

4B. Attachments

Instructions:

Multiple files may be attached as a single .zip file. For instructions on how to use .zip files, a reference document is available on the e-snaps training site:
<https://www.hudexchange.info/resource/3118/creating-a-zip-file-and-capturing-a-screenshot-resource>

Document Type	Required?	Document Description	Date Attached
1C-5. PHA Administration Plan–Homeless Preference	No		
1C-5. PHA Administration Plan–Move-on Multifamily Assisted Housing Owners' Preference	No		
1C-8. Centralized or Coordinated Assessment Tool	Yes	Assessment Tool ,...	09/13/2018
1E-1. Objective Criteria–Rate, Rank, Review, and Selection Criteria (e.g., scoring tool, matrix)	Yes	Scoring Rubric	09/14/2018
1E-3. Public Posting CoC-Approved Consolidated Application	Yes	Public Posting of...	09/17/2018
1E-3. Public Posting–Local Competition Rate, Rank, Review, and Selection Criteria (e.g., RFP)	Yes	Public Posting RF...	09/14/2018
1E-4. CoC's Reallocation Process	Yes	2018 Reallocation...	09/11/2018
1E-5. Notifications Outside e-snaps–Projects Accepted	Yes	Notication Letter...	09/14/2018
1E-5. Notifications Outside e-snaps–Projects Rejected or Reduced	Yes	Notification Lett...	09/14/2018
1E-5. Public Posting–Local Competition Deadline	Yes	Public Notice of ...	09/13/2018
2A-1. CoC and HMIS Lead Governance (e.g., section of Governance Charter, MOU, MOA)	Yes	By-laws	09/14/2018
2A-2. HMIS–Policies and Procedures Manual	Yes	HMIS Porlicies an...	09/13/2018
3A-6. HDX–2018 Competition Report	Yes	2018 HDX Competit...	09/06/2018
3B-2. Order of Priority–Written Standards	No		

3B-5. Racial Disparities Summary	No		
4A-7.a. Project List–Persons Defined as Homeless under Other Federal Statutes (if applicable)	No		
Other	No		
Other	No		
Other	No		



Coordinated Entry for Homeless Services
Monroe County, NY

VI-SPDAT Intro Script

The purpose of this survey is to help us learn more about your needs, so we can identify the most appropriate type of permanent housing for you. This survey, along with some additional information that you provide during this conversation, may be used to make a referral to the community-wide Coordinated Entry Prioritization List. This List helps to ensure those with the highest needs have access to permanent housing programs when openings become available.

This survey is designed to take less than 10 minutes to complete. We only require "Yes," "No," or one-word answers so there is no pressure for you to elaborate on your responses. You may skip or refuse to answer any of the questions but skipping multiple questions will make it difficult to identify services for you. It is your right; however, to refuse to answer any questions that you are not comfortable with.

The score of this survey will be included on the Prioritization List application form, which is stored in a secure database known as HMIS. All persons who use HMIS sign agreements indicating that they will keep the information confidential.

If you do not understand a question, please let me know so I can provide clarification. Do your best to answer the questions honestly and accurately so we can better identify services that may be able to assist you. Sometimes we can identify services that might be a good match for you based on the information you provide. In the event this happens, it is important for us to have contact information, so we can reach you.

**INDIVIDUAL
ASSESSMENT TOOL**

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

Administration

Interviewer's Name _____	Agency _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time ___:___ AM/PM	Survey Location _____

Opening Script

Every assessor in your community regardless of organization completing the VI-SPDAT should use the same introductory script. In that script you should highlight the following information:

- the name of the assessor and their affiliation (organization that employs them, volunteer as part of a Point in Time Count, etc.)
- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question or the assessor does not understand the question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

First Name _____	Nickname _____	Last Name _____	
In what language do you feel best able to express yourself? _____			
Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____	Consent to participate <input type="checkbox"/> Yes <input type="checkbox"/> No

IF THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.

SCORE:

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters
- Transitional Housing
- Safe Haven
- Outdoors**
- Other (specify):**

Refused

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. **SCORE:**

2. How long has it been since you lived in permanent stable housing? _____ Refused

3. In the last three years, how many times have you been homeless? _____ Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. **SCORE:**

B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? _____ Refused
- b) Taken an ambulance to the hospital? _____ Refused
- c) Been hospitalized as an inpatient? _____ Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? _____ Refused
- e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? _____ Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? _____ Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE. **SCORE:**

5. Have you been attacked or beaten up since you've become homeless? Y N Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM. **SCORE:**

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES. **SCORE:**

8. Does anybody force or trick you to do things that you do not want to do? Y N Refused

9. Do you ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION. **SCORE:**

C. Socialization & Daily Functioning

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? Y N Refused

11. Do you get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 10 OR "NO" TO QUESTION 11, THEN SCORE 1 FOR MONEY MANAGEMENT. **SCORE:**

12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY. **SCORE:**

13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE. **SCORE:**

14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because family or friends caused you to become evicted? Y N Refused

IF "YES," THEN SCORE 1 FOR SOCIAL RELATIONSHIPS. **SCORE:**

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

D. Wellness

- 15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? Y N Refused
- 16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused
- 17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? Y N Refused
- 18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused
- 19. When you are sick or not feeling well, do you avoid getting help? Y N Refused
- 20. *FOR FEMALE RESPONDENTS ONLY:* Are you currently pregnant? Y N N/A or Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR PHYSICAL HEALTH.

SCORE:

- 21. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Y N Refused
- 22. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE.

SCORE:

- 23. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
 - a) A mental health issue or concern? Y N Refused
 - b) A past head injury? Y N Refused
 - c) A learning disability, developmental disability, or other impairment? Y N Refused
- 24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH.

SCORE:

IF THE RESPONDENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI-MORBIDITY.

SCORE:

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLE ADULTS

AMERICAN VERSION 2.0

25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Y N Refused

26. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS. **SCORE:**
[]

27. YES OR NO: Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced? Y N Refused

IF "YES", SCORE 1 FOR ABUSE AND TRAUMA. **SCORE:**
[]

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	/1	Score: Recommendation: 0-3: no housing intervention 4-7: an assessment for Rapid Re-Housing 8+: an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION & DAILY FUNCTIONS	/4	
D. WELLNESS	/6	
GRAND TOTAL:	/17	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: ___ : ___ or Morning/Afternoon/Evening/Night
Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning

**FAMILY
ASSESSMENT TOOL**

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Administration

Interviewer's Name _____	Agency _____	<input type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time ___:___ AM/PM	Survey Location _____

Opening Script

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- the purpose of the VI-SPDAT being completed
- that it usually takes less than 7 minutes to complete
- that only "Yes," "No," or one-word answers are being sought
- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

PARENT 1	First Name _____	Nickname _____	Last Name _____
	In what language do you feel best able to express yourself? _____		
	Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____
			Consent to participate <input type="checkbox"/> Yes <input type="checkbox"/> No
PARENT 2	<input checked="" type="checkbox"/> No second parent currently part of the household		
	First Name _____	Nickname _____	Last Name _____
	In what language do you feel best able to express yourself? _____		
	Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____
IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.			SCORE: <div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

Children

1. How many children under the age of 18 are currently with you? _____ Refused
2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed? _____ Refused
3. *IF HOUSEHOLD INCLUDES A FEMALE:* Is any member of the family currently pregnant? Y N Refused
4. Please provide a list of children's names and ages:

First Name	Last Name	Age	Date of Birth
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

IF THERE IS A SINGLE PARENT WITH 2+ CHILDREN, AND/OR A CHILD AGED 11 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**. **SCORE:**

IF THERE ARE TWO PARENTS WITH 3+ CHILDREN, AND/OR A CHILD AGED 6 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE**.

A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (check one)
 - Shelters
 - Transitional Housing
 - Safe Haven
 - Outdoors**
 - Other (specify):** _____
 - Refused

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. **SCORE:**

6. How long has it been since you and your family lived in permanent stable housing? _____ Refused
7. In the last three years, how many times have you and your family been homeless? _____ Refused

IF THE FAMILY HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. **SCORE:**

B. Risks

8. In the past six months, how many times have you or anyone in your family...

- a) Received health care at an emergency department/room? Refused
- b) Taken an ambulance to the hospital? Refused
- c) Been hospitalized as an inpatient? Refused
- d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? Refused
- e) Talked to police because they witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told them that they must move along? Refused
- f) Stayed one or more nights in a holding cell, jail or prison, whether that was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE.

SCORE:

- 9. Have you or anyone in your family been attacked or beaten up since they've become homeless? Y N Refused
- 10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM.

SCORE:

- 11. Do you or anyone in your family have any legal stuff going on right now that may result in them being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

IF "YES," THEN SCORE 1 FOR LEGAL ISSUES.

SCORE:

- 12. Does anybody force or trick you or anyone in your family to do things that you do not want to do? Y N Refused
- 13. Do you or anyone in your family ever do things that may be considered to be risky like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION.

SCORE:

C. Socialization & Daily Functioning

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you or anyone in your family owe them money? Y N Refused

15. Do you or anyone in your family get any money from the government, a pension, an inheritance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 14 OR "NO" TO QUESTION 15, THEN SCORE 1 FOR **MONEY MANAGEMENT**. **SCORE:**

16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR **MEANINGFUL DAILY ACTIVITY**. **SCORE:**

17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR **SELF-CARE**. **SCORE:**

18. Is your family's current homelessness in any way caused by a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? Y N Refused

IF "YES," THEN SCORE 1 FOR **SOCIAL RELATIONSHIPS**. **SCORE:**

D. Wellness

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family? Y N Refused

20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused

21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family? Y N Refused

22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused

23. When someone in your family is sick or not feeling well, does your family avoid getting medical help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **PHYSICAL HEALTH**. **SCORE:**

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

FAMILIES

AMERICAN VERSION 2.0

24. Has drinking or drug use by you or anyone in your family led your family to being kicked out of an apartment or program where you were staying in the past? Y N Refused

25. Will drinking or drug use make it difficult for your family to stay housed or afford your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE. **SCORE:**

26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:

a) A mental health issue or concern? Y N Refused

b) A past head injury? Y N Refused

c) A learning disability, developmental disability, or other impairment? Y N Refused

27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH. **SCORE:**

28. *IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH:* Does any single member of your household have a medical condition, mental health concerns, **and** experience with problematic substance use? Y N N/A or Refused

IF "YES", SCORE 1 FOR TRI-MORBIDITY. **SCORE:**

29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking? Y N Refused

30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed or where they sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS. **SCORE:**

31. *YES OR NO:* Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced? Y N Refused

IF "YES", SCORE 1 FOR ABUSE AND TRAUMA. **SCORE:**

E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days? Y N Refused

33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY LEGAL ISSUES.

SCORE:

34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation? Y N Refused

35. Has any child in the family experienced abuse or trauma in the last 180 days? Y N Refused

36. IF THERE ARE SCHOOL-AGED CHILDREN: Do your children attend school more often than not each week? Y N N/A or Refused

IF "YES" TO ANY OF QUESTIONS 34 OR 35, OR "NO" TO QUESTION 36, SCORE 1 FOR NEEDS OF CHILDREN.

SCORE:

37. Have the members of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? Y N Refused

38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR FAMILY STABILITY.

SCORE:

39. Do you have two or more planned activities each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? Y N Refused

40. After school, or on weekends or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult...

a) 3 or more hours per day for children aged 13 or older? Y N Refused

b) 2 or more hours per day for children aged 12 or younger? Y N Refused

41. IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER: Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that? Y N N/A or Refused

IF "NO" TO QUESTION 39, OR "YES" TO ANY OF QUESTIONS 40 OR 41, SCORE 1 FOR PARENTAL ENGAGEMENT.

SCORE:

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	/2	Score: Recommendation: 0-3 no housing intervention 4-8 an assessment for Rapid Re-Housing 9+ an assessment for Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION & DAILY FUNCTIONS	/4	
D. WELLNESS	/6	
E. FAMILY UNIT	/4	
GRAND TOTAL:	/22	

Follow-Up Questions

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	place: _____ time: ___ : ___ or Morning/Afternoon/Evening/Night
Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?	phone: (____) _____ - _____ email: _____
Ok, now I'd like to take your picture so that it is easier to find you and confirm your identity in the future. May I do so?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused

Communities are encouraged to think of additional questions that may be relevant to the programs being operated or your specific local context. This may include questions related to:

- military service and nature of discharge
- ageing out of care
- mobility issues
- legal status in country
- income and source of it
- current restrictions on where a person can legally reside
- children that may reside with the adult at some point in the future
- safety planning

**YOUTH
ASSESSMENT TOOL**

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

Administration

Interviewer's Name _____	Agency _____	<input checked="" type="checkbox"/> Team <input type="checkbox"/> Staff <input type="checkbox"/> Volunteer
Survey Date DD/MM/YYYY ___/___/____	Survey Time ____:____	Survey Location _____

Opening Script

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- that any question can be skipped or refused
- where the information is going to be stored
- that if the participant does not understand a question that clarification can be provided
- the importance of relaying accurate information to the assessor and not feeling that there is a correct or preferred answer that they need to provide, nor information they need to conceal

Basic Information

First Name _____	Nickname _____	Last Name _____	
In what language do you feel best able to express yourself? _____			
Date of Birth DD/MM/YYYY ___/___/____	Age _____	Social Security Number _____	Consent to participate <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

IF THE PERSON IS 17 YEARS OF AGE OR LESS, THEN SCORE 1.

SCORE:

1

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)

- Shelters, Transitional Housing, Safe Haven, Couch surfing, Outdoors, Refused, Other (specify):

IF THE PERSON ANSWERS ANYTHING OTHER THAN "SHELTER", "TRANSITIONAL HOUSING", OR "SAFE HAVEN", THEN SCORE 1. SCORE: 0

2. How long has it been since you lived in permanent stable housing? ___ Years [] Refused

3. In the last three years, how many times have you been homeless? _____ [] Refused

IF THE PERSON HAS EXPERIENCED 1 OR MORE CONSECUTIVE YEARS OF HOMELESSNESS, AND/OR 4+ EPISODES OF HOMELESSNESS, THEN SCORE 1. SCORE: 0

B. Risks

4. In the past six months, how many times have you...

- a) Received health care at an emergency department/room? [] Refused
b) Taken an ambulance to the hospital? [] Refused
c) Been hospitalized as an inpatient? [] Refused
d) Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines? [] Refused
e) Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime or because the police told you that you must move along? [] Refused
f) Stayed one or more nights in a holding cell, jail, prison or juvenile detention, whether it was a short-term stay like the drunk tank, a longer stay for a more serious offence, or anything in between? [] Refused

IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR EMERGENCY SERVICE USE. SCORE: 0

5. Have you been attacked or beaten up since you've become homeless? [] Y [] N [] Refused

6. Have you threatened to or tried to harm yourself or anyone else in the last year? [] Y [] N [] Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF HARM. SCORE: 0

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? Y N Refused

8. Were you ever incarcerated when younger than age 18? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR LEGAL ISSUES. SCORE: 0

9. Does anybody force or trick you to do things that you do not want to do? Y N Refused

10. Do you ever do things that may be considered to be risky like exchange sex for money, food, drugs, or a place to stay, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR RISK OF EXPLOITATION. SCORE: 0

C. Socialization & Daily Functioning

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS that thinks you owe them money? Y N Refused

12. Do you get any money from the government, an inheritance, an allowance, working under the table, a regular job, or anything like that? Y N Refused

IF "YES" TO QUESTION 11 OR "NO" TO QUESTION 12, THEN SCORE 1 FOR MONEY MANAGEMENT. SCORE: 0

13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? Y N Refused

IF "NO," THEN SCORE 1 FOR MEANINGFUL DAILY ACTIVITY. SCORE: 0

14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? Y N Refused

IF "NO," THEN SCORE 1 FOR SELF-CARE. SCORE: 0

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

15. Is your current lack of stable housing...

- a) Because you ran away from your family home, a group home or a foster home? Y N Refused
- b) Because of a difference in religious or cultural beliefs from your parents, guardians or caregivers? Y N Refused
- c) Because your family or friends caused you to become homeless? Y N Refused
- d) Because of conflicts around gender identity or sexual orientation? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SOCIAL RELATIONSHIPS**.

SCORE:

0

- e) Because of violence at home between family members? Y N Refused
- f) Because of an unhealthy or abusive relationship, either at home or elsewhere? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **ABUSE/TRAUMA**.

SCORE:

0

D. Wellness

- 16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health? Y N Refused
- 17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart? Y N Refused
- 18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you? Y N Refused
- 19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help? Y N Refused
- 20. When you are sick or not feeling well, do you avoid getting medical help? Y N Refused
- 21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **PHYSICAL HEALTH**.

SCORE:

0

NEXT STEP TOOL FOR HOMELESS YOUTH

SINGLE YOUTH

AMERICAN VERSION 1.0

22. Has your drinking or drug use led you to being kicked out of an apartment or program where you were staying in the past? Y N Refused
23. Will drinking or drug use make it difficult for you to stay housed or afford your housing? Y N Refused
24. If you've ever used marijuana, did you ever try it at age 12 or younger? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR SUBSTANCE USE. **SCORE:**
0

25. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:
- a) A mental health issue or concern? Y N Refused
- b) A past head injury? Y N Refused
- c) A learning disability, developmental disability, or other impairment? Y N Refused
26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help? Y N Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR MENTAL HEALTH. **SCORE:**
0

IF THE RESPONENT SCORED 1 FOR PHYSICAL HEALTH AND 1 FOR SUBSTANCE USE AND 1 FOR MENTAL HEALTH, SCORE 1 FOR TRI-MORBIDITY. **SCORE:**
0

27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking? Y N Refused
28. Are there any medications like painkillers that you don't take the way the doctor prescribed or where you sell the medication? Y N Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR MEDICATIONS. **SCORE:**
0

Scoring Summary

DOMAIN	SUBTOTAL	RESULTS
PRE-SURVEY	1 /1	Score: Recommendation: 0-3: no moderate or high intensity services be provided at this time 4-7: assessment for time-limited supports with moderate intensity 8+: assessment for long-term housing with high service intensity
A. HISTORY OF HOUSING & HOMELESSNESS	0 /2	
B. RISKS	0 /4	
C. SOCIALIZATION & DAILY FUNCTIONS	0 /5	
D. WELLNESS	0 /5	
GRAND TOTAL:	1 /17	

PRIORITIZATION LIST APPLICATION



Coordinated Entry for Homeless Services
Monroe County, NY

Prioritization Cover Sheet

This document outlines the steps required to refer a person to the Coordinated Entry Prioritization List.

