

**Ventura County Continuum of Care (VC CoC)  
Ranking and Selection Criteria for the Fiscal Year 2018  
Continuum of Care Program Competition**

The Ventura County Continuum of Care (VCCoC) will use the following process to rank all projects/applications in the 2018 HUD Continuum of Care Program Competition.

**Section I:** HUD requirements and policies

**Section II:** Ventura County CoC's policies related to Re-Allocation, Project Ranking and Project Tiers

**Section III:** Process and criteria for ranking Renewal Projects

**Section IV:** Process and criteria for ranking New Projects

**Section V:** Policy and process for developing the final Project Priority Listing

## Section 1: HUD Requirements and Priorities

On June 20, 2018, the US Department of Housing and Urban Development (HUD) published the Notice of Funding Availability (NOFA) for the Continuum of Care (CoC) Homeless Assistance Program. Applications are due to HUD by September 18, 2018.

For the 2018 CoC Program Competition, approximately \$2.1 billion is available for FY 2018 including 50 million available for Domestic Violence (DV) Bonus projects. . Although the available amount of funding is expected to be sufficient to fund anticipated eligible renewal projects in the FY 2018 funding process, HUD continues to require Collaborative Applicants to rank all projects in two tiers. *(HUD has stated that Tier 2 will 6% of the CoC's ARD this year plus any amount available for bonus projects. Strong emphasis on performance and encouraging CoCs to reallocate under-performing projects).*

**A. Ranking Requirements:** The CoC must assign a unique rank to each project that it intends to submit to HUD for FY 2018 funding except for the CoC planning grant. Ranking of renewal projects must incorporate scoring on project performance, system performance and effectiveness.

Each CoC must comprehensively review both new and renewal projects within its geographic area, using CoC-approved scoring criteria and selection priorities, to determine the extent to which each project is still necessary and addresses the listed policy priorities. Funds for projects that are determined to be underperforming, obsolete, or ineffective should be reallocated to new projects that are based on proven or promising models.

**Re-Allocation & Bonus:** CoCs may use funds from part or whole existing grants to create new projects through re-allocation. A CoC is eligible to apply for up to 6% of its Final Pro Rata Need (FPRN) and may apply for more than one bonus project provided it has demonstrated the ability to reallocate lower performing projects to create new higher performing projects. CoCs may submit new project applications under the bonus and reallocation process. In the FY18 competition, HUD will allow projects and CoCs to combine bonus and reallocation available funding into a single project as both new bonus and new projects have the same eligible new components:

1. **Permanent supportive housing (PSH) projects** where all beds are dedicated for chronically homeless individuals or families as defined in 24 CFR 578.3.
2. **Rapid Re-Housing (RRH) projects** for homeless individuals or families that come directly from the streets or emergency shelters, including unaccompanied youth.
3. **Joint Transitional Housing (TH) and Permanent Housing (PH)-Rapid Re-Housing (RRH) TH-RRH:** projects that will serve homeless individuals or families fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking who meet the HUD definition of homelessness or are residing in a TH program being eliminated.
4. **New Supportive Services Only (SSO)** for coordinated entry system.
5. **New dedicated HMIS projects** for costs at 24 CFR 578.37(a)(2) to be carried out by the HMIS Lead.

**B. New Projects for Domestic Violence (DV) Bonus:**

CoC's may create new DV projects. CoC's may apply for up to 10% of its Preliminary Pro Rata Need (PPRN) or a minimum of \$50,000 or a maximum of \$5 million. A CoC may apply for one of each of the following types of projects. Projects are limited to a 1 year funding request and must follow the Housing First approach:

1. Rapid Re-Housing (PH-RRH) projects.
2. Joint Transitional Housing and Rapid Re-Housing (TH-RRH) projects.
3. SSO projects for coordinated entry (SSO-CE) to implement policies, procedures and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault or stalking (e.g. to implement policies and procedures that are trauma-informed, client-centered or to better coordinate referrals between the CoCs coordinated entry and the victim service provider system where they are different).

