

2019 NOFA Committee #4 v.2 – MEETING AGENDA
7/29/2019 – 1:00 – 2:00 pm

Conference Call: Dial-in Number: (267) 930-4000
 Participants: 016-849-107

Goals for The Meeting:

- Review and approval of 2019 Scoring Criteria for New Projects, including Threshold Criteria and approving extension of new projects FAQs period
- Review of Local Application for New Projects Instructions and application, if time permits
- Define any next steps and reminder on scheduled FAQs phone meetings, if needed

#	Item	Purpose	Time
1	Welcome and Introductions	<ul style="list-style-type: none"> • Introductions and Agenda review 	1:00– 1:05 pm
2	Public Comment	<ul style="list-style-type: none"> • Public Comment, if any 	1:05 – 1:15 pm
3	Review and approval of proposed Scoring Criteria for New Projects – <u>ACTION ITEMS</u>	<ul style="list-style-type: none"> • Memo and Review of EOH’s 2019 proposed Scoring Criteria for New Projects <ul style="list-style-type: none"> • Review and Approval of Threshold and Scoring Criteria for New Projects • Affirm extension of FAQ period through 8/16 • Review of new projects’ local application and instructions prior to Bidders’ Conference 	1:15 – 1:50 pm

5	Next Steps/Next Meeting(s)	<ul style="list-style-type: none">• Bidder's Conference on Tuesday, 7/30 at Hayward City Hall 1 – 3 pm• Scheduled Phone Meetings for FAQs consultation on 8/2 and 8/9 at 1:30 pm– if needed	1:50 – 2:00 pm

MEMORANDUM

To: NOFA Committee

From: EveryOne Home Staff

Date: 7/29/2019

Re: Review and Approval of 2019 Proposed New Project Scoring Criteria

The CoC Committee's Strategic Direction memo guides the NOFA Committee to solicit applications from CoC and non CoC grantees for new projects that are competitive and improve our system performance, and to apply for the maximum amount allowed under the DV bonus for housing and services targeting domestic violence, dating violence, sexual assault, stalking and trafficking survivors. Based on this guidance, we have prepared the attached proposed Scoring Criteria for New Projects and Threshold Criteria Checklist.

New project applications may be submitted by any eligible entity for new or expansion projects utilizing bonus, reallocated or DV bonus funding. In the 2019 HUD NOFA competition, the Alameda CoC can submit applications for new or expansion projects up to \$1,830,916 in bonus funding, and up to \$1,061,972 for the 2019 DV bonus. Funds may also be available for new or expansion projects through voluntary or involuntary reallocation in the local application process, in accordance with the policy approved by the CoC Committee on July 16, 2019.

Following are staff recommendations for NOFA Committee discussion and approval:

1. DV Bonus Project Maximum Application Amount

In 2019 we propose inviting DV bonus project applications for new RRH and Joint TH/RRH projects. In the scoring criteria, we propose awarding 4 points for this project type. Although allowable, staff does not recommend incentive points for expansion of the DV SSO-CE project funded in 2018, because that project has not yet been implemented.

We also propose capping the amount of any DV bonus project application to the amount of DV bonus funding available to the Alameda CoC, \$1,061,972. If HUD awards the DV bonus project, it will pull it from the ranking list and all other projects below it will move up in the CoC ranking. This may increase the overall competitiveness for projects falling in Tier 2. If the new project budget exceeds the DV bonus amount, the balance will remain as a new project in the scored ranking and projects below it will not move up in the CoC ranking list.

2. Threshold Criteria for New Projects

Attached is a proposed Threshold Criteria Checklist. The checklist includes HUD and local mandated requirements with which all CoC grantees must be in compliance. Any eligible applicant may submit a new project application, including non CoC grantees. We propose adding this tool to the application process to clearly communicate CoC funding requirements and expectations to potential grantees. These criteria will not be scored, however all new project applicants must affirm they do or will meet these requirements in order to be eligible for inclusion in the consolidated application.

