accomplish this measure: _____%

9. Housing First (0-5 pts)

Housing First is a recovery-oriented approach to end homelessness by rapidly housing individuals without screening out or terminating consumers based on any of the criteria below. Does your project screen out or terminate consumers based on any the following? **Any Yes - 0 All No - 5 pts**

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

10. Coordinated Entry: (up to 10 pts)

10a. Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process? **Yes 4pts** **No 0 pts**

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

10c. Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training? **Yes 2 pts** **No 0 pts**

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

11. CoC Participation (Up to 10 points)

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

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

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

12. Funds Utilized

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

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

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

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

Yes 5 pts No 0 pts

13. Anti-Discrimination (0-6 pts)

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

Yes 3 pts No 0 pts

If yes, does your agency's policy ensure that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?

Yes 3 pts No 0 pts

14. Monitoring (0-4pts)

Did your agency participate in CoC Fiscal and/or Program Monitoring and provide all required documentation by the specified due date?

- Yes 2pts No 0 pts

If monitoring resulted in any findings or recommendations requiring action or follow-up, did you respond or address issues by the specified deadline?

- Yes/No Action Required 2pts No 0 pts

15. Diverse Employees (0-2)

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

- Yes 2 pts No 0 pts

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

RANK AND REVIEW APPLICATION 2023

PART 2: PROJECT / SYSTEM PERFORMANCE NARRATIVES

PROJECT INFORMATION

FY23 Funding Request: \$ _____

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

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

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

1. Utilization Rate (0-10 pts)

This question should be answered *only* by projects which scored zero points on Question 1 of the 2023 Rank & Review Part 1. If your project did not achieve 100% utilization (i.e., number of projected/contracted households and/or persons served) during Federal Fiscal Year 2021 (10/1/21 – 9/30/22), please explain why in 250 words or less.

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

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

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

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

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

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

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

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

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

5. Behavioral Health Supports (2 possible pts)

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

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

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

6. Diversity and Inclusion (0 - 1 pt)

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

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

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

8. Continued response to infectious disease (0 pts)

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

9. Moving On Strategy (0-3 pts)

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

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

10. Impact of COVID (0-5 pts)

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

11. Feedback from Clients (0-1 pts)

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

12. Length of Participation (0-1 pts)

Using APR Q22c as a reference, please explain how your agency ensures that project participants are housed quickly after the project start date. *(This question will be weighted for site-based programs. Site-based programs do not need to respond to this question).*

13. Housing Stability (0 to 3 pts)

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

14. Domestic Violence Projects *Only-Positive Outcomes/Safety*(0-5 pts)

Outcomes considered positive for DV programs may not be the same as positive outcomes for Permanent Supportive Housing programs. That said, how do you feel your agency contributes to housing stability and ensure safety for victims of domestic violence? (250 words or less)

Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.

Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for victims of domestic violence.

15. Dedicated Youth Projects *Only-Positive Outcomes* (0-5 pts)

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

Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the youth provider lens.

Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive outcomes.

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

RANK AND REVIEW APPLICATION 2023

PART 1 ATTACHMENTS CHECKLIST

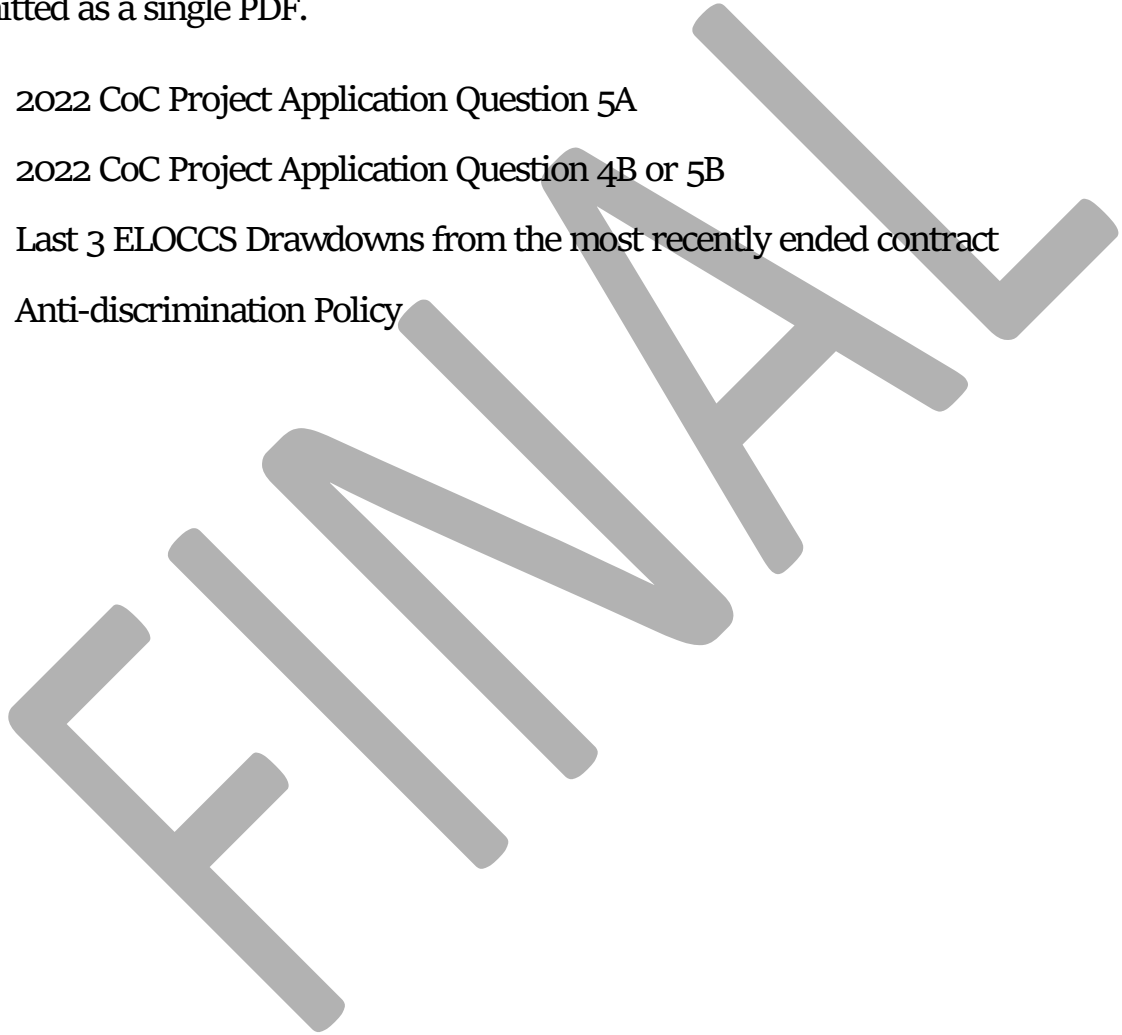
Please include the below information with your application. All files should be saved and submitted as a single PDF.

2022 CoC Project Application Question 5A

2022 CoC Project Application Question 4B or 5B

Last 3 ELOCCS Drawdowns from the most recently ended contract

Anti-discrimination Policy



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
<p>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.</p>	<p>1. How does your agency incorporate the voices of people with lived experience/expertise of homelessness into programmatic decisions?</p> <p><i>Agencies can respond to question 1 or question 2, but not both.</i></p>	<p>1-Point if they describe a meaningful process of incorporating the voices of PWLE into programs.</p>
<p>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</p>	<p>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</p>	<p>0.5-Point - for an identified plan to include survivors with lived experience in policy and program development.</p>

<p>policy and program development and the inclusion of victim-centered practices in operating their projects.</p>	<p>how do you include victim centered practices in operating your project?</p>	<p>0.5-Point - for identification of how the agency includes victim centered practices in operating their project.</p>
<p>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.</p>	<p>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.</p>	<p>1-Point-All program system performance measures are above average.</p> <p>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.</p>
<p>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)</p>	<p>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?</p>	<p>1-Point if agency cites specific examples of how they ensure racial equity in program delivery.</p>

<p>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.</p>	<p>5. How does your agency ensure housing and services are private, respectful, safe, and accessible regardless of gender identity or sexual orientation?</p>	<p>1-Point - for noting specific examples that demonstrate the agency's commitment to safe, affirming, equitable housing and services for the LGBTQ+ population.</p>
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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. \(caresny.org\)](https://www.caresny.org/NOFO-2023).

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-523 local competition to score new and renewal application and for all project application types.

(c) Blank New Project Application Tool

SARATOGA NORTH COUNTRY (SNC)

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. 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
5. What type of project are you applying for?
 - New project
 - Expansion of an existing project
6. Will the project be able to begin within 12 months? Yes No
7. Is the applicant a current member of the Saratoga North Country (SNC) Continuum of Care (CoC)? Yes - 10 points No - 0 points
8. Is the agency applying a current CoC funded grantee?
 Yes - 0 points No - 5 points
9. 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)
10. Is your agency an active participant in the SNC Coordinated Entry?
 Yes - 3 pts No - 0 pts
11. Does your agency currently report in the CoC's HMIS system?
 Yes - 1 pts No - 0 pts
12. 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 SNC CoC prioritizes projects that have a Housing First approach. Does your project screen out or terminate consumers based on any the following?
All No- 25 pts Any Yes- 0 pts

	Yes	No
Having too little or no income	<input type="checkbox"/>	<input type="checkbox"/>

SARATOGA NORTH COUNTRY (SNC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

Active or history of substance abuse	<input type="checkbox"/>	<input type="checkbox"/>
Criminal record with exceptions for state-mandated restrictions	<input type="checkbox"/>	<input type="checkbox"/>
History of domestic violence	<input type="checkbox"/>	<input type="checkbox"/>
Failure to participate in supportive services	<input type="checkbox"/>	<input type="checkbox"/>
Failure to make progress on a service plan	<input type="checkbox"/>	<input type="checkbox"/>
Loss of income or failure to improve income	<input type="checkbox"/>	<input type="checkbox"/>
Being a victim of domestic violence	<input type="checkbox"/>	<input type="checkbox"/>
Any other activity not covered in a lease agreement typically	<input type="checkbox"/>	<input type="checkbox"/>

13. Does your agency have someone with lived expertise of homelessness within its Executive Leadership, who are involved with programmatic and funding decisions?
- Yes- No

14. Please provide a project description that addresses the entire scope of your project.

Please include the target population that will be served. **(0 – 15 points)**

- *10 points if you outline a detailed strategy that will be used to help participants regain and maintain housing stability.*
- *5 points if agency can provide evidence of success with the outlined strategy in the past or demonstrated success from other projects employing similar strategies/structures.*

15. 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.*

SARATOGA NORTH COUNTRY (SNC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

16. 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.*

17. **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)

SARATOGA NORTH COUNTRY (SNC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

18. 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*

19. 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

20. 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

21. 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

SARATOGA NORTH COUNTRY (SNC)
New Project RFP 2023
(Expansion and/or Bonus Projects)

22. 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

23. 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

24. 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.

25. 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?

SARATOGA NORTH COUNTRY (SNC)
New Project RFP 2023
(Expansion and/or Bonus Projects)

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

FINAL

SARATOGA NORTH COUNTRY (SNC)

New Project RFP 2023

(Expansion and/or Bonus Projects)

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

ACTIVITY	CoC FUNDS REQUESTED	NOTES
A. Rental Assistance	\$	
B. Support Services	\$	
1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
C. VAWA Costs (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	\$	

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-523 local competition to score new and renewal application and for all project application types.

(d) Blank Bonus/DV Application Tool

SARATOGA NORTH COUNTRY (SNC)

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. 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
5. What type of project are you applying for?
 - New project
 - Expansion of an existing project
6. Will the project be able to begin within 12 months? Yes No
7. Is the applicant a current member of the Saratoga North Country (SNC) Continuum of Care (CoC)? Yes - 10 points No - 0 points
8. Is the agency applying a current CoC funded grantee?
 - Yes - 0 points No - 5 points
9. 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)
10. Is your agency an active participant in the SNC Coordinated Entry?
 - Yes - 3 pts No - 0 pts

11. 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 SNC 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

SARATOGA NORTH COUNTRY (SNC)

DV Bonus Project RFP 2023

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

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

- Yes No

13. 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

SARATOGA NORTH COUNTRY (SNC)

DV Bonus Project RFP 2023

14. 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.
15. 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.*

SARATOGA NORTH COUNTRY (SNC)

DV Bonus Project RFP 2023

16. Does your agency have a racially and ethnically diverse group of stakeholders who are responsible for making programmatic and funding decisions? If not, how does your agency plan to incorporate the views of a diverse set of stakeholders into reviewing your policies, procedures, and funding decisions? Provide your response below.

17. 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

18. 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

19. 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

SARATOGA NORTH COUNTRY (SNC)

DV Bonus Project RFP 2023

20. 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

21. 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

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?

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

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

ACTIVITY	CoC FUNDS REQUESTED	NOTES
A. Rental Assistance	\$	
B. Support Services	\$	

SARATOGA NORTH COUNTRY (SNC)

DV Bonus Project RFP 2023

1. Salaries	\$	
2. Benefits	\$	
3. Other	\$	
C. VAWA Costs (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	\$	

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-523 local competition to score new and renewal application and for all project application types.

(e) Blank Bonus CE/HMIS Application Tool

SARATOGA NORTH COUNTRY (SNC)

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. Which of the below eligible project types are you applying for?
 - HMIS
 - CE
 5. What type of project are you applying for?
 - New project - 5pts
 - Expansion of an existing project- 0 pts
 6. Will the project be able to begin within 12 months? Yes No
 7. Is the applicant a current member of the Saratoga North Country (SNC) Continuum of Care (CoC)? Yes - 10 points No - 0 points
 8. Is the agency applying a current CoC funded grantee?
 - Yes - 0 points No - 5 points
 9. 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)
 10. Please explain the need for this project within your CoC. **(0-25 pts.)**
-
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.

SARATOGA NORTH COUNTRY (SNC)
CE-HMIS RFP 2023
(Expansion and/or Bonus Projects)

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

Yes No

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?

Coordinated Entry Projects Only Please Complete This Section

22. What % of ARD funds are already dedicated to CE?

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)**

**SARATOGA NORTH COUNTRY (SNC)
CE-HMIS RFP 2023
(Expansion and/or Bonus Projects)**

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

Policy Oversight Entity: _____ Management
Entity: _____ Evaluation Entity:

In 3-5 sentences please describe how your program will work with each to ensure program compliance. **(0-5 pts)**

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

HMIS Projects Only Please Complete This Section

26. What % of ARD funds are already dedicated to HMIS? _____

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

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

SARATOGA NORTH COUNTRY (SNC)
 CE-HMIS RFP 2023
 (Expansion and/or Bonus Projects)

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

DRAFT

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

1. Scoring tool used in NY-523 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

Saratoga North Country - FY23 Ranking & Tiering

Agency	Project Name	Project Component	Requested Funding Amount	Reallocated Funds	Score	Accepted or Rejected	Rank (if accepted)	
ASCEND (WWAMH)	GFHA - Housing First	PSH	\$165,180		161	Accepted	1	Tier 1
ASCEND (WWAMH)	WWAMH Housing First	PSH	\$126,054		157	Accepted	2	
RISE	RISE Housing First	PSH	\$337,341		156	Accepted	3	
Veteran and Community Housing Coalition	Saratoga Veteran Apartment Program	PSH	\$273,057		152	Accepted	4	
Veteran and Community Housing Coalition	Center Street	PSH	\$55,286		152	Accepted	5	
WAIT House	GFHA Community Chronic (CC)	PSH	\$263,147		151	Accepted	6	
Adirondack Vets House Inc	AVH Vets House	PSH	\$84,593		149	Accepted	7	
Domestic Violence and Rape Crisis Services of Saratoga	New View Rapid Rehousing	RRH	\$205,359		147	Accepted	8	
WAIT House	Transitional Living Program (TLP)	TH	\$83,462		140	Accepted	9	
WAIT House	WAIT House Youth Rapid Rehousing Program	RRH	\$58,024		N/A	Accepted	10	
CAPTAIN	Coordinated Entry Project for Saratoga North Country CoC	SSO-CE	\$35,000		N/A	Accepted	11	
Domestic Violence and Rape Crisis Services of Saratoga	DV Coordinated Entry	SSO-CE	\$15,600		N/A	Accepted	12	
Catholic Charities of Saratoga, Warren and Washington	DVPWW Housing	RRH	\$121,063		N/A	Accepted	13	
CARES of NY, Inc.	Warren, Washington, Hamilton and Saratoga Counties Portion of the Capital Region H	SSO-HMIS	\$35,328		N/A	Accepted	14	
Domestic Violence and Rape Crisis Services of Saratoga	New View Permanent Housing Program	PSH	\$52,291		131	Accepted	15a	
Domestic Violence and Rape Crisis Services of Saratoga	New View Permanent Housing Program	PSH	\$42,454		131	Accepted	15b	
Domestic Violence and Rape Crisis Services of Saratoga	New View Rapid Rehousing II	RRH	\$101,369		130.67	Accepted	16	
CAPTAIN	Coordinated Entry Project for Saratoga North Country CoC - Expansion	SSO-CE	\$55,047		99.5/106=93.8%	Accepted	17E	
Shelters of Saratoga	Shelters of Saratoga Rapid Rehousing Project	RRH	\$88,776		111.8/122=92%	Accepted	18	
Open Door Mission	Life Path Program	RRH	\$152,548		113.5	Accepted	19D	
Soul Saving Station for Every Nation of Saratoga	Mother Susan Anderson Women and Children's Emergency Shelter	RRH	\$55,047		94.2/122= 77%	Rejected	20	

Not Ranked:

CARES of NY, Inc.	Planning Grant		\$102,730		N/A	Accepted		Planning
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Annual Renewal Demand	\$	2,054,608.00
Tier 1	\$	1,910,785.00
Tier 2	\$	143,823.00
CoC Bonus	\$	143,823.00
DV Bonus	\$	152,548.00
Planning Grant	\$	102,730.00
UFA Grant	\$	-

Expansion Grants

Applicant Name	Renewal Project Name	Expansion Project Name
CAPTAIN Community Human Services	Coordinated Entry Project for Saratoga North Country CoC	CAPTAIN CHS Coordinated Entry Program Expansion

Consolidations

Applicant Name	Renewal Project 1	Renewal Project 2	Surviving Pin
ASCEND (WWAMH)	WWAMH Housing First	GFHA - Housing First	NY0716

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

1. Scoring tool used in NY-523 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-523 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					
1a-b. Utilization Rate	15	Utilization Rate			
2a-c. Data Quality and Completeness	6	Data Quality & Completeness			
3. Priority Population	10	Population Served		Percentage of households served that were an identified priority population- CH, Youth, Vets DV	
4. Impact on Chronic Homelessness	10	Impact on CH	Impact on CH		
5. Positive Outcomes	10	Positive Outcomes	Positive Outcomes		
6. Exits to Homelessness	10	Exits to Homelessness	Exits to Homelessness		
7. Income Growth- System Impact	10	Effect on Income Growth	Effect on Income Growth		
8a-d. Income Growth- Project Performance	12	Effect on Income Growth	Effect on Income Growth		
9. Housing First	5	Housing First			
10a-d. Coordinated Entry	10	Coordinated Entry Participation			
11a-b. CoC Participation	10	CoC Participation and Monitoring			
12a-b. Funds Returned	20	Funding			
13. Anti-discrimination	6	Anti-discrimination			Addressing Racial Barriers- Agency written policies
14. Project Monitoring	4	CoC Participation and Monitoring			
15. Diverse Employees	2	Diversity			Addressing Racial Barriers- Diversity in leadership

Renewal Part 2					
2. Cultural/Societal Barriers	5			Question to evaluate equitable housing practices for individuals facing cultural/societal barriers (LGBTQ+ population, languages, etc.)	Addressing Racial Barriers such as language barriers to ensure racial equity in housing
5. Behavioral Health Supports	2			Question for projects to address client service needs that impact housing stability	
6. DEI Training for Staff	1				Addressing Racial Barriers- Diversity in leadership
7. Including Transgender and Gender Non-conforming clients	5			Question to evaluate equitable housing practices for LGBTQ+ population	
11. Feedback from Clients	1				Ensures that feedback from those being served is heard and incorporated into program/policy updates
13. Housing Stability	5			Question for projects to address client service needs that impact housing stability	Addressing Racial Barriers- Barriers to Housing Stability
14. DV	5			Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns	
15. Dedicated Youth	5			Specific Method for Evaluating Projects Submitted by Youth Service Providers: Positive Outcomes based on Increase of Income and Housing Stability	

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	Addressing Racial Barriers- Specific Strategies to
Total Points	190	140	52	41	21

