Before Starting the CoC Application

The CoC Consolidated Application consists of three parts, the CoC Application, the CoC Priority Listing, and all the CoC's project applications that were either approved and ranked, or rejected. All three must be submitted for the CoC Consolidated Application to be considered complete.

The Collaborative Applicant is responsible for reviewing the following:

1. The FY 2019 CoC Program Competition Notice of Funding Available (NOFA) for specific application and program requirements.
2. The FY 2019 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.
6. Questions marked with an asterisk (*), which are mandatory and require a response.

1A. Continuum of Care (CoC) Identification

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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1A-1. CoC Name and Number: MN-502 - Rochester/Southeast Minnesota CoC

1A-2. Collaborative Applicant Name: Three Rivers Community Action, Inc.

1A-3. CoC Designation: CA

1A-4. HMIS Lead: Institute for Community Alliances

1B. Continuum of Care (CoC) Engagement

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1B-1. CoC Meeting Participants.

For the period of May 1, 2018 to April 30, 2019, applicants must indicate whether the Organization/Person listed:
1. participated in CoC meetings;
2. voted, including selecting CoC Board members; and
3. participated in the CoC's coordinated entry system.

Organization/Person	Participates in CoC Meetings	Votes, including selecting CoC Board Members	Participates in Coordinated Entry System
Local Government Staff/Officials	Yes	Yes	Yes
CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
Law Enforcement	Yes	Yes	Yes
Local Jail(s)	No	No	No
Hospital(s)	No	No	No
EMS/Crisis Response Team(s)	No	No	Yes
Mental Health Service Organizations	Yes	Yes	Yes
Substance Abuse Service Organizations	Yes	Yes	Yes
Affordable Housing Developer(s)	Yes	Yes	Yes
Disability Service Organizations	Yes	No	No
Disability Advocates	Yes	Yes	Yes
Public Housing Authorities	Yes	Yes	Yes
CoC Funded Youth Homeless Organizations	Not Applicable	No	No
Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes

Youth Advocates	Yes	Yes	Yes
School Administrators/Homeless Liaisons	Yes	Yes	Yes
CoC Funded Victim Service Providers	Not Applicable	No	No
Non-CoC Funded Victim Service Providers	Yes	Yes	Yes
Domestic Violence Advocates	Yes	Yes	Yes
Street Outreach Team(s)	Yes	Yes	Yes
Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates	Yes	No	No
LGBT Service Organizations	Yes	Yes	Yes
Agencies that serve survivors of human trafficking	Yes	Yes	Yes
Other homeless subpopulation advocates	Yes	Yes	Yes
Homeless or Formerly Homeless Persons	Yes	Yes	No
Mental Illness Advocates	Yes	Yes	Yes
Substance Abuse Advocates	Yes	Yes	Yes
Other:(limit 50 characters)			
Community Action Agencies, incl. Head Start	Yes	Yes	Yes
Legal services/advocacy agencies	Yes	Yes	Yes
Senior/older adult advocates	Yes	Yes	Yes

1B-1a. CoC's Strategy to Solicit/Consider Opinions on Preventing/Ending Homelessness.

Applicants must describe how the CoC:
1. solicits and considers opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2. communicates information during public meetings or other forums the CoC uses to solicit public information;
3. takes into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness; and
4. ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats, e.g., PDF. (limit 2,000 characters)

1) The CoC intentionally seeks knowledge and opinions on homelessness from a broad range of persons in regular CoC activities and in formal needs assessment and prioritization processes. Over 50 organizations and individuals participate in CoC committees. All CoC meetings are open to the public and anyone can join the email listserv. The CoC directly solicits input via survey from service providers, planning jurisdictions, community members, and homeless/formerly homeless persons during its annual needs assessment, and year-round via county-level Homeless Response Teams. The CoC conducts public meetings advertised via website, listserv, and other public meetings to discuss survey results and other data, and set priorities for CoC action. The last needs assessment survey was in fall 2018, with prioritization activities in November-January. The resulting CoC priorities and plan are posted on the CoC webpage.
2) A meeting schedule is publicly posted on the CoC webpage. All meetings are

announced via CoC listserv, with a reminder that meetings are open and that stipends are available for homeless/formerly homeless participants. The listserv includes persons from agency types listed in question 1B-1 above and anyone who signs up for the listserv.
3) Discussion at CoC meetings regularly informs CoC process, policy, and funding priorities. Committees generate policies that are circulated via listserv before a full CoC vote. Voting is open to all participants except in funding decisions and approval of the CoC Collaborative Application, where >50% attendance is required. Participation is especially encouraged during priority-setting for funding and the CoC's annual work plan.
4) All CoC meetings are held in physically accessible spaces. Meeting materials are distributed in accessible PDF format and information about requesting ADA accommodations for participation in CoC activities is included on all meeting agendas.

1B-2. Open Invitation for New Members.

Applicants must describe:
1. the invitation process;
2. how the CoC communicates the invitation process to solicit new members;
3. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats;
4. how often the CoC solicits new members; and
5. any special outreach the CoC conducted to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join the CoC.
(limit 2,000 characters)

1) New members are invited to CoC participation by attending a plenary (full CoC) meeting and signing a member agreement. No application is required. Members may be agency reps or community members, including homeless/formerly homeless. Invitation to participate in CoC working committees is an annual request for volunteers made at CoC meetings, with committee volunteers approved by CoC membership.
2) The CoC invites new membership via written postings on CoC website and at CoC member organizations and via listserv each month as part of public meeting announcements. (Invitation to CoC working committees occurs each October.) CoC members present on CoC involvement, activities, and funding to other groups at least quarterly. Outreach in the past year includes meetings with Dodge/Fillmore/Olmsted Corrections, Region Human Services Directors, McKinney Vento school liaisons group, and county-level homeless response teams. CoC members are also regularly encouraged via listserv and meeting announcement to invite other potential members.
3) All CoC activities are held in physically accessible spaces. Meeting materials and invitations are distributed in accessible PDF format and include information about requesting ADA accommodations for participation in CoC activities.
4) The CoC formally invites new committee membership each October, but each full CoC meeting announcement includes invitation for general membership to any person, especially persons with lived experience.
5) CoC members are regularly encouraged via listserv and meeting announcement to invite homeless/formerly homeless persons to participate in CoC activities. Persons with experienced homelessness are offered stipends,

transportation, etc. to address barriers to participation. The CoC also coordinates with the statewide Coalition for the Homeless to engage with and support persons with lived homeless experience to participate in statewide coalition training and advocacy opportunities.

1B-3. Public Notification for Proposals from Organizations Not Previously Funded.

