



Office of Homeless Services
 560 E. Hospitality Lane, Suite 200 • San Bernardino, CA 92408-0044
 Phone: (909)501-0610 • Fax: (909)501-0622
 Email: homelessrfp@hss.sbcounty.gov • Website: <https://sbchp.sbcounty.gov/>

Agenda: Regular Meeting of the Continuum of Care Grant Review Committee

Meeting date, time, and place
 Date: **July 25, 2023**
 Time: **11:00 am – 12:00 pm**
 Place: **Program Development Division (Conference Room B)
 825 E. Hospitality Lane, San Bernardino, CA 92415**

**Satellite location: Twentynine Palms Library
 6078 Adobe Rd, Twentynine Palms, CA 92277**

Note: Committee members must attend the meeting in person. Please remember to SILENCE your phones.

<https://hs-sbcounty.webex.com/hs-sbcounty/j.php?MTID=mfedee9e6dba2f5e94990f824220a8cbc>

• Access #: 1-408-418-9388 • Access Code: 2498 263 5958
 Password: 3By7RPjjhH2 (24982635958 from phones and video systems)

Note: Do NOT place this call on hold should you get another call. Hang up and then rejoin the meeting.

	Time
Call to Order Chair or Designee will call the meeting to order	
Invocation/ Pledge Chair or Designee will lead the Invocation and Pledge of Allegiance	11:00 – 11:05 am
Introductions Chair or Designee will lead the Introductions of the Grant Review Committee Members and Staff	
Agenda Items: The following items are presented for informational, consent, and discussion purposes.	

Public Comment	Open to the public for comments. Members of the public wishing to address the GRC Committee will need to submit <i>Public Comment Request form</i> , prior to the time the Chair calls for public comment. The Chair will call on you in the order the requests are received. Once your name has been called, please proceed to the microphone, or unmute yourself and you will then have up to 3 minutes to speak.
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THE INTERAGENCY COUNCIL ON HOMELESSNESS MEETING FACILITY IS ACCESSIBLE TO PERSONS WITH DISABILITIES. IF ASSISTIVE LISTENING DEVICES OR OTHER AUXILIARY AIDS OR SERVICES ARE NEEDED IN ORDER TO PARTICIPATE IN THE PUBLIC MEETING, REQUESTS SHOULD BE MADE THROUGH THE OFFICE OF HOMELESS SERVICES AT LEAST THREE (3) BUSINESS DAYS PRIOR TO THE PARTNERSHIP MEETING. THE OFFICE OF HOMELESS SERVICES TELEPHONE NUMBER IS (909) 501-0610 AND THE OFFICE IS LOCATED AT 560 E. HOSPITALITY LANE, SUITE 200, SAN BERNARDINO, CA 92408. <https://sbchp.sbcounty.gov/>



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Item No.	Consent	
1	Approve Minutes of the July 17, 2023, Grant Review Committee (GRC) Meeting – Za Zette Scott, Chair	Pages 3-10 11:05 – 11:10 am
Item No.	Discussion/Action Item	
2	Approve the Renewal Letter of Intent (LOI) and LOI Scoring Guidelines. – Za Zette Scott, Chair	Pages 11-35 11:10 – 11:20 am
3	Approve the Scoring Guidelines for the Continuum of Care (CoC) Bonus and Domestic Violence (DV) Bonus Projects for the CoC Grant Application. – Za Zette Scott, Chair	Pages 36-37 11:20 – 11:30 am
4	Approve the CoC Bonus and DV Bonus Projects’ Local Announcement - Request for Applications for new Bonus and DV Bonus Projects and the release date for the Application. – Za Zette Scott, Chair	Pages 38-44 11:30 – 11:40 am
5	Approve the 2023 CoC Renewal Rubric – Za Zette Scott, Chair	Pages 45-48 11:40 – 11:45 am
Committee Roundtable		
	Open to comments by the Committee Members	11:45 – 12:00 pm
Adjournment		12:00 pm

Next Grant Review Committee Meeting

Thursday, August 10, 2023
11:00 am – 12:00 pm
Address: Program Development Division (Conference Room B)
825 E. Hospitality Lane, San Bernardino, CA 92415

Mission Statement
 The mission of the San Bernardino County Homeless Partnership is to provide a system of care that is inclusive, well planned, coordinated and evaluated and is accessible to all who are homeless and those at-risk of becoming homeless.

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AGENDA AND SUPPORTING DOCUMENTATION CAN BE OBTAINED AT 560 E. HOSPITALITY LANE, SUITE 200, SAN BERNARDINO, CA 92408.



**Minutes for San Bernardino County
Homeless Partnership
Continuum of Care Grant Review Committee (GRC) Meeting**
July 17, 2023
11:00 a.m. – 12:00 p.m.
In Person

Minutes Recorded and Transcribed by Joy Woodard (Secretary), Office of Homeless Services

TOPIC	PRESENTER	ACTION/OUTCOME
Call to Order	ZaZette Scott, Chair	The meeting was called to order at 11:11 a.m.
Introductions	ZaZette Scott, Chair	ZaZette Scott took GRC Board Member roll call. Members of the public are not introduced
GRC Members Present		<ul style="list-style-type: none"> The following GRC members were present for the meeting: Astrid Johnson, Steevonna Evans, Mike Jones, Shonie Perry, Zazette Scott Absent: Damon Alexander, Daniel Belew, Erika Lewis-Huntley
PUBLIC COMMENTS	PRESENTER	ACTION/OUTCOME
		<p>The Chair recognized Public Comments from:</p> <ul style="list-style-type: none"> Pastor Paul E. Jones (Public Comment) <p>The Chair closed Public Comment.</p>
PRESENTATION	PRESENTER	ACTION/OUTCOME
Grant Review Committee Continuum of Care (CoC) Orientation	Nick Miller, Office of Homeless Services (OHS) and Scott Neeri, Community Revitalization	<p>The Chair recognized Scott Neeri from the office of Community Revitalization to present on the Continuum of Care (CoC) orientation.</p> <p>Mr. Neeri stated the purpose of the San Bernardino County CoC GRC is to review the CoC Renewal Applications, applications for new or reallocated projects, approving scoring mechanisms, rating, and ranking of projects and ultimately presenting their recommendations to the Interagency Council on Homelessness for their review and approval of the recommendations.</p> <p>The CoC GRC serves as a reviewing body for all CoC funding opportunities. The proposals are ranked based solely on score and merit, which is then shared with the ICH.</p> <p>The GRC is composed of at nine members selected by ICH. On August 3, 2022, the ICH voted to select the members along with ZaZette Scott being the Chair and Daniel Belew being the Vice Chair.</p> <p>The Grant Review Committee membership shall adhere to the Governance Charter Conflict of Interest and Recusal Policy. Although it is not established as a legal entity, the ICH membership will conduct decision-making in accordance with 24 CFR</p>

parts 84 or 85 for non-profit organizations and state, local, and government agencies that receive federal funds. The Conflict of Interest Policy for the CoC Board must also meet the conditions set forth in the Interim Rule, section 578.95(b).

ICH Members and persons acting on behalf of the Partnership must remove themselves from the decision-making or evaluation process when a personal or organizational conflict exists. ICH Members must recuse themselves during the decision-making or evaluation process and may not participate in absentia through electronic or other means.

The Chair recognized Scott Neeri from the office of Community Revitalization to present on the review of the CoC timeline.

Mr. Neeri went over the following timeline:

San Bernardino County (CA-609) 2023 Continuum of Care (CoC) Competition Timeline		
Action	Responsible Agency	*Date of Action
2023 CoC Registration Opens	U.S. Department of Housing and Urban Development (HUD)	January 10, 2023
2023 CoC Registration Due to HUD	**Office of Homeless Services (OHS)	March 2, 2023
Grant Inventory Worksheet Review Released from HUD	HUD	June 13, 2023
Grant Inventory Review Due to HUD	OHS	June 28, 2023
2023 – CoC Notice of Funding Opportunity (NOFO) Released from HUD	HUD	July 5, 2023
Draft Renewal Letter of Intent (LOI), LOI Scoring Guideline, and LOI Summary-sent to OHS	***Urban Initiatives	July 12, 2023
Grant Review Committee (GRC) Orientation	OHS	July 17, 2023
Grant Review Committee (GRC) meets to approve CoC Competition LOI, LOI Scoring Guideline, LOI Summary, New CoC Bonus and DV Bonus Local Announcement-Request for Applications (RFA), CoC Bonus and DV Bonus Scoring Guideline	OHS	July 25, 2023
Renewal Project Scoring Guideline & LOI sent to CoC Renewal Project Applicants to complete and posted on the SBCHP website	OHS	July 27, 2023
New CoC Bonus and DV Bonus Local Announcement-RFA, CoC Bonus and DV Bonus Scoring Guideline	OHS	July 27, 2023

Review the CoC Timeline

Nick Miller, Office of Homeless Services (OHS) and Scott Neeri, Community Revitalization

	released to San Bernardino CoC and posted on the SBCHP website		
	2023 CoC Bonus Project Workshop	OHS/Urban Initiatives	August 3, 2023
	Completed LOI submitted to OHS for review	CoC Funded Agencies	August 4, 2023
	Questions due for 2023 DV Bonus, CoC Bonus, New Expansion and Reallocation Project Program Request for Applications	Prospective Project Applicants	August 4, 2023
	Responses to Questions for the 2023 DV Bonus, CoC Bonus, New Expansion, and reallocation Project Program RFA posted on the SBCHP website	OHS/Urban Initiatives	August 8, 2023
	GRC meets to review, and score submitted Renewal LOIs for recommendation to ICH	OHS/GRC	August 10, 2023
	Renewal projects that will be recommended to ICH will be notified via email to begin populating their project application(s) in e-snaps. PDF version of renewal project application(s) due to OHS on or before August 29, 2023	OHS	August 11, 2023
	Response to local RFP for CoC Bonus Projects due to Office of Homeless Services	Project Applicants	August 11, 2023
	GRC meets to score Bonus and Reallocation Submissions (if applicable) and Rank/Tier New and Renewal projects	OHS/Urban Initiatives	August 17, 2023
	GRC recommended project(s) notified via email by OHS of GRC recommendations to the ICH on August 23, 2023. <u>A PDF version of the recommended new and renewal project applications due to OHS on or before August 29, 2023, by 5:00 PM PST</u>	OHS	August 18, 2023
	Renewal and Bonus/Reallocation projects presented to ICH Board for final approval or denial	OHS	August 23, 2023
	HUD 2991 Certification of Consistency with the Consolidated Plan and attachment noting recommended new and renewal projects is prepare by OHS staff and sent to the San Bernardino Chief Executive Officer for signature. Return date of September 20, 2023	OHS	August 23, 2023
	All new and renewal projects due to OHS via PDF only for review by CoC Lead Agency on or before August 29, 2023, by 5:00 PM PST	OHS	August 29, 2023

Notification to Rejected, Reduced, and Recommended New and Renewal Projects sent to agencies. Notification will include the ranked position of the recommended project application	OHS	September 13, 2023
Letters of Rejected and Recommended New and Renewal Projects posted to SBCHP	OHS	September 13, 2023
Post ICH Tiering of the new, renewal, planning and permanent housing bonus projects for the CoC Submission	OHS	September 13, 2023
Final new and renewal projects recommended for funding submit project applications in e-snaps	Project Applicants	September 20, 2023
Post Collaborative Application, Project Applications, and all attachments on SBCHP website	OHS	September 26, 2023
Collaborative Application, Project Applications and all attachments submitted to HUD via e-snaps	OHS	September 27, 2023
HUD's final deadline for CoC Application and CoC Priority Listing due to HUD	OHS	September 28, 2023, at 5:00 pm (8:00 p.m. EST)

The Chair opened the item for comment by the GRC board members.