Percentage of Points	190	Total Objective Criteria- 74%	Total System Performance Criteria- 27%	Total Hard to Serv Eval Questions - 21%	Total Racial Barriers Questions - 11%
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Please note: the above points for Objective Criteria, System Performance Measures, and considerations for serving those with severe barriers to housing and services refer to the following types of projects: PSH, RRH, TH, TH-RRH

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

New Bonus Tool					
15. CoC Member	10	CoC Participation and Monitoring			
16. CoC Funded	5	Funding/ CoC Participation and Monitoring			
18. CE Participation	3	Coordinated Entry Participation			
19. HMIS Participation	1	HMIS Participation			
20. Housing First	25	Housing First			Addressing Racial Barriers- Implementing Housing First
22. Lived Experience on Leadership	1				Addressing Racial Barriers- Diversity in leadership
25. Priority Populations	5	Population Served		Question for projects to demonstrate serving hardest to serve populations	
26. Length of Time (LOT) Homeless	2			Question demonstrating how the project will serve those with the longest LOT Homeless	
27-30. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing			
32. Diverse Decision-Makers	4				Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions
33. Partnering w/ LGBTQ+ Orgs	4			Question to evaluate equitable housing practices for LGBTQ+ population	
34. Support Services for Unsheltered Persons	2			Question allowing projects to demonstrate experience of serving the hardest to serve populations.	
Total Points	122	87	13	30	
	122	Total Objective Criteria- 71%	Total Hard to Serv Eval Questions - 11%	Total Racial Barriers Questions - 25%	

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 Housing First
21. Diverse Leadership	1				Addressing Racial Barriers- Diversity in leadership
22. Project Description	20			Specific plan for serving survivors of DV, Dating Violence, and stalking.	
25. Priority Populations	5	Population Served		Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns	
26-29. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing			
32. Diverse Decision-Makers	4				Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions
33. Partnering with LGBTQ+ Orgs	4			Question to evaluate equitable housing practices for LGBTQ+ population	
34. Support Services for Unsheltered Persons	2			Question allowing projects to demonstrate experience of serving the hardest to serve populations.	
Total Points	131	90	31	30	
	131	Total Objective Criteria - 69%	Total Hard to Serv Eval Questions - 24%	Total Racial Barriers Questions - 23%	

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-523 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**

Rank and Review NY-523
 Q3: Attachment 1
 CH Served

Project Type	Project Name	CH Served	Percent of System Impact
PSH	AVH - Vets House	5	8%
PSH	Glens Falls HA - Community	13	22%
PSH	Glens Falls HA - Housing First	5	8%
PSH	RISE - Housing First	15	25%
PSH	VCHC Center Street	7	12%
PSH	VCHC Saratoga Veterans Apartment Program	9	15%
PSH	Well Spring - Permanent Housing Program ¹	1	2%
PSH	WWAMH Housing First Program	4	7%
8		59	100%

Project Type	Project Name	CH Served	Percent of System Impact
RRH	Well Spring - New View RRH Program ¹	0	0%
RRH	Well Spring - NewView RRH II ¹	0	0%
2		0	0%

Project Type	Project Name	CH Served	Percent of System Impact
TH	Wait House TLP	0	0%
1		0	0%

¹ Projects are external - see Addendum A for more information

Rank and Review NY-523
 Q4: Attachment 2
 Positive Outcomes

Project Type	Project Name	Positive Outcomes	Percent of System Impact
PSH	AVH - Vets House	10	6%
PSH	Glens Falls HA - Community	60	34%
PSH	Glens Falls HA - Housing First	19	11%
PSH	RISE - Housing First	30	17%
PSH	VCHC Center Street	7	4%
PSH	VCHC Saratoga Veterans Apartment Program	26	15%
PSH	Well Spring - Permanent Housing Program ¹	8	4%
PSH	WWAMH Housing First Program	19	11%
8		179	100%

Project Type	Project Name	Positive Outcomes	Percent of System Impact
RRH	Well Spring - New View RRH Program ¹	16	100%
RRH	Well Spring - NewView RRH II ¹	0	0%
2		16	100%

Project Type	Project Name	Positive Outcomes	Percent of System Impact
TH	Wait House TLP	5	100%
1		5	100%

¹ Projects are external - see Addendum A for more information

Rank and Review NY-523
 Q5: Attachment 3
 Returns to Homelessness

Project Type	Project Name	Leavers	Exit to Homelessness	Percent of System Impact
PSH	AVH - Vets House	3	0	0%
PSH	Glens Falls HA - Community	20	0	0%
PSH	Glens Falls HA - Housing First	4	0	0%
PSH	RISE - Housing First	7	0	0%
PSH	VCHC Center Street	0	0	0%
PSH	VCHC Saratoga Veterans Apartment Program	7	0	0%
PSH	Well Spring - Permanent Housing Program ¹	3	0	0%
PSH	WWAMH Housing First Program	4	0	0%
RRH	Well Spring - New View RRH Program ¹	24	0	0%
RRH	Well Spring - NewView RRH II ¹	0	0	0%
TH	Wait House TLP	6	1	100%
11		78	1	100%

¹ Projects are external - see Addendum A for more information

Rank and Review NY-523
 Q6: Attachment 4
 Total Income Growth

Project Type	Project Name	Adults with Income Growth	Percent of System Impact
PSH	AVH - Vets House	5	7%
PSH	Glens Falls HA - Community	8	11%
PSH	Glens Falls HA - Housing First	14	20%
PSH	RISE - Housing First	9	13%
PSH	VCHC Center Street	2	3%
PSH	VCHC Saratoga Veterans Apartment Program	9	13%
PSH	Well Spring - Permanent Housing Program ¹	3	4%
PSH	WWAMH Housing First Program	16	23%
RRH	Well Spring - New View RRH Program ¹	3	4%
RRH	Well Spring - NewView RRH II ¹	0	0%
TH	Wait House TLP	1	1%
		70	100%

11

Project Type	Project Name
PSH	Well Spring - New View RRH Program
PSH	Well Spring - NewView RRH II
PSH	Well Spring - Permanent Housing Program

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-523's local competition. It contains the following:

1. NY-523's Objective Criteria and System Performance Criteria Chart with Point Values
2. Renewal Project Score Card
 - a. Glens Falls Housing Authority – Glens Falls Housing Authority Housing First
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-523's Objective Criteria and System Performance Criteria Chart with Point Values

NY-523 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					
1a-b. Utilization Rate	15	Utilization Rate			
2a-c. Data Quality and Completeness	6	Data Quality & Completeness			
3. Priority Population	10	Population Served		Percentage of households served that were an identified priority population- CH, Youth, Vets DV	
4. Impact on Chronic Homelessness	10	Impact on CH	Impact on CH		
5. Positive Outcomes	10	Positive Outcomes	Positive Outcomes		
6. Exits to Homelessness	10	Exits to Homelessness	Exits to Homelessness		
7. Income Growth- System Impact	10	Effect on Income Growth	Effect on Income Growth		
8a-d. Income Growth- Project Performance	12	Effect on Income Growth	Effect on Income Growth		
9. Housing First	5	Housing First			
10a-d. Coordinated Entry	10	Coordinated Entry Participation			
11a-b. CoC Participation	10	CoC Participation and Monitoring			
12a-b. Funds Returned	20	Funding			
13. Anti-discrimination	6	Anti-discrimination			Addressing Racial Barriers- Agency written policies
14. Project Monitoring	4	CoC Participation and Monitoring			
15. Diverse Employees	2	Diversity			Addressing Racial Barriers- Diversity in leadership
Renewal Part 2					
2. Cultural/Societal Barriers	5			Question to evaluate equitable housing practices for individuals facing cultural/societal barriers (LGBTQ+ population, languages, etc.)	Addressing Racial Barriers such as language barriers to ensure racial equity in housing
5. Behavioral Health Supports	2			Question for projects to address client service needs that impact housing stability	
6. DEI Training for Staff	1				Addressing Racial Barriers- Diversity in leadership
7. Including Transgender and Gender Non-conforming clients	5			Question to evaluate equitable housing practices for LGBTQ+ population	
11. Feedback from Clients	1				Ensures that feedback from those being served is heard and incorporated into program/policy updates
13. Housing Stability	5			Question for projects to address client service needs that impact housing stability	Addressing Racial Barriers- Barriers to Housing Stability
14. DV	5			Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns	
15. Dedicated Youth	5			Specific Method for Evaluating Projects Submitted by Youth Service Providers: Positive Outcomes based on Increase of Income and Housing Stability	
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	Addressing Racial Barriers- Specific Strategies to
Total Points	190	140	52	41	21
Percentage of Points	190	Total Objective Criteria- 74%	Total System Performance Criteria- 27%	Total Hard to Serv Eval Questions - 21%	Total Racial Barriers Questions - 11%
Please note: the above points for Objective Criteria, System Performance Measures, and considerations for serving those with severe barriers to housing and services refer to the following types of projects: PSH, RRH, TH, TH-RRH					
<i>HMIS & CE projects are not scored through Rank & Review per the CoC's Rank & Review Written Process</i>					

New Bonus Tool					
15. CoC Member	10	CoC Participation and Monitoring			
16. CoC Funded	5	Funding/ CoC Participation and Monitoring			
18. CE Participation	3	Coordinated Entry Participation			
19. HMIS Participation	1	HMIS Participation			
20. Housing First	25	Housing First			Addressing Racial Barriers- Implementing Housing First
22. Lived Experience on Leadership	1				Addressing Racial Barriers- Diversity in leadership
25. Priority Populations	5	Population Served		Question for projects to demonstrate serving hardest to serve populations	
26. Length of Time (LOT) Homeless	2			Question demonstrating how the project will serve those with the longest LOT Homeless	
27-30. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing			
32. Diverse Decision-Makers	4				Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions
33. Partnering w/ LGBTQ+ Orgs	4			Question to evaluate equitable housing practices for LGBTQ+ population	
34. Support Services for Unsheltered Persons	2			Question allowing projects to demonstrate experience of serving the hardest to serve populations.	
Total Points	122	87	13	30	
Percentage of Points	122	Total Objective Criteria- 71%	Total Hard to Serv Eval Questions - 11%	Total Racial Barriers Questions - 25%	
Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH					
<i>HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects</i>					

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			
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21. Diverse Leadership	1				Addressing Racial Barriers- Diversity in leadership
22. Project Description	20			Specific plan for serving survivors of DV, Dating Violence, and stalking.	
25. Priority Populations	5	Population Served		Specific Method for Evaluating Projects Submitted by Victim Service Providers - Positive Outcomes based on Safety Concerns	
26-29. Partnerships with Healthcare and Housing	38	Partnerships with Healthcare and Housing			
32. Diverse Decision-Makers	4				Addressing Racial Barriers- Racially Diverse stakeholders making agency decisions
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34. Support Services for Unsheltered Persons	2			Question allowing projects to demonstrate experience of serving the hardest to serve populations.	
Total Points	131	90	31	30	
Percentage of Points	131	Total Objective Criteria - 69%	Total Hard to Serv Eval Questions - 24%	Total Racial Barriers Questions - 23%	
Please note: the above points for Objective Criteria refer to the following types of new projects: PSH, RRH, TH, TH-RRH					
<i>HMIS & CE projects are not scored on Objective Criteria given such criteria do not make sense for SSO projects</i>					

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

2. Renewal Project Score Card

a. Glens Falls Housing Authority – Glens Falls Housing Authority Housing First

Agency Name:	Glens Falls Housing Authority			Final Score:	161
Project Name:	Glens Falls Housing Authority Housing First				
	Submitted by Deadline w/Required Docs	Yes			
		Total Possible Points	Points Awarded		
Part I: Data-Related Questions					
	1a. Utilization Rate 100%	CARES	10	10	
	1b. Exceeded 100% in Persons & Households	CARES	5	5	
	2a. Data Quality	CARES	2	2	
	2b. Timeliness of Data	CARES	2	0	
	2c. APR Submission on Time	CARES	2	2	
	3. Priority Populations	CARES	15	10	
	4. Impact on Chronic Homelessness	Attach 1	10	5	
	5. Positive Outcomes	Attach 2	10	5	
	6. Exits to Homelessness	Attach 3	10	10	
	7. Income Growth- System Impact	Attach 4	10	10	
	8a. Stayers- Earned Income	CARES	3	1	
	8b. Stayers- Other Income	CARES	3	3	
	8c. Leavers- Earned Income	CARES	3	1	
	8d. Leavers- Other Income	CARES	3	3	
	9. Housing First	CARES	5	5	
	10a. CE- Comply with HUD Requirements	CARES	4	4	
	10b. CE- Meetings	CARES	2	2	
	10c. CE- Training	CARES	2	2	
	10d. CE- MOU	CARES	2	2	
	11a. CoC Participation - Meetings	CARES	5	5	
	11b. CoC Participation - Committees	CARES	5	5	
	12a. Funds Returned	CARES	15	12	
	12b. Quarterly Drawdowns	CARES	5	5	
	13. Anti-Discrimination Policy	CARES	6	6	
	14. Monitoring Results	CARES	4	4	
	15. Diverse Employees	CARES	2	2	
			145	121	
Part II: Project & System Performance Narratives					
	1. Utilization Rate (only score if applicant scored o or	Reviewers	10	0	
	2. Cultural/Societal Barriers	Reviewers	5	5	
	3. System Performance- Housing Stability	Reviewers	5	5	
	4. System Performance- Income	Reviewers	5	4.3333	
	5. Behavioral Health Supports	Reviewers	2	3	
	6. Diversity and Inclusion	Reviewers	1	1	
	7. Equitable Housing - Gender Identity	Reviewers	5	4.6667	
	9. Moving on Strategy	Reviewers	3	3	
	10. Impact of COVID	Reviewers	5	4.6667	
	11. Feedback from Clients	Reviewers	1	1	
	12. Length of Participation	Reviewers	1	1	
	13 Housing Stability	Reviewers	3	3	
	14. DV Only	Reviewers	5	0	
	15. Youth Only	Reviewers	5	0	
	Total		56	35.667	
Part III: Intervie (TBD)					
	1. Homelessness Lived Expertise in Programmatic Decisi	Reviewers	1	1	
	2. DV Lived Expertise in Programmatic Decisions	Reviewers	1	0	
	3. Low Scoring on Part 1 Due To Service Vulnerable Pops	Reviewers	1	1	
	4. Training/Best Practices and Equity for BIPOC	Reviewers	1	1	
	5. Gender Identity and Sexual Orientation Safe Affirming	Reviewers	1	1	
	Total		5	4	

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

3. Blank Renewal Project Application Tool
 - a. The application tool contextualizes scoring card

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

RANK AND REVIEW APPLICATION 2023

PART 1: DATA-RELATED/OBJECTIVE QUESTIONS

DEADLINE TO SUBMIT:

PROJECT INFORMATION

Organization Name: _____

Contact Person: _____

Project Name: _____

Project Type: PSH RRH TH SSO (regular)

Is your project site-based? Yes No

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

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

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

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

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

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

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

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

Yes - 5 pts No - 0 pts

2. Data Quality & Completeness (project specific): Based on FY22 APR (6 total pts.)

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

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

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

3. Priority Populations

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

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

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

Permanent Supportive Housing Programs:

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

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

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

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

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

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

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

Permanent Supportive Housing projects: During FY22, there were 179 persons with positive outcomes noted across all CoC PSH programs. (An outcome is positive for PH if individual is a stayer or exited to a PH destination.) To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: ____%
≥25.1%= 10 pts; 17.1%-25%= 7.5 pts; 8.6%-17%= 5 pts; 0.3%-8.5%= 2.5 pts; 0% = 0

Transitional Housing projects: During FY22, there were 5 persons with positive outcomes noted across all CoC TH programs. (An exit is positive for TH if individual exited to a PH destination.) To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: ____%
≥ 76% = 10 pts; 51-75% = 7.5 pts; 26-50% = 5 pts; 1-25% = 2.5pts; 0% = 0

RRH projects: During Federal FY22, there were 16 persons with positive outcomes noted across all CoC RRH programs. (An exit is positive for RRH if individual exited to a PH destination.) To indicate how this project contributed to housing stability across the system, please note the positive housing outcome rate listed in **Attachment 2**: ____%
≥ 76% = 10 pts; 51-75% = 7.5 pts; 26-50% = 5 pts; 1-25% = 2.5pts; 0% = 0

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

7. Income Growth - System Impact (Attachment 4) (10 possible pts.)

Refer to **Attachment 4** (which measures total income growth between the two most recent client assessments for stayers; and between entry and exit for leavers) to note the percentage this project contributed to total income growth in the CoC in FY22 ____%.
≥ 17.1% = 10 pts; 11.5%-17%=7.5; 5.8-11.4% = 5 pts; 0.2-5.7% = 2.5 pts; 0% = 0 pts

8. Income Growth – Project Performance

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

- 8a. What percentage of stayers gained or increased earned income between start and annual assessment? Note percent in Q19a1. Row 1) Number of Adults with Earned Income - Column 9) Performance Measure: Percent of Persons to accomplish this measure: ____%

8b. What percentage of **stayers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a1. Row 3**) Number of Adults with Other Income - **Column 9**)
Performance Measure: Percent of Persons to accomplish this measure: _____%

8c. What percentage of **leavers** gained or increased **earned income** between start and annual assessment? Note percent in **Q19a2. Row 1**) Number of Adults with Earned Income - **Column 9**)
Performance Measure: Percent of Persons to accomplish this measure: _____%

8d. What percentage of **leavers** gained or increased **other income** between start and annual assessment? Note percent in **Q19a2. Row 3**) Number of Adults with Other Income - **Column 9**)
Performance Measure: Percent of Persons to accomplish this measure: _____%

9. Housing First (0-5 pts)

Housing First is a recovery-oriented approach to end homelessness by rapidly housing individuals without screening out or terminating consumers based on any of the criteria below. Does your project screen out or terminate consumers based on any the following? **Any Yes - 0 All No - 5 pts**

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

10. Coordinated Entry: (up to 10 pts)

10a. Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process? **Yes 4pts** **No 0 pts**

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

10c. Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training? **Yes 2 pts** **No 0 pts**

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

11. CoC Participation (Up to 10 points)

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

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

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

12. Funds Utilized

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

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

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

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

Yes 5 pts No 0 pts

13. Anti-Discrimination (0-6 pts)

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

Yes 3 pts No 0 pts

If yes, does your agency's policy ensure that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?

Yes 3 pts No 0 pts

14. Monitoring (0-4pts)

Did your agency participate in CoC Fiscal and/or Program Monitoring and provide all required documentation by the specified due date?

- Yes 2pts No 0 pts

If monitoring resulted in any findings or recommendations requiring action or follow-up, did you respond or address issues by the specified deadline?

- Yes/No Action Required 2pts No 0 pts

15. Diverse Employees (0-2)

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

- Yes 2 pts No 0 pts

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

RANK AND REVIEW APPLICATION 2023

PART 2: PROJECT / SYSTEM PERFORMANCE NARRATIVES

PROJECT INFORMATION

FY23 Funding Request: \$ _____

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

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

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

1. Utilization Rate (0-10 pts)

This question should be answered *only* by projects which scored zero points on Question 1 of the 2023 Rank & Review Part 1. If your project did not achieve 100% utilization (i.e., number of projected/contracted households and/or persons served) during Federal Fiscal Year 2021 (10/1/21 – 9/30/22), please explain why in 250 words or less.

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

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

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

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

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

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

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

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

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

5. Behavioral Health Supports (2 possible pts)

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

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

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

6. Diversity and Inclusion (0 - 1 pt)

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

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

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

8. Continued response to infectious disease (0 pts)

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

9. Moving On Strategy (0-3 pts)

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

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

10. Impact of COVID (0-5 pts)

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

11. Feedback from Clients (0-1 pts)

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

12. Length of Participation (0-1 pts)

Using APR Q22c as a reference, please explain how your agency ensures that project participants are housed quickly after the project start date. *(This question will be weighted for site-based programs. Site-based programs do not need to respond to this question).*

13. Housing Stability (0 to 3 pts)

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

14. Domestic Violence Projects *Only-Positive Outcomes/Safety*(0-5 pts)

Outcomes considered positive for DV programs may not be the same as positive outcomes for Permanent Supportive Housing programs. That said, how do you feel your agency contributes to housing stability and ensure safety for victims of domestic violence? (250 words or less)

Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the DV provider lens.

Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for victims of domestic violence.

15. Dedicated Youth Projects *Only-Positive Outcomes* (0-5 pts)

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

Up to 2.5 pts awarded if the narrative clearly describes positive outcomes through the youth provider lens.

