




Western PA CoC FY2024 CoC Renewal Scoring Webinar

Presented by: DMA - Diana T. Myers and Associates, Inc.
May 2nd, 2024
For the Western PA Continuum of Care, under contract with
the PA Dept of Community & Economic Development



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Webinar Agenda

- What's New for 2024
- Why Renewal Scoring?
- Renewal Scoring Criteria
 - Brief overview of all criteria
 - New criteria
- Renewal Scoring Process
 - Process
 - Info for DV providers, new projects, consolidations
 - Timeline
 - Appeals
- Questions

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Info for New Projects

- **New Projects:** If you are operating a new project in which the HUD contract start date was *after* January 1st, 2023, you will NOT be required to submit a renewal summary form survey, as only projects with one full year of operations (1/1/23-12/31/23) will be competitively scored. This applies to the following projects:
 - PA0283 Gallatin School Living Centre (transferred to new recipient)
 - PA1101 Liberty House PSH (not operating long enough)
- **However, this webinar will provide helpful information for your reference.**

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What's New for 2024

CoC NOFO Updates

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CoC NOFO Updates

- HUD has indicated that they hope to release the CoC NOFO in May or June.
- The next step before NOFO comes out should be HUD releasing the Grant Inventory Worksheet (GIW). Grantees will be asked to review the GIW to ensure it is accurate and send any necessary changes to DMA.
- Once the NOFO comes out, please look out for directions from DMA related to renewal project applications in e-snaps. The CoC will also release a new project RFP.

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CoC NOFO Updates

- **HUD has been approved by Congress to move to a 2-year NOFO cycle (woohoo!).** Unsure yet what this will exactly mean for CoC grantees:
 - Unsure if CoCs will only have opportunity for new projects every 2 years
 - Unsure if CoC grantees will need to do some type of renewal in e-snaps in the off-cycle year
 - More info to come!

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CoC NOFO Updates

- **New Congressional appropriations language indicates that CoC projects may be able to receive cost of living adjustments for supportive services Budget Line Item.**
 - Unsure yet how HUD will make this happen, but HUD indicated it could be similar to how HUD adjusts the rental assistance Budget Line Item annually due to Fair Market Rent increases
 - More info to come!

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Important Reminder

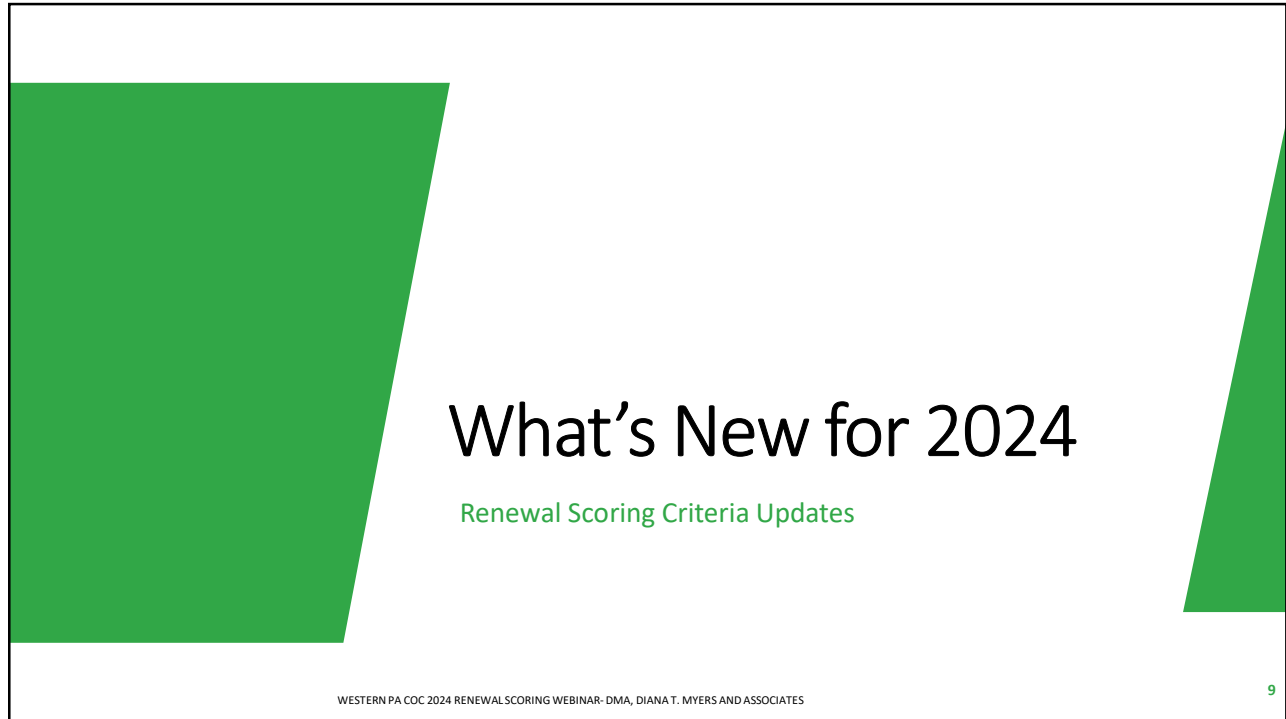
- **If you wish to make changes to your grant please notify the CoC ASAP (westerncoc@pennsylvaniacoc.org). This includes:**
 - No longer wish to operate your grant
 - **It is very important that you notify the CoC as soon as possible before the CoC NOFO Competition** so the CoC can work with you and HUD to keep the grant funds with the CoC, either through voluntary reallocation or (in some cases) a recipient transfer.
 - Wish to transition your grant to a different component (e.g., PSH to RRH)
 - Interested in consolidating grants in the 2024 NOFO Competition

NOTE: If interested in an expansion, you will apply through the 2024 New Project RFP process (you can also indicate your interest through the current Notice of Intent sent out 4/30/24).