3. New Project Scoring Criteria

Following is a summary of the proposed scoring criteria for new project applications, for your review and approval. These criteria were developed to address the CoC Committee's strategic direction, meet HUD NOFA priorities for new projects, and parallel the approved 2019 renewal project scoring criteria where relevant.

Section 1: Project Type

New project applications for any project type may be submitted, however in order to prioritize HUD CoC funding to meet local needs, we propose awarding points for specific types of new or expansion projects.

- 5 points for expansion PSH projects
- 4 points for DV bonus projects for housing (RRH and Joint TH/PH-RRH)
- 3 points for new PSH projects, and for HMIS expansion projects

We propose including points for a potential HMIS expansion project in light of the HMIS assessment and HUD technical assistance the CoC has received, and the importance the CoC Committee and system coordination have placed on strengthening capacity in this area. We are not recommending any incentive points for an expansion Coordinate Entry grant at this time, pending results of the current CE evaluation process.

Maximum 5 points in this section, the same as the 2018 new project scoring.

Section 2: How project addresses Local and HUD Priorities

Remove points awarded in 2018 for Target Populations. There are no HUD population-specific priorities in the 2019 NOFA, and no population-specific priorities identified in the CoC Committee's strategic direction to the NOFA Committee.

Question: Any population priorities emerge from the 2019 PIT report? Much like in 2017, continues to be primarily single adults, male, African American.

Increase the maximum points for Improving System Performance to **10 points** (from 9 points in 2018). This addresses HUD's increasing emphasis on system performance in the consolidated application.

Add question on employment and vocational services for up to 3 points. This is a new HUD priority that communities will be scored on in the 2019 NOFA. The same question is included as an unscored item in the 2019 renewal application. To receive full points, application must include documentation such as MOUs, letters of support, documentation of successful referrals, comparable program outcomes, etc.

Housing First – the total points for the narrative and documentation are reduced to 8 points (from 10 points in 2018). This point value matches the 2019 renewal project scoring on Coordinated Entry and serving the highest need populations. Renewal projects have already demonstrated their housing first best practices so this was removed to simplify the renewal application process.

Cost Effectiveness – this scoring criteria was moved to the Grant Management section.

Maximum 21 points in this section, decrease from 25 points in 2018 new project scoring.

Section 3: Outcome Performance

Applicants will be asked to identify one or more comparable projects, funded either through the CoC or other federal, state or local funding source and provide a performance report from the last complete grant year. Comparable projects must include experience in the project type the applicant is applying for. Applicants for Joint TH/RRH projects should have experience in both TH and RRH, and the performance report scores will be averaged between the two using the calculator tool. If an applicant (and any partners identified in the application) has only TH experience and no RRH experience, they will only be eligible to receive up to half of the outcome performance points. EOH staff will use the performance outcome report (APR or other funder report) to score the new project application according to the CoC's approved Sector Specific Benchmarks. Scores are weighted to mirror the 2019 renewal project outcome scoring criteria, but total points are less than for renewal projects.

New for 2019, we are adding a narrative question for new project applicants to describe evidence-based practices, training, policies and procedures that demonstrate how the proposed project will meet or exceed the local performance benchmarks.

Maximum 34 points in this section, increased from 32 points in the 2018 new project scoring.

Section 4: Grant Management

Language and scoring in this section have been updated to parallel the approved 2019 renewal project scoring tool where relevant. New project applicants must identify a comparable program funded through federal, state or local government and provide relevant documentation.

The scoring criteria for budget and cost effectiveness was moved to this section (formerly in the HUD and local Priorities section), and is increased to be worth 4 points. Applicants will be asked to submit a budget that demonstrates it adequately supports the proposed project and is cost effective.

We propose removing the 2018 client eligibility scoring criteria, since all new projects will be required to receive referrals through Coordinated Entry, and applicants will respond to a question related to their experience serving the targeted population in the next section.

Maximum 22 points in this section, the same as the 2019 renewal project scoring.