Up to 2.5 pts awarded if the narrative clearly describes how the agency contributed to positive outcomes.

SARATOGA-NORTH COUNTRY CONTINUUM OF CARE

RANK AND REVIEW APPLICATION 2023

PART 1 ATTACHMENTS CHECKLIST

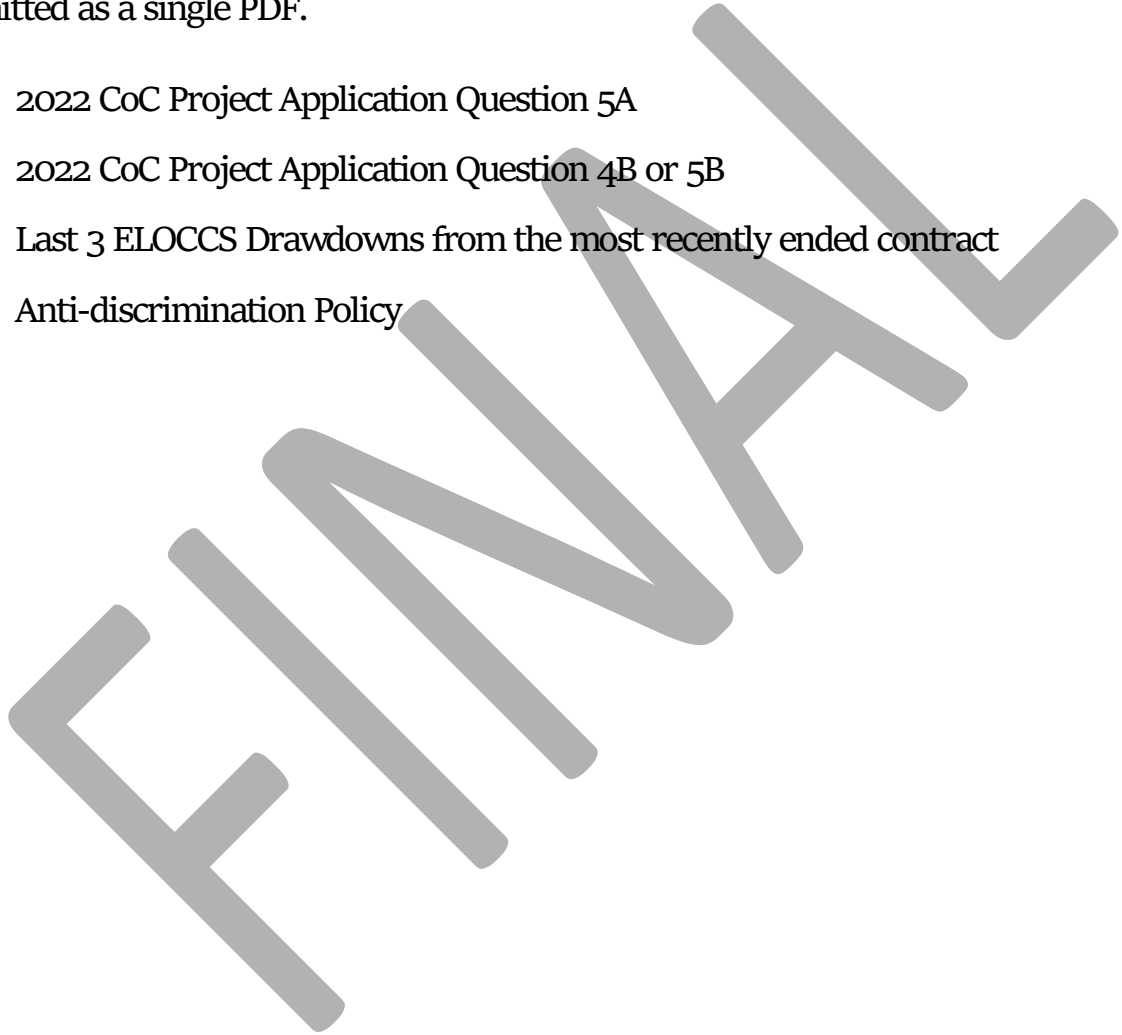
Please include the below information with your application. All files should be saved and submitted as a single PDF.

2022 CoC Project Application Question 5A

2022 CoC Project Application Question 4B or 5B

Last 3 ELOCCS Drawdowns from the most recently ended contract

Anti-discrimination Policy



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

This attachment details the 15 Day Notification of Projects Rejected or Reduced for NY-523. It contains the following:

1. September 5, 2023 Email to CoC Membership announcing the CoC posted to the Collaborative Applicant’s website the Ranking and Tiering showing NY-523 Rejected Projects
2. September 5, 2023 Website screenshots showing posted Ranking & Tiering for NY-523 Rejected Projects
3. September 1, 2023 Email of Rejection letter for Bonus Project that applied
 - a. Soul Saving Station for Every Nation of Saratoga: Mother Susan Anderson Women and Children’s Emergency Shelter
4. No Project Applications Reduced for NY-523
 - a. Sample Notification of Project Reduction

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

1. September 5, 2023 email to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-523 Rejected Projects

Tess Sweeney

From: CARES Planning Team
Sent: Tuesday, September 5, 2023 3:04 PM
To: CARES Planning Team; Abigail.Eichler@dfa.state.ny.us; Adam Feldman - Habitat for Humanity (executivedirector@glensfallshabitat.org); Aili Lopez; amber.upton@saratoga-springs.org; Andrea Deepe (andread@wwamh.org); Andy Gilpin; Angela Bronzene (abronzene@saratogacountyny.gov); Ashley McKinney (ashley.mckinney@dfa.state.ny.us); Ben Driscoll (bdriscoll@swwcc.org); Bill Collins (bcollins@nyso.org); Bill Gettman (william.gettman@northernrivers.org); bootht@sunyacc.edu; Brenna Sharp (bsharp@lasnny.org); Brian McConnell; Brittany Rozelle (brozelle@hohn.org); Brittany Sexton (bsexton@hohn.org); Carie Bires (carie.bires@gmail.com); Carrie Wright; Cassandra Keech (cassandra.keech@dfa.state.ny.us); Cassie Segrell (csegrell@hycwaithouse.org); Cathy Bearor (BearorC@warrencountyny.gov); cheriekory@glensfallshousingauthority.org; Cheryl Hage-Perez (chp@saratogapc.org); Christina Mastrianni (Christina.Mastrianni@dfa.state.ny.us); Christine Purdy (cpurdy@alliancefph.org); Connie Mahoney (Connie.Mahoney@dfa.state.ny.us); Craig Deraway ; Dan Hall (dan@hallwear.com); Debra Shay (dshay@hohn.org); Digna Betancourt Swingle (digna.swingle@use.salvationarmy.org); Duane Vaughn (executivedirector@sheltersofsaratoga.org); dvarren@rehab.org; Ed Falterman (falterm1@aol.com); ehealy@community.solutions; Elizabeth Ball (elizabeth.ball1@VA.gov); Emily Vandercar - Soldier On (evandercar@wesoldieron.org); Erica Ludwick (eludwick@lasnny.org); Erin Coon (ecoon@hycwaithouse.org); Gayle Bush (gmbush5@hotmail.com); Gordon Boyd; Gwendolyn Green (gwendolyn.green@health.ny.gov); Hannah Sont (hsontz@ahihealth.org); hhall@riseservices.org; Ike Pulver (ipulver@sals.edu); James Ader (james.ader@albanycounty.com); Jamie Munyon (jamie@opendoor-ny.org); Janet Pagano (janetkp@hotmail.com); Jason Mclaughlin; jbarlow@nnychildrenshome.com; Jean-Marie Lundgren (Jeanmarie.Lundgren@dfa.state.ny.us); Jeff Varmette; Jen Dunn; Jenn Braun; Jenna Barkley (jbarkley@sspha.org); Jennifer Gaughan (newview3@wellspringcares.org); Jennifer.Stimpson@dfa.state.ny.us; Jenniffer McCloskey; Jessica Robertson; J'Nelle Oxford (oxfordj@warrencountyny.gov); Joan Tarantino (jtarantino@theconklingcenter.org); John Farrell (johnf@wwamh.org); Jonathan Wood (jwood@wwamh.org); Joshua Fisher (joshua.fisher@va.gov); Joy King (j.king.ss.ny.us@gmail.com); Judith Mckinnon (mckinnonjudith955@gmail.com); Judy Bedore (jbedore@tsamail.org); Judy Carr (LeavenHouse1992@gmail.com); Julie Lewis; Karen Rappleyea (kr@clmhd.org); Karyn Watson; Kathleen Wilson; Katie Sicko; Katie Taylor (ktaylor@tsamail.org); Kayla Carlozzi; kbradwell@yahoo.com; Keane Jones (kjones@ilchv.org); Kelli Clark; Kelly Barker (kelly.barker@dfa.state.ny.us); Kim Cook (kim@opendoor-ny.org); Kim Sopczyk; KristenG; lball@tlnny.com; Lee Cleavland (lee.cleavland@use.salvationarmy.org); Camoin, Linda (OTDA); Lindsay Stanislowsky (listanislowsky@alz.org); Lindsey Connors; Liza M. Ochsendorf; Lori Bishop (lbishop@wwamh.org); Lynn Ackershoak (lackershoe@aol.com); Maggie Fronk (executivedirector@wellspringcares.org); Marisa Alber (marisa.alber@dfa.state.ny.us); Marylynn Eddy (Marylynn.Eddy@dfa.state.ny.us); Maureen Van Deusen; Melodie Masterson; Michelle Foley (michelle.foley@use.salvationarmy.org); Michelle Larkin (michelle@rtsaratoga.org); Michelle Straight (MStraight@vchcn.org); Mitchum, Alphonso; molly@glensfallshabitat.org; mryanccoc523@gmail.com; Nancie Williams; Natalie Wimberly (wimberlydrn@gmail.com); Neysha Byrd; Nicholas Hayes (hayesnicholas21@gmail.com); Nicole Prunty (sistershelpingsistersinc@gmail.com); Paul Feldman; Phyllis Panetta (ppanetta@ilchv.org); Rachel Gartner (rgartner@swwcc.org);

To: Randy Viele; Rebecca Bammert (r.bammert@ymail.com); Rebecca Hill (rebecca.hill@dfa.state.ny.us); Renee Birnbaum (renee@choiceconnectionsny.com); Renee Stephenson (rstephenson@aidsCouncil.org); Rich becker (rwbecker@albany.edu); Robert York (yorkr@warrencountyny.gov); Roberta Bly (Roberta.Bly2@dfa.state.ny.us); Rosemary Royce (rroyce@sheltersofSaratoga.org); Rosemary White (Rosemary@moreaucommunitycenter.org); Sandra Spaulding (gandsspaulding@gmail.com); Sarah Frankenfeld (frankenfeld@warrencountyny.gov); Sarah Polidore (spolidore@wesoldieron.org); Shelley Smith (shelley@opendoor-ny.org); Sherrie Catapano (Sherrie.catapano@cphp.com); Stacey Thayer (stacey.thayer@cphp.com); Stephanie Ball (stephanie.ball@dfa.state.ny.us); Stephanie Hutchins (stephanie.hutchins@dfa.state.ny.us); Stephanie Schneider (revstephanies@gmail.com); Stuart Kaufman (skaufman@lasnny.org); Sue McCann (sue.mccann@tcbinc.org); Susan Bull; Sybil Newell (snewell@tsamail.org); Tamara Cosme; Tamara Rivera (tamararivera29@yahoo.com); Tina Beswick (tbeswick@wwamh.org); Tina Potter (TINA.POTTER@dfa.state.ny.us); Tom Collins; Tracy Cullen Tedisco Scheduler (cullen@nysenate.gov); Tracy Schneider (Tracy.Schneider@dfa.state.ny.us); Tylerw@sailhelps.org; Vanessa Taylor (veteranspeertopeer@gmail.com); William Brown (wbrown@wesoldieron.org); William Robson

Cc: Kelsey Addy; Genesis Matthey; Michelle Sandoz-Dennis

Subject: RE: NY-523/SNC Public Posting of the FY23 Draft CoC Application - V.2

Dear NY-523 CoC,

Please note the final Ranking & Tiering is now posted to the CARES website, which you can find here: https://caresny.org/nofo-2023/#NY_523. The final Ranking & Tiering details: accepted and rejected project applications as a result of the local CoC competition, including each project's ranking, score, and funding amount.

As a reminder, you can also find posted:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Planning Grant

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. September 5, 2023 website screenshots showing posted Ranking & Tiering for NY-523 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

Saratoga-North Country Continuum of Care (SNC) CoC Project Applications

[SNC 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-523 Saratoga-North Country	\$2,054,608	\$1,910,785	\$143,823	\$143,823	\$152,548	\$102,730	N/A

CoC Application Public Posting

2023 CoC Consolidated Application

Public Posting Date: 09.01.2023
 DRAFT: [SNC CoC Consolidated Application - Narrative](#)
 DRAFT: [SNC CoC Consolidated Application - Attachments](#)
 Please send comments or questions to [CARES Planning Team](#) via email

2023 CoC Priority Listing

Public Posting Date: 09.05.2023
 FINAL: [SNC Project Ranking and Tiering](#)

2023 CoC Planning Project

Public Posting Date: 09.01.2023
 DRAFT: [SNC CoC Planning Project](#)
 Please send comments or questions to [CARES Planning Team](#) via email

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

3. September 1, 2023 Email of Rejection letter for Bonus Project that applied
 - a. Soul Saving Station for Every Nation of Saratoga: Mother Susan Anderson Women and Children's Emergency Shelter

From: [Genesis Matthey](#)
To: [Neysha Byrd](#); [Coleen Kern](#)
Subject: Notice of Project Rejection from the FY23 CoC Competition
Date: Friday, September 1, 2023 3:25:00 PM
Attachments: [image001.png](#)

Dear Neysha Byrd and Coleen Kern,

On behalf of the Saratoga North Country CoC, we would like to thank Soul Saving Station for Every Nation of Saratoga for its application, Mother Susan Anderson Women and Children's Emergency Shelter, for bonus funding through NY-523'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: Soul Saving Station for Every Nation of Saratoga

Project name: Mother Susan Anderson Women and Children's Emergency Shelter

Project score: 94.2/122 (77%)

Rank Order: 20/20

Funding amount requested: \$55,047

Status: Rejected

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

4. No Project Applications Reduced for NY-523
 - a. Sample Notification of Project Reduction

Dear Sample,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Sample Agency on having the below project accepted with a reduction within NY-523's FY23 Continuum of Care local competition. Below is a detailed list of projects that have been reduced for this application:

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

Sample Agency has voluntarily reallocated \$\$\$ from the above project, from \$\$\$ to \$\$\$.

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

Please note, this means your projects will be included within the NY-523 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-5a: Projects Accepted – Public Posting.

This attachment details the 15 Day Notification of Projects Accepted and Tiered for NY-523. It contains the following:

1. September 5, 2023 email notification to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-523 Accepted Projects
2. September 5, 2023 website screenshot showing posted Ranking & Tiering for NY-523 Accepted Projects
3. September 1, 2023 email notification of Projects Accepted:
 - a. **CAPTAIN**
 - i. Ranked #11/20, Coordinated Entry Project for Saratoga North Country CoC, \$35,000, score N/A
 - ii. Ranked #17E/20, Coordinated Entry Project for Saratoga North Country CoC – Expansion, \$55,047, score 99.5/106
 - b. **CARES of NY, Inc.**
 - i. Ranked # 14/20, Warren, Washington, Hamilton and Saratoga Counties Portion of the Capital Region HMIS, \$35,328, score N/A
 - c. **WAIT House**
 - i. Ranked #6/20, GFHA Community Chronic (CC), \$263,147, scored 151/195
 - ii. Ranked #9/20, Transitional Living Program (TLP), \$83,462, Score 140/195
 - iii. Ranked #10/20, WAIT House Youth Rapid Rehousing Program, \$ 58,024, Score N/A
 - d. **Catholic Charities of Saratoga, Warren, and Washington Counties**
 - i. Ranked #13/20, DVPWW Housing, \$121,063, scored N/A
 - e. **Open Door Mission**
 - i. Ranked #19D/20, Life Path Program, \$152,548, scored 113.5/131
 - f. **Veterans & Community Housing Coalition**
 - i. Ranked #4/20, Saratoga Veteran Apartment Program, \$273,057, scored 152/195
 - ii. Ranked #5/20, Center Street, \$55,286, scored 152/195
 - g. **Adirondack Vets House, Inc.**
 - i. Ranked #7/20, Adirondack Vets House PSH FY2021, \$84,593, scored 149/195
 - h. **Domestic Violence and Rape Crisis Services of Saratoga Count (dba Wellspring)**
 - i. Ranked #8/20, NewView Rapid Rehousing, \$205,359, scored 147/195
 - ii. Ranked #16/20, NewView Rapid Rehousing II, \$101,369, scored 130.67/195
 - iii. Ranked #15a & 15b/20, NewView Permanent Supportive, \$94,745, scored 131/195
 - iv. Ranked #12/20, DV Coordinated Entry, \$15,600, score N/A
 - i. **Warren Washington Association for Mental Health (dba ASCEND)**
 - i. Ranked #1/20, GFHA: Housing First, \$165,180, scored 161/195
 - ii. Ranked #2/20, WWAMH Housing First, \$126,054, scored 157/195

j. RISE

- i. Ranked #3/20, RISE Housing First, \$337,341, Score 156/195

k. Shelters of Saratoga

- i. Ranked #18/20, Shelters of Saratoga Rapid Rehousing Project, \$88,776, Score 111.8/122

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

1. September 5, 2023 email notification to CoC Membership announcing the CoC posted to the Collaborative Applicant's website the Ranking and Tiering showing NY-523 Accepted Projects

Tess Sweeney

From: CARES Planning Team
Sent: Tuesday, September 5, 2023 3:04 PM
To: CARES Planning Team; Abigail.Eichler@dfa.state.ny.us; Adam Feldman - Habitat for Humanity (executivedirector@glensfallshabitat.org); Aili Lopez; amber.upton@saratoga-springs.org; Andrea Deepe (andread@wwamh.org); Andy Gilpin; Angela Bronzene (abronzene@saratogacountyny.gov); Ashley McKinney (ashley.mckinney@dfa.state.ny.us); Ben Driscoll (bdriscoll@swwcc.org); Bill Collins (bcollins@nyso.org); Bill Gettman (william.gettman@northernrivers.org); bootht@sunyacc.edu; Brenna Sharp (bsharp@lasnny.org); Brian McConnell; Brittany Rozelle (brozelle@hnhn.org); Brittany Sexton (bsexton@hnhn.org); Carie Bires (carie.bires@gmail.com); Carrie Wright; Cassandra Keech (cassandra.keech@dfa.state.ny.us); Cassie Segrell (csegrell@hycwaithouse.org); Cathy Bearor (BearorC@warrencountyny.gov); cheriekory@glensfallshousingauthority.org; Cheryl Hage-Perez (chp@saratogapc.org); Christina Mastrianni (Christina.Mastrianni@dfa.state.ny.us); Christine Purdy (cpurdy@alliancefph.org); Connie Mahoney (Connie.Mahoney@dfa.state.ny.us); Craig Deraway ; Dan Hall (dan@hallwear.com); Debra Shay (dshay@hnhn.org); Digna Betancourt Swingle (digna.swingle@use.salvationarmy.org); Duane Vaughn (executivedirector@sheltersofsaratoga.org); dvarren@rehab.org; Ed Falterman (falterm1@aol.com); ehealy@community.solutions; Elizabeth Ball (elizabeth.ball1@VA.gov); Emily Vandercar - Soldier On (evandercar@wesoldieron.org); Erica Ludwick (eludwick@lasnny.org); Erin Coon (ecoon@hycwaithouse.org); Gayle Bush (gmbush5@hotmail.com); Gordon Boyd; Gwendolyn Green (gwendolyn.green@health.ny.gov); Hannah Sont (hsontz@ahihealth.org); hhall@riservices.org; Ike Pulver (ipulver@sals.edu); James Ader (james.ader@albanycounty.com); Jamie Munyon (jamie@opendoor-ny.org); Janet Pagano (janetkp@hotmail.com); Jason Mclaughlin; jbarlow@nnychildrenshome.com; Jean-Marie Lundgren (Jeanmarie.Lundgren@dfa.state.ny.us); Jeff Varmette; Jen Dunn; Jenn Braun; Jenna Barkley (jbarkley@sspha.org); Jennifer Gaughan (newview3@wellspringcares.org); Jennifer.Stimpson@dfa.state.ny.us; Jenniffer McCloskey; Jessica Robertson; J'Nelle Oxford (oxfordj@warrencountyny.gov); Joan Tarantino (jtarantino@theconklingcenter.org); John Farrell (johnf@wwamh.org); Jonathan Wood (jwood@wwamh.org); Joshua Fisher (joshua.fisher@va.gov); Joy King (j.king.ss.ny.us@gmail.com); Judith Mckinnon (mckinnonjudith955@gmail.com); Judy Bedore (jbedore@tsamail.org); Judy Carr (LeavenHouse1992@gmail.com); Julie Lewis; Karen Rappleyea (kr@clmhd.org); Karyn Watson; Kathleen Wilson; Katie Sicko; Katie Taylor (ktaylor@tsamail.org); Kayla Carlozzi; kbradwell@yahoo.com; Keane Jones (kjones@ilchv.org); Kelli Clark; Kelly Barker (kelly.barker@dfa.state.ny.us); Kim Cook (kim@opendoor-ny.org); Kim Sopczyk; KristenG; lball@tlnny.com; Lee Cleavland (lee.cleavland@use.salvationarmy.org); Camoin, Linda (OTDA); Lindsay Stanislowsky (listanislowsky@alz.org); Lindsey Connors; Liza M. Ochsendorf; Lori Bishop (lbishop@wwamh.org); Lynn Ackershoak (lackershoe@aol.com); Maggie Fronk (executivedirector@wellspringcares.org); Marisa Alber (marisa.alber@dfa.state.ny.us); Marylynn Eddy (Marylynn.Eddy@dfa.state.ny.us); Maureen Van Deusen; Melodie Masterson; Michelle Foley (michelle.foley@use.salvationarmy.org); Michelle Larkin (michelle@rtsaratoga.org); Michelle Straight (MStraight@vchcn.org); Mitchum, Alphonso; molly@glensfallshabitat.org; mryanccoc523@gmail.com; Nancie Williams; Natalie Wimberly (wimberlydrn@gmail.com); Neysha Byrd; Nicholas Hayes (hayesnicholas21@gmail.com); Nicole Prunty (sistershelpingsistersinc@gmail.com); Paul Feldman; Phyllis Panetta (ppanetta@ilchv.org); Rachel Gartner (rgartner@swwcc.org);