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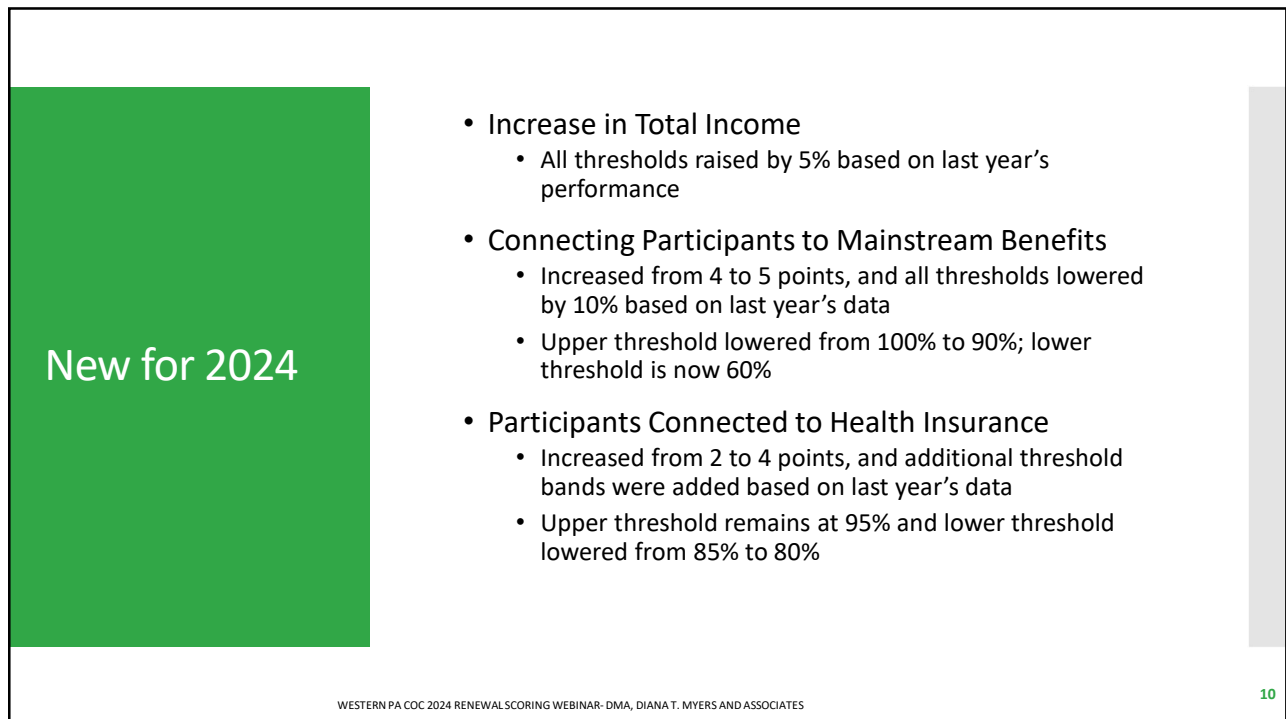
What's New for 2024

Renewal Scoring Criteria Updates

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New for 2024

- **Increase in Total Income**
 - All thresholds raised by 5% based on last year's performance
- **Connecting Participants to Mainstream Benefits**
 - Increased from 4 to 5 points, and all thresholds lowered by 10% based on last year's data
 - Upper threshold lowered from 100% to 90%; lower threshold is now 60%
- **Participants Connected to Health Insurance**
 - Increased from 2 to 4 points, and additional threshold bands were added based on last year's data
 - Upper threshold remains at 95% and lower threshold lowered from 85% to 80%

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New for 2024

- DV-dedicated projects narrative
 - Updated the narrative question to mirror HUD language from 2023 CoC NOFO
 - Since DV providers cannot be scored on returns to homelessness (2 points), they are asked to submit a narrative worth 2 points
 - Question will ask about how staff are trained in trauma-informed, victim-centered, and strengths-based approaches and how project supports access to services/supports
- Quarterly Draws
 - Not scored last year due to significant delays with HUD contracting. Will be scored again in 2024 (2 points); however, grantees will be able to explain in the Renewal Summary Form survey any delays they experienced that impacted quarterly draws

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New for 2024

- Cost effectiveness – updated how we evaluate
 - Previously we evaluated cost per household and cost per positive exits in quartiles
 - Essentially the least expensive projects received more points than more expensive projects
 - **This year:**
 - **Only projects with costs significantly above the average (200% of average) will not receive points**
 - CoC will take average cost per household (services + admin / total households moved into housing or served) of all SSO, TH-RRH, and RRH projects, *excluding projects that have \$0 service dollars*
 - Project cost per household **equal to or below 200% of average cost** = 2 points
 - Project cost per household **above 200% of average cost** = 0 points
 - Repeat this methodology with PSH projects
 - Repeat this methodology with cost per positive exit (2 points)

