

NY-511 SOUTHERN TIER HOMELESS COALITION (STHC)

RANK & REVIEW APPLICATION 2024

PART I: DATA & OBJECTIVE MEASURES SECTION

DEADLINE TO SUBMIT: June 20, 2024

Note: This section of the application is based on the Contractual Year 23 APR reports (10/1/2022-9/30/2023). Data sources have been submitted to HUD via Longitudinal Systems Analysis (LSAs) and are used to evaluate projects to ensure data cleanliness.

PROJECT INFORMATION

Organization Name: _____

Contact Person: _____

Project Name: _____

Project Type: PSH RRH TH

1. Utilization Rate:

MAX 20 points

Using the FY23 Project Application and Federal Fiscal Year 2023 (FFY23)* APR, complete the chart below to calculate utilization rate (round up to closest whole number). Please attach relevant pages of Application and APR to this application.

Projected number served during average PIT (Esnaps Project Application Question 5A)	Actual number served during PIT (APR Questions 7 and 8)		
		Persons	Households
Persons: _____	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 (95% or more utilization)?

Yes - 20 Points No - 0 Points

Points Earned: _____

2. Data Quality & Completeness (project specific): FY23 APR Q6 - Max 3 Pts

2a. FY23 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 points No-3 points

Points Earned: _____

3. Impact on chronic Homeless – Attachment 3 Max 5 points

To show the impact towards the CoC goal of ending Chronic Homelessness, refer to Attachment 3 to see project score.

Points Earned: _____

4. Positive Outcomes- Attachment 4 Max 15 points

For PSH programs, an outcome is positive if a client is a stayer or exited to a PH destination. For RRH and TH, an outcome is positive if client is a stayer or exited to a PH destination. Use attachment 4 to see project score.

Points Earned: _____

5. Exits to Homelessness: Attachment 5 Max 15 points

Please use attachment 5 showing all project leavers and note the project score based on those who exited to the shelter or the street.

Points Earned: _____

6. Income Growth – Project Performance- Attachment 6a & 6b **Max 20 points**
(Based on APR Q19. Cash income- Changes over time to respond to questions below)

6a. What percentage of clients gained or increased employment income or non-employment income at program exit? (Note percent in Q19a2. Row 5, Column 9) Use Attachment 6 to see project score **(10 points)**

Points Earned:_____

6b. What percentage of clients gained or increased employment income or non-employment income between start and annual assessment? (Note percent in Q19a1. Row 5f, Column 9) Use Attachment x to see project score **(10 points)** ***Waived for TH & RRH Projects***

Points Earned:_____

7. Physical and Mental Health Conditions- Number of Conditions at Start- Attachment 7
Based on APR Q13. A2- Number of Conditions at Start **Max 10 points**
Waived for TH & RRH Projects

Projects serving clients with 2 or more conditions at project entry may be considered as serving those with the most severe service needs. This question awards points to projects serving those with 2 or more conditions at entry. Use Attachment 7 to see project score

≥65% = 10 points, 64-40% = 5 points, 39-0% = 0 points

Points Earned:_____

8. Percentage of Clients who entered with zero income- Attachment 8 **Max 10 points**

Clients without any income have higher barriers to remain stably housed. This measure, based on APR Q18, identifies programs that are serving higher-needs clients by giving points to those projects that serve more clients with zero income at program entry. Use attachment 8 to see project score.

≥20% = 100 points, 19-0% = 5 points

Points Earned:_____

9. Length of Time Between Project Start Date and Residential Move-in-Date- Attachment 9
Max 10 points

On ARP Q21c, refer to the column “Average length of time to housing”. Use Attachment 9. Use

attachment 9 to see project score.

This question measures the average time it takes for a client who is entered into your project to move into a permanent housing destination. This question is waived for Transitional Housing Projects.