A household **MUST** meet the HUD Category 1 definition of homelessness to be eligible for Rapid Re-Housing or Permanent Supportive Housing programs. *Literally homeless* is defined as:

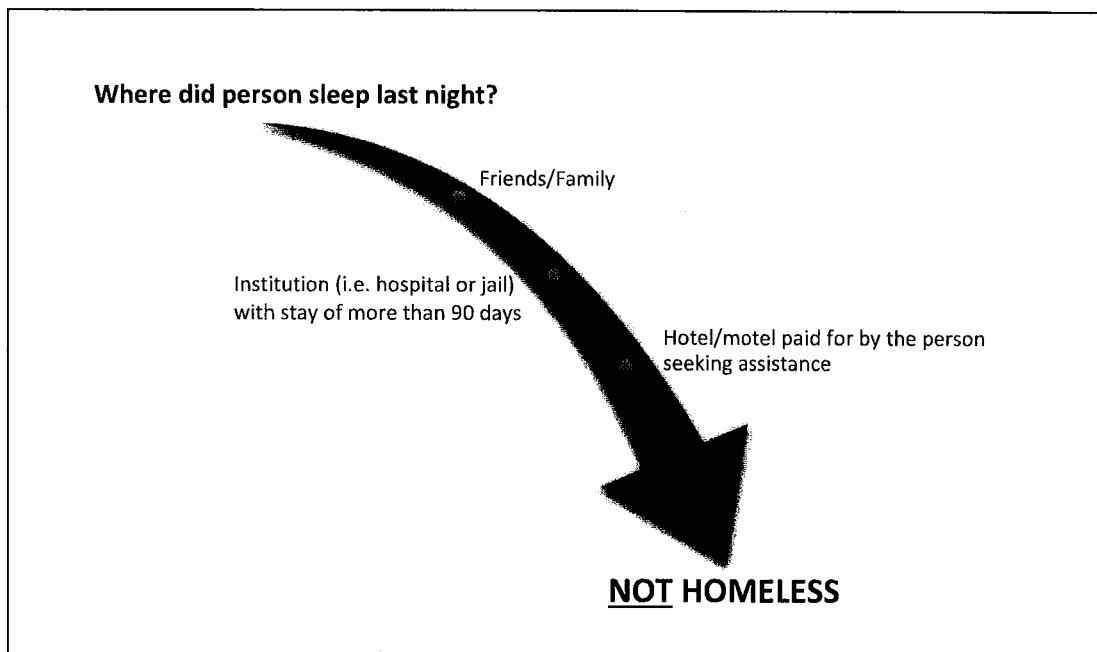
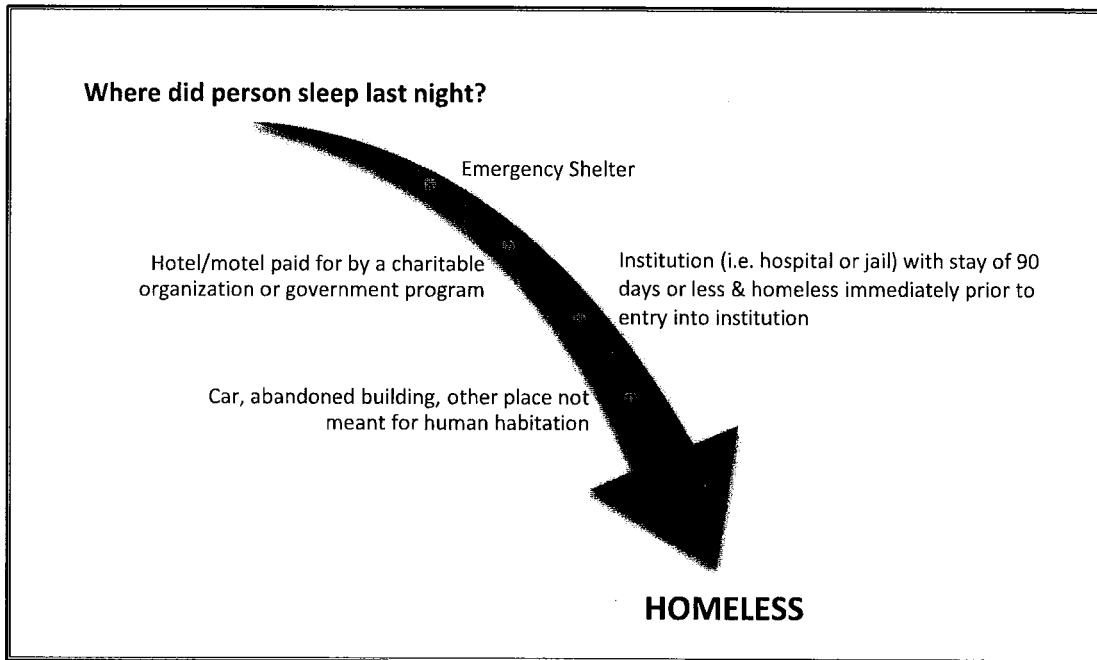
An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) Has a primary nighttime residence that is a public or private place not meant for human habitation;
- (ii) Is living in a publicly or privately-operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, and local government programs); or
- (iii) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately prior to entering that institution

1. Complete the appropriate *VI-SPDAT Prescreen Triage Tool* with the household.
 - VI-SPDAT v2.0 – Single (for single adult households)
 - VI-SPDAT v2.0 – Family (for households with children)
 - TAY VI-SPDAT (for youth ages 24 and younger without children)
2. If the VI-SPDAT score is four (4) or above, the household can be referred to the Prioritization List.
3. Review Rapid Re-Housing and Permanent Supportive Housing program descriptions and work with household to determine most appropriate housing option.
4. Complete the *Waiting List Application* form
 - Only select the most appropriate option based on the person's needs and interests for the "Type of housing referring to" question
 - Include your name and contact information along with contact information for the household you are referring, if available.
 - Include as much information as would be helpful in the "Case Manager Notes" box.
 - Email completed form to cocadmin@rochesterhomelesscoc.org. Please do **NOT** submit the completed VI-SPDAT along with the application form.
5. The Continuum of Care (CoC) refers households to Rapid Re-Housing and Permanent Supportive Housing programs when openings become available. When a referral is made to a permanent housing provider, the CoC will email the housing program and the referring agency. It is the responsibility of the referring Case/Care Manager to facilitate contact with the household, if necessary, and contact the permanent housing provider.
6. Referring Case/Care Manager is expected to maintain engagement with the household and work with them to find alternate housing in case they are not able to access housing through the Coordinated Entry Prioritization List.
7. The Prioritization List is constantly changing, and a household's position on the List is therefore changing. Please do not contact the CoC to inquire about where a person may be on the List.



Determining Homeless Status





Rochester/Monroe County Prioritization List Application

****Please answer all questions completely****

Submit completed forms to: cocadmin@rochesterhomelesscoc.org OR fax to 585-319-5488

Client Information

Client Name:	
--------------	--

Date of Birth:	
----------------	--

Primary Race	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
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Secondary Race (if applicable)	<input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> White
-----------------------------------	---

Ethnicity	<input type="checkbox"/> Non-Hispanic/Non-Latino <input type="checkbox"/> Hispanic/Latino
-----------	--

Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> Trans Female <input type="checkbox"/> Trans Male <input type="checkbox"/> Gender Non-Conforming
--------	--

Social Security Number	
------------------------	--

Military Veteran	<input type="checkbox"/> Yes <input type="checkbox"/> No
------------------	--

Current Location (name of shelter/facility where staying)	
--	--

Referring Case/Care Manager Information

Name	
Phone Number	
Email	

Is the client chronically homeless?

Does the client have a disabling condition?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Where did the client sleep the night before their current location?	<input type="checkbox"/> Place not meant for habitation/on the street <input type="checkbox"/> Emergency shelter <input type="checkbox"/> Hotel/motel paid by DHS <input type="checkbox"/> Safe Haven <input type="checkbox"/> Foster care/group home <input type="checkbox"/> Hospital <input type="checkbox"/> Psychiatric hospital/facility <input type="checkbox"/> Jail/prison/juvenile detention <input type="checkbox"/> Long-term care facility <input type="checkbox"/> Substance abuse treatment/detox <input type="checkbox"/> Hotel/motel paid by client <input type="checkbox"/> Owned by client <input type="checkbox"/> Rental by client <input type="checkbox"/> Staying with family <input type="checkbox"/> Staying with friends <input type="checkbox"/> Transitional housing
Number of times homeless in the past three (3) years	

Total number of months homeless in the past three (3) years	
Is the client currently unsheltered?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Released from jail/prison in the past 12 months	<input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

If Veteran, is client eligible for VA services?	<input type="checkbox"/> Yes <input type="checkbox"/> No
---	--

Currently fleeing domestic violence?	<input type="checkbox"/> Yes <input type="checkbox"/> No
--------------------------------------	--

Most recent VI-SPDAT score	
----------------------------	--

Type of housing referring to

(Do not select multiple boxes but only the most appropriate option based on client needs and interests)

Transitional Housing	<input type="checkbox"/> Yes <input type="checkbox"/> No
Safe Haven	<input type="checkbox"/> Yes <input type="checkbox"/> No
Permanent Supportive Housing (PSH)	
Single site (project-based)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Handicap accessible	<input type="checkbox"/> Yes <input type="checkbox"/> No
Scattered site (voucher)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Rapid Re-Housing	<input type="checkbox"/> Yes <input type="checkbox"/> No

Household Composition

Females	# Age 18+	
	# Under Age 18	
Males	# Age 18+	
	# Under Age 18	

Who should be contacted when client is reached on the Prioritization List?

Name	
Relationship to client	<input type="checkbox"/> Self <input type="checkbox"/> Case Manager <input type="checkbox"/> Family member <input type="checkbox"/> Friend
Phone Number	

Does client have phone?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Phone Number	

Back-up contact if client should leave your program and needs to be contacted (i.e. family, friend)

Name	
Relationship to client	<input type="checkbox"/> Case Manager <input type="checkbox"/> Family member <input type="checkbox"/> Friend
Phone Number	

Case Manager Notes (Please provide relevant details to ensure a more appropriate referral)

2018 Local Application Scoring Rubric

RENEWAL PROJECTS																						
Community Priorities	Housing First Principles	Data Collection				Data Quality				Performance	Coordinated Entry			Community Engagement		Self-Sufficiency	Utilization	Efficiency	Drawdown	Utilization Plan	Bonus Points	
						Timeliness	Destination Errors	Income at Annual Errors (PSH Only)	Income at Entry/Exit Errors (RRH, TH, SH)		CoC Monitoring Score	Making/Receiving Referrals	Attend CE Meetings	% of participants entering through CE	CoC/HSN Meetings						Community partners	Describe what services your project provides or makes referrals to
10	10	0	4	3	3	4	4	2	2	15	2	2	6	5	5	3	5	10	5	2	5	105
Program Addresses Community Priorities and Gaps	Responses demonstrate minimum barriers to program entry	Program fully participates in HMIS	Does the project share all HUD data standards	Describe your current Data Collection process	Have you made, or do you plan to make any changes to your data collection process due to implementation of coordinated entry	Data entry is done within 72 hours of entry into or exit from program	Data entry errors "destination"	Data entry errors "Income at Annual Assessment"	Data entry errors "Income at Entry", "Income at Exit"	CoC Monitoring Score from most recent site visit	Making/Receiving Referrals	Regularly attend CE workgroup meetings	What % of participants who have entered your program since 12/08/2017 came through the prioritization list	Which CoC/HSN activities does your program/project staff participate in?	Describe how your project works with other community based organizations in the community to ensure that the service needs of your program participants are met	Describe what services your project provides or makes referrals to that lead to increased self-sufficiency of your program participants	Benchmark: 95%	Above or Below Average Cost Based on Same Type of Program	What is your current year drawdown efficiency?	Does the agency have a plan in place to more fully utilize and expend timely HUD funds?	Based on what mitigating factors are provided; reviewers may adjust their score by up 5 points.	Projects may only receive points for 1 of the 2 income error categories
1 = 2.5 points 2 or more = 5 points	No Barriers=5 points 1+ Barrier=0 Points	HMIS staff will provide score for this metric	Yes = 4 points No = 0 points	1 point for each component	1 point for each component discussed	50% = 4 points 40% = 3 points 30% = 2 points 20% = 1 point <20%=0 points	<= 5% = 4 points >5% = 0 points	<= 5% = 2 points >5% = 0 points	<= 5% = 2 points >5% = 0 points	100-98=15 points 97-95=14 points 94-92=13 points 91-89=12 points 88-86=11 points 85-83=10 points 82-80=9 points 79-77=8 points 76-74=7 points 73-71=6 points 70-68=5 points 66-64=4 points 63-61=2 points 60-58 = 1 point	Yes = 2 points No = 0 points	Yes = 2 points No = 0 points	100% = 6 points	1-2 = 2.5 points 3+ = 5 points	1 partner=2.5 points 2+ partners=5 points	1 point per service listed	> 95% = 5 pts. 85 - 94% = 4 pts. 84 - 80% = 3 pts. 55 - 79% = 2 pts. <55% = 0	CoC Staff will provide score	100% = 10 pts. 95 - 99% = 9 pts. 90 - 94% = 8 pts. 80 - 89% = 5 pts. 70 - 79% = 2 pts. <70% = 0 pts.	CoC Staff will provide score		

NEW PROJECTS																				Total Points
Community Priorities	Housing First Principles	Unmet Need	Program Narrative	Community Partners	Self-Sufficiency	Coordinated Entry		Prior Experience	Community Participation	Data Collection				HUD Request Cost/Household	Non-Cash Resources	Cash Non-Employment Income	Exits to Permanent Housing	Cash Employment Income	Total Points	
						Participation	Policies			Community Participation	HMIS Participation	Data Sharing	Data Collection Process							
10	20	5	5	5	5	5	10	5	5	0	5	10	2	2	2	2	2	5	105	
Program Addresses Community Priorities and Gaps	Responses demonstrate minimum barriers to program entry	How proposed program meets an unmet need in the community	Target Population, services offered, best practices utilized, Coordinated Entry, Community Collaboration	Describe how you will work with other community based organizations to ensure participants needs are met	Describe what services your project will provide or make referrals to that lead to the increased self-sufficiency of participants	What percentage of your program participants will be coming through the Coordinated Entry system?	What policies and procedures will be in place to ensure program is in compliance with Coordinated Entry requirements?	Organization's prior experience in managing grants	Which CoC/HSN activities does your program/project staff participate in?	Is the project going to fully participate in HMIS?	Does the project intend to share all HUD data standards and VISPDAT assessments in HMIS?	Describe what your data collection process will be.	Above or Below Average Cost Based on Same Type of Program	Benchmark: 64% participants access non-cash benefits	Benchmark: 64% of participants have non-employment cash income	Benchmark: 92% of participants exit to permanent housing	Benchmark: 20% of participants will have employment income		Based on what mitigating factors are provided; reviewers may adjust their score by up 5 points.	
1 = 2.5 points 2 or more = 5 points	No Barriers=10 points 1+ Barrier=0 Points	Applicant presents reasonable, data-based answer to how need was determined and how it will be addressed by new program	Applicant answered all parts of the question; after reading narrative you believe you have a good understanding of the proposed project	Applicant has MoU with partner = 5 points Applicant provides information on partnership = 3 points	1 point for each service discussed	100%=5 points < 100% = 0 points	Applicant should identify employee(s) responsible for compliance, policies regarding data entry, contacting clients, and tracking program slots	Applicant answered all parts of the question; Applicant is capable of handling federal grant requirements	1 = 2.5 points 2+ = 5 points		Yes = 5 points No = 0 points	2.5 points for each component described	CoC Staff will provide score	Applicant met or exceeded the HUD benchmark	Applicant met or exceeded the HUD benchmark	Applicant met or exceeded the HUD benchmark	Applicant met or exceeded the HUD benchmark			



560 West Main Street
Rochester, New York 14608
585-319-5091

To: All CoC Funded Program Providers, CoC Stakeholders and Community
From: Rochester/Monroe County Homeless Continuum of Care (RMHCoC)
Re: FY2017 RFP for Local Applications for HUD CoC Funding
Date: June 14, 2018

In anticipation of the release of the 2018 HUD CoC Program NOFA, the RMHCoC is beginning the local application process for new and renewal projects.

2018 Highlights

- Approximate funding available - \$12.5 million dollars
- \$625,000 Bonus Project funding assuming 5% of FPRN as in 2017
- New project model – TH -PSH-RRH (Transitional Housing with Rapid Re-Housing component)
- 2017 New Projects that have not begun operation, will not need to submit renewal application
- There is 50 Million dollars set aside nationally for Rapid Re-Housing working exclusively with victims of domestic violence.
- Local grant administration budgets can increase from 7% to 8.5%
- Tier one funding is 94% of ARD.

2018 Timeline*

- June 14th: Release of application materials
- June 18th : Applicant Workshops
 - **Renewals only:** 1PM – 3PM at CCSI
- June 19th: Applicant Workshops
 - **New projects only:** 9am- 11am at CCSI
- June 25th All Q & A due to the CoC
- June 28th: Q & A posted to HSN website: www.rochomeless.org
- **July 10th: Renewal Applications due by 5PM**
- July 13th: New Project Applications due by 5PM

*(*This time line is contingent on a HUD NOFA application submission date in the month of September. If HUD requests an earlier date the time line will be accelerated.)*

Please note the due date for renewals is moved July 10th

Materials Attached: Available also on HSN Website will be posted on June 14th to www.rochomeless.org

- 2018 New and Renewal Project Applications
- 2018 Budget Workbook
- 2018 Scoring Rubric
- 2018 Reallocation Process
- 2018 Appeal Process

Direct questions to: Charles Bollinger – CoC Programs Coordinator
(email only) cbollinger@rochesterhomelesscoc.org

**2018
RENEWAL
PROJECT
APPLICATION**



560 West Main Street
Rochester, New York 14608
Phone: 585-319-5091; Fax: 585-319-5488

Rochester/Monroe County Homeless Continuum of Care (RMHCoC) 2018 Renewal Project Application

Organization Name:	
Project Name:	

Contact Person	
Phone Number	
Email	

Project Type (check correct box)	
Transitional Housing (TH)	
Safe Haven (SH)	
Transitional – Rapid Re-Housing (RRH)	
Permanent Supportive Housing (PSH)	
Rapid Re-Housing (RRH)	
Homeless Management Information System (HMIS)	
Coordinated Entry (CE)	

Run your program's APR from 10/1/2016 – 9/30/2017 to provide the information on the Local Priorities questions below.