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Cost effectiveness – Example (Cost per Household)

	Total Households Moved into Housing (for SSO projects: Households Served)	Total Services + Admin (2023 GIW)	Total Services + Admin/Total Households Served = Average Cost per Household
RRH Project A	50	\$100,000	\$2,000.00
RRH Project B	10	\$20,000	\$2,000.00
TH-RRH Project C	8	\$40,000	\$5,000.00
SSO Project D	45	\$15,000	\$333.33
RRH Project E	13	\$20,000	\$1,538.46
		Average Cost per HH of all RRH/TH-RRH/SSO projects (if any projects have \$0 service dollars they are removed from calculation)	\$2,174.36
		200% * Average	\$4,348.72

Project greater than \$4,348.72 highlighted in yellow

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New for 2024

- Project Type (3 points)
 - Points adjusted: RRH/TH-RRH projects – 3 points; PSH projects – 2 points; TH/SSO projects – 0 points
 - The Funding Committee has set these point values based on:
 - CoC and HUD priority for permanent housing projects (PSH, RRH, TH-RRH)
 - RRH programs face unique challenges with outcomes such as increasing income, LOT between enrollment and move in, and exits to permanent housing due to shorter-term nature of RRH vs. PSH

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New for 2024

- **Severity of Need/Zero Income**
 - Additional threshold bands added based on last year's data. Upper threshold remains at 50%; lower threshold remains at 20%.
- **Severity of Need/Chronically Homeless**
 - Removed this criteria and replaced with severity of need/age. There are very few chronically homeless households in the Western PA CoC and the Funding Committee did not feel this criteria is most effectively capturing severity of need.
- **(NEW) Severity of Need/Age**
 - This will look at % of adult participants who are youth age 24 and under, or adults age 55+
 - Upper threshold – 45%; lower threshold – 15%
 - Thresholds set based on last year's APR data

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New for 2024

- **Housing First Approach**
 - Removed the Housing First checklist that has been worth 5-10 points in previous years
 - (NEW) Housing First Policies – Resubmitted on Time by 2/20 deadline – 1 point
 - (NEW) Housing First Policies – Issues Resolved
 - 2 points – all issues identified in the Housing First Policy review were resolved
 - 1 point – issues identified in the Housing First Policy review were partially resolved
 - New grantee (scored for the first time) – excluded from this criteria
 - (NEW) Housing First Self-Assessment
 - The CoC used the self-assessment for scoring a few years back
 - 3 points total
 - Agency completes HUD Housing First Assessment Tool for project – 1.5 points
 - Agency completes the Housing First Assessment Tool Follow Up Form – 1.5 points

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New for 2024

- Lived Experience on Board
 - Lowered from 3 to 2 points
 - Organization either has a person with lived experience of homelessness on board OR shows documentation that HUD has approved an alternate plan for involving individuals with lived experience in decision-making
- (NEW) Lived Experience Narrative
 - 2 points
 - Grantee describes how they are incorporating the input and expertise of persons with lived expertise into their program design and implementation.

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New for 2024

- Equity Narrative (ADJUSTED)
 - 1.5 points
 - Narrative adjusted to align with HUD 2023 CoC NOFO language.
 - Agency provides description of the following:
 - Describe steps your organization/project has taken to identify barriers to participation in your organization's services and programming based on barriers such as race, ethnicity, LGBTQ status, religion, immigrant status, etc.
 - What barriers have been identified?
 - What steps have been taken or will be taken in the upcoming year to eliminate identified barriers?

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New for 2024

Clarification added for projects with more than 1 subrecipient/subcontractor or projects serving more than one RHAB/county:


CoC Meetings:	RHAB Meetings	LHOT Meetings	CoC Trainings
<ul style="list-style-type: none"> For projects with one or more subrecipients, expectation is that recipient AND 50% or more of all subrecipients must attend CoC meeting to receive points. 	<ul style="list-style-type: none"> If project serves more than 1 RHAB, expectation that recipient OR subrecipients attend 50% or more RHAB meetings in all RHABs they serve. 	<ul style="list-style-type: none"> Projects serving more than 1 RHAB are EXCLUDED from LHOT criteria. Projects serving more than 1 RHAB will be able to earn a maximum of 4 points on the RHAB criteria. 	<ul style="list-style-type: none"> For projects with one or more subrecipients, expectation is that, at a minimum, 50 % or more of all subrecipients must attend CoC training to receive points. Recipient is strongly encouraged to also attend trainings.

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New for 2024

- CoC Meetings - Clarification for next year's scoring:**
 - The CoC Board anticipates that there will be 4 in-person CoC meetings in 2024. For next year's scoring (2025), the Funding Committee anticipates the following point structure:
 - Full points for attending 3 out of 4 in-person meetings
 - Partial points for attending 2 out of 4 in-person meetings
 - No points for attending 0 or 1 out of 4 in-person meetings
- RHAB Meetings**
 - Northwest RHAB grantees will be scored on participation in Northwest Housing Collaborative meetings (2 points)
 - Southwest RHAB grantees will continue to be scored on participation in Southwest RHAB meetings

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New for 2024

- **(NEW) BONUS: Regional Projects**
 - Due to the unique challenges of administering multi-county/regional projects, points will be provided for projects that serve more than 1 county
 - 5 or more counties served = 2 points
 - 3-4 counties served = 1.5 points
 - 2 counties served = 1 point

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Why Renewal Scoring?