Applicants must describe:
1. how the CoC notifies the public that it is accepting project application proposals, and that it is open to and will consider applications from organizations that have not previously received CoC Program funding, as well as the method in which proposals should be submitted;
2. the process the CoC uses to determine whether the project application will be included in the FY 2019 CoC Program Competition process;
3. the date(s) the CoC publicly announced it was open to proposal;
4. how the CoC ensures effective communication with individuals with disabilities, including the availability of accessible electronic formats; and
5. if the CoC does not accept proposals from organizations that have not previously received CoC Program funding or did not announce it was open to proposals from non-CoC Program funded organizations, the applicant must state this fact in the response and provide the reason the CoC does not accept proposals from organizations that have not previously received CoC Program funding.
(limit 2,000 characters)

1) The CoC published its 2019 priorities for new projects on 2/8/19 on the CoC webpage and distributed it via the CoC listserv. The CoC encouraged proposals from agencies that have not received CoC Program funding by announcement at public meetings between March and June 2019. The 2019 Call for Projects was also sent directly to membership groups that may have interest, including the MN Coalition for Battered Women, MN Social Services Association, and League of MN Cities. The Call for Projects clearly identified opportunities for new projects, CoC priorities for new projects, and estimated funding available. It also described the Local Competition process (including method of application) and invited participation in webinars for new project applicants, 1:1 TA with CoC staff, and computer lab times to assist with preparing applications.
2) The CoC process for soliciting, reviewing, and selecting projects for the Local Competition is posted on the CoC webpages, including the Call for Projects, Local Competition Guide, rating criteria, application materials, and links to helpful HUD and local resources. The CoC requires notification of intent to apply to ensure new projects propose eligible applicants, activities, and target populations. Projects that met those criteria and are invited to submit a full application in e-snaps, with supplemental threshold and Local Competition materials by 8/8/2019.
3) The CoC issued its formal 2019 Call for Projects on 7/12/2019, with full details on eligible project types and bonus funding from the FY2019 HUD NOFA.
4) All CoC materials are distributed and posted in accessible PDF format and information about requesting ADA accommodations for participation in CoC activities is included on all meeting agendas. Slides and notes from project applicant webinars are posted on the CoC webpage within 48 hours.
5) NA

1C. Continuum of Care (CoC) Coordination

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1C-1. CoCs Coordination, Planning, and Operation of Projects.

Applicants must select the appropriate response for each federal, state, local, private, other organizations, or program source the CoC included in the planning and operation of projects that serve individuals experiencing homelessness, families experiencing homelessness, unaccompanied youth experiencing homelessness, persons who are fleeing domestic violence, or persons at risk of homelessness.

Entities or Organizations the CoC coordinates planning and operation of projects	Coordinates with Planning and Operation of Projects
Housing Opportunities for Persons with AIDS (HOPWA)	Not Applicable
Temporary Assistance for Needy Families (TANF)	Yes
Runaway and Homeless Youth (RHY)	Yes
Head Start Program	Yes
Funding Collaboratives	No
Private Foundations	No
Housing and services programs funded through U.S. Department of Justice (DOJ) Funded Housing and Service Programs	Yes
Housing and services programs funded through U.S. Health and Human Services (HHS) Funded Housing and Service Programs	Yes
Housing and service programs funded through other Federal resources	Yes
Housing and services programs funded through State Government	Yes
Housing and services programs funded through Local Government	Yes
Housing and service programs funded through private entities, including foundations	Yes
Other:(limit 50 characters)	

1C-2. CoC Consultation with ESG Program Recipients.

Applicants must describe how the CoC:
1. consulted with ESG Program recipients in planning and allocating ESG funds;
2. participated in the evaluating and reporting performance of ESG Program recipients and subrecipients; and
3. ensured local homelessness information is communicated and addressed in the Consolidated Plan updates.
(limit 2,000 characters)

1) The CoC consults with the one ESG recipient in the CoC region (the State of Minnesota) in planning and allocating ESG funds through monthly Heading Home Alliance meetings and through direct CoC input on biennial ESG subrecipient applications. The Heading Home Alliance is Minnesota's statewide partnership of state programs, Tribal governments, CoCs and other partners committed to ending homelessness in the state. Through the Alliance, the CoC and ESG Program recipients conduct high level coordination on setting and measuring performance standards, understanding and meeting needs for shelter within the CoC region, and seeking applicants for ESG funds. State ESG performance standards were developed with the CoC to reflect the goals of the program: keep people sheltered, re-house homeless persons, and ensure persons are stably housed.
2) The CoC assists the ESG recipient with reviewing biennial subrecipient applications from within the CoC region. The CoC provides input on the project performance based on program participation in Coordinated Entry and impact of project outcomes on system performance, as well as the relative quality of the proposed ESG projects, current needs (Coordinated Entry and PIT count data) and current CoC funding priorities (based on the needs assessment). CoC reviews include both written and verbal input to the ESG recipient.
3) The CoC, the ESG recipient, and other funding partners coordinate together and share data from the Point in Time Count to ensure local homelessness information is communicated. And, as mentioned above in part 1), the Heading Home Alliance discussion and coordination serves to inform statewide homeless response, including developing and amending the Consolidated Plan as needed. The CoC also submits written comment on local needs and potential solutions when requests for public comment are released in applicable Consolidated Plan jurisdictions.

1C-2a. Providing PIT and HIC Data to Consolidated Plan Jurisdictions. **Applicants must indicate whether the CoC provided Point-in-Time (PIT) and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area.**	Yes to both
1C-2b. Providing Other Data to Consolidated	Yes

Plan Jurisdictions.

Applicants must indicate whether the CoC ensured local homelessness information is communicated to Consolidated Plan Jurisdictions within its geographic area so it can be addressed in Consolidated Plan updates.

1C-3. Addressing the Safety Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.

Applicants must describe:
1. the CoC's protocols, including protocols for coordinated entry and the CoC's emergency transfer plan, that prioritize safety and incorporate trauma-informed, victim-centered services; and
2. how the CoC, through its coordinated entry, maximizes client choice for housing and services while ensuring safety and confidentiality.
(limit 2,000 characters)

1) Trauma-informed and victim-centered practices are incorporated into CoC protocols for Coordinated Entry policy, as updated January 2018. The CoC conducts training & planning with victim service providers (VSPs) & homeless service providers (HSPs) to ensure survivors have choices, security, & support to obtain safe housing/services, no matter where they present or what their circumstance. Coordinated Entry intake and prioritization protocols ensure that persons with needs such as safety, lack of money, etc. are prioritized for housing opportunities, not excluded. Prioritization for victims also occurs via anonymous non-HMIS-based list. Once housed, CoC policy allows participants to request transfers to programs that meet their needs, including need for safety. As part of the CoC's emergency transfer plan, housing programs are required to provide for emergency transfers based on victim statement and inform participants of their right to emergency transfer.
2) To maximize choice, survivors presenting at VSPs with DOJ-OJP, HHS-RHY, ESG, CoC, or State funds are prioritized for housing at VSPs; they may also choose to be on the CE list for prioritization with HSPs. In those cases, VSPs refer to the CE list with a code instead of personally identifying information & then connect directly to HSPs selected by the survivor when housing is available. Survivors presenting to HSPs with CoC, ESG, or other funds are screened for homeless prevention/diversion & referred to the available HSP/VSP they choose. All shelters are expected to do safety planning. In all settings, safety and confidentiality are employed to ensure the most choice in housing and service solutions for the survivor.

1C-3a. Training–Best Practices in Serving DV Survivors.

Applicants must describe how the CoC coordinates with victim services providers to provide training, at least on an annual basis, for:
1. CoC area project staff that addresses safety and best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence; and
2. Coordinated Entry staff that addresses safety and best practices (e.g.,

**Trauma Informed Care) on safety and planning protocols in serving survivors of domestic violence.
(limit 2,000 characters)**

The CoC works closely with VSPs to train at least annually on best practices in serving survivors of DV/SA for both project staff and Coordinated Entry (CES) staff. The training topics vary to address unique needs of subpopulations. Many trainings are incorporated into the regular CoC meeting days to encourage participation in both education and decision-making, and to meet project staff and Coordinated Entry staff where they are already gathered. In addition, in November 2018, the CoC offered a one-day training event for CoC members and partners, which included training specifically on serving survivors in the homeless response system, including integrating safety planning, and trauma-informed and person-centered care.
Annually in March, training specific to CES protocols is provided for project staff as part of recertification under the updated Coordinated Entry Policies and Procedures. CoC and VSP staff cover conducting trauma-informed CES assessments and connecting with a victim advocate.
As part of the CoC's 2019 workplan, the CoC developed a formal training policy and plan to ensure regular access to and completion of necessary training for CoC area project staff as well as CES list managers, navigators, and assessors. Best practices in trauma-informed care, safety planning, and serving survivors of domestic violence is a required component.

