

## Scoring Process for FL-505 CoC Program

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Scoring of applications will be completed by the Grant Committee, which is made up of CoC members who are not employed by or associated with any of the project sponsors applying for funds. The sole exception to this rule is HHA, which is a recipient of the HMIS grant, but is permitted to serve on the CoC Grant Committee because HMIS grants are automatically prioritized by the CoC in order to meet HUD HMIS requirements.

The Grant Committee will score and rank submitted proposals according to objective criteria provided as part of the application process and will rank proposals in order according to scores. The committee will then consider overall HUD and CoC priorities and strategy to determine a final list of projects to be submitted to HUD, and the amounts of funding to be requested for each project. **Proposers will be notified in writing no later than October 29, 2021** of whether they will be included in the application to HUD and the amount to be allocated for each project. The list for selection shall be posted on the website of the Homelessness & Housing Alliance on that date. Applicants will also be notified in writing via email.

HUD expects each CoC to implement a thorough review and oversight process at the local level for new and renewal project applications submitted to HUD in the FY 2021. CoCs are expected to closely review information provided in each project application to ensure:

1. All proposed program participants are eligible
2. The information provided in the project application and proposed activities are eligible and consistent with 24 CFR part 578;
3. Each project narrative is fully responsive to the question being asked and that it meets all criteria for that question as required by NOFA
4. Data provided in certain parts of the project application are consistent; and
5. All required attachments correspond to the list of attachments in esnaps that must contain accurate and complete information that are dated between August 17, 2021 and November 16, 2021

### **SCORING, RANKING AND SELECTION**

All complete, timely, and eligible applications will be scored by the CoC Grant Committee, using the scoring rubrics attached to this guidance. Please use the appropriate scoring tool as they vary depending on project type. Scores will determine each project's rank in the CoC's application to HUD, and rank will be the primary determinant of placement into Tier 1 and Tier 2. Scores may also be used to reject applications or to reduce budgets for low-scoring projects.

The scoring rubric evaluates past performance (of renewal applicants) and promotes best practices or practices that will improve our local response to homelessness and align our response with national policies and best practices. **These include:**

- Ending Homelessness for all persons
- Housing first and low-barrier approaches
- Improving System Performance
- Serving priority populations such as survivors of domestic violence, unaccompanied youth, and chronically homeless

- Taking participants from the Coordinated Entry System;
- Cost effectiveness;
- Maximizing the use of other community-based resources
- Projects that promote geographic diversity and racial equity of programs throughout our CoC.

**The process for considering projects will include the following:**

- Meet threshold requirements
- Project scoring; and
- Responses to any requests for explanations or requests for more information from the Grant Committee

Once the committee completes the scoring and ranking, the committee will consider the CoC's priorities, whether the initial scoring is likely to result in any critical service gaps, whether grantees have a history of returning unspent funds to HUD and strategy related to Tier cut offs and HUD's selection process and may adjust budgets and produce the final ranking of projects to be included in the CoC application. The Committee's rationale for any adjustments must be recorded and made public with the published rankings.

Because HMIS is required for the CoC and must be funded, HMIS grants will receive the maximum score and be ranked #1. Our CoC encourages organizations to apply for all other eligible project types. All applicants or interested potential applicants are encouraged to attend the Applicant Workshop.

**October 7<sup>th</sup>, 2021 Applicant Workshop (optional) 12:00pm. Zoom**

**The information shared during the Workshop will be sent via email and posted to the website on October 8, 2021 for those applicants unable to attend due to scheduling conflicts, disability, or other impairments.**

**Applicants not selected may appeal directly to HUD following the appeal process in the NOFA.**

**October 18, 2021 Deadline for Submittal of Complete Application for Rating and Ranking 4:00 pm**  
complete applications include:

**Esnaps submittal** with following attachments uploaded:

Documentation of agency 501(c)(3) status

Match commitment letters (dated after August 17, 2021)

**Delivery of Hard Copy and CoC Required Documents to HHA, are:**

- Signed authorization to apply for CoC funding on cover letter
- Most recent audit report or 990
- IRS 501(c)(3) designation letter
- Current board roster
- Match letter

The following agency policies: Code of Conduct and Conflict of Interest; Drug-Free Workplace; Affirmatively Furthering Fair Housing; Reasonable Accommodation and Accessibility for Persons with Disabilities; Nondiscrimination and Equal Employment; and Confidentiality.

**Threshold Requirements (if one or more of the following isn't met the application will not be scored):**

Was the Project properly entered into ESNAPS and delivered by 4:00 pm on October 18, 2021

Does the Project meet the Eligibility Threshold Requirements and was sufficient documentation provided and uploaded into ESNAPS proving eligibility?

Was the hard copy submitted to HHA complete according to the RFP and scoring tool for the appropriate project type?

Is the project an active member of the CoC and participating in CES?