Section 5: Organizational Capacity

New projects are not scored for HMIS data quality, however HMIS participation is a threshold criteria.

New projects will receive up to 9 points based on their experience and capacity to serve the target population identified in the application. Applicants will be asked to demonstrate their years of experience serving the target population with positive housing outcomes.

Fiscal management scoring criteria looks at any audit area of concern or finding, not specific to HUD as updated in the 2019 renewal project scoring. New applicants may not have HUD funding, and ensuring new applicants have a history of sound fiscal management is important. However, the total points for this criteria are less than the points for renewal projects (4 versus 6 points).

Quality assurance scoring criteria was updated to match the renewal project scoring.

Maximum 18 points in this section, the same as the 2018 new project scoring.

2019 Alameda County Continuum of Care (CoC) NOFA Local Application
2019 Scoring Criteria for New Projects – FINAL DRAFT
Total points available = 100

	Criterion	Points
1	Project Cover Sheet = 5 Points maximum	
	1.a Primary Activity type = 5 Points maximum	<input type="checkbox"/> Proposed PSH Expansion project = 5 Points <input type="checkbox"/> Proposed DV bonus (RRH and Joint TH/PH-RRH) = 4 Points <input type="checkbox"/> Proposed new PSH project = 3 Points <input type="checkbox"/> Proposed HMIS expansion project = 3 Points
2	Project addresses Local and HUD Priorities = up to 21 Points	
	2.a Will improve system performance = up to 10 points	<input type="checkbox"/> Narrative Questions 2.b.i-vii = up to 10 Points as determined by application scorers. <ol style="list-style-type: none"> 1) Identifies how the proposed target population and severity of need address local priorities. (up to 2 points) 2) Describes a program design that will credibly support improved system performance by reducing lengths of time homeless, helping people to obtain and retain housing and income. (up to 3 points) 3) Utilizes evidence-based practices to increase positive housing outcomes, recovery, self-sufficiency, and reduce homelessness. (up to 3 points: 2 points for supportive services and 1 point for special assistance) 4) Describes how the project connects participants to mainstream benefits. (up to 2 points)
	2.b Employment Services = up to 3 points	<input type="checkbox"/> Employment and Training Narrative Question = up to 3 Points as determined by application scorers. Describe how the proposed project will serve the employment and job-training needs of adult participants, including whether Project will offer volunteer and/or work opportunities to clients/tenants and/or links them with employment and vocational programs to support self-sufficiency and income growth. To receive full points applications must include documentation through MOUs, letters of support, documented successful referrals and outcomes in comparable programs, etc.
	2.c Housing First narrative = up to 4 Points as determined by application scorers.	<input type="checkbox"/> Housing First Narrative Questions = up to 4 Points as determined by application scorers. Project certifies that it the proposed project is low barrier and operates in adherence with Housing First principles. Participants: 1) are not screened out based on income, active/history of substance abuse, having a criminal record, or a history of domestic violence, and 2) are not terminated from the project for failure to participate in services, and 3) are prioritized for rapid placement and stabilization in permanent housing and offered needed supports so that returns to homelessness are avoided.
	2.d Housing First and Low Barrier documentation = up to 4 Points if documents demonstrate adherence to specific	<input type="checkbox"/> Eligibility Criteria/Housing Application provided for proposed new projects demonstrate low barriers to entry and no preconditions. To earn maximum points in this section documents must demonstrate project does not reject individuals and families with criminal histories = 2 Points <input type="checkbox"/> Participant Agreement, Lease, and/or House Rules provided for proposed new projects demonstrate voluntary participation in services and prioritizes engagement and problem-solving over therapeutic goals = 1 Point