Discussion ensued:

- Christy Hamilton from Urban Initiatives- Informed that the timeline may seem jammed packed, but there are dated requirements from HUD of when people are to be notified and that information must be posted by certain days on the San Bernardino County website.
- Kristin Stevens from OHS- Stated that it is very important that the GRC members attend the meetings in person so there is a quorum, and the process can move along quickly.
- Steevonna Evans-Informed that after reviewing the dates, some of the dates will not work for her. Mrs. Evans thought that there would be a schedule doodle that tell what dates would work for everyone. Mrs. Evans asked if there is someone that could cover for her for those dates or can the dates of the meetings be changed.
- Kristin Stevens- Stated that if there are six individuals then there is a quorum. Mrs. Stevens informed that at least six individuals are needed to commit at a minimum. Mrs. Stevens stated because there is such a short turnaround time there isn't much room to move the dates around.
- ZaZette Scott- Suggested that prior to the meeting everyone is contacted to make sure at least six people are confirmed to attend the meeting. Mrs. Scott stated that this is a fast turnaround and to dictate this calendar, so anything won't be missed. Mrs. Scott suggested that when OHS sends the calendar invites to please accept them. Mrs. Scott noted that the beauty of this committee is that it is not occupied all year long but come and do the work then leave.
- Daniel Belew (via Webex) -Asked where it is stated that it is a requirement that attendance must be in person because during Covid they were not doing that, and he is about an hour and half away from the meeting location. Mr.

		<p>Belew stated he doesn't understand why he can't attend remotely, vote, and still count as part of the quorum.</p> <ul style="list-style-type: none"> • Kristin Steven- Stated that the GRC is bound by the Brown Act and per County Counsel when the Covid Emergency ended all the Brown Act meeting members needed to meet in person and would have to be in person to vote. • Erika Lewis-Huntley (via Webex)- Asked if the dates of the meetings can be placed in the comment section in the chat. • ZaZette Scott- Informed Erika that OHS would email her the dates. • Astrid Johnson- Informed there is a scheduling conflict on the 17th of August due to the East Valley Regional Steering Committee meeting at 10 am. Mrs. Johnson stated that the meeting can be done that day, but at a different time. • ZaZette Scott- Stated that it is not possible to accommodate everyone's calendar. Mrs. Scott responded to Daniel stating that she understands and appreciates that he wants to be on this committee and being the Vice Chair is important. Mrs. Scott informed that when they lifted the allowance of meeting via Zoom for Brown Act followers' attendance in person is required. Mrs. Scott stated she would like to discuss with OHS and County Council about that requirement and will inform Daniel of the outcome of the discussion. • Steevonna Evans- Stated that if the agenda is posted and people are allowed to come to see the meeting then she will be able to participate. • Zazette Scott- Stated that we will investigate different options for the meetings. <p>The Chair closed item# 2 for discussion.</p>
DISCUSSION/ ACTION ITEM	PRESENTER	
<p>Authorize the Office of Homeless Services (OHS) to prepare the Request for Proposals based off the 2023 HUD CoC Notice of Funding Opportunity (NOFO) requirements and scoring guidelines for the CoC Competition</p>	<p>Zazette Scott, Chair</p>	<p>The Chair requested a motion to be made for authorizing the Office of Homeless Services (OHS) to prepare the Request for Proposals based off the 2023 HUD CoC Notice of Funding Opportunity (NOFO) requirements and scoring guidelines for the CoC Competition</p> <p>Astrid Johnson made a motion to authorizing the Office of Homeless Services (OHS) to prepare the Request for Proposals based off the 2023 HUD CoC Notice of Funding Opportunity (NOFO) requirements and scoring guidelines for the CoC Competition and was second by Mike Jones.</p> <p>The Chair opened item 3 for discussion.</p> <ul style="list-style-type: none"> • Steevonna Evans – Asked if normally this information is sent and if she was emailed the information. • Christy Hamilton – Stated that it will be sent prior to the next meeting. Mrs. Hamilton informed that this motion is giving permission for Urban Initiatives and OHS to develop it based on the NOFO. <p>The Chair closed the item for discussion.</p> <ul style="list-style-type: none"> • A roll call vote was taken. 5 members were in favor: Steevonna Evans, Astrid Johnson, Mike Jones, Shonie Perry, Zazette Scott • 0 members were opposed.

		The motion was approved. The Chair closed item # 3 for discussion.
<p>Approve the date(s) for the next CoC Grant Review Committee. The next meeting will include:</p> <ul style="list-style-type: none"> • Approval of the Renewal Letter of Intent (LOI) and LOI Scoring Guidelines • Approval of the CoC Bonus, Reallocation, and Domestic Violence Bonus Project Request for Applications and Release Date • Approval of CoC Bonus, Reallocation, and DV Bonus Priorities as recommended by the OHS and Scoring Criteria 	Zazette Scott, Chair	<p>The Chair requested a motion to be made to approve the date(s) for the next CoC Grant Review Committee.</p> <p>Stevevonna Evans made a motion to approve the date(s) for the next CoC Grant Review Committee and was second by Mike Jones.</p> <p>The Chair opened item 4 for discussion.</p> <p>The Chair closed the item for discussion.</p> <ul style="list-style-type: none"> • A roll call vote was taken. 5 members were in favor: Stevevonna Evans, Astrid Johnson, Mike Jones, Shonie Perry, Zazette Scott • 0 members were opposed. <p>The motion was approved.</p> <p>The Chair closed item # 4 for discussion.</p>
Appoint a Secretary	Zazette Scott, Chair	<p>The Chair asked Kristin Stevens if the person selected needs to be on the committee to be the secretary.</p> <ul style="list-style-type: none"> • Kristin Stevens- Stated she would have to investigate that. <p>The Chair asked for any nominations to be appointed as GRC Secretary.</p> <ul style="list-style-type: none"> • Stevevonna Evans- Asked what duties the secretary would have to perform. • Zazette Scott- Informed to take notes and OHS will assist. <p>Zazette Scott nominated Stevevonna Evans as the secretary of the GRC.</p> <p>The Chair asked for other nominations.</p> <p>The Chair asked opened item #5 for discussion.</p> <p>The Chair closed item #5 for discussion.</p>

		<ul style="list-style-type: none"> • A roll call vote was taken. 5 members were in favor: Steevonna Evans, Astrid Johnson, Mike Jones, Shonie Perry, Zazette Scott • 0 members were opposed. <p>The motion was approved. The Chair closed item # 5 for discussion.</p>
COUNCIL ROUNDTABLE	PRESENTER	
	Zazette Scott, Chair	<p>The Chair opened the floor for comment to the GRC.</p> <p>Discussion ensued:</p> <ul style="list-style-type: none"> • Zazette Scott – Stated she is the Community Resource Coordinator for Foothill Aids Project. She covers three offices, and she owns and operates Team Heart Shared Housing. She does housing and shared living consulting. • Robin Meggs – Stated she works at Molina Health Care as the Housing Specialist. The organization is like IEHP, but Molina covers seven counties. They assist with homelessness, meals, community supports, and behavioral health care. They have various programs that benefit their members. She has been working at Molina Health Care for about a year. Her background is from LA County Housing Authority where she worked in the Section 8 program as a Housing Specialist. For Molina Health Care she does the Housing Coordinator, but she also does Community Engagement which includes street outreach. • Steevonna Evans – Sated that she is the Certified CHW on staff for Victor Valley Family and she also has her own non-profit which is Haven’s Future which helps families affected by Children and Family Services. • Astrid Johnson-Noted that it is Morongo Basin Arch not Haven in the printed materials. Mrs. Johnson stated she is the president of Morongo Basin Arch. She also writes grants, turns in the monthly reports for the grants, budget balancing, and the point of contact to make sure things get completed. They are a small nonprofit that is growing and don’t have the staff, so she must do several tasks. • Mike Jones – Stated he is with the Sheriff’s HOPE Team and works countywide to link the homeless with services. He is very involved with the CoC and willing to partner anybody. If anyone is out in the field, they are willing to help. They don’t have any direct resources but work with their great providers to make things happen. They are coming up on their 3,000-person housed. • Shonie Perry- Stated that she works for the San Bernardino County Superintendent of Schools with the Homeless Education Program where Children Deserve Success. Works with the 33 districts and 49 charter schools to make sure they are adhering to the McKinney-Vento Act which is the Every Student Succeeds Act. This Act makes sure the students are not being discriminated because they are experiencing homelessness. They do various activities such as scholarships, presentations, trainings, and working with the HOPE team. • Kristin Stevens – Stated she is the Administrative Operations Manager for OHS. • Christy Hamilton- Stated she is the consultant for OHS for the Point in Time Count and the CoC application. She worked for the County of San Bernardino for 27 years and retired and came back to work as a consultant for Urban Initiatives. • Scott Neeri- Stated he is an Administrative Analyst for Community Revitalization. He has been in his current