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Why does the CoC score and rank grantees during the annual CoC NOFO Competition process?



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Why Score & Rank Projects?

- **HUD Requirement. CoCs are charged with:**
 - Using objective criteria to review and rank projects
 - Reviewing performance of projects and implementing a standard process for reallocating funding from lower performing projects to create new high performing projects
 - Funding projects that are effectively serving people experiencing homelessness and that help improve the overall function of the system
 - Funding projects that meet needs within the system

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Why Score & Rank Projects?

- **The CoC Strives to Make Data-Driven Funding Decisions**
 - Is the project still meeting a need within the CoC?
 - Is the project effectively serving participants?
 - Each project's individual performance impacts the CoC's overall System Performance Measures, which impact the overall amount of funding the CoC receives from HUD (*more on that later*)
 - Is the project effectively using their funds?
 - Are project staff fully participating as members of the CoC?

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Another Note about CoC Evaluation

- Per the CoC NOFO, HUD also expects CoCs to evaluate grantees on Housing First implementation ***outside of the CoC NOFO Competition.***
- In 2023, the CoC reviewed grantee policies related to Housing First. You may see the CoC implement other strategies for evaluating Housing First implementation in the future.

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How does the CoC decide what criteria to use to score projects?



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Process for deciding renewal scoring criteria

- HUD requires CoCs to include certain criteria as part of their scoring/ranking process, including:
 - Criteria for evaluating severity of needs
 - For projects who serve participants with high vulnerability/high severity of needs, are you taking this into consideration in some way during the scoring process?
 - Performance-related criteria
 - Examples: exits to permanent housing, increases in income, returns to homelessness
 - Criteria for evaluating victim service providers
 - Method for evaluating DV providers utilizing data generated from a comparable database and evaluated domestic violence projects based on the degree they improve safety for the population they serve.
- HUD requires that performance-based criteria be at least 20% of total points, and objective criteria be at least 33% of total points

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Process for deciding renewal scoring criteria

- Funding Committee is made up of non-conflicted representatives approved by the Governing Board.
 - Non-conflicted = their organization/program does not receive CoC funding
- Funding Committee reviews and updates the scoring criteria.
- Funding Committee reviews project performance from the previous year to set scoring thresholds for each criteria
 - May decide to raise or lower point thresholds based on previous years performance
- Funding Committee may also decide to add new criteria (to respond to HUD requirements or NOFO requirements or to reflect the work the CoC is doing).

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Important Notes for SSO-CE, HMIS, and Planning Grants

- SSO-CE and HMIS grants will be evaluated using an abbreviated evaluation process, focusing primarily on grant management (spending and APR submission).
- SSO-CE and HMIS grantees will receive specific instructions on the survey they are to complete.
- Planning grant will not need to submit renewal evaluation information.

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Renewal Scoring Criteria

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2024 Scoring Criteria Areas:	Total Points:	Time Period Used for All Data:
<ul style="list-style-type: none"> • Performance <ul style="list-style-type: none"> • 44.5 points for RRH/TH-RRH/PSH • 43.5 for TH • 41.5 for SSO • Grant Management/Monitoring= 21 points (16 for SSO) • HUD Priorities= 24.5 points • CoC Participation= 10 points 	<ul style="list-style-type: none"> • RRH, TH-RRH, PSH = 100 points • TH = 99 points (will be converted to 100-point scale) • SSO = 92 points (will be converted to 100-point scale) • Up to 2.5 bonus points 	<ul style="list-style-type: none"> • January 1, 2023- December 31, 2023

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Performance

44.5 points for RRH/TH-RRH/PSH

43.5 for TH

41.5 for SSO

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Why does the CoC score projects based on performance criteria?

- HUD wants CoC's to use objective criteria to score and rank projects, including factors related to improving system performance (e.g., exits to permanent housing destinations, length of time homeless, increasing income)
- CoC's must show that they actively review performance of existing CoC Program-funded projects and have a standard process for reallocating funding from lower performing projects to create new high performing projects.
- HUD measures whether CoCs are performing well as an overall system through HUD's CoC System Performance Measures.
Individual project performance directly contributes to the overall system performance.
- ***The CoC's System Performance Measures directly impact the amount of funding the CoC receives.***

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What are the HUD System Performance Measures (SPM)?

