

## **Attachment #8 – Local Competition Public Announcement**

In this zip file, there are 8 pieces of evidence that the CoC notified applicants in advance as to how their applications would be evaluated, specifically how point values and ranking criteria would be used to rank projects.

**(1) CoC Board of Director Minutes 5.2.19 - Approved**

This document contains the minutes from an open CoC Board of Director meeting where the CoC Project Scoring Tool metrics were approved. All minutes are posted on the Balance of State CoC website.

**(2) CoC Project Scoring Tool and Threshold PPT Presentation 5.31.19**

This document is the PowerPoint presentation on the CoC Project Scoring Tool, threshold, and ranking & review process for the CoC's live and recorded webinar. It was also posted on the Balance of State CoC website.

**(3) CoC Project Scoring Tool Explanation FY2019 - Expanded**

This document provides a detailed explanation of the scoring tool process including timeline, policy decisions, comment period and development, where points come from, how the data is collected for each component, and which metrics are used to calculate the final score. This includes objective measures, system performance measures, project performance and operation, and population specific categories. It was also posted on the Balance of State CoC website.

**(4) CoC Reviewing, Ranking, Selection New Projects Policy - FINAL**

This document outlines the process by which new project applications are reviewed, ranked and selected by the CoC. It was also posted on the Balance of State CoC website.

**(5) RFP Bonus – New Project Application 2019 RUBRIC**

This document was sent out at the same time as the instructions and application. It was also posted on the Balance of State CoC website. It is used by the review team to score new project applications.

**(6) CoC Email Notification & Public Posting of Scoring Tool and Process**

This document contains multiple emails showing that the CoC full membership was notified of the CoC Project Scoring Tool webinar and registration (5/6 & 5/14); the RFP and rubric for new projects was posted on the website and attached to the email (7/21 & 8/6); the CoC Project Scoring Tool draft #1 was posted on the website and attached to the email (8/13); the Review & Selection of New Project Policy was posted on the website (9/14); and all renewal and new project applications were posted on the website (9/14).

**(7) CoC Monthly Newsletter**

This document contains a screen shot of two (June and July) monthly newsletters in which the CoC full membership was informed that the recorded webinar, power point slides, and scoring tool explanation had been posted to the Balance of State CoC website.

**(8) Multiple Website Screen Shots of Public Postings**

This document contains multiple screen shots from the Balance of State CoC Website showing that the CoC full membership was able to view and access the CoC Project Scoring Tool webinar, power point slides, and explanation (7/15); the CoC Project Scoring Tool Draft #1 and the RFP Bonus-New project Application 2019 instructions, application and rubric (8/14); the CoC Project Scoring Tool Draft #2 and the FINAL Scoring Tool results (9/7); and the Rejection Policy, Reallocation Policy, Review & Selection of New Project Policy and Project Notification letters (9/14).



## WI BOS Board of Director's Meeting

May 2, 2019  
GoTo Meeting

1. Meeting was called to order at 1:03 pm by Meika Burnikel
  - a. Members Present: Meika Burnikel, Duana Bremer, Renee Greenland, Lisa Haen, Mary Jacobson, Adrienne Roach, Don Roach, Millie Rounsville, Susan Tucker, Alexia Wood
  - b. Members Excused: Debbie Bushman, David Eberbach, Kathleen Fisher, Jeanette Petts
  - c. Members Unexcused: None
  - d. Staff Present: Carrie Poser
2. Approval of 4/2/19 minutes
  - a. Motion to approve the 4/2/19 minutes by Don Roach
  - b. Second by Adrienne Roach
  - c. No further discussion
  - d. All in favor
  - e. Motion carries
3. Approval of 4/4/19 email minutes of Executive Committee
  - a. Motion to approve the 4/4/19 email minutes of Executive Committee made by Mille Rounsville
  - b. Second by Duana Bremer
  - c. No further discussion
  - d. All in favor
  - e. Motion carries
4. Fiscal Policies and Procedures update – Finance committee met yesterday and completed working on the Fiscal Policies and Procedures. The completed manual will be sent to Carrie for review and finalizing.
5. Closed Session
  - a. Motion to go into close Session made by Don Roach at 1:10
  - b. Second by Renee Greenland
  - c. No Further discussion
  - d. Motion Carries

- e. Members were informed of recent media coverage of the BOS and discussed how to address inquiries.
  - f. Motion to go back into open session made by Don Roach at 1:25 pm
  - g. Second by Duana Bremer
  - h. Roll call verified that all members were still on the call.
  - i. Motion carries
6. Board Scoring Tool was discussed at length. Carrie presented 15 decisions that board members needed to make based on member and board member comments.

### Section 1

- **Decision #1:** Where do projects that reallocate/transfer funds (ex: RRH that wants to become PSH) go or relinquished funds? Do they go on the bottom of Tier 1?
  - In the past, these types of projects have always gone on the bottom of Tier 1.
    - **Members discussed options and reasons for placement and agreed to place projects that reallocate/transfer funds on the bottom of Tier 1.**
- **Decision #2:** Where do projects requesting funds through the BONUS funds go? Do they go on the bottom of Tier 1?
  - Note: The amount of available BONUS funds is determined by HUD and whether the CoC is eligible to receive BONUS funds is determined by HUD.
  - Note: This is the only way to increase the amount of funding to our CoC. This is the only way to create new projects or expand current projects in the CoC.
  - Over the last 2 competitions, these projects have gone on the bottom of Tier 1. The 2 competitions prior, these projects have gone on the bottom of Tier 2.
    - FY2015: Bonus at bottom of Tier 2. Gained Newcap PSH, House of Mercy RRH, and KHDS PSH.
    - FY2016: Bonus at bottom of Tier 2. Gained Newcap PSH families. Did not receive NCCAP RRH.
    - FY2017: Bonus at bottom of Tier 1. Gained KHDS PSH expansion & Newcap RRH Project. Lost 2 renewal grants at bottom of Tier 2 -both under threshold.
    - FY2018: Bonus at bottom of Tier 1. Gained LSS RRH, Newcap PSH expansion, and City of Appleton Fox Cities RRH exp. Lost 2 renewal grants at bottom of Tier 2 – one above threshold one under threshold.

**Members discussed how difficult this decision is because any way people lose out. It is like a shell game that is created by HUD not the BOS. HUD goes back and looks at the past five years. We must decide ahead of time what math we use to make our decision to indicate whether the COC has cumulatively reallocated at least 20% of the COC Annual Renewal Demand (ARD) between the FY 2014 – and FY 2018 CoC program competitions. So far, we have a good history of achieving the 20%. If bonus projects are placed at the bottom of Tier 2 we would be okay if we continue to score well. Nothing guarantees the safety of projects placed on Tier 2. There is a difference if we place bonus on top or bottom of Tier 2. Projects that we want safe should be placed on Tier 1. It is important to understand that Tier 2 is a separate national competition that evaluates projects individually and Tier 2 projects are more likely to be awarded if the Collaborative application scores high. Members discussed and wrote out the pros and cons of each option:**

1. Bonus on bottom of Tier 2,

### 3. Bonus on Top of Tier 2

### 4. Majority vote for where to place the bonus projects is at the bottom of Tier 2

- **Decision #3:** Does the Board believe that the SSO-CE and HMIS grant are necessary? *If yes*, then does the Board believe that these projects can be funding by other (non-CoC) funds? *If no*, then what other option is there for these projects by place at the bottom of Tier 1?
  - ✓ Note: HUD has recommended that these types of projects involve required activities and if the CoC has no alternative funds to pay for them, they should be secured on Tier 1.
  - ✓ Note: Each project is monitored and held to the same performance expectations. But the outcomes are different for these types of projects.

**Discussion included that there is a difference between outcomes for housing projects and the HMIS grant and CE SSO grant. Suggestion that members should be able to provide feedback about the HMIS. All providers in the COC need both HMIS and CE-SSO. No members were opposed to HMIS or SSO CE being on Tier 1.**

- **Decision #4:** Does the Board wish to change the method by which the scoring tool is released?
  - **Suggestion to keep it the same and strengthen the way in which communicating the results of Project Scoring Tool to the membership as follows:**
    - **First email to membership will clearly state “This is the first of three Project Scoring Tool results**
    - **Second email to membership will clearly state “This is the second of three Project Scoring Tool results**
    - **Third email to membership will clearly state “This is the third and final Project Scoring Tool results**

### Section 2 – Draft Timeline

- No changes or decisions except for updating dates.

### Section 3 – Chart “where points come from?”

With the exception of the decisions listed below, the rest of this section will remain.

At this time, we do not have a scorable way to use coordinated entry or housing first. I am committed to creating some options by the end of this calendar year for discussion in the FY2020 CoC Competition.

### (1) Part 2 – Project Performance: Operations

- **Decision #1:** Should the elements be changed to penalty? *If yes*, what is the percentage threshold and how many points?
  - If the project has not spent 75% (or pick %) of funds, the project would lose points?
  - If the project does not have a unit utilization average of (%), the project would lose points?
  - If the project’s data completeness is not at least (%), the project would lose points?
  - If a project did not draw down quarterly, the project would earn points – instead the project would lose points?
  - If the project does not have at least 75% of participants meet the participant eligibility, the project would lose points?

- If the project does not mark “Yes” to housing first, the project would lose points?

**Members discussed all of the questions above and agreed to keep unit utilization in the scoring and also agreed to keep the scoring the same as last year.**

- **Decision #2:** If the 30 points are removed from Part 2, where would you wish to allocate the 30 points? Proposal to add them to Part 3 (which has 40 points), part 4 (which has 15 points), and/or population (which has 40 points). –
  - **Not Applicable due to the decision made above for decision #1.**
- Clarifications discussed:
  - ✓ Regarding income: HUD system performance specifically looks at increases. It does not include maintaining income. The BOS scoring tool includes maintaining non-earned income for PSH and maintaining total income (combo of non-earned and earned).
  - ✓ Regarding VISPDAT scores above 8: A person with a VISPDAT score over 8 does not necessarily mean that they have a disability and/or are eligible for non-earned income (such as social security). PSH requires the participant to have a disability.
  - ✓ Regarding multi-year analysis: While a multi-year investigation on project performance is important, HUD reviews projects annually and collectively as contributors to the System Performance measure submission and a projects contribution to those goals.
  - ✓ Regarding exempt: a request was made last year to change the “exempt” status, rather than removing the points from the total possible to award the full points if a project is exempt. There is a slight mathematical disadvantage to a project if the exempt status results in removal rather than awarding.
- **Decision #3:** Given the clarifications listed above (income and VISPDAT), does the Board wish to take action on the issue of income in Part 3?
  - **Majority of members in favor of leaving the income scoring as is.**
- **Decision #4:** Given the clarification listed above (exempt), does the Board wish to change the way points are awarded vs. exempt process?
  - **Members agreed to keep this the same.**

#### **Section 4 – Part 1: Timely Submission**

- No changes or decisions with the exception of updating dates.

#### **Section 5 – Part 2: Program Performance – Operations**

##### Questions asked:

*(1) Should projects (other than new and first year renewals) receive any points if they spend only 75-79% of their grant?*

*(2) Should projects (other than new and first year renewals) receive any points if their average unit utilization is less than 70%?*

*(3) Should a more in-depth analysis of housing first compliance be used to receive points, rather than just checking the box on the project application?*

With the exception of the decisions listed below, the rest of this section will remain.

Note: At this time, we do not have a scorable way to use coordinated entry or housing first. I am committed to creating some options by the end of this calendar year for discussion in the FY2020 CoC Competition.

(1) As referenced in Section 3, there was comments about changing Part 2 in scoring. Decisions made in Section 3 would carry over to this section.

(2) If this section would to remain a point-earning section, the following decisions should be made:

- **Decision #5:** The CoC Interim Rule requires each project to draw down quarterly. Should a project receive points if it does not follow the statute?
  - **This section was already discussed and decided by members above.**
- **Decision #6:** Should a project (not new or in its 1<sup>st</sup> year) receive points if it spends less than 80% of their grant? *If no*, the proposed change could be:
  - 95-100% (5 points), 90-94% (4 points), 85-89.9% (3 points), 80-84.9% (2 points). 0 points for 79.9% or less.
  - **Majority of members agreed to leave this the same.**

### Section 6 – Part 3: Program Performance Measures

With the exception of the decisions listed below, the rest of this section will remain.

(1) Non-Cash Benefits – current scoring for PSH, TH & RRH are the same; a project receives points if 35-49% of participants have non-cash benefits (3 points). Note: all but 2 projects in the CoC Project Scoring Tool review FY2018 had over 80%.

- **Decision #7:** Should the Board adopt a different scoring breakdown, increasing the percentage? *If yes*, the proposed change could be:
  - 90-100% (8 pts), 80-89.9% (6 pts), 70-79.9% (3 pts), less than 69.9% (0 pts) *or*
  - 85 – 100% (8 pts), 75 – 84.9% (6 pts), 65 – 74.9% (3 pts), less than 64.9% (0 pts)

**Majority of members agreed to leave this as is.**

(2) Health Insurance – current scoring for PSH, TH & RRH are the same; a project receives points if 35-49% of participants have non-cash benefits (3 points). Note: all but 2 projects in the CoC Project Scoring Tool review FY2018 had over 80%.

- **Decision #8:** Should the Board adopt a different scoring breakdown, increasing the percentage? *If yes*, the proposed change could be:
  - 90-100% (8 pts), 80-89.9% (6 pts), 70-79.9% (3 pts), less than 69.9% (0 pts) *or*
  - 85 – 100% (8 pts), 75 – 84.9% (6 pts), 65 – 74.9% (3 pts), less than 64.9% (0 pts)
  - **Majority of members leave as is**

### Section 7 – Part 4: System Performance Measure

#### Questions asked:

(1) Should projects receive any points if they have a 15% or higher reoccurrence rate for successful exits (SPM)?

(2) For PSH, #1 – same as RRH #1, thoughts?

(3) For PSH, #2 – same as RRH #2, thoughts?

With the exception of the decisions listed below, the rest of this section will remain.

(1) Reoccurrence

Note: Reoccurrence is a system performance scored by HUD.

- **Decision #9:** Should the Board adopt a different scoring breakdown for reoccurrence? *If yes*, the proposed change could be:
  - Leave the percentage breakdown, increase the amount of points for each. (8-6-4-2-0)
  - Leave the percentage breakdown, increase the amount of points for SPM. (8-6-4-2-0)
  - Change the percentage breakdown. No proposal made. Leave points as is.

**Majority of members agreed that the scoring should remain the same and add a weighted score for system performance measures.**

(2) Points awarded in this section

Currently, there is a maximum of 5 points for 2 different criteria for each project type.

- **Decision #10:** Should the Board increase the amount of points possible for this section for RRH projects? *If yes*, the proposed change could be:
  - Increase the percentage and add a middle; 10-5-0 or 8-4-0 or 6-3-0

**Majority of members agreed to change this to the 8-4-0 scoring for this measure**

- Members agreed to the following
  - RRH criteria #1:
    - RRH: 55% have 90 days or less (8 pts); 45% - 54.9% (4 pts); Less than 44.9% (0 pts)
  - RRH criteria #2:
    - PSH: 65% have a move in date (8 pts); 45% - 64.9% (4 pts); Less than 44.9% (0 pts)
- **Decision #11:** Should the Board implement a similar scoring criteria for PSH as there is for RRH? *If yes*, answer to Decision #10 is relevant for consideration.
  - **Already decided above**

## **Section 8 – Part 5: Population**

### Questions asked:

- (1) Should RRH projects that take VISPDAT scores >8 receive additional points?
- (2) Should RRH 5b be changed to identify >8 instead at least a 4?