To: Randy Viele; Rebecca Bammert (r.bammert@ymail.com); Rebecca Hill (rebecca.hill@dfa.state.ny.us); Renee Birnbaum (renee@choiceconnectionsny.com); Renee Stephenson (rstephenson@aidsCouncil.org); Rich becker (rwbecker@albany.edu); Robert York (yorkr@warrencountyny.gov); Roberta Bly (Roberta.Bly2@dfa.state.ny.us); Rosemary Royce (rroyce@sheltersofsarotoga.org); Rosemary White (Rosemary@moreaucommunitycenter.org); Sandra Spaulding (gandsspaulding@gmail.com); Sarah Frankenfeld (frankenfeld@warrencountyny.gov); Sarah Polidore (spolidore@wesoldieron.org); Shelley Smith (shelley@opendoor-ny.org); Sherrie Catapano (Sherrie.catapano@cdphp.com); Stacey Thayer (stacey.thayer@cdphp.com); Stephanie Ball (stephanie.ball@dfa.state.ny.us); Stephanie Hutchins (stephanie.hutchins@dfa.state.ny.us); Stephanie Schneider (revstephanies@gmail.com); Stuart Kaufman (skaufman@lasnny.org); Sue McCann (sue.mccann@tcbinc.org); Susan Bull; Sybil Newell (snewell@tsamail.org); Tamara Cosme; Tamara Rivera (tamararivera29@yahoo.com); Tina Beswick (tbeswick@wwamh.org); Tina Potter (TINA.POTTER@dfa.state.ny.us); Tom Collins; Tracy Cullen Tedisco Scheduler (cullen@nysenate.gov); Tracy Schneider (Tracy.Schneider@dfa.state.ny.us); Tylerw@sailhelps.org; Vanessa Taylor (veteranspeertopeer@gmail.com); William Brown (wbrown@wesoldieron.org); William Robson

Cc: Kelsey Addy; Genesis Matthey; Michelle Sandoz-Dennis

Subject: RE: NY-523/SNC Public Posting of the FY23 Draft CoC Application - V.2

Dear NY-523 CoC,

Please note the final Ranking & Tiering is now posted to the CARES website, which you can find here: https://caresny.org/nofo-2023/#NY_523. The final Ranking & Tiering details: accepted and rejected project applications as a result of the local CoC competition, including each project's ranking, score, and funding amount.

As a reminder, you can also find posted:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)
3. Planning Grant

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

Thank you,

CARES Planning Team
5 Pine West Plaza, Suite #503, Albany, NY 12210
518-489-4130 ext. 1
<http://www.caresny.org>



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

2. September 5, 2023 website screenshot showing posted Ranking & Tiering for NY-523 Accepted Projects

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

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

- Public Posting
- NY 501 STEPS
- NY 503 ACCH
- NY 507 HSPB
- NY 511 STHC
- NY 512 RCHSC
- NY 519 CGHC
- NY 520 FEHC
- NY 522 PNHC
- NY 523 SNC**
- NY 601 DCCoC
- NY 606 RCCoC
- NY 608 UCCoC

Saratoga-North Country Continuum of Care (SNC) CoC Project Applications

[SNC 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-523 Saratoga-North Country	\$2,054,608	\$1,910,785	\$143,823	\$143,823	\$152,548	\$102,730	N/A

CoC Application Public Posting

2023 CoC Consolidated Application

Public Posting Date: 09.01.2023
 DRAFT: [SNC CoC Consolidated Application - Narrative](#)
 DRAFT: [SNC CoC Consolidated Application - Attachments](#)
 Please send comments or questions to [CARES Planning Team](#) via email

2023 CoC Priority Listing

Public Posting Date: 09.05.2023
 FINAL: [SNC Project Ranking and Tiering](#)

2023 CoC Planning Project

Public Posting Date: 09.01.2023
 DRAFT: [SNC CoC Planning Project](#)
 Please send comments or questions to [CARES Planning Team](#) via email

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

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

a. CAPTAIN

- i. Ranked #11/20, Coordinated Entry Project for Saratoga North Country CoC, \$35,000, score N/A
- ii. Ranked #17E/20, Coordinated Entry Project for Saratoga North Country CoC – Expansion, \$55,047, score 99.5/106

From: [Genesis Matthey](#)
To: andy@captaincares.org; [Fern Hurley](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:26:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate CAPTAIN CHS on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- CAPTAIN CHS, Coordinated Entry Project for Saratoga North Country CoC, Ranked #11/20, Score N/A, \$35,000
- CAPTAIN CHS, Coordinated Entry Project for Saratoga North Country CoC - Expansion, Ranked #17E/20, Score 99.5/106, \$55,047

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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. CARES of NY, Inc.

- i.* Ranked # 14/20, Warren, Washington, Hamilton and Saratoga Counties Portion of the Capital Region HMIS, \$35,328, score N/A

From: [Genesis Matthey](#)
To: [Michelle Sandoz-Dennis](#); [Michelle Sandoz-Dennis](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:27:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate CARES of NY, Inc. on having your projects accepted within NY 523'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., Warren, Washington, Hamilton and Saratoga Counties Portion of the Capital Region HMIS, Ranked #14/20, Score N/A, \$35,328

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 CoC NOFO application; HUD will determine and announce which projects will officially receive funding at a later date. Please feel free to contact me should you have any questions and congratulations on your accepted projects.

Thank you,

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



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

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

c. WAIT House

- ii. Ranked #6/20, GFHA Community Chronic (CC), \$263,147, scored 151/195
- iii. Ranked #9/20, Transitional Living Program (TLP), \$83,462, Score 140/195
- iv. Ranked #10/20, WAIT House Youth Rapid Rehousing Program, \$ 58,024, Score N/A

From: [Genesis Matthey](#)
To: [Jason McLaughlin](#); [Erin Coon \(ecocon@hycwaithouse.org\)](mailto:ecocon@hycwaithouse.org)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:26:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate WAIT House on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- WAIT House, GFHA Community Chronic (CC), Ranked #6/20, Score 151/195, \$263,147
- WAIT House, Transitional Living Program (TLP), Ranked #9/20, Score 140/195, \$83,462
- WAIT House, WAIT House Youth Rapid Rehousing Program, Ranked #10/20, Score N/A, \$58,024

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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. Catholic Charities of Saratoga, Warren, and Washington Counties

v. Ranked #13/20, DVPWW Housing, \$121,063, scored N/A

From: [Genesis Matthey](#)
To: [Rachel Gartner \(rgartner@swwcc.org\)](mailto:rgartner@swwcc.org)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:27:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Catholic Charities of Saratoga, Warren and Washington Counties on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Catholic Charities of Saratoga, Warren and Washington Counties, DVPWW Housing, Ranked #13/20, Score N/A, \$121,063

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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. Open Door Mission

i. Ranked #19D/20, Life Path Program, \$152,548, scored 113.5/131

From: [Genesis Matthey](#)
To: [Lorin Crider](#); [Jamie Munyon \(jamie@opendoor-ny.org\)](mailto:jamie@opendoor-ny.org)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:27:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Open Door Mission on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Open Door Mission, Life Path Program, Ranked #19D/20, Score 113.5/131, \$152,548

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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-5a: Projects Accepted – Public Posting.

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

f. Veterans & Community Housing Coalition

- i. Ranked #4/20, Saratoga Veteran Apartment Program, \$273,057, scored 152/195
- ii. Ranked #5/20, Center Street, \$55,286, scored 152/195

From: [Genesis Matthey](#)
To: mstraight@vchcny.org
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:26:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Veteran and Community Housing Coalition (VCHC) on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- VCHC, Saratoga Veteran Apartment Program, Ranked #4/20, Score 152/195, \$273,057
- VCHC, Center Street, Ranked #5/20, Score 152/195, \$55,286

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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-5a: Projects Accepted – Public Posting.

3. September 1, 2023, 2022 email notification of Projects Accepted:

g. Adirondack Vets House, Inc.

- i. Ranked #7/20, Adirondack Vets House PSH FY2021, \$84,593, scored 149/195

From: [Genesis Matthey](#)
To: [Jeff Varmette](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:26:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Adirondack Vets House Inc on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Adirondack Vets House Inc, AVH Vets House, Ranked #7/20, Score 149/195, \$84,593

•

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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:

h. Domestic Violence and Rape Crisis Services of Saratoga Count (dba Wellspring)

- i. Ranked #8/20, NewView Rapid Rehousing, \$205,359, scored 147/195
- ii. Ranked #16/20, NewView Rapid Rehousing II, \$101,369, scored 130.67/195
- iii. Ranked #15a & 15b/20, NewView Permanent Supportive, \$94,745, scored 131/195
- iv. Ranked #12/20, DV Coordinated Entry, \$15,600, score N/A

From: [Genesis Matthey](#)
To: [Maggie Fronk](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:26:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Domestic Violence and Rape Crisis Services of Saratoga (dba Wellspring) on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- Domestic Violence and Rape Crisis Services of Saratoga (dba Wellspring), New View Rapid Rehousing, Ranked #8/20, Score 147/195, \$205,359
- Domestic Violence and Rape Crisis Services of Saratoga (dba Wellspring), DV Coordinated Entry, Ranked #12/20, Score N/A, \$15,600
- Domestic Violence and Rape Crisis Services of Saratoga (dba Wellspring), New View Rapid Rehousing II, Ranked #16/20, Score 130.67/195, \$101,369
- Domestic Violence and Rape Crisis Services of Saratoga (dba Wellspring), New View Permanent Housing Program, Ranked #15a and 15b/20, Score 131/195, \$94,745

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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

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

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

i. Warren Washington Association for Mental Health

i. Ranked #1/20, GFHA: Housing First, \$165,180, scored 161/195

ii. Ranked #2/20, WWAMH Housing First, \$126,054, scored 157/195

From: [Genesis Matthey](#)
To: [Andrea Deepe](#); [Amber Beaudet](#); [Peter Oldytowski](#)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:25:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate ASCEND (WWAMH) on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- ASCEND (WWAMH), GFHA: Housing First, Ranked #1/20, Score 161/195, \$165,180
- ASCEND (WWAMH), WWAMH Housing First, Ranked #2/20, Score 157/195, \$126,054

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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:

j. RISE

i. Ranked #3/20, RISE Housing First, \$337,341, Score 156/195

From: [Genesis Matthey](#)
To: hhall@riservices.org
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:26:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate RISE on having your projects accepted within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- RISE, RISE Housing First, Ranked #3/20, Score 156/195, \$337,341

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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:

k. Shelters of Saratoga

- i. Ranked #18/20, Shelters of Saratoga Rapid Rehousing Project, \$88,776, Score 111.8/122

From: [Genesis Matthey](#)
To: [Rosemary Royce](#); [Duane Vaughn \(executivedirector@sheltersofsaratoga.org\)](mailto:Duane.Vaughn@sheltersofsaratoga.org)
Subject: Notice of Project Acceptance into the FY23 CoC Competition
Date: Friday, September 1, 2023 3:27:00 PM
Attachments: [image001.png](#)
[NY-523 Ranking and Tiering 2023 - FINAL.pdf](#)

Good Afternoon,

As the Collaborative Applicant for the NY-523 CoC, CARES would like to congratulate Shelters of Saratoga on having your **projects accepted** within NY 523's FY23 Continuum of Care local competition. Below is a detailed list of your agency's accepted projects, funding requests, scores, and ranked positions:

- **Shelters of Saratoga, Shelters of Saratoga Rapid Rehousing Project, Ranked 18/20, Score 111.8/122, \$88,776**

You can see the full CoC Project Ranking & Tiering attached. Please note, this means your projects will be included within the NY- 523 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
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(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-523 during its local competition. It contains the following:

1. Ranking and Tiering for NY-523 Projects, displaying: project names, project scores, project accepted or rejected status, project rank, requested funding amounts, and reallocated funds.

Saratoga North Country - FY23 Ranking & Tiering

Agency	Project Name	Project Component	Requested Funding Amount	Reallocated Funds	Score	Accepted or Rejected	Rank (if accepted)	
ASCEND (WWAMH)	GFHA - Housing First	PSH	\$165,180		161	Accepted	1	Tier 1
ASCEND (WWAMH)	WWAMH Housing First	PSH	\$126,054		157	Accepted	2	
RISE	RISE Housing First	PSH	\$337,341		156	Accepted	3	
Veteran and Community Housing Coalition	Saratoga Veteran Apartment Program	PSH	\$273,057		152	Accepted	4	
Veteran and Community Housing Coalition	Center Street	PSH	\$55,286		152	Accepted	5	
WAIT House	GFHA Community Chronic (CC)	PSH	\$263,147		151	Accepted	6	
Adirondack Vets House Inc	AVH Vets House	PSH	\$84,593		149	Accepted	7	
Domestic Violence and Rape Crisis Services of Saratoga	New View Rapid Rehousing	RRH	\$205,359		147	Accepted	8	
WAIT House	Transitional Living Program (TLP)	TH	\$83,462		140	Accepted	9	
WAIT House	WAIT House Youth Rapid Rehousing Program	RRH	\$58,024		N/A	Accepted	10	
CAPTAIN	Coordinated Entry Project for Saratoga North Country CoC	SSO-CE	\$35,000		N/A	Accepted	11	
Domestic Violence and Rape Crisis Services of Saratoga	DV Coordinated Entry	SSO-CE	\$15,600		N/A	Accepted	12	
Catholic Charities of Saratoga, Warren and Washington	DVPWW Housing	RRH	\$121,063		N/A	Accepted	13	
CARES of NY, Inc.	Warren, Washington, Hamilton and Saratoga Counties Portion of the Capital Region HMI	SSO-HMIS	\$35,328		N/A	Accepted	14	
Domestic Violence and Rape Crisis Services of Saratoga	New View Permanent Housing Program	PSH	\$52,291		131	Accepted	15a	
Domestic Violence and Rape Crisis Services of Saratoga	New View Permanent Housing Program	PSH	\$42,454		131	Accepted	15b	Tier 2
Domestic Violence and Rape Crisis Services of Saratoga	New View Rapid Rehousing II	RRH	\$101,369		130.67	Accepted	16	
CAPTAIN	Coordinated Entry Project for Saratoga North Country CoC - Expansion	SSO-CE	\$55,047		99.5/106=93.8%	Accepted	17E	Bonus
Shelters of Saratoga	Shelters of Saratoga Rapid Rehousing Project	RRH	\$88,776		111.8/122=92%	Accepted	18	
Soul Saving Station for Every Nation of Saratoga	Mother Susan Anderson Women and Children's Emergency Shelter	RRH	\$55,047		94.2/122= 77%	Rejected	19	
Open Door Mission	Life Path Program	RRH	\$152,548		113.5	Accepted	20D	DV

Not Ranked:

CARES of NY, Inc.	Planning Grant		\$102,730		N/A	Accepted		Planning
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Annual Renewal Demand	\$	2,054,608.00
Tier 1	\$	1,910,785.00
Tier 2	\$	143,823.00
CoC Bonus	\$	143,823.00
DV Bonus	\$	152,548.00
Planning Grant	\$	102,730.00
UFA Grant	\$	-

Expansion Grants

Applicant Name	Renewal Project Name	Expansion Project Name
CAPTAIN Community Human Services	Coordinated Entry Project for Saratoga North Country CoC	CAPTAIN CHS Coordinated Entry Program Expansion

Consolidations

Applicant Name	Renewal Project 1	Renewal Project 2	Surviving Pin

None			

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

This attachment provides evidence of the website posting which displays the date and time when NY-523 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

Saratoga-North Country Continuum of Care (SNC) CoC Project Applications

[SNC 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-523 Saratoga-North Country	\$2,054,608	\$1,910,785	\$143,823	\$143,823	\$152,548	\$102,730	N/A

CoC Application Public Posting

2023 CoC Consolidated Application

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

2023 CoC Planning Project

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

View Public Posting Archives

- 2022 Public Postings: SNC
- 2021 Public Postings: SNC
- 2019 Public Postings: SNC

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
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Saratoga-North Country Continuum of Care (SNC) CoC Project Applications

[SNC 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-523 Saratoga-North Country	\$2,054,608	\$1,910,785	\$143,823	\$143,823	\$152,548	\$102,730	N/A