0-14 = 10 points, 15-30 = 7.5 points, 31-90 = 5 points 91+ = 2.5 points

Points Earned:_____

10. Health Insurance- Percentage of Stayers with Health Insurance at Annual Assessment

Attachment 10

Max 10 points

On APR Q21, divide the total from rows 15 & 16 by the total number of persons served in APR Q5 to see the percentage. Use attachment 10 to see project score.

≥95% = 10 points, 94-50% = 5 points, 49-0% = 0 points

Points Earned:_____

11. Priority Population (based on data from the Coordinated Entry Priority List). Does your program serve the following populations? Max 5 Points

** Severe Service needs include those individuals or households needing the highest level of resources and staffing to successfully access housing, stabilize in housing and remain housed. Conditions can include: illness and physical, mental and behavioral health, impaired cognitive functioning, lack of natural supports and deficits in daily living skills.*

- 100% Chronically Homeless (CH), Families, Those with Severe Service Needs, or Survivor of DV= **5 Pts**
- >50% Chronically Homeless (CH), Families, Those with Severe Service Needs, or Survivor of DV= **3 Pts**
- No priority population= **0 Pts**

12. CoC Participation

Max 5 points

Does the project or agency staff regularly (at least 50% of meetings) participate in any of the following CoC committees? (To be confirmed by the Planning Lead)

- Yes Membership Meetings only (**3pts**)
- Yes Membership Meetings and at least one committee (**5 pts**)
- No- (**0pts**)

Board	Membership	Governance
NOFO	Community Awareness	Youth Advisory on Homelessness
Regional DV Advisory Committee	RRJAC	HMIS/CE

13. Housing First

Max 5 points

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 clients based on any of the following?**

1. Having too little or no income
2. Active or history of substance use
3. Criminal record with exceptions for state-mandated restrictions
4. Failure to participate in supportive services
5. Failure to make progress on a service plan
6. Loss of income or failure to improve income
7. Being a domestic violence survivor
8. Any other activity not covered in a lease agreement typically found in the project's geographic area.

Yes – 0 Pts No- 5 Pts

14. Anti-Discrimination Policy

Max 8 points

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

Yes (4 pts) No (0 pts)

If yes, does your agency’s policy have explicit language ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?

Yes (4 pts) No (0 pts)

15. Certified SOAR Trained Staff

Max 5 points

Does your program have a certified SOAR-trained staff person that assists with SSI/SSDI applications?

Yes (5 Pts) No (0 Pts)

16. Total Awarded Funds

Max 10 points

What percentage of the full HUD award dollar amount did this project return in the most recently ended contract? _____

0%=10 pts; 1-50% = 5 pts; 51-100% = 2 pts

Points Earned:_____

17. ELOCCS Drawdowns

Max 5 Points

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

Yes – 5 Points No - 0 Points

18. Project Monitoring

Max 2 points

18a. Did your agency participate in CoC and/or Program Monitoring and provide all required documentation by the specified due date with **NO Findings or Concerns**?

Yes 2 pts No 0 pts

18b. If monitoring resulted in any findings or recommendations requiring action or follow-up, did your agency respond or address issues by the specified deadline?

Yes 2 pts No 0 pts

19. CoC Coordinated Entry [Note: CoC CE Lead will verify all responses.]

Max 12 points

19a. Do you regularly attend the monthly CoC CES/HMIS meetings?

Yes (2 pts) No (0 pts)

19b. Have all agency staff participating in the Coordinated Entry process received the required CoC CE and HMIS/CE in HMIS training?

Yes (2 pts) No (0 pts)

19c. Has your agency signed and returned to the CoC CE lead agency the Coordinated Entry MOU?

Yes (2 pts) **No (0 pts)**

19d. Does your project comply with HUD requirements and ONLY admit clients who have been referred through the CoC Coordinated Entry (CE) Process?