Note: At this time, we do not have a scorable way to use coordinated entry. I am committed to creating some options by the end of this calendar year for discussion in the FY2020 CoC Competition.

With the exception of the decisions listed below, the rest of this section will remain.

- **Decision #12:** Should the Board create an opportunity for a community to demonstrate that their community did not have Priority #1 CH persons at the time of an opening? *If yes*, the criteria could include:
  - For PSH project took Priority #2 because there were no Priority #1 on the list at the time of an opening?
  - For TH, there were no chronic persons on the list (priority #1 or #2)?
  - For RRH, there were no chronic persons on the list (priority #1 or #2)?

**Members agreed that projects without people who are chronic can demonstrate they did not have Priority #1 persons at the time of an opening.**

- **Decision #13:** Should the Board replace RRH criteria 5b to give points to projects serving households with higher VISPDAT scores?
  - Majority of members agreed to give RRH project bonus points that take higher scores.
  - *If yes*, the proposed change could be:
  - 5b - Percentage of HH above the RRH threshold: 75% (8 pts), 50-74% (6 pts), 25-49% (4 pts), 10-24% (2 pts), 9% or less (0 pts).



- Or, the Board could add a criteria 5c. Note: this would change the scoring for this section and an additional criteria or points should be added to PSH and TH to ensure the same point total remains.
  - Change total points possible for PSH and TH from 8-6-4-2-0 to 10-8-6-4-2 (taking 8 points divided by 4 = 2) for criteria 1-2-3-4 only (not #5). *or*
  - Add a criteria to PSH and TH, (5c) worth the same amount of points. *or*
  - Do nothing. Allow RRH to have an additional scoring metric and different total number of points possible.
- **Decision #14:** Should the criteria for PSH (5a), TH (5a) remain the same for this year's competition with an agreement that CE would be used in the future?  
Yes

### Section 9 – Part 6: Point-in-Time Requirement

With the exception of the decisions listed below, the rest of this section will remain.

- Misunderstanding regarding PIT obligation. If an agency is unable to meet the participation requirement in advance of the PIT, an agency must write a letter and request an exemption. If the agency receives EHH funding, the EHH lead must first grant the exemption, DEHCR must grant the exception, and then the CoC can review.
- **Decision #15:** Does the Board want to change this section?

**The majority of members agreed to keep this the same.**

### Section 10 – Tiebreaker

- No changes or decisions with the exception of updating dates.
  - Motion to approve the Project Scoring Tool with the revisions discussed at today's meeting made by Mary Jacobson
  - Second by Don Roach
  - No further discussion
  - Motion carries

#### 7. January and February Finance Reports

- a. Motion to approve the January 2019 Finance Report made by Susan Tucker
- b. Second by Renee Greenland
- c. No further discussion
- d. Motion carries
- e. Motion to approve February 2019 Finance Report made by Adrienne Roach
- f. Second by Don Roach
- g. No further discussion
- h. Motion carries

#### 8. Board mandate document and strategic planning timeline was discussed briefly

#### 9. Carrie report –

- a. Issues and conditions for the DV RRH Grant CE SSO have not been submitted. Both grants start on 7/1/2019. She is waiting for new and existing grantees.
  - b. HIC/PIT submission was submitted on time on 4/29/2019. Final May Agenda for BOS meeting will come out tomorrow.
  - c. Carrie will not be at the May Quarterly meeting and asked for help with greeting guest speaker – Lexi will do this.
  - d. Equal Access training filling up quickly – registration due April 17<sup>th</sup>.
  - e. Board members have been reminded to complete the board member application and identify the committees they are interested in chairing/co-chairing.
  - f. Discussed Delegate list. All Local CoC's submitted on time. May 16<sup>th</sup> governance documents are due. If a CoC does not submit their governance documents on time, then that CoC Delegate will not be allowed to vote.
10. New Business – no new business was discussed.
11. Next meeting is scheduled for Thursday, May 16, 2019 after the BOS Quarterly Meeting in Green Bay
12. Meeting adjourn at 3:45 pm
- a. Motion to adjourn the meeting made by Duana Bremer
  - b. Second by Millie Rounsville
  - c. No further discussion
  - d. Motion carries

Respectfully submitted by,

Lisa Haen, Secretary



*The Wisconsin Balance of State Continuum of Care's mission is to end homelessness by supporting local coalitions throughout Wisconsin.*

# Balance of State CoC Competition: Project Scoring Tool and Threshold

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CARRIE POSER, COC DIRECTOR

JUNE 2018

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# Presentation Overview

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- **CoC Competition Timeline**
  - Grant Inventory Worksheet (GIW)
  - Notice of Funding Available (NOFA)
  - Project Applications
  - New Project Applications
  - CoC Collaborative Application information request
- **CoC Project Scoring Tool**
  - SAGE APR and HMIS APR
  - Additional HMIS-based reports
- **Threshold for Applying for COC Funds**
  - Threshold for automatic access
  - Process for access

# CoC Competition Timeline

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- CoC Registration for the FY2019 CoC Program Competition opened January 31, 2019. The deadline was March 14, 2019.
- Grant Inventory Worksheet (GIW) to HUD Field office deadline is April 17, 2019.
- HUD will post all revised GIW to the HUD Exchange no earlier than May 6, 2019.
- HUD will release the CoC Program Notice of Funding Available (NOFA).
- Balance of State will release the 1<sup>st</sup> draft of the CoC Project Scoring results.
- Deadline for APR submission in SAGE for scoring purposes.
- Threshold evaluation will take place.
- Project Applications will be submitted for review.
- CoC Collaborative Application information request will be sent to Local Coalition leads.
- Balance of State will release the 2<sup>nd</sup> draft of CoC Project Scoring results.
- New Project Applications will be submitted for review and scoring.
- Balance of State will release the final CoC Project Scoring results.

# Project Applications

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- Eligible applicants will log into *e-snaps* and complete a project application.
- This process involves two parts and there are specific HUD and *e-snaps* instructions for each:
  - Applicant Profile
  - Application
- Upon completion, the CoC Director will review the application for inconsistencies, adherence to instructions, HUD policy parameters, and Balance of State priorities.
- If changes or corrections must be made, the application will be “kicked back” to the provider to complete and re-submit.

# New Project Applications

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- Following the release of the NOFA, a Balance of State CoC new project application (including instructions and scoring metric) will be posted on the BOS website.
- New project applications will be reviewed by CoC staff and members of the Board of Directors.
- Those applications that are approved for submission will be able to start a new project in *e-snaps*.
- Upon completion, the CoC Director will review the application for inconsistencies, adherence to instructions, HUD policy parameters, and Balance of State priorities.
- If changes or corrections must be made, the application will be “kicked back” to the provider to complete and re-submit.

# CoC Collaboration Information Request

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- Following the release of the NOFA, the CoC Director will assemble a series of questions that each local coalitions will be required to complete.
- These answers are collated and form the Balance of State response to many questions in the Collaborative Application.
- Each local coalitions should begin reviewing what they submitted in previous years to identify changes, areas of improvement, etc.
  - If your coalition needs a copy of what was previously submitted, please send an email to [carrie.poser@wibos.org](mailto:carrie.poser@wibos.org).



# CoC Project Scoring Tool

Since 2012, the Board Scoring Tool has shifted & added points to increase the emphasis on serving clients with higher barriers.

	Program Compliance (UU, DC, Funds returned, APR submission)	HUD Perf. Measures (HS, Income, EI, MR)	COC Goals (PIT data & QAPR)	Population (CH, Adult w/dis, St/Sh)	High Risk Pool	Reoccurrence/ SPM
2012	X					
2013	X	X	X			
2014	41% total score	31% total score	20% total score		8% total score	
2015	26% total score	34% total score	penalty only	14% total score	17% total score	9% total score
2016	33% total score	35% total score	penalty only	16% total score	11% total score	5% total score
2017	28% total score	30% total score	penalty only	14% total score	19% total score	9% total score
2018	24% total score	32% total score	Penalty only	32% total score	0	12% total score
<b>2019</b>	22% total score	29.5% total score	Penalty only	29.5% total score	0	19% total score

- Program compliance: In 2016, removed APR submission and replaced with Housing First and project eligibility.
- HUD Perf Measures: In 2018, changed to project performance and includes different income metrics and added health insurance.
- High Risk Pool: In 2017, increase in point allocation. In 2018, eliminated.
- Reoccurrence: In 2017, additional measure added. In 2018, changed to System Performance Measures and an additional measure added (LOTH) by project type.

# Points

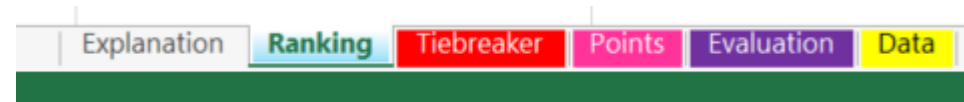
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- The maximum number of possible points a project can earn is 136 points.
- Exemption is defined as receiving full points.
- There are 6 sections to the tool:
  - Timely Submission *penalty only*
  - Project Performance – Operations 30 points possible
  - Project Performance 40 points possible
  - System Performance Measures 26 points possible
  - Population 40 points possible
  - Point-in-Time Requirement *penalty only*

# Format

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- The format of the CoC Project Scoring Tool will be the same as last year. It is a Microsoft Excel Spreadsheet and will be posted on the BOS website.
- There are 6 tabs.
  - Explanation
  - Ranking
  - Tiebreaker
  - Points
  - Evaluation
  - Data
- Once the NOFA is posted, a deadline for reports (HMIS APR and SAGE APR) will be sent out.



# Board Policy Decisions

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- HMIS grant will be automatically placed on Tier 1, at the bottom of the scorable projects.
- SSO-CE grant will be automatically placed on Tier 1, after the HMIS grant.
- Renewable new projects awarded in the last competition are required to begin in 2019. Each project will submit a renewal application, even if they have not yet begun. These projects will be placed on Tier 1, after the SSO-CE grant.
- New projects created through reallocation or with relinquished funds will be placed at the bottom of Tier 1 after the renewable new projects.
- New projects applying for BONUS funds will be placed at the bottom of Tier 2 after the lowest scoring renewal project.

# DRAFT Timeline

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If the NOFA drops and the competition begins June 1, 2019, then a timeline similar to the following would be followed. A final timeline will be posted on the website and sent out in email at the beginning of the competition.

June 1	Competition begins
July 15	1 <sup>st</sup> draft Scoring Tool results posted on website
July 31	Deadline for APR submissions in SAGE for use in scoring
August 1	Threshold determination and notice to projects
August 15	Projects under threshold decision deadline
August 16	2 <sup>nd</sup> draft Scoring Tool results posted on website
August 30	Bonus and new project application deadline
September 1	Final Scoring Tool results posted on website
September 8	Deadline to appeal scoring tool results, request permission to reallocate

# Part 1: Timely Submission

Criteria	0 points	-2 points
HUD APR submitted on time in SAGE Submission of APR ending in 2018 (or 2019 if available)	On time	
Turned in Board requested information for the purposes of the Collaborative Application on time	On time	
Turned in Project Application for review on time	On time	

**Change:** none

**Note:** A set deadline will be included for any project that wishes to submit a new APR in SAGE. The most recently submitted APR in SAGE and accepted by HUD will be used for scoring purposes. To be used in scoring, the APR submission must be accepted by HUD in SAGE. If there is an issue, confirmed by the HUD Milwaukee Field Office, the agency must notify the CoC Director. Limited, case-by-case, exceptions may be made.

# Part 2: Program Performance - Operations

Criteria	5 points	4 points	3 points	2 points	1 point
Effective Use of Federal Funds	Spent 90-100% of grant	Spent 80-89% of grant	Spent 75-79%	N/A	N/A
Unit Utilization	96-100%	90-95%	80-89%	70 - 79%	69% or less
Data Completeness: Don't Know, Missing, Refused	0% - 1.0%	1.1% - 2%	2.1% - 3%	3.1% - 4%	Greater than 4.1%
LOCCS Drawdown Rates	Once per quarter	N/A	N/A	N/A	N/A
Participant Eligibility: PSH	75-100%	N/A	N/A	N/A	N/A
Participant Eligibility: TH	80-100%	60-79%	40-59%	20-39%	<19%
Participant Eligibility: RRH	75-100%	N/A	N/A	N/A	N/A
Housing First and Low Barrier	Yes	N/A	N/A	N/A	N/A

**Change:** none

# Part 2: Program Performance - Operations

- Data Completeness (SAGE APR):
  - Q06a. Data Quality: Personally Identifying Information (PII)
  - Q06b. Data Quality: Universal Data Elements
  - Q06c. Data Quality: Income and Housing Data Quality
- To calculate each percentage:
  - Q06a – overall score row & % of error rate column
  - Q06b - % of error rate column for 5 elements (add and divide by 5)
  - Q06c - % of error rate column for 4 elements (add and divide by 4)
- In the example below: (a) 0.02% (b) 0.00% (c) 0.00%
  - Total:  $.02 + 0.0 + 0.0 = \underline{0.02\%}$

## – Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	% of Error Rate
Name	0	0	0	0.00 %
Social Security Number	0	0	0	0.00 %
Date of Birth	0	0	1	0.02 %
Race	0	0	0	0.00 %
Ethnicity	0	0	0	0.00 %
Gender	0	0	0	0.00 %
Overall Score				0.02 %

## – Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	0	0.00 %
Project Start Date	0	0.00 %
Relationship to Head of Household	0	0.00 %
Client Location	0	0.00 %
Disabling Condition	0	0.00 %

## – Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	0	0.00 %
Income and Sources at Start	0	0.00 %
Income and Sources at Annual Assessment	0	0.00 %
Income and Sources at Exit	0	0.00 %



## Part 2: Program Performance - Operations

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- Permanent Supportive Housing (PSH) and Safe Haven (SH) Participant Eligibility defined as:
  - Adult with a disability
  - Category 1 of the HUD Homeless Definition
- Transitional Housing (TH) Participant Eligibility defined as:
  - Adult with a disability
  - Category 1 or 4 of the HUD Homeless Definition
- Rapid Re-housing (RRH) Participant Eligibility defined as:
  - Category 1 of the HUD Homeless Definition

## Part 3: Program Performance Measures (PSH)

PSH Criteria	8 points	6 points	3 points	0 points
HUD Goal: Housing Stability	90% or higher	80 – 89%	70 – 79%	69% or less
HUD Goal: Maintain or Increase Other (Non-Earned) Income	54% or higher	35 – 53%	20 – 34%	19% or less
HUD Goal: Maintain or Increase Total Income	65% or higher	50 – 64%	35 – 49%	34% or less
HUD Goal: Non-Cash Benefits	65% or higher	50 – 64%	35 – 49%	34% or less
HUD Goal: Health Insurance	65% or higher	50 – 64%	35 – 49%	34% or less

Change: **None**

## Part 3: Program Performance Measures (TH & RRH)

TH & RRH Criteria	8 points	6 points	3 points	0 points
HUD Goal: Housing Stability	75% or higher	65 – 74%	55 – 64%	54% or less
HUD Goal: Increase Earned Income	30% or higher	20-29%	10 – 19%	9% or less
HUD Goal: Maintain or Increase Total Income	65% or higher	50 – 64%	35 – 49%	34% or less
HUD Goal: Non-Cash Benefits	65% or higher	50 – 64%	35 – 49%	34% or less
HUD Goal: Health Insurance	65% or higher	50 – 64%	35 – 49%	34% or less

# Part 4: System Performance Measures

Criteria	5 points	4 points	3 points	2 points	1 point
Reoccurrence Rate (0555 report)	0 - 5%	5.1 – 10%	10.1 – 15%	15.1% - 20%	20.1% +
Reoccurrence Rate (SPM)	0 - 5%	5.1 – 10%	10.1 – 15%	15.1% - 20%	20.1% +

**Change:** Created a minimum for Reoccurrence rate (SPM) for those with less than 3 participants exiting the project; added point options for length of time homeless (LOTH)

# Part 4: System Performance Measures

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- **Reoccurrence Rate – HMIS-based report: 0555**

- The 0555 report can be run by anyone with an ART license.
- The report calculates any exit from a CoC-funded housing program into any emergency shelter or motel voucher program that uses HMIS in Wisconsin within 12 months from an exit.
- If a project had no exits, the project will receive full points.