		<p>position for six months but prior to that he worked at the Transitional Assistance Department for the County for almost 15 years. If anyone has any question, they can reach out to him he will be able to find the answer if he doesn't know she that way everyone will learn.</p> <ul style="list-style-type: none"> • Joy Woodard- Stated she works for OHS as the Secretary and looking forward to working with everyone and getting to know everyone better. • Carrie Harmon- Stated she works for Community Development and Housing and is attending the meeting to see what the committee is doing. • Zazette informed that Carrie Harmon is new to the county, but she is not new to life, this work, or this region. Stated it has be wonderful getting to know her. She has the people and community in her heart, and you can tell when you talk to her. • Zazette asked if the same time for the next meeting works and noted the same time for the next meeting on July 25th works. • Mike Jones stated that on the 10th since they will already have the packets and scoring so if someone can not attend, but turned in their packet they just won't be able to vote. If you can't make it at least score the packets and have that available so the committee that is in person can vote. • Zazette thanked everyone for coming and joining online.
Adjournment		Being no further business, the meeting was adjourned at 11:47 a.m.
Next Meeting		<p>The next GRC meeting will be held as follows:</p> <p style="text-align: center;"><u>GRC Meeting (Regular) In Person</u> <u>Tuesday, July 25, 2023</u> <u>11:00 am – 12:00 pm</u> <u>Program Development Division (Conference Room B)</u> <u>825 E. Hospitality Lane, San Bernardino, CA 92415</u></p>

Attendees on July 17, 2023, • Grant Review Committee – In-Person			
LAST NAME	FIRST NAME	ORGANIZATION	EMAIL
Evans	Stevevonna	Victor Valley Family Resource Center	stevevonnaevans@gmail.com
Hamilton	Christy	Urban Initiatives	hamiltonchristy317@gmail.com
Harmon	Carrie	Community Housing & Development	Carrie.harmon@cdh.sbcounty.gov
Johnson	Astrid	Morongo Basin ARCH	skyviewfarm29@gmail.com
Jones	Mike	San Bernardino County H.O.P.E Team	mjones@sbcasd.org
Meggs	Robin	Molina Health Care	robin.meggs@molinahealthcare.com
Neeri	Scott	Community Revitalization	Scott.neeri@cao.sbcounty.gov
Perry	Shonie	San Bernardino County Superintendent of Schools	shonie.perry@sbcass.net
Scott	ZaZette	Foothill Aids Project	zazette45@gmail.com
Stevens	Kristin	Office of Homeless Services	Kristin.stevens@hss.sbcounty.gov
Woodard	Joy	Office of Homeless Services	Joy.woodard@hss.sbcounty.gov

*Please note we do not take attendance of members of the public that joined via tele-conference

**FY 2023 San Bernardino County Continuum of Care
Letter of Intent to Renew CoC Project**

Instructions: Please complete one letter for each renewal application. Complete, sign, scan and email the complete Letter of Intent (LOI) to Scott Neeri at Scott.Neeri@cao.sbcounty.gov and copy Christy Hamilton at hamiltonchristy317@gmail.com.

Please note: Agencies that consolidated grants during the FY 2022 CoC Competition, please complete Sections II, III, and V of the LOI based on the surviving grant's performance.

All completed LOIs are due to the Office of Homeless Services on or before 12:00 noon on Friday, August 4, 2023

Agency Information

Data Universal Numbering System (DUNS)# or Unique Entity Identifier (UEI)#:

Legal Agency Name:.

Agency Address:

City: State: CA Zip:
Phone: Fax: email:

Grant/Application Contact Person:

Name:
Phone:
Email:

Agency Director:

Name:
Phone:
Email:

Homeless Management Information System (HMIS) Contact Person:

Name:
Phone:
Email:

Project Information:

Name of Project:
Project Address:
Grant Amount:
Grant Term:
Expiration Date:
Program Type:
Primary Population:

Annual Renewal Amount for Project: _____

Total Number of Units: _____

Have there been changes to the project since the last award? If yes, describe briefly:

Does the Applicant intend to request changes to this renewal? If yes, indicate the type of change by checking the appropriate box(es):

Item	Description	Intended Change Described
Budget Change	Change line items; change in total budget	
Housing	Reduction in beds or units / Services	
Target Population	Change in population focus	
Location	Change in location of housing or service area	
Project Expansion	Potential Request to Expand Project: serve more clients; add housing; add services	
Other		

Previously approved budget amounts by activity:

Activity:	Budget Amount:	Budget if Intended Change is Approved
Leased Units		
Leased Structures		
Rental Assistance		
Supportive Services		
Operations		
HMIS		
Administration		
Total:		

Name and Signature of Person who will complete the application:

Name and Signature of Person authorized to sign the HUD application:

I certify, on behalf of my agency, that all information contained in this application is accurate and true, based on our current records for the project. I understand that falsifying information or failing to provide accurate information will have a negative impact on our overall review and may result in removal from the Continuum of Care Application to HUD. I also understand that agencies not submitting their Letter of Intent for their projects by the deadline may be reallocated.

Executive Director/CEO/President

Date

Background Information:

The Continuum of Care (CoC) will consider the need to continue funding for projects expiring in Calendar Year (CY) 2024 as required by the U.S. Department of Housing and Urban Development (HUD). However, as noted by HUD, renewal projects must meet renewal threshold requirements, minimum project eligibility, capacity, timeliness, and performance standards identified in the FY 2023 Continuum of Care (CoC) Program Competition Notice of Funding Opportunity (NOFO) or they will be rejected from consideration for funding.

While considering the need to continue funding for projects expiring in CY 2024, the Grant Review Committee (GRC) and Office of Homeless Services (OHS) will review the information that HUD noted in the 2023 HUD CoC Competition NOFO which is as follows:

1. When considering renewal projects for award; HUD will review information in HUD's Line of Credit Control System (eLOCCS), Annual Performance Reports (APRs), and information provided from the local HUD CPD field office; including monitoring reports and audit reports as applicable, and performance standards on prior grants, and will assess projects using the following criteria on a pass/fail basis:
 - a. Whether the project applicant's performance met the plans and goals established in the initial application, as amended;
 - b. Whether the project applicant demonstrated all timeliness standards for grants being renewed, including those standards for the expenditure of grant funds that have been met;
 - c. The project applicant's performance in assisting program participants to achieve and maintain independent living and records of success, except HMIS-dedicated projects that are not required to meet this standard; and,
 - d. Whether there is evidence that a project applicant has been unwilling to accept technical assistance, has a history of inadequate financial accounting practices, has indications of project mismanagement, has a drastic reduction in the population served, has made program changes without prior HUD approval, or has lost a project site.
2. HUD reserves the right to reduce or reject a funding request from the project applicant for the following reasons:
 - a. Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
 - b. Audit/Monitoring finding(s) for which a response is overdue or unsatisfactory;
 - c. History of inadequate financial management accounting practices;
 - d. Evidence of untimely expenditures and unspent funds on prior award;
 - e. History of other major capacity issues that have significantly affected the operation of the project and its performance;
 - f. History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly; and

- g. History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.¹

Project Eligibility Threshold Requirements:

The GRC and OHS will review all renewal projects to determine if they meet the following eligibility threshold requirements on a pass/fail standard. If the GRC and the OHS determine that the applicable standards are not met for a renewal project, the project will be rejected. Renewal project threshold requirements include; a) Practicing Housing First and Low Barriers; b) Hearth Act Compliance; c) The extent to which the proposed project fills a gap in the community's CoC and addresses an eligible population; and d) Meets match requirements as noted at 24 CFR 578.73.

I. Housing First and Low Barriers Approach

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). It is an approach to: **1)** quickly and successfully connect individuals and families experiencing homelessness to permanent housing; **2)** without barriers to entry, such as sobriety, treatment or service participation requirements; or **3)** related preconditions that might lead to the program participant's termination from the project. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry; however, participation in supportive services is based on the needs and desires of program participants. For more information see the Housing First in PSH brief at: www.hudexchange.info/resource/3892/housing-first-in-permanent-supportive-housing-brief/

1. Does the project quickly move participants into permanent housing?

- Yes**
- No**

Select **"Yes"** to this question if your project will quickly move program participants into permanent housing without additional steps (e.g., required stay in transitional housing before moving to permanent housing). If you are a domestic violence (DV) program you should select **"Yes"** if you will quickly move program participants into permanent housing after immediate safety needs are addressed (e.g., a person who is still in danger from a violent situation and would move into PH once the dangerous situation has been addressed). Select **"No"** if the project does not work to move program participants quickly into permanent housing.

Has the project removed the following barriers to accessing housing and services?

- Having too little or little income
- Active or history of substance abuse
- Having a criminal record with exceptions for state-mandated restrictions
- Fleeing domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement)
- None of the above

(Select ALL that apply): Check the box next to each item to confirm that your project has removed (or never had) barriers to program access related to each of the following: 1) Having too little or little income; 2) Active or history of substance abuse; 3) Having a criminal record with exceptions for state-mandated restrictions; and 4) Fleeing domestic violence (e.g., lack of a protective order, period of separation from abuser, or law enforcement involvement). If all of these barriers to access still exist, select “None of the above.”

2. Has the project removed the following as reasons for program termination?

- Failure to participate in supportive services
- Failure to make progress on a service plan
- Loss of income or failure to improve income
- Fleeing domestic violence
- Any other activity not covered in a lease agreement typically found in the project’s geographic area
- None of the above

Check the box next to each item to confirm that your project has removed (or never had) reasons for program participant termination related to each of the following: 1) Failure to participate in supportive services; 2) Failure to make progress on a service plan; 3) Loss of income or failure to improve income; 4) Fleeing domestic violence; and 5) Any other activity not covered in a lease agreement typically found in the project’s geographic area. If all of these reasons for program termination still exist, select “None of the above.”

Additional Required Attachments: Please attach the following supporting documentation that shows that your agency provided staff training and policies and procedures so that staff fully understands how to implement the Housing First approach: a copy of the agency’s Policies and Procedures, staff training materials, and any forms or other related documents.

II. HEARTH Act Compliance

This section of the Letter of Intent (LOI) asks questions of all renewal projects to ensure compliance with the requirements of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH Act): Continuum of Care (CoC) Program Interim Rule. (Please note, this section does not encompass all changes under the HEARTH Act and it is recommended that all projects should review the Act in its entirety).

1. Participation of homeless individuals

The HEARTH Act CoC Program Interim Rule states that the recipient or subrecipient must document its compliance with the homeless participation requirements under § 578.75(g), which is as follows:

(g) Participation of homeless individuals.

(1) Each recipient and subrecipient must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity of the recipient or subrecipient, to the extent that such entity considers and makes policies and decisions regarding any project, supportive services, or assistance provided under this part. This requirement is waived if a recipient or subrecipient is unable to meet such requirement and obtains HUD approval for a plan to otherwise consult with homeless or formerly homeless persons when considering and making policies and decisions.