- Length of Time Homeless:** The length of time individuals and families experience homelessness.
- Returns to Homelessness:** The extent to which individuals and families who leave homelessness experience additional episodes of homelessness.
- Number of homeless persons:** Overall reduction in the number of homeless individuals and families. This includes reducing homelessness for subpopulations (e.g. veterans, families, chronically homeless)
- Employment and income growth for homeless individuals and families:** Includes earned income, non-employment cash income, and total income. Only CoC-funded projects contribute to this measure.
- First Time Homelessness:** Success at reducing the number of individuals and families who become homeless for the first time
- Permanent Housing Placement/Retention:** Successful housing placement to or retention in a permanent housing destination

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Renewal Scoring Criteria: Performance

- **Housing Stability – 10 points (8 points for TH/SSO)**
 - Exits to Permanent Housing (RRH/TH/TH-RRH/SSO)
 - Exits to Permanent Housing/Retention in Permanent Housing (PSH)
- **Returns to Homelessness – 2 points**
 - % of returns to homelessness within 6 months of exit to permanent housing
 - Low point value due to low HMIS participation of shelters in the CoC
 - N/A for DV providers
- **Projects Dedicated to DV survivors Narrative – 2 points**
 - Funding Committee will use scoring rubric to score this narrative
- **Length of Stay/Average– 1 point**
 - Average length of stay for leavers
 - TH and SSO Only
- **Length of Stay/Less than 12 months – 1 point**
 - TH and SSO Only
 - % of participants whose length of stay is 12 months or less

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Renewal Scoring Criteria: Performance

- Length of Time between Project Start Date and Housing Move in Date (Average Days) – 1 point
 - Only includes households who have moved into housing.
 - Goal = 30 day or less average
 - RRH, TH-RRH, and PSH Only
- Income Growth/Increase in TOTAL Income – 7 points
 - % of all adult participants who increased income from any source from entry to exit/annual assessment (leavers and stayers)
- Participants with any income - 3 points
 - % of adult participants with 1+ source of income at exit/annual assessment

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Renewal Scoring Criteria: Performance

- Participants Connected to Non-Cash/Mainstream Benefits – 5 points
 - % of adult participants with 1+ source of non-cash/mainstream benefits at exit/annual assessment
- Participants Connected to Health Insurance – 4 points
 - % of ALL participants with 1+ source of health insurance at exit/annual assessment (includes children)
- High Quality Data Entry – 8.5 points
 - Note: Grantees will not be penalized for “Clients Don’t Know/Clients Refused” related to Personally Identifiable Information for clients fleeing DV who do not want to disclose this information due to confidentiality concerns
 - No longer scoring on Social Security Number
 - NOTE: HUD has combined race and ethnicity in the APR so we will be evaluating race and ethnicity data quality together (not separately as in past years).
- Timeliness of HMIS Data Entry – 4 points
 - Looks at timeliness of project entry record and exit record input (within 10 days)
 - 2 points for timely entries; 2 points for timely exits

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Grant Management/ Monitoring

21 points
(16 for SSO)

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Renewal Scoring Criteria: Monitoring

- **Project Participant Eligibility – 2 points**
 - % of heads of households whose prior living situation was literally homeless or fleeing DV
 - If you had folks who entered your program who were not literally homeless or fleeing DV, will be able to provide a note in the Renewal Summary Form survey (with client ID number). For example – households who transferred from one PSH to another PSH
- **Unit Utilization Rate – 3 points**
 - Average utilization rate over 4 points in time
 - For projects under 10 units, will use a 3-year average if the project is under 80% threshold.
- **Quarterly Draws – 2 points**
 - At least one draw of funding in eloccs per quarter of your project's most recently completed grant cycle
- **Funds Expended – 8 points**
 - % of grant funds expended (based on your project's most recently completed grant cycle)

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Renewal Scoring Criteria: Monitoring

- Timely APR Submission – 2 points
- Cost effectiveness – 4 points (2 point for each of the factors below)
 - Cost per household served- Average cost per household served compared to average of other projects of similar type. *See methodology slide for more info*
 - Cost per positive exit - Average cost per exit to permanent housing compared to average of other projects of similar type. *See methodology slide for more info*
- HUD Monitoring
 - 5 points deducted if HUD monitoring findings not resolved

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HUD Priorities

24.5 points

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Renewal Scoring Criteria: HUD priorities

Severity of Need - Why does the CoC score projects using criteria related to severity of need?

- HUD requirement -- For projects who serve participants with high vulnerability/high severity of needs, HUD wants to ensure that CoCs are taking this into consideration in some way during the scoring process. CoCs must explain in the CoC NOFO application how they factor in severity of need during scoring.
- Projects who serve participants with high severity of needs may struggle in other areas (e.g., increasing income, exits to permanent housing) as a result of serving participants with high severity of need. These criteria are intended to factor that into the scoring.
- Projects are not intended to receive all points in all areas of the renewal scoring criteria. Criteria are intended to allow for a balanced evaluation of the project.

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Renewal Scoring Criteria: HUD Priorities

- **Project Type – 3 points**
 - RRH/TH-RRH – 3 points; PSH – 2 points; TH/SSO – 0 points
- **Severity of Need/Health Conditions – 2 points**
 - % of participants with 1+ physical and/or mental health condition(s)
 - Higher thresholds for PSH
- **Severity of Need/Zero Income at Entry – 2 points**
 - % of adult participants with zero income at program entry
- **Severity of Need/Age– 2 points (NEW)**
 - % of adult participants who are youth age 24 and under or adults age 55+
- **Severity of Need/Unsheltered – 2 points**
 - % of adult participants coming from unsheltered locations at entry
- **Severity of Need/Domestic Violence – 2 points**
 - % of adult participants with history of DV

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Renewal Scoring Criteria: HUD Priorities

Severity of Need - Why does the CoC score projects using criteria related to severity of need?