	Housing First principles.	<input type="checkbox"/> Participant Agreement, Lease, and/or House Rules provided for proposed new projects demonstrate project prioritizes rapid placement and stabilization in permanent housing including showing eviction back to homelessness is avoided = 1 Point
3	Outcome Performance = up to 34 Points	
	3.a APR Performance Outcomes A-D = up to 25 Points	See Sector Specific Benchmarks and Self Scoring Charts on the following pages. <input type="checkbox"/> Performance outcomes for comparable project(s) = up to 25 points
	3.b Benchmark Performance = up to 9 points	<input type="checkbox"/> Narrative Question: Proposed project describes best practices, training, or process developments that demonstrate how the project will meet or exceed local benchmarks = up to 9 points
4	Grant Management and Cost Effectiveness = up to 22 Points	
	4.a Budget and Cost Effectiveness = up to 4 points	<input type="checkbox"/> Budgeted staff and expenses are adequate to support the proposed project and cost effective. Factors considered include staffing ratios, rent reasonableness, project type and population served. Cost per Outcome is reasonable. = 4 Points
	4.b Grant Spending = up to 6 Points	<input type="checkbox"/> Proposed project applicant has a record of expending 95-100% of funds in a comparable project = 6 Points <input type="checkbox"/> Proposed project applicant has a record of expending 90-94.9% of funds in a comparable project = 3 Points <input type="checkbox"/> Proposed project applicant has a record of expending less than 89.9% of funds in a comparable project = 0 Points
	4.c Reports and Invoicing = up to 6 points	<input type="checkbox"/> Proposed project can provide evidence of on-time submission of APRs or equivalent funder reports, and quarterly LOCCS draws or funder invoices for the last two grant cycles of a comparable program (or for as long as the project has operated if less than two years old), 76-100% of the time = 6 Points <input type="checkbox"/> Proposed project can provide evidence of on-time submission of APRs or equivalent funder reports, and quarterly LOCCS draws or funder invoices for the last two grant cycles of a comparable program (or for as long as the project has operated if less than two years old), at least 75-51% of time = 3 Points <input type="checkbox"/> Proposed project can provide evidence of on-time submission of APRs or equivalent funder reports, and quarterly LOCCS draws or funder invoices for the last two grant cycles of a comparable program (or for as long as the project has operated if less than two years old), 50% or less of time OR proposed project does not provide evidence of on-time submission of funder reports and invoices for a comparable project = 0 Points
	4.d Capacity and Utilization = up to 6 points	<input type="checkbox"/> Applicant demonstrates a comparable project was fully utilized (100%) during the program year = 6 Points <input type="checkbox"/> Applicant demonstrates a comparable was utilized to 90-99% during the program year = 4 Points <input type="checkbox"/> Applicant demonstrates a comparable project was utilized to 80-89% during the program year = 2 Points <input type="checkbox"/> Applicant demonstrates a comparable project was utilized 79% or less during the program year OR applicant does not provide evidence of capacity and utilization for a comparable project = 0 Points

5	Organizational Capacity = 18 points maximum for entire section	
	5.a Fiscal Management = up to 4 points	<input type="checkbox"/> Proposed projects provided the most recent annual independent audit (or financial statement if audit is not required) that shows no findings or areas of concern in the management letter. = 4 Points <input type="checkbox"/> Proposed projects provided the most recent annual independent audit (or financial statement if audit is not required) that does show findings or areas of concern in the management letter which have been formally addressed by the Agency and/or funders. = 2 Points <input type="checkbox"/> Proposed projects provided the most recent annual independent audit (or financial statement if audit is not required) that does show findings or areas of concern in the management letter which have not been addressed. = 0 Points
	5.b Capacity to Serve Population targeted by project = up to 9 Points	<input type="checkbox"/> Narrative Question: Proposed project will be scored a maximum of 9 points for their experience serving the population targeted by the project as indicated by narrative response to question 5.b and attached letters of recommendation if applicable.
	5.c Quality Assurance = up to 5 Points	<input type="checkbox"/> Proposed project demonstrates use of a Consumer Satisfaction Survey = 1 point <input type="checkbox"/> Applicant annually reviews client feedback <i>and</i> uses it to inform program planning, implementation, and management in a comparable project = 2 points <input type="checkbox"/> Applicant or proposed project has a former or current program participant on Board of Directors or Advisory Board. = 1 point <input type="checkbox"/> Applicant demonstrates staff attends or participates in trainings which are designed to ensure a high quality of care = 1 point