(2) Each recipient and subrecipient of assistance under this part must, to the maximum extent practicable, involve homeless individuals and families through employment; volunteer services; or otherwise in constructing, rehabilitating, maintaining, and operating the project, and in providing supportive services for the project.

a. Does your agency provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policymaking entity of the recipient or sub recipient, to the extent that such entity considers and makes policies and decisions regarding any project, supportive services, or assistance provided under this part. This requirement is waived if a recipient or subrecipient is unable to meet such requirement and obtains HUD approval for a plan to otherwise consult with homeless or formerly homeless persons when considering and making policies and decisions?

Yes

No

If not, please provide an action plan/timeline on when your agency will be compliant with this requirement in the box below (expand box as needed).

b. Does your agency, to the maximum extent practicable, involve homeless individuals and families through employment; volunteer services; or otherwise in constructing, rehabilitating, maintaining, and operating the project, and in providing supportive services for the project?

Yes

No

If not, please provide an action plan/timeline as to when your agency will be compliant with this requirement in the box below (expand box as needed).

2. Faith-based activities

The HEARTH Act CoC Program Interim Rule states that the recipient or subrecipient must document its compliance with faith-based activities requirements under § 578.87(b), which is as follows:

(b) Faith-based activities.

(1) Equal treatment of program participants and program beneficiaries.

(i) Program participants. Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to participate in the Continuum of Care program. Neither the Federal Government nor a State or local government receiving funds under the Continuum of Care program shall discriminate against an organization on the basis of the organization's religious character or affiliation. Recipients and subrecipients of program funds shall not, in providing program assistance, discriminate against a program participant or prospective program participant on the basis of religion or religious belief.

(ii) Beneficiaries. In providing services supported in whole or in part with federal financial assistance, and in their outreach, activities related to such services, program participants shall not discriminate against current or prospective program beneficiaries on the basis of religion, a religious

belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice.

(2) Separation of explicitly religious activities. Recipients and subrecipients of Continuum of Care funds that engage in explicitly religious activities, including activities that involve overt religious content such as worship, religious instruction, or proselytization, must perform such activities and offer such services outside of programs that are supported with federal financial assistance separately, in time or location, from the programs or services funded under this part, and participation in any such explicitly religious activities must be voluntary for the program beneficiaries of the HUD-funded programs or services.

(3) Religious identity. A faith-based organization that is a recipient or subrecipient of Continuum of Care program funds is eligible to use such funds as provided under the regulations of this part without impairing its independence, autonomy, expression of religious beliefs, or religious character. Such organization will retain its independence from federal, State, and local government, and may continue to carry out its mission, including the definition, development, practice, and expression of its religious beliefs, provided that it does not use direct program funds to support or engage in any explicitly religious activities, including activities that involve overt religious content, such as worship, religious instruction, or proselytization, or any manner prohibited by law. Among other things, faith-based organizations may use space in their facilities to provide program-funded services, without removing or altering religious art, icons, scriptures, or other religious symbols. In addition, a Continuum of Care program-funded religious organization retains its authority over its internal governance, and it may retain religious terms in its organization's name, select its board members on a religious basis, and include religious references in its organization's mission statements and other governing documents.

- a. Does your proposed renewal program use direct program funds to support or engage in any explicitly religious activities, including activities that involve overt religious content, such as worship, religious instruction, or proselytization, or any manner prohibited by law?**

- Yes
 No

3. Involuntary family separation

The HEARTH Act CoC Program Interim Rule states that the recipient or subrecipient must document its compliance with involuntary family separation requirements under § 578.93(e), which is as follows:

(e) Prohibition against involuntary family separation. The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to a project that receives funds under this part.

- a. Does the project accept all families with children under age 18 without regard to the age of any child? In general, under the HEARTH Act, any project sponsor receive funds to provide emergency shelter, transitional housing, or permanent housing to families with children under age 18.**

Note there is an exception outlined in the Act: Project sponsors of transitional housing receiving funds may target transitional housing resources to families with children of a specific age only if the project sponsor: (1) operates a transitional housing program that has a primary purpose of implementing evidence based practice that requires that housing units be targeted to families with children in a specific age group; and (2) provides assurances, as the Secretary shall require, that an equivalent appropriate alternative living arrangement for the whole family or household unit has been secured.

- Yes. Project certifies that it accepts all families with children under age 18 without regard to the age of any child.
- No. Project does not comply with this requirement. A narrative is attached explaining how the project will comply with this HEARTH Act requirement.
- No. Project does not comply with this requirement but qualifies for an exception because it is implementing an evidence-based practice that requires housing units targeted to families with children in a specific age group. A narrative is attached explaining how the project will comply with the exception, including identification of the evidenced based practice being utilized.
- N/A. Project does not serve families.
- N/A. Project is new and has not started yet.

4. Discrimination Policy

Federal and California State laws note that discrimination can be based on race, color, national origin, or gender. Discrimination can also be based on age, religion, disability, familial status or sexual orientation.

Does your program deny services to potential recipients based on any of the following:

- Age Yes No
- Color Yes No
- Disability Yes No
- Familial Status Yes No
- Gender Yes No
- Marital Status Yes No
- National Origin Yes No
- Race Yes No
- Religion Yes No
- Sexual Orientation Yes No

If you answered “yes” to any of the above, please explain why in the box below (expand box as needed).

5. Active participation in local Continuum of Care meetings

HUD states that a successful CoC will have involvement from a variety of organizations representing the public and private sectors, as well as interested individuals within the CoC jurisdiction(s). These organizations should have an active role in the CoC.

- a. **Describe what local Continuum of Care committees, subcommittees, and/or working groups that your agency participates in on a regular basis in the box below (expand box as needed). Please include the names and titles of those participating as well as their level of involvement/participation.**

6. Housing Quality Standards (HQS)

The HEARTH Act CoC Program Interim Rule states that the recipient or subrecipient must document its compliance with housing quality standards requirements under § 578.75(b), which is as follows:

(b) Housing quality standards. Housing leased with Continuum of Care program funds, or for which rental assistance payments are made with Continuum of Care program funds, must meet the applicable housing quality standards (HQS) under 24 CFR 982.401 of this title, except that 24 CFR 982.401(j) applies only to housing occupied by program participants receiving tenant-based rental assistance. For housing rehabilitated with funds under this part, the lead-based paint requirements in 24 CFR part 35, subparts A, B, J, and R apply. For housing that receives project-based or sponsor-based rental assistance, 24 CFR part 35, subparts A, B, H, and R apply. For residential property for which funds under this part are used for acquisition, leasing, services, or operating costs, 24 CFR part 35, subparts A, B, K, and R apply.

(1) Before any assistance is provided on behalf of a program participant, the recipient, or subrecipient, must physically inspect each unit to assure that the unit meets HQS. Assistance will not be provided for units that fail to meet HQS, unless the owner corrects any deficiencies within 30 days from the date of the initial inspection and the recipient or subrecipient verifies that all deficiencies have been corrected.

(2) Recipients or subrecipients must inspect all units at least annually during the grant period to ensure that the units continue to meet HQS.

a. Does your project meet applicable Housing Quality Standards?

- Yes
- No
- This is a new project and has not started yet

Please briefly explain your inspection process for HQS in the box below (expand box as needed).

b. Has your project received HQS corrective action plan in the last 2 years:

- Yes
- No

This is a new project and has not started yet

If you selected Yes, explain the nature of the concerns/issues and how it was resolved in the box below (expand the box as needed).

III. Match Requirement

Match must equal 25 percent of the total grant request including Admin costs but excluding leasing costs (i.e., any funds identified for Leased Units and Leased Structures). Match must be met on an annual basis. HUD requires match letters to be submitted with the e-snaps application. Match contributions can be cash, in-kind, or a combination of the two; and, match must be used for an eligible cost as set forth in Subpart D of CoC Program interim rule. For an in-kind match, the recipient may use the value of property, equipment, goods, or services contributed to the project, provided that, if the recipient or sub recipient had to pay for such items with grant funds, the costs would have been eligible. If third party services are to be used as match, the third party service provider that will deliver the services must enter into a memorandum of understanding (MOU) before the grant is executed documenting that the third party will provide such services and value towards the project.

- Will your agency be able to provide the match requirement for your renewal project (including a commitment letter or MOU)?
 - Yes
 - No

Renewal Rating Factors:

If a renewal project passes the Project Eligibility Threshold as noted on pages 4 – 13 of this LOI, the project will be **reviewed and scored** by the GRC and OHS based on the following rating factors.

I. System Performance Measures (30 points)

The intent of the System Performance Measures (Sys PM) reports are to encourage CoCs to regularly measure their progress in meeting the needs of people experiencing homelessness in their community and to report this progress to HUD. HUD uses system-level performance information as a competitive element in its annual CoC Program Competition and to gauge the state of the homeless response system nationally.

Project-level Sys PM information will be used as an element to determine the effectiveness of local projects within the San Bernardino County CoC. **OHS will collect the following project level Sys PM for each CoC funded agency directly from the Homeless Management Information System (HMIS). There is not any action required on the part of the renewing agencies to complete Section I. System Performance Measures:**

- Persons Exit Homeless to Permanent Housing Destination and Return to Homelessness
- Employment and Income Growth for Homeless Persons
- Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

System Performance Measures		Submitted FY 2022
1.	The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness -This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.	
2.	Percentage of Income Growth for Homeless Persons	
3.	Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing	
	Change in SO exits to temporary destinations, some institutional destinations, and permanent housing destinations	
	Change in ES, SH, TH, and PH-RRH exits to permanent housing destinations	
	Change in PH exits to permanent housing destinations or retention of permanent housing	

II. Recipient Compliance with Grants and Financial Management (30 points)

Per 24 CFR part 578 and the FY 2022 CoC Program Competition NOFA requires that Project Applicants specifically identify five benchmarks for grants and financial management that communities must reach to meet this standard, which are:

1. On-time APR submission to HUD;
2. Unresolved HUD/Office of Homeless Services monitoring findings, or Office of Inspector General (OIG) Audits, if applicable;
3. Monthly submission of claims, quarterly drawdowns;
4. The full expenditure of awarded funds; and
5. Cost Effectiveness of the project.

1. Has the recipient successfully submitted the APR on time for the most recently expired grant term related to this renewal project request?

APRs are due within 90 days after the grant term expires. Select **“Yes”** to indicate that an APR has been submitted for the grant term that has most recently expired (for some grants this will be the FY 2020 renewal, for others the FY 2021). Select **“No”** to indicate that an APR has not been submitted for the grant term that has most recently expired or if this is a first-time renewal for which the original grant term has not yet expired.

