

# **New Project Application Ranking System Guide Grant Year 2021 St. Clair, Illinois Continuum of Care (IL-508)**

## **Overview**

Each year, HUD awards Continuum of Care (CoC) Program funds competitively to nonprofit organizations, States, units of local governments, and instrumentalities of State or local government through a Notice of Funding Opportunity (NOFO) to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness. This award covers all projects beginning the next calendar year. The St. Clair County Continuum of Care (SCCCoC) requires a review and ranking of all new project applications under the CoC Program. It has charged the Rank & Review Committee with the task of using objective criteria and selection priorities to determine the extent to which each project addresses HUD's policies and the Continuum's priorities.

It is the policy of SCCCOC to have an objective and transparent process for the review and ranking of all new project applications. To ensure fair and equitable treatment for all projects, the Rank & Review Committee members cannot be affiliated with any organization or group receiving funds under the CoC Program, or cannot have any decision-making role or responsibility with any organization or group funded under the CoC Program.

## **Purpose**

HUD requires each CoC to review new projects applying for CoC funds, and to prioritize projects for funding by ranking them in order of priority to receive funds. The goal is to use HUD resources as effectively as possible to serve the homeless population in St. Clair County. To do this, HUD requires all new project applications to be reviewed and ranked or rejected by the CoC. Any agency applying for funds within the SCCCOC competition must comply with the published deadlines or risk point loss and ineligibility to compete in that year's competition.

## **Review Process**

Review is the process of evaluating and assessing the new applicant's ability to meet the needs of the local CoC priorities and HUD funding eligibility requirements. New applicants must submit a notification of intent to compete for CoC funds to the Rank & Review Committee by the deadline. Notification must show how the proposed project addresses the CoC priorities and meet the HUD eligibility guidelines. Once the notification of intent is approved, the applicant will be allowed to enter the new project into ESnapS where it will be reviewed by the Rank & Review Committee for acceptance or rejection into the CoC Program. Notifications and applications submitted after the deadline will be ineligible to compete in that year's competition.

### **1. Local CoC Priorities**

- Activities geared towards preventing or ending homelessness in St. Clair County
- Activities addressing underserved populations in St. Clair County
- Activities assisting subpopulation groups with greatest need in St. Clair County

- Activities supporting SCCCoC performance measurements

## **2. HUD Funding Eligibility**

- Permanent Supportive Housing and Rapid Rehousing applications demonstrating coordination with housing providers and healthcare organizations
- Domestic Violence (DV) applications for rapid re-housing projects and supportive service to assist survivors of domestic and dating violence, sexual assault, or stalking
- Expansion of an existing renewal project also being submitted for renewal funding

### **Ranking Process**

Ranking is the process of prioritizing new applications for funding based on CoC local priorities and HUD requirements. It results in a listing of new projects needed to satisfy the needs of the CoC, and which are eligible to compete for CoC Program funds. All new applications approved to compete for CoC Program funds are listed on the CoC Priority List along with renewal projects in ranked order and are assigned to Tier 1 or Tier 2 levels. Tier 1 projects are considered more likely to be renewed, while Tier 2 projects are considered conditional and depends on the CoC overall score and how the application was scored by the Rank & Review Committee. The Committee indicates in comments why the project is ranked in its position and why a project was rejected. Committee may straddle projects across Tier 1 and Tier 2. The approved list is then sent to the Board for approval.

### **Scoring Process**

Scoring is the process of measuring the effectiveness of a new project to meet the needs of the CoC. The process utilizes objective criteria to review new project applications requesting CoC Program funding. The Rank & Review Committee uses an objective Score Card to aid in the assessment of a new project's contribution to CoC priorities, CoC policies, and HUD requirements. The maximum score is 54 points based on the following scoring scale.

### **Project Supports the Needs of the CoC Community Criteria – 22 Maximum Points**

- Project Type – Maximum 4 Points

*How scored:* This criterion measures the need for the various project type in the CoC based on the demographics of the homeless population and subpopulation groups. Score ranges from 1 point to 4 points with the minimum score indicating over-saturation of project type in CoC, and the maximum score indicating a critical shortage or need for project type in CoC.

*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and Project Application

- Project Location - Maximum 4 Points

*How scored:* This criterion measures the geographical area served by the various project types. Score ranges from 1 point to 4 points with the minimum score indicating over-saturation of type of project in a defined geographical area, and the maximum score indicating a critical shortage for type of project in the geographical area.

*Data source:* Project Application and United States Census Data

- Population Served - Maximum 4 Points

*How scored:* This criterion measures the subpopulation group served within the CoC by the project type. Score ranges from 1 point to 4 points with the minimum score indicating that there are too many of a project type serving the population group, and the maximum score indicating there is a critical shortage of project type to serve the population group.

*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, Project Application, and United States Census Data

- Housing First – Maximum 4 Points

*How scored:* This criterion measures barriers to program entry requirements. Score ranges from 1 point to 4 points with the minimum score indicating lack of housing first focus, and the maximum score identifies the project as a housing first provider.