	Homeless Sub-Populations	5 points	
LOCAL PRIORITY QUESTIONS	What % of population served are Chronic Homeless	%	
	What % of population served are Households with Children	%	
	What % of population served are Youth/Parenting Youth (< 18 years or Transition Age Youth (18 – 24)	%	
	What % of population were unsheltered prior to entering	%	
	What % of population served are Veterans	%	
	What % of population are fleeing Domestic Violence	%	
		Special Needs at Entry	5 points
	What % of population served have mental health condition	%	
	What % of population served have substance abuse condition	%	
	What % of population served have chronic health condition or physical disability	%	

	What % of population served have HIV/AIDS			%
	What % of population served have developmental disability			%
	What % of the population served are re-entry (estimate to the best of your knowledge)			%
	Does your program provide or make linkages to employment services?	Y	N	
Program Participants	# Projected to be Served Annually from Application Associated with Your APR (FY 2016 for program year ending 2017)	# Served from Most Recent APR		
Individuals				
Households with Children				
Households with Only Children				

Narrative	QUESTION
All Programs	Please provide a general description of the program and a rationale for why the program should continue to be funded. Include in the narrative what need/gap is addressed by your program (max. 300 words)

Housing First Principles All Programs	Please list eligibility criteria as they appear in your program policies and procedures	10 Points
	What are possible reasons as they appear in your program policies and procedures and/or requirements of the property manager that would be grounds for rejection	

		Yes	No	
Data Collection All Programs	Does the project fully participate in HMIS? (enter all required HUD data standards)			0 pts.
	Does the project share all HUD Data Standards and community assessments with other providers in HMIS?			4 Points
	Describe your current Data Collection process. Include information on data entry, ongoing monitoring of data quality and timeliness of data entry. (3 points)			

	<p>Have you made, or do you plan to make any changes to your data collection process due to implementation of coordinated entry? (3 points)</p>
--	--

Data Quality All Programs Except HMIS and CE For PSH Programs Only For RRH, TH and Safe Haven Programs	Run a CoC APR report for the time period 10/1/2016 – 9/30/2017. Please provide the percentage of error rate for the first three items below:	10 Points
	Data entry errors "Destination"	%
	Data entry errors "Income at Annual Assessment"	%
	Data entry errors "Income at Entry", "Income at Exit"	%
	Using the same APR, calculate the percentage of clients for which data entry is done within 72 hours of entry into or exit from program	%

All Programs	Coordinated Entry (CE): What is your level of participation in CE?	10 points
	<ul style="list-style-type: none"> • Making/Receiving Referrals • Regularly attend CE Workgroup meetings • What percentage of participants who have entered your program since 12/8/2017 came through the prioritization list? 	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No _____ %
	Which CoC/HSN activities does your program/project staff participate in? <ul style="list-style-type: none"> <input type="checkbox"/> HSN Meetings <input type="checkbox"/> HSN Committees <input type="checkbox"/> HMIS Advisory Committee <input type="checkbox"/> Coordinated Entry workgroup <input type="checkbox"/> Chronic Homeless Committee <input type="checkbox"/> H2 Committee <input type="checkbox"/> Point in Time Planning Committee and/or Volunteer <input type="checkbox"/> Rochester/Monroe Anti-Poverty Initiative <input type="checkbox"/> Tiny Homes Workgroup <input type="checkbox"/> Project Homeless Connect <input type="checkbox"/> STOMP 	5 Max. pts.
	Describe how your project works with other community based organizations in the community to ensure that the service needs of your program participants are met: (max. 300 words)	5 points

ALL PROGRAMS	Describe what services your project provides or makes referrals to that lead to the increased self-sufficiency of your program participants: (max. 300 words)		3 points	
	Use your project's most recent APR submitted to HUD (year ending 2017) to complete the applicable info below			
	What was the average household utilization rate of your project?		5 points	
	What was your score from the most recent CoC monitoring visit	_____	15 points	
	Cost/Household: HUD Request divided by number of households served in last operating year	\$	10 points	
	Cost/Successful Exit: HUD Request divided by number of persons who had a successful exit or remained stable in PH	\$		
	Drawdown Efficiency: Total of HUD grant and how efficiently is the project using its grant funds? How much was drawn down from LOCCS for program year ending 2017 (<i>this information can be found on grant close out letter or in the Finance Section of the APR</i>). Please use the most updated number	Total HUD Grant FY 2017: \$	Total Drawn Down \$	2.5 points
	What is your current operating year?		2.5 points	
	What is the total of your current HUD budget			
	How much funds have been drawn down for the current year?			
	Does the agency have a plan in place to fully utilize and expend timely HUD funds? (if yes, please attach)	Yes	No	2 points
	If your program is seeking an increase in your Administrative request (max 8.5%) please describe how you will ensure that your program will maintain the current level of service it currently provide (Remember you can't increase your total HUD request. Increase for admin must be taken from other lines(s) in your budget). Please explain your changes. (max 250 words)			
	Please use this space to explain any answer you think does not accurately portray your program, or anything that you want the reviewers to know about your program not covered in application question. Be specific (max. 250 words)			

Application Checklist:

- _____ Completed Application
- _____ Completed Budget Workbook
- _____ Spending Plan for HUD funds (if applicable)
- _____ Copy of HUD monitoring report, if you have been audited in the last two years

Applicant Assurances

To the best of my knowledge and belief, all information in this application is true and correct. The applicant has duly authorized this document and the applicant will comply with the following:

- Applicant will complete the HUD Project Application forms in Esnap with the same information as contained in this application unless the Project Selection Committee made adjustment(s) during the rating/ranking process. Those adjustments would supersede this document and are included in the Project Ranking Letter that will be sent to each applicant
- Applicant agrees to participate fully in Homeless Management Information System (HMIS)
- Applicant agrees to abide by all CoC Written Standards applicable to the project that funding is being requested for
- Applicant agrees that the program will fully participate in the Coordinated Entry system, which includes the use of a Common Assessment tool.
- Applicant understands that HUD CoC funded homeless projects are monitored annually by the RMHCoC. Applicant agrees to pay the RMHCoC Administrative Fee if successfully awarded funding by HUD. The fee is based on a billing rate (0.002845343) of the total HUD grant awarded.
- If awarded funding, the applicant agrees to inform the CoC when the following occur:
 - ✓ The organization has staff vacancies for a duration of time that could affect the projected number of participants served, or result in HUD funds not being fully expended.
 - ✓ There are changes to an existing project that are significantly different than what the funds were originally approved for, including any budget amendments/modifications submitted to HUD:
 - ✓ There is an increase/decrease of other funding to the project that could affect the projected number of participants served, services provided, performance, ability to meet matching or leveraging requirements, etc.
 - ✓ There are significant delays in the start-up of a new project.

Name of Authorized Person: (please type)	
Title:	
Phone:	
Email:	

Electronic signature authorization:	<input type="checkbox"/> I agree that checking this box is the legal equivalent of my manual signature on this agreement.
Date:	



560 West Main Street
Rochester, New York 14608
Phone: 585-319-5091; Fax: 585-319-5488

Rochester/Monroe County Homeless Continuum of Care (RMHCoC) 2018 New Project Application

Organization Name:	
Project Name:	

Contact Person	
Phone Number	
Email	

Project Type (check correct box)	
Permanent Supportive Housing (PSH) For Chronically Homeless	
Rapid Re-Housing (RRH)	
Transitional Housing/Rapid Re-Housing Hybrid (TH/RRH)	
DV Rapid Re-Housing (DV/RRH)	

Homeless Sub-Populations	5 points		
What % of population served are Chronic Homeless			
What % of population served are Households with Children			
What % of population served are Youth/Parenting Youth (< 18 years or Transition Age Youth (18 - 24))			
What % of population served are Re-entry			
What % of population served are Veterans			
What % of population are fleeing Domestic Violence			
What % of population were unsheltered prior to entering			
Special Needs	5 points		
What % of population served will have a mental health condition			
What % of population served will have a substance abuse condition			
What % of population served will have a chronic health condition or physical disability			
What % of population served have HIV/AIDS			
What % of population will have a developmental disability			
Will your program provide or make linkages to employment services? (If Yes, be sure to describe in project narrative)	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Y</td> <td style="width: 50%; border: none;">N</td> </tr> </table>	Y	N
Y	N		

All Projects

Program Participants	Projected Number of Households to be Served Annually in Application		Yes	No
		Single Site		
		Scattered Site		
Individuals				
Households with Children		# Units		
Households with Only Children		# Beds		

Narrative	QUESTION	MAX POINT VALUE
All Applicants	<p>Please provide a general description of the program and a rationale for why the program should be funded. <i>(Narrative should address at a minimum, each of the following: the intended target population(s), experience working with the intended target population(s), services and activities that will be provided (ensure they address the core components of the type of project you are proposing), best practices that will be utilized how the applicant collaborates/coordinates with other partners in the community.)</i></p>	5 points
	<p>How does the proposed project meet an unmet need in the community? <i>(describe data/information used to determine need, what is unique about the proposed project that separates it from existing similar projects)</i></p>	5 points
	<p>Describe how you will work with other community based organizations in the community to ensure that the service needs of your program participants are met</p>	5 points
	<p>Describe what services your project will provide or make referrals to that lead to the increased self-sufficiency of your program participants</p>	5 points

	Coordinated Entry	15 points
	What percentage of your program participants will be coming through Coordinated Entry system?	%
	What policies and procedures will be in place to ensure program is in compliance with Coordinated Entry requirements	
	Does your organization have prior experience in managing federal or other grants? <i>(Briefly describe your organization's process for managing grant funds, existing finance infrastructure, describe internal monitoring process, etc.)</i>	5 points
	Which CoC/HSN activities does your program/project staff participate in? <input type="checkbox"/> HSN Meetings <input type="checkbox"/> HSN Committees <input type="checkbox"/> HMIS Advisory Committee <input type="checkbox"/> Coordinated Entry workgroup <input type="checkbox"/> Chronic Homeless Committee <input type="checkbox"/> Point in Time Planning Committee and/or Volunteer <input type="checkbox"/> H2 Committee <input type="checkbox"/> Rochester/Monroe Anti-Poverty Initiative <input type="checkbox"/> Tiny Homes Committee <input type="checkbox"/> Project Homeless Connect <input type="checkbox"/> STOMP	5 points
Applicant's understanding of how to solve problems with vendors	Please describe how the proposed project will be consistent with laws related to the provision of educational services to individuals and families. <i>(include the title of the designated staff person who will be responsible)</i>	0 points

Housing and Financial Assistance	Please list eligibility criteria as they will appear in your program policies and procedures	20 Points
	What are possible reasons as they will appear in your program policies and procedures and/or requirements of the property manager that would be grounds for rejection	

	Yes	No	
Data Collection All Providers	Is the project going to fully participate in HMIS? (i.e. - enter all required HUD data elements in a timely manner)		0 pts.
	Does the project intend to share all HUD Data Standards and VSPDAT assessment in HMIS with other providers?		5 pts.
	Describe what your Data Collection process will be. Include information on data entry, ongoing monitoring of data quality, timeliness of data entry, and how it will meet requirements participating in Coordinated Entry		

Projected Program Outcomes All Programs	What percentage of your participants will access/maintain non-cash resources?	_____ %	2 points
	What percentage of your participants will access/maintain employment income?	_____ %	2 points
	What percentage of your participants will access/maintain income from sources other than employment?	_____ %	2 points
	What percentage of your participants will either exit to or remain in permanent housing?	_____ %	2 points
	HUD Request divided by projected number of households served	\$	2 points
	Total Budget divided by projected number of households served	\$	

TOTAL	_____ out of 105
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Application Checklist:

- _____ Completed Application
- _____ Completed Budget Workbook
- _____ Documentation of non-profit status (IRS Determination Letter)
- _____ Copy of your organization’s most recent audited financial statement
- _____ Other attachments as applicable to your project; i.e. – proof of site control, Zoning Compliance, documentation of other funding sources, MOU(s)

Applicant Assurances

To the best of my knowledge and belief, all information in this application is true and correct. The applicant has duly authorized this document and the applicant will comply with the following:

- Applicant will complete the HUD Project Application forms in Esnaps with the same information as contained in this application unless the Project Selection Committee made adjustment(s) during the rating/ranking process. Those adjustments would supersede this document and are included in the Project Ranking Letter that will be sent to each applicant
- Applicant agrees to participate fully in Homeless Management Information System (HMIS)
- Applicant agrees to abide by all CoC Written Standards applicable to the project that funding is being requested for
- Applicant agrees that the program will fully participate in the Coordinated Entry system, which includes the use of a Common Assessment tool.
- Applicant understands that HUD CoC funded homeless projects are monitored annually by the RMHCoC
Applicant agrees to pay the RMHCoC Administrative Fee if successfully awarded funding by HUD. The fee is based on a billing rate (0.002845343) of the total HUD grant awarded.
- If awarded funding, the applicant agrees to inform the CoC when the following occur:

- ✓ The organization has staff vacancies for a duration of time that could affect the projected number of participants served, or result in HUD funds not being fully expended.
- ✓ There are changes to an existing project that are significantly different than what the funds were originally approved for, including any budget amendments/modifications submitted to HUD.
- ✓ There is an increase/decrease of other funding to the project that could affect the projected number of participants served, services provided, performance, ability to meet matching or leveraging requirements, etc.
- ✓ There are significant delays in the start-up of a new project.

Name: (please type)	
Title:	
Phone:	
Email:	
Signature: (if application is scanned)	
Electronic signature authorization:	<input type="checkbox"/> I agree that checking this box is the legal equivalent of my manual signature on this agreement.
Date:	

**2018
NEW
PROJECT
APPLICATION**

**2018
BUDGET
WORKBOOK**

Rochester/Monroe County Homeless CoC Budget Workbook Instructions

This budget workbook consists of 8 separate spreadsheets. This first spreadsheet contains instructions on how to complete the workbook. The following three spreadsheets are required for all applications: Total Budget, Match, and Leverage.

The nature of the eligible costs that are being requested determines which of the other seven spreadsheets must be completed by the applicant. These spreadsheets are Supportive Services, Operating, Leasing, Rental Assistance, HMIS, and Staffing. If a spreadsheet does not pertain to the funding request, check the "Not Applicable" box at the top left of the spreadsheet.

The NOFA, once released, potentially may change the eligible costs for each type of program, whether Permanent Housing or Rapid ReHousing (PSH and RRH)

Spreadsheet cells in which applicants can enter data are highlighted in green. In most cases, computations are generated automatically and information from the detailed spreadsheets is transferred directly to the Total Budget spreadsheet.

The only entry that applicants can make in the Total Budget spreadsheet is the dollar amount of the project administration costs requested. The local maximum allowable is 8.5%.

Match: Applicants are reminded that HUD requires that all HUD funding, except leasing, must be matched with a minimum 25% total cash and/or non-cash (in-kind) contribution for eligible program costs.

Match - New Projects: Both cash and in-kind match must be documented via signed agreements, letters of commitment, or memoranda of understanding that are submitted with the application. In the case of in-kind match, documentation must include how the value was determined.

Match - Renewal Projects: For local application process provide a detailed list of match sources and amounts on the Match worksheet. Documentation of match will have to be submitted when completing the C1.9a Issues and Conditions if project is awarded funding

We encourage you to include all other funding for the project above the 25% required minimum match in your leveraging.

Provide narrative detail on the budget lines; quantity, cost of items, mileage calculation, etc.

Remember your Total HUD request (D16) must be equal to or less than your total FY2017 Award

Project Name:

Not applicable: If this spreadsheet is not applicable to the project, mark an "x" in the box to the left.

OPERATING BUDGET

	Eligible Cost	Quantity Description	Annual Request
1	Maintenance/Repair of Housing		
2	Property Taxes and Insurance		
3	Replacement Reserve		
4	Building Security		
5	Electricity, Gas, and Water		
6	Furniture		
7	Equipment (Lease or purchase)		
Total Request for Operating:			\$0

Project Name:



Not applicable: If this spreadsheet is not applicable to the project, mark an "x" in the box to the left.

RENTAL ASSISTANCE

Unit Size	Number of Units	Fair Market Rent (FMR)	Actual Rent	Annual Request
SRO				
0 Bedroom		\$632		\$ -
1 Bedroom		\$741		\$ -
2 Bedroom		\$924		\$ -
3 Bedroom		\$1,158		\$ -
4 Bedroom		\$1,258		\$ -
5 Bedroom				
6 Bedroom				
Total Request for Rental Assistance:				\$0

Annual Request will be the total of the # of units (Column C) x FMR or Actual Rent X 12

Remember For Renewal Projects: Your HUD request can't exceed the current grant amount (



Not applicable: If this spreadsheet is not applicable to the project, mark an "x" in the box to the left.

COSTS OF CONTRIBUTING DATA TO HMIS

	Eligible Cost	Quantity Description	Annual Request
1	Purchasing or Leasing Computer Hardware, Software, Licenses, or Equipment		
2	Obtaining Technical Support		
3	Leasing Office Space		
4	Cost of Utilities and High-Speed Data Transmission needed for HMIS		
5	Salaries for Operating HMIS		
6	Cost of Travel to HUD-Sponsored and HUD-Approved HMIS Training		
Total Request for HMIS:			\$0

Project Name:

CASH MATCH DETAIL

Government or Private	Name of Contributing Entity	Description of Contribution	Commitment Period	Annual Amount
Total Cash Match:				\$0

IN-KIND MATCH DETAIL

Nature and Description of In-Kind	Calculation of Value	Commitment Period	Annual Amount
Total In-Kind Match:			\$0

Total Match: \$0

**2018
RENEWAL
PROJECT
APPLICANT
WORKSHOP**

**CoC Local NOFA
Rochester/Monroe County
Homeless Continuum of Care
Local NOFA Training
for Renewal Project Applications**

**Rochester/Monroe County Homeless
CoC Staff**

• Connie Sanderson
Csanderson@rochesterhomelesscoc.org
585-319-5091 ext. 103

• Charles Bollinger
cbollinger@rochesterhomelesscoc.org
585-319-5091 ext. 101

**Renewals Applications
Only**

If you are new program looking for funding, please come tomorrow at 9am or go to the www.RocHomeless.org website for the PowerPoint.

Introduction

The Rochester/Monroe County Homeless Continuum of Care (CoC), representing the City of Rochester, County of Monroe, and Towns of Greece and Irondequoit (NY-500), will submit a CoC Program Consolidated Application for funding to the U.S. Department of Housing and Urban Development (HUD) in the upcoming FY 2018 Continuum of Care Homeless Assistance Program Competition. This presentation describes the local application submission and review process.

Introduction

The CoC will accept Renewal project applications for Permanent Supportive Housing, Rapid Re-housing, Transitional Housing, eligible Support Services Only programs and TH-RRH projects.

CoC Planning Grant, Coordinated Entry and HMIS renewal applications will also be accepted (non-competitive).

Application Review

The Local Application Review Committee is the entity that will review, score, and rank projects. It consists of individuals without conflicts of interest who either sit on the CoC Board or are representatives of the community at large. Members of the Application Review Committee are not employees, owners, stakeholders, directors, officers, funders, board members of, or independent contractors to, any organization that submits or will benefit from a local application that is being reviewed, scored, and ranked.

Application Review

(Continued)

The Local Application Review Committee will evaluate the application on the attached Scoring Rubric. The Scoring Rubric and application were reviewed and approved by the committee. The following policies were approved:

1. The process shall be transparent and impartial
2. The process includes an Appeal Process
3. Renewal and New Applications will be scored using the 2018 Scoring Rubric
4. Renewal and New applications will be reviewed, scored and ranked together by score with #1 being the project with highest score.
5. **2017 New Projects that were awarded but have not begun operation at this time will not have to complete a renewal application this year. They will be placed in the bottom of Tier 1, which preserve their funding since they will have no score.**
6. Projects that have not completed a full year of operation will not have funds reallocated due to surplus HUD funds.

Reallocation

HUD encourages CoCs to use the reallocation process. In the FY 2018 CoC Program Competition, HUD allows CoCs to use the reallocation process to create the following new types of projects:

- Permanent supportive housing project that will primarily serve chronically homeless individuals and families, including unaccompanied youth
- Rapid rehousing projects for homeless individuals and families, including unaccompanied youth, coming directly from the streets or emergency shelter, or person fleeing domestic violence situations.
- Joint component project, which will combine TH and TH-RRH into single project to serve individuals and families experiencing homelessness
- Dedicated HMIS projects and Coordinated Entry
- CoC's may choose to eliminate or reduce one or more renewal projects to create new project(s). When a CoC chooses to reallocate project(s) the Annual Renewal Demand for the CoC does not change.

Reasons for Reallocation

The CoC may choose to reallocate funds eliminate or reduce funding from projects based on:

- Project performance; outcome measures and/or utilization
- Deficiencies in ongoing operation of the project
- Project underspends their HUD funding
- Project voluntarily decides not to renew
- Project requests to be reallocated to create a new project that meets a community need

Permanent Housing Bonus

Depending on the amount of funding made available in the FY 2018 appropriation, HUD may continue the Permanent Housing Bonus. CoC's may create new projects though the permanent housing bonus based on a percentage of the CoC's Final Pro Rata Need (FPRN) for the same types of new projects allowed by reallocation.

New Funding Available

Anticipated Annual Renewal Demand (and presumably final pro rata need) funding is approximately \$12.5 million dollars. The reallocation amount available will not be know until review of renewal projects is completed. If bonus opportunity is calculated at 5% (2017), potential bonus funding would be \$625,000.