Yes

No

This is a first-time renewal for which the original grant term has not yet expired.

If you selected **“No”** above, provide a brief explanation for why the APR was not submitted on time in the box below (expand box as needed). For those first-time renewals for which the original grant term has not yet expired, please write, “First-time renewal and grant term has not yet expired” and provide the date by which the APR must be submitted.

2. Does the recipient have any unresolved HUD or the Office of Homeless Services Monitoring and/or OIG Audit findings concerning any previous grant term related to this renewal project request?

- Yes
- No

Select **“Yes”** if there are any unresolved HUD Monitoring or OIG Audit findings, regardless of the funding year of the project for which they were originally identified. Select **“No”** if there are no unresolved HUD Monitoring or OIG Audit findings.

a. Date HUD or the Office of Homeless Services or OIG issued the oldest unresolved finding(s):

If you selected **“Yes”** above, provide the date that the oldest unresolved finding was issued.

Date the oldest unresolved finding was issued: _____

b. Explain why the finding(s) remains unresolved:

If you selected **“Yes”** above, provide a brief explanation in the box below (expand box as needed) for why the monitoring or audit finding remains unresolved and the steps that have been taken towards resolution (e.g., responded to the HUD letter, but no final determination received).

3. Has the recipient maintained timely and consistent monthly submission of claims for the most recent grant terms related to this renewal project request?

- Yes
- No

CoC Program recipients are required to submit claims on a monthly basis. Select **“Yes”** to indicate that you have maintained monthly submission of claims for the most recent relevant grant term. Select **“No”** to indicate that the recipient has not maintained consistent monthly claim submission for the most recent relevant grant term, or if this is a first-time renewal for which less than one quarter has passed.

- a. **Explain why the recipient has not maintained timely and consistent monthly claim submission for the most recent grant terms related to this renewal project request.**

If you selected **“No”** above, provide a brief explanation in the box below (expand box as needed) for why monthly claim submissions have not been maintained. Delays in draws due to a late HUD funding announcement and receipt of renewal grant agreement may be included in such an explanation.

4. Have any funds been recaptured by HUD for any of the three (3) most recently expired grant terms related to this renewal project request?

- Yes
- No
- Project has not yet completed a grant term

Select **“Yes”** to indicate that funds have been recaptured, meaning that not all awarded funds were expended during the three previous completed grant terms. Select **“No”** to indicate that no funds were recaptured or if this is a first-time renewal for which the original grant term has not yet expired.

- a. **If you selected “Yes” above, explain the circumstances that led to HUD recapturing funds from any of the three (3) most recently expired grant term related to this renewal project request:**

Provide a brief explanation in the box below (expand box as needed) for why the total awarded funds were not expended and were recaptured. Include the amount returned for each year.

5. Determining Cost Effectiveness

Cost per permanent housing exit can be determined by dividing total award amount by the number of permanent housing exits. PSH projects may also include the number of clients that have maintained PSH for 6 months (181 days plus) or more. These costs can be averaged across all projects within a project type to determine the average or median cost per permanent housing exit for the community for that project type.

5a. RRH Projects – Using the APR submitted for PY ending in 2022, divide the Total Award Amount (APR Q. 1a) by the number of positive housing exits (APR Q. 23c-Permanent Destinations).

5b. PSH Projects – Using the APR submitted for PY ending in 2022, divide the Total Award Amount (APR Q. 1a) by the number of positive housing exits (APR Q. 23c-Permanent Destinations) and the number of clients that have retained PSH for 6 months (APR Q. 22a1-181 days plus) or more.

III. Data Quality - Participation in Homeless Management Information System (HMIS) (10 Points)

The Homeless Emergency Assistance and Rapid Transition to Housing: Continuum of Care (CoC) Program interim rule places a high emphasis on having a functioning and comprehensive HMIS in the CoC jurisdiction as it is critical to gathering unduplicated, aggregated data on homelessness in the community for both the CoC and Emergency Solutions Grant (ESG) Programs.

- Does this project provide client level data to HMIS? Yes No

If the project is providing participant data in the HMIS – indicate the total number of participants served by the project, and the total number of clients reported in the HMIS.

Total number of participants served by the project: _____

Total number of clients reported in the HMIS: _____

If the project is not providing participant data in the HMIS – indicate one or more of the four (4) reason(s) for non-participation:

- Federal law prohibits (please cite specific law)
- State law prohibits (please cite specific law)
- New project not yet in operation
- Other (please specify prohibition)

Data Collection Requirements

All CoC Program funded projects are required to collect all of the Universal Data Elements and a select number of Program-Specific Data Elements. Complete and accurate records are required to ensure data quality. A 95% standard of completeness rate for all funded homeless projects is expected.

*** Indicate the percentage of error rate taken from your HUD Data Quality Report for the last 10 days of January 2023 (1/21/23-1/31/23)**

Universal Data Element	% of Error Rate
3.1 Name	
3.2 Social Security Number	
3.3 Date of Birth	
3.4 Race	
3.5 Ethnicity	
3.6 Gender	
3.7 Veteran Status	
3.8 Disabling Condition	
3.10 Project Entry Date	
3.12 Destination	
3.15 Relationship to Head of Household	
3.16 Client Location	
Program Specific Data Element)	% of Error Rate
4.2 Income and Sources (at Start)	
4.2 Income and Sources (at Annual Assessment)	
4.2 Income and Sources (at Exit)	

IV. Equity Factors (10 points)

When the people in leadership and frontline staff roles reflect the communities they serve, their clients receive the most culturally responsive resources and services they need.

1. Recipient has under-represented individuals (LGBTQ, Black, Indigenous, People of Color (BIPOC), Persons with Lived Experience of Homelessness) in managerial and leadership positions.

- Yes
 No

Policies and procedures should include how an organization ensures individuals being served receive the most culturally responsive resources and services they need. In order to reinforce this, the organization's policies and procedures must address and build on cultural equity capacity. Building equity capacity may require a review of your agency's policies and procedures.

2. The recipient has reviewed internal policies and procedures with an equity lens and has a plan for developing and implementing equitable policies that do not impose undue barriers that exacerbate disparities and outcomes.

Yes

No

V. Supportive Services for Participants (5 points)

Please identify whether the project includes the following activities:

1. **Transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs?**

Yes

No

Select **"Yes"** if the project provides regular or as needed transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs. Select **"No"** if transportation is not regularly provided or cannot be provided consistently as requested.

2. **At least annual follow-ups with participants to ensure mainstream benefits are received and renewed?**

Yes

No

Select **"Yes"** if the project regularly follows-up with program participants at least annually to ensure that they have applied for, are receiving their mainstream benefits, and renew benefits when required. Select **"No"** if there is no or irregular follow-up concerning mainstream benefits.

3. **Do program participants have access to SSI/SSDI technical assistance provided by the applicant, a subrecipient, or partner agency?**

- Yes
- No

Select “**Yes**” if program participants have access to SSI/SSDI technical assistance. Assistance can be provided by the applicant, a subrecipient, or a partner agency—through a formal or informal relationship. Select “**No**” if there is no or significantly limited access to SSI/SSDI technical assistance.

VI. Utilization Rates (5 points)

1. Permanent Supportive Housing Projects that serve Households with Children

Unit utilization rates are calculated by taking the number of households served on any given day and dividing them by the number of units available.

From your most recent APR (Q. 2), complete the table below on the point-in-time count of households served on the last Wednesdays in

	*Total # of Units	Total # of Units occupied	Utilization Rate
January			
April			
July			
October			

***The total number of units should equal the number of units submitted in your application.**

2. Permanent Supportive Housing Projects that serve Households without Children

A bed utilization rate is equal to the total number of people served on any given day divided by the total number of beds available on that day.

From your most recent APR (Q. 2), complete the table below on the point-in-time count of households served on the last Wednesdays in

	*Total # of Beds	Total # of Beds occupied	Utilization Rate
January			
April			
July			
October			

***Total number of beds should equal the number of units submitted on your application.**

3. Rapid Rehousing

Rapid Re-Housing (RRH) provides short- or medium-term tenant-based rental assistance in community-based housing paired with necessary supportive services for homeless individuals and families (with or without a disability). RRH assistance usually begins prior to the client entering housing.

Unit utilization rates are calculated by taking the number of households served on any given day and dividing them by the number of units available.

From your most recent APR (Q. 2), complete the table below on the point-in-time count of households served on the last Wednesdays in

	*Total # of Units	Total # of Units occupied	Utilization Rate
January			
April			
July			
October			

***The total number of units should equal the number of units submitted in your application.**

VII. Assessing Vulnerability (5 points)

Serving Vulnerable Populations

1. Indicate the percentage of persons served during a Program Year who are in under-served groups (BIPOC, youth):
 - 25% or more of persons served during the most recent PY are in under-served groups. (See APR Q. 12a and APR Q. 12b)
 - 24% or less of persons served during the most recent PY are in under-served groups. (See APR Q. 12a and APR Q. 12b)

VIII. Participation in Coordinated Entry System (3 points)

CoC funded projects are required to participate in the local Coordinated Entry System (CES). As defined by HUD:

“Coordinated entry is a key step in assessing the needs of homeless individuals and families and prioritizing them for assistance. In addition to engaging people who are seeking

assistance, Coordinated Entry processes should be integrated with communities' outreach work to ensure that people living in unsheltered locations are prioritized for help. Coordinated Entry should achieve several goals:

- make it easier for persons experiencing homelessness or a housing crisis to access the appropriate housing and service interventions;
- prioritize persons with the longest histories of homelessness and the most extensive needs;
- lower barriers to entering programs or receiving assistance; and,
- ensure that persons receive assistance and are housed as quickly as possible.

The definition of Centralized or Coordinated Assessment can be found at 24 CFR 578.3. Provisions at 24 CFR 578.7(a)(8) detail the responsibilities of the CoC with regard to establishing and operating such a system. In addition to the definition, HUD also posted on the HUD Exchange the Coordinated Entry Policy Brief in February 2015 that helps inform local efforts to further develop CoCs' coordinated entry processes.

1. Please indicate the percentage of intakes involved in the CES process by checking the appropriate box noted below:

- 80% or more intakes involved in the CES Process
- 79% or less intakes involved in the CES Process

IX. Leverage with Healthcare and Housing Agencies (2 points)

Does the recipient partner with healthcare and housing agencies to leverage mainstream housing and healthcare resources beyond the 25% match?