1C-3b. Domestic Violence–Community Need Data.

**Applicants must describe how the CoC uses de-identified aggregate data from a comparable database to assess the special needs related to domestic violence, dating violence, sexual assault, and stalking.
(limit 2,000 characters)**

The CoC uses data from two primary sources to assess needs of people experiencing homelessness due to domestic violence, sexual violence, and stalking.
1) To understand prevalence, the CoC reviews aggregate Point in Time Count data. In recent years, 30-40% of persons counted (150-200 people) were homeless due to causes listed above. In 2018, the Minnesota Coalition for Battered Women conducted a companion survey to the PIT Count specifically for people fleeing domestic violence, but who were turned away due to limited DV shelter capacity. The companion survey used the same protocols as the PIT Count to ensure an unduplicated count, and found an estimated 5 additional people fleeing DV in the CoC who were unsheltered and not otherwise counted. In addition, the independent, aggregate results of the Statewide Homeless Study (Wilder Research) found that 35% of homeless women identify DV as a cause of their current homelessness.
2) To identify current geographic needs and service needs, the CoC reviews de-identified Coordinated Entry (CES) data, which includes an HMIS-based list and a comparable non-HMIS-based priority list. CES assessment data indicates that ~168 households currently homeless due to domestic violence, sexual violence, and stalking are mostly in population centers, and about half have children with them. About 60% report health needs (mental, chemical, and some chronic physical health needs), 45% low/no income, 60% with legal issues, and 70% no transportation. As a result, the CoC encourages DV projects with health service and legal service partnerships, family and children's services on site, and

access to employment/income sources and public transportation. (Data from CES is backed up by CoC surveys about effective interventions to end homelessness given to clients and providers during the CoC's regular needs assessment and planning.)

*1C-4. PHAs within CoC. Attachments Required.

Applicants must submit information for the two largest PHAs or the two PHAs with which the CoC has a working relationship within the CoC's geographic area.

Public Housing Agency Name	% New Admissions into Public Housing and Housing Choice Voucher Program during FY 2018 who were experiencing homelessness at entry	PHA has General or Limited Homeless Preference	PHA has a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On
Olmsted HRA	26.92%	Yes-HCV	Yes-HCV
Mankato EDA	22.67%	Yes-Both	Yes-Both

1C-4a. PHAs' Written Policies on Homeless Admission Preferences.

Applicants must:
1. provide the steps the CoC has taken, with the two largest PHAs within the CoC's geographic area or the two PHAs the CoC has working relationships with, to adopt a homeless admission preference–if the CoC only has one PHA within its geographic area, applicants may respond for one; or
2. state that the CoC does not work with the PHAs in its geographic area. (limit 2,000 characters)

Since 2018, the CoC's workgroup on PHA partnerships has led CoC strategies to increase use of homeless/coordinated entry and Move-On preferences by the 30 PHAs in the region. Actions taken for homeless preferences include:
a) Administrative Plan revisions: Mankato EDA (second largest PHA) affirmed its coordinated entry (homeless) preference in October 2018. Olmsted HRA (largest PHA) continued its homeless preference as well, and Rice County HRA and Red Wing HRA are evaluating it. Austin HRA implemented a new homeless preference specific to project-based vouchers for permanent supportive housing, a model supported by the CoC workgroup for a regional approach.
b) Education and outreach: The CoC joined the HUD Field Office CPD and PIH Directors in April 2019 at a regional PHA meeting to explain how preferences for homeless/coordinated entry can be managed and meet community needs. PHA members of the CoC workgroup also presented on options for preferences at the CoCs one-day regional conference in November 2018. They also developed sample preference language to share with other PHAs in the region. Several PHAs are now exploring the option and developing plans for upcoming Administrative Plan updates.
c) New rental assistance with preferences: The CoC provided need data and documented commitment to make referrals from Coordinated Entry for PHAs applying for vouchers with homeless preferences. In August 2019, 45 new State Housing Trust Fund vouchers with homeless preference were awarded. FY2018

HUD Mainstream Vouchers NOFA added 64 vouchers with preference and 80 more are proposed in the FY 2019 round. The workgroup also encouraged applicants for new vouchers to allow for portability so that homeless households are able to live where they have support networks.

1C-4b. Moving On Strategy with Affordable Housing Providers.

Applicants must indicate whether the CoC has a Moving On Strategy with affordable housing providers in its jurisdiction.

Yes

If "Yes" is selected above, describe the type of provider, for example, multifamily assisted housing owners, PHAs, Low Income Tax Credit (LIHTC) developments, or local low-income housing programs. (limit 1,000 characters)

Since 2018, the CoC's workgroup on PHA partnerships has led strategies to increase use of homeless/coordinated entry and Move-On preferences by the 30 PHAs in the region. Actions taken as part of the Move On strategy include:
a) Administrative Plan revisions: Mankato EDA (second largest PHA) reaffirmed its coordinated entry (homeless) preference and added a Move On preference in October 2018. Olmsted HRA (largest PHA) and South Central Minnesota Multi-County HRA (fourth largest) are evaluating the Move-On preference for implementation.
b) Education and outreach: The CoC joined the HUD Field Office CPD and PIH Directors in April 2019 at a regional PHA meeting to explain how preferences for homeless/coordinated entry and move-on preferences can be managed and meet community needs. In addition, the CoC worked with the other CoCs in Minnesota, PHAs, and the HUD Field Office to create basic criteria for moving on from PSH as part of a statewide "Move Up Minnesota" pilot initiative with both HUD and State-supported PSH housing programs. Together, the strategy was presented at Minnesota's NAHRO conference for PHAs in September 2019. Several PHAs are now exploring the option and developing plans for upcoming Administrative Plan updates. The Minnesota Housing Finance Agency is also currently evaluating how its project funding and monitoring processes can support the Move On strategy.
c) Written standards for PSH: In fall 2019, the next step in the CoC's Move On Strategy is to update the CoC's written standards for assistance in PSH to include evaluation for Moving On as part of regular service and needs assessments with participants. The project-level expectations included in the written standards will also be integrated in the CoC project reviews for upcoming CoC funding rounds to ensure ongoing implementation of the Move On strategy.

1C-5. Protecting Against Discrimination.

Applicants must describe the actions the CoC has taken to address all forms of discrimination, such as discrimination based on any protected classes under the Fair Housing Act and 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.

(limit 2,000 characters)

The CoC uses policy, training/self-assessment, planning, services, and project rating/scoring to address discrimination experienced by individuals and families experiencing homelessness.
Policy: The CoC adopted a Non-Discrimination policy in 2017 which addresses affirmatively meeting the needs of all persons, including all protected classes under the Fair Housing Act, 24 CFR 5.105(a)(2))–Equal Access rule, and the Minnesota Human Rights Act.
Training/self-assessment: The CoC provides annual training on the Fair Housing Act and 24 CFR 5.105(a)(2)–Equal Access to HUD-Assisted or HUD-Insured Housing. Training was provided for housing program staff and Coordinated Entry staff in November 2018. A refresher training on Coordinated Entry access and assessment protocols is provided at least annually, which includes Fair Housing. The CoC also worked with the True Colors Fund to offer the (free) True Inclusion Assessment for all homeless programs in the CoC region.
Planning: The CoC 2018 Needs Assessments identified discrimination based on race/color, religion, and familial status (including gender identity and household composition) as a barrier to housing for some individuals. The CoC also engaged the SPARC initiative (Supporting Partnerships for Anti-Racist Communities) to facilitate deeper evaluation and planning for responding to discrimination. In response, the CoC prioritized and solicited projects in 2019 to respond to the unique needs of persons who may experience discrimination and engaged in legal clinics to prevent unlawful evictions in a city with low vacancy and few options for evicted persons.
Project rating/scoring: The CoC prioritizes meeting the needs of protected classes persons by integrating Fair Housing Act and 24 CFR 5.105(a)(2)–Equal Access assessment into scoring for CoC- and ESG-funded projects. CoC projects document steps to ensure access, service, and safety for all persons. ESG projects document affirmative inclusion activities.

