

# CoC Performance Scorecard –GUIDELINES (2018)

<b>Purpose</b>	To establish a policy for the 2018 Continuum of Care (CoC) process that targets resources based on high performance and sets a path for future performance-based targeting.
<b>Background</b>	<p>The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 makes significant changes to how communities measure and assess the performance of publicly-funded programs. The HEARTH Act objectives include:</p> <ul style="list-style-type: none"> <li>○ Reduce length of time people spend in the crisis of homelessness</li> <li>○ Rapidly exit people from homelessness to permanent housing</li> <li>○ Achieve housing stability</li> <li>○ Prevent returns to homelessness</li> <li>○ Focus on income and employment</li> </ul> <p>Additionally, the CoC Consolidated Application (aka Exhibit One) requires CoC’s to establish specific benchmarks for the following items:</p> <ul style="list-style-type: none"> <li>○ Increase Progress towards ending chronic homelessness</li> <li>○ Increase housing stability</li> <li>○ Increase project participants income</li> <li>○ Increase the number of participants obtaining mainstream benefits</li> <li>○ Using rapid re-housing as a method to reduce family homelessness</li> </ul> <p>Historically, the CoC also focused on the following additional measures:</p> <ul style="list-style-type: none"> <li>○ Program Occupancy/Utilization</li> <li>○ Cost effectiveness</li> <li>○ HMIS Data Quality</li> <li>○ HUD/State Compliance</li> </ul>
<b>Targets</b>	<p>Yearly targets were established at the top 50% performance level by project type for operating year (May 1, 2017- April 30, 2018). This applies to all performance categories, excluding the “Retain and Increase Income” category and the “Exits to Permanent Housing/Housing Stability,” where targets are based on the proposed numeric achievements identified in the Continuum of Care Application and the CoC adopted Rapid Re-Housing Performance Benchmarks and Standards published in 2016.</p> <p>In the future, the CoC will consider setting targets to reflect the top 25% performance level by project type to support the advancement of each objective. Although it is recognized that some programs will fall below the performance benchmarks, the 25% performance level represents an “achievable” level of performance since one-fourth of all programs would be operating at the specified performance level.</p>
<b>Utilization of CoC Performance Score Card</b>	The performance scorecard will be completed for all Renewal Projects and presented along with copies of program supplemental applications during the CoC peer review process. The CoC will utilize the information for renewal projects and work to assign each project with a conditional status (either <b>with</b> condition or <b>without</b> condition). Once the results of the peer review process are factored into the performance scorecards, programs will be ranked numerically according to the established ranking principles.

<p><b>Scoring</b></p>	<p>The scoring threshold is <b>57.5</b>. The threshold was established at the top 60% of year one program scores. Programs that score below the scoring threshold of <b>57.5</b> will be considered for reallocation.</p> <p>Scoring will be awarded by program type under each category as follows:</p> <ol style="list-style-type: none"> <li><b>1. Reduce lengths of homeless episodes</b></li> <li><b>2. Reduce returns to homelessness</b></li> <li><b>3. Retain and Increase Income</b></li> <li><b>4. Exit to Permanent Housing/Housing Stability</b></li> <li><b>5. Program Model effectiveness, and</b></li> <li><b>6. Conditional Status</b></li> </ol> <p>The total points possible for each project type for categories 1-6 is 90 points.</p> <p>There are also a total of 10 Bonus Points available for projects that serve persons in “Specialized Populations”. The inclusion of the additional points brings the total points possible under the FY2018 CoC Scorecard to 100 points.</p> <p>To receive points, programs must either meet or exceed established targets. Reference the performance category section for details on scoring.</p>
<p><b>Reallocation</b></p>	<p>Programs that score below the scoring threshold of <b>57.5</b> will be considered for reallocation. Project applicants will be afforded an opportunity to appeal the decision by presenting to members of the Ranking Committee, a non-conflicting group of community representatives selected by the Continuum. New programs funds will be selected through an open application process.</p>
<p><b>Resources</b></p>	<p>The following data sources are used to complete the CoC Performance Scorecard for each project:</p> <ul style="list-style-type: none"> <li>○ Program Annual Performance Report (APR) – May 1, 2017 – April 30, 2018</li> <li>○ 2018 Housing Inventory Chart (HIC)</li> <li>○ 2018 Supplemental Application</li> <li>○ 2018 CoC System Performance Measures Report</li> <li>○ HUD Spending Rate Report</li> </ul>
<p><b>Victim Service Providers</b></p>	<p>Victim service providers are required to submit an Annual Performance Report (APR) for the operating period of – May 1, 2017 – April 30, 2018 using data generated from a comparable database. The Scorecard will be used to assess Victim Service provided utilizing the data submitted in the APR, along with the additional resources identified under the “resources” section.</p>
<p><b>Special Populations</b></p>	<p>The severity of needs and vulnerabilities experienced by program participants is considered in the scorecard review process. Applicants are afforded the opportunity to request consideration for unique circumstances and populations during the peer review process.</p> <p>Additionally, projects can received bonus points for serving special populations including: Chronically Homeless, Veterans, Domestic Violence, HIV/AIDS, families, etc.</p>
<p><b>Ranking Principles</b></p>	<p>The process and criteria for reviewing and ranking projects are intended to take maximum advantage of the current funding system in the short-term, while keeping the CoC options open for the long-term. The following are the principles for the process:</p> <ol style="list-style-type: none"> <li>A. Renewal projects determined to be Eligible without Conditions will be ranked as the top projects from highest scoring to lowest scoring.</li> <li>B. Renewal projects determined to be Eligible with Conditions will follow renewal projects Eligible without Conditions from highest scoring to lowest scoring.</li> </ol>