- **Reoccurrence Rate – HMIS-based report: SPM Measure 7**

- The SPM (system performance measure) report can only be run by HMIS lead staff by HUD's design.
- The report calculates any successful exit from a CoC-funded housing program into any emergency shelter or motel voucher program that uses HMIS in Wisconsin within 2 years of an exit.
- Successful exit is defined by HUD as a permanent housing-based destination.
- If a project had no exits, the project will receive full points. If a project had no successful exits but did have unsuccessful exits, the project will receive 3 points. If a project had 1-2 participants exit, the project will receive a minimum of 3 points. If a project had 3-4 participants exit, the project will receive a minimum of 2 points.

# Part 4: System Performance Measures

Criteria	8 points	4 points	0 points
Length of Time Homeless (PSH) #1	55% or more of clients had 90 days or less between project entry and move-in date	45-54.9% or more of clients had 90 days or less between project entry and move-in date	Less than 44.9% of clients had 90 days or less between project entry and move-in date
Length of Time Homeless (PSH) #2	65% or more of clients had a project entry and a move-in date	45-64.9% or more of clients had a project entry and a move-in date	Less than 44.9% of clients had a project entry and a move-in date

Criteria	8 points	4 points	0 points
Length of Time Homeless (RRH) #1	55% or more of clients had 90 days or less between project entry and move-in date	45-54.9% or more of clients had 90 days or less between project entry and move-in date	Less than 44.9% of clients had 90 days or less between project entry and move-in date
Length of Time Homeless (RRH) #2	65% or more of clients had a project entry and a move-in date	45-64.9% or more of clients had a project entry and a move-in date	Less than 44.9% of clients had a project entry and a move-in date

Criteria	8 points	4 points	0 points
Length of Time Homeless (TH) #1	50% or more of clients were in project 12 months or less	N/A	Less than 50% of clients were in project for 12 months or less
Length of Time Homeless (TH) #2	N/A	25% or more of clients were in project for 12 months or less	Less than 25% of clients were in project for 12 months or less

# Part 5: Population

PSH Criteria	8 points	6 points	4 points	2 points	0 points
Chronic Homeless (new)	75% +	50-74%	25-49%	10-24%	9% or less
Stayers & leavers with 1 or more disabilities	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
Entries from Place Not Meant for Human Habitation	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
No income at entry	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
Entries after 4/1/16 with a VI-SPDAT (F or TAY) score	75% +	50-74%	25-49%	10-24%	9% or less

**Change:** Added a process by which a project can demonstrate at the time of opening, no chronic homeless persons were on the list; added BONUS points for RRH projects

# Part 5: Population

TH Criteria	8 points	6 points	4 points	2 points	0 points
Chronic Homeless (new)	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
Stayers & leavers with 1 or more disabilities	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
Entries from Place Not Meant for Human Habitation	25% +	20-24%	10-19%	1-9%	0%
No income at entry	25% +	20-24%	10-19%	1-9%	0%
Entries after 4/1/16 with a VI-SPDAT (F or TAY) score	75% +	50-74%	25-49%	10-24%	9% or less



# Part 5: Population

RRH Criteria	8 points	6 points	4 points	2 points	0 points
Chronic Homeless (new)	25% +	20-24%	10-19%	1-9%	0%
Stayers & leavers with 1 or more disabilities	25% +	20-24%	10-19%	1-9%	0%
Entries from Place Not Meant for Human Habitation	25% +	20-24%	10-19%	1-9%	0%
No income at entry	25% +	20-24%	10-19%	1-9%	0%
Entries after 4/1/16 with a VI-SPDAT (F or TAY) score in or above range	75% +	50-74%	25-49%	10-24%	9% or less

RRH Bonus points: VI-SPDAT greater or equal to 8 (HH w/out kids) or 9 (HH w/kids)

	8 points	6 points	4 points	2 points	0 points
BONUS	75% +	50-74%	25-49%	10-24%	9% or less

# Part 6: Point-in-Time Requirement

Criteria	Subtract
Non-Participation by COC Funded agency in overnight Street Count during the January PIT – penalty applies to the agency only.	10 points
Late submission of Final Deadline for January PIT data – this will be applied to the entire local coalition.	10 points
Non-Participation by COC Funded agency in overnight Street Count during the July PIT – penalty applies to the agency only.	10 points
Late submission of Final Deadline for July PIT data – this will be applied to the entire local coalition.	10 points

Change: none

# Tie Breaker

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The tiebreaker score will be based on cost effectiveness. The total HUD grant award amount will be divided by the number of successful outcomes.

- Successful outcome for all projects (other than PSH) is exiting to permanent housing.
- Successful outcome for PSH includes exits to permanent housing and remaining in permanent housing.

## Example

- A non-PSH project gets \$100,000 grant. 25 households successfully went to permanent housing. The cost per successful outcome is: \$4,000.
- A PSH project gets \$100,000 grant. 5 households successfully went to permanent housing. 4 households remain in permanent housing. The cost per successful outcome is: \$11,111.

**Change:** None

# Threshold for Automatic Access

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The Balance of State CoC Board of Directors has approved the following policy for CoC Competition Project Application submission, effective for the 2019 competition cycle:

**All renewal project applications must score **70.0% or higher** on the CoC Project Scoring Tool and be in good standing with HUD and the Balance of State CoC in order to submit a project application in *e-snaps*.**

- A project may elect to voluntarily reduce or reallocate a project (give up funds to write for a new PSH or RRH project).
- All new projects, including through reallocation, must submit a new project application for review by CoC staff and the Board for approval.

**All renewal project applications that score **69.9% or lower** on the CoC Project Scoring Tool and/or are not in good standing with HUD and/or are not in good standing with the Balance of State CoC will not be automatically allowed to submit a project application in *e-snaps*.**

# Process for Access

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If a project scores **69.9% or lower** on the CoC Project Scoring Tool and/or are not in good standing with HUD and/or the Balance of State CoC, the project must submit a Decision Form to the CoC Director. The Decision Form has 3 options:

- (1) Voluntarily relinquish grant funding (give up funds completely)
- (2) Voluntarily reallocate grant funds into a new project (PSH or RRH) and follow the process for new project applications
  - This does not guarantee the project will be approved by the BOS Board and CoC staff review process.
- (3) Complete a Reconsideration Request
  - This document must be completed by the deadline. It asks the Board to allow the project to reapply for funds and provides evidence to support the request.

# Process for Access

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**If a project scores **69.9% or lower** and fell under threshold during the FY2018 CoC Competition, the project must request an Exemption.**

- The exemption must be done in writing and outlines the steps taken to resolve the issues identified in the FY2018 CoC Competition and request for reconsideration process.
- If the project is in good standing with HUD, the Balance of State CoC, and making improvements in coordination with the Board and/or BOS Staff recommendations, the project will be allowed to submit a Project Application.
- If the project is not in good standing with HUD, or the Balance of State CoC, or has not made the improvements recommend by the Board or BOS Staff, the project will be required to complete the Decision Form.

# Reconsideration Request

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In addition to the reconsideration request submission, the following factors will be reviewed.

These factors include (but are not limited to):

- Impact on Balance of State as an organization
- Impact on local community
- Documented project changes since submission of last APR
- Past performance
- Monitoring or technical assistance issues
- Capacity for change
- Project risk

# Final Review

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After reviewing the reconsideration request and additional factors, a final decision shall be rendered:

- Grant the reconsideration request and allow the project to submit a renewal application in *e-snaps* with the agreement that significant changes must occur to ensure the project will not rank below 70% next year.
- Deny reconsideration request and involuntarily reallocate the project funds through a new project application process



# CLARIFICATION

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Requirement for ranking projects

**HUD requires**

Amount of funding available on Tier 1

**HUD established**

Amount of funding available in BONUS

**HUD established**

Amount of funding available for renewal (ARD)

**HUD confirmed**

Process used to rank projects

**Balance of State CoC Board established**

Policy decisions related to ranking

**Balance of State CoC Board established**

Creating a threshold to ensure quality projects

**Balance of State CoC Board established**

# Example

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HUD announces that the Tier 1 limit is 94% of the ARD.

HUD announces that the Balance of State CoC ARD is \$10 million.

This means that \$9.4 million in renewal grants would go on Tier 1 and \$600,000 on Tier 2.

- If all projects score 100% on the CoC Project Scoring Tool, \$600,000 will still go on Tier 2.
- If all projects score 10% on the CoC Project Scoring Tool, \$9.4 million will still go on Tier 1.

HUD announces that the Balance of State CoC is eligible for \$250,000 in BONUS funds.

- If the CoC places the \$250,000 on Tier 1, then that same amount is added to the \$600,000 in renewal money already on Tier 2. Tier 1 will still be \$9.4 million. But Tier 2 will now be \$850,000 (\$850,000 in renewal).
- If the CoC places the \$250,000 on Tier 2, then that same amount is added to the \$600,000 in renewal money already on Tier 2. Tier 1 will still be \$9.4 million. But Tier 2 will now be \$850,000 (\$600,000 in renewal and \$250,000 in new).

# QUESTIONS?

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# Resources

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- *E-snaps* <https://www.hudexchange.info/programs/e-snaps/>
- Grant Inventory Worksheet (GIW) <https://www.hudexchange.info/news/fy-2019-giws-available-for-coc-program-competition/>
- CoC Program Registration Notice <https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices>
- Balance of State CoC Resources <https://www.wiboscoc.org/2019-hud-coc-competition.html>



## WI Balance of State CoC Project Scoring Tool 2019-2020

Each CoC-funded project will be ranked using the WI Balance of State CoC Project Scoring Tool. The scoring criteria is based on performance, both operations and project level. The information and data used to complete the evaluation tool includes: CoC project annual performance report (APR) submitted in SAGE, ICA generated HMIS reports, and CoC project applications. The maximum possible number of points a project can earn is 136 points.

### Final Board Policy Decisions

- (1) HMIS grant will be placed on Tier 1, at the bottom of the scorable projects.
- (2) SSO-CE grant will be placed on Tier 1, after the HMIS grant.
- (3) Renewable new projects awarded in the last competition are required to begin in 2019. Each project will submit a renewal application, even if they have not yet begun. These projects will be placed on Tier 1, after the SSO-CE grant.
- (4) New projects created with reallocated relinquished funds will be placed after the renewable new projects on Tier 1.
- (5) BONUS projects will be placed on the bottom of Tier 2.
- (6) To be used in scoring, the APR submission must be accepted by HUD in SAGE. If there is an issue, confirmed by the HUD Milwaukee Field Office, the agency must notify the CoC Director. Limited, case-by-case, exceptions may be made.
- (7) Any renewable (non-new) project will be scored using the CoC Project Scoring Tool. All projects scoring 70% or higher and in good standing with HUD and the Balance of State CoC will automatically be eligible to submit a Project Application.
  - Any renewable (non-new) project falling below 70% must submit a Decision Form to the CoC Director. The Decision Form includes: relinquish the grant funds, reallocate the grant funds, or request reconsideration.
  - If a project fell under threshold during the FY2019 CoC Competition, the project must request an Exemption. This must be done in writing and outlining the steps taken to resolve the issues identified in the FY2019 CoC Competition and request for reconsideration process.
    - If the project is in good standing with HUD, the Balance of State CoC, and making improvements in coordination with the Board and/or BOS Staff recommendations, the project will be allowed to submit a Project Application.
    - If the project is not in good standing with HUD, or the Balance of State CoC, or has not made the improvements recommend by the Board or BOS Staff, the project will be required to complete the Decision Form.



## Draft Timeline

If the NOFA drops and the competition begins June 1, 2019, then a timeline similar to the following would be followed. A final timeline will be posted on the website and sent out in email at the beginning of the competition.

June 1	Competition begins
July 15	Draft Scoring Tool results posted on website
July 31	Deadline for APR submissions in SAGE for use in scoring
August 1	Threshold determination and notice to projects
August 15	Projects under threshold decision deadline
August 16	2 <sup>nd</sup> Draft Scoring Tool results posted on website
August 30	Bonus and new project application deadline
September 1	Final Scoring Tool results posted on website
September 8	Deadline to appeal scoring tool results, request permission to reallocate

## Updated Scoring Tool

- The Board of Directors requested comments from the membership on the Board Scoring Tool used in the FY2018 CoC Competition. The comment period was from February 19 – March 15, 2019.
  - The process was explained and published in the Balance of State newsletter and posted on the Balance of State website on February 19, 2019.
  - A verbal reminder of the upcoming process was provided at the February quarterly Balance of State meeting in Stevens Point on February 15, 2019.
  - Reminder emails went out to the membership on March 15, 2010.
- Following the close of the comment period, the Board reviewed the membership comments and provided additional comments. The Board deadline was April 15, 2019.
  - All comments were compiled into one discussion document. A review of the HUD scoring tool was conducted. Additional elements were added to the discussion.
  - The Board of Directors discussed the scoring tool, comments, and potential changes on May 2, 2019.
- The Board of Directors finalized and approved the scoring tool on May 2, 2019.

### SECTION 3

Where do the points come from?

	Category	Total Points Possible	Data Source	Percentage of the total
Part 1	Timely Submission <ul style="list-style-type: none"> <li>• HUD APR</li> <li>• Local Coalition submission</li> <li>• Project Application</li> </ul>	0 pts.	SAGE APR Emailed submission ESNAPS	Penalty Only
Part 2	Project Performance – Operations <ul style="list-style-type: none"> <li>• Effective Use of Funds</li> <li>• Unit Utilization</li> <li>• Data Completeness</li> <li>• eLOCCS</li> <li>• Participant Eligibility</li> <li>• Housing First</li> </ul>	30 points	SAGE APR HMIS-based report eLOCCS report Project Application	22% of total
Part 3	Project Performance <ul style="list-style-type: none"> <li>• Exits to Permanent Housing</li> <li>• Maintain or increase non-earned income (PSH)</li> <li>• Increase earned income (TH &amp; RRH)</li> <li>• Maintain or increase total income</li> <li>• Mainstream Benefits</li> <li>• Health Insurance</li> </ul>	40 points	SAGE APR	29.5% of total
Part 4	System Performance Measures <ul style="list-style-type: none"> <li>• Reoccurrence (all exits)</li> <li>• Reoccurrence (successful exits)</li> <li>• Length of time homeless (LOTH) #1 and #2</li> </ul>	26 points	ICA – SPM report ICA – 0555 report SAGE APR HMIS APR	19% of total
Part 5	Population <ul style="list-style-type: none"> <li>• Chronic Homeless (new)</li> <li>• Adults with disabilities</li> <li>• Place not meant for human habitation</li> <li>• No income at entry</li> <li>• VI-SPDAT</li> </ul>	40 points	HMIS-based report SAGE APR	29.5% of total
Part 6	Point-in-Time Requirement: Participation and Data Submission	0 pts.	Post-PIT Survey	Penalty Only



## SECTION 4

### Point Breakdown

*Part 1: Timely Submission - No points awarded. Penalty Points assessed.*

Criteria	0 points	-2 points
HUD APR submitted on time in SAGE Submission of APR ending in 2018 (or 2019 if available)	On time	Late
Turned in Board requested information for the purposes of the Collaborative Application on time	On time	Late
Turned in Project Application for review on time	On time	Late

As stated on page 1, once the NOFA drops and competition officially begins, a final timeline will be posted to the website and sent out in email. A set deadline will be included for any project that wishes to submit a new APR in SAGE. The most recently submitted APR in SAGE and accepted by HUD will be used for scoring purposes.