Application Materials

- Can be found on the www.RocHomeless.org website
- The CoC will not email out materials this year
- Everything can be downloaded directly from the website

Application Checklist

The following checklist identifies the components that constitute a complete application for local ranking and allowable funding amount for the HUD CoC Program. **Incomplete applications will not be reviewed and will not be considered for funding.**

- Local Application (All)
- Match and Leverage Documentation (New Projects Only)
- 2018 Budget Workbook (All)
- HUD Buffalo monitoring reports: if conducted in past 3 years (Renewals)

Applications should be submitted in Word, PDF or Excel only

Application Submission Timeline

- **Renewal applications:** To be reviewed and considered for funding, completed applications, including all required documentation, must be submitted electronically by 5:00pm on Friday, July 10, 2018.
- All components of an application must be transmitted at the same time via email only to Charles Bollinger III at cbollinger@rochesterhomelesscoc.org. Renewal project applications must have been included on the 2018 Grant Inventory Worksheet.
- Questions about the local application process should be directed by email only to Charles Bollinger III at: cbollinger@rochesterhomelesscoc.org. Questions will be accepted until 5:00pm on Monday June 25, 2018. All Q&A will be posted on the website no later than Thursday, June 28, 2018

Budget

- All projects must complete Budget Workbook
- Complete the worksheets that are appropriate for your project. Choose N/A box on top of each worksheet that you are not using
- Green cells are only places where numbers should be entered
- Complete Total Budget Worksheet last – Fill in Project Administration up to 8.5% only. This can only be asked for if the renewal shows it will not effect any services offered to clients. If not projects should stay at 7% admin. All other lines will be auto-filled as you complete the other worksheets
- For renewals – please include detail on match worksheet, but do not have to submit documentation of match attachments

Budget

Leasing and Rental Assistance for Renewal Projects

- There is now a column to use actual rents paid rather than FMR to calculate the amount of leasing or rental assistance requested
- Choose one method only for each project
- Choosing actual rent paid may make it easier for projects to meet the amount of leasing or rental assistance awarded

Match

- Minimum Match requirement is 25%. Application cannot be reviewed if there is insufficient match
- Match may be cash or in-kind
- Cash match must be cash that comes through your organization's books and is used for eligible program expenses for the CoC funded project.
- In-kind match is the value of materials, services or labor that is donated to the project. Must include detail of how you arrived at the amount.

Application Scoring

The Scoring Rubric used by the Grant Application Review Committee will score all applications by specific criteria and a point allocation system

Community Priorities	10 points
Housing First Principles	10 points
Data Collection	10 points
Data Quality	10 points
Performance	15 points
Coordinated Entry	10 points
Community Engagement	10 points
Self- Sufficiency/Utilization/Efficiency/Drawdown	25 points
Reviewer Score	(+/-) 5 points

Total possible points - 105

Rubric Questions - Renewals

- Scoring for renewal projects is heavily weighted on program performance and efficiency
- The CoC will review the most recent APR for scoring (for project year ending in 2017) for applicable questions for your project's application

Rubric Questions - Renewals

The CoC has provided an instruction sheet for the application that will direct you to the appropriate questions in the APR that you will need to use to calculate the question:

Rubric Questions - Renewals

Project Type

- Transitional Housing (TH)
- Safe Haven (SH)
- Permanent Supportive Housing (PSH)
- Rapid Re-Housing (RRH)
- Homeless Management Information System (HMIS)

Rubric Questions - Renewals

**Run your program's APR
10/1/2016 to 9/30/2017 to the
provide the information on the
local priorities**

- Homeless Sub-Populations
- Special Needs at Entry

Rubric Questions - Renewals

LOCAL PRIORITIES/Strategically Allocate Resources

(Community priorities determined by HSN stakeholders at 5/16/18 meeting)

Homeless Sub- Population 5 Points

- What % of population served are Chronic Homeless?
Sage: Q26b (Total #CH)/Q7a (Total #Persons Served)
- What % of population served are Households with Children?
Sage: Q8a (#HH w/children+# w/only children)/Q8a (total # HH)
- What % of population served are Youth/Parenting Youth (< 18 years or Transition Age Youth (18-24)?
Sage: Q11 (total age 18 – 24) +(total w/only child)/total # participants

Rubric Questions -Renewals

LOCAL PRIORITIES/Strategically Allocate Resources

(Community priorities determined by HSN stakeholders at 5/17/17 meeting)

Homeless Sub- Population

- What % of population were unsheltered prior to entering?
Sage: Q15 # Place not meant for habitation/Total
- What % of population served are fleeing Domestic Violence?
Sage: Q14b Total "yes"/ Q7a Total # served
- What % of population served are Veterans?
Sage: Q25a Total Vets/Q7a # Adults

Rubric Questions - Renewals

LOCAL PRIORITIES/Strategically Allocate Resources
(Community priorities determined by HSN stakeholders at 5/16/18 meeting)

Special Needs 5 Points

What % of population served have mental health?
Sage: Q13a1 # mental health/Q7a total # persons served
What % of population served substance abuse condition?
Sage: Q13a1 (# AA+DA+Both)/Q7a total # persons served
What % of population served have chronic health condition or physical disability?
Sage: Q13a1 # (chronic health +physical)/Q7a total # persons

Rubric Questions - Renewals

LOCAL PRIORITIES/Strategically Allocate Resources
(Community priorities determined by HSN stakeholders at 5/16/18 meeting)

Special Needs

What % of population served have HIV/AIDS?
Sage: Q13a1 # HIV/AIDS/Q7a total # persons served
What % of population served have developmental disability?
Sage: Q13a1 DD/Q7a total # persons served
What % of the population served are re-entry? (estimate to the best of your knowledge)

Does your program provide or make linkages to employment services?

Rubric Questions - Renewals

Program participants

Served Annually from Application
Served from Most
Associated with Your APR (FY 2017 for Recent APR program year ending)

Individuals	Sage: Q07a
Households with Children	Sage: Q07a
Household with Only Children	Sage: Q07a

Rubric Questions - Renewals

Narrative

- Please provide a general description of the program and a rationale for why the program should continue to be funded. Include in the narrative what need/gap is addressed by your program (**max. 300 words**)

Rubric Questions - Renewals

Housing First Principles **10 Points**

- Please list eligibility criteria as they appear in your program policies and procedures?
- Please list entry requirements for your program as they appear in your program policies and procedures and/or requirements of property manager where applicable?

Rubric Questions - Renewals

Data Collection

- Does the project fully participate in HMIS? (enter all required HUD data standards)
- Does the project share all HUD Data Standards and community assessments in HMIS? (4 points)

Rubric Questions - Renewals

Data Collection (6 points)

Describe your current Data Collection process. Include information on entry, ongoing monitoring of data quality and timeliness of data entry?

Has your project made or does your project plan to make any changes to your data collection process due to implementation of coordinated entry?

Rubric Questions Renewals

Data Quality 10 points

Run a CoC APR report for the time period 10/1/2016 -9/30/2017. Please provide the percentage of error rate for each of the four items below:

- Data entry errors "Destination"
- Data entry errors "Income at Annual Assessment"
- Data entry errors "Income at Entry, "Income at Exit"

Rubric Questions Renewals

Timeliness of Data Entry

- What is the total percentage of Data Entry done within 72 hours of entry into or exit from program?

Rubric Questions - Renewals

Coordinated Entry (CE) 10 points

What is your level of participation in CE?

- Making/Receiving Referrals
- Regularly attend CE workgroup meetings
- What percentage of participants who have entered your program since 12/8/2017 came through the prioritization list?

Rubric Questions - Renewals

Which CoC/HSN activities does your program/project staff participate in? (max. 5 points)

- HSN Meetings
- HSN Committees
- HMIS Advisory Committee
- Coordinated Entry workgroup
- Chronic Homeless Committee
- H2 Committee
- Point in Time Planning Committee and/or Volunteer
- Rochester/Monroe Anti-Poverty Initiative
- Tiny Homes Workgroup
- Project Homeless Connect
- STOMP

Rubric Questions - Renewals

- Describe how your project works with other community based organization in the community to ensure that the service needs of your program participants are met? (max 300 words) (5 Points)
- Describe what services your project provides or makes referrals to that lead to the increased self-sufficiency of your program participants ? (max 300 words) (3 Points)

Rubric Questions - Renewals

What was the average household utilization rate of your project?
(5 Points)

What was your score from the most recent CoC monitoring visit?
(15 Points)

Rubric Questions - Renewals

Finance & Efficiency _____ **10 points**

Cost/Household: HUD Request divided by number of households served in last operating year?
Sage: Total HUD Request from APR Finance Section/Q08a

Cost/Successful Exit or Retention in PH: Total Budget divided by number of persons served in last operating year?
Sage: Total Budget amount from APR Finance Section/# of stayers + # who exited to any PH destinations

Rubric Questions - Renewals

Finance & Efficiency

Finance & Efficiency _____ **2.5 points**

Drawdown Efficiency: Total of HUD grant and how efficiently is the project using its grant funds? How much was drawn down from LOCCS for program years ending 2017 (this information can be found on grant close out letter or in the Finance Section of the APR). Please use the most updated number.

Total HUD Grant 2017: \$
Total Drawn Down 2017: \$

Rubric Questions - Renewals

Finance & Efficiency _____ **4.5 points**

What is your current operating year?
What is total of your current HUD budget?
How much funds have been drawn down for the current year?
Does the agency have a plan in place to more fully utilize and expend timely HUD funds? (if yes, please attach)

Rubric Questions - Renewals

If you program seeking an increase in your Administrative request (max 8.5%) please describe how you will ensure that your program will maintain the current level of services it currently provides?
(Remember you can't increase your total HUD requested. Increase for admin must taken from other line(s) in your budget and cannot not effect the number of clients served.)

Rubric Questions - Renewals

- Additional Information about your program. You have ability to explain any answer you think does not accurately portray your program. Please be specific! (max 250 words)
- Based on what mitigating factors that are provided and discussion of the applications at the rating/ranking session, reviewers may adjust their score by up to 5 points, either up or down.

Rubric Questions - Renewals

Application Checklist:

- _____ Completed Application
- _____ Completed Budget Workbook
- _____ Spending Plan for HUD funds (if applicable)
- _____ Copy of HUD monitoring report, if you have been audited in the last three years

Applications must be submitted in Word, PDF or Excel only

Rubric Questions-Renewals

- Applicant Assurances
- To the best of my knowledge and belief, all information in this application is true and correct. The applicant has duly authorized this document and the applicant will comply with the following.
- Applicant will complete the HUD Project Application forms in Espress with the same information as contained in this application unless the Project Selection Committee made adjustment(s) during the rating/ranking process. Those adjustments would supersede this document and are included in the Project Ranking Letter that will be sent to each applicant.
- Applicant agrees to participate fully in Homeless Management Information System (HMIS)
- Applicant agrees to abide by all CoC Written Standards applicable to the project that funding is being Requested for
- Applicant agrees that the program will fully participate in the Coordinated Entry system, which includes the use of a Common Assessment tool.
- Applicant understands that HUD CoC funded homeless projects are monitored annually by the RMHCOC
- Applicant agrees to pay the RMHCOC Administrative Fee if successfully awarded funding by HUD. The fee is based on a billing rate (0.002965343) of the total HUD grant awarded.
- If awarded funding, the applicant agrees to inform the CoC when the following occur:
 - The organization has staff vacancies for a duration of time that could affect the projected number of participants served, or result in HUD funds not being fully expended.
 - There are changes to an existing project that are significantly different than what the funds were originally approved for, including any budget amendments/modifications submitted to HUD.
 - There is an increase/decrease of other funding to the project that could affect the projected number of participants served, services provided, performance, ability to meet matching or leveraging requirements, etc.
 - There are significant delays in the start-up of a new project.

2016 Renewals Only

- This slide only pertains to projects that were first funded in the 2016 grant cycle.
- Utilization Rate will be based only on APR PIT dates that occurred during project year.
- If the project has not reached capacity, performance measures (e.g., exit or remain in PH, data entry within 72 hours) will be measured against the number of HUD slots listed in the grant.
- The number of HUD slots will also be used to calculate the percentage of participants for Local Priorities and Special Needs.
- Monitoring scores will be based entirely on performance measures (i.e., percentage of performance points x 15 points for monitoring).

How to Get Your SAGE APR

- Log into SAGE at <https://www.sagehmis.info>
- Find your APR in list
- Click on the project name
- Choose VIEW/PRINT complete APR. Be patient, it takes a minutes before it appears
- **YOU DO NOT NEED TO ATTACH IT TO YOUR APPLICATION!**

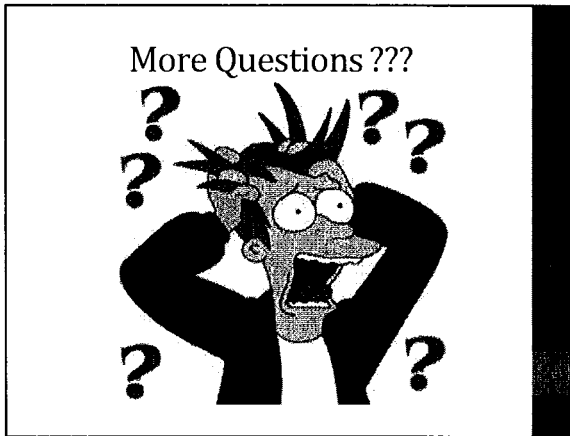
HUD References

The 2018 CoC Program Notice of Funding Availability (NOFA) has not yet been released. All Renewal and New Applicants must also comply with the rules, regulations, and guidance in any updated NOFA once it is released.

- CoC Program Interim Rule (24 CFR part 578)
https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf
- Housing First Information
<https://www.hudexchange.info/resources/documents/Housing-First-Permanent-Supportive-Housing-Brief.pdf>
- Rapid Re-Housing Information
 - <https://www.hudexchange.info/resources/documents/Rapid-Re-Housing-Brief.pdf>
 - <https://www.hudexchange.info/resource/2889/rapid-rehousing-esg-vs-coc/>

Timeline of Important Dates

- June 14, 2018 Local Renewal Application Materials Available
- June 18, 2018 Local Renewal Application Workshop 1pm-3pm
- June 25, 2018 Questions answer period ends
- June 28, 2018 Q&A will be posted on the website
- July 10, 2018 **Renewal Applications Due (Renewals)** by 5pm
- August 21, 2018 Ranking Notification
 - TBD Notice of Funding Availability (NOFA) from HUD Published (with Re-Allocation Guidance and Bonus Funding Guidance)
 - TBD E-SNAPS process (upload into HUD Platform all ranked renewal, re-allocated, and bonus program applications)



**2018
NEW
PROJECT
APPLICANT
WORKSHOP**

CoC Local NOFA Rochester/Monroe County Homeless Continuum of Care Local NOFA Training for New Applications

Rochester/Monroe County Homeless CoC Staff

- ▶ Connie Sanderson
csanderson@rochesterhomelesscoc.org
585-319-5091 ext. 103
- ▶ Charles Bollinger
cbollinger@rochesterhomelesscoc.org
585-319-5091 ext. 101

New Applications Only

- ▶ If you are a renewal project, you missed the training yesterday. Please go to the Rochomeless.org website for the PowerPoint.

Introduction

The Rochester/Monroe County Homeless Continuum of Care (CoC), representing the City of Rochester, County of Monroe, and Towns of Greece and Irondequoit (NY-500), will submit a CoC Program Consolidated Application for funding to the U.S. Department of Housing and Urban Development (HUD) in the upcoming FY 2018 Continuum of Care Homeless Assistance Program Competition. This presentation describes the local application submission and review process.

Introduction

The CoC will also accept New Project applications for Permanent Supportive Housing for Chronically Homeless Individuals and Families, Rapid Re-Housing for Individuals and Families, Transitional housing, Rapid Re-Housing, and DV-RRH.

Application Review

The Local Application Review Committee is the entity that will review, score, and rank projects. It consists of individuals without conflicts of interest who either sit on the CoC Board or are representatives of the community at large. Members of the Application Review Committee are not employees, owners, stakeholders, directors, officers, funders or board members of, or independent contractors to, any organization that submits or will benefit from a local application that is being reviewed, scored, and ranked.

Application Review (Continued)

The Local Application Review Committee will evaluate the application on the attached Scoring Rubric. The Scoring Rubric and application were reviewed and approved by the committee. The following policies were approved:

1. The process shall be transparent and impartial
2. The process includes an opportunity to appeal
3. Renewal and New Applications will be scored using the 2018 Scoring Rubric
4. Renewal and New applications will be reviewed, scored and ranked together by score with #1 being the project with highest score.
5. 2017 New Projects that were awarded but have not begun operation at this time will not have to complete a renewal application this year. They will be placed in the bottom of Tier 1, which preserve their funding since they will have no score.

Reallocation

HUD encourages CoCs to use the reallocation process. In the FY 2018 CoC Program Competition, HUD allows CoCs to use the reallocation process to create the following new types of projects:

- ▶ Permanent supportive housing project that will primarily serve chronically homeless individuals and families, including unaccompanied youth
- ▶ Rapid rehousing projects for homeless individuals and families, including unaccompanied youth, coming directly from the streets or emergency shelters, or person fleeing domestic violence situations.
- ▶ Joint component project, which will combine TH and PH-RHHA into single project to serve individuals and families experiencing homelessness
- ▶ Dedicated HMIS projects and Coordinated Entry
- ▶ CoC's may choose to eliminate or reduce one or more renewal projects to create new project(s). When a CoC chooses to reallocate project(s) the Annual Renewal Demand for the CoC does not change.

See <https://www.hudexchange.info/resources/documents/fy-2017-coc-program-registration-notice.pdf> at point (7) on page 11 and at point 4 on page 32

Reasons for Reallocation

The CoC may choose to reallocate funds eliminate or reduce funding from projects based on:

- ▶ Project performance
- ▶ Project has low utilization
- ▶ Project underspends their HUD funding
- ▶ Project no longer meets a need in the community

Permanent Housing Bonus

Depending on the amount of funding made available in the FY 2018 appropriation, HUD may continue the Permanent Housing Bonus. CoC's may create new projects though the permanent housing bonus based on a percentage of the CoC's Final Pro Rata Need (FPRN) for the same types of new projects allowed by reallocation.

New Funding Available

Anticipated Annual Renewal Demand (and presumably final pro rata need) funding is approximately \$12.5 million dollars. The reallocation amount available will not be known until review of renewal projects is completed. If bonus opportunity is calculated at 5% (2017), potential bonus funding would be \$625,000.