Yes (6 pts) **No (0 pts)**

Calculate your Part 1 score (CARES will provide a final scorecard)

	Question	Points Available	Points Earned
1	Utilization Rate*	20	
2	Data Quality & Completeness*	3	
3	Impact on Chronic Homelessness*	5	
4	Positive Outcomes**	15	
5	Exits to Homelessness **	15	
6	Income Growth **	20	
7	Health Conditions*	10	
8	Clients with Zero Income at Start*	10	
9	LOT Between Start Date and Move In**	10	
10	Health Insurance*	10	
11	Priority Population*	5	
12	CoC Participation*	5	
13	Housing First*	5	
14	Anti-Discrimination*	8	
15	SOAR Trained Staff*	5	
16	Returned Funds*	10	
17	ELOCS Drawdowns*	5	
18	Monitoring*	4	
19	Coordinated Entry*	12	
	TOTAL	175	

***Questions indicate a System Performance Measure question. Rank & Review applications must have **at least 20%** of program score based on SPMs to get full points on the annual CoC NOFO Application. SPMs make up 70/XXX points on the application.*

Questions indicate Objective Measures. Rank & Review applications must have **at least 33% of program score based on objective measures to get full points on the annual CoC NOFO Application. Objective measures make up 195/XXX points on the application.*

**SOUTHERN TIER HOMELESS COALITION (STHC)
RANK & REVIEW APPLICATION 2024
PART II – PROJECT / SYSTEM PERFORMANCE NARRATIVES**

PROJECT INFORMATION

Project Name:

Project Contact Information: _____

FY24 Funding Request: _____

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

PROJECT DESCRIPTION

Please provide a brief project overview clearly describing the project’s unique characteristics. Please be as descriptive as possible by using data stated in the project application and the project’s most recent APR as submitted in Sage before March 31, 2024.

Please include:

- The target population/s and number of participants served
- Number of contracted beds/units/vouchers and cost per bed
- How participants access the project, as well as project goals and achievements

Please explain:

- The primary services provided to participants
- Supplementary services available to participants
- How your project coordinates services with other funded and non-funded providers to leverage services (if applicable.) Please explain any barriers to leveraging and coordination of services
- How collaboration among providers affected the project's housing stability and/or impacted participant income growth to include non-cash benefits (if applicable)
- How the project is meeting local gaps in services
- Your FY24 move-on strategy plan. HUD-defined Move-On Strategy refers to how agencies move participants no longer needing intensive services from CoC funded PSH project to other housing assistance programs (including, but not limited to, HCV and Public Housing) to free up beds for persons experiencing homelessness.

1. Utilization Rate

Max 10 points

This question should be answered only by projects that scored zero points on Question 1 of the 2024 Rank & Review Application Part 1.

Please explain why your project did not achieve 95% utilization (In response to Question 1 on Part 1 Data Tool) for the number of projected /contracted households and/or persons served during FFY2022 (10.1.22-9.30.23)

- 5 pts if the agency has identified actions steps that they have taken to address/ rectify under utilization
- 5 pts if the agency can reference more recent data to show that their utilization rates are increasing.

2. Poor Performance in Part 1

After seeing your preliminary Part 1 score, please identify up to 3 questions from Part 1 where you did not score full points. Applicants can use this section to detail unique circumstances for why they did not score full points. Reviewers may score up to 50% of points lost in Part 1 for each question identified. CARES will calculate total points available for each question.

*A program does not have to answer all three questions

To receive full points for this question an agency must meet both criteria when answering these questions.

- please explain action steps that your agency has implemented to correct/address this issue
- the agency can reference more recent data to show that improvements are being made in this area.

Part 1 Question # _____ Available Points _____

Part 1 Question # _____ Available Points _____

Part 1 Question # _____ Available Points _____

3. System Performance – Income

Max 10 points

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

- Up to 5 points awarded if the narrative clearly describes how the project supports clients with increasing/ maintaining non-employment cash income.
- Up to 5 points awarded if the narrative clearly describes how the project supports clients with increasing employment cash income.

4. Diversity, Equity, and Inclusion

Max 5 points

Please tell us what your agency has done over the last year to promote Diversity, Equity and Inclusion (DEI) at the program and agency level.