- Yes
- No

San Bernardino County Continuum of Care (CoC) Renewal Projects Scoring Guideline for the U.S. Department of Housing and Urban Development (HUD) Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 CoC Competition

Each HUD CoC renewal project requesting renewal funding through the San Bernardino County CoC will be reviewed by the Grant Review Committee (GRC) and the Office of Homeless Services (OHS) to determine project eligibility threshold. Renewal projects that do not pass the project eligibility threshold will be rejected. The HUD Project Renewal Threshold may be found in the HUD NOFO for FY 2023 CoC Competition, Section III. C. 5 and the FY 2023 San Bernardino County CoC Letter of Intent to Renew CoC Project (LOI). Renewal projects that pass the project eligibility threshold requirements will be scored and ranked by the GRC and OHS for participation in the HUD FY 2023 CoC Competition.

Project Eligibility Threshold – The GRC and OHS will review all renewal projects to determine if they meet the eligibility threshold requirements on a pass/fail standard. If the GRC and OHS determine that the applicable standards are not met for a renewal project, the project will be rejected. Renewal project threshold requirements include; a) Practicing Housing First and Low Barriers; b) Hearth Act Compliance; c) The extent to which the proposed project fills a gap in the community’s CoC and addresses an eligible population; and d) Must meet match requirements as noted in 24 CFR 578.73.

Renewal Rating Factors - If a renewal project passes the project eligibility threshold the project will be reviewed and scored by the GRC and OHS based on the following rating:

- I. System Performance Measures (30 points)**
 - Persons Exit Homeless to Permanent Housing Destination and Return to Homelessness
 - Employment and Income Growth for Homeless Persons
 - Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing
- II. Compliance with Grants and Financial Management (30 points)**
 - Timely Submission of Annual Performance Reports
 - Unresolved HUD/Office of Homeless Services monitoring and/or OIG Audit findings
 - Timely submission of drawdowns
 - Recapture of awarded funds within the three (3) most recently expired grant terms
 - Cost Effectiveness
- III. Data Quality-Homeless Management Information System (HMIS) (10 points) – Victim service providers are prohibited from entering client-level data into an HMIS and must instead enter data into a comparable database.**
 - Percentage of error rate for Universal Data Elements and Program Specific Data Elements
- IV. Equity Factors (10 points)**
 - Agency Leadership-Agency has under-represented persons in managerial and leadership positions
 - Internal Policies & Procedures
- V. Supportive Services for Participants (5 points)**
 - Assist clients with transportation to attend appointments, employment training, etc.
 - Follow-up with participant regarding mainstream services and access to SSI/SSDI
- VI. Utilization Rates (5 points)**
 - Permanent Supportive Housing
 - Rapid Re-Housing
- VII. Assessing Vulnerability (5 points)**
 - Serving Under-Served groups
- VIII. Participation in Coordinated Entry System (3 points)**
 - CES Intakes
- IX. Leverage (2 points)**
 - Partner with healthcare and housing agencies beyond the 25% match

**San Bernardino County CoC 2023 - CoC Bonus and New Reallocation
Project Scoring Guideline**

Continuum of Care (CoC) FY 2023 new projects will be reviewed by the San Bernardino County Interagency Council on Homelessness (ICH) Grant Review Committee (GRC). All projects will be reviewed and scored by the GRC for recommendation to the United States Department of Housing and Urban Development (HUD) based on the following:

A. Experience and Capacity (30 points Max.)

- Applicants that demonstrate a partnership between housing, healthcare, and supportive services providers to expand housing options, such as permanent supportive housing, housing subsidies, and rapid re-housing.
- The extent to which the proposed project fills a gap in the community's CoC and addresses an eligible population.
- The applicant's ability to provide documentation for the required match.
- The applicant's ability to propose an eligible project type.
- The applicant's ability to provide solid fiscal accountability to the project and the proposed budget is less than or equal to the amount of available funding, if noted.
- The extent to which the proposed project meets HUD's threshold.
- The applicant's experience and capacity in providing similar services, the length and type of experience it has working with the homeless, the quality of programs/services it provides, and the experience level of key staff.

B. Housing First Emphasis (25 points Max.)

- The extent to which applicant is a Housing First organization.
- Housing First practices include rapid placement and stabilization in permanent housing and does not have service participation requirements.

C. Sub-population Focus (25 points Max.)

- Permanent Housing-Permanent Supportive Housing (PH-PSH) – Persons eligible to be served by DedicatedPLUS projects in Section I.B.2.b.(7) of the U.S. Department of Housing and Urban Development Notice of Funding Opportunity for Fiscal Year (FY) 2023 CoC Competition or persons experiencing chronic homelessness at the time they initially enroll in the project.
- Permanent Housing – Rapid Re-Housing (PH-RRH) – Persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3
- Joint Transitional Housing and Permanent Housing – Persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3
- SSO-CE - Persons who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3

D. Cost Effectiveness (10 points Max.)

- Total project cost/number of persons served within a program year.

E. Equity Factors (10 points Max.)

- Agency Leadership-Agency has under-represented persons in managerial and leadership positions
- Internal Policies & Procedures

San Bernardino County CoC 2023-CoC DV Bonus Project Scoring Guideline

Continuum of Care (CoC) FY 2023 new projects will be reviewed by the San Bernardino County Interagency Council on Homelessness (ICH) Grant Review Committee (GRC). All projects will be reviewed and scored by the GRC for recommendation to the United States Department of Housing and Urban Development (HUD) based on the following:

A. Experience and Capacity (30 points Max.)

- Applicants that demonstrate a partnership between housing, healthcare, and supportive service providers to expand housing options, such as permanent supportive housing, housing subsidies, and rapid re-housing.
- The extent to which the proposed project fills a gap in the community's CoC and addresses an eligible population.
- The applicant's ability to provide documentation for the required match.
- The applicant's ability to propose an eligible project type.
- The applicant's ability to provide solid fiscal accountability to the project and the proposed budget is less than or equal to the amount of available funding, if noted.
- The extent to which the proposed project meets HUD's threshold.
- The applicant's experience and capacity in providing similar services, the length and type of experience it has working with the homeless, the quality of programs/services it provides, and the experience level of key staff.

B. Housing First Emphasis (25 points Max.)

- The extent to which the applicant is a Housing First organization.
- Housing First practices include rapid placement and stabilization in permanent housing and does not have service participation requirements.

C. Sub-population Focus (25 points Max.)

- Transitional Housing (TH)/Permanent Housing-Rapid Re-housing (PH-RRH) and Joint TH and PH-RRH applicant's ability to design a project that is dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking as defined in paragraph (4) at 24 CFR 578.3. These projects must demonstrate trauma-informed, victim-centered approaches, and safety planning.
- Supportive Services Only Projects for Coordinated Entry (SSO-CE) ability to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking (e.g., to implement policies and procedures that are trauma-informed, client-centered or to better coordinate referrals between the CoC's coordinated entry and the victim service providers coordinated entry system where they are different).

D. Cost Effectiveness (10 points Max.)

- Total project cost/number of persons served within a program year.

E. Equity Factors (10 points Max.)

- Agency Leadership-Agency has under-represented persons in managerial and leadership positions.
- Internal Policies & Procedures

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

The San Bernardino County Office of Homeless Services (OHS), acting on behalf of the San Bernardino County Homeless Partnership and the Interagency Council on Homelessness (ICH), is requesting applications from nonprofit and local government organizations aiding homeless populations within San Bernardino County. The County of San Bernardino is a Housing First Continuum of Care (CoC) and is accepting new housing project applications that meet the requirements of the Domestic Violence (DV) Bonus Projects and CoC Bonus Projects as identified in the United States Department of Housing and Urban Development (HUD) Notice of Funding Opportunity (NOFO) Fiscal Year (FY) 2023 CoC Competition. The HUD NOFO FY 2023 CoC Competition may be accessed at the following link: <https://www.grants.gov/web/grants/view-opportunity.html?oppld=349091>. Successful applicant(s) will submit an application in HUD's electronic CoC Program Application and Grants Management System (known as "e-snaps") that will be submitted with the CoC Consolidated Application to HUD.

Coordination with Housing and Healthcare. The Consolidated Appropriations Act, 2023 directs HUD to provide incentives to create projects that coordinate with housing providers and healthcare organizations to provide permanent supportive housing and rapid rehousing services. In the FY 2023 CoC Program Competition, CoCs may receive up to 14 points on the CoC Application if the FY 2023 CoC Priority Listing includes new project applications created through reallocation or the CoC Bonus that utilizes housing vouchers and healthcare provided through an array of healthcare services providers. See section V.B.6.a and b of the NOFO for additional details.

The CoC requires agencies to submit applications that demonstrate a partnership between housing, healthcare, and supportive services providers to expand housing options, such as permanent supportive housing, housing subsidies, and rapid rehousing.

Leveraging Healthcare Resources - A written Commitment from a healthcare organization with the value of the commitment and the date(s) healthcare resources must be included with the application.

Leveraging Housing Resources - Agencies must attach letters of commitment, contracts, or other formal written documents that demonstrate the number of subsidies or units being provided to support the project.

IMPORTANT - Applicants interested in applying in response to the San Bernardino CoC FY 2023 CoC DV Bonus and CoC Bonus RFA must prepare the application when it is available in e-snaps. On Wednesday, July 5, 2023, HUD announced that the Project Applications should be available in e-snaps within the month. E-snaps is the electronic CoC Program Application and Grants Management System that HUD's Office of Special Needs Assistance Programs (SNAPS) uses to support the CoC Program funding application and grant awards process for the CoC Program. Applicants must prepare the project application in e-snaps, create a PDF version of the e-snaps application and submit the PDF version of the application and attachments to homelessrfp@hss.sbcounty.gov.

NEW TO E-SNAPS? Detailed instructions on how to create an account in e-snaps and access a Project Application in e-snaps can be found at the following link: <https://www.hudexchange.info/programs/e-snaps/> The CoC strongly encourages agencies that do not have an account in e-snaps to create an account in e-snaps even if the CoC Project Application has not yet been made available in e-snaps

The local deadline for electronic submission of the e-snaps PDF Application and attachments is no later than **2:00 p.m. (PDT) on Friday, August 11, 2023**. Applicants must prepare their application in e-snaps, create a PDF version of the e-snaps application and submit the PDF version of the application and attachments to homelessrfp@hss.sbcounty.gov by **2:00 p.m. (PDT) on Friday, August 11, 2023**.

