



## HUD CONTINUUM OF CARE (CoC) 2017 RENEWAL APPLICATIONS Rating and Ranking Process and Criteria

Date: August 1, 2017

Re: Instructions and deadline for completing the 2017 CoC rating and ranking process

### What is the CoC rating and ranking process for this year?

HUD requires CoCs to rate and rank all renewal projects as part of our annual application. For FY2017, as in prior years, our local rating and ranking process does not affect whether your project is eligible to apply for funds, nor the total funding amount for which you may apply.

**As was the case last year, your project's rank number will be a significant factor in whether your project is placed into one of two funding "tiers" (Tier 1 and Tier 2) in our community's application:**

- Tier 1 is equal to 94% of our total CoC eligible renewal award amount (about \$19.8 million). HUD is highly likely to fund all Tier 1 projects nationally.
- Tier 2 is equal to 6% of our total CoC eligible award amount plus the amount our CoC is eligible to apply for in new bonus project(s) (a combined total of about \$2.5 million). Tier 2 projects will be competitively scored and selected by HUD based on its criteria described in Section II.B.17 of the [2017 CoC NOFA](#). While these projects are, in theory, at risk of losing funding, HUD has indicated that it anticipates being able to fully fund all renewal projects in the 2017 CoC Program Competition, including those in Tier 2.

The annual rating and ranking process is designed to assess project-level performance and the impact of individual projects on system-wide effectiveness. Criteria align with HUD requirements and priorities, and local priorities from [A Home for Everyone](#) (AHFE). The process is overseen by the Resource Advisory Committee (RAC) of the AHFE Coordinating Board, the governing body of our CoC. While most criteria are similar to those used in prior years, this year's criteria reflect improvements adopted by the RAC based on renewal project feedback.

As in prior years, HUD's 2017 NOFA timeline requires CoC's to conduct rating and ranking in a short period of time. The timeline for this year's process is:

- April 3-June 27: RAC reviewed and finalized 2017 CoC rating and ranking criteria. This included collecting and reviewing feedback from CoC-funded projects through a survey and listening session.
- Aug. 1 - Aug. 15: Joint Office of Homeless Services and Portland Housing Bureau staff compile data from HMIS and renewal project surveys to conduct rating and ranking.
- Sep. 11 - 12: RAC members review and finalize preliminary rated and ranked list.
- Sep. 13: Final rated and ranked list posted online at [ahomeforeveryone.net/cocresources](http://ahomeforeveryone.net/cocresources) and made available to renewal project grantees.

The RAC of the AHFE Coordinating Board has approved the rating and ranking process for FY2017. There are a total of 90 possible points. See *Appendix A: 2017 CoC Rating and Ranking Criteria* for details.

### What information do I need to submit for my project(s)?

All renewal projects will be required to complete the 2017 A Home for Everyone Continuum of Care Renewal Project Survey. Survey responses must be submitted online at [www.surveymonkey.com/r/cocrenewalsurvey](http://www.surveymonkey.com/r/cocrenewalsurvey) by August 15 at 12:00 PM (noon) for inclusion in the 2017 CoC rating and ranking process. Each grantee will receive an email from Joint Office staff with a copy of their 2016 survey responses for reference.

**Questions?** Contact Erin at: 503-988-2524 or [erin.pidot@multco.us](mailto:erin.pidot@multco.us)

## Appendix A: 2017 CoC Rating and Ranking Criteria

The measures below are used to rate and rank all CoC renewal projects as part of our annual CoC grant application. Some of the data is taken from the Annual Performance Report (APR) and Participant Demographic Report (PDR), both run through HMIS, and some is submitted by renewal projects through an annual survey. Additional information about survey questions—including the referenced checklists and rubric—is included in the survey itself:

<http://www.surveymonkey.com/r/cocrenewalsurvey>.

Category (Max points)	Measure	Rationale	Data Source	Scoring Narrative	Score Total
<b>1. A Home for Everyone Priorities (20 points)</b>	Does your project serve the priority populations from AHFE?	<ul style="list-style-type: none"> <li>• AHFE Priority: priority populations</li> <li>• AHFE Priority: focus on advancing racial equity; prioritization of communities of color</li> </ul>	HMIS-PDR (Participant Demographic Report)	12pts total for 100% priority populations. Deduct 2 points for every 10% non-disabled males served.	20
	Does your project serve populations of color equal to or greater than their respective percentage of people experiencing homelessness in Multnomah County?		HMIS-PDR	2pts (up to 8 total) for each community of color population served; 8 pts for culturally specific providers	
<b>2. Performance Outcomes (25 points)</b>	(For permanent supportive housing) Housing: % households who remain for at least 12 months or exit to permanent destination. OR (For transitional and rapid re-housing) Housing: % households who exit into permanent housing	<ul style="list-style-type: none"> <li>• AHFE System Performance Measure: effectiveness in housing placement and retention</li> <li>• AHFE Community Guidelines</li> <li>• HUD 2016 NOFA</li> <li>• AHFE System Performance Measure: effectiveness in increasing income</li> </ul>	HMIS-APR (Annual Progress Report)	8 pts. for achieved HUD goal (80%); Up to 5 points based on quintile ranking	25
	Income: % of adult participants who maintained or increased income from employment between program entry and exit		HMIS-APR	2 pts. for achieved HUD goal (20%); Up to 2 points based on quintile ranking	
	Income: % of adult participants who maintained or increased income from sources other than employment between program entry and exit		HMIS-APR	2 pts. for achieved HUD goal (20%); Up to 2 points based on quintile ranking	
	Income/benefits: % of adult participants who maintained or obtained non-cash mainstream benefits from entry date to program exit		HMIS-APR	Up to 4 points based on quintile ranking	
	Income/benefits: % of adult participants who maintained or obtained health insurance from entry date to program exit.		HMIS-APR	Not scored this year.	
<b>3. Consumer Engagement (5 points)</b>	Does the project collect feedback from participants and use participant feedback to inform changes or improvements to the project? Complete the checklist to indicate what methods are used, rate the project's work in this area according to the rubric, and provide a narrative describing why you rated the project that way including a specific example of how feedback is used.	• AHFE Community Guidelines	Project Survey, Questions 2 - 6	0-5 points based on checklist, self-rating and description	5