- Examples:
 - Project A serves many participant with high service needs/severity of need. Project A lost a few points related to increasing income, exits to permanent housing, and cost per household. However, Project A adds points in Severity of Need related to Health Conditions, Zero Income at Entry, and Unsheltered.
 - Project B serves participants with less intense service needs. Project B scores well in areas related to increasing income, exits to permanent housing, and cost per household. However, Project B receives few points related to Severity of Need related to Health Conditions, Zero Income at Entry, and Domestic Violence history.

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Renewal Scoring Criteria: HUD Priorities

- Housing First Policies - Re-submission on Time (NEW) – 1 point
 - Housing First policies resubmitted by deadline 2/20/24
- Housing First Policies – Issues Resolved (NEW) – 2 points
 - Issues identified in Housing First Policy review fully resolved by 2/20 deadline – 2 points; Partially resolved – 1 point
- Housing First Self-Assessment (NEW) – 3 points
 - Agency completes HUD Housing First Assessment Tool for project – 1.5 points
 - Agency completes the HF Assessment Tool Follow Up Form – 1.5 points

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Renewal Scoring Criteria: HUD Priorities

- Lived Experience on Board – 2 points
 - Organization either has a person with lived experience of homelessness on board or equivalent policy-making entity OR shows documentation that HUD has approved an alternate plan for involving individuals with lived experience in decision-making
- Lived Experience Narrative (NEW) – 2 points
 - Grantee describes how they are incorporating the input and expertise of persons with lived expertise into their program design and implementation.
 - Funding Committee will use scoring rubric to score this narrative

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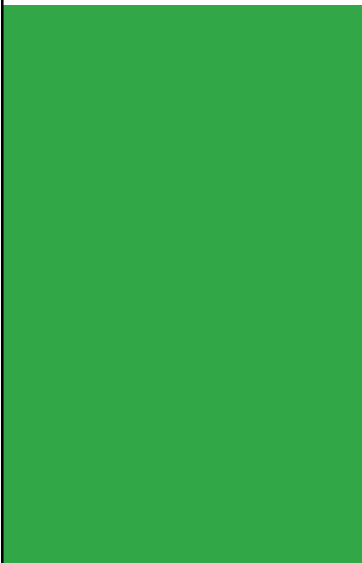
Renewal Scoring Criteria: HUD Priorities

- Equity Narrative (UPDATED) (1.5 points)
 - Agency provides description of the following:
 - Describe steps your organization/project has taken to identify barriers to participation in your organization's services and programming based on barriers such as race, ethnicity, LGBTQ status, religion, immigrant status, etc.
 - What barriers have been identified?
 - What steps have been taken or will be taken in the upcoming year to eliminate identified barriers?
 - Funding Committee will use scoring rubric to score this narrative

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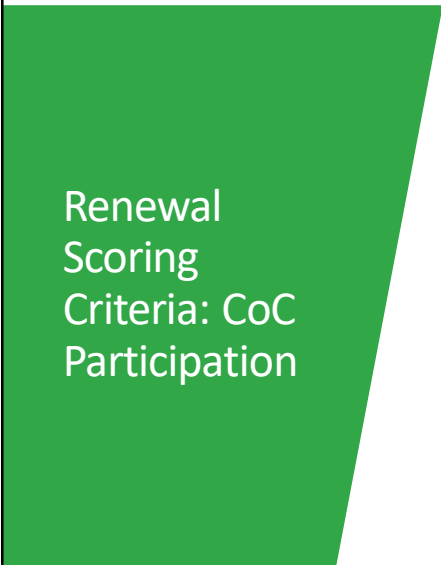
CoC Participation

10 points

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Renewal Scoring Criteria: CoC Participation

- CoC Meeting Attendance – 2 points
 - Attendance at fall and spring CoC meeting – 1 point each
- RHAB Meetings -2 points
 - Attendance at 50% of all RHAB meetings (SW RHAB or Northwest Housing Collaborative) in 2023
- County LHOT or housing coalition meetings – 2 points
 - Attendance at 75% of all county LHOT/housing coalition meetings
- CoC Training Events – 4 points
 - Mainstream Benefits, SOAR/Dept. of Corrections, Fair Housing, LGBTQ/Transgender Cultural Competency, 4-part Coordinated Entry Training

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Renewal Scoring Criteria: CoC Participation

- **Coordinated Entry Participation – Not Scored in 2024**
 - With rollout of CE 2.0, we will be looking at ways to score this moving forward
- **BONUS – Full HMIS Participation – 0.5 points**
 - HMIS participation among homeless assistance projects operated by your organization that are not required to participate in HMIS, or partnering with another organization/program to enter their data into HMIS
- **BONUS – Regional Projects (NEW) – 2 points**
 - 5 or more counties – 2 points
 - 3-4 counties – 1.5 points
 - 2 counties – 1 point
- **Late Submission (Penalty) – 2 points penalty**
 - If a grantee needs to request a submission extension due to extenuating circumstances, this must be requested via email (to CoC email address) at least 2 business days in advance. No extensions will be provided for submissions greater than 5 days after the stated deadline.