Application Submission Timeline

- ▶ For New applications: To be reviewed and considered for funding, completed applications, including all required documentation, must be submitted electronically by 5:00pm on Friday, July 13, 2018.
- ▶ All components of an application must be transmitted at the same time via email only to cbollinger@rochesterhomelesscoc.org.
- ▶ Questions about the local application and process should be directed by email only to Charles Bollinger III at: cbollinger@rochesterhomelesscoc.org. Questions will accepted be until 5:00pm on Monday June 25, 2018. All Q&A will be posted on the website no later than Thursday, June 28, 2018

Application Materials

- ▶ Can be found on the Rochomeless.org website
- ▶ The CoC will not be emailing out any materials this year
- ▶ Everything can be downloaded directly from the website

New Projects

New CoC Program Project Applicants

Eligible for new program funds from Reallocation/Bonus

- ▶ Permanent Supportive Housing (PSH) for Chronically Homeless
- ▶ Rapid Re-Housing (RRH)
- ▶ Transitional Housing/Permanent and Rapid Re-Housing Hybrid (TH-RRH)
- ▶ DV-RRH

Eligible CoC New Program Project Applicant Housing Type

Not Eligible for new program funds from Reallocation

Transitional Housing
Supportive Services Only

New Projects

Eligible CoC Program Project Applicants

- ▶ Non-profits, states, local government, and instrumentalities of local government

Exclusion: individuals and for-profits are not permitted to apply for grants or be sub-recipients of grants

New Program funding is derived from Re-allocation And/or bonus funding

Eligible CoC New Program Project Applicant Housing/Program Type

1. **Permanent Housing:** Community-based housing, the purpose of which is to provide housing without a designated length of stay. It includes:
 - a. **Permanent Supportive Housing (PSH)**
 - i. Programs formerly known as Shelter Plus Care or SHP Permanent Housing Programs
 - ii. Provides long-term rental assistance and supportive services to homeless individuals and families in which at least one **adult or child has a disability**
 - iii. PSH Programs **PRIORITIZE** Chronically homeless individuals and families. **ALL persons served in the new PSH programs MUST be chronically homeless.**

Eligible CoC New Program Project Applicant Housing/Program type

Rapid Re-Housing (RRH)

- I. Programs formerly known as scattered-site Transitional Housing and some "short-term" SHP Permanent Housing Programs
- II. Designed to help homeless individuals and families move as **quickly** as possible into permanent housing and achieve stability in that housing.
- III. Provides short and/or medium-term rental assistance (up to 24 months) and Case management.
- IV. The program participants **KEEP** the housing/unit when assistance ends.

Eligible CoC New Program Project Applicant Housing/Program Type

Domestic Violence RRH project

- ▶ The CoC encourages Domestic Violence organization's to programs to fill out a new program project application for Rapid Rehousing (RRH) project, if they are interested in adding a RRH project.
- ▶ HUD has a set a side of 50 million dollars national for these new projects
- ▶ Since there is not much information available on the DV-RRH project until the NOFA comes out, design your application based the RRH info provided by HUD. There may have to be changes made when NOFA comes out.

Eligible CoC New Program Project Applicant Housing/Program Type

TH - RRH program

Transitional Housing (TH) to Rehousing (PH-RRH) component project, that will combine TH to RRH into a single project to serve individuals and families experiencing homelessness.

Joint TH and PH-RRH Component Project. In the FY 2018 CoC Program Competition, CoCs will be able to create new joint TH to RRH component projects to better serve individuals and families experiencing homelessness. These projects will provide low barrier, temporary housing while individuals and families quickly move to permanent housing with a seamless program design.

The Joint TH to RRH component combines two existing program components-TH to RRH into a single project to serve individuals and families experiencing homelessness. If funded, HUD will limit eligible costs as follows:

1. capital costs (i.e., new construction, rehabilitation, or acquisition), leasing of a structure or units, and operating costs to provide transitional housing;
2. short- or medium-term tenant-based rental assistance on behalf of program participants to pay for the rapid re-housing portion of the project;
3. supportive services;
4. HUD's; and
5. project administrative costs.

Joint TH to RRH component projects that assist program participants must be able to provide both transitional housing assistance and rapid re-housing assistance to each program participant. HUD will require that applications for Joint TH to RRH component projects demonstrate that the project will have the capacity to provide both kinds of assistance as needed to each program participant.

Rubric Questions-New Programs

Project Type

- Permanent Supportive Housing (PSH) for CH
- Rapid Re-Housing (RRH)
- Domestic Violence Rapid Re-Housing
- Transitional Housing/Rapid Re-Housing Hybrid

Application Scoring

The Scoring Rubric used by the Grant Application Review Committee will score all applications by specific criteria and a point allocation system guided by the following HUD Policy Priorities (See attached Scoring Rubric)

New Projects

Community Priorities	10 points
Housing First Principles	20 points
Unmet Need	5 points
Program Narrative	5 points
Community Partners	5 points
Self-Sufficiency	5 points
Coordinated Entry	15 points
Prior Experience	5 points
Data Collection	25 points
Reviewers	5 points

total possible points 105

Rubric Questions-New Programs

LOCAL PRIORITIES/Strategically Allocate Resources (Community priorities determined by HSN stakeholders at 5/16/18 meeting)

- ▶ What % of population served are Chronic Homeless?
- ▶ What % of population served are Households with Children?
- ▶ What % of population served are Youth/Parenting Youth(< 18 years or Transition Age Youth (18-24)?
- ▶ What % of population served are Re-entry?
- ▶ What % of population served are Veterans?
- ▶ What % of population served are fleeing Domestic Violence?
- ▶ What % of population served are unsheltered prior to entering?

Points - 5

Rubric Questions-New Program

LOCAL PRIORITIES/Strategically Allocate Resources (Community priorities determined by HSN stakeholders at 5/16/18 meeting)

- What % of population served have mental health?
- What % of population served substance abuse condition?
- What % of population served have chronic health condition or physical disability?
- What % of population served have HIV/AIDS?
- What % of population served have developmental disability?

Points - 5

Does your program provide or make linkages to employment serv

Rubric Questions-New Programs

Housing Projects Only
Program Participants

Projected Number of Households to be Served Annually in Application?

What kind of clients served: Individuals, Households with Children or Households with Only Child?

What kind of housing project will this be: Single or Scattered Site?

What will be the number of Units and beds?

Rubric Questions-New Programs

Please provide a general description of the program and a rationale for why the program should be funded.

(Narrative should address at a minimum, each of the following: the intended target population(s), experience working with the intended target population(s), services and activities that will be provided (ensure they address the core components of the type of project you are proposing), best practices that will be utilized how the applicant collaborates/coordinates with other partners in community.)

Points - 5

Rubric Questions-New Programs

How does the proposed project meet an unmet need in the community? (describe data/information used to determine need, what is unique about the proposed project that separates it from existing similar projects)

Points -5

Describe how you will work with other community based organizations in the community to ensure that the services needs of the your program are met?

Points -5

Describe what services your project will provide or make referrals to that lead to the increased self-sufficiency of your program participants?

Points -5

Rubric Questions-New Programs

Coordinated Entry

What percentage of your program participants will be coming through Coordinated Entry system?

Points - 5

What policies and procedures will be in place to ensure program is in compliance with Coordinated Entry requirements?

Points - 10

Rubric Questions-New Programs

Does your organization have prior experience in managing federal or other grants? (Briefly describe your organization's process for managing grant funds, existing finance infrastructure, describe internal monitoring process, etc.)

Points -5

Rubric Questions

Which CoC/HSN activities does your program/project staff participate in?

- HSN Meetings
- HSN Committees
- HMS Advisory Committee
- Coordinated Entry workgroup
- Chronic Homeless Committee
- HZ Committee
- Point in Time Planning Committee and/or Volunteer
- Rochester/Monroe Anti-Poverty Initiative
- Tiny Homes Workgroup
- Project Homeless Connect
- STOMP

Points -5

Rubric Questions-New Programs

Applicants Intending to Serve Person <18 year of age.
 Please describe how the proposed project will be consistent with laws related to the provision of educational services to individual and families ?
 (Include the title of the designated staff person who will be responsible)

Points - 0

Rubric Questions

Housing First Principles
 Please list eligibility criteria as they appear in your program policies and procedures?

Please list entry requirements (i.e. must have ID, source of income, etc.) for your program as they appear in your program policies and procedures and/or requirements of property manager where applicable?

Points - 20

Rubric Questions-New Programs

Data Collection
 Is the project going to fully participate in HMIS? (i.e. - enter all required HUD data elements in a timely manner)
 Points - 0
 Does the project intend to share all HUD data standards and VI - SPDAT assessment in HMIS?
 Points - 5
 Describe what your data collection process will be. Include information on data entry, ongoing monitoring of data quality, timeliness of data entry, and how it will meet requirements participating in Coordinated entry?
 Points - 10

Rubric Questions-New Programs
Projected Programs Outcomes

What percentage of your participants will access/maintain non-cash resources?
 points - 2
 What percentage of your participants will access/maintain employment income?
 Points - 2
 What percentage of your participants will access/maintain income from sources other than employment?
 points - 2
 What percentage of your participants will either exit or remain in permanent housing?
 Points - 2
 HUD request divided by projected number of households served
 Points - 1
 Total Budget divided by projected number of households served
 Points - 1

Rubric Questions-New Program

Presentation

Based on presentation made by the applicant, reviewers may adjust their score by up to 5 points, either plus or minus.

Please keep August 2nd open for Presentation. First new application received by the CoC will be able to pick presentation time and so on after that.

A presentation with the review committee is required for all new project looking for funding.

Budget

- ▶ All projects must complete Budget Workbook
- ▶ Complete the worksheets that are appropriate for your project. Choose N/A box on top of each worksheet that you are not using
- ▶ Green cells are only places where numbers should be entered
- ▶ HMIS worksheet is only for dedicated HMIS project
- ▶ Complete Total Budget Worksheet last - Fill in Project Administration up to 8.5% only. All other lines will be auto-filled as you complete the other worksheets
- ▶ New Projects MUST use FMR rents only.
- ▶ Please attach documentation of match and include detail on description of contribution

Match & Leveraging

- ▶ Minimum Match requirement is 25%. Application cannot be reviewed if there is insufficient match.
- ▶ Match may be cash or in-kind.
- ▶ Cash match must be cash that comes through your organization's books and is used for eligible program expenses for the CoC funded project.
- ▶ In-kind match are materials or labor that is donated to the project. Must include the cash value for the service/goods/labor and how you arrived at the amount
- ▶ Leveraging is also cash or in-kind. Leverage is resources committed to a project to make it fully operational. Leverage includes all resources in excess of the required 25% match.

Rubric Questions-New Programs

Application Checklist:

- ___ Completed Application
- ___ Completed Budget Workbook
- ___ Documentation of non-profit status (IRS Determination Letter)
- ___ Copy of your organization's most recent audited financial statement
- ___ Other attachments as applicable to your project; i.e. - proof of site control, Zoning Compliance, documentation of other funding sources
- ___ Documentation of Match

Applications should be submitted in Word, PDF or Excel only

HUD References

All applicants must complete or renew their registration in the Central Contractor Registration (CCR) system for Anti-Fraud Management (AM) registration. Project sponsors who have not yet registered with DUN and Bradshear (DBR) must do so, to obtain DBR number. In addition, each project applicant should begin verifying and updating the information in HUD's choice database, starting three months out when a final organization is ready to apply for funding via a single once the HUD application becomes available on F-1849.

The 2018 CoC Program Notice of Funding Availability (NOFA) has not yet been released. All Renewal and New Applicants must also comply with the rules, regulations, and guidance in any updated NOFA once it is released.

- ▶ CoC Program Interim Rule (24 CFR part 578)
- ▶ https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf
- ▶ <https://www.hudexchange.info/resources/documents/Housing-First-Permanent-Supportive-Housing-Brief.pdf>
- ▶ <https://www.hudexchange.info/resources/documents/Rapid-Re-Housing-Brief.pdf>
- ▶ <https://www.hudexchange.info/resource/2889/rapid-rehousing-esg-vs-coc/>
- ▶ <https://www.hudexchange.info/resource/4427/coordinate-entry-policy-brief/>

Rubric Questions-Renewals

- ▶ Applicant Assurances
 - ▶ To the best of my knowledge and belief, all information in this application is true and correct. The applicant has duly authorized this document and the applicant will comply with the following:
 - ▶ applicant will complete the HUD Project Application forms in (along with the same information as contained in this application unless the Project Selection Committee made adjustments) during the rating/ranking process. Those adjustments would supersede this document and are included in the Project Ranking Letter that will be sent to each applicant.
 - ▶ Applicant agrees to participate fully in Homeless Management Information System (HMIS)
 - ▶ Applicant agrees to abide by all CoC Written Standards applicable to the project that funding is being requested for
 - ▶ Applicant agrees that the program will fully participate in the Coordinated Entry system, which includes the use of a Common Assessment Tool.
 - ▶ Applicant understands that HUD CoC funded homeless projects are monitored annually by the RMRCC
 - ▶ Applicant agrees to pay the RMRCC Administrative Fee if successfully awarded funding by HUD. The fee is based on a billing rate of \$200(\$450) of the total HUD grant awarded.
- ▶ If awarded funding, the applicant agrees to inform the CoC when the following occur:
 - ▶ The organization has staff vacancies for a duration of time that could affect the projected number of participants served, or result in HUD funds not being fully expended.
 - ▶ There are changes to an existing project that are significantly different than what the funds were originally approved for, including any budget amendments/projections submitted to HUD.
 - ▶ There is an increase/decrease of other funding to the project that could affect the projected number of participants served, services provided, performance, or its to meet existing or emerging requirements, etc.
 - ▶ There are significant delays in the start-up of a new project.

Timeline of Important Dates

- June 14, 2018 Local Renewal Application Materials Available
- June 19, 2018 Local New Application Workshop 9am- 11am
- June 25, 2018 Questions answer period ends
- July 13, 2018 Local New Applications Due by 5pm
- August 2, 2018 Presentations of New projects (please keep the day open)

TBD Notice of Funding Availability (NOFA) from HUD Published (with Re-Allocation Guidance and Bonus Funding Guidance)
 TBD RANKING NOTIFICATION incl.
 Renewal/Re- Allocation/Bonus Funding Amount Locally Approved to Apply For in ESNAPS Notification
 TBD E-SNAPS process (upload into HUD Platform all ranked renewal, re-allocated, and bonus program applications)

More Questions ???





2018 Reallocation Process

Per the FY 2018 CoC Program Competition NOFA, “Reallocation is a process that the CoC uses to shift funds in whole or part from existing eligible renewal projects to create one or more new projects without decreasing the CoC’s ARD” that will better address the needs of the homeless. Reallocation can reduce or eliminate funding from existing renewal projects. The CoC Ranking and Review Committee, a non-conflicted group of CoC Board and community members, makes final reallocation decisions based on the following:

- Project has history of not spending down all requested HUD funds during the contract year. Unspent funds are reallocated for new projects
- A project voluntarily decides not to renew their project
- A project voluntarily requests to have its existing program(s) funding reallocated to create a new project that meets a need in the community. In this instance, assuming the project meets threshold requirements, the new project created is prioritized for inclusion in Tier 1
- A program has history of not meeting performance measures and has not followed through with a performance improvement plan. This may include both outcome measures and utilization.
- A project who has deficiencies in the on-going operation of the programs



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: LLewis@cfcrochester.org

August 14, 2018

Catholic Family Center
 87 N Clinton Ave
 Rochester, NY 14604

Lisa Lewis:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Per the FY 2018 CoC NOFA, Tier 1 is calculated at 94% of the Annual Renewal Amount: \$12,330,802. Projects in Tier 1 will be awarded funding assuming there are sufficient HUD funds available and the application meets HUD threshold requirements. Tier 2 projects are at risk of not being funded. The attached document, 2018 NOFA Summary, describes how projects in Tier 2 are scored, as well as provides information you will need to be familiar with as you begin to work on your Esnaps submission(s).

Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Catholic Family Center	Lafayette Housing	28	Tier 1	\$ 142,868.00
Catholic Family Center	Lafayette Housing 2	45	Tier 1	\$ 125,019.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps: N/A

Attached you will find "Project Applicant NOFA Summary" that you should read before you begin entering your application into Esnaps. When you have completed your application in Esnaps do not "submit". Export your application to pdf and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5 PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

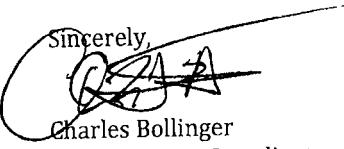
Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within

three days of the date of this award letter, August 17, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Natalia Lopuchowycz



560 West Main Street
 Rochester, New York 14608
 585-319-8091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: rmcintosh@ccsi.org

August 14, 2018

CCSI
 1009 Jay St, Bldg. J
 Rochester, NY 14611
 Ryan Mcintosh:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
CCSI	Coordinated Entry	29	Tier 1	\$ 252,622.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps: N/A

Attached you will find FY2018 renewal project application detailed instructions and FY2018 renewal project application navigational guide that you should read before you begin entering your application into Esnaps. When you have completed your application in Esnaps do not "submit". Export your application to pdf and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5 PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

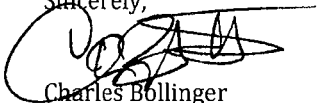
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Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', written over a horizontal line.

Charles Bollinger
CoC Programs Coordinator



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: vdouglas@centerforyouth.net

August 14, 2018

Center for Youth
 905 Monroe Ave
 Rochester, NY 14620

Valerie Douglas:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2017 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
The Center for Youth Services, Inc.	Transition Age Youth Rapid Rehousing Program	4	Tier 1	\$ 78,103.00
The Center for Youth Services, Inc.	Transition Age Youth Rapid Rehousing Program- Bonus Funding	5	Tier 1	\$ 176,998.00
The Center for Youth Services, Inc.	Transitional Living Program	8	Tier 1	\$ 129,288.00
The Center for Youth Services, Inc.	Parenting Teens	11	Tier 1	\$ 83,935.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps:

- Transition Age Youth Rapid Rehousing Program- Bonus funding request in application is \$172,798 correct amount from GIW should be **\$176,988**.

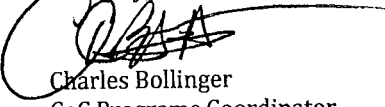
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Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August 17, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC; Nikisha Johnson



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: agraham@delphirise.org

August 14, 2018

Delphi Rise
835 West Main Street
Rochester, NY 14611

Ann Graham:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Per the FY 2018 CoC NOFA, Tier 1 is calculated at 94% of the Annual Renewal Amount: \$12,330,802. Projects in Tier 1 will be awarded funding assuming there are sufficient HUD funds available and the application meets HUD threshold requirements. Tier 2 projects are at risk of not being funded. The attached document, 2018 NOFA Summary, describes how projects in Tier 2 are scored, as well as provides information you will need to be familiar with as you begin to work on your Esnaps submission(s).

Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Delphi	Home Safe	30	Tier 1	\$ 362,907.00
Delphi	Home Safe Bonus	31	Tier 1	\$ 124,735.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps: N/A

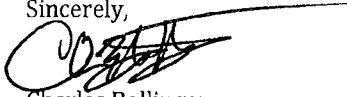
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with a long horizontal line extending to the right.

Charles Bollinger
CoC Programs Coordinator

CC: Jason Barnum



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: bspratt@opendoormission.com

August 14, 2018

Open Door Mission
 156 N. Plymouth Avenue
 Rochester, NY 14608

Brenda Spratt:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Funding for new projects was made available through reallocation of funding of existing programs in the CoC and through bonus funding available to the CoC based on 6% of the total Annual Renewal Amount. We are pleased to inform you that your new project application has been awarded funding for FY2018. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Open Door Mission	PSH	16	Tier 1	\$ 195,494.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please reduce the amount of the grant requested from \$219,581 to the reallocated amount to **\$195,494**.
- Please see attached revised budget to show where reductions were made.

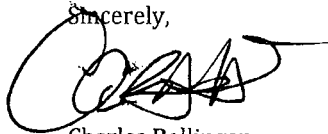
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

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Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Anna Valeria-Iseman



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: ncoulter@pcho.org

August 16, 2018

Person Centered Housing Options Inc.
 1136 Buffalo Road
 Rochester, NY 14624

Nicholas Coulter:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. This award/funding is contingent on making the changes below and submitting a revised budget by the prescribed due date. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Person Centered Housing Options Inc.	Bonus	50	Tier 2	\$ 365,357

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please reduce the amount of the grant requested from \$618,776 to the reallocated amount to **\$365,357.88**.
- Please adjust the number of clients serviced and revised you budget to reflect the amount of funding provided in the line above to Charles Bollinger no later than August 20 at 5:00pm. Please make sure you show where reductions were made. Please keep rental assistance at the same percentages as your original application for the additional funding round.