## SECTION 5

*Part 2: Program Performance – Operations (30 points possible)*

	Criteria	5 points	4 points	3 points	2 points	1 point
1	Effective Use of Federal Funds	Spent 90-100% of grant	Spent 80-89% of grant	Spent 75-79%	N/A	N/A
2	Unit Utilization	96-100%	90-95%	80-89%	70 - 79%	69% or less
3	<b>Data Completeness: Don't Know, Missing, Refused</b>	0% - 1.0%	1.1% - 2%	2.1% - 3%	3.1% - 4%	Greater than 4.1%
4	eLOCCS Drawdown Rates	Once per quarter	N/A	N/A	N/A	N/A
5	Participant Eligibility: PSH	75-100%	N/A	N/A	N/A	N/A
	Participant Eligibility: TH	80-100%	60-79%	40-59%	20-39%	<19%
	Participant Eligibility: RRH	75-100%	N/A	N/A	N/A	N/A
6	Housing First and Low Barrier	Yes	N/A	N/A	N/A	N/A



### Exceptions:

- New and first year renewals shall be exempt from scoring in the category of “Effective Use of Federal Funds” and “Unit Utilization” and will receive full points for each of those criteria.
- If an agency cannot access eLOCCS due to contractual issues with HUD, the agency is responsible to provide evidence of this situation to the Balance of State. If sufficient proof is provided, the agency will be exempt from the category of “eLOCCS Drawdown Rates” and receive full points for eLOCCS Drawdown Rates criteria.

### Source:

(1) Effective Use of Funds – SAGE APR, Q28. Financial Information

- Divide the Total Expenditures (not including match) by the Total Amount of grant awarded – this can come from grant award letter or HUD announcement
- In the example below: 113,250 divided by 115,000 = .98478 or 98% of grant was used

<b>Total Expenditures</b>	<b>113,250.00</b>
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Total Grant Award \$115,000.00

(2) Unit Utilization – SAGE APR, Q02. Bed and Unit Inventory and Utilization

- Use percentage in Units row and Average % of actually available to proposed column
- In the example below, the unit utilization was 101.67%

### – Q02: Bed and Unit Inventory and Utilization

	AS PROPOSED IN THE APPLICATION	OCCUPIED AND AVAILABLE FOR OCCUPANCY AS COMPLETED IN THE APR BY THE RECIPIENT				AVERAGE % OF ACTUALLY AVAILABLE TO PROPOSED
	TOTAL					
Units	45	44	45	45	49	101.67%
Beds	45	44	45	45	49	101.67%

(3) Data Completeness – SAGE APR, Q06a. Data Quality: Personally Identifying Information (PII); Q06b. Data Quality: Universal Data Elements; Q06c. Data Quality: Income and Housing Data Quality; Q06d. Data Quality: Chronic Homelessness

- To calculate each percentage:
  - Q06a – overall score row & % of error rate column
  - Q06b - % of error rate column for 5 elements (add and divide by 5)
  - Q06c - % of error rate column for 4 elements (add and divide by 4)
  - Q06d - % of records unable to calculate (total row)
- In the example below: (a) 0.02% (b) 0.00% (c) 0.00% (d) 0.00%
- Total: .02 + 0.0 + 0.0 + 0.0 = 0.2%

#### — Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	% of Error Rate
Name	0	0	0	0.00 %
Social Security Number	0	0	0	0.00 %
Date of Birth	0	0	1	0.02 %
Race	0	0	0	0.00 %
Ethnicity	0	0	0	0.00 %
Gender	0	0	0	0.00 %
Overall Score				0.02 %

#### — Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	0	0.00 %
Project Start Date	0	0.00 %
Relationship to Head of Household	0	0.00 %
Client Location	0	0.00 %
Disabling Condition	0	0.00 %

#### — Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	0	0.00 %
Income and Sources at Start	0	0.00 %
Income and Sources at Annual Assessment	0	0.00 %
Income and Sources at Exit	0	0.00 %

#### — Q06d: Data Quality: Chronic Homelessness

	Count of Total Records	Missing Time in Institution	Missing Time in Housing	Approximate Date Started DK/R/missing	Number of Times DK/R/missing	Number of Months DK/R/missing	% of Records Unable to Calculate
ES, SH, Street Outreach	0	0	0	0	0	0	—
TH	0	0	0	0	0	0	—
PHI (All)	57	0	0	0	0	0	0.00 %
Total	57	0	0	0	0	0	0.00 %

(4) eLOCCS drawdowns – document provided by HUD Milwaukee Field Office

Approved by WI Balance of State CoC Board of Directors, May 2, 2019



- (5) Participant Eligibility (PSH, TH, RRH) – HMIS-based report created by ICA, located in ART
- This report will indicate how many adults entering during the selected time period had a disability and how many were in a homeless situation on the night prior to entry. The report has multiple tabs. **The tab used in calculating the report is called “Scoring Tool.”**
  - If one project has multiple HMIS provider numbers, the total households will be added together as well as the total number with VI-SPDAT scores to calculate the percentage.
- PSH Eligibility: Disability and Category 1 of the Homeless Definition
- The total number of adults entering during the reporting period from the Disabilities table will be added to the total adult clients entering during the reporting period from the Homeless table. This is the Total Clients number.
  - The total number of adults with a disability from the Disabilities table will be added to the total number of adults who were homeless (in the residence prior to entry) from the Homeless table. This is the Disability/Homeless number.
  - The Disability/Homeless number will be divided by the Total Clients number to get the percentage.
- TH Eligibility: Disability and Category 1 or 4 of the Homeless Definition
- The total number of adults entering during the reporting period from the Disabilities table will be added to the total adult clients entering during the reporting period from the Homeless table. This is the Total Clients number.
  - The total number of adults with a disability from the Disabilities table will be added to the total number of adults who were homeless (in the residence prior to entry) from the Homeless table. This is the Disability/Homeless number.
  - The Disability/Homeless number will be divided by the Total Clients number to get the percentage.
- RRH Eligibility: Category 1 of the Homeless Definition
- The total number of adults who were homeless (in the residence prior to entry) from the Homeless table will be divided by the total number of adults entering during the reporting period from the Homeless table to get the percentage.
- In the example below:
  - Row 1 (if the project is PSH or TH):
    - Step #1: Total number of adults entering from Disabilities table and Homeless table added together:  $5 + 5 = 10$ .
    - Step #2: Total number of adults with disabilities from Disabilities table and total clients homeless at entry from Homeless table added together:  $3 + 5 = 8$ .
    - Step #3: Divide 8 by 10. Percentage = 80%
  - Row 1 (if the project is RRH):
    - Step #1: Total number of adults entering from Homeless table = 5

- Step #2: Total number of adults entering as homeless from Homeless table = 5
- Step #3: Divide 5/5. Percentage = 100%

Disabled Clients (most recent data in entry/exit)	Total Adult Clients Entering in Period	% Disabled Clients
3	5	60.00%
4	9	44.44%
0	1	0.00%
4	8	50.00%
0	4	0.00%
34	34	100.00%

Homeless Clients at Entry	Total Adult Clients Entering in Period	% Homeless Clients
5	5	100.00%
8	9	88.89%
1	1	100.00%
6	8	75.00%
3	4	75.00%
34	34	100.00%

(6) Housing First – questions found in CoC Project Application

## SECTION 6

*Part 3: Program Performance Measures (40 points possible for each project type)*

	PSH Criteria	8 points	6 points	3 points	0 points
1 a	HUD Goal: Housing Stability	90% or higher	80 – 89%	70 – 79%	69% or less
2 a	HUD Goal: Maintain or Increase Other (Non-Earned) Income	54% or higher	35 – 53%	20 – 34%	19% or less
3	HUD Goal: Maintain or Increase Total Income	65% or higher	50 – 64%	35 – 49%	34% or less
4	HUD Goal: Non-Cash Benefits	65% or higher	50 – 64%	35 – 49%	34% or less
5	HUD Goal: Health Insurance	65% or higher	50 – 64%	35 – 49%	34% or less

	TH & RRH Criteria	8 points	6 points	3 points	0 points
1 b	HUD Goal: Housing Stability	75% or higher	65 – 74%	55 – 64%	54% or less
2 b	HUD Goal: Increase Earned Income	30% or higher	20-29%	10 – 19%	9% or less
3	HUD Goal: Maintain or Increase Total Income	65% or higher	50 – 64%	35 – 49%	34% or less
4	HUD Goal: Non-Cash Benefits	65% or higher	50 – 64%	35 – 49%	34% or less
5	HUD Goal: Health Insurance	65% or higher	50 – 64%	35 – 49%	34% or less

Source:

(1a) Housing Stability (PSH) – SAGE APR, Q23a: Exit Destination – More than 90 Days; Q23b: Exit Destination – Less than 90 Days

- Add Q23a “Total persons exiting to positive housing destination” in the Total column to Q23b “Total persons exiting to positive housing destination” in the Total column to get answer A.
- Add the number of stayers from Q22a1, column Stayers & row “Total” to Answer A to get answer B.
- Add Q 23a “Total” in the Total column to Q23b “Total” in the Total column to get answer C.
- Add the number of stayers from Q22a1, column Stayers & row “Total” to Answer C to get Answer D.
- Divide Answer B by Answer D to get the number of exits to permanent destination including stayers.
- In the example below:
  - $10 + 9 = 19$  (Answer A)
  - $19 + 26 = 45$  (Answer B)
  - $10 + 11 = 21$  (Answer C)
  - $21 + 26 = 47$  (Answer D)
  - $45 \text{ divided by } 47 = .957446 \text{ or } 95.7\%$

Total	10	0	1
Total persons exiting to positive housing destinations	10	0	1
Total persons whose destinations excluded them from the calculation	0	0	0
Percentage	100.00 %	—	1

Total	11	0	11
Total persons exiting to positive housing destinations	9	0	9
Total persons whose destinations excluded them from the calculation	0	0	0
Percentage	81.82 %	—	81.82 %

→ Q22a1: Length of Participation – CoC Projects

	Total	Leavers	Stayers
30 Days or Less	0	0	0
31 to 60 Days	4	4	0
61 to 90 Days	7	7	0
91 to 180 Days	0	0	0
181 to 365 Days	9	6	3
366 to 730 Days (1-2 yrs)	27	4	23
731 to 1,095 Days (2-3 yrs)	0	0	0
1096 to 1,460 Days (3-4 yrs)	0	0	0
1461 to 1,825 Days (4-5 yrs)	0	0	0
More than 1,825 Days (>5 yrs)	0	0	0
Data Not Collected	0	0	0
<b>Total</b>	<b>47</b>	<b>21</b>	<b>26</b>

(1b) Housing Stability (TH & RRH) – SAGE APR, Q23a: Exit Destination – More than 90 Days;  
Q23b: Exit Destination – Less than 90 Days

- Add Q23a “Total persons exiting to positive housing destination” in the Total column to Q23b “Total persons exiting to positive housing destination” in the Total column to get answer A.
- Add Q 23a “Total” in the Total column to Q23b “Total” in the Total column to get answer B.
- Divide Answer A by Answer B to get the number of exits to permanent destination.
- In the example below:
  - $10 + 9 = 19$  (Answer A)
  - $10 + 11 = 21$  (Answer B)
  - $19 \text{ divided by } 21 = .90476\% \quad 90.48\%$

Total	10	0	1
Total persons exiting to positive housing destinations	10	0	1
Total persons whose destinations excluded them from the calculation	0	0	0
Percentage	100.00 %	—	1

Total	11	0	11
Total persons exiting to positive housing destinations	9	0	9
Total persons whose destinations excluded them from the calculation	0	0	0
Percentage	81.82 %	—	81.82 %

(2a) Maintain or Increase Non-Earned Income (PSH) – SAGE APR, Q19a3: Client Cash Income Change – Income Source – by Start and Latest Status/Exit

- This measure only looks at the 3<sup>rd</sup> row “Number of Adults with Other Income.”
- Add number from 3<sup>rd</sup> column “Retained Income category and same \$ at annual assessment/exit as at start” to number from 8<sup>th</sup> column “Performance measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit” for Answer A.

- Note number from 7<sup>th</sup> column “Total Adults (including those with no income” as Answer B.
- Divide Answer A by Answer B.
- In the example below:
  - 14 + 5 = 19 (Answer A)
  - 48 (Answer B)
  - 19 divided by 46 = .4130 41.3%

Q19a3: Client Cash Income Change - Income Source - by Start and Latest Status/Exit

	Had income, Category at Start and Did Not Have it at Annual Assessment/Exit	Retained income, Category at Start and Did Not Leave it at Annual Assessment/Exit as at Start	Retained income, Category and Same it at Annual Assessment/Exit as at Start	Retained income, Category and Increased it at Annual Assessment/Exit	Did Not Have the income, Category at Start and Gained the income, Category at Annual Assessment/Exit	Did Not Have the income, Category at Start and Did Not Have it at Annual Assessment/Exit	Total Adults (including those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit: Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e. Employment Income)	3	2	5	4	9	28	46	31	65.22%
Average Change in Earned Income	-183.33	-600.00	4.00	480.17	1983.33	0.00	4.00	1092.00	0.00
Number of Adults with Other Income	4	1	5	4	7	24	36	9	25.00%
Average Change in Other Income	-182.75	100.00	0.00	540.75	310.00	-0.00	0.00	843.25	0.00
Number of Adults with Any Income (i.e. Total Income)	7	3	10	8	16	52	66	40	60.61%
Average Change in Overall Income	-174.33	-414.75	4.00	482.73	1793.33	-0.00	-288.00	987.88	0.00

(2b) Increase Earned Income (TH & RRH) – SAGE APR, Q19a3: Client Cash Income Change – Income Source – by Start and Latest Status/Exit

- This measure only looks at the 1<sup>st</sup> row “Number of Adults with Earned Income.”
- Use the percentage from the 9<sup>th</sup> column “Performance measure: percent of persons who accomplished this measure.”
  - This number is calculated automatically by dividing the number of people who gained or increased (8<sup>th</sup> column) by the total number of adults (7<sup>th</sup> column).
- In the example below: 25.00% 12 divided by 48 = .25

Q19a3: Client Cash Income Change - Income Source - by Start and Latest Status/Exit