**C. Tiers & Priority Order**

HUD will continue the Tier 1 and Tier 2 funding process. In the FY18 CoC Program Competition, Tier 1 will equal 94% of the CoC's ARD. Tier 2 is 6% of the ARD plus the amount available for the PSH bonus.

Any new or renewal project may be placed in Tier 1. CoCs should carefully consider the priority and ranking for all projects in Tier 1 and Tier 2. Projects in Tier 1 will be conditionally selected if applications pass both HUD's eligibility and threshold review.

Projects placed in Tier 2 will be assessed for eligibility threshold and threshold requirements and funding will be determined using the CoC Applications score as well as factors listed in the NOFA.

- D. CoCs should consider the policy priorities established in the NOFA in conjunction with local priorities** to determine the ranking of new projects created through reallocation, CoC planning, UFA costs, and renewal project requests.

**HUD'S FY 18 POLICY AND PROGRAM PRIORITIES**

- (1) Ending homelessness for all persons.
- (2) Create a Systemic Response to Homelessness—measure system performance; create effective coordinated entry system; promote participant choice; plan as a system; make the delivery of homeless assistance more open, inclusive and transparent.
- (3) Strategically allocating and using resources—review project quality, performance and cost effectiveness; maximize mainstream resources. Maximize mainstream and community resources when serving persons who are homeless.
- (4) Use a Housing First approach.

## **Ventura County Policy on Project Ranking and Tiering**

*(adopted and finalized on June 13, 2018 by VC CoC Board)*

### **Section II: Ventura County Policy on Project Re-Allocation, Ranking and Tiering**

#### **A. Policy Objectives:**

In developing our local policy governing project ranking, re-allocation and tiering, Ventura County CoC's objectives are to:

- Comply with HUD requirements;
- Preserve funding for high performing and effective projects;
- Fund programs that contribute positively to the overall system performance;
- Shift investments from lower performing projects and ones which are at risk of losing HUD funding to new projects that help advance our community's goal of reducing homelessness and demonstrate effective approaches and best practices.

#### **Rationale for Preliminary Rankings**

- Closely followed HUD's priorities and guidelines for ranking projects.
- Contribution to System Level Performance will be heavily weighted when ranking projects.
- Examine under-performing projects and under-utilized projects and consider reallocation.
- Projects/agencies engagement in Continuum of Care efforts and Coordinated Entry will be weighed when ranking projects.
- Projects that serve chronically homeless—those programs with dedicated CH beds were ranked higher on the list than programs without dedicated beds. Programs that described they would target chronically homeless for non-dedicated beds as they became available were ranked higher on the list.

Projects implementing a Housing First model with policies and procedures to emphasize their practices ranked higher.

- Projects serving vulnerable populations (chronically homeless, mentally ill, youth and persons fleeing domestic violence) will be weighed when ranking projects.
- Cost efficiency and utilization will be considered when ranking projects within the project component (PH, PSH, TH).

## **B. Project Review and Ranking Policy:**

The Ventura County CoC will invite submissions for new and renewal projects and will conduct a review and ranking following the procedures stated in Sections III and IV.

The general approach to rating and ranking will be to organize projects into three groups:

- 1) renewal PH and RRH;
- 2) renewal Safe Haven
- 3) new PH and RRH

Within each type, projects will be scored using a score system specific to that program type and placed within their ranked order, with renewal PSH and RRH in the first group (ordered by score) and the new PSH and RRH in the second group (ordered by score).

## **C. Tiering Policy**

Once the rank order of projects has been determined the projects at the bottom of the list will fall into Tier 2 (6% of ARD).

As HMIS and Coordinated are HUD mandated requirements in order to receive Continuum of Care funding, it is strongly recommended as one of the top priorities in Tier 1 in order to secure funding for this authorized activity.

The CoC Planning Grant is not ranked per HUD's guidance.

