

Montgomery County Continuum of Care CoC Program - Ranking and Selection Process

Each year the U.S. Department of Housing and Urban Development (HUD) allocates funding for homeless assistance programs through the Continuum of Care (CoC) competition process. In order to receive funding, each Continuum of Care must submit a consolidated application for funding that describes how local activities meet or exceed HUD requirements and are aligned with community needs. The CoC is required to rank in order of priority funding requests from all eligible providers. The Montgomery County Department of Health and Human Services (DHHS), acting as the Collaborative Applicant for the Montgomery County MD Continuum of Care, is responsible for coordinating this process and submitting a Consolidated Application on behalf of the Montgomery County CoC. Each year DHHS reviews HUD requirements and priorities for funding under the Continuum of Care Competition.

The CoC Allocation Committee is responsible for reviewing and ranking project applications to be included as part of the Consolidated Application. Members include a range of public and private stakeholders representing the CoC. Allocation Committee members cannot be an employee, board member or volunteer of a project applicant that is requesting new or renewal funding.

DHHS Services to End and Prevent Homelessness, as the CoC Collaborative Applicant, supports the committee but is not a voting member. The Collaborative Applicant identifies HUD Continuum of Care Competition requirements and priorities for funding, compiles materials for each renewal project, announces funding availability to the Continuum of Care for new projects, develops an evaluation tool used to rate projects, schedules Allocation Committee meetings to conduct the review process, and provides technical assistance to applicants. All providers wishing to receive Continuum of Care funding must submit a project application and all requested supplemental information by deadlines outlined by the Collaborative Applicant that include performance data, HUD monitoring reports and a summary of drawdown expenses.

Members of the Allocation Committee review information related to the needs of the CoC including the most recent housing inventory chart, Point-in-Time data, federal priorities, CoC strategic plan priorities and identified service gaps. Committee members will review renewal projects based on bed utilization, HUD and CoC performance measures, cost effectiveness, Continuum of Care priority needs, alignment with HUD priorities, fidelity to Housing First philosophy, and compliance with HUD funding requirements. New project applications will be reviewed for applicant experience, project quality, cost effectiveness, alignment of HUD priorities, fidelity to Housing First philosophy, and priority to Continuum of Care needs. Each Project Application will be scored individually using a standardized ranking tool. Planning Projects are reviewed for submission but not ranked per HUD guidance.

Projects will be ranked by the Allocation committee by majority vote based on CoC need and ranking tool scores. Projects will be organized to best meet the needs of the CoC and maximize overall funding. All applicants will be notified directly regarding the recommendations of the Allocation Committee.

Refer to Competition and Project Application Instructions on CoC website for detailed application instructions and information about specific criteria to be assessed.

CoC 2018 Competition - Renewal Project Evaluation Criterion

Organization _____ Project Name _____

30% Program Effectiveness - 30 Points Maximum	Score
<ul style="list-style-type: none"> • 15pts Cost Effectiveness: RRH and SH - cost per PH exit. For PSH - annual cost per household compared to average annual cost per household in the CoC. 	Determined at allocation committee meeting
<ul style="list-style-type: none"> • 10pts Housing First Implementation: Per review of Housing First Addendum. 	
<ul style="list-style-type: none"> • 5pts Participation in Coordinated Entry System: For PSH and RRH projects- 95% of referrals come through CES; for SH- 95% of the clients have VI-SPDAT completed for referrals and present on CES list. 	
20% Narrative - 20 Points Maximum	Score
<ul style="list-style-type: none"> • 10pts Scope: # served, description of services provided, promote housing stability and connection to mainstream benefits, partnership with other service providers including behavioral health, employment, and in home medical support. 	
<ul style="list-style-type: none"> • 10pts Description of Project is in alignment with CoC priorities 	
20% Severity of Needs - 20 Points Maximum	Score
<ul style="list-style-type: none"> • 20pts Narrative & any related questions clearly describe ability to serve the following populations - LGBTQ, DV, Veterans, significant health or behavioral health and not currently receiving treatment, unaccompanied youth, families with children, people with disabilities. 	
20% Performance Measures - 20 Points Maximum	Score
<ul style="list-style-type: none"> • 5pts Bed Utilization 90%+ 5 pts 89%-80% 4 pts 79%-70% 3 pts Below 70% - 0 pts 	
<ul style="list-style-type: none"> • 10pts For RRH and SH: percentage who exited to PH 85%+ 5 pts 75%-84% 4 pts 65%-74% 3 pts Below 65% - 0 pts 	
<ul style="list-style-type: none"> • 10pts For PSH: percentage who retained or exited to PH 85%+ 5 pts 75%-84% 4 pts 65%-74% 3 pts Below 65% - 0 pts 	
<ul style="list-style-type: none"> • 5pts For RRH, SH: percentage increased income via any sources 90%+ 5 pts 80% - 89% 4 pts 70% - 79% 3 pts Below 70% - 0 pts 	
<ul style="list-style-type: none"> • 5pts For PSH: percentage increased or maintained income 90%+ 5 pts 80% - 89% 4 pts 70% - 79% 3 pts Below 70% - 0 pts 	
10% Past Performance – 10 points maximum	Score
<ul style="list-style-type: none"> • 5pts HUD Audit Findings (Audits between July 2014 – June 30, 2017) 5 pts No unresolved findings or no audit conducted 0 pts: Any unresolved findings 	
<ul style="list-style-type: none"> • 5pts HUD Expenditures – Consistent Quarterly Drawdowns? Any Funds recaptured by HUD? 5 pts if expended all funds 3 pts if expended 90% 1 pt if expended 85% and below 	
5 Points BONUS – Cash funds to support project from non-DHHS sources	Score
Total Score	