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

- I. **New Projects for CoC Bonus. – An agency may apply for funding up to \$1,148,351 for new CoC Bonus projects.** Projects created through the CoC Bonus must meet the project eligibility and project quality threshold requirements established by HUD in Sections III.C.5.b and c of the NOFO. The CoC strongly encourages agencies to submit applications that will provide Permanent Housing, as stated in Section I.B.3.d of the NOFO, that coordinates with housing providers and healthcare organizations to provide permanent supportive housing and rapid rehousing services. New CoC Bonus projects are subject to the limitation on new projects in Section III.B.4.b.3 of the NOFO. The following project components are eligible for New CoC Bonus Projects:
- Permanent housing-permanent supportive housing (PH-PSH) projects:
 - Permanent housing-rapid rehousing (PH-RRH) projects:
 - Joint Transitional Housing (TH) and Permanent Housing-Rapid/Re-housing (PH-RRH) component projects:
 - Dedicated Homeless Management Information System (HMIS) project for the costs at 24 CFR 578.37(a)(4) that can only be carried out by the HMIS Lead: or
 - Supportive services only coordinated entry (SSO-CE) project to develop or operate a centralized or coordinated assessment system.
- II. **New Projects for DV Bonus – An agency may apply for funding up to \$1,640,501 for new DV Bonus projects.** Projects created through the DV Bonus must meet the project eligibility and project quality threshold requirements established by HUD in Sections III.C.5.b and c of the NOFO. The CoC strongly encourages agencies to submit applications that will provide Permanent Housing, as stated in Section I.B.3.d of the NOFO, that coordinates with housing providers and healthcare organizations to provide permanent supportive housing and rapid rehousing services. New Projects that want to be considered for the DV Bonus Project, are projects that are dedicated to survivors of domestic violence, dating violence, sexual assault, or stalking who qualify under paragraph (4) of the definition of homeless at 24 CFR 578.3 and subsequent HUD amendments as noted in Section I.A.3.f of the NOFO.

As described in Section I.B.2.b.13 in the NOFO, survivors of human trafficking may qualify as homeless under paragraph (4) of the homeless definition at 24 CFR 578.3 or section 103(b) of the McKinney-Vento Homeless Assistance Act and subsequent HUD amendments as noted in Section I.A.3.f of the NOFO because they are often also victims of domestic violence, dating violence, sexual assault, or stalking; however, **a DV Bonus project may not exclusively serve people fleeing or attempting to flee human trafficking.**

New DV Bonus projects are subject to the limitation on new projects in Section III.B.4.b.4 of NOFO. The following project components are eligible for New DV Bonus projects:

- Permanent Housing-Rapid re-housing projects dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless (24 CFR 578.3 and subsequent HUD amendments as noted in Section I.A.3.f of the NOFO),
- Joint TH and PH-RRH component projects defined in Section III.B.2.r of the NOFO dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking who are defined as homeless (24 CFR 578.3 and subsequent HUD amendments as noted in Section I.A.3.f of the NOFO) or
- Supportive services only coordinated entry project to implement policies, procedures, and practices that equip the CoC's coordinated entry to better meet the needs of survivors of domestic violence, dating violence, sexual assault, or stalking.

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

III. New Expansion Projects – HUD will allow project applicants to apply for a new expansion project (see Section III.B.4.b.7 of the NOFO) through reallocation (if applicable), CoC Bonus, and DV Bonus processes to expand existing projects that will increase the number of units, persons served, services provided to existing program participants, or to add additional activities to HMIS and SSO-Coordinated Entry projects. If the new expansion project will expand an existing eligible CoC Program renewal project HUD will not fund capital costs (i.e., new constructions, rehabilitation, or acquisition) and will only allow 1-year funding requests.

An agency may apply for funding up to **\$1,148,351** if the New Expansion Project is created through the CoC Bonus. See Section I of this RFA for a list of eligible program components.

An agency may apply for funding up to **\$1,640,501** if the New Expansion Project is created through the DV Bonus Project. See Section II of this RFA for a list of eligible program components.

Project applicants intending to submit new project applications for the purposes of expanding an eligible renewal in the CoC Program must:

- Enter the grant number of the eligible renewal project, proposed for expansion, in the new project application,
- Indicate how the new project application will expand units, beds, services, persons served, or services provided to existing program participants, or in the case of HMIS or SSO-Coordinated Entry projects, how the current activities will be expanded for the CoC's geographic area, and
- Ensure the funding request for the expansion grant is within the funding parameters allowed under reallocation (if applicable), CoC Bonus, or DV Bonus available amounts.

Project applicants may expand an existing renewal project that is not currently dedicated to serving survivors of domestic violence, dating violence, sexual assault, or stalking that meet the definition of homeless (24 CFR 578.3 and subsequent HUD amendments as noted in Section I.A.3.f of the NOFO) to dedicate additional beds, units, persons served, or services provided to existing program participants to this population.

The new expansion project application must meet the project eligibility and project quality thresholds in Section III.C.5.b. and c of the NOFO. If the new expansion project exceeds the amount of funding available under the reallocation (if applicable) or Bonus processes, HUD will reduce the funding request to the available amount, which could affect the activities of the new expansion project. If both the new expansion project and the CoC Program renewal project it expands are conditionally selected for funding, one grant agreement incorporating both approved project applications will be executed. If the renewal project application is not conditionally selected for funding, the expansion project application will not be selected.

To apply for an expansion grant, project applicants must submit separate renewal and new project applications, and both must be ranked by the CoC with unique rank numbers.

IV. Matching Funds

A competitive application should include at least 25% match funds from sources outside of this grant's funding request. The recipient or subrecipient must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources. 24 CFR 578.73

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

V. Application Requirements

e-snaps is the electronic CoC Program Application and Grants Management System that HUD’s Office of Special Needs Assistance Programs (SNAPS) uses to support the CoC Program funding application and grant awards process for the CoC Program. All applications created in response to this RFA must be completed **but not submitted** in e-snaps (do NOT select the “Submit” button”). Instead, the application must be exported from e-snaps as a PDF copy. A separate application for the CoC Bonus, New Expansion and Reallocation Project is required. An agency may not apply for the DV Bonus, CoC Bonus, New Expansion and Reallocation Project on the same application document.

VI. Application Submission

Submit the PDF copy of the completed Project Application created via e-snaps and attachments to the Office of Homeless Services @ homelessrfp@hss.sbcounty.gov.

Applications submitted on or before the submission due date noted in Section IX in this document will be reviewed by the San Bernardino County Grant Review Committee (GRC). The GRC will make final recommendations to the ICH Board for submission to HUD.

VII. DV and CoC Bonus Scoring Guidelines

The San Bernardino County CoC 2023 - DV Bonus and CoC Bonus Projects Scoring Guideline can be accessed on the San Bernardino County Partnership website at the following link: [\(enter link to SBCHP 2023 CoC Competition website if approved by the GRC\)](#)

VIII. Application Deadline

A separate Project Application, PDF version created in e-snaps, for each project must be submitted to the Homelessrfp@hss.sbcounty.gov no later than **August 11, 2023, 2:00 p.m. (PDT)** to be considered for an award by the GRC.

IX. 2023 RFA Submission Timeline:

Submission Timeline:

San Bernardino County CoC 2023 DV and CoC Bonus Program Announcement and RFA is released	*Date: Tuesday, July 25, 2023
San Bernardino County CoC 2023 DV and CoC Bonus Project Workshop (Attendance is optional. Please RSVP by emailing homelessrfp@hss.sbcounty.gov . Type “DV and CoC Bonus Project Workshop RSVP” in the subject line and include your name, phone number, and email address in the body of the email.)	*Date: Thursday, August 3, 2023 Time: 9:00 a.m.
Deadline for submission of questions PLEASE NOTE – ALL QUESTIONS MUST BE SUBMITTED VIA THE HOMELESSRFP@HSS.SBCOUNTY.GOV. OHS STAFF WILL NOT ANSWER INDIVIDUAL QUESTIONS	*Date: Wednesday, August 4, 2023 Time: 2:00 p.m. Submit Questions to: homelessrfp@hss.sbcounty.gov

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

PLEASE NOTE - Questions and Answers will be posted as an Addendum on the San Bernardino County Homeless Partnership at the following link: https://sbchp.sbcounty.gov/	*Date: Tuesday, August 8, 2023 Time: 2:00 p.m.
Deadline for Electronic Submission for local Application Materials	*Date: Friday, August 11, 2023 Time: 2:00 p.m. (PDT) Submission: homelessrfp@hss.sbcounty.gov

*All dates are subject to change as deemed necessary by OHS.

X. Appeal Process

In the event an appeal arises concerning the application prior to the recommendation to the ICH, the applicant raising the appeal shall submit a request for resolution in writing to the Office of Homeless Services (OHS). Applicant may appeal the recommendation being made to the ICH to the Grant Review Committee (GRC) or an Ad Hoc Committee, provided the Appeal is submitted:

1. In writing.
2. By email to the HomelessRFP@hss.sbcounty.gov on or before **3:00 p.m. on August 16, 2023**

An Appeal can only be brought on the following grounds:

1. Failure of the County to follow the selection procedures and adhere to requirements specified in the RFA or any addenda or amendments.
2. Violation of conflict of interest as provided by California Government Code Section 87100 et seq.
3. Violation of State or Federal law.

Appeals will not be accepted for any other reasons than those stated above. All Appeals must be sent to:

OHS by email to HomelessRFP@hss.sbcounty.gov on or before **3:00 p.m. on August 16, 2023**

Upon receipt of the formal Appeal, the Grant Review Committee or Ad Hoc Committee will attempt to resolve the Appeal. An Appeal shall be disallowed when, in the judgment of the Grant Review Committee or Ad Hoc Committee, it has been submitted: (1) as a delay tactic; (2) for the purpose of posturing the Applicant advantageously for future procurement; (3) in a form that deviates from the one prescribed; (4) without adequate factual basis or merit; or (5) in an untimely manner.

The Grant Review Committee or Ad Hoc Committee shall make a decision concerning the appeal and notify the applicant submitting the Appeal within a reasonable timeframe prior to the tentatively scheduled date for the recommendation to the ICH on August 23, 2023. The decision of the Grant Review Committee or Ad Hoc Committee shall be deemed final.

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

Alternatively, an appeal panel consisting of the GRC committee or an Ad Hoc Committee shall hear the Appeal. The appeal hearing will be held on August 18, 2023. In the event that an appealing applicant does not appear at the Appeal hearing as scheduled, the Appeal will be disallowed.

The hearing is informal, in that it is not subject to the strict rules of evidence or procedure, and live witnesses, if any, will not be sworn. All relevant evidence is admissible, including hearsay. It will be up to the Appeal Panel members to consider the credibility of the evidence and the weight to give it.