*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and Project Application

- Rapid Rehousing – Maximum 1 Point

*How scored:* This criterion measures an increase in the number of rapid rehousing beds in the CoC. Score ranges from 0 point to 1 points with the minimum score indicating non-rapid rehousing project, and the maximum score indicating a rapid rehousing project.

*Data source:* Project Application

- Permanent Supportive Housing – Maximum 1 Point

*How scored:* This criterion measures if the housing type fits the needs of the target population. Score ranges from 0 point to 1 points with the minimum score indicating housing type does not fit the needs, and the maximum score indicating housing type fits the needs of the target population.

*Data source:* Project Application

- Supportive Services – Maximum 1 Point

*How scored:* This criterion measures the type of supportive services offered to program participants will ensure successful retention in or help to obtain permanent housing. Score ranges from 0 point to 1 points with the minimum score indicating service offering does not support permanent housing solutions, and the maximum score service offering does support permanent housing solutions.

*Data source:* Project Application

- Mainstream Services – Maximum 1 Point

*How scored:* This criterion measures plans to connect and engage with mainstream services. Score ranges from 0 point to 1 points with the minimum score indicating service offering does not engage mainstream services, and the maximum score service offering does engage mainstream services.

*Data source:* Project Application

- CoC Membership – Maximum 1 Point

*How scored:* This criterion measures partnership or engagement with CoC. Score ranges from 0 point to 1 points with the minimum score indicating non-membership in CoC, and the maximum score indicating active CoC member.

*Data source:* Attendance Rosters and Meeting Minutes

- Point in Time Participation – Maximum 1 Point  
*How scored:* This criterion measures participation in annual Point-in-Time Count. Score ranges from 0 point to 1 points with the minimum score indicating non-participation, and the maximum score indicating participation.  
*Data source:* Point in Time Roster

### **Improving System Performance Measures – 12 Maximum Points**

- Permanent Housing Placement and Retention – Maximum 4 Points  
*How Scored:* This criterion measures the project’s plans to increase the percentage of persons who obtain and retain permanent housing. Projects receive 1 point for mentioning in their Project Application that they have a plan to help participants obtain and retain permanent housing. Projects can receive up to 3 points for the quality of the plan, taking into consideration three factors: applicants’ past experience, details of the plan, and impact on SPM.  
*Data Source:* Project Application
- Cash Income Growth – Maximum 4 Points  
*How Scored:* This criterion measures the project’s plans to increase the percentage of persons who increase cash income from employment and non-employment sources. Projects receive 1 point for mentioning in their Project Application that they have a plan to help participants increase cash income. Projects can receive up to 3 points for the quality of the plan, taking into consideration three factors: applicants’ past experience, details of the plan, and impact on SPM.  
*Data Source:* Project Application
- Returns to Homelessness – Maximum 4 Points  
*How Scored:* This criterion measures the project’s plans to decrease the percentage of number of persons who return to homelessness after exiting the project. Projects receive 1 point for mentioning in their Project Application that they have a plan to reduce returns to homelessness. Projects can receive up to 3 points for the quality of the plan, taking into consideration three factors: applicants’ past experience, details of the plan, and impact on SPM.  
*Data Source:* Project Application

### **Severity of Needs Criteria – 20 Maximum Points**

- Racial Equality – Maximum 4 Points
- *How scored:* This criterion measures the project’s ability to identify service participation barriers experienced by persons of color and implement effective strategies to make it easier for minority populations to access services. Score ranges from 1 point to 4 points with the minimum score lack of racial equality, and the maximum score indicating focus on racial equality.
- *Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and

## Project Application

- Literally Homeless – Maximum 4 Points  
*How scored:* This criterion measures the project focus on addressing the needs of the literally homeless subpopulation. Score ranges from 1 point to 4 points with the minimum score indicating under-serving of the literally homeless population, and the maximum score indicating project support for literally homeless population.  
*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and Project Application
- Chronically Homeless – Maximum 4 Points  
*How scored:* This criterion measures the project focus on addressing the needs of the chronically homeless subpopulation. Score ranges from 1 point to 4 points with the minimum score indicating under-serving of the chronically homeless population, and the maximum score indicating project support for chronically homeless population.  
*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and Project Application
- Mentally and Physically Disabled – Maximum 4 Points  
*How scored:* This criterion measures the project focus on addressing the needs of the mentally and physically disabled subpopulation. Score ranges from 1 point to 4 points with the minimum score indicating under-serving of the disabled subpopulation, and the maximum score indicating project support for the disabled subpopulation.  
*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and Project Application
- Household without Children– Maximum 4 Points  
*How scored:* This criterion measures the project focus on addressing the needs of the homeless population without children. Score ranges from 1 point to 4 points with the minimum score indicating under-serving of households without children, and the maximum score indicating project focus on households without children.  
*Data source:* HUD Annual Continuum of Care Population and Subpopulation Report, and Project Application