Please let us know immediately if you are not interested in the moving forward with the reduced amount.

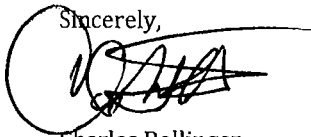
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: ncoulter@pcho.org

August 14, 2018

Person Centered Housing Options Inc.
1136 Buffalo Road
Rochester, NY 14624

Nicholas Coulter:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Person Centered Housing Options Inc.	Housing First 2	10	Tier 1	\$ 550,062.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnap:

- Please reduce the amount of the grant requested from \$624,775 to the reallocated amount to **\$550,062.**
- Please see attached revised budget to show where reductions were made.

- Please change serving families to single in the populations serviced.

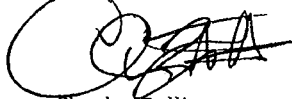
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'CB', is written over a large, light-colored circular stamp or watermark.

Charles Bollinger
CoC Programs Coordinator



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: ncoulter@pcho.org

August 14, 2018

Person Centered Housing Options Inc.
 1136 Buffalo Road
 Rochester, NY 14624

Nicholas Coulter:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Person Centered Housing Options Inc.	PCHO Housing First	23	Tier 1	\$ 948,992.00
Person Centered Housing Options Inc.	PCHO RRH	24	Tier 1	\$ 127,837.00
Person Centered Housing Options Inc.	PCHO RRH II	25	Tier 1	\$ 470,717.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps:

- PCHO Housing First funding request in application is \$911,375 correct amount from GIW should be **\$948,992**
- PCHO RRH funding request in application is \$125,353 correct amount from GIW should be **\$127,837**

- PCHO RRH II funding request in application is \$453,581 correct amount from GIW should be **\$470,717**

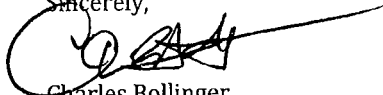
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: donna.granger@dor.org

August 16, 2018

Providence Housing
 1150 Buffalo Road
 Rochester, NY 14624

Donna Granger:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Providence Housing	New PSH	48	Tier 2	\$ 229,791.00
Providence Housing	Bonus	49	Tier 2	\$ 359,444.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please split the amount of the grant requested between Non-Bonus and Bonus projects that total amounts above.
- Please adjust the number of household project to be served from 60 to 58 between the Non-Bonus and Bonus projects. This is an adjustment amount of clients served at 120% of project capacity.

The FY2018 new project application detailed instructions and FY2018 new project application navigational guide are both attached. Please review this information before you begin entering your application into E-snaps. When you have entered your application into Esnaps do not "submit". Export your application to pdf and send a copy to


cbollinger@rochesterhomelesscoc.org no later than 5PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Dan Sturgis



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: donna.granger@dor.org

August 14, 2018

Providence Housing
1150 Buffalo Road
Rochester, NY 14624

Donna Granger:

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Project Applicants	Program	Ranking	Tier	Budget
Providence Housing Development Corp.	Supportive Suburban Housing Initiative	12	Tier 1	\$ 279,027.00
Providence Housing Development Corp.	Providence Housing Development Corp. 50 Units	21	Tier 1	\$ 464,728.00
Providence Housing Development Corp.	Project Based Chronically Homeless Housing	32	Tier 1	\$ 592,796.00
Providence Housing Development Corp.	Veterans Permanent Housing Program	37	Tier 1	\$ 181,170.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps:

- Supportive Suburban Housing Initiative funding request in application is \$267,823 correct amount from GIW should be **\$279,027**
- Providence Housing Development Corp. 50 Units funding request in application is \$442,444 correct amount from GIW should be **\$464,728**
- Veterans Permanent Housing Program funding request in application is \$173,730 correct amount from GIW should be **\$181,170**

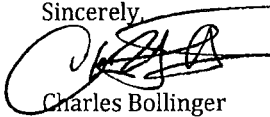
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Dan Sturgis



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: jharris@rochesterhousing.org

August 16, 2018

Rochester Housing Authority
 675 West Main St
 Rochester, NY 14611

Jacquetta Harris:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Rochester Housing Authority	New PSH	51	Tier 2	\$ 313,049

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please reduce the amount of the grant requested from \$854,135 to the reallocated amount to **\$313,049**.
- Please adjust the number of clients serviced and revised you budget to reflect the amount of funding provided in the line above to Charles Bollinger no later than August 20 at 5:00pm. Please make sure you show where reductions were made. Please keep rental assistance at the same percentages as your original application for the additional funding round.

Please let us know immediately if you are not interested in the moving forward with the reduced amount.

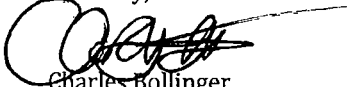
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Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August 20, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC Nicole Allen



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: jharris@rochesterhousing.org

August 14, 2018

Rochester Housing Authority
 675 West Main St
 Rochester, NY 14611

Jacquetta Harris:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Per the FY 2018 CoC NOFA, Tier 1 is calculated at 94% of the Annual Renewal Amount: \$12,330,802. Projects in Tier 1 will be awarded funding assuming there are sufficient HUD funds available and the application meets HUD threshold requirements. Tier 2 projects are at risk of not being funded. The attached document, 2018 NOFA Summary, describes how projects in Tier 2 are scored, as well as provides information you will need to be familiar with as you begin to work on your Esnaps submission(s).

Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Rochester Housing Authority	RHA/JPC PSH-RA #18	17	Tier 1	\$ 133,781.00
Rochester Housing Authority	RHA/Salvation Army Chronically Homeless PSH-RA #12	22	Tier 1	\$ 386,989.00
Rochester Housing Authority	RHA/VOA PSH-RA #7	26	Tier 1	\$ 566,554.00
Rochester Housing Authority	OMH/PCHO	27	Tier 1	\$ 195,278.00
Rochester Housing Authority	RHA/Strong Ties PSH-RA #8	38	Tier 1	\$ 166,684.00
Rochester Housing Authority	RHA/VOC PSH-RA #6	39	Tier 1	\$ 81,094.00

Rochester Housing Authority	RHA/VOA Family Housing Program PSH-RA #21	40	Tier 1	\$ 100,956.00
Rochester Housing Authority	RHA/Frederick Douglass Apartments PSH-PBRA #24	41	Tier 1	\$ 24,581.00
Rochester Housing Authority	RHA/Voters Block PSH-PBRA #20	42	Tier 1	\$ 77,803.00
Rochester Housing Authority	RHA/Son House PSH-PBRA #26	43	Tier 1	\$ 93,053.00
Rochester Housing Authority	RHA/1630 Dewey Ave PSH-PBRA #23	44	Tier 1	\$ 243,311.00
Rochester Housing Authority	RHA/Monroe County DHS PSH-RA #5	46	Tier 1	\$ 642,528.56

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps:

- RHA/Monroe County DHS PSH-RA #5 reduce the amount of the grant from \$2,238,757 to the reallocated amount to **\$642,528.56**.

Please note the following changes will needed to make from your budgets that were submitted in the applications to the correct amount from the Grant Inventory Worksheet (GIW) when entering into Esnaps:

- RHA/Strong Ties PHA-RA #8 funding request in application is \$165,910 correct amount from GIW should be **\$166,684**
- RHA/1630 Dewey Ave PSH-RA#23 funding request in application is \$241,857 correct amount from GIW should be **\$243,311**
- RHA/Frederick Douglass PHA-PBRA #24 funding request in application is \$24,357 correct amount from GIW should be **\$24,581**
- RHA/JPC PHA-RA #18 funding request in application is \$129,785 correct amount from GIW should be **\$133,781**
- RHA/PCHO PSH PHA-RA #27 funding request in application is \$187,806 correct amount from GIW should be **\$195,278**
- RHA/Salvation Army PHA-RA #12 funding request in application is \$383,851 correct amount from GIW should be **\$386,989**
- RHA/Son House PHA-PBRA #26 funding request in application is \$90,887 correct amount from GIW should be **\$93,053**
- RHA/VOA PSH PHA-RA #7 funding request in application is \$562,036 correct amount from GIW should be **\$566,554**
- RHA/VOA PSH -RA #21 funding request in application is \$95,851 correct amount from GIW should be **\$100,956**
- RHA/VOC PSH RA #6 funding request in application is \$80,256 correct amount from GIW should be **\$81,094**
- RHA/Voter's Block- PHS-RA #20 funding request in application is \$69,504 correct amount from GIW should be **\$77,803**

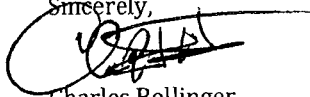
Attached you will find FY2018 renewal project application detailed instructions and FY2018 renewal project application navigational guide that you should read before you begin entering your application into Esnaps. When you have completed your application in Esnaps do not "submit". Export your application to pdf and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5 PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org . Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August 17, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org .

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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'CBollinger', written over a horizontal line.

Charles Bollinger
CoC Programs Coordinator

CC Nicole Allen



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: Michael.road@use.salvationarmy.org

August 14, 2018

The Salvation Army Finger Lakes Region
 70 Liberty Pole Way
 Rochester NY, 14604

Michael Rood:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Per the FY 2018 CoC NOFA, Tier 1 is calculated at 94% of the Annual Renewal Amount: \$12,330,802. Projects in Tier 1 will be awarded funding assuming there are sufficient HUD funds available and the application meets HUD threshold requirements. Tier 2 projects are at risk of not being funded. The attached document, 2018 NOFA Summary, describes how projects in Tier 2 are scored, as well as provides information you will need to be familiar with as you begin to work on your Esnaps submission(s).

Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
The Salvation Army, a New York Corporation	Safe Haven	13	Tier 1	\$ 254,018.00
The Salvation Army, a New York Corporation	Permanent Housing Supportive Services	18	Tier 1	\$ 39,046.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps:

- Permanent Housing Supportive Services funding request in application is \$38,910 correct amount from GIW should be **\$39,046**

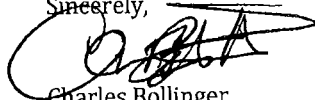
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Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August, 17 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Christina Barnwell



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: scpojs@icloud.com

August 14, 2018

Spiritus Chirsti Prison Outreach
 934 Culver Road
 Rochester, NY 14609

Jim Smith:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Spiritus Christi Prison Outreach, Inc.	Voter Block Community & Frederick Douglass	6	Tier 1	\$ 41,327.00
Spiritus Christi Prison Outreach, Inc.	SCPO TH/RRH	33	Tier 1	\$ 278,210.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps: N/A

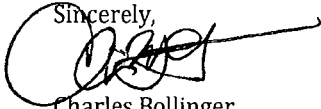
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Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org . Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August 17, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org .

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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'CB', with a long horizontal flourish extending to the right.

Charles Bollinger
CoC Programs Coordinator

CC: Sharon Castronovo



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: slewis@trilliumhealth.org

August 14, 2018

Trillium Health
 259 Monroe Ave
 Rochester, NY 14607-3632

Steve Lewis:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Funding for new projects was made available through reallocation of funding of existing programs in the CoC and through bonus funding available to the CoC based on 6% of the total Annual Renewal Amount. We are pleased to inform you that your new project application has been awarded funding for FY2018. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Trillium Health Care	Trillium Health Permanent Supportive Housing	3	Tier 1	\$ 339,876.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps: N/A

The FY2018 new project application detailed instructions and FY2018 new project application navigational guide are both attached. Please review this information before you begin entering your application into E-snaps. When you have entered your application into Esnaps do not "submit". Export your application to pdf

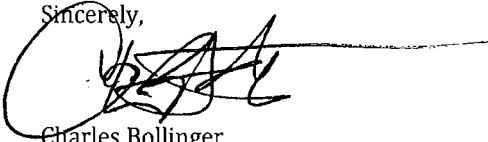
and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

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Sincerely,

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Charles Bollinger
CoC Programs Coordinator

CC: Javier Elias, Kate Hopkins



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: slewis@trilliumhealth.org

August 14, 2018

Trillium Health
 259 Monroe Ave
 Rochester, NY 14607-3632

Steve Lewis:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

<u>Project Applicants</u>	<u>Program</u>	<u>Ranking</u>	<u>Tier</u>	<u>Budget</u>
Trillium Health Care	PSH	34	Tier 1	\$ 145,860.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps: N/A

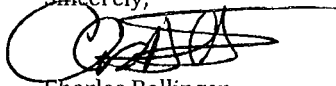
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with a large, sweeping flourish extending to the right.

Charles Bollinger
CoC Programs Coordinator

CC: Javier Elias, Kate Hopkins



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: pdrake@voaupny.org

August 16, 2018

Volunteers of America Upstate New York
 214 Lake Avenue
 Rochester, NY 14608

Pat Drake:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Funding for new projects was made available through reallocation of funding of existing programs in the CoC and through bonus funding available to the CoC based on 6% of the total Annual Renewal Amount. We are pleased to inform you that your new project application has been awarded funding for FY2018. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Volunteers of America of Western New York, Inc.	New PSH	47	Tier 2	\$ 495,010.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please adjust the number of household project to be served from 62 to 48 This is an adjustment amount of client's served at 120% of project capacity.

The FY2018 new project application detailed instructions and FY2018 new project application navigational guide are both attached. Please review this information before you begin entering your application into E-

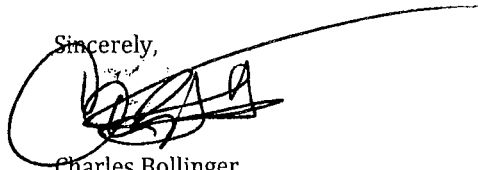
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Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'CB', is written over a circular stamp. A long, thin horizontal line extends from the right side of the signature across the page.

Charles Bollinger
CoC Programs Coordinator

CC: Angela Harbin



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: pdrake@voaupny.org

August 14, 2018

Volunteers of America Upstate New York
 214 Lake Avenue
 Rochester, NY 14608

Pat Drake:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

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Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Volunteers of America of Western New York, Inc.	PSH for Families	7	Tier 1	\$ 285,495.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please reduce the amount of the grant requested from \$345,387 to the reallocated amount to **\$285,495**.
- Please see attached revised budget to show where reductions were made.
- Please change serving families to singles and families in the populations serviced.

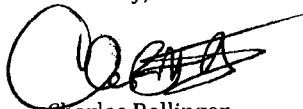
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Sincerely,

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Charles Bollinger
CoC Programs Coordinator

CC: Angela Harbin



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: pdrake@voaupny.org

August 14, 2018

Volunteers of America Upstate New York
 214 Lake Avenue
 Rochester, NY 14608

Pat Drake:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2017 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Per the FY 2018 CoC NOFA, Tier 1 is calculated at 94% of the Annual Renewal Amount: \$12,330,802. Projects in Tier 1 will be awarded funding assuming there are sufficient HUD funds available and the application meets HUD threshold requirements. Tier 2 projects are at risk of not being funded. The attached document, 2018 NOFA Summary, describes how projects in Tier 2 are scored, as well as provides information you will need to be familiar with as you begin to work on your Esnaps submission(s).

Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
Volunteers of America of Western New York, Inc.	Volunteers of America of WNY's Project ReDirect	1	Tier 1	\$ 169,752.00
Volunteers of America of Western New York, Inc.	VOAWNY Permanent Supportive Housing in Rochester, NY (F)	9	Tier 1	\$ 254,290.00
Volunteers of America of Western New York, Inc.	Volunteers of America of WNY's Permanent Supportive Housing (CU)	19	Tier 1	\$ 157,331.00
Volunteers of America of Western New York, Inc.	Volunteers of America of WNY's Permanent Supportive Housing for Chronically Homeless Individuals	20	Tier 1	\$ 240,238.00
Volunteers of America of Western New York, Inc.	Re-entry RRH	35	Tier 1	\$ 276,030.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps:

- Volunteers of America of WNY's Project ReDirect reduce the amount of the grant from \$298,879 to the reallocated amount to **\$169,752**.
- The funding for RHA/Monroe County DHS PSH-RA #5 was significantly reduced. Project Redirect was reduced to reflect the reduced number of persons that can be served. Revised amount is based on serving RHA/VOA PSH-RA#7(92 households), RHA/VOA PSH-RA#21(15 households) and RHA/Monroe County DHS PSH-RA #5 (projected to serve 60 households) for a total of 167 participants

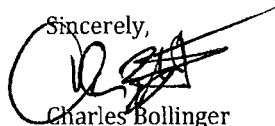
Attached you will find FY2018 renewal project application detailed instructions and FY2018 renewal project application navigational guide that you should read before you begin entering your application into Esnaps. When you have completed your application in Esnaps do not "submit". Export your application to pdf and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5 PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org . Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August 17, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org .

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Angela Harbin



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: mmcconell@ywcarochester.org

August 14, 2018,

YWCA
 175 N Clinton Ave,
 Rochester, NY 14604

Mary McConnell:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Funding for new projects was made available through reallocation of funding of existing programs in the CoC and through bonus funding available to the CoC based on 6% of the total Annual Renewal Amount. We are pleased to inform you that your new project application has been awarded funding for FY2018. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Below you will find the Tier, Rank, Funding Requested, and Funding Approved information for your new project. Please be sure that the amount in the Final Funding Award is what is used in the budget that is submitted to Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
YWCA of Rochester and Monroe County	DV RRH	14	Tier 1	\$ 313,049.00
YWCA of Rochester and Monroe County	PSH	15	Tier 1	\$ 191,226.00

Please note the following changes that will need to be made to your application and/or budget when it is entered into Esnaps:

- Please reduce the amount of the DV RRH grant requested from \$321,237 to the reallocated amount to **\$313,049**.

- Please reduce the amount of the PSH grant requested from \$218,372 to the reallocated amount to **\$191,226**.
- Please see attached revised budget to show where reductions were made for both projects.

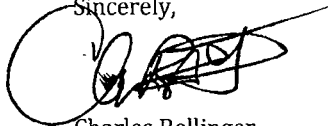
The FY2018 new project application detailed instructions and FY2018 new project application navigational guide are both attached. Please review this information before you begin entering your application into E-snaps. When you have entered your application into Esnaps do not "submit". Export your application to pdf and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5PM on August 31. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org . Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, no later than 5PM on August 17, 2018.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with a large circular flourish on the left side.

Charles Bollinger
CoC Programs Coordinator

CC: Phyllis McElligott



560 West Main Street
 Rochester, New York 14608
 585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: mmcconell@ywcarocheater.org

August 14, 2018,

YWCA
 175 N Clinton Ave,
 Rochester, NY 14604

Mary McConnell:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

Per the FY 2018 CoC NOFA, Tier 1 is calculated at 94% of the Annual Renewal Amount: \$12,330,802. Projects in Tier 1 will be awarded funding assuming there are sufficient HUD funds available and the application meets HUD threshold requirements. Tier 2 projects are at risk of not being funded. The attached document, 2018 NOFA Summary, describes how projects in Tier 2 are scored, as well as provides information you will need to be familiar with as you begin to work on your Esnaps submission(s).

Below you will find the Tier, Rank, Funding Requested, Reallocation Amount (if applicable) and Funding Approved information for your renewal project(s). Please be sure that the amount in the Final Funding Award is what is used in your budget that is submitted through Esnaps.