The Panel will determine by at least five (5) affirmative votes: 1) whether the Appeal was submitted timely; 2) whether the Appeal is based on at least one of the three designated grounds identified above; and 3) whether the grounds on which the Appeal are based have been substantiated.

If any of the grounds are determined to be valid, the Panel will also decide if the valid portion of the Appeal has so tainted the RFA process that it is unfair to the applicant or whether the valid grounds for the Appeal are in the nature of harmless error and that the RFA process was fair to the Applicant. The Panel will not re-evaluate the Applications.

The Grant Review Committee or Ad Hoc Committee shall notify the Applicant making the Appeal of the decision within a reasonable timeframe prior to the recommendation to the ICH on August 23, 2023. The decision of the Appeal Panel shall be deemed final.

An Applicant appealing the results of any of the processes described herein must follow the procedures set forth. By submitting a “Letter of Intent to Appeal”, the Proposer has agreed that the appeal procedures herein shall precede any action in a judicial or quasi-judicial tribunal regarding this application. Applicants that do not follow these procedures shall not be considered. The appeal procedures constitute the sole administrative remedy available to the Applicant under this RFA. Upon exhaustion of this remedy no additional recourse is available.

XI. HUD Appeals Process

See Section VII. Appeals of the HUD FY 2023 CoC NOFO. The HUD FY 2023 CoC NOFO can be accessed at the following link: <https://www.grants.gov/web/grants/view-opportunity.html?oppId=349091>

XII. Modifications:

The County reserves the right to issue addenda if the County considers that additional clarifications are needed.

XIII. Projects Recommended for Funding:

Agencies recommended for funding by ICH will be required to attend a mandatory final review meeting with OHS. The authorized representative must have a strong knowledge of the application and the authority to revise the approved project to strengthen the CoC’s overall score. During this process OHS and the agency representative(s) will work together to finalize and enter project information into e-snaps for inclusion in the Partnerships final

Continuum of Care (CoC) FY 2023 – Domestic Violence (DV) Bonus and CoC Bonus Projects Request for Applications (RFA)

application to HUD. OHS will notify the authorized representative identified by the agency of all subsequent submission requirements and meeting dates and locations.

2023 Letter of Intent to Renew Coc Renewal Projects Scoring Rubric

Item in Guideline / LOI	Description	Max Pts	Scale (% rounded to nearest whole)	(Data source or Verification)	
Section I:	System Performance Measures	30			
1	Measure #2-Percentage of Persons Exit Homeless to Permanent Housing Destination & Return to Homelessness within 2 years. Lower % represents a positive outcome	10	0-25% = 10 pt 26 -50% = 8 pts 51-75% = 6 pts 76-100% = 0 pts	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
2	Measure #4-Percentage of Income Growth for Homeless Persons - Leavers & Stayers- Higher % represents a positive outcome	10	Sum 2a + 2b below	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
2a	Metric 4.3 10 pts. Maximum- % Program Stayers with increased income	5	30-100% = 5 pts 20-29% = 4 pts 15-19% = 3 pts 9-14% = 2 pts 5-8% = 1 pts 0-4% = 0 pts	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
2b	Metric 4.6 10 pts. Maximum- % Program Leavers with Increased Income	5	30-100% = 5 pts 20-29% = 4 pts 15-19% = 3 pts 9-14% = 2 pts 5-8% = 1 pts 0-4% = 0 pts	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
3	Measure 7- % of Successful Placement from Street Outreach and Successful placement in or retention of PH-Higher % represents a positive outcome	10	Points from 3a OR 3b below	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
3a	RRH Projects - Metric 7b.1 – PH-RRH exits to permanent housing destinations	10	80-100% = 10 pts 50-79% = 5 pts 0-49% = 0 pts	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
3b	PSH Projects - Metric 7b.2 – PH-PSH exits to permanent housing destinations or retention of permanent housing	10	80-100% = 10 pts 50-79% = 5 pts 0-49% = 0 pts	Project Level System Performance Measure Report 10/1/2021-9/30/2022	
	Total Points - Section I	30			

2023 Letter of Intent to Renew Coc Renewal Projects Scoring Rubric

Item in Guideline / LOI	Description	Max Pts	Scale (% rounded to nearest whole)	(Data source or Verification)	
Section II:	Recipient Compliance with Grants and Financial Management:	30			
1	Has the recipient successfully submitted the APR on time for the most recently expired grant term related to this renewal project request?	10	Submitted timely = 10 pts Submitted late = 5 pts Not submitted = 0 pts	(HUD Sage System)	
2	Does the recipient have any unresolved HUD/OHS Monitoring and/or OIG Audit findings concerning any previous grant term related to this renewal project request?	5	No findings = 5 pts Unresolved/OIG findings= 0 pts	(HUD/OHS) Monitoring Letters	
3	Has the recipient maintained timely and consistent monthly submission of claims for the most recent grant terms related to this renewal project request?	5	Submitted Monthly Claims = 5 pts Submitted Periodoc claims = 3 pts Submitted No Claims = 0 Pts	(E-Loccs report)	
4	Have any funds been recaptured by HUD for any of the three (3) most recently expired grant terms related to this renewal project request?	5	0-10% recaptured = 5 pts 10%+ recaptured = 0 pts	E-Loccs Report and Agency verification	
5	Cost Effectiveness-Cost per permanent housing exit can be determined by dividing total project costs by the number of permanent housing exits. PSH projects may also include the number of clients that have maintained PSH for 6 months or more.	5	Points from 5a OR 5b below		
5a	Cost Effectiveness-RRH - cost per exit to Permanent Housing	5	Costs are within local median cost per positive housing exit for RRH = 5 pts Costs are above local median cost per positive housing exit for RRH = 0 pts	APR submitted for PY ending in 2022-Median Cost for RRH Projects - \$6,738	
5b	Cost Effectiveness-PSH-Cost per exit and 6 months of project retention.	5	Costs are within local median cost per positive housing exit and 6 months retention (Stayers) for PSH = 5 pts Costs are above local median cost per positive housing exit and 6 months retention (Stayers) for PSH = 0 pts	APR submitted for PY ending in 2022-Median Cost for PSH Projects - \$11,016	
	Total Points - Section II	30			

2023 Letter of Intent to Renew Coc Renewal Projects Scoring Rubric

Item in Guideline / LOI	Description	Max Pts	Scale (% rounded to nearest whole)	(Data source or Verification)	
Section III:	Data Quality - Homeless Management Information System (HMIS)	10			
1	Data		Sum 1a + 1b below	Data Quality Report (DQR)	
1a	Universal Data Element - the lower the percentage the higher the score awarded	5	0-1% = 5 pts 2% = 4 pts 3% = 3 pts 4% = 2 pts 5% = 1 pt 6%+ = 0 pts	DQR	
1b	Program Specific Data Element - the lower the percentage the higher the score awarded	5	0-1% = 5 pts 2% = 4 pts 3% = 3 pts 4% = 2 pts 5% = 1 pt 6%+ = 0 pts	DQR	
	Total Points - Section III	10			
Item in Guideline/LOI	Description	Max Pts	Scale	(Verification)	
Section IV:	Equity Factors-Agency Leadership and Policies	10			
1	The recipient has under-represented individuals (LGBTQ, Black, Indigenous, People of Color (BIPOC), Person with Lived Experience of Homelessness) in managerial and leadership positions.	5	Yes = 5 pts No = 0 pts	LOI	
2	The recipient has reviewed internal policies and procedures with an equity lens and has a plan for developing and implementing equitable policies that do not impose undue barriers that exacerbate disparities and outcomes.	5	Yes = 5 pts No = 0 pts	LOI	
	Total Points - Section IV	10			
Item in Guideline/LOI	Description	Max Pts	Scale	(Data source or Verification)	
Section V:	Supportive Services for Participants	5			
1	Transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs?	3	Yes = 3 pts No = 0 pts	LOI	
2	At least annual follow-ups with participants to ensure mainstream benefits are received and renewed?	1	Annual Follow-up = 1 pts No Follow-up or less than annual = 0 pts	LOI	
3	Do program participants have access to SSI/SSDI technical assistance provided by the applicant, a subrecipient, or partner agency?	1	Access to SSI / SSDI assistance = 1 pts No assistance provided = 0 pts	LOI	
	Total Points - Section V	5			

2023 Letter of Intent to Renew Coc Renewal Projects Scoring Rubric

Item in Guideline / LOI	Description	Max Pts	Scale (% rounded to nearest whole)	(Data source or Verification)	
Section VI:	Utilization Rates	5	1, 2, or 3 below		
1	Unit Utilization Percent for Permanent Housing Projects that serve Households with Children (0%-50%-0 pts., 51%-64%-2 pts., 65%-84%-3 pts., 85%+-5 pts.)	5	85% + = 5 pts 65%-84% = 3 pts 51%-64% = 2 pts 0%-50% = 0 pts	APRs	
2	Bed Utilization Percent for Permanent Housing Projects that serve Households without Children(0%-50%-0 pts., 51%-64%-2 pts., 65%-84%-3 pts., 85%+-5 pts.)	5	85% + = 5 pts 65%-84% = 3 pts 51%-64% = 2 pts 0%-50% = 0 pts	APRs	
3	Unit Utilization Percent for all Rapid Rehousing - (0%-50%-0 pts., 51%-64%-2 pts., 65%-84%-3 pts., 85%+-5 pts.)	5	85% + = 5 pts 65%-84% = 3 pts 51%-64% = 2 pts 0%-50% = 0 pts	APRs	
	Total Points - Section VI	5			
Item in Guideline/LOI	Description	Max Pts	Scale	(Verification)	
Section VII:	Assessing Vulnerability	5			
1	Percentage of persons served during the most recent PY that are in under-served groups (BIPOC, youth, DV, Chronic, and Veterans)	5	25% + = 5 pts 15%-24% = 3 pts 10%-14% = 2 pts 0%- 9% = 0 pts	APR	
	Total Points - Section VII	5			
Item in Guideline/LOI	Description	Max Pts	Scale		
Section VIII:	Participation in Coordinated Entry System	3			
1	% of intakes involved in the CES process.	3	80% + = 3 pts 0%-79% = 0 pts	LOI and Agency Verification	
	Total Points - Section VIII	3			
Item in Guideline/LOI	Description	Max Pts			
Section IX:	Leverage	2			
1	Does the recipient partner with healthcare and housing agencies to leverage mainstream housing and healthcare resources beyond the 25% match?	2	Yes = 2 pts No = 0 pts	LOI	
	Total Points - Section IX	2			
	Total Final Points for Project Overall	100			