

PROCESS FOR EVALUATING, SCORING AND ESTABLISHING PRIORITIES FOR THE SELECTION OF PROJECTS IN THE COC PR-502 (2016)

I. Evaluation and Prioritization Process

A. Renovation Applications

A-1. Renovation Projects

- All of the renovation projects submitting in the COC PR-502 Proposal must have been included in the “Grant Inventory Worksheet (GIW)” approved by HUD in 2016.
- The renovation projects will have to submit a Letter of Intent, as required by the COC PR-502, and will have to submit the following documents: APR for the last completed grant period; ElocCs Reports for the last completed period; latest single audit or financial audit report, as applicable; report if the project has been monitored, and if so, submit a copy of the Monitoring Report and any Corrective Action Plan; copy of the most recent contract with HUD; and a Certificate of Good Standing, if applicable.
- The CoC PR-502 established August 12, 2016 as the deadline for submission of project proposals in ESNAPS, in compliance with HUD requirement that projects be submitted no later than 30 days prior to the deadline for the submission of the Consolidated Application.
- All submitted projects are required to meet the minimum eligibility and performance criteria established by HUD.
- Only those projects approved by the membership of the COC will be submitted in the COC 2016 proposal.
- The renovation projects will be presented in a Project List of the COC PR-502, in accordance with the scores obtained on the Evaluation for Project Prioritization of Renovation Projects Form (2016), approved by the COC.
- These projects will be submitted in Tier 1 or Tier 2 of the COC PR-502 Proposal, in accordance with the score obtained on the Evaluation for Prioritization of Renovation Projects Form, in descending order.

A-2. HMIS Renovation Project:

- The HEARTH Act of May 20, 2009 required that all COC’s have an HMIS for data collection on homeless individuals and families, so the HMIS Lead will have to submit a Letter of Intent to submit a renovation project.
- The HMIS Lead Agency must be ratified by the plenary of the COC PR-502 in order to be submitted in the consolidated application.
- The HMIS project of the CoC PR-502 has to have been included in the GIW of 2016 approved by HUD.
- The HMIS Renovation Project, which will have to comply with the criteria established by HUD, will be included in Tier 1, before the SSO for *Coordinated Entry Project*.

A-3. SSO for Coordinated Entry Renovation Project

- The SSO for Coordinated Entry projects will have to have been included in the GIW 2016 approved by HUD.
- The SSO renovation projects will have to submit a Letter of Intent, as required by the CoC PR-502, and will have to submit the following documents: APR for the last completed grant period; Elocos Report for the last completed grant period; latest single audit report or financial statement, as applicable; report if the project has been monitored, and if so, include a copy of the Monitoring Report and any Corrective Action Plan; copy of the latest contract for a completed grant period with HUD; and, a Certificate of Good Standing, if applicable.
- Accepted projects will have to have been submitted in ESNAPS no later than 30 days prior to the deadline for submission of the Consolidated Application of the CoC.
- All projects submitted will meet minimum eligibility and performance requirements established by HUD.
- Only those projects approved by the membership of the CoC PR-502 will be submitted in the Consolidated Application of the CoC 2016.
- Renovation projects for the SSO for Coordinated Entry will be presented as the last project of Tier 1, as per the criteria established by the CoC PR-502.

Organizations that have renovation projects have the opportunity to review the evaluations of their projects on or prior to August 24, 2016 for any correction.

B. New Projects:

B-1. New Permanent Housing with Supportive Services Projects, Rapid Rehousing, HMIS or SSO for Coordinated Entry

- As established in the NOFA 2016, HUD will only accept: 1. New Permanent Housing with Supportive Services Project for chronic homeless individuals and families who come from the streets, emergency shelters or safe havens; 2. Rapid Rehousing projects for homeless individuals and families; 3. HMIS projects; and 4. SSO for Coordinated Entry projects.
- The CoC PR-502 established, as the first priority, Permanent Housing with Supportive Services projects.
- Organizations that are interested in submitting new projects in 2016 will have to submit a Letter of Intent to the Collaborative Applicant on or before the deadline established in the Public Announcement issued by the CoC PR-502 in a newspaper of general circulation.
- New projects will be submitted if funding becomes available through funds liberated through a reallocation process in which a renovation project having obtained 35% or less on the Evaluation for Prioritization of Renovation Projects (2016) was rejected.
- If there are not sufficient funds made available through the reallocation process, the CoC PR-502 will not accept applications for new projects.

- All new projects submitted are required to meet the minimum eligibility and performance criteria established by HUD.
- Those organizations that have an existing project and have requested from the CoC PR-502 a reallocation to submit a new project while maintaining the total amount of their funds will have to have obtained a score of 36% or more on the Evaluation for Prioritization of Renovation Projects Form (2016).
- These projects will be submitted in Tier 1 or Tier 2, in accordance with the score obtained on the evaluation of their existing project.
- All new projects will be evaluated in accordance with the Evaluation of New Projects Form, accordingly, and will be included in Tier 2. New projects for which a renovation project was and the total amount of such funds was reallocated for a new housing component will be exempt from this requirement.
- Only those new projects approved by the membership of the CoC PR-502 will be submitted in the Consolidated Application of the CoC 2016.

B-2. New Planning Project

- The Collaborative Applicant is the only entity authorized to request funds through a new project in 2016 to cover planning costs of the CoC PR-502.
- The Collaborative Applicant's project must be ratified by the membership of the CoC PR-502.
- The Planning Project is exempt from the process of submission of a Letter of Intent.
- The Planning Project will not be included in the project ranking.

II. Criteria for Assigning Scores and Selecting Projects

The process of evaluating renovation projects will be carried out by the Evaluation and Monitoring Committee of the CoC PR-502, using the Evaluation for Prioritization of Projects tool (2016), as approved by the membership of the CoC, and in accordance with the criteria established in the NOFA 2016. The Committee members have to sign a Freedom from Conflict of Interest Certification in which they express that, in the case in which they evaluate any project in which they have a conflict of interest, they will be exempted from participating in said process.

For the evaluation of those organizations with renovation projects for which their funds were eliminated that are permitted to submit new projects maintaining the total amount of funds, the Committee will use the Evaluation for Prioritization of Renovation Projects Form (2016) to obtain a score resulting from the evaluation of the existing project to establish the order of the new project in the Project Listing.

New projects from other organizations that are submitted for funding resulting from the elimination of an existing project which is not permitted to maintain the total amount of funds, will be evaluated by an Evaluation Committee designated by the CoC PR-502 in which none of its members have a conflict of interest, and the Evaluation of New Projects Form will be used, in

accordance with the housing component type of the new project (PH, RRH, SSO for Coordinated Entry).

The membership of the CoC PR-502 determined that no new projects using the Permanent Housing Bonus would be submitted in 2016.

The following forms will be used to evaluate the projects:

Appendix 1 Evaluation for Prioritization of Renovation Projects Form (2016)

Appendix 2 Evaluation for Prioritization of New PH Projects Form (2016)

Appendix 3 Evaluation of New RRH Projects Form (2016)

Appendix 4 Evaluation of New SSO for Coordinated Entry Projects Form (2016)