CoC 2018 Competition - New CoC Bonus Project Score Sheet

Organization _____ Project Name _____

25% Experience - 25 Points Maximum		Score
• 10pts	Describe the experience of the applicant or sub-recipients in providing housing and services to the proposed population	
• 10pts	Describe experience using Housing First approach	
• 5pts	Describe experience effectively using federal funds including HUD grants & other public funding, including satisfactory drawdowns & performance for existing grants as evidenced by timely reimbursement of sub-recipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on exiting grants.	
30% Design of Housing and Supportive Services 30 Points Maximum		Score
• 5pts	Extent to which the applicant 1) Demonstrated understanding of the needs of the clients to be served. 2) Demonstrates that type scale, and location of housing fits the needs of the clients to be served. 3) Demonstrates that type and scale of supportive services, regardless of funding source, meets the needs of the clients to be served. 4) Demonstrates how clients will be assisted in obtaining mainstream benefits. 5) Establishes performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD or CoC benchmarks.	
• 5pts	Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable	
• 5pts	Describe how clients will be assisted to increase employment and/or income to maximize their ability to live independently	
• 5pts	Ability to serve clients with zero income	
• 5pts	Fidelity to Housing First Approach: Per review of Housing First Addendum	
• 5pts	Ability to serve all household types	
10% Timeliness - 10 Points Maximum		Score
• 10pts	Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule for proposed activities for 60 days, 120 days, and 180 days after the grant award.	
30% Financial - 30 Points Maximum		Score
• 15pts	Project is cost effective when cost/person is compared to average cost of PSH in CoC.	Determined at allocation committee meeting
• 5pts	Budgeted costs are reasonable, allocable, and allowable	
• 5pts	Documented Match	
• 5pts	Financial audit findings 5 pts No unresolved findings or no audit conducted 0 pts: Any unresolved findings	
5% Program Effectiveness - 5 points Maximum		Score
• 5pts	At least 95% of referrals will come from Coordinated Entry System	
5 Points BONUS – Cash funds from non-DHHS sources that exceed required match of 25%		Score
Total Score		

CoC 2018 Competition – New Domestic Violence Bonus Project Score Sheet

Organization _____ Project Name _____

25% Experience - 25 Points Maximum		Score
• 5pts	Describe the experience of the applicant or sub-recipients in providing housing and services to families/person experiencing homelessness	
• 5pts	Describe the experience of the applicant or sub-recipients in serving survivors of domestic violence, dating violence, sexual assault and/or stalking.	
• 10pts	Describe experience using Housing First approach: Participants are offered choice in housing and services, no requirement to participate in services, no sobriety, medication or treatment compliance required; no minimum income requirements, no exclusion criteria based on credit or criminal background.	
• 5pts	Describe experience effectively using federal funds including HUD grants & other public funding, including regular drawdowns, timely reimbursement of sub-recipients (if applicable), timely resolution of monitoring findings, & timely submission of required reporting on exiting grants.	
30% Design of Housing and Supportive Services 30 Points Maximum		Score
• 5pts	Extent to which the applicant demonstrated: 1) understanding of the needs of the clients to be served; 2) the type scale, and location of housing fits the needs of the clients; 3) the type and scale of supportive services meets the needs of the clients; 4) how clients will be assisted in obtaining mainstream benefits; and 5) Establishes performance measures for housing and income that are objective, measurable, trackable, and meet/exceed any established HUD or CoC benchmarks.	
• 5pts	Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable	
• 5pts	Describe how clients will be assisted to increase employment and/or income to maximize their ability to live independently	
• 5pts	Ability to serve clients with zero income	
• 5pts	Anticipated LOS is 4-6 months	
• 5pts	Fidelity to Housing First philosophy: Per review of Housing First Addendum	
10% Timeliness - 10 Points Maximum		Score
• 10pts	Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule for proposed activities for 60 days, 120 days, and 180 days after the grant award.	
30% Financial - 30 Points Maximum		Score
• 15pts	Project is cost effective when cost/person is compared to threshold of \$8,000/household.	Determined at allocation meeting
• 5pts	Budgeted costs are reasonable, allocable, and allowable	
• 5pts	Documented Match	
• 5pts	Financial audit findings 5 pts No unresolved findings or no audit conducted 0 pts: Any unresolved findings	
5% Program Effectiveness - 5 points Maximum		Score
• 5pts.	At least 95% of referrals will come from Coordinated Entry System	
5 Points BONUS – Cash funds from non-DHHS sources that exceed required match of 25%		Score
Total Score		