- 2pts for providing a specific example of an action or initiative to promote DEI.
- 2pts for identifying specific hiring initiatives to increase DEI within your agency.
- 1pt for participating in outside committees or workgroups that promote DEI.

5. Including Transgendered and Gender Non-Conforming Clients

Max 7 points

How does your program ensure housing and support service options that are tailored to support people who identify as LGBTQIA+.

[LGBTQIA+ Fair Housing Toolkit: Developing Inclusive Housing Practices that Support LGBTQIA+ Individuals - HUD Exchange](#)

- 2pts if agency describes how information is provided to clients and staff on how to report housing discrimination.
- 2pts if agency describes training provided to agency staff to ensure safe and equitable atmosphere for clients.
- 3pts if agency describes any MOU's or partnerships with agencies specifically geared toward LGBTQ+ participant needs.

6. Feedback from Clients

Max 10 points

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

- 5pts if applicant specifies how often clients are asked for feedback about their programs and services
- 5pts if applicant provides an example of feedback from a client that was implemented to make a positive change in the program.

7. Staff with Lived Experience

Max 8 points

Does your agency employ people with lived experience of homelessness? If so, are they involved in any decision-making or policy creation?

- 3pts if agency employs people with lived experience of homelessness
- 2pts if agency describes how employees with lived experience of homelessness are involved in decision-making and/or policy creation
- 3pts if agency describes professional development opportunities for staff with lived experience of homelessness.

8. Addressing HUD-Defined Severe Service Needs

Max 12 points

Describe the severe service needs of clients within your project, and why the services provided in your project are needed in the CoC. Please use local data (e.g., Coordinated Entry numbers) and examples to back up your claim if applicable.

- 7pts if agency describes the ability to provide services and supports to a population (s) with the most severe service needs within the CoC
- 5pts if the agency adequately demonstrates/cites evidence (can be anecdotal) of the need for their project in the community due to their capacity to serve those with the most severe service needs.

9. Housing First

Max 5 Points

Describe how you operationalize a “Housing First” philosophy in your program’s implementation, including documented policies, trainings, or other processes related to “Housing First” that are operationalized at the program level.

Five Core Principles of Housing First:

1. Immediate access to permanent housing with no housing readiness requirements
 2. Consumer choice and self-determination
 3. Recovery orientation
 4. Individualized and client driven supports
 5. Social and community integration
- Up to 2.5 pts awarded if narrative provides examples of policies and procedures related to implementing “Housing First”.
 - Up to 2.5 pts awarded if narrative provides examples of how “Housing First” philosophy is integrated into program delivery and service to all clients.

10. Racial Equity and Barriers to Participation

Max 12 points

How does your project identify any barriers to participation (e.g. lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and what steps has your agency taken to eliminate the identified barriers?

Some Barriers might include: language barriers, consistent access to transportation, access to the Coordinated Entry process, lack of consistent communication from provider agencies, etc.

- 4pts if the applicant describes barriers to participation faced by those over- represented in the local homeless population.
- 6pts if the applicant describes tangible actions taken at the agency/project level to eliminate identified barriers.
- 2pts If the applicant identifies how race and/or ethnicity may play a role in barriers to accessing services within the CoC.

11. Dedicated Domestic Violence Projects *Only- Positive Outcomes/Safety* Max 5 points
Outcomes considered positive for DV programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability and ensure safety for survivors of domestic violence across the CoC?

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

12. Dedicated Youth Projects *Only- Positive Outcomes* Max 5 points
Outcomes considered positive for youth programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability across the CoC?

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

Question	Total Points Available
1. Utilization Rate	10
2. Poor Performance in Part 1	27.5
3. Income Growth	10
4. Diversity and Inclusion	5
5. Including Trans and Gender Non-Conforming Clients	7
6. Feedback from Clients	10
7. Staff with Lived Experience	8
8. Addressing severe service needs	12
9. Housing First	5
10. Barriers to Participation	12
11. DV projects only	5
12. Youth projects only	5
13. Total points available	116.5