CoC Application Public Posting

2023 CoC Consolidated Application

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

View Public Posting Archives

2022 Public Postings: SNC

2021 Public Postings: SNC

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

This attachment provides evidence of the notification to community members and key stakeholders that NY-523 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-523 members and stakeholders that the **CoC-Approved final** version of CoC Consolidated Application was publicly posted to website
2. August 25, 2023 email notification to NY-523 members and stakeholders that the **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-523 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](#); [Abigail.Eichler@dfa.state.ny.us](#); [Adam Feldman - Habitat for Humanity \(executivedirector@glensfallshabitat.org\)](#); [Alii Lopez](#); [amber.upton@saratoga-springs.org](#); [Andrea Deepe \(andread@wwamh.org\)](#); [Andy Gilpin \(andy@captaincares.org\)](#); [Angela Bronzene \(abronzene@saratogacountyny.gov\)](#); [Ashley McKinney \(ashley.mckinney@dfa.state.ny.us\)](#); [Ben Driscoll \(bdriscoll@swwcc.org\)](#); [Bill Collins \(bcollins@nyso.org\)](#); [Bill Gettman \(william.gettman@northernrivers.org\)](#); [bootht@sunyacc.edu](#); [Brenna Sharp \(bsharp@lasnny.org\)](#); [Brian McConnell](#); [Brittany Rozelle \(brozelle@hhhn.org\)](#); [Brittany Sexton \(bsexton@hhhn.org\)](#); [camc@sailhelps.org](#); [Carie Bires \(carie.bires@gmail.com\)](#); [Carrie Wright](#); [Cassandra Keech \(cassandra.keech@dfa.state.ny.us\)](#); [Cassie Segrell \(csegrell@hycwaithouse.org\)](#); [Cathy Bearor \(BearorC@warrencountyny.gov\)](#); [cheriekory@glensfallshousingauthority.org](#); [Cheryl Hage-Perez \(chp@saratogarc.org\)](#); [Christina Mastrianni \(Christina.Mastrianni@dfa.state.ny.us\)](#); [Christine Purdy \(cpurdy@alliancefph.org\)](#); [Connie Mahoney \(Connie.Mahoney@dfa.state.ny.us\)](#); [Craig Deraway](#); [Dan Hall \(dan@hallwear.com\)](#); [Debra Shay \(dshay@hhhn.org\)](#); [Digna Betancourt Swingle \(digna.swingle@use.salvationarmy.org\)](#); [Duane Vaughn \(executivedirector@sheltersofsaratoga.org\)](#); [dwarren@rehab.org](#); [Ed Falterman \(falterman1@aol.com\)](#); [ehealy@community.solutions](#); [Elizabeth Ball \(elizabeth.ball1@VA.gov\)](#); [Emily Vandercar - Soldier On \(evandercar@wesoldieron.org\)](#); [Erica Ludwick \(eludwick@lasnny.org\)](#); [Erin Coon \(ecoon@hycwaithouse.org\)](#); [Gayle Bush \(gmbush5@hotmail.com\)](#); [Gordon Boyd](#); [Gwendolyn Green \(gwendolyn.green@health.ny.gov\)](#); [Hannah Sont \(hsontz@ahihealth.org\)](#); [hhall@riservices.org](#); [Ike Pulver \(ipulver@sals.edu\)](#); [James Ader \(james.ader@albanycounty.com\)](#); [Jamie Munyon \(jamie@opendoor-ny.org\)](#); [Janet Pagano \(janetkp@hotmail.com\)](#); [Jason McLaughlin \(director@hycwaithouse.org\)](#); [jbarlow@nnychildrenshome.com](#); [Jean-Marie Lundgren \(Jeanmarie.Lundgren@dfa.state.ny.us\)](#); [Jeff Varmette](#); [Jen Dunn](#); [Jenn Braun](#); [Jenna Barkley \(jbarkley@sspha.org\)](#); [Jennifer Gaughan \(newview3@wellspringcares.org\)](#); [Jennifer Stimpson@dfa.state.ny.us](#); [Jennifer McCloskey](#); [Jessica Robertson](#); [J"Nelle Oxford \(oxfordj@warrencountyny.gov\)](#); [Joan Tarantino \(jtarantino@theconklingcenter.org\)](#); [John Farrell \(johnf@wwamh.org\)](#); [Jonathan Wood \(jwood@wwamh.org\)](#); [Joshua Fisher \(joshua.fisher@va.gov\)](#); [Joy King \(j.king.ss.ny.us@gmail.com\)](#); [Judith Mckinnon \(mckinnonjudith955@gmail.com\)](#); [Judy Bedore \(jbedore@tsamail.org\)](#); [Judy Carr \(LeavenHouse1992@gmail.com\)](#); [Julie Lewis](#); [Karen Rapplevea \(kr@clmhd.org\)](#); [Karyn Watson](#); [Kathleen Wilson](#); [Katie Sicko](#); [Katie Taylor \(ktaylor@tsamail.org\)](#); [Kayla Carozzi](#); [kbradwell@yahoo.com](#); [Keane Jones \(kjones@ilchv.org\)](#); [Kelli Clark](#); [Kelly Barker \(kelly.barker@dfa.state.ny.us\)](#); [Kim Cook \(kim@opendoor-ny.org\)](#); [Kim Sopczyk](#); [Kristen Giroux - Interfaith Partnership for the Homeless \(KristenG@iphny.org\)](#); [lball@tlsnny.com](#); [Lee Cleavland \(lee.cleavland@use.salvationarmy.org\)](#); [Linda Camoin@otda.ny.gov](#); [Lindsay Stanislawsky \(listanislawsky@alz.org\)](#); [Lindsey Connors](#); [Liza M. Ochsendorf](#); [Lori Bishop \(lbishop@wwamh.org\)](#); [Lynn Ackershoak \(lackershoe@aol.com\)](#); [Maggie Fronk \(executivedirector@wellspringcares.org\)](#); [Marisa Alber \(marisa.alber@dfa.state.ny.us\)](#); [Marylynn Eddy \(Marylynn.Eddy@dfa.state.ny.us\)](#); [Melodie Masterson](#); [Michelle Foley \(michelle.foley@use.salvationarmy.org\)](#); [Michelle Larkin \(michelle@rtsaratoga.org\)](#); [Michelle Straight \(MStraight@vchcnny.org\)](#); [Mitchum, Alphonso](#); [molly@glensfallshabitat.org](#); [mryancoc523@gmail.com](#); [Nancie Williams](#); [Natalie Wimberly \(wimberlydrn@gmail.com\)](#); [Neysa Byrd](#); [Nicholas Hayes \(hayesnicholas21@gmail.com\)](#); [Nicole Prunty \(sistershelpingsistersinc@gmail.com\)](#); [Paul Feldman](#); [Phyllis Panetta \(ppanetta@ilchv.org\)](#); [Rachel Gartner \(rgartner@swwcc.org\)](#); [Randy Viele \(rviele@alliancefph.org\)](#); [Rebecca Bammert \(r.bammert@ymail.com\)](#); [Rebecca Hill \(rebecca.hill@dfa.state.ny.us\)](#); [Renee Birnbaum \(renee@choiceconnectionsny.com\)](#); [Renee Stephenson \(rstephenson@aidscouncil.org\)](#); [Rich becker \(rwbecker@albany.edu\)](#); [Robert York \(vorkr@warrencountyny.gov\)](#); [Roberta Bly \(Roberta.Bly2@dfa.state.ny.us\)](#); [Rosemary Royce \(rroyce@sheltersofsaratoga.org\)](#); [Rosemary White \(Rosemary@moreaucommunitycenter.org\)](#); [Sandra Spaulding \(gandsspaulding@gmail.com\)](#); [Sarah Frankenfeld \(frankenfeld@warrencountyny.gov\)](#); [Sarah Polidore \(spolidore@wesoldieron.org\)](#); [Shelley Smith \(shelley@opendoor-ny.org\)](#); [Sherrie Catapano \(Sherrie.catapano@cdphp.com\)](#); [Stacey Thayer \(stacey.thayer@cdphp.com\)](#); [Stephanie Ball \(stephanie.ball@dfa.state.ny.us\)](#); [Stephanie Hutchins \(stephanie.hutchins@dfa.state.ny.us\)](#); [Stephanie Schneider \(revstephanies@gmail.com\)](#); [Stuart Kaufman \(skaufman@lasnny.org\)](#); [Sue McCann \(sue.mccann@tcbinc.org\)](#); [Susan Bull](#); [Sybil Newell \(snewell@tsamail.org\)](#); [Tamara Cosme](#); [Tamara Rivera \(tamararivera29@yahoo.com\)](#); [Tina Beswick \(tbeswick@wwamh.org\)](#); [Tina Potter \(TINA.POTTER@dfa.state.ny.us\)](#); [Tom Collins](#); [Tracy Cullen Tedisco Scheduler \(cullen@nysenate.gov\)](#); [Tracy Schneider \(Tracy.Schneider@dfa.state.ny.us\)](#); [Tylerw@sailhelps.org](#); [Vanessa Taylor \(veteranspeertopeer@gmail.com\)](#); [William Brown \(wbrown@wesoldieron.org\)](#); [William Robson](#)
Cc: [Kelsey Addy](#); [Genesis Matthey](#); [Michelle Sandoz-Dennis](#); [Maureen Van Deusen](#); [Aubrie Graves](#)
Subject: [SNC CoC Application Submission Posting](#)
Date: Thursday, September 21, 2023 3:28:00 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_523

Specifically, you will find the approved versions of:

- Consolidated Application Narratives & Attachments
- Priority Listing (including project rankings)

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

CARES will be submitting the CoC Application & Priority Listing on behalf of the CoC on Monday, September 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: Abigail.Eichler@dfa.state.ny.us; Adam Feldman - Habitat for Humanity (executivedirector@glensfallshabitat.org); Aili Lopez; amber.upton@saratoga-springs.org; Andrea Deepe (andread@wwamh.org); Andy Gilpin (andy@captaincares.org); Angela Bronzene (abronzene@saratogacountyny.gov); Ashley McKinney (ashley.mckinney@dfa.state.ny.us); Ben Driscoll (bdriscoll@swwcc.org); Bill Collins (bcollins@nyso.gov); Bill Gettman (william.gettman@northernrivers.org); bootht@sunyacc.edu; Brenna Sharp (bsharp@lasnny.org); Brian McConnell; Brittany Rozelle (brozelle@hhhn.org); Brittany Sexton (bsexton@hhhn.org); Carie Bires (carie.bires@gmail.com); Carrie Wright; Cassandra Keech (cassandra.keech@dfa.state.ny.us); Cassie Segrell (csegrell@hycwaithouse.org); Cathy Bearor (BearorC@warrencountyny.gov); cheriekory@glensfallshousingauthority.org; Cheryl Hage-Perez (chp@saratogapc.org); Christina Mastrianni (Christina.Mastrianni@dfa.state.ny.us); Christine Purdy (cpurdy@alliancefph.org); Connie Mahoney (Connie.Mahoney@dfa.state.ny.us); Craig Deraway; Dan Hall (dan@hallwear.com); Debra Shay (dshay@hhhn.org); Digna Betancourt Swingle (digna.swingle@use.salvationarmy.org); Duane Vaughn (executivedirector@sheltersofsaratoga.org); dvarren@rehab.org; Ed Falterman (falterman1@aol.com); ehealy@community.solutions; Elizabeth Ball (elizabeth.ball1@VA.gov); Emily Vandercar - Soldier On (evandercar@wesoldieron.org); Erica Ludwick (eludwick@lasnny.org); Erin Coon (econ@hycwaithouse.org); Gayle Bush (gmbush5@hotmail.com); Gordon Boyd; Gwendolyn Green (gwendolyn.green@health.ny.gov); Hannah Sont (hsontz@ahihealth.org); hhall@riservices.org; Ike Pulver (ipulver@sals.edu); James Ader (james.ader@albanycounty.com); Jamie Munyon (jamie@opendoor-ny.org); Janet Pagano (janetkp@hotmail.com); Jason McLaughlin (director@hycwaithouse.org); jbarlow@nnychildrenshome.com; Jean-Marie Lundgren (Jeanmarie.Lundgren@dfa.state.ny.us); Jeff Varmette; Jen Dunn; Jenn Braun; Jenna Barkley (jbarkley@sspha.org); Jennifer Gaughan (newview3@wellspringcares.org); Jennifer.Stimpson@dfa.state.ny.us; Jennifer McCloskey; Jessica Robertson; J"Nelle Oxford (oxfordj@warrencountyny.gov); Joan Tarantino (jtarantino@theconklingcenter.org); John Farrell (johnf@wwamh.org); Jonathan Wood (jwood@wwamh.org); Joshua Fisher (joshua.fisher@va.gov); Jov King (j.king.ss.ny.us@gmail.com); Judith Mckinnon (mckinnonjudith955@gmail.com); Judy Bedore (jbedore@tsamail.org); Judy Carr (LeavenHouse1992@gmail.com); Julie Lewis; Karen Rappleyea (kr@clmhd.org); Karyn Watson; Kathleen Wilson; Katie Sicko; Katie Taylor (ktaylor@tsamail.org); Kayla Carlozzi; kbradwell@yahoo.com; Keane Jones (kajones@ilchv.org); Kelli Clark; Kelly Barker (kelly.barker@dfa.state.ny.us); Kim Cook (kim@opendoor-ny.org); Kim Sopczyk; Kristen Giroux - Interfaith Partnership for the Homeless (KristenG@iphny.org); lball@tlnny.com; Lee Cleavland (lee.cleavland@use.salvationarmy.org); Linda Camoin@otda.ny.gov; Lindsay Stanislowsky (listanislowsky@alz.org); Lindsey Connors; Liza M. Ochsendorf; Lori Bishop (lbishop@wwamh.org); Lynn Ackershoak (lackershoe@aol.com); Maggie Fronk (executivedirector@wellspringcares.org); Marisa Alber (marisa.alber@dfa.state.ny.us); Marylynn Eddy (Marylynn.Eddy@dfa.state.ny.us); Maureen Van Deusen; Melodie Masterson; Michelle Foley (michelle.foley@use.salvationarmy.org); Michelle Larkin (michelle@rtsaratoga.org); Michelle Straight (MStraight@vchcn.org); Mitchum, Alphonso; molly@glensfallshabitat.org; myrancoc523@gmail.com; Nancie Williams; Natalie Wimberly (wimberlydrn@gmail.com); Neysha Byrd; Nicholas Hayes (hayesnicholas21@gmail.com); Nicole Prunty (sistershelpingsistersinc@gmail.com); Paul Feldman; Phyllis Panetta (ppanetta@ilchv.org); Rachel Gartner (rgartner@swwcc.org); Randy Viele (rviele@alliancefph.org); Rebecca Bammert (r.bammert@ymail.com); Rebecca Hill (rebecca.hill@dfa.state.ny.us); Renee Birnbaum (renee@choiceconnectionsny.com); Renee Stephenson (rstephenson@aidsCouncil.org); Rich becker (rwbecker@albany.edu); Robert York (yorkr@warrencountyny.gov); Roberta Bly (Roberta.Bly2@dfa.state.ny.us); Rosemary Royce (rroyce@sheltersofsaratoga.org); Rosemary White (Rosemary@moreaucommunitycenter.org); Sandra Spaulding (gandsspaulding@gmail.com); Sarah Frankenfeld (frankenfeld@warrencountyny.gov); Sarah Polidore (spolidore@wesoldieron.org); Shelley Smith (shelley@opendoor-ny.org); Sherrie Catapano (Sherrie.catapano@cdphp.com); Stacey Thayer (stacey.thayer@cdphp.com); Stephanie Ball (stephanie.ball@dfa.state.ny.us); Stephanie Hutchins (stephanie.hutchins@dfa.state.ny.us); Stephanie Schneider (revstephanies@gmail.com); Stuart Kaufman (skaufman@lasnny.org); Sue McCann (sue.mccann@tcbinc.org); Susan Bull; Sybil Newell (snewell@tsamail.org); Tamara Cosme; Tamara Rivera (tamararivera29@yahoo.com); Tina Beswick (tbeswick@wwamh.org); Tina Potter (TINA.POTTER@dfa.state.ny.us); Tom Collins; Tracy Cullen Tedisco Scheduler (cullen@nysenate.gov); Tracy Schneider (Tracy.Schneider@dfa.state.ny.us); Tylerw@sailhelps.org; Vanessa Taylor (veteranspeertopeer@gmail.com); William Brown (wbrown@wesoldieron.org); William Robson
Cc: Kelsey Addy; Genesis Matvey; Michelle Sandoz-Dennis
Subject: NY-523/SNC Public Posting of the FY23 Draft CoC Application - V.1
Date: Friday, August 25, 2023 5:05:00 PM
Attachments: [image002.png](#)

Good Afternoon NY-523 SNC,

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_523. The posting includes:

1. Draft CoC Application Narratives (completed to date)
2. Draft Attachments (completed to date)

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-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton Counties CoC

Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	308	237	222	332
Emergency Shelter Total	277	204	200	314
Safe Haven Total	0	0	0	0
Transitional Housing Total	20	26	19	13
Total Sheltered Count	297	230	219	327
Total Unsheltered Count	11	7	3	5

Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	52	21	24	32
Sheltered Count of Chronically Homeless Persons	44	21	23	29
Unsheltered Count of Chronically Homeless Persons	8	0	1	3

2023 HDX Competition Report

PIT Count Data for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton 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	26	17	22	13
Sheltered Count of Homeless Households with Children	26	17	22	13
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	25	21	12	20	22
Sheltered Count of Homeless Veterans	21	21	12	19	22
Unsheltered Count of Homeless Veterans	4	0	0	1	0

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

2023 HDX Competition Report

HIC Data for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton 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	88	70	70	100.00%	18	18	100.00%	88	100.00%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	32	32	32	100.00%	0	0	NA	32	100.00%
RRH Beds	61	39	39	100.00%	22	22	100.00%	61	100.00%
PSH Beds	228	219	219	100.00%	9	9	100.00%	228	100.00%
OPH Beds	35	0	35	0.00%	0	0	NA	0	0.00%
Total Beds	444	360	395	91.14%	49	49	100.00%	409	92.12%

2023 HDX Competition Report

**HIC Data for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren,
Hamilton Counties CoC**

2023 HDX Competition Report

HIC Data for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton 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	61	67	68	64

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	19	17	16	12

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	72	64	109	61

2023 HDX Competition Report

**HIC Data for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren,
Hamilton Counties CoC**

2023 HDX Competition Report

FY2022 - Performance Measurement Module (Sys PM)

Summary Report for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton 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	904	1338	45	50	5	16	16	0
1.2 Persons in ES, SH, and TH	936	1379	50	54	4	17	17	0

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")	997	1450	173	205	32	40	44	4
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1029	1491	177	203	26	42	44	2

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	5	0	0%	0	0%	0	0%	0	0%
Exit was from ES	271	38	14%	18	7%	23	8%	79	29%
Exit was from TH	30	1	3%	2	7%	0	0%	3	10%
Exit was from SH	0	0		0		0		0	
Exit was from PH	139	0	0%	4	3%	9	6%	13	9%
TOTAL Returns to Homelessness	445	39	9%	24	5%	32	7%	95	21%

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	237	222	-15
Emergency Shelter Total	204	200	-4
Safe Haven Total	0	0	0
Transitional Housing Total	26	19	-7
Total Sheltered Count	230	219	-11
Unsheltered Count	7	3	-4

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	953	1395	442
Emergency Shelter Total	921	1353	432
Safe Haven Total	0	0	0
Transitional Housing Total	44	60	16

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)	88	76	-12
Number of adults with increased earned income	16	9	-7
Percentage of adults who increased earned income	18%	12%	-6%

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)	88	76	-12
Number of adults with increased non-employment cash income	35	24	-11
Percentage of adults who increased non-employment cash income	40%	32%	-8%

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)	88	76	-12
Number of adults with increased total income	46	27	-19
Percentage of adults who increased total income	52%	36%	-16%

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)	45	43	-2
Number of adults who exited with increased earned income	9	14	5
Percentage of adults who increased earned income	20%	33%	13%

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)	45	43	-2
Number of adults who exited with increased non-employment cash income	14	14	0
Percentage of adults who increased non-employment cash income	31%	33%	2%

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)	45	43	-2
Number of adults who exited with increased total income	23	25	2
Percentage of adults who increased total income	51%	58%	7%

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.	853	1275	422
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.	153	207	54
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)	700	1068	368

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.	1053	1465	412
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.	194	238	44
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.)	859	1227	368

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	50	42	-8
Of persons above, those who exited to temporary & some institutional destinations	15	13	-2
Of the persons above, those who exited to permanent housing destinations	12	6	-6
% Successful exits	54%	45%	-9%

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	843	1218	375
Of the persons above, those who exited to permanent housing destinations	299	396	97
% Successful exits	35%	33%	-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	294	245	-49
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	280	238	-42
% Successful exits/retention	95%	97%	2%

2023 HDX Competition Report

FY2022 - SysPM Data Quality

NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton 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	67	69	61	23	23	32	267	227	220	32	23	74			
2. Number of HMIS Beds	67	64	61	23	23	32	267	227	215	32	23	74			
3. HMIS Participation Rate from HIC (%)	100.00	92.75	100.00	100.00	100.00	100.00	100.00	100.00	97.73	100.00	100.00	100.00			
4. Unduplicated Persons Served (HMIS)	1020	926	1357	54	44	60	592	600	295	206	319	317	9	89	83
5. Total Leavers (HMIS)	115	814	1110	52	36	38	367	228	101	188	193	197	7	43	22
6. Destination of Don't Know, Refused, or Missing (HMIS)	462	159	169	2	3	5	20	9	2	0	7	3	1	7	5
7. Destination Error Rate (%)	401.74	19.53	15.23	3.85	8.33	13.16	5.45	3.95	1.98	0.00	3.63	1.52	14.29	16.28	22.73

2023 HDX Competition Report
FY2022 - SysPM Data Quality

2023 HDX Competition Report

Submission and Count Dates for NY-523 - Glens Falls, Saratoga Springs/Saratoga, Washington, Warren, Hamilton Counties CoC

Date of PIT Count

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

Report Submission Date in HDX

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

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

This attachment details the Housing Leveraging Commitments for new Projects in **NY-523**. It includes:

1. Checklist verifying commitment meets all HUD requirements
2. Housing Leveraging Commitment from **Shelters of Saratoga’s Non-CoC Funded Permanent Supportive Housing program** for **Shelters of Saratoga’s Rapid Rehousing Project**.

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

1. Checklist verifying commitment meets all HUD requirements

Checklist for New CoC Project Applicants that are Leveraging Housing Resources

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

- Project name should be listed in the commitment documentation

Project name:

- Source of commitment should be listed in the commitment documentation (i.e. private organizations, state or local government, PHAs, faith-based organizations, federal programs other than CoC or ESG programs)

Source of Commitment: Shelters of Saratoga non CoC funded beds

- Amount of funding committed per the following:

PSH: the number of housing units for a PSH project that are not funded through the CoC or ESG Programs. The number of units must be at least 25% of the total units to be provided by the proposed new CoC project application for full points.