	Had income, Category at Start and Did Not Have it at Annual Assessment/Exit	Retained income, Category at Start and Did Not Leave it at Annual Assessment/Exit as at Start	Retained income, Category and Same it at Annual Assessment/Exit as at Start	Retained income, Category and Increased it at Annual Assessment/Exit	Did Not Have the income, Category at Start and Gained the income, Category at Annual Assessment/Exit	Did Not Have the income, Category at Start and Did Not Have it at Annual Assessment/Exit	Total Adults (including those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit: Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e. Employment Income)	3	2	5	4	9	39	48	12	25.00%
Average Change in Earned Income	-183.33	-600.00	4.00	480.17	1983.33	0.00	0.00	1010.00	0.00
Number of Adults with Other Income	4	1	5	4	7	24	36	9	25.00%
Average Change in Other Income	-182.75	100.00	0.00	540.75	310.00	0.00	0.00	843.25	0.00
Number of Adults with Any Income (i.e. Total Income)	7	3	10	8	16	63	84	21	25.00%
Average Change in Overall Income	-174.33	-414.75	4.00	482.73	1793.33	0.00	-288.00	987.88	0.00

(3) Maintain or Increase Total Income –SAGE APR, Q19a3: Client Cash Income Change – Income Source – by Start and Latest Status/Exit



- This measure only looks at the 5<sup>th</sup> row “Number of Adults with Any Income (i.e. total income).”
- Add number from 3<sup>rd</sup> column “Retained Income category and same \$ at annual assessment/exit as at start” to number from 8<sup>th</sup> column “Performance measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit” for Answer A.
- Note number from 7<sup>th</sup> column “Total Adults (including those with no income” as Answer B.
- Divide Answer A by Answer B.
- In the example below:
  - $15 + 16 = 31$  (Answer A)
  - 48 (Answer B)
  - $31 \text{ divided by } 48 = .6739 \quad 67.4\%$

Global Client Cash Income Change - Income Source - By Start and Latest Assessment

	Had income Category at Start and Did Not Have it at Annual Assessment/Exit	Retained income Category but Had Less \$ at Annual Assessment Than at Start	Retained income Category and Same \$ at Annual Assessment/Exit as at Start	Retained income Category and Increased \$ at Annual Assessment/Exit	Did Not Have the Income Category at Start and Entered the Income Category at Annual Assessment/Exit	Did Not Have the Income Category at Start or Annual Assessment/Exit	Total Adults (including those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e. Employment, Work)	3	2	5	3	0	20	40	10	25.00 %
Average Change in Earned Income	-185.00	-200.00	1.00	480.00	180.00	0.00	1.00	100.00	0.00
Number of Adults with Other Income	4	1	10	4	0	24	40	0	0.00 %
Average Change in Other Income	-182.75	100.00	0.00	540.00	100.00	-0.00	0.00	100.00	0.00
Number of Adults with Any Income (i.e. Had Income)	7	3	15	7	0	44	50	10	20.00 %
Average Change in Other Income	-182.75	100.00	0.00	540.00	100.00	-0.00	0.00	100.00	0.00

#### (4) Non-Cash Benefits – SAGE APR, Q20b: Number of Non-Cash Benefit Sources

- This measure only includes adults in households.
- Note the number of adults in the program from Q05a: Report Validation Table - number of adults (age 18 or over).
- Add number of people in row “1 source(s),” column “Benefit at latest annual assessment for stayers to column “Benefit at exit for leavers.”
- Divide that number by the number of adults.
- In the example below:
  - Number of Adults = 17
  - Number of 1+ Source “Benefit at start” = 11
  - Number of No Source “Benefit at exit for leavers” = 2
  - Number of No Source “Benefit at Latest Annual Assessment for Stayers” = 3
  - Data not collected = 1
  - $6 + 5 = 11$ ; 11 divided by 17 = .64706 or 65%



— Q05a: Report Validations Table

Total Number of Persons Served	47
Number of Adults (Age 18 or Over)	17
Number of Children (Under Age 18)	30
Number of Persons with Unknown Age	0

— Q20b: Number of Non-Cash Benefit Sources

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
No sources	5	3	2
1+ Source(s)	11	5	6
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	1	1	0
Total	17	9	8

Here is another example: There are 90 total adults. 74/90 had benefits at start 82% 16 didn't have benefits. Then during the course of the project, 11 people continued to not have benefits. So, the percentage that should be used is: 79/90 or 87.8%

20b - Number of Non-Cash Benefit Sources			
	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
No Sources	16	3	9
1 + Source(s)	74	14	24
Client Doesn't Know/Client Refused	0	0	0
Data not collected	0	41	0
Total	90	57	33

(5) Health Insurance – SAGE APR, Q21: Health Insurance

- This measure includes everyone (adults and children).
- Note the number of total people served in the program from Q05a: Report Validation Table – Total Number of Persons Served.
- Add number of people in row “1 source of Health Insurance,” column “At Annual assessment for Stayers” and column “At exit for leavers” for Answer A.
- Add number of people in row “More than 1 Source of Health Insurance,” column “At Annual assessment for Stayers” and column “At exit for leavers” for Answer B.
- Add Answer A + B for answer C.
- Take Total Number of Persons served and subtract the number in row “Number of Stayers Not Yet Required to Have an Annual Assessment” column “At Annual assessment for Stayers” for Answer D.
- Divide Answer C by Answer D.
- In the example below:
  - Total Number of Persons served = 47
  - 14 + 9 = 23 (Answer A)
  - 1 + 0 = 1 (Answer B)

- $23 + 1 = 24$  (Answer C)
- $47 - 1 = 46$  (Answer D)
- 24 divided by 46 = .52174 or 52.2%

— Q05a: Report Validations Table

Total Number of Persons Served	47
Number of Adults (Age 18 or Over)	17
Number of Children (Under Age 18)	30
Number of Persons with Unknown Age	0

— Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	3	0	7
Medicare	0	0	0
State Children's Health Insurance Program	22	12	5
VA Medical Services	0	0	0
Employer Provided Health Insurance	0	0	0
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	0	1	1
Indian Health Services Program	0	0	0
Other	0	0	0
No Health Insurance	10	7	12
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	1	0
1 Source of Health Insurance	20	14	9
More than 1 Source of Health Insurance	1	1	0

## SECTION 7

### Part 4: System Performance Measures (15 points possible)

	Criteria	5 points	4 points	3 points	2 points	1 point
1	Reoccurrence Rate (O555 report)	0 - 5%	5.1 – 10%	10.1 – 15%	15.1% - 20%	20.1% +
2	Reoccurrence Rate (SPM)	0 - 5%	5.1 – 10%	10.1 – 15%	15.1% - 20%	20.1% +

#### Note:

For Reoccurrence Rate (SPM):

- If a project had no exits, the project will receive 3 points.
- If a project had 1 or 2 participants exit, the project will receive a minimum of 3 points.
- If a project had 3 or 4 participants exit, the project will receive a minimum of 2 points.

#### Source:



(1) Reoccurrence Rate – HMIS-based report: 0555

- The 0555 report can be run by anyone with an ART license.
- The report calculates any exit from a CoC-funded housing program into any emergency shelter or motel voucher program that uses HMIS in Wisconsin within 12 months from an exit.
- If a project had no exits, the project will receive full points.

(2) Reoccurrence Rate – HMIS-based report: SPM Measure 7

- The SPM (system performance measure) report can only be run by HMIS lead staff by **HUD's design**.
- The report calculates any successful exit from a CoC-funded housing program into any emergency shelter or motel voucher program that uses HMIS in Wisconsin within 2 years of an exit.
- Successful exit is defined by HUD as a permanent housing-based destination.

	Project Type Criteria	8 points	4 points	0 points
3a	Length of Time Homeless (PSH) #1	55% or more of clients had 90 days or less between project entry and move-in date	45 – 54.9% or more of clients had 90 days or less between project entry and move-in date	Less than 44.9% of clients had 90 days or less between project entry and move-in date
	Length of Time Homeless (PSH) #2	65% of clients or more had a project entry and a move-in date	45-64.9% of clients or more had a project entry and a move-in date	Less than 44.9% of clients had a project entry and a move-in date
3b	Length of Time Homeless (TH) #1	50% or more of clients were in the project for 12 months or less	N/A	Less than 50% of clients were in the project for 12 months or less
	Length of Time Homeless (TH) #2	25% or more of clients were in the project for 12 months or less	N/A	Less than 25% of clients were in the project for 12 months or less
3c	Length of Time Homeless (RRH) #1	55% or more of clients had 90	45 – 54.9% or more of clients	Less than 44.9% of clients had 90



		days or less between project entry and move-in date	had 90 days or less between project entry and move-in date	days or less between project entry and move-in date
	Length of Time Homeless (RRH) #2	65% of clients or more had a project entry and a move-in date	45-64.9% of clients or more had a project entry and a move-in date	Less than 44.9% of clients had a project entry and a move-in date

(3a) Length of Time Homeless (LOTH) – PSH – HMIS-based report created by ICA, located in ART

- This report will indicate within a selected data range, how many households were enrolled in the project, how many had a move in date, how many days between enrollment and move in, and the average length of time.
- For LOTH #1:
  - On the “Housing Move In Detail” tab, count the number of households that took more than 90 days to house or those without a move-in date for Answer A. Count the number of households enrolled for Answer B. Divide Answer A by Answer B. This is the percentage of clients who took more than 90 days to move in or did not move in at all.
  - If one project has multiple HMIS provider numbers, the total will be added together before dividing for the percentage.
- For LOTH #2:
  - On the “Summary” tab, on the “Housing Move-in” table, use the % listed for the column “% Housed Households.” This is the percentage of households enrolled with a move in date.
  - If one project has multiple HMIS provider numbers, the total will be added together before dividing for the percentage.

(3b) Length of Time Homeless (LOTH) – SAGE APR, Q22a1: Length of Participation – CoC Projects

- TH #1 & 2 – Add together the number of persons in the column “Total” for rows “366-730 days” and greater. Divide by the total from row “Total” in the same column. This is the percentage of clients that were in the project longer than 12 months.
  - In the example below,  $57 + 6 = 63$  and  $63$  divided by  $90 = 70\%$  of the clients were in the project more than 12 months. This means  $30\%$  of the clients were in the project for 12 months or less.

<b>Q22a1: Length of Participation – CoC Projects</b>				
		<b>Total</b>	<b>Leavers</b>	<b>Stayers</b>
	30 Days or Less	0	0	0
	31 to 60 Days	0	0	0
	61 to 90 Days	8	3	5
	91 to 180 Days	9	4	5
	181 to 365 Days	10	0	10
	366 to 730 Days (1-2 yrs)	57	30	27
	731 to 1,095 Days (2-3 yrs)	6	3	3
	1096 to 1,460 Days (3-4 yrs)	0	0	0
	1461 to 1,825 Days (4-5 yrs)	0	0	0
	More than 1,825 Days (>5 yrs)	0	0	0
	Data Not Collected	0	0	0
	<b>Total</b>	<b>90</b>	<b>40</b>	<b>50</b>

(3c) Length of Time Homeless (LOTH) – RRH – HMIS-based report created by ICA, located in ART

- This report will indicate within a selected data range, how many households were enrolled in the project, how many had a move in date, how many days between enrollment and move in, and the average length of time.
- For LOTH #1:
  - On the “Housing Move In Detail” tab, count the number of households that took more than 90 days to house or those without a move-in date for Answer A. Count the number of households enrolled for Answer B. Divide Answer A by Answer B. This the percentage of clients who took more than 90 days to move in or did not move in at all.
  - If one project has multiple HMIS provider numbers, the total will be added together before dividing for the percentage.
- For LOTH #2:
  - On the “Summary” tab, on the “Housing Move-in” table, use the % listed for the column “% Housed Households.” This is the percentage of households enrolled with a move in date.
  - If one project has multiple HMIS provider numbers, the total will be added together before dividing for the percentage.



## SECTION 8

### *Part 5: Population (40 points possible for each project type)*

	PSH Criteria	8 points	6 points	4 points	2 points	0 points
1	Chronic Homeless (new)	75% +	50-74%	25-49%	10-24%	9% or less
2	Stayers & leavers with 1 or more disabilities	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
3	Entries from Place Not Meant for Human Habitation	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
4	No income at entry	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
5 a	Entries after 4/1/16 with a VI-SPDAT (F or TAY) score	75% +	50-74%	25-49%	10-24%	9% or less

	TH Criteria	8 points	6 points	4 points	2 points	0 points
1	Chronic Homeless (new)	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
2	Stayers & leavers with 1 or more disabilities	50% +	35 - 50%	20 - 34%	10 - 19%	9% or less
3	Entries from Place Not Meant for Human Habitation	25% +	20-24%	10-19%	1-9%	0%
4	No income at entry	25% +	20-24%	10-19%	1-9%	0%
5 a	Entries after 4/1/16 with a VI-SPDAT (F or TAY) score	75% +	50-74%	25-49%	10-24%	9% or less

	RRH Criteria	8 points	6 points	4 points	2 points	0 points
1	Chronic Homeless (new)	25% +	20-24%	10-19%	1-9%	0%
2	Clients with 1 or more disability (new)	25% +	20-24%	10-19%	1-9%	0%
3	Entries from Place Not Meant for Human Habitation	25% +	20-24%	10-19%	1-9%	0%
4	No income at entry	25% +	20-24%	10-19%	1-9%	0%
5 b	Entries after 4/1/16 with a VI-SPDAT (F or TAY) score in or above range	75% +	50-74%	25-49%	10-24%	9% or less

#### Exceptions:

- Chronic Homeless (new): A process shall be established by which a project can demonstrate that at the time of a project opening, there were no chronic homeless persons on the coordinated entry list. If so, the project would be exempt and receive full points.