2019 New Project Scoring for Outcome Measures, by Sector

1. Permanent Supportive Housing

	Measure	Benchmark	Scoring
A	Retains and/or exits to other Permanent Housing > 12 months	95%	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 7 Points <input type="checkbox"/> Is within 5 percentage points of the local benchmark in comparable project = 5 Points <input type="checkbox"/> Is within 10 percentage points of the local benchmark within an comparable project = 3 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark = 0 Points
B	Adults who maintain or increase income	50% of leavers and stayers	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 6 Points <input type="checkbox"/> Is within 5 percentage points of local benchmark in comparable project = 4 Points <input type="checkbox"/> Is within 10 percentage points of local benchmark in comparable project = 2 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark in comparable project = 0 Points
C	Obtains/ maintains non-cash mainstream benefits and health insurance	56% leavers and stayers	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 6 Points <input type="checkbox"/> Is within 5 percentage points of local benchmark in comparable project = 4 Points <input type="checkbox"/> Is within 10 percentage points of local benchmark in comparable project = 2 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark in comparable project = 0 Points
D	Exits to Homelessness	Approx. 10% of total bed capacity	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 6 Points <input type="checkbox"/> Is within 1 exit of local benchmark in comparable project = 4 Points <input type="checkbox"/> Is within 2 exits of local benchmark in comparable project = 2 Points <input type="checkbox"/> Is 3 or more exits above the local benchmark in comparable project = 0 Points

Reference Table for PSH Outcome Measure D	
Total Bed Capacity in Program	Benchmark Number of Exits to Homelessness (Approx. 10% of bed capacity)
0-14	1
15-24	2
25-34	3
35-44	4
45-54	5
55-64	6
65-74	7
75-84	8
85-94	9
95-104	10
105-124	12
125+	18

2. Rapid Rehousing and Youth Serving Transitional Housing

	Measure	Benchmark	Scoring
A	Obtains Permanent Housing	80%	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 7 Points <input type="checkbox"/> Is within 5 percentage points of the local benchmark in comparable project = 5 Points <input type="checkbox"/> Is within 10 percentage points of the local benchmark within an comparable project = 3 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark = 0 Points
B	Adults who Increase Income	30% of leavers and stayers	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 6 Points <input type="checkbox"/> Is within 5 percentage points of local benchmark in comparable project = 4 Points <input type="checkbox"/> Is within 10 percentage points of local benchmark in comparable project = 2 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark in comparable project = 0 Points
C	Obtains or Maintains non-cash Mainstream Benefits and Health Insurance	56% of leavers and stayers	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 6 Points <input type="checkbox"/> Is within 5 percentage points of local benchmark in comparable project = 4 Points <input type="checkbox"/> Is within 10 percentage points of local benchmark in comparable project = 2 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark in comparable project = 0 Points
D	Exits to Homelessness	<10%	<input type="checkbox"/> Meets or exceeds local benchmark in comparable project = 6 Points <input type="checkbox"/> Is within 5 percentage points of local benchmark in comparable project = 4 Points <input type="checkbox"/> Is within 8 percentage points of local benchmark in comparable project = 2 Points <input type="checkbox"/> Is >8 percentage points below the local benchmark in comparable project = 0 Points

Reference Table for RRH Outcome Measure D	
Total Bed Capacity in Program	Benchmark Number of Exits to Homelessness (Approx. 10% of bed capacity)
0-14	1
15-24	2
25-34	3
35-44	4
45-54	5
55-64	6
65-74	7
75-84	8
85-94	9
95-104	10
105-124	12
125+	18