Project Applicants	Program	Ranking	Tier	Budget
YWCA of Rochester and Monroe County	Family Rapid Re-Housing Project	2	Tier 1	\$ 117,684.00

Please note the following changes will need to be made to your application and/or budget when it is entered into Esnaps: N/A

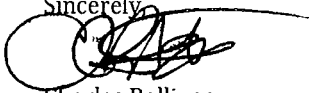
Attached you will find FY2018 renewal project application detailed instructions and FY2018 renewal project application navigational guide that you should read before you begin entering your application into Esnaps. When you have completed your application in Esnaps do not "submit". Export your application to pdf and send a copy to cbollinger@rochesterhomelesscoc.org no later than 5 PM on August 31st. We will notify you once it has been reviewed and approved for you to then "submit" in Esnaps.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org . Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, August 17, 2018. Request for Appeal should be sent to csanderson@rochesterhomelesscoc.org .

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Congratulations! We look forward to working with you in our continued efforts to end homelessness in Monroe County!

Sincerely,



Charles Bollinger
CoC Programs Coordinator

CC: Phyllis McElligott



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: vdouglas@centerforyouth.net
August 14, 2018

Center for Youth
905 Monroe Ave
Rochester, NY 14620

Valerie Douglas:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **Transition Age Youth TLP to RRH** program application was not funded for the local NOFA. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring projects that met community ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

- As a result of the rating and ranking process after meeting the community need to maintain exiting permanent supportive housing beds, there were for insufficient funds available for other program models.

If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 17, 2018.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Thank you for your interest in serving the homeless in this community!

Sincerely,


Charles Bollinger

CoC Programs Coordinator
CC; Nikisha Johnson



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: heather.briggs@housingadvocacyservices.org

August 14, 2018

Housing Advocacy Services, Inc
1 East Main St #400f
Rochester, NY 14614

Heather Briggs:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **PSH & RRH** program application was not ranked for funding. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring projects that met a priority community need ranked number one and so on until all available funding was utilized.

Your application was not selected to be ranked based on the following:

- Did not meet threshold requirements for new project application
- Application did not reflect an accurate understanding of RRH, PSH or Coordinated Entry
- Budget was not realistic
- Did not appear to utilize any Housing First Principles

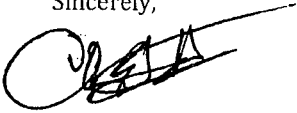
If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 17, 2018.

Thank you for your interest in serving the homeless in this community!

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with a long horizontal line extending from the end of the signature.

Charles Bollinger
CoC Programs Coordinator

CC: Alex Smith



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: bspratt@opendoormission.com

August 14, 2018

Open Door Mission
156 N. Plymouth Avenue
Rochester, NY 14608

Brenda Spratt:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **Open Door Mission Women & Children's TH/RRH** program application was not funded for the local NOFA. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring projects that met community ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

- As a result of the rating and ranking process after meeting the community need to maintain exiting permanent supportive housing beds, there were for insufficient funds available for other program models.

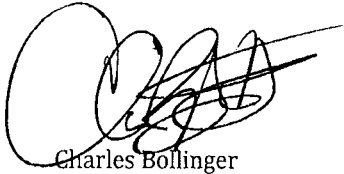
If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 17, 2018.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Thank you for your interest in serving the homeless in this community!

Sincerely,

A handwritten signature in black ink, appearing to be 'CB', with a large circular flourish on the left and several horizontal strokes on the right.

Charles Bollinger
CoC Programs Coordinator

CC: Anna Valeria-Iseman



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: ncoulter@pcho.org
August 14, 2018

Person Centered Housing Options Inc.
1136 Buffalo Road
Rochester, NY 14624

Nicholas Coulter:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **PCHO Interagency Partnership- Housing Options for People in Emergency (HOPE)** program application was not funded for the local NOFA. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring projects that met community ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

- As a result of the rating and ranking process after meeting the community need to maintain exiting permanent supportive housing beds, there were for insufficient funds available for other program models.

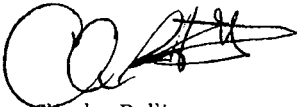
If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 15, 2018.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Thank you for your interest in serving the homeless in this community!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with several horizontal lines drawn through the end of the signature.

Charles Bollinger
CoC Programs Coordinator



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: jharris@rochesterhousing.org

August 14, 2018

Rochester Housing Authority
675 West Main
Rochester, NY 14611
14611

Jacquetta Harris:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and are posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that **RHA/Housing Advocacy Services PSH-RA #16** program application was not funded for the local NOFA. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

- Application score resulted in a ranking that was too low to reach with available funding


If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 17, 2018.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Thank you for your interest in serving the homeless in this community!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with a long horizontal stroke extending to the right.

Charles Bollinger
CoC Programs Coordinator

CC: Nicole Allen



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: jharris@rochesterhousing.org
August 14, 2018

Rochester Housing Authority
675 West Main
Rochester, NY 14611

Jacquetta Harris:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **RHA 3 N 1** program application was not ranked for funding. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Your application was not selected for ranking based on the following:

- Did not meet minimum threshold for a new project application
- Did not reflect accurate knowledge of chronic homeless definition; 100% of participants would have to have a disability
- Did not reflect accurate knowledge of Coordinated Entry – application did not reflect that 100% of referrals would come through Coordinated Entry process
- There were discrepancies in the application in number of people who were to be served with a disability. Based on special needs population info provided, only a small percent would have been eligible participants
- Lack of knowledge of projected Performance Outcomes – one appeared to have typo, others were not accurate

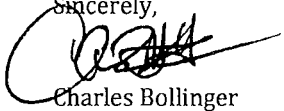
If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

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Thank you for your interest in serving the homeless in this community!

Sincerely,

A handwritten signature in black ink, appearing to read 'CB', with a long horizontal stroke extending to the right.

Charles Bollinger
CoC Programs Coordinator

CC: Nicole Allen



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: pdrake@voawny.org

August 14, 2018

Volunteers of America of Western New York, Inc.
214 Lake Ave A
Rochester, NY 14608

Pat Drake:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$12,840,825. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and are posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **VOA's Cooper Union 2 – Permanent Supportive Housing for Chronically Homeless Individuals** program application was not funded for the local NOFA. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

- Application score resulted in a ranking that was too low to reach with available funding
- Project awarded with FY2016 funding and is not fully operational
- Capital funding for the project has not been secured to create the new units

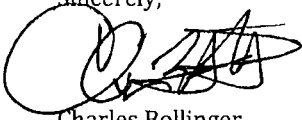
If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 17, 2018.

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Thank you for your interest in serving the homeless in this community!

Sincerely,

A handwritten signature in black ink, appearing to read 'Charles Bollinger', with a large circular flourish on the left side.

Charles Bollinger
CoC Programs Coordinator

CC; Angela Harbin



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: Tricia.S@VOCROC.org
August 14, 2018

Veterans Outreach Center
447 South Ave
Rochester, NY 14620

Tricia Skwieralski:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2018 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and is posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the **Richards house Transitional Housing/Rapid Re-housing Hybrid (TH/RRH)** program application was not funded for the local NOFA. Applications were reviewed, scored and ranked based on score and meeting community need. The highest scoring projects that met community ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

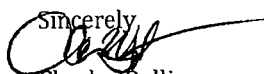
- As a result of the rating and ranking process after meeting the community need to maintain exiting permanent supportive housing beds, there were for insufficient funds available for other program models.

If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) within three days of the date of this award letter, by 5PM on August 17, 2018.

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Thank you for your interest in serving the homeless in this community!

Sincerely

Charles Bollinger
CoC Programs Coordinator
CC; Alec Andrest



560 West Main Street
Rochester, New York 14608
585-319-5091 x101
cbollinger@rochesterhomelesscoc.org

via email transmission: mpmcelligott@ywcarocheester.org

August 16, 2018

Phyllis:

The Rochester/Monroe County Homeless Continuum of Care, Inc. (RMHCoC) has completed the rating and ranking of applications submitted for FY 2017 CoC funding. The maximum HUD Request for our CoC is \$13,117,874. Forty-two (42) renewal project and twelve (12) new project applications were submitted totaling \$17,096,304 in requested funds. The applications were scored based on the scoring rubric that has been available to the community and are posted on the CoC website: www.rochomeless.org. The reallocation process that was approved by the rating and ranking committee has also been posted to the website. Therefore, the ranking and review committee had tough decisions to make.

We are sorry to inform you that the YWCA PSH Project (Additional Funding Round) application was not ranked for funding. The highest scoring project that met a priority community need ranked number one and so on until all available funding was utilized.

Your application was not selected for funding based on the following:

- Support services request exceeded 25% of the funding requested
- Funding request per household projected to be served was much higher than other applications that were submitted

If you have any other questions regarding this application, please contact me at any time. CoC Staff would be happy to schedule a time to sit down with you to discuss your application in more depth.

Should you wish to appeal this decision, please review the Local Applications Appeal Process that is posted on the website, www.rochomeless.org. Appeals must be made in writing (email is preferred method of submission) by 5PM on August 17, 2018.

Thank you for your interest in serving the homeless in this community!

Sincerely,

Connie for Charles Bollinger

Charles Bollinger
CoC Programs Coordinator

Note: This letter is conditional based on the current ranking and allocation of available funding. If there are appeals requested and rankings or funding amounts are changed based on results of the Appeal process, any affected Applicants will be notified as soon as possible. When the Appeal process has been completed, all Applicants will be sent the CoC Project Priority and the Priority List will be posted on the CoC website.

Please note that letters were not sent to organizations that chose not to submit projects for renewal.

These included:

RHA – PSH RA #17

RHA – PSH RA #19

RHA – PSH RA #13

Wilson Commencement Park – WCP PSH for CH Families



560 West Main Street
Rochester, New York 14608
585-319-5091

To: All CoC Funded Program Providers, CoC Stakeholders and Community
From: Rochester/Monroe County Homeless Continuum of Care (RMHCoC)
Re: FY2017 RFP for Local Applications for HUD CoC Funding
Date: June 14, 2018

In anticipation of the release of the 2018 HUD CoC Program NOFA, the RMHCoC is beginning the local application process for new and renewal projects.

2018 Highlights

- Approximate funding available - \$12.5 million dollars
- \$625,000 Bonus Project funding assuming 5% of FPRN as in 2017
- New project model – TH -PSH-RRH (Transitional Housing with Rapid Re-Housing component)
- 2017 New Projects that have not begun operation, will not need to submit renewal application
- There is 50 Million dollars set aside nationally for Rapid Re-Housing working exclusively with victims of domestic violence.
- Local grant administration budgets can increase from 7% to 8.5%
- Tier one funding is 94% of ARD.

2018 Timeline*

- June 14th: Release of application materials
- June 18th : Applicant Workshops
 - **Renewals only:** 1PM – 3PM at CCSI
- June 19th: Applicant Workshops
 - **New projects only:** 9am- 11am at CCSI
- June 25th All Q & A due to the CoC
- June 28th: Q & A posted to HSN website: www.rochomeless.org
- **July 10th: Renewal Applications due by 5PM**
- July 13th: New Project Applications due by 5PM

*(*This time line is contingent on a HUD NOFA application submission date in the month of September. If HUD requests an earlier date the time line will be accelerated.)*

Please note the due date for renewals is moved July 10th

Materials Attached: Available also on HSN Website will be posted on June 14th to www.rochomeless.org

- 2018 New and Renewal Project Applications
- 2018 Budget Workbook
- 2018 Scoring Rubric
- 2018 Reallocation Process
- 2018 Appeal Process

Direct questions to: Charles Bollinger – CoC Programs Coordinator
(email only) cbollinger@rochesterhomelesscoc.org

BY-LAWS
ADMINISTRATIVE BOARD
ROCHESTER/MONROE COUNTY HOMELESS CONTINUUM OF CARE

ARTICLE I: NAME

This body shall be named the Rochester/Monroe County Homeless Continuum of Care, hereinafter referred to as the “CoC”.

ARTICLE II: ADDRESS

The principal office shall be in Rochester, New York or such other location appropriate for carrying out CoC’s purposes.

ARTICLE III: PURPOSES

CoC is dedicated to ending homelessness in Monroe County. In carrying out this purpose, CoC conducts the following scope of activities:

- A. Assesses community needs and the prevalence of homelessness;
- B. Develops, maintains, monitors and continuously improves a comprehensive, flexible and coordinated continuum of care plan and system of services for homeless individuals and families;
- C. Supports the development of permanent, affordable housing and permanent, supportive housing;
- D. Facilitates dialogue and organizes cooperation and strategic action among the public, private and nonprofit sectors;
- E. Plans, coordinates, and administers governmental and philanthropic resources;
- F. Advocates and promotes community awareness and education;
- G. Administers or delegates the administration of the Homeless Management Information System; and
- H. Develops and executes annual process to provide a coordinated and equitable allocation of HUD-McKinney-Vento Homeless funding.

ARTICLE IV: MEMBERSHIP AND STAKEHOLDERS

Section 1. Members. CoC has no voting members as defined in New York State Not-for-Profit Corporation Law.

Section 2. Stakeholders.

2.1. Definition. Stakeholders are representatives of relevant organizations, hereafter referred to as “Organizational Representatives”, and individuals within Monroe County who engage in and support the purposes and activities of CoC. Relevant organizations include, but are not limited to, nonprofit providers of services and advocates (homeless assistance, victim services, social services, mental health, health care, veteran services, etc.), faith-based organizations, governments, law enforcement, public housing agencies, school districts, affordable housing developers, businesses, higher education, organized philanthropy, and homeless and formerly homeless individuals.

2.2. Role and Responsibility. Stakeholders represent the community’s continuum of care of services and affordable housing. They serve to inform and advise the Administrative Board, to become engaged in the planning, implementation and committee processes of the CoC, and have other responsibilities as stated in these Bylaws.

2.3. Appointment, Criteria and Number. The Administrative Board will establish, in accordance with applicable contracts and regulations, the criteria and process of selection for Stakeholders. The criteria may include a schedule of fees or dues that may be assessed and any waivers thereof. The process shall include a public invitation of prospective Stakeholders to occur at least annually. There shall be no arbitrary limitations as to the number of Stakeholders.

2.4. Notice. A copy of the notice of any meeting shall be given, personally, by first class mail, by fax or by electronic mail not less than ten (10) nor more than fifty (50) days before the date of the meeting. If mailed, such notice is given when deposited in the United States mail. If sent by fax or electronic mail, such notice is given when directed to the member’s fax number or electronic mail address as it appears on the record of members, or to such fax number or other electronic mail address as filed with the Secretary of the Corporation; provided, that notice shall not be deemed delivered if: (a) the Corporation is unable to deliver two (2) consecutive notices to the individual by e-mail or fax; or (b) the Corporation otherwise becomes aware that notice cannot be delivered to the individual by e-mail or fax.

ARTICLE V: ADMINISTRATIVE BOARD

Section 1. General Management. The Administrative Board shall have the authority to manage the affairs and determine the policies of the CoC, including the delegation of authority and management as appropriate, in accordance with contractual obligations and applicable regulations, to its fiscal sponsor and to collaborative applicant(s).

1.1. Action by the Board.

1.1.1 Except as otherwise provided by law or in these By-laws, the act of the Administrative Board means action taken at a meeting of the Board at which a quorum is present by vote of a majority of the members present at the time of the vote.

1.1.2 The following actions require approval by two-thirds vote of the entire Administrative Board (unless there are twenty-one or more members, then the vote of a majority of the entire Administrative Board is required): the purchase of real property that will constitute all or substantially all of the assets of the CoC once purchased; and the sale, lease,

mortgage, exchange or other disposition of all or substantially all of the CoC's assets (including real property). Any purchase, sale, mortgage, lease, exchange or other transfer of real property that does not require Board approval as provided in this Section may be approved by a committee of the Board. Such committee shall promptly report any actions it takes to the Board no later than the next regular meeting of the Board.

1.1.3 The following actions (in addition to those otherwise provided in these By-laws) require approval by majority vote of the entire Administrative Board: approval of amendments to the Certificate of Incorporation; and amending the minimum or maximum number of members of the Administrative Board as set forth in Article V, Section 2.

1.1.4 Any action required or permitted to be taken by the Administrative Board or any committee may be taken without a meeting if all members of the Board or the committee consent to the adoption of a resolution authorizing the action. The resolution and the written consents shall be filed with the minutes of the Board or committee. Consents may be provided: (i) in a writing signed by the member of the Administrative Board or committee member either in hard copy or by affixing a signature by any reasonable means (i.e., fax signature); or (ii) by e-mail that includes information from which the recipient can reasonably determine that the transmission was authorized by the member of the Administrative Board or committee member.

1.1.5 Any or all members of the Administrative Board or any committee may participate in a meeting by means of a telephone conference, electronic video screen communication or similar communications equipment. Participation by such means shall constitute presence in person at a meeting provided that all persons participating in the meeting can hear each other at the same time and each individual may participate in all matters before the Board or committee, including, but not limited to, proposing, objecting to and voting upon a specific action taken at the meeting.

Section 2. Composition.

2.1. Number. The Administrative Board shall have not less than 10 and no more than 17 Members, the number of members to be determined from time to time by vote of a majority of the entire Board, provided that no decrease in the number of members shall shorten the term of any incumbent member. As used in these By-laws, "entire Board" means: (i) the actual number of members set by the Board pursuant to this section; or (ii) the number of members within the range set forth in this section as of the most recently held election of members of the Administrative Board.

2.2. Age Qualification. Each member must be at least eighteen (18) years of age.

2.3. Stakeholder Representation. Members of the Administrative Board shall be representative of Stakeholders, including those serving homeless subpopulations and mainstream service providers, and shall include at least one homeless or formerly homeless individual.

2.3.1 Public Sector Organizational Representation. In accordance with the procedures in these Bylaws, at least one voting seat each shall be reserved on the Board for persons representing, as duly authorized, the City of Rochester, the Rochester Housing Authority, and one voting seat each for the County of Monroe's Departments of Human Services and Planning and Development, or the successor in name. The individuals serving as public sector organizational representatives are to be nominated by the Governance and Stakeholder Committee and elected to their respective seats by the Board in accordance with these Bylaws.

2.3.2 Public Sector Limitation. The voting members of the Administrative Board consist of on or about 33% representation from government, authorities, or government appointed or controlled entities.

2.3.3 Private Sector Representation. In accordance with the procedures in these bylaws, one voting seat shall be reserved for a representative, as duly authorized, from the United Way of Greater Rochester, Inc. and two voting seats, as duly authorized, from the Homeless Network.

2.3.4 Non-voting Representation. The Administrative Board, in its commitment to informed decision-making, shall encourage non-voting participation at meetings, in accordance with Article VIII Section 3, from representatives other those assigned voting status that represent the City of Rochester, the County of Monroe, the Municipal Housing Authority and the United Way of Greater Rochester.

Section 3. Election and Terms.

3.1. Election. Members shall be divided in to thee (3) classes of approximately the same size. At each Annual Meeting, one class of members shall be elected by the Administrative Board

3.2. Length of Term. The term of each Member of the Administrative Board shall be three (3) years. All terms shall be measured from January 1 of the year of appointment.

3.3. Term Limits. There shall be no term limits.

Section 4. Vacancies.

4.1. Organizational Representatives. If an Administrative Board member is no longer able to serve due to change of employment status, written notice shall be sent to the Chairperson. Such notice shall be presented to the Board by the Chairperson at the first meeting after its receipt. The relevant organization may propose a replacement name to the Governance and Development Committee for consideration as a candidate for nomination.