## **Section III: Process for Rating and Ranking of Renewal Projects**

### **A: Rating and Ranking Process**

A Letter of Intent (LOI) was issued by the CoC on June 20, 2018 to gather relevant performance and threshold documentation from each renewal project. LOIs are due to CoC staff by July 11, 2018

All renewal projects will be ranked using an objective scoring system as approved as recommended by the CoC Data and Performance Committee. CoC Staff will use data provided through the LOI process (for both SH and PH renewals) to calculate a score for each renewal and use the results to develop the Project Priority Listing for review and approval by the CoC Board as recommended through the CoC Data and Performance Committee.

The LOI process is intended to assess agency's capacity to administer CoC homeless projects while complying with HUD requirements. Additionally the LOI helps staff and the CoC Committees review the following:

1. System Performance Data (project contribution)
2. Annual Performance Report (APR) timeliness and Data Quality
3. Vulnerabilities of populations served by projects including filling vacancies through coordinated entry
4. Financial Commitment (Match)
5. Alignment with Best Practices: Housing First/Low Barrier/Harm Reduction
6. CoC Participation/VC CoC Partner Agency MOU

CoC Staff and CoC Data and Performance Committee use data provided through the LOI process, HMIS reports (Annual Performance Reports and System Wide Performance Data) analysis to develop the Project Priority Listing for review and approval by the CoC Board as recommended by the Data and Performance Committee. This process is conducted in open meetings and all meetings and materials are posted on the VC CoC website: [www.venturacoc.org](http://www.venturacoc.org)

### **B. Scoring Criteria for Renewal Permanent Housing (PSH and RRH)**

The scoring system will have a maximum of 100 points with points for project and system performance and threshold factors. Data to assess both performance and threshold criteria will be obtained from the information submitted by the applicants in their LOI response. System Performance Data will be pulled from HMIS; however, victim service providers must submit data generated from a comparable database for review.

The performance measures will be based on those established by HUD, VC CoC local performance targets and tracked through HMIS data:

- at least 85 percent of project participants either remained in permanent housing, or exited to another permanent housing location;
- at least 55 percent of project participant increased their income from sources other than employment in an operating year;
- at least 90 percent of project participants obtained mainstream benefits

Some renewing PH projects will not have a full year of performance data to be considered in the review and rank process because they have not yet been operational for a full year. These projects will be reviewed on the data they have available but will not be penalized for not serving the full number of participants. If a new project does not have enough performance data to review, they will be reviewed for administrative and program compliance and be ranked at the bottom of Tier 1. Their overall score will place them in the bottom of the group of PSH and RRH renewals but they will be placed in Tier 1 because PH renewals as a group will be the first on the Project Priority List.

If a project is poorly performing and lacks capacity, the committee may recommend the project for re-allocation.

### **C. Scoring Criteria for Renewal Safe Haven**

The scoring system will have a maximum of 100 points with points for project and system performance and threshold factors. Data to assess both performance and threshold criteria will be obtained from the information submitted by the applicants in their LOI response. System Performance Data will be pulled from HMIS.

The performance measures will be based on those established by HUD, VC CoC local performance targets and tracked through HMIS data:

- at least 80 percent of project participants either exit to permanent housing, or a temporary placement progressing towards permanent housing;

- at least 55 percent of project participant increased their income from sources other than employment in an operating year;
- at least 90 percent of project participants obtained mainstream benefits

#### **D. HMIS Renewal**

Consistent with previous CoC applications, HMIS renewals will be exempt from the full Letter of Intent (LOI) but will be assessed for performance and spending in alignment with HUD requirements. As noted in Section II, the HMIS renewal will be placed in Tier 1.

#### **Section IV: New Projects**

The CoC Board will examine recommendations from the CoC Data and Performance Committee and CoC staff to determine the amount of funding available for reallocation.

Reallocated funds and new bonus funds will be awarded through a Request for Proposal (RFP) process for open competition for projects that provide permanent supportive housing to chronically homeless and or RRH for homeless families.