3. General (non-youth serving) Transitional Housing

	Measure	Benchmark	Scoring
A	Obtains Permanent Housing	80%	<input type="checkbox"/> Meets or exceeds local benchmark = 7 Points <input type="checkbox"/> Is within 5 percentage points of the local benchmark = 5 Points <input type="checkbox"/> Is within 10 percentage points of the local benchmark = 8 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark = 0 Points
B	Adults who maintain or increase income	50% of leavers and stayers	<input type="checkbox"/> Meets or exceeds local benchmark = 6 Points <input type="checkbox"/> Is within 10 percentage points of local benchmark = 4 Points <input type="checkbox"/> Is within 15 percentage points of local benchmark = 2 Points <input type="checkbox"/> Is > 15 percentage points below the local benchmark = 0 Points
C	Obtains or Maintains non-cash Mainstream Benefits	56% leavers and stayers	<input type="checkbox"/> Meets or exceeds HUD benchmark = 6 Points <input type="checkbox"/> Is within 5 percentage points of HUD benchmark = 4 Points <input type="checkbox"/> Is within 10 percentage points of HUD benchmark = 2 Points <input type="checkbox"/> Is > 10 percentage points below the local benchmark = 0 Points
D	Length of Time Homeless (length of stay in program)	Median LOS <180 days	<input type="checkbox"/> Meets or exceeds local benchmark = 6 Points <input type="checkbox"/> Is within 10% (18 days) of local benchmark = 4 Points <input type="checkbox"/> Is within 20% (36 days) of local benchmark = 2 Points <input type="checkbox"/> Is > 20% above local benchmark = 0 Points

**2019 Alameda County Continuum of Care (CoC) NOFA Local Application
New Project Application
THRESHOLD CRITERIA – FINAL DRAFT**

Threshold criteria are required but not scored. If answer is “no” for any threshold criteria, the project is ineligible.

Threshold Criteria	Response (YES or NO)
Eligible Applicant: Applicant and subrecipient (if any) are eligible. Eligible project applicants for the CoC Program are nonprofit organizations, States, local governments, and instrumentalities of State and Local governments.	
Project Eligibility: Proposed project type is eligible for bonus, reallocation, or domestic violence bonus funding in the 2019 CoC NOFA.	
Application Score Threshold: Project application must receive a minimum 60 points in the local new project application process to be included in the consolidated application package.	
HUD Timeliness Standards: Project will begin operation less than 12 months from the execution of the contract. New housing projects have secured or will secure proof of site control, match, environmental review, and the documentation of financial feasibility within 12 months of the award.	
HMIS Participation: Project has certified in application it does or will participate in the CoC HMIS. Projects that do not participate, or have not agreed to participate, are not eligible for funding, unless it is a victim-service agency, serving survivors of domestic violence, or a legal services agency and utilizes a comparable database.	
Coordinated Entry: All projects who receive HUD CoC funding are required to participate in Coordinated Entry, meaning that projects must notify their Coordinated Entry lead of all openings and fill those openings with participants referred from Coordinated Entry. DV providers shall participate with Coordinated Entry while protecting client data and safety. Project has certified in application it does or will participate in Coordinated Entry.	
Match: The agency budget must include committed match funding equivalent to 25% of the grant except for leasing funds.	
Target Populations: The population to be served must meet CoC program eligibility requirements, and the project application must clearly establish eligibility of project applicants.	
Recent Financial Statement: Projects must provide an up to date (within last 21 months) audited financial statement, and single audit (if applicable).	
Equal Access and Non-Discrimination: The project ensures equal access for program participants regardless of their race, color, national origin, religion, sex, age, familial status, disability, gender or LGBTQ status. The project complies with all federal and state civil rights and fair housing laws including the Fair Housing Act, Title IV of the Civil Rights Act and the Equal Access Rule.	
Mainstream Resources: The project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).	

Equity: Project commits to work collaboratively with the CoC and community on addressing racial disparities.	
Monitoring, Training and Technical Assistance: All projects must agree to be responsive to project monitoring, training and technical assistance from the CoC lead and HMIS lead.	