4.2. Individuals. Any individual member may withdraw from the Administrative Board after giving written notice of such intention to the Chairperson. Such notice shall be presented to the Administrative board at the first meeting after its receipt.

4.3. Cause and Vote to Remove. It is considered the duty of all members to attend all meetings except for good cause shown. Any member may be removed from the

Administrative Board or from their position as Officer, with or without cause, when two-thirds of the Board is present at the meeting and two-thirds of those present votes to remove that member. For the Board to consider the removal of a member, written notice of the consideration of such action shall be delivered by hand or by postage mail to all members of the Administrative Board at least ten (10) business days in advance of the meeting. In the event a member is subject to the consideration of removal, the entity from which that member represents will also receive the required notification as stated above.

ARTICLE VI: ELECTION OF OFFICERS

Section 1. Officers. The officers shall consist of a Chairperson, Vice-Chairperson, Treasurer and Secretary. At all times, a representative of the private sector and the public sector shall hold either the Chair or Vice-Chair positions. The positions of Treasurer and Secretary may be held by the same person,

Section 2. Terms. Officers shall be elected by the Administrative Board for two year terms. There shall be no term limits.

Section 3. Election. Officers are elected by the Administrative Board at the Annual Meeting in accordance with these Bylaws.

Section 4. Duties.

4.1. Chairperson. The Chairperson shall be the chief volunteer officer of the CoC and shall in general supervise the business affairs of the CoC with accountability to the Administrative Board. He/she shall preside and establish the agendas for all meetings of the Board, the Executive Committee and the Stakeholders, and shall be an ex-officio member of all committees other than the Audit Committee. The Chairperson is the sole member of the Board that can publically speak on behalf of the CoC unless he/she or the Administrative Board has otherwise delegated that authority. The Chairperson shall have signature authority for the CoC as authorized in advance by the Board and is the point supervisor of staff or independent contractors who are report directly to the Board. He/she performs other duties and activities from time to time as may be authorized or directed by the Board and as may otherwise properly pertain to this office.

4.2. Vice-Chairperson. The Vice-Chair shall perform all the duties of the Chairperson in his/her absence or by reason of his/her incapacity. If neither can be present, a member of the Executive Committee will chair the meeting of the Administrative Board. The Vice Chairperson shall perform such other duties as from time to time may be assigned to him/her by the Chairperson and/or the Board.

4.3. Treasurer. The Treasurer shall be liaison for the Administrative Board to the Fiscal Sponsor on matters of finances and responsible for the supervision of any or all accounts of all monies received, expended or otherwise allocated by the CoC. He/she shall keep the Board informed on all pertinent financial matters. The Treasurer shall provide financial report at all regular meetings of the Board in a format prescribed by the Board. In general, the Treasurer shall perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him/her by the Chair or by the Administrative Board.

4.4. Secretary. The Secretary shall ensure that the minutes of the meetings of the Administrative Board, its committees and the Stakeholders are properly recorded and maintained in one or more books provided for that purpose, see that all notices are duly given in accordance with the provisions of these by-laws or as required by law or contract, and be custodian of the records of the CoC. The Secretary shall keep a register of the post office address, telephone number, and where appropriate electronic address of each Board Member and Stakeholder, and in general, perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to him/her by the Chair and/or the Administrative Board. In addition, the Secretary shall notify members of the Administrative Board of their election to office or their appointment to committees. The Secretary may delegate recording and other duties as he/she may deem appropriate.

ARTICLE VII: COMMITTEES

Section 1. Appointments. All committees and committee chairs, except for the Executive Committee, that are accountable directly to the Administrative Board shall be appointed annually by the Board upon recommendation of the Board's Chairperson. Minutes of all committee meetings are to be recorded and distributed in a timely manner to the Board.

Section 2. Meetings. Notice of committee meetings shall be provided in the same manner as meetings of the Board. Meetings of committees shall be held at such time and place as may be fixed by the Chair of the committee or by vote of a majority of all the members of the committee.

Quorum and Manner of Acting. Unless otherwise provided by resolution of the Board: (a) a majority of all of the members of a committee shall constitute a quorum for the transaction of business; and (b) the act of the committee means actions taken at a meeting of the committee at which a quorum is present by vote of a majority of all of the members of the committee. The procedures and manner of acting of all committees shall be subject at all times to the directions of the Board.

Section 3. Tenure of Members. Each committee and every committee member shall serve at the pleasure of the Board.

Section 4. Committees of the Board. The Administrative Board, by resolution adopted by a majority of the entire Board, may designate an Executive Committee and other committees of the Board consisting of three (3) or more members of the Administrative Board. These committees shall have such authority as the Board by resolution shall provide; the Executive Committee shall have all the authority of the Board, except that no committee shall have authority as to the following matters:

- (a) The filling of vacancies in the Board or in any committee.
- (b) The fixing of compensation of the members of the Administrative Board for serving on the Board or on any committee.
- (c) The amendment or repeal of the By-laws, or the adoption of new By-laws.

- (d) The amendment or repeal of any resolution of the Board which by its terms, shall not be so amendable or repealable.

Any reference in these By-laws to the Administrative Board shall include the Executive Committee unless the context or express provision otherwise indicates.

4.1. Audit Committee. The Audit Committee shall be a committee of Board which shall be responsible for overseeing the accounting and financial reporting processes of the CoC and the audit of the Corporation's financial statements. The Audit Committee shall be comprised of at least three (3) members of the Administrative Board. All members of the Audit Committee shall be "independent Directors" as defined under the New York Not-for-Profit Corporation Law. The Administrative Board shall adopt an Audit Committee Charter to govern the operations of the Audit Committee.

Section 5. Committees of the Corporation. The Board may designate committees of the Corporation. The resolution authorizing any such committee shall set forth its duties, its term and who may be eligible to serve. Such committees shall not be a committee of the Board and shall not exercise any of the powers of the Board or have the authority to bind the Board.

5.1. Grant Applications Committee. This Committee of the Corporation shall be comprised of at least three (3) members of the Administrative Board and may include at-large Stakeholders and/or other individuals with financial expertise. The majority of the Committee is to be persons without a conflict as defined herein and on or about one-third (33%) shall be representatives of the Public Sector. The Committee's overall responsibility is to conduct the grant review process and make recommendations accordingly with respect to the allocation of HUD-McKinney-Vento Homeless funding. As a deliberating and recommending body of the Board, the Committee shall work closely with the Coordinator position to:

- Develop policies for grant application review, the ranking of budget requests, and for on-going monitoring of grant performance;
- Make recommendations to the Board to ensure that the CoC's operations are compliant applicable regulations and contractual obligations along with the policies and processes set forth; and,
- Appoint and oversee individual application reviewers who are without conflict.

5.2. Governance and Stakeholder Development Committee. This Committee of the Corporation shall be comprised of at least three (3) members of the Administrative Board and may include representation from Stakeholders who do not serve on the board. On or about one third (33%) of the Committee shall be comprised of Public Sector representatives. The Committee works to ensure that the composition of the Board is reasonably representative of CoC's Stakeholders, that the Board functions effectively, and that the body of Stakeholders is appropriately reflective of the range and scope of community interests involved in homelessness housing and services.

As a deliberating and recommending body to the Board, the Committee's functions include, but are not limited to, the following:

- Monitoring and strategically assessing the composition, participation, and effectiveness of the Board as a whole and its members and committees;
- Recruiting and nominating Board Members and Stakeholders in accordance with these Bylaws, contractual obligations and applicable regulations;
- Recommended to the Board performance standards for board and committee attendance and participation;
- Recommending to the Board ethical and conflict of interest policies and procedures in accordance with these Bylaws, contractual obligations and applicable regulations; and,

The three (3) or more Committee members that are also on the Administrative Board shall serve as a sub-committee whose responsibilities shall be to assess the participation and effectiveness of the Officers and to recruit and nominate Officers for election directly to the Administrative Board.

ARTICLE VIII: MEETINGS AND VOTING

Section 1. Annual Meeting. The Administrative Board shall hold an Annual Meeting in December of each year to elect its Officers and Members for terms to commence January 1 of the coming year. If more than one nomination is made for the same office, election shall be by secret written ballot. Ballots cast for any person other than a duly nominated candidate shall be deemed null and void.

Section 2. Stakeholder Participation at the Annual Meeting. Stakeholders shall be invited to attend the Annual Meeting. At least every five (5) years, Stakeholders shall review, update if necessary, and approve the written process stated in the Bylaws for the election of the Administrative Board.

Section 3. Regular Meetings of the Administrative Board. The Administrative Board shall endeavor to meet regularly and at least eight (8) times per year. Meetings may be convened by the Chairperson or a majority vote of the Executive Committee. Attendance at meetings is limited to the Board. Non-board Stakeholders, staff and guests may attend as invited by the Chairperson or the Executive Committee.

Section 4. Special Meetings of the Administrative Board. Special meetings may be called at the request Chairperson or Executive Committee as needed. Notice of these special meetings shall be given with as much advance notice as possible.

Section 5. Quorum. Attendance is defined as being present in person or via electronic means whereby all the individuals concerned can fully hear the proceedings. A majority in attendance at a meeting shall constitute a quorum to conduct business; with the exception of business concerning the removal of a Member or Officer where by a quorum must be as stated in Article V., Section 4.3 herein.

Section 6. Proxy Voting. Voting by proxy in Administrative Board meetings is prohibited. In those circumstances where Stakeholders are to exercise votes, proxy voting by paper is allowed. No proxy shall be valid for more than 30 days.

Section 7. Stakeholder Meetings. The Administrative Board shall strive to conduct meetings of Stakeholders on a regular basis but shall convene Stakeholders at least bi-annually.

ARTICLE IX: EMPLOYEES AND CONTRACTORS

The Administrative Board can, in proper arrangement with its fiscal sponsor or other parties, act to engage employees, independent consultants or firms to assist and advance the work of the CoC.

ARTICLE X: CONTRACTS, CHECKS, DRAFTS AND BANK ACCOUNTS

Section 1. Execution of Documents/Contracts/Loans. The Board may authorize any officer or officers, agent or agents, in the name of and on behalf of the CoC to enter into any contract or execute and deliver any instrument (including stocks, bonds, subscription rights or other securities), and such authority may be general or confined to specific instances; but, unless so authorized by the Board, or expressly authorized by these By-laws, no officers, agent or employee shall have any power or authority to bind the CoC by any contract or engagement or to pledge its credit or to render it liable pecuniarily in any amount for any purpose.

Section 2. Checks, Drafts, etc. All checks, drafts and other orders for the payment of money out of the funds of the CoC, and all notes or other evidences of indebtedness of the CoC, shall be signed on behalf of the CoC in such manner as shall from time to time be determined by resolution or policy of the Board.

Section 3. Deposits. All funds of the CoC not otherwise employed shall be deposited from time to time to the credit of the CoC in such banks, trust companies or other depositories as shall from time to time be determined by resolution or policy of the Board.

ARTICLE XI: INDEMNIFICATION

ARTICLE XII: GENERAL

Section 1. Adoption of Policies and Procedures. The Board, by resolution, shall adopt such rules, regulations, policies and procedures as it may deem necessary and appropriate to the operation of the CoC, including, but not limited to, a Conflicts of Interest and Compensation policy; provided, however, that no rule, regulations, policy or procedure may be adopted by the CoC that is contrary to these By-laws and applicable law as may be amended from time to time.

Section 2. Books and Records. There shall be kept at the office of the CoC: (1) correct and complete books and records of account; (2) minutes of the proceedings of the Board and any committees of the Board; (3) a current list of the members of the Administrative Board and officers of the CoC and their residence addresses; (4) a copy of these By-laws; (5) a copy of the CoC's application for recognition of exemption with the Internal Revenue Service; and (6)

copies of the past three (3) years' information returns and Form 990-T's (if any) filed with the Internal Revenue Service.

ARTICLE XIII: FISCAL YEAR

The fiscal year of this corporation shall correspond to the calendar year.

ARTICLE XIV: RULES OF ORDER

In all matters of parliamentary procedure not covered or contradicted by these by-laws, the Laws of the State of New York, in particular the Not-for-Profit Corporation Law, the rules and regulations of the State of New York as codified in the New York Code of Rules and Regulations (NYCRR), the Internal Revenue Service Code, and the Income Tax Regulations promulgated there under, and by the contracts entered into by the Corporation with government, foundation or other funding sources, Roberts Rules of Order shall be the parliamentary authority.

ARTICLE XV: AMENDMENTS

These By-Laws may be repealed or amended at any regular or special meeting of the Administrative Board by resolution of the Administrative Board provided: 1) The resolution is passed by two-thirds majority at a duly convened meeting and, 2) a written copy of the proposed Amendment is delivered together with the notice of such meeting to each Board Member, not later than ten (10) business days prior to the meeting. Upon Amendment, a certified copy of these By-Laws signed by the Secretary shall be entered in the minutes of the Administrative Board.

2018 HDX Competition Report

PIT Count Data for NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count	860	817	835
Emergency Shelter Total	576	613	636
Safe Haven Total	13	11	13
Transitional Housing Total	202	128	130
Total Sheltered Count	791	752	779
Total Unsheltered Count	69	65	56

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	184	184	90
Sheltered Count of Chronically Homeless Persons	164	137	80
Unsheltered Count of Chronically Homeless Persons	20	47	10

2018 HDX Competition Report

PIT Count Data for NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	110	99	96
Sheltered Count of Homeless Households with Children	108	99	96
Unsheltered Count of Homeless Households with Children	2	0	0

Homeless Veteran PIT Counts

	2011	2016	2017	2018
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	44	66	63	73
Sheltered Count of Homeless Veterans	44	60	56	65
Unsheltered Count of Homeless Veterans	0	6	7	8

2018 HDX Competition Report

HIC Data for NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2018 HIC	Total Beds in 2018 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	555	49	324	64.03%
Safe Haven (SH) Beds	12	0	12	100.00%
Transitional Housing (TH) Beds	133	0	128	96.24%
Rapid Re-Housing (RRH) Beds	576	0	576	100.00%
Permanent Supportive Housing (PSH) Beds	1726	0	1725	99.94%
Other Permanent Housing (OPH) Beds	0	0	0	NA
Total Beds	3,002	49	2765	93.63%

2018 HDX Competition Report

HIC Data for NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	115	136	234

Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2016 HIC	2017 HIC	2018 HIC
RRH units available to serve families on the HIC	11	124	155

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC
RRH beds available to serve all populations on the HIC	40	398	576

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Summary Report for NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.
Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES and SH	4851	4983	28	25	-3	21	18	-3
1.2 Persons in ES, SH, and TH	5132	5252	36	32	-4	23	20	-3

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

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FY2017 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2016	FY 2017	Submitted FY 2016	FY 2017	Difference	Submitted FY 2016	FY 2017	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	4916	5027	57	63	6	25	22	-3
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	5218	5335	67	70	3	27	23	-4

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns	FY 2017	% of Returns
Exit was from SO	11	1	9%	1	9%	1	9%	3	27%
Exit was from ES	2175	209	10%	139	6%	228	10%	576	26%
Exit was from TH	101	10	10%	2	2%	18	18%	30	30%
Exit was from SH	15	0	0%	0	0%	4	27%	4	27%
Exit was from PH	303	8	3%	8	3%	24	8%	40	13%
TOTAL Returns to Homelessness	2605	228	9%	150	6%	275	11%	653	25%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

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FY2017 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2016 PIT Count	January 2017 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	860	817	-43
Emergency Shelter Total	576	613	37
Safe Haven Total	13	11	-2
Transitional Housing Total	202	128	-74
Total Sheltered Count	791	752	-39
Unsheltered Count	69	65	-4

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2016	FY 2017	Difference
Universe: Unduplicated Total sheltered homeless persons	5296	5422	126
Emergency Shelter Total	4926	5086	160
Safe Haven Total	63	65	2
Transitional Housing Total	437	387	-50

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FY2017 - Performance Measurement Module (Sys PM)

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	804	849	45
Number of adults with increased earned income	89	71	-18
Percentage of adults who increased earned income	11%	8%	-3%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	804	849	45
Number of adults with increased non-employment cash income	294	250	-44
Percentage of adults who increased non-employment cash income	37%	29%	-8%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults (system stayers)	804	849	45
Number of adults with increased total income	342	285	-57
Percentage of adults who increased total income	43%	34%	-9%

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FY2017 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	366	412	46
Number of adults who exited with increased earned income	45	72	27
Percentage of adults who increased earned income	12%	17%	5%

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	366	412	46
Number of adults who exited with increased non-employment cash income	174	183	9
Percentage of adults who increased non-employment cash income	48%	44%	-4%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2016	FY 2017	Difference
Universe: Number of adults who exited (system leavers)	366	412	46
Number of adults who exited with increased total income	196	232	36
Percentage of adults who increased total income	54%	56%	2%

2018 HDX Competition Report

FY2017 - Performance Measurement Module (Sys PM)

Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	4950	5083	133
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1148	1193	45
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	3802	3890	88

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2016	FY 2017	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	5422	5467	45
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	1400	1382	-18
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	4022	4085	63

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FY2017 - Performance Measurement Module (Sys PM)

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2017 (Oct 1, 2016 - Sept 30, 2017) reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2016	FY 2017	Difference
Universe: Persons who exit Street Outreach	59	78	19
Of persons above, those who exited to temporary & some institutional destinations	15	17	2
Of the persons above, those who exited to permanent housing destinations	6	31	25
% Successful exits	36%	62%	26%

Metric 7b.1 – Change in exits to permanent housing destinations

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FY2017 - Performance Measurement Module (Sys PM)

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	4774	4827	53
Of the persons above, those who exited to permanent housing destinations	2291	2091	-200
% Successful exits	48%	43%	-5%

Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2016	FY 2017	Difference
Universe: Persons in all PH projects except PH-RRH	2041	1953	-88
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	1899	1809	-90
% Successful exits/retention	93%	93%	0%

2018 HDX Competition Report FY2018 - SysPM Data Quality

NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HMIS Standard Reporting Terminology Glossary. You may need to run multiple reports in order to get data for each combination of year and project type.

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

2018 HDX Competition Report FY2018 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018
1. Number of non-DV Beds on HIC	451	469	429	451	270	231	216	137	1843	1799	1706	1985			40	398				
2. Number of HMIS Beds	375	365	349	362	257	231	212	105	1691	1641	1706	1936			40	398				
3. HMIS Participation Rate from HIC (%)	83.15	77.83	81.35	80.27	95.19	100.00	98.15	76.64	91.75	91.22	100.00	97.53			100.00	100.00				
4. Unduplicated Persons Served (HMIS)		4950	4950	5106		520	571	387		2101	2048	2096		598	977	1177		24	49	42
5. Total Leavers (HMIS)		4588	4577	4778		335	295	292		364	291	353		283	481	534		24	43	31
6. Destination of Don't Know, Refused, or Missing (HMIS)		996	997	1191		41	44	56		21	31	60		30	97	131		3	29	20
7. Destination Error Rate (%)		21.71	21.78	24.93		12.24	14.92	19.18		5.77	10.65	17.00		10.60	20.17	24.53		12.50	67.44	64.52

2018 HDX Competition Report

Submission and Count Dates for NY-500 - Rochester, Irondequoit, Greece/Monroe County CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2018 PIT Count	1/25/2018	

Report Submission Date in HDX

	Submitted On	Met Deadline
2018 PIT Count Submittal Date	4/27/2018	Yes
2018 HIC Count Submittal Date	4/27/2018	Yes
2017 System PM Submittal Date	5/14/2018	Yes