OR

RRH or TH-RRH: The number of program participants to be provided RRH or TH-RRH that is not funded through the CoC or ESG Programs. The number of program participants to be served must be at least 25% of the total participants to be served in the proposed CoC new project application for full points. 3 units/5 participants =60%

Calculation showing the amount of non-CoC/ESG resources committed in the written commitment, and that this is at least 25% of units (for PSH) or participants (for RRH) to be served through the proposed New CoC Project Application:

- The date** that the funding (outside of CoC or ESG programs) will be available is on the written commitment (should run concurrently with the new project).

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

Dates of housing commitment:

3A-1a Housing Leveraging Commitments

2. Housing Leveraging Commitment from **Shelters of Saratoga's Non- CoC Funded Permanent Supportive Housing program** for **Shelters of Saratoga's Rapid Rehousing Project**.



September 14, 2023

Stephanie Romeo
Shelters of Saratoga
14 Walworth Street
Saratoga Springs, New York 12866

RE: Permanent Supportive Housing Units for RRH project participants

This letter confirms that Shelters of Saratoga will commit three of our non-CoC funded PSH units to the five proposed RRH participants, as proposed in our 2023 RRH application. 3 units divided by 5 participants is 60%, exceeding the required 25% threshold.

Rent from the units is paid by the tenant, not to exceed 30% of their income. Units may have additional subsidy if the tenant is eligible, including Section 8 vouchers.

Support services are funded in part by the New York State Supportive Housing Program.

All units are located at the agency's housing complex at 112 Washington Street or 128 Grand Ave, Saratoga Springs, NY 12866. The agency is committed to dedicating these three units to the RRH project, as vacancies occur for the duration of the project beginning October 1, 2024-September 30, 2025.

Sincerely,

Stephanie Romeo
Associate Executive Director
Shelters of Saratoga

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

This attachment details the Healthcare Formal Agreements for **NY-523**. It includes the following:

1. Checklist verifying commitment meets all HUD requirements
2. Formal Agreement between **Shelters of Saratoga** and **Adirondack Health Institute** for **Shelters of Saratoga Rapid Rehousing Project**.

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

1. Checklist verifying commitment meets all HUD requirements

Checklist for New CoC Project Applicants that are Leveraging Healthcare Resources

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

- The name of the project

Project name: **Shelters of Saratoga Rapid Rehousing Project/Health Home**

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

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

OR

- If the partner agency is a substance abuse and/or recovery program, a guarantee that the services will be provided to all eligible participants of this project.

Calculation showing the amount of healthcare resources committed in the written commitment, and that this is at least 25% of funding requested through the proposed New CoC Project Application, OR confirm the substance abuse and/or recovery program will offer services to all eligible participants.

\$198,338 **\$88,776 / \$198,338 = 45%**

- 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:

July 31, 2023, with the proposed leveraging to begin September 2023.

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

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

2. Formal Agreement between **Shelters of Saratoga** and **Adirondack Health Institute** for **Shelters of Saratoga Rapid Rehousing Project**.



Adirondack Health Institute

Lead Empower Innovate

August 23, 2023

Stephanie Romeo
Associate Executive Director
Shelters of Saratoga
14 Walworth Street
Saratoga Springs, NY 12866

RE: Health Home Commitment

It is my pleasure to provide this letter of support to Shelters of Saratoga's Rapid Rehousing Project proposal to provide rental subsidies and supportive services to homeless individuals in Saratoga County.

The relationship between Adirondack Health Institute and Shelters of Saratoga as a NYS Health Home provider offers comprehensive care management to Medicaid enrollees. The plan of care addresses medical, behavioral, functional, and social supports needed by the participants. Shelters of Saratoga as the services provider will offer these services to participants of the Rapid Rehousing project where eligible.

We are excited about the possibilities to continue to support Shelters of Saratoga's housing program residents through the SOS Rapid Rehousing Project.

We commit to this collaboration for the proposed project starting in September 2023, and will review and renew the commitment annually. The estimated value of the collaboration is established at \$198,338 per year, to provide care management services.

Sincerely,

Eric Burton
Chief Executive Officer

HEALTH HOME SERVICES PROVIDER AGREEMENT

ADIRONDACK HEALTH INSTITUTE, INC.

100 Glen Street, Suite 1A
Glens Falls, New York 12801
518-480-0111

THIS HEALTH HOME SERVICES PROVIDER AGREEMENT (this “**Agreement**”) is made this first day of July 2022 (the “**Effective Date**”), by and between **ADIRONDACK HEALTH INSTITUTE, INC.**, a New York not-for-profit §501(c)(3) corporation (“**AHI**”) and **Shelters of Saratoga**, a Care Management Agency. (the “**Health Home Services Provider**”).

Explanatory Statement

1. AHI has been designated by the New York State Department of Health to operate a health home (the “**AHI Health Home**”) that will provide care management and coordination services to eligible Medicaid enrollees; and

2. The Health Home Services Provider wishes to participate in the AHI Health Home by providing various care management and care coordination services for such enrollees, in accordance with the terms and conditions of this Agreement;

NOW THEREFORE, in consideration of the mutual covenants and promises set forth in this Agreement, the parties agree as follows:

ARTICLE I - DEFINITIONS

“**AHI Health Home Services Provider**” means a provider (including the Health Home Services Provider that is a signatory to this Agreement) that has a contractual relationship with AHI to provide Health Home Services to Health Home Participants.

“**Assignment**” and “**Re-Assignment**” means the process by which a Health Home Participant is assigned to an AHI Health Home Services Provider or re-assigned from one AHI Health Home Services Provider to another AHI Health Home Services Provider.

“**Disenrollment**” means the process by which Health Home Services are terminated for a Health Home Participant.

“**Emergency Medical Condition**” means a medical or behavioral condition, the onset of which is sudden, that manifests itself by symptoms of sufficient severity, including severe pain, that a prudent layperson, possessing an average knowledge of medicine and health, could reasonably expect the absence of immediate medical attention to result in: (i) placing the health of the person afflicted with such condition in serious jeopardy, or in the case of a pregnant woman, the health of the woman or her unborn child or, in the case of a behavioral condition, placing the health of the person or others in serious jeopardy; or (ii) serious impairment to such person's bodily functions; or (iii) serious dysfunction of any bodily organ or part of such person; or (iv) serious disfigurement of such person.

“**Enrollment**” means the process by which Health Home Services are initiated for a Health Home Participant.

“**Health Home Candidate**” means a person who is eligible to become a Health Home Participant and is assigned by an MCO or NYSDOH to the AHI Health Home.

“Health Home Participant” means a Health Home Candidate who is assigned to the AHI Health Home and is assigned to an AHI Health Home Services Provider and receives case management services by the AHI Health Home as defined below under “Health Home Services”.

“Health Home Services” means those services defined in Section 1945(h)(4) of the Social Security Act and as more specifically described in Section 2.1 of this Agreement.

“Health Home Network Providers” is the group of medical, behavioral, social services, other community-based organizations, and local government agencies, by which a Health Home Participant receives services to address needs identified on the comprehensive plan of care developed by the Health Home Participant’s AHI Health Home Services Provider.

“MCO” is a Medicaid Managed Care organization that has a contract with AHI for AHI to provide Health Home Services to the MCO’s Members.

“MCO Member” means an individual enrolled in an MCO.

“MCO Participating Provider” means a provider of clinical and/or related services that is credentialed by an MCO or its designee, if applicable, and has contracted with an MCO to render services to MCO Members as a participant in the MCO’s Provider Network.

“MCO Provider Network” is the group of MCO Participating Providers by which an MCO Member receives clinical and/or related services pursuant to the MCO’s in-network benefit package.

“NYS Health Home State Plan Amendment” means the New York State Health Home Plan Amendment #11-56, as amended and revised from time to time.

“NYSDOH” means the New York State Department of Health.

ARTICLE II – HEALTH HOME SERVICES PROVIDER RESPONSIBILITIES

2.1 Scope of Health Home Services. Health Home Services Provider shall:

- a. **Accept referrals of Health Home Candidates from AHI;**
- b. Identify and provide outreach to Health Home clients within its service area that are eligible for Health Home services;
- c. **Provide outreach, contact and engagement services to Health Home Candidates referred by AHI,** including securing any applicable NYSDOH approved consent forms from those Health Home Participants so that Health Home Services Provider may share such Health Home Participants’ medical records, encounter data and other health information with AHI, other Health Home Network Providers, MCOs and NYSDOH, as applicable and appropriate;

d. Conduct a comprehensive assessment of each Health Home Participant, including any such assessment NYSDOH requires for defined populations, which assessments shall include medical, behavioral, functional and social support needs;

e. Provide behavioral health expertise and leadership, as applicable, for individuals with Serious Mental Illness (SMI) and those with substance use disorders (SUD);

f. Prepare and maintain a comprehensive plan of care for each Health Home Participant, including information retrieved from the Health Home Participant and from providers of clinical, behavioral and social support services, and share such plans of care as required in the Health Home Standards and Requirements for Health Homes, Care Management Agencies, and Managed Care Organizations established by NYSDOH and as amended from time to time;

g. Coordinate care by and among other Health Home Network Providers (including in the case of an MCO Member, MCO Participating Providers), MCOs and AHI, as applicable and appropriate;

h. Provide the following services to Health Home Participants, in accordance with the Health Home Standards and Requirements for Health Homes, Care Management Agencies and Managed Care Organizations established by NYSDOH, and related regulations, each as in effect from time to time:

1. Comprehensive care management;
2. Care coordination and health promotion;
3. Comprehensive transitional care from inpatient to other settings, including appropriate follow-up;
4. Individual and family support, which includes authorized representatives;
5. Referral to community and social support services, if relevant; and
6. The use of health information technology to link services, as feasible and appropriate.

i. For those MCO Members who have signed any applicable NYSDOH approved consent form, communicate directly with MCOs (or their managers) for the ongoing engagement and coordination of care; it being understood that all such communication is consistent with state and federal laws and regulations concerning confidentiality and protection of health information;

j. Coordinate non-health service providers and local government agencies that may also provide non-health social services;

k. Report to AHI on activities and services in a format and within timeframes designated by AHI, which format and timeframes shall be consistent with any applicable requirements of NYSDOH and MCOs, and promptly respond to AHI's requests for information regarding specific services provided to Health Home Participants;

l. Provide data management to AHI and MCOs in compliance with the data submission requirements (including without limitation any requirements related to billing for Health Home Services or the support of such billing) of NYSDOH and MCOs;

m. Require its staff to participate in educational forums regarding the AHI Health Home as reasonably required by AHI;

n. Work with AHI to develop a mutually agreed upon plan to achieve program goals and to implement final health home health information technology standards as stipulated in the NYS Health Home State Plan Amendment;

o. Abide by all operational policies and procedures for the Health Home that are established by AHI (the "Operational Policies and Procedures"); and

p. Take all other actions required by NYSDOH and/or reasonably required by AHI relating to Health Home Services Provider and its services in connection with the AHI Health Home.

2.2 Standard of Care. Health Home Services Provider shall only use experienced and qualified personnel to perform the Health Home Services. Health Home Services Provider shall perform all Health Home Services (1) in a good and workmanlike manner and in accordance with best practices in the community, and (2) in accordance with all applicable laws, rules, regulations and government program requirements.

2.3 MCO Protocols: Health Home Services Provider, in the development of a plan of care for a Health Home Participant who is an MCO Member, shall ensure that such plan of care is in accordance with the MCO's Participating Provider manual or other written policies and procedures, as applicable to care management and Health Home Services (collectively, "MCO Protocols"). Health Home Services Provider shall work cooperatively with AHI and the MCO to use in-plan resources and address any opportunities for network expansion to best serve MCO Member needs. Health Home Services Provider agrees to adhere to all MCO referral, notification and authorization requirements. Health Home Services Provider shall cooperate with quality oversight activities conducted by each MCO. However, nothing herein affects the obligation of Health Home Services Provider to adhere to and abide by Health Home Services Provider's contract with an MCO, MCO Protocols, and all applicable MCO rules. Health Home Services Provider shall not refer an MCO Member for in-network benefits to any provider or other Health Home Network Participant that is not otherwise an MCO Participating Provider in the MCO's Provider Network without the MCO's prior notice and approval, except in the instance of an Emergency Medical Condition. Health Home Services Provider shall systematically and timely communicate with AHI, the MCO, and MCO Participating Providers about clinical, care coordination and social service referral information regarding MCO Members, as appropriate, and in accordance with legal privacy requirements.

2.4 Representations and Warranties: Health Home Services Provider is a duly organized, validly existing organization in good standing. Health Home Services Provider has the authority to execute and deliver this Agreement and to perform its obligations under this Agreement. Health Home Services Provider agrees it is and will continue to be for the term of the Agreement eligible to participate in the New York State Medicaid Program, and to comply with all state and federal laws and regulations, including Medicaid program requirements and guidance issued by NYSDOH regarding Health Home Services, any applicable MCO's contract with New York State for administering a federally sponsored health care program, and all confidentiality provisions contained in the contract between the applicable MCO and NYSDOH.

2.5 Health Home Participant Re-Assignment or Termination: The parties recognize that there are many ways in which Health Home Participant status may change that may result in Re-Assignment or De-Activation. Health Home Services Provider agrees that AHI shall have the authority to De-Activate a Health Home Participant or Re-Assign a Health Home Participant to another AHI Health Home Services Provider if the Health Home Services Provider is not effectively providing or managing Health Home Services to the Health Home Participant, not achieving quality goals, not adhering to AHI's Operational Policies and Procedures or any applicable MCO Protocols, or not meeting specific Health Home Participant needs, as determined by AHI. In addition, AHI may Re-Assign a Health Home Participant to another AHI Health Home Services Provider if the Health Home Participant: a) requests Re-Assignment; b) relocates; or c) transfers to a primary care provider who is affiliated with another AHI Health Home Services Provider. AHI may De-Activate a Health Home Participant from the AHI Health Home if AHI determines, in consultation with the Health Home Services Provider, that the Health Home Participant is not engaged in the Health Home Services or adhering to the plan of care. In the case of an MCO Member, the Health Home Services Provider understands that the MCO may Re-assign an MCO Member to another Health Home or that the MCO may De-activate Health Home Participants who are no longer enrolled in the MCO.

2.6 Quality, Data and Reporting Requirements. Health Home Services Provider shall comply with AHI's data and reporting requirements, which are provided to Health Home Services Provider and includes adhering to MCO and/or NYSDOH quality performance measures, as applicable to care management activities. As a condition of payment, Health Home Services Provider shall report all required care management and health home services data to AHI.

2.7 Maintenance of Records. Health Home Services Provider shall maintain Health Home Participant medical records for a period of six (6) years after the date of service, and in the case of a minor, for three (3) years after the age of majority or six (6) years after the date of service, whichever is later, or for such longer period as required by (a) law or regulation or (b) any contract between AHI and an MCO and/or NYSDOH, provided that AHI notifies Health Home Services Provider of such longer period. This provision shall survive the termination of this Agreement regardless of the reason.

2.8 Non-discrimination. Health Home Services Provider shall not discriminate against any Health Home Participant based on color, race, creed, age, gender, sexual orientation, disability, place of origin or source of payment or type of illness or condition. Health Home Services Provider shall comply with the federal Americans with Disabilities Act.

2.9 Confidentiality. Health Home Services Provider shall comply with all applicable laws and regulations relating to the confidentiality of health information, including but not limited to the applicable provisions of HIPAA, the Health Information Technology for Economic and Clinical Health Act (“HITECH”), HIV confidentiality requirements of Article 27-F of the Public Health Law, Mental Hygiene Law Section 33.13 and substance abuse confidentiality requirements of 42 C.F.R. Part 2. In addition, Health Home Services Provider shall comply with the confidentiality requirements set forth in the Medicaid Managed Care and Family Health Plus model contract between MCOs and NYSDOH. The parties acknowledge that, in connection with this Agreement, AHI may disclose to Health Home Services Provider, as a business associate subcontractor of AHI, certain information that is subject to protection under HIPAA and HITECH, and agree to enter into a Business Associate Agreement, which shall be binding upon the parties to this Agreement in the form which is annexed hereto as **Exhibit A**. As a condition to the receipt of Medicaid data from NYSDOH, AHI is required to include certain provisions in any subcontract with any third party who will have access to such Medicaid data. Accordingly, with respect to any such Medicaid data, Health Home Service Provider hereby agrees to comply with the NYSDOH confidentiality requirements incorporated into the Business Associate Agreement attached as **Exhibit A**.

2.10 Eligibility Verification. Except in the case of an Emergency Medical Condition, Health Home Services Provider shall confirm the Member’s eligibility to receive services under the Health Home program, and, in the case of an MCO Member, confirm the Member’s enrollment in the applicable MCO, prior to furnishing any Health Home Services. In the event of an Emergency Medical Condition, Health Home Services Provider shall verify eligibility at the first available opportunity.

ARTICLE III – HEALTH HOME RESPONSIBILITIES

3.1 Scope of Services. AHI shall

- a. Receive rosters and referrals of Health Home Candidates from NYSDOH, MCOs and Health Home Network Providers and assign such Health Home Candidates to Health Home Services Provider based on factors that may include Health Home Services Provider’s capacity to provide timely Health Home Services, the Health Home Candidate’s need for care and place of residence, the Health Home Candidate’s prior relationship with the Health Home Services Provider, and the Health Home Candidate’s preference for Health Home Services Provider;
- b. Establish contractual arrangements with other Health Home Network Providers to facilitate access to care, establishment of communication and notification systems, and participation in treatment teams and care planning as appropriate;
- c. Work with Health Home Services Provider to develop a mutually agreed upon plan to achieve program goals and to implement final health home health information technology standards as stipulated in the NYS Health Home State Plan Amendment;

d. Coordinate educational forums and resources for Health Home Services Provider, other AHI Health Home Services Providers and other Health Home Network Participants, as applicable and appropriate; and

e. Convene a Health Home Leadership Committee that will make recommendations for Operational Policies and Procedures and invite Health Home Services Provider to participate.

3.2 Representations and Warranties: AHI is a duly organized, validly existing organization in good standing, designated by NYSDOH as a Medicaid health home. AHI has the authority to execute and deliver this Agreement and to perform its obligations under this Agreement. AHI agrees to comply with all state and federal laws and regulations, including Medicaid program requirements.

3.3 Non-discrimination. AHI shall not discriminate against any Health Home Candidate or Health Home Participant based on color, race, creed, age, gender, sexual orientation, disability, place of origin or source of payment or type of illness or condition. AHI shall comply with the federal Americans with Disabilities Act.

3.4 Confidentiality. AHI shall comply with applicable laws and regulations relating to the confidentiality of health information, including but not limited to the applicable provisions of HIPAA, HITECH, HIV confidentiality requirements of Article 27-F of the Public Health Law, Mental Hygiene Law Section 33.13 and substance abuse confidentiality requirements of 42 C.F.R. Part 2. The parties acknowledge that AHI is a business associate of Health Home Services Provider and agree to enter into a Business Associate Agreement, which shall be binding upon the parties to this Agreement, in the form which is annexed hereto as **Exhibit A**.

ARTICLE IV – BILLING AND PAYMENT

4.1 Billing for Medicaid Fee-for-Service Patients. AHI shall bill NYSDOH for Health Home Services rendered by Health Home Services Provider to Health Home Participants who are Medicaid fee-for-service enrollees. AHI shall pay Health Home Services Provider for such Health Home Services at a rate equal to the amount paid by NYSDOH to AHI minus a 6% administrative services fee.

4.2 Billing for MCO Members. AHI shall bill the applicable MCO for Health Home Services rendered by Health Home Services Provider to Health Home Participants who are MCO Members. AHI shall pay Health Home Services Provider for such Health Home Services at a rate equal to the amount paid by the MCO to AHI minus a 6% administrative services fee.

4.3 Timing of Payment to Health Home Services Provider for Health Home Services billed by AHI. AHI shall pay Health Home Services Provider for Health Home Services within thirty (30) days of AHI's receipt of payment from the MCO or NYSDOH, or such other frequency as agreed to by AHI and Health Home Services Provider.

4.4 No Other Reimbursement. Health Home Services Provider shall not be entitled to any compensation from AHI for any services provided to Health Home Participants other than Health Home Services. AHI shall have no financial responsibility for any services provided by

Health Home Services Provider to Health Home Participants other than Health Home Services, and Health Home Services Provider shall be solely responsible for billing to and collecting from the applicable payor for any services other than Health Home Services.