*1C-5a. Anti-Discrimination Policy and Training.

Applicants must indicate whether the CoC implemented an anti-discrimination policy and conduct training:

1. Did the CoC implement a CoC-wide anti-discrimination policy that applies to all projects regardless of funding source?	Yes
2. Did the CoC conduct annual CoC-wide training with providers on how to effectively address discrimination based on any protected class under the Fair Housing Act?	Yes
3. Did the CoC conduct annual training on how to effectively address discrimination based on any protected class under 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing?	Yes

*1C-6. Criminalization of Homelessness.

Applicants must select all that apply that describe the strategies the CoC implemented to prevent the criminalization of homelessness in the CoC's geographic area.

1. Engaged/educated local policymakers:	

	X
2. Engaged/educated law enforcement:	X
3. Engaged/educated local business leaders:	X
4. Implemented communitywide plans:	
5. No strategies have been implemented:	
6. Other:(limit 50 characters)	

1C-7. Centralized or Coordinated Assessment System. Attachment Required.

Applicants must:
1. demonstrate the coordinated entry system covers the entire CoC geographic area;
2. demonstrate the coordinated entry system reaches people who are least likely to apply for homelessness assistance in the absence of special outreach; and
3. demonstrate the assessment process prioritizes people most in need of assistance and ensures they receive assistance in a timely manner. (limit 2,000 characters)

1) The CoC Coordinated Entry system creates access and assessment points in each of the 20 counties covered by the CoC. Each county offers multiple access sites so that homeless individual and families can select the site that best meets their needs and is most accessible to them. Sites are identified to serve households with children, single adults, military veterans, youth, and victims of domestic violence or sexual assault, but all access sites are open to all persons.
2) To reach people who are least likely to apply for homelessness assistance, access sites are advertised in locations frequented by persons experiencing homelessness, including libraries, 24-hour businesses, food/meal sites, and health clinics. CoC staff do outreach regarding Coordinated Entry to organizations that serve persons of color, youth, persons with disabilities, and seniors to ensure that trusted service partners help to reach homeless households. Street outreach workers and Coordinated Entry navigators also assist persons who may otherwise lose touch with the Coordinated Entry process, have difficulty documenting eligibility, or need to connect with services to remain safe and stable prior to housing enrollment.
3) The Assessment process uses the VI-SPDAT with scripting and a short set of eligibility questions for programs in the CoC. Assessments are conducted in person or over the phone and take about 30-45 minutes. Assessors

immediately enter assessments to ensure rapid placement on either the HMIS or the non-HMIS priority list (for DV survivors and those who do not consent to using HMIS). Once on the priority list, households are prioritized for referral based on length of time homeless and level of need/vulnerability (using adopted Order of Priority). When a referral is made, housing providers and the CES list managers have defined guidelines and timeframes to contact prioritized households and complete the eligibility and move-in process.

1D. Continuum of Care (CoC) Discharge Planning

Instructions:

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1D-1. Discharge Planning Coordination.

Applicants must indicate whether the CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs. Check all that apply (note that when "None:" is selected no other system of care should be selected).

Foster Care:	X
Health Care:	X
Mental Health Care:	X
Correctional Facilities:	X
None:	

1E. Local CoC Competition

Instructions

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
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*1E-1. Local CoC Competition–Announcement, Established Deadline, Applicant Notifications. Attachments Required.

Applicants must indicate whether the CoC:

1. informed project applicants in its local competition announcement about point values or other ranking criteria the CoC would use to rank projects on the CoC Project Listings for submission to HUD for the FY 2019 CoC Program Competition;	Yes
2. established a local competition deadline, and posted publicly, for project applications that was no later than 30 days before the FY 2019 CoC Program Competition Application submission deadline;	Yes
3. notified applicants that their project application(s) were being rejected or reduced, in writing along with the reason for the decision, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline; and	Yes
4. notified applicants that their project applications were accepted and ranked on the CoC Priority Listing in writing, outside of e-snaps, at least 15 days before the FY 2019 CoC Program Competition Application submission deadline.	Yes

1E-2. Project Review and Ranking–Objective Criteria.

Applicants must indicate whether the CoC used the following to rank and select project applications for the FY 2019 CoC Program Competition:

1. Used objective criteria to review and rank projects for funding (e.g., cost effectiveness of the project, performance data, type of population served);	Yes
2. Included one factor related to improving system performance (e.g., exits to permanent housing (PH) destinations, retention of PH, length of time homeless, returns to homelessness, job/income growth, etc.); and	Yes
3. Included a specific method for evaluating projects submitted by victim services providers that utilized data generated from a comparable database and evaluated these projects on the degree they improve safety for the population served.	Yes

1E-3. Project Review and Ranking–Severity of Needs and Vulnerabilities.

Applicants must describe:
1. the specific severity of needs and vulnerabilities the CoC considered when reviewing and ranking projects; and
2. how the CoC takes severity of needs and vulnerabilities into account when reviewing and ranking projects.
(limit 2,000 characters)

The CoC selects projects to serve people with high levels of need/vulnerability. When reviewing and ranking projects in 2019, the CoC considered chronic homelessness, current/past experience with domestic violence, disability, current/past substance use, criminal history, and low/no income.

PROJECT REVIEW: The CoC assessed project ability to fill system gaps and employ strategies to meet needs of people prioritized via Coordinated Entry. The Call for Projects requested projects serving people with criminal history, or who experience DV or other victimization/discrimination. Projects documented Coordinated Entry participation and use of evidence-based practices for serving people with high vulnerability (e.g. Housing First, trauma-informed care, and safety planning).

PROJECT RATING: The CoC rating tool scores both performance and commitment to serve people with high need/vulnerability. Projects can receive 20 pts for outcomes (e.g. stays in/exits to permanent housing, income increases). Projects can also receive 10 pts for serving high-need populations (chronically homeless, no/low income, or have a disability), and 10 pts for documenting evidence-based practices. This balances scoring for projects with lower performance due to serving people with high need/vulnerability. Specific pts on safety were used for DV/SA projects to reflect participant needs.

PROJECT RANKING: Ranking policy prioritizes projects based on total rating points but allows adjustments based on geographic need and project capacity to meet high needs/vulnerabilities. This year, the CoC did not adjust ranking because geographic needs, service levels, and target populations in Tier 1 largely reflect needs in the CoC region. The same policy applied in 2018 adjusted ranking to place in Tier 1 the only project serving people with chronic alcohol disorders and the only large-geography programs with broad client choice in where to live (critical for people experiencing DV or discrimination).

1E-4. Public Postings–CoC Consolidated Application. Attachment Required.

Applicants must:
1. indicate how the CoC made public the review and ranking process the CoC used for all project applications; or
2. check 6 if the CoC did not make public the review and ranking process; and
3. indicate how the CoC made public the CoC Consolidated Application–including the CoC Application and CoC Priority Listing that includes all project applications accepted and ranked or rejected–which HUD required CoCs to post to their websites, or partners websites, at least 2 days before the FY 2019 CoC Program Competition application submission deadline; or

4. check 6 if the CoC did not make public the CoC Consolidated Application.