Source:

- (1) Chronic Homeless (New) – HMIS-based report created by ICA, located in ART
  - This report will indicate within a selected date range, how many new clients were enrolled. And of those new clients, how many were chronically homeless.
  - The percentage will be calculated from the number of chronically homeless new entries divided by the number of new entries.
  - If one project has multiple HMIS provider numbers, the total number of new clients will be added together as well as the total number of persons meeting the chronic homeless definition in order to calculate the percentage.
- (2) Stayers and leavers with one or more disability (New) – HMIS-based report created by ICA, located in ART
  - This report will indicate within a selected date range, how many clients have a disability. The disability is captured from data entered into HMIS at their most recent data point in entry/exit.
  - The percentage will be calculated from the total number of clients entering within the selected date range divided by the number of clients with disabilities.
  - If one project has multiple HMIS provider numbers, the total number of clients will be added together as well as the total number of persons with a disability in order to calculate the percentage.
- (3) Entries from Place Not Meant for Human Habitation – SAGE APR, Q15: Living Situation
  - This measure includes adults at entry.
  - **In the “Homeless Situations” section, use row “Place not meant for habitation” and column “Total”** – identify the number of people that entered from a place not meant for human habitation.
  - **Divide that number by the number in the same column, row “Total.”**
  - In the example below:
    - Place not meant for habitation = 4
    - Total = 16
    - 4 divided by 16 = .25 or 25%

Q15: Living Situation	
	Total
Homeless Situations	0
Emergency shelter, including hotel or motel paid for with emergency shelter voucher	11
Transitional housing for homeless persons (including homeless y 1	
Place not meant for habitation	4
Safe Haven	0
Interim Housing	0
Subtotal	16
Institutional Settings	0
Psychiatric hospital or other psychiatric facility	0
Substance abuse treatment facility or detox center	0
Hospital or other residential non-psychiatric medical facility	0
Jail, prison or juvenile detention facility	0
Foster care home or foster care group home	0
Long-term care facility or nursing home	0
Residential project or halfway house with no homeless criteria	0
Subtotal	0
Other Locations	0
Permanent housing (other than RRH) for formerly homeless pers	0
Owned by client, no ongoing housing subsidy	0
Owned by client, with ongoing housing subsidy	0
Rental by client, no ongoing housing subsidy	0
Rental by client, with VASH subsidy	0
Rental by client with GPD TIP subsidy	0
Rental by client, with other housing subsidy (including RRH)	0
Hotel or motel paid for without emergency shelter voucher	0
Staying or living in a friend's room, apartment or house	0
Staying or living in a family member's room, apartment or house	0
Client Doesn't Know/Client Refused	0
Data Not Collected	0
Subtotal	0
Total	16

(4) No income at entry - SAGE APR, Q16: Cash Income - Ranges

- This measure includes adults at entry.
- **Using row “No income” and column “Income at Start”** – identify the number of people that did not have income at program entry.
- **Divide that number by the number in the same column, row “Total Adults.”**
- In the example below:
  - No Income at start = 7
  - Total Adults = 16
  - 7 divided by 16 = .4375 or 44%



Q16: Cash Income - Ranges		Income at Start
No income	7	
\$1 - \$150	2	
\$151 - \$250	0	
\$251 - \$500	1	
\$501 - \$1000	5	
\$1,001 - \$1,500	1	
\$1,501 - \$2,000	0	
\$2,001+	0	
Client Doesn't Know/Client Refused	0	
Data Not Collected	0	
Number of Adult Stayers Not Yet Required to Have an Annual Assessment	0	
Number of Adult Stayers Without Required Annual Assessment	0	
Total Adults	16	

(5a) Entries after 4/1/16 with a VI-SPDAT (F or TAY) score (PSH & TH) – HMIS-based report created by ICA, located in ART

- This report will indicate how many households that entered into a project had a VI-SPDAT (F or TAY) score. The report has multiple tabs. The tab used in calculating the report is called “Total Households with VI-Scores.”
- If one project has multiple HMIS provider numbers, the total households will be added together as well as the total number with VI-SPDAT scores to calculate the percentage.
- In the example below:
  - The 1<sup>st</sup> project (82.35%), 3<sup>rd</sup> project (90%), and 4<sup>th</sup> project (83.33%) would receive 8 points.
  - The 2<sup>nd</sup> project (66.67%) and 5<sup>th</sup> project (63.16%) would receive 6 points.

Total Households	w/ VI-Score	Percentage w/ VI-Score
17	14	82.35%
3	2	66.67%
10	9	90.00%
6	5	83.33%
38	24	63.16%

Exception:

If an agency can demonstrate that a household was enrolled in the project from the Non-HMIS list and had a VI-SPDAT score, that number will be added to the total with VI-Score



and the percentage recalculated. The agency is responsible for providing the evidence to the Balance of State.

(5b) Entries after 4/1/16 with a VI-SPDAT (F or TAY) score in or above range (RRH) – HMIS-based report created by ICA, located in ART

- This report will indicate how many households that entered a project had a VI-SPDAT (F or TAY) score in or above the range for HMIS. The report has multiple tabs. The tab used in **calculating the report is called “HoH Client VI-Scores” and the “VI-Score” column.**
- If one project has multiple HMIS provider numbers, the totals will be added together to calculate the percentage.
- In the example below:
  - The following 18 clients were enrolled in the RRH project since 4/1/16.
    - 12 of the clients have a VI-SPDAT F completed (F-\_\_\_) and all are above the range for RRH.
    - 2 of the clients have a VI-SPDAT completed (2.0-\_\_\_) and all are above the range.
    - 3 of the clients are missing VI-SPDAT F scores (F-missing).
    - 1 of the clients is missing a VI-SPDAT score (2.0- *no number*).
  - 14 divided by 18 equals = 77.78%

BONUS:

- For Rapid Re-housing projects: bonus points will be awarded to projects that enroll and serve households with higher VI-SPDAT scores (8+ for households without children and 9+ for households with children).

	BONUS Criteria	8 points	6 points	4 points	2 points	0 points
1	VI-SPDAT Score 8+ for households without children 9+ for households with children	75% and greater	50-74%	25-49%	10-24%	Less than 9.9%

VI-Score
F-8
2.0-8
F-8
2.0-10
F-8
2.0-
F-13
F-9
F-Missing
F-9
F-9
F-5
F-8
F-Missing
F-10
F-14
F-9
F-Missing

## SECTION 9

*Part 6: Point-in-Time Requirement - No points awarded. Penalty Points assessed.*

Criteria	Subtract
Non-Participation by COC Funded agency in overnight Street Count during the January PIT – penalty applies to the agency only.	10 points
Late submission of Final Deadline for January PIT data – this will be applied to the entire local continua.	10 points
Non-Participation by COC Funded agency in overnight Street Count during the July PIT – penalty applies to the agency only.	10 points
Late submission of Final Deadline for July PIT data – this will be applied to the entire local continua.	10 points



### Tiebreaker

Once the total number of points are calculated, the number of points earned will be divided by the total possible points for that project type. The resulting percentage will be placed in descending order, highest at top and lowest at bottom. If there is a tie between projects, a tiebreaker score will be used.

The tiebreaker score will be based on cost effectiveness. The total HUD grant award amount will be divided by the number of successful outcomes. Successful outcome for all projects (other than PSH) is exiting to permanent housing. Successful outcome for PSH includes exits to permanent housing and remaining in permanent housing.

#### Example

A non-PSH project gets \$100,000 grant. 25 households successfully went to permanent housing. The cost per successful outcome is: \$4,000.

A PSH project gets \$100,000 grant. 5 households successfully went to permanent housing. 4 households remain in permanent housing. The cost per successful outcome is: \$11,111.

**Wisconsin Balance of State Continuum of Care  
Reviewing, Ranking & Selecting New Projects – CoC Competition Process**

Once the Notice of Funding Availability (NOFA) is released, the CoC Director initiates the New Project Application Process. The New Project Application Process may include, but is not limited to, BONUS funds, expansion funds through reallocation, transition grants, and set-aside new funding. The CoC Director reviews the NOFA and the New Project Application to ensure that all HUD requirements are being met. Once the review process is complete, the CoC Director revises the New Project Application and scoring rubric. The CoC Director distributes the application and scoring rubric by email to the full CoC memberships, posts the documents on the Balance of State website, promotes applications through social media, and sends out to any other interested parties.

The Balance of State Board of Directors and CoC Director will ensure that any new project addresses gaps and needs within the Balance of State geographic area. In addition, all new projects must meet the following criteria:

1. **Housing First philosophy and low barrier to entry:** Housing First is a model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold). This approach quickly connects people experiencing homelessness to permanent housing:
  - No barriers to entry (e.g. sobriety, treatment, or service participation requirements);
  - No preconditions (e.g. sobriety, income);
  - Does not terminate program participants from the project for lack of participation in the program (e.g. supportive service participants requirements or rules beyond normal tenancy rules).
2. **Coordinated Entry:** Project applicants are required to comply with the policy and procedures, written standards, and order of priority for the specific project type requested. Participation includes but is not limited to: pre-screen, assessment, referral, follow-up.
3. **Adherence to HUD's Homeless Policy and Program Priorities:** Project applicants are required to comply with HUD's homeless policy and program priorities as listed in the NOFA.
4. **Balance of State COC:** Project applicants are required to comply with the Balance of State COC bylaws, governance charter, and other policy and procedure manuals as approved by the Board or membership. This includes, but is not limited to:
  - Committee participation
  - Active involvement in the Point-in-Time overnight street/known location count twice a year
  - Active involvement in their local coalition



- Attendance at quarterly Balance of State meetings (at time of application, documented attendance at 2 of the last 4 meetings is required).
- Good Standing with Balance of State CoC policies, including coordinated entry.

Once the new project applications are submitted to the CoC Director, the applications are shared with the review team comprised of members from the Balance of State Board of Directors. If a Board member has a conflict, he/she will recuse themselves from the application review process. A conflict can include being a member of the local coalition or agency that is applying for new funding. If a new project application is submitted after the submission deadline, it will not be submitted for view by the Board.


Each application will be reviewed and scored by the review team and the CoC Director using the previously approved and published rubric. The CoC Director will collect all scoring sheets and calculate the totals. The results will be shared with the review team and a final decision will be made. The Balance of State Board of Directors retains the right to make a final decision on which new project(s) will be included in the CoC Competition process after taking into account gaps and needs of the geographic territory as a whole and additional Board discussion.

All projects will receive notification from the CoC Director outside of *e-snaps* by the HUD approved deadline. Notification will occur via electronic mail. Those projects selected through the new project scoring process will work directly with the CoC Director to submit a new project application in *e-snaps*.

- **Note:** Only applications selected for the CoC competition by the Board of Directors will be included with the collaborative application.
- **Note:** Submitting a project in the CoC Competition does not guarantee the project will be funded by HUD. All new projects will be placed on the Tier in accordance with the policies established in the CoC Project Scoring Tool explanation guide.

There are two appendices included in this policy to reflect a current CoC Competition process. As the timeline and results will change from year-to-year, a change in the appendices does not necessitate a full review or approval of this policy.

This policy has been approved by majority vote of the WI Balance of State CoC Board of Directors and shall be reviewed annually.

  
Signature

8-27-19  
Date

Jeanette Petts  
Chair, Balance of State CoC Board of Directors

## Appendix 1 – Timeline

### FY2019 New Project Application Timeline

HUD releases the NOFA	<b>7/3/2019</b>
New Project Applications (BONUS and Reallocation/Transition), instructions and scoring rubric posted on website and email sent to the membership	<b>7/21/2019</b>
New Project Applications (DV RRH Expansion), instructions and scoring rubric posted on website and email sent to the membership	<b>8/6/2019</b>
New Project Application deadline – submission to CoC Director	<b>8/23/19</b>
Review team evaluates and scores projects, makes a recommendation on New Project applications	<b>8/23/19-8/28/2019</b>
Announcement to full COC Membership of New Project application selection and posted on website	<b>8/28/2019</b>
New Project Applications deadline – submission in <i>e-snaps</i>	<b>9/13/2019</b>
The FINAL Board Scoring Tool results posted	<b>9/6/2019</b>
Required by HUD: Final Project Ranking and notification to all projects outside of <i>e-snaps</i>	<b>9/15/2019</b>
Entire CoC Consolidated Application deadline	<b>9/30/2019</b>

## RFP New Project Application Transition Grant RUBRIC

Total Points Received:	
Total Points Possible: RRH/PSH (310) Expansion (340-350)	
Percentage of the Total:	
Reviewer #:	

Agency Name	
Project Name (new)	
Grant Amount Requesting	
Project Type (RRH, PSH, Ext-RRH, Ext-PSH)	
If Expansion, name of the Renewal Grant:	

### Form Instructions

- Fill out each section of the scoring making notes as needed.
- The total points possible is the maximum amount for each parameter. Scorer can award anywhere from zero to the maximum amount based on the how the applicant met the requirements as described.
- Do not forget to sub-total each section.
- At the end of the form, there is a place to enter each sub-total to then calculate the total.

### Points should be awarded based on:

- quality and substance of each answer,
- sufficiently addressing all parts of the question,
- providing detail, and
- demonstrating understanding of requirements, priorities, and purpose.

**\*If an applicant marked “no” on a required question, the application will be denied.**

Information in red is a guide as to what a review will be looking for in the responses.



## Scoring

### A. Experience of Applicant, Sub-recipient(s), and other Partners

Parameter	Points Possible	Points Received	Notes
Experience of applicant & potential sub-recipients in effectively utilizing federal funds and performing activities proposed in application, given funding and time limitations. <i>*This question is about the agency, not the project itself. Responses should include examples of federal funding the agency receives &amp; other activities related to homelessness or case management.</i>	10		
Explanation as to why the applicant is an appropriate entity to receive funding for this project type.	5		
Concrete examples that illustrate experience in: (1) <b>working with and addressing the target population's</b> identified housing needs, (2) develop and implement relevant systems and services, (3) identify and secure match, and (4) manage basic organization operations. <i>*This response must address (1) – (4) with specific examples of the agency's experience.</i>	10		
Experience in leveraging other Federal, state, local and private sector funds. <i>*This response should include the agency's ability to leverage other resources and generate match.</i>	5		
Basic organization and management structure. Must include evidence of internal and external coordination and an adequate accounting system. <i>*This response must include examples of internal coordination within the agency and external coordination outside of the agency. In addition, the name of or description of the accounting system the agency uses, and the organization &amp; management structure of the agency.</i>	10		
Explanation of any areas of concern – monitoring, OIG audit findings, past experience or performance with other grants. Note: this is <u>not</u> limited to just CoC funding. <i>*Ideally, there would be none. If there are, has the applicant sufficiently explained how they have worked to correct any concerns.</i>	5		
Subtotal	45		

## B. Expansion Project only

(if applicant is not applying for expansion, skip and go to Section C. Project Description)

Parameter	Points Possible	Points Received	Notes
<p>Option 1: Is the applicant going to increase the number of people served? If yes – describe how the project will increase the number of people served. Are the numbers provided reasonable? *The response must provide sufficient detail as to how the expansion funds will assist the project serve more people. Maximum points can only be given if data was used in response. In the section comparing “effort”, are the numbers provide realistic?</p> <p>Option 2: Is the applicant going to provide additional supportive services? If yes – describe how the project will provide additional supportive services. Also, describe the reason for the supportive service increase. *The response must provide sufficient detail as to how the expansion funds will assist the project provide additional supportive services. The response must provide sufficient reasoning as to why additional supportive services are necessary.</p>	<p>Option #1: 10</p> <p>And/Or</p> <p>Option #2: 10</p>		
IF the applicant intends on providing both: serving more people & providing additional supportive services, give an extra 5 points.	*bonus +5		
Based on the information provided in the application, is this an effective and efficient use of funds in an area with a data proven need? Will this expansion of a current grant further the goal of ending homelessness? If yes, award max points.	20		
<p>Subtotal If the applicant filled out 1 option, subtotal max is 30.</p> <p>If the applicant filled out both options, subtotal max is 40.</p>	30-40		

## C. Project Description

Parameter	Points Possible	Points Received	Notes
Description of proposed project that included: (1) a clear picture of the target population to be served, (2) plan for addressing the identified housing & support service needs, (3) the anticipated project	15		

outcome(s), (4) coordination with other organizations, & (5) why CoC program funding is necessary? <i>*The response must specifically include a detailed description of the project (new component) and address (1) – (5).</i>			
Project milestone & days from grant agreement execution. Are the days from execution “reasonable”? <i>#1-3 should be within 60-90 days; #4 should be no longer than 6 months, ideally 120 days.</i>	10		
Compliance with required participation in coordinated entry. <i>*Must answer “yes.”</i>	*Required		
Description of understanding and knowledge of coordinated entry, written standards, and order of priority. Must include how that knowledge will be incorporated into the operation of the project. <i>*The response should include a basic explanation of how coordinated entry works both from the referral end and the project opening end. The response should identify the written standard requirements of the specific project type (new component) and the order of priority for that project.</i>	15		
Compliance with housing first. <i>*Must answer “yes” to question 5, 5a, and all boxes checked for b &amp; c.</i>	*Required		
Description of understanding and knowledge of housing first with clients at entry and while enrolled. <i>*This should talk about no barriers at entry &amp; re-housing if evicted while in the program. It should be clear that there is a difference between an eviction and project termination. The project should be assisting with the mediation of landlord issues to reduce the potential for an eviction.</i>	10		
Subtotal	50		