4.5 Recoupment of Payment. Health Home Services Provider acknowledges and agrees that if NYSDOH, an MCO or any other governmental agency or entity recoups, requires repayment of, or offsets against any payment previously made by AHI to Health Home Services Provider; or if for any reason Health Home Services Provider receives payment from AHI to which it is not entitled, AHI shall have the right to (i) require Health Home Services Provider to refund such payment within fifteen (15) business days of receipt of written notice by AHI of the amount due or (ii) offset future payments to Health Home Services Provider by the applicable amount refundable to AHI, including any imposed penalties and/or fine.

ARTICLE V – TERM AND TERMINATION

5.1 Term. The term of this Agreement shall begin as of the Effective Date and shall continue for one (1) year, after which this Agreement shall renew for additional one (1) year terms, (a) unless otherwise terminated as provided for in this Agreement, or (b) unless either party gives sixty (60) days advance written notice of termination prior to the renewal date.

5.2 Termination for Cause.

a. AHI shall have a right to terminate this Agreement as follows:

1. Upon sixty (60) days written notice if the Health Home Services Provider materially breaches this Agreement and such breach is not cured within the sixty (60) days' notice period; provided that no opportunity to cure shall be provided and termination shall be immediate (A) in the event of a breach that cannot reasonably be cured within sixty (60) days, (B) in the event of repeated breaches of the same obligation, (C) in the event of a breach that would expose AHI to civil or criminal liability or would otherwise cause a violation of applicable laws, rules or regulations applicable to AHI, or (D) in the event that Health Home Services Provider (i) does not adhere to the reporting requirements in accordance with Section 2.6; (ii) does not achieve quality goals and requirements in accordance with Section 2.6 and/or (iii) fails to comply with AHI's Operational Policies and Procedures or any MCO Protocols.

2. Immediately upon written notice if the Health Home Services Provider is excluded, suspended or barred from participating in the Medicare or Medicaid program or any other federal or state health care program or if any of Health Home Services Provider's employees, agents or contractors is excluded from the Medicare or Medicaid program or any other federal or state health care program and Health Home Services Provider fails to terminate such employees, agents or contractors within five (5) business days of becoming aware of such exclusion.

3. Immediately upon written notice if the Health Home Services Provider fails to maintain any of the insurance coverage required pursuant to Section 6.1 hereof;

4. Immediately upon written notice if the Health Home Services Provider is determined by a government entity or review body to have violated any law or to have engaged in or to be engaging in fraud, waste or abuse; or

5. Immediately upon written notice if AHI is no longer approved by NYSDOH as a designated health home.

b. Health Home Services Provider shall have the right to terminate this Agreement as follows:

1. Upon sixty (60) days written notice if AHI materially breaches this Agreement and such breach is not cured within the sixty (60) day notice period; provided that no opportunity to cure shall be provided and termination shall be immediate in the event of (A) a breach that cannot reasonably be cured within sixty (60) days, (B) repeated breaches of the same obligation or (C) a breach that would expose Health Home Services Provider to civil or criminal liability or would otherwise cause a violation of applicable laws, rules or regulations applicable to Health Home Services Provider; or

2. Immediately upon written notice if AHI is no longer approved by NYSDOH as a designated health home.

5.3 Termination without Cause. Either party may terminate this Agreement without cause upon ninety (90) days prior written notice to the other party.

5.4 Obligations Post Termination. Upon termination, Health Home Services Provider shall: (1) assist in effecting an orderly transfer of services and obligations to another Health Home Services Provider to which AHI has assigned the Health Home Participants to prevent any disruption in services to such Health Home Participants; (2) provide AHI, MCOs and NYSDOH with access to all books, records and other documents relating to the performance of services under this Agreement that are required or requested, at no charge; and (3) subject to applicable law, stop using and return and/or destroy all Proprietary Information (as defined in Section 8.5 hereof). This provision shall survive the termination of this Agreement regardless of the reason. Neither party shall be liable to the other for damages of any kind solely as a result of the termination or expiration of this Agreement in accordance with its terms.

ARTICLE VI – INSURANCE AND INDEMNIFICATION

6.1 Insurance.

a. Health Home Services Provider shall secure and maintain for itself and its employees, throughout the term of this Agreement, (i) commercial general liability insurance in the minimum amount of one million dollars (\$1,000,000) per occurrence and three million dollars (\$3,000,000) in the aggregate; and (ii) professional liability insurance

coverage in the minimum amount of one million dollars (\$1,000,000) per occurrence, for claims arising out of events occurring during the term of this Agreement or any post termination activities under this Agreement. In the case of a Health Home Services Provider that is a federally qualified health center, coverage under the Federal Tort Claims Act for the Health Home Services Provider and its employees for the scope of services to be provided hereunder will be considered fulfillment of the requirement for professional liability insurance. In the event that Health Home Services Provider procures a “claims made” policy as distinguished from an “occurrence” policy to satisfy any of the insurance requirements set forth in this paragraph, then in the event of termination of this Agreement, Health Home Services Provider shall either maintain the insurance coverage required by this paragraph for a period of not less than three (3) years, or shall provide an equivalent extended reporting endorsement (commonly known as a “tail policy”).

b. If required by New York State law, Health Home Services Provider shall secure and maintain worker’s compensation insurance in amounts required by such law.

c. All insurance coverage required under this Agreement shall be provided under valid and enforceable policies issued by insurance companies legally authorized to do business in the State of New York. Health Home Services Provider shall, upon request of AHI, provide AHI with certificates of insurance or other evidence of coverage reflecting satisfaction of the foregoing requirements of this Section 6.1. Health Home Services Provider shall provide at least 30 days’ notice to AHI in advance of any material modification, cancellation or termination of its insurance.

6.2 Indemnification.

a. Each party (an “Indemnifying Party”) shall indemnify and hold harmless the other party, employees, agents and representatives (collectively the “Indemnified Party”), against any claim, demand, liability, injury, damage or expense incurred including, but not limited to, reasonable attorneys’ fees and expenses, which may result or arise out of any action by the Indemnifying Party, its employees, agents or representatives in the negligent performance or omission of any act or services relating to or provided under this Agreement. Each party shall be responsible for such Party’s own actions and omissions that may relate to or arise from such Party’s duties and obligations under this Agreement.

b. Both AHI and Health Home Services Provider understand and acknowledge that pursuant to State law, the Office of the Medicaid Inspector General (OMIG) and/or the Office of the Inspector General (OIG) may review and audit all contracts, claims, bills and other expenditures of medical assistance program funds to determine compliance. Both AHI and Health Home Services Provider agree to indemnify and hold the other party harmless from any and all liability arising out of any suit, investigation, administrative action, fine, penalty or sanction by or relating to OMIG and/or OIG against relating to its (the indemnitor’s) own direct, negligent or wrongful actions.

c. In the event that either party becomes aware of any potential claim arising out of or under this Agreement, each party agrees to give the other written notice containing sufficient particulars to identify the name and address of the allegedly injured person, the

time, place and circumstances giving rise to the potential claim, and the names of any available witnesses.

d. Without limiting any other provision of this Agreement, Health Home Services Provider shall be solely responsible for all decisions and actions taken or not taken involving patient care, utilization management, and quality management for its patients and clients (“Patient Care”). Health Home Services Provider shall indemnify and hold harmless Health Home, its members, directors, employees, agents and representatives harmless against any claim, demand, action, liability, injury or expense incurred including, but not limited to, reasonable attorneys’ fees and expenses, against the Health Home arising out of Health Home Services Provider’s actions or omissions related to or arising out of Patient Care. Notwithstanding anything to the contrary in this Agreement, Health Home Services Provider’s obligations under this Section 6 shall not extend to claims, demands, liability, injury, damage or expense that are covered by the Federal Tort Claims Act.

e. This Section shall survive the termination of this Agreement regardless of the reason.

ARTICLE VII – USE OF AHI SOFTWARE SERVICES

7.1 Use of Care Management System. AHI has established a care management record system that allows users to manage enrollment, care teams, generate reports and administer a care plan (the “**AHI Care Management System**”). Health Home Services Provider shall utilize the AHI Care Management System to document information about Health Home Participants. Additional terms and conditions governing Health Home Services Provider’s use of the Care Management System are set forth on **Exhibit B**.

7.2 Access to Billing Software. AHI offers AHI Health Home Services Providers a license for a single authorized Health Home Services Provider user to access Health Home Participant data in AHI’s billing software (the “**Billing Software**”). Should Health Home Service Provider wish to obtain licenses for additional authorized users to utilize the Billing Software, the fee for each such additional license shall be \$125 per month.

ARTICLE VIII – MISCELLANEOUS

8.1 Monitoring and Auditing. AHI shall monitor the performance of Health Home Services Provider, including using appropriate financial, programmatic and oversight tools and measures. All such tools and measures used shall be shared with Health Home Services Provider to facilitate and foster proactive on-going continuous improvement efforts. AHI and any government officials with oversight authority over AHI, including but not limited to MCOs and/or NYSDOH and/or U.S. Department of Health and Human Services, shall have the right, during normal business hours and upon advance written notice, to monitor and evaluate, through inspection or other means, Health Home Services Provider’s performance under this Agreement, including but not limited to access to Participants’ medical records, encounter data and financial information. Health Home Services Provider shall permit AHI, MCOs and any government officials with oversight authority over the AHI Health Home to conduct site visits of Health Home Services Provider, upon prior notice, to verify the performance of Health Home Services under

this Agreement and that such services continue to comply with the terms and standards of AHI, MCOs and NYSDOH. This provision shall survive the termination of this Agreement regardless of the reason.

8.2 Modifications and Amendments. Any amendments to this Agreement shall be in writing and signed by both parties, except that amendments required due to changes in state law or regulation or required by NYSDOH shall be unilaterally and automatically made upon written notice of such amendment from AHI to Health Home Services Provider.

8.3 Assignment. This Agreement and the rights and obligations hereunder shall not be assigned, delegated or otherwise transferred by either party. The term “assign” or “assignment” includes a change of control of a party by merger, consolidation, transfer, or the sale of the majority or controlling stock or other ownership interest in such party. As such, this Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective permitted assigns.

8.4 Notification. All notices required or permitted under this Agreement must be in writing and sent by (a) hand delivery, (b) U.S. certified mail, postage prepaid, return receipt requested, or (c) overnight delivery service providing proof of receipt. Any such notice shall be deemed given: (i) when delivered, if delivered in person; (ii) four (4) business days after being mailed by U.S. mail, or (iii) one (1) business day, if being sent by overnight carrier. Notices shall be sent to the address listed on the signature page, provided that each party may designate by notice any future or different addresses to which notices will be sent. Notices will be deemed delivered upon receipt or refusal to accept delivery. Routine day to day operational communications between the parties are not notices in accordance with this section.

8.5 Proprietary Information. In connection with this Agreement, AHI may disclose to Health Home Services Provider, directly or indirectly, certain information that AHI and/or an MCO or its affiliate have taken reasonable measures to maintain as confidential and which derives independent economic value from not being generally known or readily ascertainable by the public (“**Proprietary Information**”). Proprietary Information includes, without limitation, trade secrets, know-how, technical information, computer codes, customer lists, business plans, designs, concepts, processes, systems, technologies, methods, technical and other data, product ideas, personnel, contract and financial information of a party, Health Home Candidate and Health Home Participant lists, MCO Member lists, the compensation provisions of this Agreement and the agreement between AHI and any MCO, and other information relating to AHI and/or an MCO’s or its affiliates’ business that is not generally available to the public. Health Home Services Provider shall hold in confidence and not disclose any Proprietary Information and not use Proprietary Information except (1) as expressly permitted under this Agreement, or (2) as required by law or legal or regulatory process. Health Home Services Provider shall provide AHI with notice of any such disclosure required by law or legal or regulatory process so that AHI can seek an appropriate protective order or, in the event of Proprietary Information of an MCO, can notify the MCO of such disclosure so that the MCO can seek an appropriate protective order. Health Home Services Provider shall disclose Proprietary Information only in order to perform its obligations under this Agreement, and only to persons who have agreed to maintain the confidentiality of the Proprietary Information. The requirements of this Agreement regarding Proprietary Information shall survive the termination of this Agreement regardless of the reason. Health Home Services Provider shall take all reasonable precautions to protect the confidentiality

of Proprietary Information and shall protect such Proprietary Information in a manner that is at least as protective as the measures it uses to maintain the confidentiality of its own information.

8.6 Dispute Resolution. AHI and Health Home Services Provider agree to meet and confer in good faith to resolve any problems or disputes that may arise under this Agreement.

a. Any dispute, other than a dispute regarding malpractice, fraud or abuse or a failure of the parties to agree on a reimbursement amount between the parties regarding the performance or interpretation of this Agreement shall be resolved, to the extent possible, by informal meeting or discussions between appropriate representatives of the parties.

b. In the event the parties are unable to resolve a dispute informally, the parties agree to submit the matter to binding arbitration before a single arbitrator acceptable to both parties, under the commercial rules of the American Health Lawyers Association (“AHLA”) then in effect. The parties agree to divide equally the AHLA’s administrative fee as well as the arbitrator’s fee, if any, unless otherwise apportioned by the arbitrator. The arbitrator shall not award punitive damages to either party. The arbitrator’s award may be enforced in any court having jurisdiction thereof by the filing of a petition to enforce such award.

c. Arbitration shall take place in Warren County, New York unless otherwise agreed to by the parties.

d. The parties acknowledge that the Commissioner of NYSDOH is not bound by arbitration or mediation decisions. Arbitration or mediation shall occur within New York State, and NYSDOH shall be given notice of all issues going to arbitration or mediation, and copies of all decisions.

8.7 Relationship of the Parties. No provision of this Agreement is intended to create, and none shall be deemed or construed to create, any relationship between AHI and Health Home Services Provider other than that of independent entities contracting with each other solely for the purpose of effecting the provisions of the Agreement. Neither party nor any of their respective employees shall be construed under this Agreement to be the partner, joint venture, agent, employer or representative of the other for any purpose, including, but not limited to, unemployment or Worker’s Compensation. In its capacity as an independent contractor, Health Home Services Provider shall have sole responsibility for the payment of federal and state taxes.

8.8 Waiver. No assent or waiver, express or implied, of any breach of any one or more of the covenants, conditions or provisions hereof shall be deemed or taken to be a waiver of any other covenant, condition or provision hereof or a waiver of any subsequent breach of the same covenant, condition or provision hereof.

8.9 Severability. When possible, each provision of this Agreement shall be interpreted in such manner as to be effective, valid and enforceable under applicable law. The provisions of this Agreement are severable, and, if any provision of this Agreement is held to be invalid, illegal or otherwise unenforceable, in whole or in part, in any jurisdiction, said provision or part thereof shall, as to that jurisdiction be ineffective to the extent of such invalidity, illegality or

unenforceability, without affecting in any way the remaining provisions hereof or rendering that or any other provision of this Agreement invalid, illegal or unenforceable in any other jurisdiction.

8.10 Governing Law. This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of New York applicable to contracts, except where Federal law applies, without regard to principles of conflict of laws. Each party hereby irrevocably and unconditionally waives, to the fullest extent it may legally and effectively do so, trial by jury in any suit, action or proceeding arising hereunder. Notwithstanding anything in this Agreement, either party may bring court proceedings to seek an injunction or other equitable relief to enforce any right, duty or obligation under this Agreement.

8.11 Third Parties. Except as otherwise provided in this Agreement, this Agreement is not a third party beneficiary contract and no provision of this Agreement is intended to create or may be construed to create any third party beneficiary rights in any third party, including any Health Home Participant.

8.12 Non-Solicitation. For the term of this Agreement and for one year thereafter, Health Home Services Provider shall not directly solicit any MCO Member to join a competing MCO, solicit any Health Home Participant to join a competing health home, or induce any Health Home Network Provider to cease doing business with AHI.

8.13 Compliance with all Laws. AHI and Health Home Services Provider shall comply with all applicable federal and state laws and regulations relating to the provision of Health Home Services. The terms of this Agreement are intended to be in compliance with all federal, state and local statutes, regulations and ordinances, including but not limited to HIPAA, Section 1877 of the Social Security Act (commonly known as the "Stark Provisions") and the anti-kickback provisions set forth in the fraud and abuse sections of 42 U.S.C. 1320a and any regulations issued thereunder, the Clinical Laboratory Improvement Amendments of 1988, 42 U.S.C. 263a ("CLIA"), 42 U.S.C. 1396w-4 (State option to provide coordinated care through a health home for individuals with chronic conditions), and any similar state laws and regulations. Should either party reasonably conclude that any portion of this Agreement is or may be in violation of such requirements or subsequent enactments by federal, state or local authorities, this Agreement shall terminate immediately by written notice thereof to the other party, unless the parties agree to such modifications of the Agreement as may be necessary to establish compliance with all federal, state, and local statutes, regulations and ordinances.

8.14 Entire Agreement. This Agreement and Exhibits, each of which are made a part of and incorporated into this Agreement, comprises the complete agreement between the parties and supersedes all previous agreements and understandings, oral or in writing, related to the subject matter of this Agreement.

8.15 Names, Symbols and Service Marks. The parties shall not use each other's name, symbol, logo or service mark (or those of any MCO) for any purpose other than the performance of a party's obligations under this Agreement, without the other party's prior written approval.

8.16 Counterparts. This Agreement may be executed and delivered in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

8.17 Fraud, Waste and Abuse Compliance and Reporting. Claims, data and other information submitted to AHI pursuant to this Agreement and used, directly or indirectly, for purposes of obtaining payments from the government under a Federal health care program, and payments that Health Home Services Provider receives under this Agreement are, in whole or in part, from Federal funds. Accordingly, Health Home Services Provider shall: (1) upon request of AHI, certify, based on its best knowledge, information and belief, that all data and other information directly or indirectly reported or submitted to AHI pursuant to this Agreement is accurate, complete and truthful; (2) not claim payment in any form, directly or indirectly, from a Federal health care program for items or services covered under this Agreement; (3) comply with laws designed to prevent or ameliorate fraud, waste, and abuse, including applicable provisions of Federal criminal law, the False Claims Act (31 USC §§ 3729 et. seq.), and the anti-kickback statute (section 1128B(b) of the Social Security Act); and (4) comply with, and require its employees and its subcontractors and their employees to comply with, AHI and/or MCO compliance program requirements, including AHI and/or MCO's compliance training requirements, and to report to AHI and/or MCO any suspected fraud, waste, or abuse or criminal acts.

8.18 Ownership and Controlling Interest Requirements. Health Home Services Provider shall comply with requirements for disclosure of ownership and control, business transactions, and information for persons convicted of crimes against Federal health care programs as described in 42 CFR part 455 subpart B (Program Integrity: Medicaid).

8.19 Representation. Health Home Services Provider represents and warrants that neither it nor any of its employees, agents or contractors (1) is currently excluded, debarred, suspended or otherwise ineligible to participate in (a) Federal health care programs, as may be identified in the List of Excluded Individuals/Entities maintained by the OIG, or (b) Federal procurement or nonprocurement programs, as may be identified in the Excluded Parties List System maintained by the General Services Administration, (2) has been convicted of a criminal offense subject to OIG's mandatory exclusion authority for Federal health care programs as described in section 1128(a) of the Social Security Act, but has not yet been excluded, debarred or otherwise declared ineligible to participate in such programs, or (3) is currently excluded, debarred, suspended or otherwise ineligible to participate in State medical assistance programs, including Medicaid or CHIP, or State procurement or nonprocurement programs as determined by a State governmental authority. Health Home Services Provider shall notify AHI within 24 hours of becoming aware that any of the foregoing representations are no longer true.

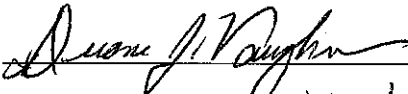
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SIGNATURE PAGE

IN WITNESS WHEREOF, the undersigned, with the intent to be legally bound, have caused this Agreement to be duly executed and effective as of the Effective Date.

HEALTH HOME SERVICE PROVIDER:
Shelters of Saratoga

**ADIRONDACK HEALTH INSTITUTE,
INC.**

By: 
Print Name: DUANE J. VAUGHN
Title: EXECUTIVE DIRECTOR
Date: 6/25/22

By: Sarah Wright Digitally signed by Sarah Wright
DN: cn=Sarah Wright, o=AH, ou,
email=swright@ahhealthn.org, c=US
Date: 2022.06.14 16:03:55 -0400
Print Name: Sarah Wright
Title: Chief Financial Officer
Date: 6/14/2022

Notice Address:

Shelters of Saratoga
14 Walworth Street
Saratoga Springs, NY 12866

Notice Address:

Adirondack Health Institute, Inc.
100 Glen Street, Suite 1A
Glens Falls, New York 12801

Exhibit A

BUSINESS ASSOCIATE SUBCONTRACTOR AGREEMENT

This Business Associate Agreement (this “Agreement”) is made effective the first day of July 2022, by and between Adirondack Health Institute, Inc., a New York not-for-profit corporation with a principal office at 100 Glen Street, Suite 1A, Glens Falls, New York (“AHI”), and Shelters of Saratoga, a Care Management Agency with a principal office at 14 Walworth Street, Saratoga Springs, NY 12866 (“BA Subcontractor”).