Public Posting of Objective Review and Ranking Process		Public Posting of CoC Consolidated Application including: CoC Application, CoC Priority Listing, Project Listings	
1. Email	X	1. Email	X
2. Mail		2. Mail	
3. Advertising in Local Newspaper(s)		3. Advertising in Local Newspaper(s)	
4. Advertising on Radio or Television		4. Advertising on Radio or Television	
5. Social Media (Twitter, Facebook, etc.)	X	5. Social Media (Twitter, Facebook, etc.)	X
6. Did Not Publicly Post Review and Ranking Process		6. Did Not Publicly Post CoC Consolidated Application	

1E-5. Reallocation between FY 2015 and FY 2018.

Applicants must report the percentage of the CoC's ARD that was reallocated between the FY 2015 and FY 2018 CoC Program Competitions.

Reallocation: 19%

1E-5a. Reallocation–CoC Review of Performance of Existing Projects.

Applicants must:
1. describe the CoC written process for reallocation;
2. indicate whether the CoC approved the reallocation process;
3. describe how the CoC communicated to all applicants the reallocation process;
4. describe how the CoC identified projects that were low performing or for which there is less need; and
5. describe how the CoC determined whether projects that were deemed low performing would be reallocated.
(limit 2,000 characters)

1) The CoC written process allows project reduction, rejection, and reallocation during project scoring or ranking phases. Projects may initiate voluntary reallocation in writing for any reason. Involuntary reallocation is CoC-initiated based on any of 12 performance/project management criteria in the Local Competition Guide (the Guide). Reallocation criteria is applied to similar projects equally, and full or partial reallocation is based on the extent of noncompliance and efforts to resolve issues with the criteria. Rationale for all reallocation is recorded with the Project List and communicated in writing to the

applicant with the score report and notice of ranking. Funds made available through reallocation are shown on the posted Project List and are allocated to new projects prioritized for reallocated funds (2019 project priorities) in order of ranking (highest to lowest). Reallocation requires the project and CoC to plan for maintaining housing for current participants.
2) The CoC approved annual reallocation guidelines and project priorities 1/17/2019.
3) The CoC's reallocation criteria, types, and process are described in the Guide distributed to the CoC listserv and posted on the CoC competition website on 7/12/19.
4) The CoC identifies low performance (in outcomes or project management) by reviewing recaptured funds reports, APRs, and project documents and scoring based on CoC project standards and reallocation criteria. Areas with less need are those NOT identified in the CoC annual project priorities by type by county.
5) In 2019, $12,000 was voluntarily reallocated in consultation with the CoC due to underspending. No renewal projects were subject to involuntary reallocation based on the allowed criteria in 2019. Although a few projects had repeat unexpended funds, those projects had received partial reallocation in 2018 for the same reason. A full cycle at the new funding level is needed to reevaluate performance.

DV Bonus

Instructions

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1F-1 DV Bonus Projects.

Applicants must indicate whether the CoC is requesting DV Bonus projects which are included on the CoC Priority Listing: Yes

1F-1a. Applicants must indicate the type(s) of project(s) included in the CoC Priority Listing.

1. PH-RRH	
2. Joint TH/RRH	X
3. SSO Coordinated Entry	X

*1F-2. Number of Domestic Violence Survivors in CoC's Geographic Area.

Applicants must report the number of DV survivors in the CoC's geographic area that:

Need Housing or Services	168.00
the CoC is Currently Serving	286.00

1F-2a. Local Need for DV Projects.

Applicants must describe:
1. how the CoC calculated the number of DV survivors needing housing or service in question 1F-2; and
2. the data source (e.g., HMIS, comparable database, other administrative data, external data source).
(limit 500 characters)

1) DV survivors needing housing is calculated from responses to Coordinated Entry System (CES) and housing entry assessments, which ask questions to indicate whether individuals or families are fleeing domestic violence. On 8/15/19, CES lists indicate 168 survivor households needing housing and aggregate program data show 286 survivor households served.
2) Data sources: HMIS-based CES database, non-HMIS database for Victim Service Providers, HMIS core demographic report for programs in CoC.

1F-3. : SSO-CE Project–CoC including an SSO-CE project for DV Bonus funding in their CoC Priority Listing must provide information in the chart below about the project applicant and respond to Question 1F-3a.

DUNS Number	797200748
Applicant Name	Three Rivers Community Action, Inc.

1F-3a. Addressing Coordinated Entry Inadequacy.

Applicants must describe how:
1. the current Coordinated Entry is inadequate to address the needs of survivors of domestic violence, dating violence, or stalking; and
2. the proposed project addresses inadequacies identified in 1. above.
(limit 2,000 characters)

1) In the CoC, there are currently a number of Victim Service Providers (VSPs) with very limited staff capacity to offer Coordinated Entry (CES) access and assessments on site. Most are very small programs that operate very locally, with limited engagement with the broader homeless response system. Others have staff with many other responsibilities, which leads to less quality time available to complete CES assessments and less accurate data to make referrals to housing. These two realities have resulted in both access and data quality issues that affect whether survivors in all parts of the CoC can receive housing referrals through CES that meet their needs. The limitations of assessments in certain parts of the region also affect data used by the CoC to prioritize new projects and allocate resources.
2) Creating a DV-specific CES position – in partnership and consultation with VSPs - to assist VSPs to conduct assessments and engage fully with the homeless response system will ensure full access to housing for survivors in all partners of the region. The new position will add locations and times when CES assessments can be done and will improve data quality for referrals in the non-HMIS based CES referral list by reducing the number of CES entries completed by less-experienced assessors. Better data makes it more likely that households are prioritized correctly for housing openings. The new position will also have an intentional approach to engage agencies in the wider response

network, including connections for victims of trafficking as well as homeless-specific services. By adding the proposed DV-specific CES position, quicker access to safe, permanent housing will be a reality for survivors in all parts of the region. In addition, the DV-specific CES position will create a stronger link to engage more VSPs in CES prioritization and process decisions, and ensure trauma-informed interactions throughout CES.

1F-4. PH-RRH and Joint TH and PH-RRH Project Applicant Capacity.

Applicants must provide information for each unique project applicant applying for PH-RRH and Joint TH and PH-RRH DV Bonus projects which the CoC is including in its CoC Priority Listing–using the list feature below.

Applicant Name	DUNS Number
Women's Shelter Inc.	193153061

1F-4. PH-RRH and Joint TH and PH-RRH Project

Applicant Capacity

DUNS Number:	193153061
Applicant Name:	Women's Shelter Inc.
Rate of Housing Placement of DV Survivors–Percentage:	89.00%
Rate of Housing Retention of DV Survivors–Percentage:	93.00%

1F-4a. Rate of Housing Placement and Housing Retention.

Applicants must describe:
1. how the project applicant calculated the rate of housing placement and rate of housing retention reported in the chart above; and
2. the data source (e.g., HMIS, comparable database, other administrative data, external data source). (limit 500 characters)

1) Rate of Housing placement was calculated by dividing the number of survivors who received housing by the number of eligible applicants over the past 2 years. Rate of Housing retention was calculated by dividing the number of survivors who remained in the housing to which they exited at six months post-exit by the total number of survivors who exited over the past 2 years.
2) Data sourced from Women's Shelter and Support Center administrative data saved in Microsoft Excel.

1F-4b. DV Survivor Housing.