Category (Max points)	Measure	Rationale	Data Source	Scoring Narrative	Score Total
<b>4. Advancing Racial Equity and Cultural Responsiveness (16 points)</b>	The 2017 Point-In-Time Count shows a disproportionately high rate (40.5%) of our community's population experiencing homelessness are people of color. For the past two years, we've asked you to describe what actions the project was taking to help reverse this trend for communities of color in the year ahead. Review last year's response and provide an update.	<ul style="list-style-type: none"> <li>• AHFE Priority: promote racial justice and advance racial equity.</li> <li>• AHFE Priority: provide participant-centered, culturally-responsive services</li> <li>• AHFE Community Guidelines</li> <li>• AHFE Community Guidelines</li> <li>• HUD Equal Access Final Rule</li> <li>• AHFE Community Guidelines</li> </ul>	Project Survey, Question 7	0-2 points based on update and progress from 2016 survey response (1pt for update to plan/action; 2 pts for implemented plan with outcomes)	16
	Does the project actively address and respond to institutional racism? Complete the checklist to indicate what methods are used, rate the project's work in this area according to the rubric, and provide a narrative describing why you rated the project that way.		Project Survey, Questions 8 - 11	0-5 points based on checklist, self-rating and description	
	Does the project use culturally-responsive programming? Complete the checklist to indicate what methods are used, rate the project's work in this area according to the rubric, and provide a narrative describing why you rated the project that way.		Project Survey, Questions 12 - 15	0-5 points based on checklist, self-rating and description	
	Last year, we asked you to describe what actions the project was taking to address specific barriers faced by people experiencing homelessness who identify as LGBTQ. Review last year's response and provide an update.		Project Survey, Question 16	0-2 points based on description	
	Describe and include examples of how the project works to ensure that staff reflects the diversity of people experiencing homelessness in Multnomah County. If the project is led by or includes partnering culturally-specific organization(s), describe how those culturally-specific organization(s) work to ensure that staff reflects the culturally-specific community that the organization(s) serve.		Project Survey, Question 17	0-2 points based on description	
	<b>5. Program Design: effective practices and service delivery model (14 points)</b>		Does the project use Assertive Engagement and/or other participant-centered, strengths-based approaches to engage participants? Complete the checklist to indicate what methods are used, rate the project's work in this area according to the rubric provided, and provide a narrative describing why you rated the project that way.	<ul style="list-style-type: none"> <li>• AHFE Priority: provide participant-centered, culturally-responsive services</li> <li>• AHFE Community Guidelines</li> <li>• HUD requirements for shared standards of local effective service delivery for different program types</li> <li>• HUD priority for system-level coordination with</li> </ul>	
Does the project have written and publicly-available eligibility criteria? If so, include a link or submit a separate attachment.		Project Survey, Questions 22 - 23	Yes: 1pt No: 0pts		

Category (Max points)	Measure	Rationale	Data Source	Scoring Narrative	Score Total
	Does the project have a written grievance process in place that is shared with clients? If so, briefly describe how it is shared with clients and include a link or submit a separate attachment.	<ul style="list-style-type: none"> <li>mainstream systems</li> <li>HUD policy priority for Housing First</li> </ul>	Project Survey, Questions 24 - 26	Yes: 1pt No: 0pts	
	Describe how the project aligns the services it delivers with non-Continuum of Care services such as health, mental health, and employment.		Project Survey, Question 27	0-3 points based on description	
	Does your project follow a Housing First approach? Complete the checklist provided by HUD, rate the project's work in this area according to the rubric provided, and provide a narrative describing why you rated the project that way.		Project Survey, Questions 28 - 33	0-3 points based on checklist, self-rating and description	
	What are the most common barriers faced by your clients to obtaining or retaining permanent housing? How does the project support clients in addressing these barriers?		Project Survey, Question 34	0-2 points based on description of how project supports clients to address barriers	
<b>6. HMIS Data Completeness (5 points)</b>	Percent of HMIS data completeness of project performance	<ul style="list-style-type: none"> <li>AHFE System Performance Measure: data completeness standards</li> </ul>	HMIS-APR	Up to 5 points for < 5% Missing Data; decrease with each 5% missing data	5
<b>7. Unspent Funds (5 points)</b>	Percent of HUD funds spent. Answer the questions to provide a three-year history of funds recaptured by HUD broken down by admin funds and all other project funds.	<ul style="list-style-type: none"> <li>AHFE System Performance Measure: effectiveness in grant expenditure</li> </ul>	Project Survey, Questions 35 - 38	100% = 5 pts.; 90-99% = 4 pts.; 80-89% = 3; 70-79% = 2; <69% = 0	5
<b>TOTAL</b>					<b>90</b>