RECITALS

Terms used but not otherwise defined in this Agreement have the meaning given to those terms in the federal Health Insurance Portability and Accountability Act of 1996 (“HIPAA”), the Health Information Technology for Economic and Clinical Health Act (“HITECH”), and implementing regulations, including those at 45 CFR Parts 160 and 164.

AHI and BA Subcontractor are parties to one or more agreements (as in effect from time to time, “Underlying Agreement”), pursuant to which BA Subcontractor provides certain services to AHI and, in connection with those services, AHI discloses to BA Subcontractor, as a business associate subcontractor, certain Protected Health Information (or “PHI”) that is subject to protection under HIPAA and HITECH.

The parties desire to comply with the requirements of the HIPAA Rules, meaning Privacy, Security, Breach Notification and Enforcement Rules at 45 CFR Part 160 and Part 164, as in effect from time to time, concerning the privacy of PHI.

The purpose of this Agreement is to comply with the requirements of the HIPAA Rules, including, but not limited to, the Business Associate Requirements at 45 C.F.R. Section 164.504(e).

Therefore, in consideration of the mutual promises and covenants contained in this Agreement, the parties agree as follows:

SECTION I – SAFEGUARDS

- 1.1. BA Subcontractor shall use appropriate safeguards to prevent the use or disclosure of PHI other than as provided for by this Agreement and the Underlying Agreement.
- 1.2. BA Subcontractor shall comply with 45 CFR Part 164, and implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of electronic PHI that BA Subcontractor creates, receives or transmits on behalf of AHI. Sections 164.308 (Administrative safeguards), 164.310 (Physical safeguards), 164.312 (Technical safeguards), and 164.316 (Policies and procedures and documentation requirements) of title 45, Code of Federal Regulations,

apply to BA Subcontractor in the same manner that such sections apply to AHI. The additional requirements of HITECH that relate to security and that are made applicable with respect to covered entities are also applicable to BA Subcontractor. BA Subcontractor shall comply with the guidance issued under Section 13401(c) of HITECH regarding the security of electronic PHI.

SECTION II - USE AND DISCLOSURE OF PROTECTED HEALTH INFORMATION

- 2.1. BA Subcontractor will not use or further disclose PHI other than as permitted or required by this Agreement and the Underlying Agreement or as required by law.
- 2.2. BA Subcontractor may use and disclose PHI only to the minimum extent necessary to perform its obligations under this Agreement and the Underlying Agreement. BA Subcontractor shall comply with 45 CFR 164.502(b) and the guidance issued under Section 13405(b) of HITECH, regarding the “minimum necessary” information needed to perform its obligations.
- 2.3. If, pursuant to BA Subcontractor’s performance of this Agreement or the Underlying Agreement, a use or disclosure occurs which is not provided for in this Agreement or the Underlying Agreement, BA Subcontractor shall mitigate, to the extent practicable, any harmful effect of the use or disclosure known to BA Subcontractor.
- 2.4. BA Subcontractor may use and disclose PHI that BA Subcontractor obtains or creates only if such use or disclosure complies with 45 CFR 164.504(e) (Business associate contracts). The additional requirements of HITECH Subtitle D that relate to privacy and that are made applicable with respect to covered entities are also applicable to BA Subcontractor.
- 2.5. BA Subcontractor shall report to AHI any use or disclosure of information not provided for by this Agreement or the Underlying Agreement, including any Security Incident, as defined in 45 CFR 164.304, or Breach or suspected Breach, as defined in 45 CFR 164.304, of which BA Subcontractor becomes aware, as soon as reasonably practicable, but not later than the fifth (5th) business day after discovery of such use, disclosure or incident. Such notice shall include, to the extent possible: (1) a brief description of what happened, including the date of the unpermitted disclosure or use, Breach or Security Incident and the date of the discovery of the unpermitted disclosure or use, Breach or Security Incident; (2) a description of the types of information that were involved, including the Unsecured Protected Health Information (such as full name, social security number, date of birth, home address, account number, diagnosis, or other types of information); (3) any steps individuals should take to protect themselves from potential harm; (4) a description of what BA Subcontractor is doing to investigate the matter, to mitigate harm to individuals, and to protect against future incidents; and (5) contact procedures for AHI to ask questions or learn additional information. In addition, BA Subcontractor shall cooperate with AHI to complete any investigation of, and to provide required notifications or take any other remedial actions related to, such use, disclosure or incident, breach or suspected breach.

- 2.6. If BA Subcontractor believes in good faith that disclosure of PHI to a federal, state or local unit of government or to any judicial body (a “Non-routine Disclosure”) is required by law, BA Subcontractor will, unless precluded by law from doing so, provide notice to AHI sufficiently in advance of the disclosure so that AHI may take appropriate action to contest or defend against the disclosure and to provide notice to others in accordance with the HIPAA Rules.
- 2.7. If prior notice of a Non-routine Disclosure is precluded by law, BA Subcontractor shall provide notice to AHI as soon as practicable after the event, including at least the following elements: the date of disclosure; the name of the entity or person to whom disclosure was made and, if known, the address of such entity or person; a description of the PHI disclosed; and a statement of the purpose and basis for disclosure.

SECTION III - INFORMATION ACCESS AND COMMUNICATION

- 3.1. BA Subcontractor shall make available, not later than the fifth (5th) business day after a request, such information as may be required to fulfill AHI’s or BA Subcontractor’s obligations to provide access to PHI pursuant to 45 CFR Section 164.524 and applicable New York State law.
- 3.2. BA Subcontractor shall make available, not later than the fifth (5th) business day after a request, such information as may be required to fulfill AHI’s or BA Subcontractor’s obligations to amend PHI pursuant to 45 CFR Section 164.526. If BA Subcontractor amends PHI upon the request of a member, BA Subcontractor shall provide a written copy of the amended PHI to AHI.
- 3.3. BA Subcontractor shall make available, not later than the tenth (10th) business day after a request, such information as may be required to fulfill AHI’s or BA Subcontractor’s obligations to provide an accounting of uses and disclosures of PHI pursuant to 45 CFR Section 164.528.

SECTION IV - ADDITIONAL CONFIDENTIALITY REQUIREMENTS

4.1. Medicaid Confidential Data/Protected Health Information includes all information about a recipient or applicant, including enrollment information, eligibility data and protected health information.

BA Subcontractor must comply with the following state and federal laws and regulations:

- Section 367b(4) of the NY Social Services Law
- New York State Social Services Law Section 369 (4)
- Article 27-F of the New York Public Health Law & 18 NYCRR 360-8.1
- Social Security Act, 42 USC 1396a (a)(7)
- Federal regulations at 42 CFR 431.302, 42 C.F.R. Part 2

- The Health Insurance Portability and Accountability act (HIPAA), at 45 CFR Parts 160 and 164
- NYS Mental Hygiene Law Section 33.13
- NY Civil Rights Law 79-L

Please note that MCD released to BA Subcontractor may contain AIDS/HIV related confidential information as defined in Section 2780(7) of the New York Public Health Law. As required by New York Public Health Law Section 2782(5), the following notice is provided to you:

“This information has been disclosed to you from confidential records which are protected by state law. State law prohibits you from making any further disclosure of this information without the specific written consent of the person to whom it pertains, or as otherwise permitted by law. Any unauthorized further disclosure in violation of state law may result in a fine or jail sentence or both. A general authorization for the release of medical or other information is NOT sufficient authorization for the release for further disclosure.”

Alcohol and Substance Abuse Related Confidentiality Restrictions:

Alcohol and substance abuse information is confidential pursuant to 42 C.F.R. Part 2. General authorizations are ineffective to obtain the release of such data. The federal regulations provide for a specific release for such data.

BA Subcontractor agrees to ensure that you and any agent, including a subcontractor, to whom you provide MCD/PHI, agrees to the same restrictions and conditions that apply throughout this Agreement. Further, you agree to state in any such agreement, contract or document that the part to whom you are providing the MCD/PHI may not further disclose it without the prior written approval of the New York State Department of Health. You agree to include the notices preceding, as well as references to statutory and regulatory citations set forth above, in any agreement, contract or document that you enter into that involves MCD/PHI.

SECTION V - OVERSIGHT

- 5.1. BA Subcontractor shall make available to AHI, upon request and within a reasonable timeframe, sufficient documentation, in whatever form, relevant to the safeguarding of PHI including, but not limited to, BA Subcontractor’s current privacy and security policies and procedures, operational manuals and/or instructions.
- 5.2. BA Subcontractor shall permit AHI, without charge, to audit BA Subcontractor’s compliance with the provisions of this Agreement, including, but not limited to, its compliance with the above policies, procedures, operational manuals and/or instructions, and BA Subcontractor’s execution of signed confidentiality agreements with its employees, contractors, agents and representatives, upon reasonable notice during the normal business hours of BA Subcontractor and at a frequency of no more than once per calendar year unless AHI is required by a regulatory entity with appropriate jurisdiction to complete such an audit more frequently or unless AHI has a reasonable basis to believe

that BA Subcontractor is not in compliance with the provisions of this Agreement.

- 5.3. BA Subcontractor shall make its internal practices, books, and records relating to the use, disclosure and protection of PHI created or received by BA Subcontractor on behalf of AHI available to the Secretary of HHS or the Secretary's designee for purposes of determining compliance with the requirements of the HIPAA Rules. BA Subcontractor may also be required to make its internal practices, books and records relating to the use, disclosure and protection of PHI created or received by BA Subcontractor on behalf of AHI available to the State of New York.

SECTION VI - DISPOSITION OF PROTECTED HEALTH INFORMATION

- 6.1. Upon termination of this Agreement or the Underlying Agreement, BA Subcontractor shall, subject to Section 6.2, return or destroy all PHI created or received by BA Subcontractor under the Underlying Agreement that BA Subcontractor maintains in any form and shall retain no copies.
- 6.2. **If neither return nor destruction of PHI is feasible, BA Subcontractor shall notify AHI of the conditions that make return or destruction infeasible, shall extend the protections of this Agreement to PHI remaining in BA Subcontractor's possession, and shall limit further uses and disclosures of the retained PHI to those purposes that make return or destruction of the PHI infeasible, for so long as BA Subcontractor maintains such PHI.**

SECTION VII - AGENTS AND SUBCONTRACTORS

- 7.1. BA Subcontractor may not assign its rights or delegate its obligations (including by subcontract) under this Agreement, without AHI's prior written consent, which consent shall not be unreasonably withheld.
- 7.2. If BA Subcontractor obtains consent from AHI to use an agent or delegate (including any subcontractor), BA Subcontractor shall cause any such agent or delegate to implement reasonable and appropriate safeguards to protect PHI and agree to abide by the same restrictions and conditions that apply to the BA Subcontractor under this Agreement.
- 7.3. BA Subcontractor may disclose PHI to others, if necessary for the proper management and administration of BA Subcontractor, provided that the BA Subcontractor receives from those persons who are not BA Subcontractor workforce members reasonable assurances, in writing, that the information will be held in confidence and used and disclosed further only as required by law or for the purposes for which it was disclosed to such persons, and that those persons will notify BA Subcontractor of any instances of which it is aware that the confidentiality of the information has been breached.

SECTION VIII - TERM AND TERMINATION

- 8.1. This Agreement is effective upon the effective date of the Underlying Agreement and terminates upon termination of the Underlying Agreement, unless earlier terminated on its own terms.
- 8.2. This Agreement may be terminated upon mutual written agreement if no part of the services result or could result in (i) access to PHI by BA Subcontractor; or (ii) the creating or receiving of PHI by BA Subcontractor from or on behalf of AHI.
- 8.3. BA Subcontractor's compliance with this Agreement is a condition to the performance of AHI's obligations under the Underlying Agreement. AHI may immediately terminate this Agreement and the Underlying Agreement if AHI reasonably determines that BA Subcontractor has violated a material term of this Agreement.
- 8.4. In the event that the parties execute and deliver a subsequent Business Associate Agreement, which pertains to the same Underlying Agreement, the subsequent Business Associate Agreement will supersede the prior Agreement, and the parties will continue to observe the conditions and restrictions of such subsequent Business Associate Agreement with respect to information disclosed under prior Business Associate Agreements.

SECTION IX - SPECIFIC PERFORMANCE

- 9.1. The remedy at law for a breach by BA Subcontractor of the terms of this Agreement is an inadequate remedy and the damages resulting from such breach are not readily susceptible to being measured in monetary terms. Accordingly, if BA Subcontractor breaches or threatens to breach this Agreement, AHI is entitled to seek immediate injunctive relief and may obtain a temporary order restraining any threatened or further breach.
- 9.2. Nothing in this Agreement prohibits AHI from pursuing any other remedies for such breach or threatened breach, including recovery of damages from BA Subcontractor.

SECTION X - MISCELLANEOUS

- 10.1. *Waiver.* The failure to insist on the performance of any term of this Agreement is not a waiver of the right to such performance.
- 10.2. *Notice.*
 - (a) The parties shall provide any notice required under this Agreement in the same manner as set forth in the Underlying Agreement, except that BA Subcontractor shall direct an additional copy of the notice to: Chief Compliance Officer, AHI, 100 Glen Street, Suite 1A, Glens Falls, New York 12801.
 - (b) If no provision of the Underlying Agreement governs notice, then a party may give notice under this subsection (b) by one of the following methods: personal delivery;

delivery by U.S. Postal Service Registered or Certified mail; or delivery by overnight courier. No other method of delivery of notice is valid under this Agreement. For notice delivered under this Agreement: notice delivered personally is deemed given upon delivery; notice delivered by U.S. Postal Service is deemed given on the third (3rd) day after deposit, postage prepaid, in an official depository of the U.S. Postal Service; notice delivered by overnight courier is deemed given on the next business day after prepaid deposit with a national courier for next day delivery. Notice under this subsection (b) must be in writing and addressed as follows:

If to AHI:

Adirondack Health Institute, Inc.
100 Glen Street, Suite 1A
Glens Falls, New York 12801
Attn: Chief Financial Officer

If to BA Subcontractor:

Attn: _____

With an additional copy to the Chief Compliance Officer as set forth in subsection (a).

- 10.3. *Entire Contract.* This Agreement (including its Recitals) constitutes the entire agreement of the parties, regarding its subject matter, and supersedes any other prior understanding or contract, whether oral or in writing, between the parties with respect to such subject matter. If a provision of this Agreement conflicts with the Underlying Agreement, the provision of this Agreement prevails.
- 10.4. *Amendment.* Any intended modification, amendment or waiver of this Agreement is effective only if in writing and signed by both parties.
- 10.5. *Statutory and Regulatory References.* Any reference to a federal or state statutory or regulatory provision, including sections of HIPAA, HITECH or Code of Federal Regulations, shall mean the provision as in effect or as amended from time to time.
- 10.6. *Independent Contractors.* The relationship of BA Subcontractor is that of independent contractor to AHI. This Agreement does not create a relationship of agency, employment, partnership or joint venture between the parties. Neither party has the authority to enter into contracts or to assume any liabilities or obligations for the other party or to make any warranties or representations on behalf of the other party except in accordance with the express terms of this contract and the Underlying Agreement, or as otherwise authorized in writing by the other party.
- 10.7. *Indemnification.*

(a) BA Subcontractor shall defend, hold harmless and indemnify AHI and its directors, officers, agents, employees and representatives (“AHI Indemnitees”) against any claim, action, loss, liability, fine, penalty, cost or expense, of every name and description (including reasonable attorney’s fees), brought against or incurred by AHI Indemnitees, arising out of, or resulting from, the acts or omissions of BA Subcontractor (or any of its agents, employees, representatives, partners or subcontractors), in connection with its obligations under this Agreement (including, without limitation, breach notification required by 45 CFR Part 164 Subpart D, or State Technology Law § 208.; provided, however, that BA Subcontractor shall not have any liability under this subsection for that portion of any claim, loss, liability, fine, penalty, cost or expense, arising out of the intentional misconduct or negligent act or failure to act of AHI Indemnitees. Nothing in this paragraph is intended to diminish any statutory or common law right of AHI to contribution or indemnification from BA Subcontractor. BA Subcontractor’s obligation to indemnify AHI survives termination or expiration of this Agreement.

(b) AHI shall defend, hold harmless and indemnify BA Subcontractor and its directors, officers, agents, employees and representatives (“BA Indemnitees”) against any claim, action, loss, liability, fine, penalty, cost or expense, of every name and description (including reasonable attorney’s fees), brought against or incurred by BA Subcontractor, arising out of, or resulting from, the acts or omissions of AHI (or any of AHI’s agents, employees, representatives, partners or subcontractors), in connection with its obligations under this Agreement; provided, however, that AHI shall not have any liability under this subsection for that portion of any claim, loss, liability, fine, penalty, cost or expense, arising out of the intentional misconduct or negligent act or failure to act of BA Indemnitees. Nothing in this paragraph is intended to diminish any statutory or common law right of BA Subcontractor to contribution or indemnification from AHI. AHI’s obligation to indemnify BA Subcontractor survives termination or expiration of this Agreement.

(c) Each party shall promptly notify the other party in writing of any claim that might give rise to a claim for indemnification hereunder and shall cooperate fully with the party providing indemnification. The party providing indemnification shall have the right to assume and manage the defense of such claim, with counsel chosen by it reasonably acceptable to the other party; however, such indemnifying party shall not admit liability without the other party’s written consent. No claim for indemnification hereunder may be made with respect to a claim that the party seeking indemnification settles without the consent of the other party, provided that such consent shall not be unreasonably withheld.

10.8. *Authority to Execute Contract.* Each person signing this Agreement on behalf of a business entity warrants that he or she has or has obtained the appropriate authority to do so.

10.9. *Survival.* The parties’ rights and obligations under Section 4.1, Section VI, Section IX, Section 10.7 and this Section 10.9 shall survive the termination or expiration of this Agreement for any reason.

[This space is intentionally left blank; signature page follows.]

IN WITNESS WHEREOF, the parties hereto have duly executed this Agreement on the dates set forth below.

Adirondack Health Institute, Inc.

By: Sarah Wright Digitally signed by Sarah Wright
DN: cn=Sarah Wright, o=AHl, ou,
email=swright@ahhealth.org, c=US
Date: 2022.05.14 18:04:30 -0400

Print Name: Sarah Wright

Title: Chief Financial Officer

Date: 6/14/2022

BA Subcontractor

Shelters of Saratoga

By: *Deane J. Vaughn*

Print Name: Deane J. Vaughn

Title: Executive Director

Date: 6/15/22

Exhibit B

CARE MANAGEMENT SYSTEM

1. Scope of Services

AHI utilizes a care management record system, currently provided by NetSmart (the “**NetSmart System**”), that allows users to manage enrollment, care teams, generate reports and administer a care plan. Health Home Services Provider is required to utilize the NetSmart System to document information about Health Home Participants.

Health Home Services Providers may utilize the NetSmart System to house information about patients that are not Health Home Participants (“**Non-Health Home Patients**”). Should Health Home Service Provider wish to utilize the NetSmart System for Non-Health Home Patients, Health Home Services Provider shall pay AHI a fee of \$3 per Non-Health Home Patient per month to cover licensing costs and administrative services. All applicable terms and conditions of the Health Home Services Provider Agreement to which this Exhibit B is attached (the “**Agreement**”) shall govern Health Home Services Provider’s use of the NetSmart System for Non-Health Home Patients. AHI may terminate Health Home Services Provider’s use of the NetSmart System for Non-Health Home Patients at any time upon thirty (30) days prior written notice to Health Home Services Provider. Such termination shall not terminate, or provide Health Home Services Provider with the right to terminate, the Agreement to which this Exhibit B is attached (the “**Agreement**”).

2. Terms and Conditions

All payments due from Health Home Services Provider to AHI under this Exhibit B must be made no later than thirty (30) days from the invoice date.

Nothing in this Exhibit B or in the Agreement shall require AHI to continue to utilize the NetSmart System or shall preclude AHI from utilizing a different care management system. In the event that AHI elects to utilize a different care management system, AHI shall provide Health Home Services Provider with an updated Exhibit B that reflects the obligations of the Parties with respect to such different care management system.