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Scoring Calculations

Scoring calculations are available in the 2024 Renewal Scoring Criteria document, if you want to see how any of the criteria are calculated (e.g. which APR table, which data points, etc.). Example:

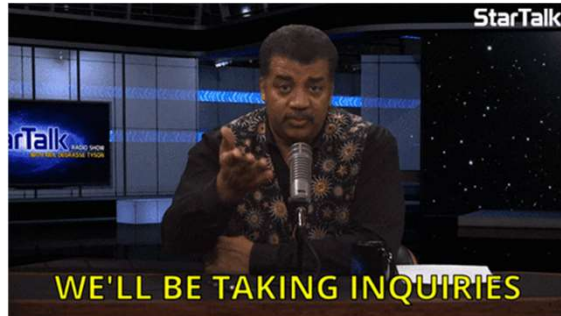
6	PARTICIPANTS CONNECTED TO MAINSTREAM BENEFITS: Percentage of adult participants with 1+ source of Non-Cash benefits (SNAP, WIC, TANF, others, etc.)	APR Q20b: Number of Non-Cash Benefit Sources; APR Q18: Client Cash Income Category - Earned/Other Income Category - by Entry and Annual Assessment/Exit Status <u>Numerator:</u> (Q20b Benefit at Latest Annual Assessment for Stayers-1 + Source(s)) + (Q20b Benefit at Exit for Leavers-1+ Source(s)) <u>Denominator:</u> (Q20b Benefit at Latest Annual Assessment for Stayers-Total) + (Q20b Benefit at Exit for Leavers-Total) – (Q18 Number of Stayers-Number of adult stayers not yet required to have an annual assessment) – (Q20b Benefit at Latest Annual Assessment for Stayers-Client Doesn't Know/Client Refused) – (Q20b Benefit at Exit for Leavers-Client Doesn't Know/Client Refused)
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Questions so far?



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Renewal Scoring Process

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Info for New Projects

- **New Projects:** If you are operating a new project in which the HUD contract start date was after January 1st, 2023, you will NOT be required to submit a renewal summary form survey, as only projects with one full year of operations (1/1/23-12/31/23) will be competitively scored.
- All other grantees will need to submit a survey (1 survey for each project). HMIS and SSO-CE grantees will have an abbreviated survey.

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Process for Submitting Required Information

Renewal summary form submitted via Alchemer

- Upload documentation from eLOCCS, documentation that APR was submitted on time, and answer questions related to other areas (e.g., unit utilization, Housing First, RHAB participation, equity)
- Grantees will also have to provide some data points from HMIS/comparable database records.
- DV providers will be required to submit a copy of their APR.

CoC agencies will have a limited time to submit this data.

- All agencies, particularly those with multiple projects, are encouraged to **begin as soon as the survey tool is released** to ensure that the submission deadline is met.

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Process for Submitting Required Information

DMA Tip:

DMA will provide a recorded walk-through of the survey (link included when we send out renewal instructions). If you are new to the scoring process, or have questions as you complete the survey, please review this recording for guidance.

(reach out to DMA if you still have questions after viewing the recording)

Process for Submitting Required Information

DMA Tip:

We recommend completing survey on paper and gathering all your required documents first. Then sit down and complete the online survey in one sitting. We will provide a hard copy of online survey with instruction materials.

Important Info Regarding Consolidations

- If you requested to consolidate grants in the FY2023 Competition (or earlier competitions) **you will be submitting ONE renewal summary form for all consolidated grants.**
- If questions are asking for data, please provide COMBINED data for all projects within the consolidation (e.g., if project A served 10 people from 01/01/23-12/31/23 and project B served 9 people from 01/01/23-12/31/23, then the consolidated project served 19 people).
 - *You can run a combined APR in HMIS to review data for consolidated projects together*
- In places where you need to attach documentation such as eLOCCS or documentation of APR submitted on time, you will attach documentation for ALL grants included in the consolidation

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Appeals

- Renewal scoring results will be circulated to all CoC-funded grantees.
- If an error on the Renewal Scoring Sheet is identified, DMA will work to resolve that error directly or with the Funding Committee as needed.
- If a grantee is not satisfied with the outcome of an issue raised, or if grantee has an extenuating circumstance to bring to the Funding Committee, the grantee may opt to submit an appeal.
 - Appeals will be submitted via Alchemer. Grantees should provide as much detail and documentation as possible to support their appeal.
 - All appeals will be discussed, deliberated and decided by the Funding Committee.

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Appeals

- **NOTE:** Grantees were asked to review their APRs during the data clean-up period to ensure accuracy. Grantees were instructed to submit HMIS tickets for any data issues/questions. If grantees found data issues that they were not able to resolve with the HMIS team, they were instructed to notify DMA by 4/27/24. *DMA is proceeding with the assumption that all APR data from HMIS is accurate unless we were notified of issues.*

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Appeals

- **Examples of appeals with good documentation**
 - Project A submitted an appeal related to Housing Stability. 2 participants had negative exits to non-permanent housing destinations. The agency provided client ID numbers and provided details about extenuating circumstances
 - Project B submitted an appeal related to Data Quality – Income and Sources at Annual. There was one household who was showing up as not having an annual assessment completed. The agency worked with DCED during the data clean up period to sort this out, because on the agency's end it did look like an annual assessment was done on time. The agency looped in DMA related to this issue. Agency provided the HMIS ticket # as documentation and provided details about the correspondence with DCED and DMA to sort out the issue.