#### D. Supportive Services for Participants

Parameter	Points Possible	Points Received	Notes
Education and access <i>*Must answer “yes” for 1 &amp; 2</i>	*Required		
Description as to how the project applicant addresses the educational needs of the children and/or youth. <i>*This answer should include 0-5 year old services, K-12 services, as well as post-secondary possibilities. All projects should answer this question because youth is defined as under 24.</i>	5		

<p>Description as to how participants will be assisted to obtain and remain in permanent housing. Must include: (1) needs of the target population, (2) plan to address those needs through proposed case management activities, and (3) availability and accessibility of supportive services.</p> <p><i>*The response must include detailed response to (1) – (3) as it relates to obtaining permanent housing and maintaining permanent housing.</i></p>	15		
<p>Applicant should complete (A) or (B):</p> <p>(A) If units are not owned by project - Describe: (1) how the project will help identify appropriate units, <b>(2) the project's established arrangements with homeless services providers, and (3) the project's ability to engage with and recruitment of landlords.</b></p> <p><i>*The response must include a description of (1) – (3).</i></p> <p>(B) If units are owned by project, describe: (1) how client choice is maximized and (2) how the project differentiates between the case management staff and process vs. the landlord role.</p> <p><i>*The response must include a description of (1)-(2).</i></p>	10		
<p>Description of a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs.</p> <p>Specifically include:</p> <p>(1) how the project will help program participants obtain income (e.g. access to employment programs and educational opportunity);</p> <p>(2) how the supportive services provided will lead directly to program participants gaining employment, assessing SSI,SSDI, or other mainstream income streams; and</p> <p>(3) how the requested CoC program funds will contribute to the program participants becoming more independent.</p> <p><i>*The response must provide detailed description of how the project, the services, and the funds will assist in (1) – (3).</i></p>	10		
<p>Thoroughness of explanation of supporting services including who, how they will be accessed, and how often.</p> <p><i>*The chart must be completed. The goal is that projects should be partnering or working with partners to provide a variety of services.</i></p>	5		
<p>Will the project make available regular or as requested transportation assistance to attend</p>	5		

mainstream benefit appointments, employment training, or jobs? <i>Yes = 5 pts. No = 0 pts.</i>			
Will the project provide at least annual follow-ups with participants to ensure mainstream benefits are received and renewed? <i>Yes = 5 pts. No = 0 pts.</i>	5		
Will project participants have access to SSI/SSDI technical assistance provided by the applicant, a sub-recipient, or partner agency (through a formal or informal relationship)? <i>Yes = 5 pts. No = 0 pts.</i>	5		
Subtotal	60		

#### E. Budget

Parameter	Points Possible	Points Received	Notes
Complete explanation of budget – including leasing and/or rental assistance <i>*The project must complete only 1 – leasing for PSH and rental assistance for RRH. The project must use 2017 FMR. The number of units must match what the application says in “E. Housing Type and Location.”</i>	15		
Cost effective description of supportive services-operations-HMIS, including amount of funding for project type and needs of prospective project participants (i.e. number of units, FMR, rent reasonableness, community need) <i>*This should include both quantity and description for the supportive services, operating, and HMIS.</i>	15		
Subtotal	30		

#### F. Match

Parameter	Points Possible	Points Received	Notes
Description of match (in kind and/or cash), including type of commitment and source <i>*This chart should be complete with source, contributor, value, and date. These must match the letters of commitments. If complete and the totals match the requirement, give 10. Otherwise 0.</i>	10		
Meets the requirement for 25% match requirement <i>*This is 25% of the entire grant amount (including admin) minus any leasing costs.</i>	*required		
Subtotal	10		

#### G. Demonstration of Organization Fiscal Capacity

Parameter	Points Possible	Points Received	Notes
Overall assessment given length agency existed, length of time providing housing services, level of <b>turnover in management, and agency's total budget</b> in terms of capacity to administer a federal CoC grant.	20		
Description of experience administering other federal dollars. This is not limited to homeless funding. <i>(if none – must receive 0 points)</i>	10		
Description of experience administering state dollars. This is not limited to homeless funding. <i>(if none – must receive 0 points)</i>	10		
Overall adherence to fiscal requirements such as segregating funds and financial audits	*required		
Subtotal	40		

#### H. Appendix 1 - RRH

If applying for Rapid Re-housing only. If applicant is not applying for RRH, skip and go to next section regarding PSH.

Parameter	Points Possible	Points Received	Notes
Description of the how people meeting the chronic homeless definition will be served in the community	20 RRH		
Description of how people scoring over 7 (individual) and over an 8 (family) will be served in the community	20 RRH		
Description of the evidence used to support RRH instead of PSH in the community – including whether the evidence described actually supports this decision <i>*This response should directly link the evidence and data provided with ultimate decisions made.</i>	20 RRH		
Description of the difference between the ESG funded RRH already in operation in the community and the proposed COC funded RRH. This description must include differences in population, priorities, eligibility, and/or process.	15 RRH		
Subtotal	75 RRH		

#### Appendix 1 - PSH

If applying for Permanent Supportive Housing only. If applicant is not applying for PSH, skip and go to next section.

Parameter	Points Possible	Points Received	Notes
Description of outreach methods specific to ensure all eligible chronic homeless persons are identified for the project. <b>*This should not be a “wait and see” approach.</b>	20 PSH		
Description of collaboration with medical providers (those licensed to diagnose and treat) to ensure timely documentation of disability verifications for at least one adult in each household. <b>*Description should include what has already been done as well as the detailed plan of who is going to what moving forward.</b>	20 PSH		
Description of effective exit strategy to help program participants move on from the project when they no longer want or need the level of intensive case management that PSH can provide. <b>*This can include transition in place, section 8, other subsidized assistance but description should be detailed in the agency’s relationship with other providers.</b>	20 PSH		
Description of need, use of data to support request. <b>*This answer should draw a connection from the project description, to units and beds requested, to services provided, and the target population identified and supportive with data.</b>	15 PSH		
Subtotal	75 PSH		

#### I. Required Attachments

Parameter	Points Possible	Points Received	Notes
Most recent fiscal year agency audit including management letter	*required		
Letter of support from at least 2 different agencies within the local coalition <b>*Letters must be dated no earlier than 7/10/19</b>	*required		
Letters of match (in-kind and/or cash) totally at least 25% of request (minus leasing dollars) <b>*Letters must be dated no earlier than 7/10/19</b>	*required		
Explanation and evidence from current coordinated entry prioritization lists as to what the need in the	*required		

community is and how this proposed project will meet that need. <i>*This must include a description and evidence of: (1) current coordinated entry prioritization list, (2) explanation of the need using the information on the prioritization list, and (3) how the project will meet the need explained in #2.</i>			
Specific and detailed timeline and explanation as to how the project will be prepared to start expending funds and enrolling & housing clients on Day 1. <i>This must include both a timeline of events and explanation to ensure that the project will be ready to enroll and house clients following grant execution.</i>	*required		
Subtotal	*required		

## Total Points Possible

### Rapid Rehousing (RRH) or Permanent Supportive Housing (PSH)

Section Subtotal	Points Possible	Points Received	Notes
Experience of applicant, sub-recipient, and other partners	45		
Expansion	0	NA	NA
Project description	50		
Supportive services for participants	60		
Budget	30		
Match	10		
Demonstration of organization fiscal capacity	40		
Appendix I or II	75		
TOTAL	310		

### Rapid Rehousing (RRH) or Permanent Supportive Housing (PSH) Expansion

Section Subtotal	Points Possible	Points Received	Notes
Experience of applicant, sub-recipient, and other partners	45		
Expansion	30-40		
Project description	50		
Supportive services for participants	60		
Budget	30		
Match	10		
Demonstration of organization fiscal capacity	40		
Appendix I or II	75		
TOTAL	340-350		





## Carrie Poser

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**From:** Carrie Poser  
**Sent:** Monday, May 6, 2019 12:07 PM  
**Subject:** Upcoming Trainings  
**Attachments:** May 2019 Meeting Agenda - Final.pdf; Equal Access and Gender Identity Training May 2019.pdf  
  
**Importance:** High

Good Morning & Happy Monday!

I am writing to update you on 2 upcoming trainings. As CoC funded agencies, I strongly encourage you to attend both.

### (1) Equal Access & Gender Identity Rule Training

The details have been finalized and I have attached the information and registration to this email for the upcoming Equal Access & Gender Identity training. Do not wait to register. Once the spots are filled, the registration will be closed. There are 3 sessions and can hold 75 in each. The cost is \$20/person, unless your organization registers 5 people or more – then it will be \$15/person. Priority is given to active members of local coalitions and those with ESG and/or CoC grants (including SSO for Coordinated Entry and the DV RRH) in the Balance of State CoC. Payment must be made by check (WI Balance of State CoC) and sent to Millie Rounsville, NWCSA, 1118 Tower Ave, Superior, WI 54880 before May 17<sup>th</sup>. May 17<sup>th</sup> is the deadline for registration as well. If payment is not received by that day, your spot will not be held.

Please note: Email your registration to [carrie.poser@wibos.org](mailto:carrie.poser@wibos.org) and mail your check to Millie Rounsville at NWCSA.

**Important Disclaimer:** *This is a HUD-sponsored training. HUD is delivering the training and providing the training content and materials free of charge. No part of the fees assessed for this training will be paid to HUD. The fees assessed for this training will only go toward WIBOSCO's costs associated with facilities and logistics.*

### (2) CoC Project Scoring Tool – CoC Competition FY2019

Last week, the Board of Directors approved the CoC Project Scoring Tool for the upcoming CoC Competition FY2019. An overview document will be available soon and include the highlighted changes. A more detailed document will be available in early June. A webinar is scheduled for: **Monday, June 3<sup>rd</sup> from 1:00-4:00**. This will be recorded and posted on the website. The content will likely take 2 hours, however 3 hours have been set aside to answer questions.

Through the comment period, it was clear that there is a lot of misinformation or misunderstanding about the process or certain elements related to the CoC Competition, scoring, Tiers, etc. This webinar will walk through the process step-by-step including a draft timeline, threshold review, tiers and the mathematical limits, project review, and the scoring tool.

**Please register for WI Balance of State CoC - CoC Project Scoring Tool on Jun 03, 2019 1:00 PM CDT at:**

<https://attendee.gotowebinar.com/register/5311543160325943297>

Last week, the Board of Directors approved the CoC Project Scoring Tool for the upcoming CoC Competition FY2019. An overview document will be available soon and include the highlighted changes. A more detailed document will be available in early June. This webinar will walk through the changes, the process, and clarify several misunderstandings and misconceptions about the CoC Competition ranking and scoring process. The webinar will be recorded and posted on the website. The content will likely take 2 hours, however 3 hours have been set aside to answer questions.

After registering, you will receive a confirmation email containing information about joining the webinar. Brought to you by GoToWebinar® Webinars Made Easy®

Thank you,

## **Carrie Poser**

COC Director  
Wisconsin Balance of State Continuum of Care  
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715-598-3301

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*\*to sign on to the Balance of State CoC monthly newsletter, scroll to the bottom of the website landing page*



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## Carrie Poser

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**From:** Carrie Poser  
**Sent:** Tuesday, May 14, 2019 10:48 AM  
**Subject:** Change to Training Date  
  
**Importance:** High

Good morning,

Due to unforeseen circumstances, there had to be a schedule change for the upcoming webinar. The webinar on the CoC Project Scoring Tool and overview of the CoC Competition FY2019 will now be Tuesday, June 4<sup>th</sup> from 1-4 pm.

If you receive CoC funds, you are required to attend this training. If you are unable to attend live, you will be able to view and listen to the recording afterwards. Given the nature of a remote trainings and desire to ensure complete understanding in this complex process, attending live will provide you with the opportunity to ask questions and drill down into those areas in need of clarification.

Please register for WI Balance of State CoC - CoC Project Scoring Tool on Jun 04, 2019 1:00 PM CDT at:

<https://attendee.gotowebinar.com/register/5311543160325943297>

Last week, the Board of Directors approved the CoC Project Scoring Tool for the upcoming CoC Competition FY2019. An overview document will be available soon and include the highlighted changes. A more detailed document will be available in early June.

This webinar will walk through the changes, the process, and clarify several misunderstandings and misconceptions about the CoC Competition ranking and scoring process.

The webinar will be recorded and posted on the website. The content will likely take 2 hours, however 3 hours have been set aside to answer questions.

After registering, you will receive a confirmation email containing information about joining the webinar.

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Webinars Made Easy®

## Carrie Poser

COC Director  
Wisconsin Balance of State Continuum of Care  
PO Box 272  
Eau Claire, WI 54702  
715-598-3301

**[carrie.poser@wibos.org](mailto:carrie.poser@wibos.org)**

**[www.wiboscoc.org](http://www.wiboscoc.org)**

*\*to sign on to the Balance of State CoC monthly newsletter, scroll to the bottom of the website landing page*

## Carrie Poser

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**From:** Carrie Poser  
**Sent:** Sunday, July 21, 2019 9:33 PM  
**Subject:** CoC Competition: New Program Applications  
**Attachments:** RFP Bonus - New Project Application 2019 RUBRIC.pdf; RFP Bonus - New Project Application 2019.docx; RFP Bonus - New Project Application Instructions 2019.pdf  
**Importance:** High

Good evening,

The new project application (Bonus funds) is now posted on the CoC Competition tab of the website. I have also attached them to this email – rubric, application, and instructions. The total amount available is **\$503,516**. The applications are due on August 23<sup>rd</sup> to [wiboscoc@gmail.com](mailto:wiboscoc@gmail.com).

Please share this information with your local coalition members and partners.

Please note: this is not the application for DV Bonus funds. This application has not yet been released.

Please let me know if you have any questions.

Thank you,

**Carrie Poser**

COC Director  
Wisconsin Balance of State Continuum of Care  
PO Box 272  
Eau Claire, WI 54702  
715-598-3301

[carrie.poser@wibos.org](mailto:carrie.poser@wibos.org)

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<https://smile.amazon.com/ch/27-5491167>

## Carrie Poser

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**From:** Carrie Poser  
**Sent:** Tuesday, August 6, 2019 7:53 PM  
**Subject:** CoC Competition: DV BONUS RRH Expansion Applications  
**Attachments:** RFP Bonus - DV RRH Expansion 2019 Application.docx; RFP Bonus - DV RRH Expansion 2019 Instructions.pdf; RFP Bonus - DV RRH Expansion 2019 RUBRIC.pdf  
**Importance:** High

Good evening,

The DV Bonus RRH Expansion Application, instructions, and rubric will be posted on the CoC Competition tab of the website soon. I have attached the documents to this email.

The applications are due no later than August 23, 2019 to [wiboscoc@gmail.com](mailto:wiboscoc@gmail.com).

The total amount available at this time is **\$647,277**. However, there is a possibility this will increase.

Please share this information with your local coalition members and partners.

Please note: this is a separate process than the New Project Applications for Bonus funds that was previously released.

Please let me know if you have any questions.