Applicants must describe how project applicant ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing.
(limit 2,000 characters)

Women's Shelter and Support Center Transitional Housing Advocate conducts Coordinated Entry assessments with survivors as soon as the survivor's immediate safety, health, and stability needs are met and the survivor is ready to complete the assessment. The assessment is entered with an anonymous ID into the non-HMIS Coordinated Entry priority list. When a housing opening is available for the survivor, the agency connects the survivor directly to the housing program outside of HMIS. Women's Shelter and Support Center staff also directly assist survivors to identify and secure safe and affordable housing that is not homeless-designated by working with PHAs and other safe landlords in the community. Because survivors may not have identification or access to bank accounts to make application to housing or provide deposits, the agency assists with securing documents and income sources to access housing. Limited childcare is offered for survivors who need to access off-site services and appointments to resolve barriers to housing, including legal services, court hearings, job interviews, etc.
Beginning with the DV Bonus funds proposed for Coordinated Entry in this funding round, Women's Shelter and Support Center will host a regional Domestic Violence Coordinated Entry navigator in our emergency domestic

violence shelter 1 day a week. Having an employee on site navigating early interventions of housing needs for survivors will reduce the time in which survivors are linked to appropriate housing opportunities. The on-site navigator will work closely with the Women's Shelter and Support Center Transitional Housing Advocate, who is responsible for the agency's proposed TH/RRH project. The Transitional Housing Advocate will utilize designated housing units from Olmsted County Housing and Redevelopment Authority, as well as units available with local landlords to ensure permanent safe housing.

1F-4c. DV Survivor Safety.

Applicants must describe how project applicant:
1. ensured the safety of DV survivors experiencing homelessness by:
(a) training staff on safety planning;
(b) adjusting intake space to better ensure a private conversation;
(c) conducting separate interviews/intake with each member of a couple;
(d) working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistance;
(e) maintaining bars on windows, fixing lights in the hallways, etc. for congregate living spaces operated by the applicant;
(f) keeping the location confidential for dedicated units and/or congregate living spaces set-aside solely for use by survivors; and
2. measured its ability to ensure the safety of DV survivors the project served.
(limit 2,000 characters)

1) a) Staff receive baseline 5-week training upon hire, which includes safety planning and other critical practices. Staff utilize the VIGOR safety planning tool to assist in identifying goals, options, and risks revolving around safety. b) All intakes are conducted in a private location either in office space at the agency's emergency shelter or in a safe place identified by survivor. c) Primary household composition will be single headed households. In cases where referrals have two adults in family makeup, individual intakes are completed to protect the confidential needs of both adults. d) Living in a self-contained unit within the community may have risks with each individual. These will be assessed on an individual basis using the safety planning tool named above. e) Not applicable. Neither the grantee nor subrecipient own any of the units for proposed project. Program staff will identify safety needs at properties where participants will live and work with landlords to resolve those needs. f) All program locations, including rapid rehousing units rented by survivors are kept confidential. Staff are trained Application Assistants for the Minnesota's confidential address program, Safe at Home, which will be offered to all program participants.
2) Safety of survivors is measured by surveying survivors about their perceived level of safety. Advocates conduct short surveys with survivors at intake to the program, at departure from the program, and at a six-month post-departure follow-up. The percentage of survivors that indicate feeling safer at departure and safer at six months post-departure indicate the program's ability to ensure and support safety of DV survivors. The agency regularly reviews responses to identify potential areas where it can adjust programming, find other landlord/property partners, or train staff to continually improve efforts to support survivors' safety.

1F-4d. Trauma-Informed, Victim-Centered Approaches.

Applicants must describe:
1. project applicant's experience in utilizing trauma-informed, victim-centered approaches to meet needs of DV survivors; and
2. how, if funded, the project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors by:
(a) prioritizing participant choice and rapid placement and stabilization in permanent housing consistent with participants' preferences;
(b) establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials;
(c) providing program participants access to information on trauma, e.g., training staff on providing program participant with information on trauma;
(d) placing emphasis on the participant's strengths, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations;
(e) centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination;
(f) delivering opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
(g) offering support for parenting, e.g., parenting classes, childcare.
(limit 4,000 characters)

1) Women's Shelter and Support Center began out of the grassroots women's movement when it began operating 41 years ago. Through time, the organization has evolved and grown to serve about 4,000 survivors annually, but it has retained its vision that "Women, children, and families to have the freedom and dignity to live safely in our communities." The vision lives on a daily basis that decisions should not be made about those we are serving without those individuals involved. This is done through client questionnaires and focus groups. Our organization also does this naturally by having a large number of staff and board members who are survivors themselves. Staff uses trauma-informed approaches through allowing survivors to write their own narrative, to generate goals that are truly of the client, and to understand their own trauma they bring. Secondary trauma training and exercises are held on an annual basis.
2) The project will utilize trauma-informed, victim-centered approaches to meet needs of DV survivors in several ways: a) Whenever location choice is an option, it will be offered. The units that will be utilized for transitional housing component will be a fixed site, and therefore will not be left as an option if there are no other openings available at the time. b) Efforts to minimize power differential that exists when anyone comes into contact with a professional, is taking away the blame and shame from survivors. No one deserves to be abused, and for the one in 3 women and 1 in four men who are during their lifetime, there are supports put in place. Staff act as temporary support and walk alongside survivors as they make their way to safe, stable lives. (c) The main source of access to information on trauma is through individual advocacy and support groups. Groups focus on different sections of life people walk through, such as expressing trauma through supportive arts groups, information groups, and parenting groups. d) At intake, Transitional Housing Advocate complete a

strengths assessment with client, and work to build those throughout case management. e) Staff are trained on Equal Access and nondiscrimination on a regular basis, and are also encouraged to identify implicit bias that they may hold. f) All groups offered by Women's Shelter and Support Center are made known to participants of housing programs and participants are encouraged to attend. Peer support and resources has been vastly beneficial to participants across programming. g) The agency offers support groups for parents and childcare that accompanies groups, so parents do not have to worry about children as they attend. Childcare is also provided on a limited basis so parents can keep up with medical needs, make job interviews, and attend court hearings.

1F-4e. Meeting Service Needs of DV Survivors.

Applicants must describe how the project applicant met services needs and ensured DV survivors experiencing homelessness were assisted to quickly move into permanent housing while addressing their safety needs, including:

- Child Custody
- Legal Services
- Criminal History
- Bad Credit History
- Education
- Job Training
- Employment
- Physical/Mental Healthcare
- Drug and Alcohol Treatment
- Childcare

(limit 2,000 characters)

Women's Shelter and Support Center acknowledges that additional barriers are often put in place for survivors while seeking safe housing. When working with survivors, a holistic view is taken in offering any assistance. It is extremely difficult for a parent to find employment if they do not have childcare, and it is equally difficult to begin a full time job if there are continual struggles with mental and chemical health. Recovering from trauma takes time, and the greatest service that can be provided to survivors is the time to listen, and opportunity to heal, while being seen as a person.
Staff work with survivors to reduce barriers that may initially affect timely moves into permanent housing, such as criminal history, bad credit, and employment, and make referrals to specialized providers such as credit counselors as needed by participants. Advocacy staff work to identify safe landlords willing to look past historically negative rental, credit, or criminal histories, and, when applicable, leverage the other financial resources to provide double damage deposit. For legal and custody needs, survivors are offered opportunity to meet with legal aid services that are within the program on a weekly basis. Education, Job Training, and Employment partnerships are in place to increase options and financial means for participants. The ability to create financial freedom allows the survivor to take a step back from their abuser. And, as mentioned above, the agency provides childcare on a limited basis so parents can keep up with medical needs, make job interviews, attend court hearings, and other off-site

appointments connected to their plan for safety and stable permanent housing.

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

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2A-1. HMIS Vendor Identification. WellSky (formerly Mediware Information System)

Applicants must review the HMIS software vendor name brought forward from FY 2018 CoC Application and update the information if there was a change.

2A-2. Bed Coverage Rate Using HIC and HMIS Data.