	<p>C. New project(s) created through reallocation will maintain the ranking order of the previously funded project</p> <p>D. New project(s) will follow renewal projects in the order determined by the Ranking Committee.</p> <ol style="list-style-type: none"> <li>1. The lowest ranked new project will be <b>ineligible</b>.</li> <li>2. New projects determined to be <b>ineligible</b> will not be ranked on the final CoC Consolidated Application or submitted to HUD for funding.</li> </ol>
<i>Appeals Process</i>	<p>Projects considered for reallocation will receive written notification from the Regional Continuum of Care Program Administrator. Project applicants will be afforded an opportunity to appeal the decision by presenting to members of the Ranking Committee, a non-conflicting group of community representatives selected by the Continuum. The Ranking Committee will put forth a recommendation to the Executive Committee as to if the decision to reallocate project funds will stand or if the project will be eligible to apply with conditions. Upon receipt of the recommendation, the non-conflicted members of the Executive Committee will vote to approve or deny the recommendation of the Ranking Committee.</p>
<i>Notification Policy</i>	<p>Written notification of funding decisions and project ranking orders will be distributed electronically via email and posted on the Southeastern Virginia Homeless Coalition (SVHC) website at <a href="http://www.svhcva.org">www.svhcva.org</a>.</p>

# Southeastern Virginia Homeless Coalition



*Homelessness will be Rare, Brief, and Non-Recurring*

## FY2018 Ranking Committee- New and Expansion Project Review and Ranking Overview August 8, 2018

### INTRODUCTION AND PROCESS OVERVIEW

The SVHC Ranking Committee will evaluate all requests for new, expansion, and reallocation projects and decide which project(s) will be eligible to apply for Permanent Housing and Domestic Violence (DV) Bonus funding, as well as reallocation funding, under the Southeastern Virginia Homeless Coalition FY2018 Continuum of Care Application.

- The SVHC has an opportunity to create new projects through the \$226,206 in Permanent Housing Bonus funds and \$365,388 in DV Bonus funds. Bonus funds can be used to support one or more of the following program types:
    - Permanent Supportive Housing
    - Rapid Re-Housing\*
    - Joint TH and PH-RRH\*
    - Dedication HMIS Project
    - SSO to develop or operate a coordinated entry system
    - Expansion Projects
    - DV Bonus
- \* Project types also eligible for DV Bonus

The SVHC also has the opportunity to reallocate \$70,000 in funding towards a new project.

The Ranking Committee will meet on Wednesday, August 8, 2018 from 10:00am-1:00pm. During the meeting, the committee will hear the presentation project requests for funding under the SVHC FY2018 Continuum of Care Application funded under the U.S. Department of Housing and Urban Development (HUD) Continuum of Care process.

Members of the Ranking Committee were provided with copies of New Project Applications for review and will arrive an hour prior to the start of presentations for orientation. Orientation will be presented by the CoC Lead Agency in partnership with the Chairs of the Program Monitoring Committee. Members of the Ranking Committee (only) will stay behind following the conclusion of all presentations to deliberate and establish a proposed ranking order.

### EVALUATION PROCESS

Project Applicants interested in Permanent Housing Bonus funds for new projects, to include Expansion Projects, will present to the Ranking Committee. The Committee will use the FY2018 New Project Rating Tool to assess the effectiveness and efficiency of each project. The following process is used to guide the Ranking Committee:

1. Rankers receive guidance from the Program Monitoring Committee including:
  - a. Federal Strategic Plan To End Homelessness
  - b. CoC 2018 Project Scorecard Results
  - c. Average Cost Stats for HUD funded programs
  - d. Proposed Ranking Order and Summary
  - e. SVHC 2018 Point In Time Results

2. Rankers will have an opportunity to interview applicants regarding each proposed project, to aid in the completion of the New Project Rating Tool
3. Rankers discuss, analyze and make the final decision for each project and established a proposed ranking order.

#### NEW PROJECT REVIEW SCHEDULE

10:00am	Ranking Committee – Orientation
10:30am	The Planning Council – HMIS Program (Presentation)
11:00am	Commonwealth Catholic Charities – Rapid Rehousing Program (Presentation)
11:30am	Norfolk Community Services Board – Permanent Supportive Housing Program (Presentation)
12:00pm	YWCA of South Hampton Roads- New Project (Presentation)
12:30pm	Ranking Committee – Deliberation

#### PROJECT REVIEW

Each project applicant will have 15 minutes to present and 10 minutes for questions and answers. In the interest of time, project applicants should utilize the New Project Rating Tool as a guide to present information on each project. Project applicants should be prepared to demonstrate the following:

- Eligibility to apply for HUD Funds
- Experience
- Design of Housing and Supportive Services
- Timeliness or ability to rapidly implement this program
- Financial Capacity and Project Budgeting

At the conclusion of the project review process, members of the Ranking Committee will be left alone to deliberate.

#### RANKING COMMITTEE -MEMBERS

Members of the FY2018 SVHC Ranking Committee include the following:

- a. Linda Rice, Ph.D., Vice President for Grantmaking, Hampton Roads Community Foundation
- b. Mary Holup, Community Advocate and Former Chair of the Greater Virginia Peninsula Homelessness Consortium
- c. Carol Berg, Regional Director, Virginia Veteran & Family Support

#### RANKING COMMITTEE -INSTRUCTION

The Ranking Committee will determine which project(s) should be afforded an opportunity to apply for Bonus funding and reallocation funding under the SVHC FY2018 Continuum of Care Application and proposed project ranking order. The Ranking Committee may use its discretion to accept or decline the recommendation of the Program Monitoring Committee. The Ranking Committee will submit final recommendations to the SVHC General Membership for approval.