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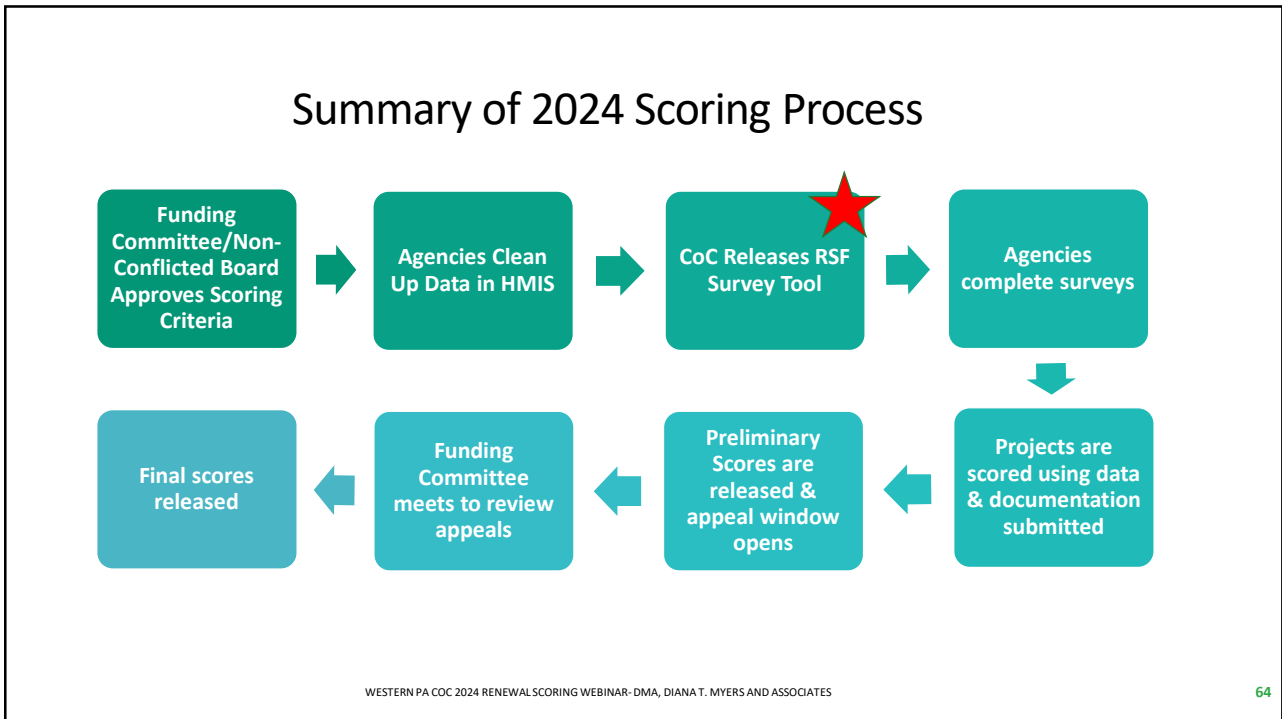
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Appeals

- Examples of appeals with weak or no documentation
 - General complaints about criteria but no specific documentation of why your project should be granted an appeal. Example: “It is hard to increase income for our clients.”
 - “We are a small program and are penalized more harshly on this criteria”, but no documentation related to the specific clients this applies to.

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Process for Submitting Required Information

REMINDER:

Grantees will have a chance to provide feedback on the renewal scoring criteria once final scores are released.

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Timeline

- **May 2nd (LATER TODAY)** – Renewal Summary Form Survey launches
 - Look out for an email from the CoC email address (westerncoc@pennsylvaniacoc.org) with detailed information
 - Instructions will be sent out the primary CoC grant contacts (the folks who received the invite for this webinar from DMA). If you need to update the CoC grant contacts for your org, please email westerncoc@pennsylvaniacoc.org.
- **Thursday, May 23rd at 5pm** - Renewal Summary Form Survey DUE
- **June 10th or earlier** – DMA release renewal preliminary project scores
- **June 10th- 14th** – Grantees may submit appeals related to renewal project scores
- **By July 1st** – Final renewal project scores released

NOTE: If HUD releases the NOFO during this timeline, this timeline may need to be adjusted or moved up. The CoC will communicate any changes related to the timeline as soon as possible upon release of a NOFO.

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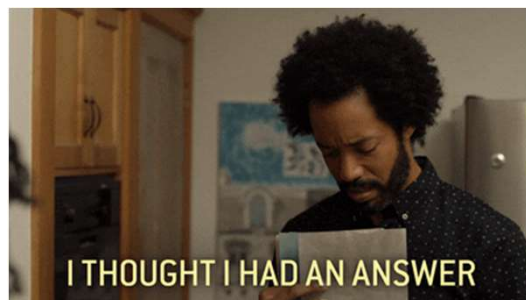
Happy CoC
scoring!

- To help us ensure a smooth CoC scoring process please:
 - Promptly and carefully read all emails from the CoC
 - Follow instructions
 - Ask questions well in advance of deadlines
 - Meet all deadlines
- If you have questions, send them to westerncoc@pennsylvaniacoc.org.
- You can also call DMA at 215-576-1558 and leave a message and someone from the team will call you back.
- Please do NOT wait until the last minute to review materials, submit surveys and/or resolve problems/questions.

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Questions

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Contact Info

- Diana T. Myers and Associates, Consultant for the Western PA CoC
 - westerncoc@pennsylvaniacoc.org
 - 215-576-1558 (leave a message and someone will get back to you)