Thank you,

## Carrie Poser

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Wisconsin Balance of State Continuum of Care  
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715-598-3301

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<https://smile.amazon.com/ch/27-5491167>

## Carrie Poser

---

**From:** Carrie Poser  
**Sent:** Tuesday, August 13, 2019 5:31 PM  
**To:** Adam Smith; Annette Simms; bveium@community-action.org; cocwaukesha@gmail.com; Colleen Homb; Corin Tubridy; David Eberbach; David Vobora; Debbie Bushman ; Diana Newton; Diane Sennholz; Donna Lynch; Duana Bremer; Erin Evosevich; Gabe Anderson; Hetti Brown; Holli Fisher (holli@goldenhousegb.org); Jacque Hogan; Jeanette Petts; Jeanne Semb ; Jeannine Field; Jessica Locher; Joe Mauthe (jmauthe@pillarsinc.org); Julie Eberbach; Kate Markwardt; Kathleen Fisher; Kim Cable; Kris Anderson ; Laura Laux; Lindsay Fortin; Lisa Haen; Lois Mischler; Lori Prescott (FP Wash) (ExecDirector@FamilyPromiseWC.org); Lu Scheer; m.ripp@swcap.org; Meika Burnikel ; Melanie Hamel; Melody Fiesbeck; Meredith McCoy; Michelle Friedrich; Millie Rounsville ; Nikki A. Gerhard; Pat Leigl; Paul Bissett; programsdirector@wchkenosha.org; Rachel Youngquist (RYoungquist@pillarsinc.org); Robin Adams; Robyn Thibado; Ryan Graham; Sarah Boss; shoppe@renewalunlimited.net; Susan Tucker; Tara Prah (tprahl@pillarsinc.org); tlpadvocate@wchkenosha.org; Wendy Schneider; Casey Levrach; Cheryl Detrick; dana\_baumgartner@usc.salvationarmy.org; Ed Wilson; jessica.mudgett@co.taylor.wi.us; Mary Jacobson; Michael Etheridge; Michelle Arrowood; Mike Bonnertz; Renee Greenland (reneegreenlove@gmail.com); Sue Sippel ; Angela Mancuso (angelam@twcwaukesha.org); Becki Schillinger; Carrie Poser; coordentry.bhomelesscoalition@gmail.com; Gina Tostrud; Jackie Smith; Jennifer Allen; Jennifer Henry; joanafpoz@gmail.com; matt@namiwaukesha.org; mindy\_howell@usc.salvationarmy.org; mpridgen@wcap.org; Pam Anderson; Shannon Wienandt; Stacey\_nordin@usc.salvationarmy.org; Stephanie Van Hulst; Tammy Degarmo; Tammy Modic; Veronica Judon  
**Subject:** CoC Competition: Project Scoring Tool - Draft #1  
**Attachments:** CoC Project Scoring Tool 2019 - DRAFT #1.xlsx  
**Importance:** High

Good evening,

I have attached the first draft of the CoC Project Scoring Tool. As noted on the timeline, there will be one more draft and a final scoring tool posted.

All elements have been scored with the following exceptions:

- July PIT participation
- July PIT data submission
- Project Application timely submission
- Submission of Local Coalition packet
- Answer to "Housing First" question in project application

All of the above are penalty categories except the Housing First question. Once project applications are submitted, I will score this category. It will also add 5 points to the total possible score (bringing the total from 131 to 136). I strongly recommend that you review the data, your APR, run ART reports and ask questions. The 2<sup>nd</sup> draft of the scoring tool will be posted on August 30<sup>th</sup> with the final scoring tool posted on September 6<sup>th</sup>.

As noted, there are no projects under threshold (69.9%). **Congratulations!!**



If you are interested in reallocating your grant, relinquishing your grant, or transitioning your grant – please notify me no later than **August 23, 2019**.

Finally, this should be posted on the website soon.

Thank you for your patience!

## **Carrie Poser**

COC Director  
Wisconsin Balance of State Continuum of Care  
PO Box 272  
Eau Claire, WI 54702  
715-598-3301

[carrie.poser@wibos.org](mailto:carrie.poser@wibos.org)

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**WIBOSCOC**

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<https://smile.amazon.com/ch/27-5491167>



## Carrie Poser

---

**From:** Carrie Poser  
**Sent:** Saturday, September 14, 2019 9:32 AM  
**Subject:** CoC Competition: Website Update

**Importance:** High

Good morning,

I am writing to let you know that the BOS website has been updated to include the Board approved Rejection, Reallocation, and Review & Selection of New Project Policy. The website also has all of the renewal and new project applications posted. Please visit: <https://www.wiboscoc.org/2019-hud-coc-competition.html>. Please share with your local partners and colleagues.

I suggest checking the website frequently over the next several weeks as we come closer to the end of the FY19 CoC Competition.

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These documents are in their final versions and have been posted as p

## Final COC Competition FY 2019-Su

WIBOSCOC Consolidated Application FY19

WIBOSCOC Priority Listing FY19

WIBOSCOC Rejection Policy 2019

WIBOSCOC Project Notification 2019

WIBOSCOC Reallocation Policy 2019

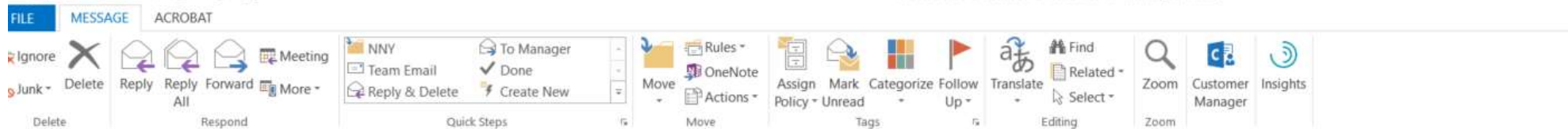
WIBOSCOC Review & Selection of New Project Policy 2019

Thanks,

**Carrie Poser**

COC Director  
Wisconsin Balance of State Continuum of Care  
PO Box 272  
Eau Claire, WI 54702  
715-598-3301

[carrie.poser@wibos.org](mailto:carrie.poser@wibos.org)  
[www.wiboscoc.org](http://www.wiboscoc.org)



Wed 6/12/2019 12:35 PM

Wisconsin Balance of State Continuum of Care &lt;carrie.poser@wibos.org&gt;

WIBOSCOC Newsletter for June 2019

Carrie Poser

If there are problems with how this message is displayed, click here to view it in a web browser.

Each written standard has been broken down into sections so you can reference that section & the specific standard (ES and MV) when providing comments. Please read the instructions prior to submitting comments. Comments must be submitted no later than June 14, 2019 and sent to [wiboscoc@gmail.com](mailto:wiboscoc@gmail.com).

#### CoC Scoring Tool

A webinar was conducted on June 3rd on the CoC Scoring Tool & Threshold process for the FY19 CoC Competition. The recorded webinar can be accessed, along with the slides and Scoring Tool explanation at: <https://www.wiboscoc.org/2019-hud-coc-competition.html>

WIBOSCOC Newsletter – June 2019 (Sent June 12, 2019)



FILE MESSAGE ACROBAT



Mon 7/29/2019 11:15 AM

Wisconsin Balance of State Continuum of Care &lt;carrie.poser@wibos.org&gt;

WIBOSCOC Newsletter for July 2019

To Carrie Poser

If there are problems with how this message is displayed, click here to view it in a web browser.

MEIKA DURNIKEL, CSW

[mburnikel@familyservicesnew.org](mailto:mburnikel@familyservicesnew.org)

## CoC Scoring Tool

A webinar was conducted on June 3rd on the CoC Scoring Tool & Threshold process for the FY19 CoC Competition. The recorded webinar can be accessed, along with the slides and Scoring Tool explanation at: <https://www.wiboscoc.org/2019-hud-coc-competition.html>

## CoC Competition Timeline

*Check the website frequently for updates!*

July 3	Competition begins
August 5	Deadline for APR submissions in SAGE for use in scoring
August 12	1st Draft Scoring Tool results posted on website Threshold determination and notice to projects
August 16	Projects under threshold decision deadline
August 23	All Bonus Project applications and new project applications are due to Balance of State All renewal projects must be submitted in e-snaps
August 28	New Projects notified of decision(s)
August 30	2nd Draft Scoring Tool results posted on website
September 6	Final Scoring Tool results posted on website
September 12	Deadline to appeal scoring tool results, request permission to reallocate
September 15	CoC Notification to All Projects outside of e-snaps
September 18	Deadline for all projects to be complete, correct, and approved in esnaps by CoC
September 27	All information and applications must be posted on the CoC website
September 30	FY 2019 CoC Competition Submission Deadline to HUD

## Mainstream Voucher Program – NOFA

are strongly advised to carefully read the criteria for application submission paying attention to the requirements and submission due date and time.

## HUD funding estimates for planning, bonus and DV bonus

- CoC is eligible for CoC Planning Funds. This is not competition, it is not ranked. It is a separate application. The total amount available is: **\$302,110**
- BONUS funds are available to the Balance of State CoC. The funds are not a guarantee, but rather available for projects to apply for. More information will be released soon about the new project application process. The total amount available is: **\$503,516**
- The Balance of State CoC is eligible to apply for more DV BONUS funds. These are set-aside funds and do not impact the Tier threshold or ranking process. There will be more about this opportunity released in the near future. The total amount available is: **\$972,277**

## BOS CoC Project Scoring Tool – Project Review & Ranking

### Tools

### Below Threshold 2018

[Board of Director Scoring Tool](#)

## 2019 COC Project Timeline

July 3	Competition begins
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WI Balance of State – BOS CoC Scoring Tool Explanation posted on website: <https://www.wiboscoc.org/2019-hud-coc-competition.html> (7/15/19)

## COC Competition Support Resources

### BOS SPECIFIC DOCUMENTS

- [FY2019 HUD Final Grant Inventory Worksheet \(GIW\)](#)
- [CoC Application Scoring Guide Explanation](#)
- [Contact list for receiving updates about the NOFA deadlines](#)—Make sure the contact for your agency is currently accurate

### HUD SPECIFIC DOCUMENTS

- [FY2019 CoC Competition NOFA: What's New](#)
- [How to Access the Project Application](#)  
[CoC Program Project Transfers Resource](#)
- [HUD Form 2880](#)
- [How to Complete the HUD Form 2880 in esnaps](#)
- [Renewal Project Application Navigational Guide](#)
- [Renewal Project Application Detailed Instructions](#)
- [Process for Completing the FY19 Renewal Project Application Screens](#)

## Webinars

This webinar explained the COC Competition Project Scoring Tool that will be used for the upcoming FY2019 project applications.

June 4th, 2019

[Webinar PowerPoint Slides](#)

WATCH WEBINAR

*The following section will be updated throughout the competition period as the deadlines for submission occur.*

WI Balance of State – BOS CoC Scoring Tool Recorded Webinar and Power Point slides posted on website: <https://www.wiboscoc.org/2019-hud-coc-competition.html> (7/15/19)

COC Competition - W x +

wiboscoc.org/2019-hud-coc-competition.html

HUD BOS Personal Media ICA National Coordinated Entry Research ADVOCACY BOS Grants BOS Lists COC Competition DRAMA CPD Cross-Program... IAC CABIN Newsletter Amazon Smile Other bookmarks

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## BOS CoC Project Scoring Tool – Project Review & Ranking

### Tools

CoC Project Scoring Tool 2019–Draft #1 (posted 8-13-2019)  
Board of Director Scoring Tool Explanation FY2019 –Expanded  
Tier 2–HUD Scoring Rubric 2019

### Below Threshold 2019

Below Threshold–Action Plan  
BOS Reconsideration Request

DEADLINE IS AUGUST 16th, 2019  
\*The Action form and the Reconsideration Request are 2 separate forms. An Action form is required for all projects with a percentage at or below 69.9%.

## New Projects

RFP Bonus – New Project Application 2019 Instructions  
RFP Bonus – New Project Application 2019  
RFP Bonus – New Project Application 2019 RUBRIC

RFP DV Bonus – RRH Expansion Application 2019 Instructions  
RFP DV Bonus – RRH Expansion Application 2019  
RFP DV Bonus – RRH Expansion Application 2019 RUBRIC  
Deadline – Friday, August 23, 2019 to [wiboscoc@gmail.com](mailto:wiboscoc@gmail.com)

## Webinars

10:00 AM  
8/14/2019

WI Balance of State – BOS CoC Scoring Tool Draft #1, Explanation – Expanded, RFP Bonus – New Project Application 2019 rubric posted on website:  
<https://www.wiboscoc.org/2019-hud-coc-competition.html> (8/14/19)

Western Dairyland EOC – PSH 2  
Western Dairyland EOC – PSH 3  
Western Dairyland PSH 2 Expansion  
Wisconsin Balance of State Continuum of Care – WIBOSCOC Planning Grant FY2019  
Wisconsin Balance of State Continuum of Care – WIBOSCOC RRH Project  
Wisconsin Balance of State Continuum of Care – WIBOSCOC Supportive Services for Coordinated Entry  
Wisconsin Balance of State Continuum of Care – WIBOSCOC Supportive Services for Coordinated Entry DV  
YWCA of La Crosse – YWCA Rapid Rehousing

## BOS CoC Project Scoring Tool – Project Review & Ranking

## Tools

CoC Project Scoring Tool 2019-Draft #1 (posted 8-13-2019)  
Board of Director Scoring Tool Explanation FY2019 -Expanded  
Tier 2-HUD Scoring Rubric 2019

CoC Project Scoring Tool Draft #2 (posted 08.30.19)  
CoC Project Scoring Tool Draft FINAL (posted 09.06.19)

### Below Threshold 2019

Below Threshold-Action Plan  
BOS Reconsideration Request

DEADLINE IS AUGUST 16th, 2019

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June 4th, 2019

Webinar PowerPoint Slides

**WATCH WEBINAR**

## New Projects



2019 HUD CoC Competition - WI

wiboscoc.org/2019-hud-coc-competition.html

BOS Personal Media ICA National Coordinated Entry Research ADVOCACY BOS Grants BOS Lists CoC Competition DRAMA CPD Cross-Program... IAC CABIN Newsletter Amazon Smile Other bookmarks

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September 27	All information and applications must be posted on the CoC website
September 30	FY 2019 CoC Competition Submission Deadline to HUD

These documents are in their final versions and have been posted as part of the CoC collaborative application.

## Final CoC Competition FY 2019-Submission

[WIBOSCOC Consolidated Application FY19](#)  
[WIBOSCOC Priority Listing FY19](#)  
[WIBOSCOC Rejection Policy 2019](#)  
[WIBOSCOC Project Notification 2019](#)  
[WIBOSCOC Reallocation Policy 2019](#)  
[WIBOSCOC Review & Selection of New Project Policy 2010](#)  
[WIBOSCOC Project Scoring Tool Explanation 2019](#)

## WI Balance of State CoC Consolidated Application FY2019 – Attachments

[Attachment #1 – FY19 HDX Report](#)  
 Attachment #2 – PHA Move On  
 Attachment #3 – PHA Administration Plan Homeless Preference  
[Attachment #4 – Coordinated Entry Assessment Tool](#)  
 Attachment #5 – 15 Day Notice – Projects Accepted  
 Attachment #6 – 15 Day Notice – Projects Rejection/Reduction  
 Attachment #7 – Public Posting: 30 Day Local Competition Deadline  
 Attachment #8 – Public Posting: Local Competition Announcement  
 Attachment #9 – Public Posting: CoC Consolidated Application  
 Attachment #10 – Written Agreement with Local Education or Training Org  
 Attachment #11 – Written Agreement with State or Local Workforce Development Board

9:22 AM  
9/14/2019

WI Balance of State – Rejection Policy, Reallocation Policy, Review & Selection of New Project Policy, and Project Notification letters posted on website:  
<https://www.wiboscoc.org/2019-hud-coc-competition.html> (9/14/19)