Using 2019 HIC and HMIS data, applicants must report by project type:

Project Type	Total Number of Beds in 2019 HIC	Total Beds Dedicated for DV in 2019 HIC	Total Number of 2019 HIC Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) beds	201	66	84	62.22%
Safe Haven (SH) beds	0	0	0	
Transitional Housing (TH) beds	256	35	203	91.86%
Rapid Re-Housing (RRH) beds	143	17	126	100.00%
Permanent Supportive Housing (PSH) beds	306	0	282	92.16%
Other Permanent Housing (OPH) beds	423	0	423	100.00%

2A-2a. Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-2.

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-2., applicants must describe:

1. steps the CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2. how the CoC will implement the steps described to increase bed coverage to at least 85 percent.
(limit 2,000 characters)

Increasing HMIS bed coverage for emergency shelter (ES) will require full compliance with HMIS participation from projects with funding that requires it (2 beds) and changing perspectives about HMIS by private emergency shelters with no requirement to use HMIS (49 beds).
1. Steps: a) Get non-compliant programs into HMIS compliance as soon as possible. b) Bring new shelters into HMIS in 2019-2020. c) Explore TA/support and subsidy (or other funder partnerships) that may help small privately-funded shelters commit to HMIS in 2020.
2. Implementation Plan: a) CoC will request support from the funder of the non-compliant project to ensure HMIS participation as soon as possible. b) The CoC will bring new projects into HMIS by recruiting and supporting ES beds with funding that requires use of HMIS. Winona shelter will begin using HMIS in fall 2019 as a condition of State/ESG funding awarded in 2019. Rochester and Mankato community-based shelters will begin using HMIS in late 2019/early 2020 as a condition of local CDBG funding. c) The CoC will poll other CoCs to identify any effective support/incentive programs for HMIS use by non-required programs, and implement a plan approved by the CoC. Specifically, the CoC will seek to partner with the cities of Owatonna, Red Wing, Mankato, and Rochester (and affected counties) to identify mechanisms to incentivize HMIS use for the existing and proposed emergency shelter programs in the community. The CoC's HMIS administrator will participate to indicate the level of support for new programs in HMIS.

*2A-3. Longitudinal System Analysis (LSA) Submission.

Applicants must indicate whether the CoC submitted its LSA data to HUD in HDX 2.0.	Yes

*2A-4. HIC HDX Submission Date.

Applicants must enter the date the CoC submitted the 2019 Housing Inventory Count (HIC) data into the Homelessness Data Exchange (HDX). (mm/dd/yyyy)	04/29/2019

2B. Continuum of Care (CoC) Point-in-Time Count

Instructions:

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2B-1. PIT Count Date. Applicants must enter the date the CoC conducted its 2019 PIT count (mm/dd/yyyy).	01/23/2019
2B-2. PIT Count Data–HDX Submission Date. Applicants must enter the date the CoC submitted its PIT count data in HDX (mm/dd/yyyy).	04/29/2019

2B-3. Sheltered PIT Count–Change in Implementation.

Applicants must describe:
1. any changes in the sheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and
2. how the changes affected the CoC's sheltered PIT count results; or
3. state "Not Applicable" if there were no changes.
(limit 2,000 characters)

1) In 2019, the survey format and questions for non-HMIS shelter programs was revised to improve data quality. The changes included removing questions no longer used by the CoC and simplify questions regarding household composition and size, as well as episodes/extent of homelessness.
2) Survey changes resulted in more participants completing the whole survey and easier resolution of youth household errors. Revisions to questions about household members reduced the number of household composition errors to be corrected when compared with previous year surveys. Changes in wording for questions specific to episodes/extent of homelessness may have affected the

number of individuals identified as Chronically Homeless (increase in Chronic despite decrease in the total count).
3) NA.

*2B-4. Sheltered PIT Count–Changes Due to Presidentially-declared Disaster.

Applicants must select whether the CoC added or removed emergency shelter, transitional housing, or Safe-Haven inventory because of funding specific to a Presidentially-declared disaster, resulting in a change to the CoC's 2019 sheltered PIT count.	No

2B-5. Unsheltered PIT Count–Changes in Implementation.

Applicants must describe:
1. any changes in the unsheltered count implementation, including methodology or data quality methodology changes from 2018 to 2019, if applicable; and
2. how the changes affected the CoC's unsheltered PIT count results; or
3. state "Not Applicable" if there were no changes.
(limit 2,000 characters)

1) In 2019, the survey format and questions for unsheltered persons was revised to improve data quality. The changes included removing questions no longer used by the CoC and simplify questions regarding household composition and size, as well as episodes/extent of homelessness. Guidance from the State Department of Education added requirements for specific written releases for school participants in the PIT Count.
2) Survey question changes resulted in more participants completing the whole survey and easier resolution of youth household errors. Changes in wording for questions specific to episodes/extent of homelessness may have affected the number of individuals identified as Chronically Homeless (increase in Chronic despite decrease in the total count). Guidance from the State Department of Education just 30 days before the PIT Count date significantly reduced school participation in the count, which likely had a minor impact on the count of unsheltered households with children. (Impact is assumed to be minor because most surveys completed in partnership with schools in past years identified households that met other definitions of homelessness, not the HUD definitions applicable to the PIT Count.)
3) NA.

*2B-6. PIT Count–Identifying Youth Experiencing Homelessness.

Applicants must:

Indicate whether the CoC implemented specific measures to identify youth experiencing homelessness in their 2019 PIT	Yes

count.

2B-6a. PIT Count–Involving Youth in Implementation.

Applicants must describe how the CoC engaged stakeholders serving youth experiencing homelessness to:
1. plan the 2019 PIT count;
2. select locations where youth experiencing homelessness are most likely to be identified; and
3. involve youth in counting during the 2019 PIT count.
(limit 2,000 characters)

1) Stakeholders serving youth experiencing homelessness engaged in PIT Count planning by identifying youth outreach locations, incentives for homeless youth to be counted, strategies and activities for count day, and formerly homeless youth volunteers and staff volunteers for the count. Stakeholders included homeless youth service programs, McKinney Vento liaisons and other school staff, Alternative Learning Centers, YMCAs, and libraries. The planning occurred during multiple county-level homeless response teams meetings across the 20-county area in late 2018 and was consolidated at the CoC board level in December 2018.
2) Stakeholders listed above have locations where youth feel safe and welcome to gather, both for in-school and out-of-school youth, making those natural selections for PIT Count activities. Access to technology, food, personal supplies, and safe hangout space were identified as key considerations. Other locations for outreach were identified with the help of youth, including parks and certain stores/shopping areas. Stakeholders also worked with the CoC to use the Coordinated Entry priority list as a targeted outreach tool for youth known to be homeless but who did not present at a count location.
3) Youth who have experienced homelessness were involved in the count by helping to train PIT count volunteers and, through the Youth Subcommittee of the CoC, leading a youth/student-focused resource fair at the Rochester Alternative Learning Center. Youth volunteered as guides for the event, while school counselors, community volunteers, and others conducted PIT surveys. Youth also recommended items for the household goods “store” at the resource fair, which youth could “purchase” from with proof of visiting booths at the fair.

2B-7. PIT Count–Improvements to Implementation.