The RFP will be structured to award funds to projects that 1) meet Ventura County's CoC priorities; and 2) are most competitive in evaluating project capacity and past performance. In addition, projects must meet HUD's threshold and quality requirements. The RFP will require applicants to submit project narrative, applicant capacity and financial information sufficient to assess all of these factors.

To evaluate whether projects meet the HUD threshold, quality standards, and performance standards, the projects will be reviewed by the CoC Data and Performance Committee.

To evaluate project quality and fit with Ventura County objectives and develop a ranked order, the CoC will convene an unbiased project review panel to review each new project. Projects will be scored based on a 100 point system (Attachment A and B). The panel will then hold one meeting to review and score applications and arrive at a proposed final ranking for new projects, including a recommendation of which project should be submitted as the permanent supportive housing bonus. The panel may also recommend that projects should either increase or decrease their funding request to maximize the use of available reallocated or bonus funds.

The final ranking of new projects as determined by the Panel will be discussed and approved by the CoC Board on September 12, 2018 to determine the order on the Project Priority Listing.

#### **Section IV: Final Project Priority List and Notification to Applicants**

Once the rating and ranking processes for new and renewal applicants are complete, CoC staff will integrate the results of the scoring/ranking processes and create the final proposed Project Priority Listing for review by the CoC Board. This proposed list can include recommendations to adjust the placement of projects in Tier 2 in order to maximize the total funding award for Ventura County. The proposed final list will be approved and notice sent to the applicants of the final results no later than September 13, 2018.

#### **Section V: Appeal Process**

- 1) Applicants may appeal any of the following decisions of the VC CoC:
- 2) Placement of project into Tier 2
- 3) Reduction in funding
- 4) Project not included in final FY18 CoC consolidated application.

Appeals must be submitted to the Ventura County Collaborative Applicant no later than September 13, 2018. Appeals will be heard by the chairs of the Data Committee. The decision of the appeal panel is final.



## Attachment A

Permanent Supportive Housing (PSH)/Rapid Re-Housing Performance Measures - Max. 100 Points with 40 points towards System Performance detailed below.

- at least 85 percent of project participants either remained in permanent housing or exited to another PH
- at least 55 percent of project participants increased their total income in a given operating year;
- at least 90 percent of project participants obtained mainstream benefits;
- fewer than 5% returns to homelessness within a year of exiting from PH/RRH program;

### **Projects meeting:**

All 4 performance measures will receive 40 points.

3 of 4 performance measures will receive 30 points.

2 of 4 performance measures will receive 20 points.

1 of 4 performance measures will receive 10 points.

0 of 4 performance measures will receive 0 points.

Projects can receive an additional 10 points for maximizing utilization of their program vacancies with an average of no less than 95% utilization in the previous 4 quarters. HMIS Data Quality should reflect no more than 10% of any missing data element will receive full points by showing

**Permanent Housing (PSH/RRH) Projects:**

Threshold Renewal Points	Source Document	Max Points	Total Scored
<b>Compliance with Grants and Financial Management</b>	Annual Performance Report submitted timely, HUD monitoring, eLOCCS, close-out certificates; new projects will provide relevant information on managing federal grants.	<b>20</b>	
<b>Housing First/Low Barrier/Harm Reduction</b>	Intake policy consistent with Housing First / Low Barrier / Harm Reduction (including the acceptance of criminal history, domestic violence history, and/or substance use disorders) = 10pts Commitment to Housing First with some exceptions, based on project type = 5pts No Housing First = 0 pts	<b>10</b>	
<b>Best Practices/Supportive Services</b>	LOI + supportive documentation (intake packets, lease agreements, service documents) consistent with Housing First, Low Barrier and local prioritization standards ( <i>servicing the most vulnerable</i> ), filling vacancies through coordinated entry = 10pts Missing document (-2pts) Inconsistency with documents = 5pts No Housing First = 0 pts	<b>10</b>	
<b>CoC participation, HEARTH compliance</b>	Attendance records or commitment for new partners to participate in CoC meetings (5); compliance with CoC Partner MOU (5)	<b>10</b>	
<b>Project Performance</b>	Bed Utilization (90%+), HMIS Data Quality	<b>10</b>	
<b>System Level Performance</b>	Returns to Homelessness, Length of time Homeless, Increase Income, Exits to Permanent Housing	<b>40</b>	
<b>TOTAL</b>		<b>100</b>	

\*New projects will receive a median score for those items not available.

