

BUTTE COUNTYWIDE CONTINUUM OF CARE COUNCIL

STAFF REPORT

Date: September 9, 2021

To: CoC Council

From: Don Taylor, Housing and Homeless Administrator

RE: Approval of RFP and Review and Ranking Process for HUD Continuum of Care 2021 NOFO

Proposal: Approve the following documents in order to formalize a Review and Ranking procedure for the Project Application portion of the 2021 CoC Application:

- Review, Score, and Ranking Procedures
- Process for Reallocation
- FY 2021 Review and Ranking Timeline
- FY 2021 CoC Project Priority Ranking Spreadsheet
- FY 2021 Request for Proposal Instructions and Project Application

Background: The HUD Continuum of Care (CoC) Notice of Funding Opportunity (NOFO) for federal fiscal year 2021 was released on August 18, 2021. CoC applications are due to HUD by November 16, 2021. Each applying CoC must receive CoC Program project applications at least 30 days prior to the application due date, and inform CoC Program project applicants of their ranking position at least 15 days prior to the application due date.

Section VII.B.2. of the NOFO states that “HUD will award up to 30 points to CoCs that clearly demonstrate the existence of a coordinated, inclusive, and outcome-oriented community process for the solicitation, objective review, ranking, and selection of CoC Program project applications.” To receive points, each CoC will need to include in their application the following documentation:

- a. **Objective Criteria:** Written documentation that clearly demonstrates the CoC uses objective criteria (e.g. project performance, monitoring results) in the Review and Ranking selection process, considering past performance, achieving positive housing outcomes, cost effectiveness, severity of barriers experienced by population served, type of housing provided, commitment to Housing First (8 points);
- b. **Use of System Performance Measures:** Written documentation that demonstrates the CoC publicly notified applicants and used local competition criteria based on system performance measures and that the use of system performance measures accounted for at least 20% of the total points available (8 points);
- c. **Domestic Violence Providers Comparable Database:** Demonstration that public scoring information included the required use of a comparable database in lieu of HMIS by domestic violence providers (2 points);
- d. **Rapid Return to Permanent Housing and Severity of Barriers:** Explanation which addresses how the CoC considers the severity of barriers (such as substance use, history of domestic violence, criminal history) experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when rating, selecting and ranking projects. The published scoring document should also state how the rapid return to permanent housing and severity of barriers are factors in the review, scoring and selection process (4 points);

- e. Promote Racial Equity in the CoC Process: Written documentation which demonstrates how persons of different races and ethnicities, particularly those over-represented in the local homelessness population are included in the planning process and how project applicants are rated and ranked based on the degree to which their projects address barriers faced by these individuals (1 point).
- f. Reallocating Projects: Demonstration of the ability to reallocate lower performing projects to create new higher performing projects (4 points); and
- g. Ranking and Selection Process: A Review and Ranking selection process for all projects (new and renewal) that is publicly announced and posted by the CoC, including published written policies and procedures, and a competition timeline that meets HUD requirements for fair and transparent competition (3 points).

Review, Score, and Ranking Procedures: These procedures were previously last amended in 2017. They have been updated to incorporate ranking requirements specific to the 2021 NOFO and to incorporate the previously approved (2016) Council ranking process which was a separate document. These procedures are presented for Council approval for the FY 2021 Project Applications. The proposed procedures meet the NOFO requirements for formally approving procedures and documentation, conducting outreach to potential project applicants, analyzing projects for meeting threshold, ranking projects by HUD criteria, and notifying the general public of rank order.

Process for Reallocation: This process was adopted in 2016 and there are no proposed changes. This process has been crafted to optimize the CoC's competitiveness for CoC funds and meet NOFO requirements for the CoC to have a formal process for reallocation.

FY 2021 Review and Ranking Timeline: The timeline has been updated to meet 2021 NOFO deadlines. The timeline specifies all NOFO requirements for public notification, project application submission and review, and application submission.

FY 2021 CoC Project Priority Ranking Spreadsheet: This is the spreadsheet that will be used to rank project applications and group them in Tier 1, Tier 2, and DV Bonus, as required by the NOFO, Section II.B.11. Available funding amounts have been updated.

FY 2021 RFP Instructions and Project Application: The application was drafted to address eligibility thresholds, project quality thresholds, alignment with 2021 NOFO priorities, consideration of severity of needs, and performance measures in the NOFO. The application has been modified from 2019 to align with the application required by HUD to be submitted into ESNAPS and to better weigh applications across application type (i.e. housing project versus support service only application).

Rationale for Proposed Action: Approval of the documents described above will increase competitiveness of the CoC Application by addressing the FY 2021 CoC NOFO. Not approving the documents described above would decrease competitiveness of the CoC Application.

Anticipated Outcome of Action: Approval of the documents described above will: increase CoC Application competitiveness; increase the likelihood of CoC funding for project applications; and better position the CoC for an increase in CoC funds in future NOFOs.