## **Attachment B**

The following will be applied for the performance measures scored for Safe Haven (SH) Projects renewals.  
SH Performance Measures - Max. 100 Points with 40 points towards System Performance

- at least 80 percent of project participants exit to a permanent housing or other positive destination;
- at least 55 percent of project participants increased their total income in a given operating year;
- at least 90 percent of project participants obtained mainstream benefits;
- fewer than 5% returns to homelessness within a year of exiting from SH program

### **Projects meeting:**

All 4 performance measures will receive 40 points.

3 of 4 performance measures will receive 30 points.

2 of 4 performance measures will receive 20 points.

1 of 4 performance measures will receive 10 points.

0 or 1 performance measures will receive 0 points.

\*Underperforming projects will be discussed in detail with CoC Data and Performance Committee and recommendations will be made for reallocation to the CoC Board when appropriate.

**Safe Haven (SH) Projects:**

Threshold Renewal Points	Source Document	Max Points	Total Scored
Compliance with Grants and Financial Management	Annual Performance Report submitted timely, HUD monitoring, eLOCCS, close-out certificates; new projects will provide relevant information on managing federal grants.	<b>20</b>	
Housing First/Low Barrier/Harm Reduction	Intake policy consistent with Housing First / Low Barrier / Harm Reduction (including the acceptance of criminal history, domestic violence history, and/or substance use disorders) = 10pts Commitment to Housing First with some exceptions, based on project type = 5pts No Housing First = 0 pts	<b>10</b>	
Best Practices/Supportive Services	LOI + supportive documentation (intake packets, lease agreements, service documents) consistent with Housing First, Low Barrier and local prioritization standards ( <i>servicing the most vulnerable</i> ), filling vacancies through coordinated entry = 10pts Missing document (-2pts) Inconsistency with documents = 5pts No Housing First = 0 pts	<b>10</b>	
CoC participation, HEARTH compliance	Attendance records or commitment for new partners to participate in CoC meetings (5); compliance with CoC Partner MOU (5)	<b>10</b>	
Project Performance	Bed Utilization (90%+), HMIS Data Quality	<b>10</b>	
System Level Performance	Returns to Homelessness, Length of time Homeless, Increase Income, Exits to Permanent Housing	<b>40</b>	
<b>TOTAL</b>		<b>100</b>	

### Attachment C

The following will be applied to score the new bonus project applications:

Threshold Points	Source Document	Max Points	Total Scored
Compliance with Grants and Financial Management	Provide relevant information on managing federal grants and demonstrate capacity for success.	20	
Housing First/Low Barrier/Harm Reduction	Intake policy consistent with Housing First / Low Barrier / Harm Reduction (including the acceptance of criminal history, domestic violence history, and/or substance use disorders) = 20pts Commitment to Housing First with some exceptions, based on project type = 10pts No Housing First = 0 pts	20	
Best Practices/Supportive Services	Supportive documentation consistent with Housing First, Low Barrier and local prioritization standards ( <i>servicing the most vulnerable</i> ), filling vacancies through coordinated entry = 10pts Missing document (-2pts) Inconsistency with documents = 5pts No Housing First = 0 pts	10	
CoC participation, HEARTH compliance and collaboration	Commitment for new partners to participate in CoC meetings (5); compliance with CoC Partner MOU (5); Collaboration with other organizations and programs to address the needs of the target population (10)	20	
Project Performance	Proposed program effectiveness in compliance with HUD and CoC performance standards	20	
Cost Efficiency	The average cost per exit to permanent housing based on the total program costs.	10	
<b>TOTAL</b>		<b>100</b>	