Applicants must describe the CoC’s actions implemented in its 2019 PIT count to better count:
1. individuals and families experiencing chronic homelessness;
2. families with children experiencing homelessness; and
3. Veterans experiencing homelessness.
(limit 2,000 characters)

1) To improve the capacity of the CoC to count individuals and families experiencing chronic homelessness in a service-based PIT count, the CoC used the Coordinated Entry by-name list to proactively contact all known homeless persons who had not already appeared at a shelter or other count location. This increased the number of chronically homeless persons counted from what it would have been using just a service-based count. It also identified

more geographically diverse locations where chronically homeless households were living and where outreach may be improved in 2020.
2) To improve the count of families with children, including chronically homeless families, the CoC engaged McKinney-Vento liaisons and other school staff in county-level Homeless Response Team PIT planning meetings. The CoC participated in a regional McKinney-Vento liaison call to discuss the count and answer questions, and also coordinated with the State Education Agency (SEA) to encourage local school participation. The CoC and the SEA sent communications directly to school staff regarding the PIT Count to describe options for participation. With over 70 school districts and changing personnel from year to year, knowledge of the PIT Count varies significantly from school to school, requiring regular and direct effort by the CoC. (However, late changes in SEA guidance in 2019 caused some confusion and resulted in much lower participation by schools in 2019.)
3) On behalf of the CoC, veterans services outreach workers from MN Assistance Council for Veterans and the VA conducted physical on-the-ground outreach to ensure coverage, but it is unclear whether this actually improved the 2019 PIT Count because the total number of veterans experiencing homelessness in the region is very low.

3A. Continuum of Care (CoC) System Performance

Instructions

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Warning! The CoC Application score could be affected if information is incomplete on this formlet.

*3A-1. First Time Homeless as Reported in HDX.

Applicants must:

Report the Number of First Time Homeless as Reported in HDX.	972

3A-1a. First Time Homeless Risk Factors.

Applicants must:
1. describe the process the CoC developed to identify risk factors the CoC uses to identify persons becoming homeless for the first time;
2. describe the CoC's strategy to address individuals and families at risk of becoming homeless; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time. (limit 2,000 characters)

1) The CoC uses the Minnesota Prevention Assessment Tool (MPAT), developed by the State and TA-provider Abt Associates, to prioritize and customize assistance to households at greatest risk of becoming homeless. Risk factors identified include current housing status (e.g. being doubled-up), criminal history, adverse childhood experiences, domestic violence or other major household trauma, recent discharge from an institution, low income, and previous evictions. Discrimination based on race/ethnicity, sexual orientation or gender identity, and familial status are also contributing factors. Based on initial analysis, the most significant risk factors across all households are previous history of homelessness and current housing status, while specific barriers to

housing such as history of institutionalization affect certain portions of the population. Low income by itself is not a strong predictor of homelessness.
2) The CoC pairs the MPAT with a growing network of housing navigators and resources to prevent first time homelessness. Two County-based Housing Resource Coordinators assist persons in mental health treatment and other group settings to prevent exits to homelessness, and new PATH workers prevent exits to homelessness. Building diversion capacity, a CoC mainstream resource navigator helps at-risk households access community resources to increase income and stabilize housing and CoC diversion supports for shelters are in development. In addition, the CoC is increasing resources for prevention, including an additional $855,084 in 2019 for state-funded Homelessness Prevention and Assistance programs.
3) The CoC Homelessness Prevention and Assistance Program advisory committees are responsible for developing strategies for reducing first-time homelessness. The CoC Data & Technical Assistance Committee Chair is responsible to review outcomes and facilitate training/TA for providers.

*3A-2. Length of Time Homeless as Reported in HDX.

Applicants must:

Report Average Length of Time Individuals and Persons in Families Remained Homeless as Reported in HDX.	149

3A-2a. Strategy to Reduce Length of Time Homeless.

Applicants must:
1. describe the CoC's strategy to reduce the length of time individuals and persons in families remain homeless;
2. describe how the CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the length of time individuals and families remain homeless.
(limit 2,000 characters)

1) The CoC strategy to reduce length of time homeless starts with applying Order of Priority to prioritize individuals with long periods of homelessness for referral to existing housing. It also includes expanding housing options by prioritizing two new RRH and joint TH-RRH projects for high-need locations and populations (primarily DV) in this funding round to increase system capacity to more quickly move to permanent housing. The CoC increased access to expungements of criminal records and eviction resolution/prevention through legal services, which eliminated barriers to housing for hundreds of households at risk of remaining homeless due to tenant screening. The CoC also works to expand other housing options by planning a series of landlord meetings to explain support systems available for homeless individuals and developing a pilot for a landlord mitigation program to reduce perceived financial risks of renting to formerly homeless persons. In addition, the CoC worked with the second largest PHA to implement a preference for persons referred via Coordinated Entry, increasing access to permanent housing options for individual and households with the longest length of time homeless.

2) Households with the longest LOT homeless are identified via Coordinated Entry assessment and referred immediately to available permanent housing opportunities. Depending on need and barriers, households are connected to permanent housing with short-term or long-term assistance, with Navigator assistance as of September 2018 to assist with documenting eligibility for housing, maintaining contact, and bridging services to speed move-in.
3) The CoC Rapid Access workgroup is responsible for developing strategies for reducing LOT homeless. The CoC Executive Committee is responsible to formalize strategies, with assistance from the Coordinated Entry Committee. The CoC Data & Technical Assistance Committee is responsible to review outcomes and facilitate training/TA for providers.

*3A-3. Successful Permanent Housing Placement and Retention as Reported in HDX.

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in emergency shelter, safe havens, transitional housing, and rapid rehousing that exit to permanent housing destinations as reported in HDX.	56%
2. Report the percentage of individuals and persons in families in permanent housing projects, other than rapid rehousing, that retain their permanent housing or exit to permanent housing destinations as reported in HDX.	92%

3A-3a. Exits to Permanent Housing Destinations/Retention of Permanent Housing.

Applicants must:
1. describe the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;
2. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent housing destinations;
3. describe the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations; and
4. provide the organization name or position title responsible for overseeing the CoC's strategy to increase the rate at which individuals and persons in families in permanent housing projects, other than rapid rehousing, retain their permanent housing or exit to permanent housing destinations.
(limit 2,000 characters)

(There are no safe havens in the CoC.)
1) To support rapid exit to permanent housing, the CoC develops written standards for ES, TH, and RRH (in revision for 2019) to bolster trauma-informed practices and immediate exit planning with participants to lead to stable, permanent housing with appropriate community supports to remain housed. To increase access to private market housing, the CoC plans landlord engagement

meetings to explain support systems and resources available for homeless individuals, including persons with criminal records, very low income, or poor rental history. The CoC also continues to expand state-funded Housing Support program to provide transition and tenancy supports in permanent housing for homeless adults with disabilities and very low incomes.
2) The CoC Rapid Access workgroup is responsible to develop strategies for rapid exit to permanent housing. The CoC Executive Committee is responsible to formalize strategies. The CoC Data & TA Committee is responsible to review outcomes and facilitate training/TA for providers.
3) To continue high rates of permanent housing retention and successful exits, the CoC will continue Housing First training and use Coordinated Entry transfer policies and procedures to prevent exits to non-permanent housing when a participant finds a housing opportunity is not safe or not a good fit. To improve, the CoC engaged two PHAs to implement Move-On preferences for individuals exiting PSH with ongoing affordability needs and access to community services. The CoC continues to expand training/support for accessing SOAR and workforce center resources to increase participant income and housing affordability.
4) The CoC Housing Stability workgroup is responsible to develop strategies for permanent housing retention. The CoC Executive Committee is responsible to formalize strategies. The CoC Data & TA Committee is responsible to review outcomes and facilitate training/TA for providers.

*3A-4. Returns to Homelessness as Reported in HDX.

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families returning to homelessness over a 6-month period as reported in HDX.	4%
2. Report the percentage of individuals and persons in families returning to homelessness over a 12-month period as reported in HDX.	6%

3A-4a. Returns to Homelessness–CoC Strategy to Reduce Rate.

Applicants must:
1. describe the strategy the CoC has implemented to identify individuals and persons in families who return to homelessness;
2. describe the CoC's strategy to reduce the rate of additional returns to homelessness; and
3. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy to reduce the rate individuals and persons in families return to homelessness.
(limit 2,000 characters)

1) The CoC uses the returns to homelessness report in HMIS, along with client demographic reports and provider input to identify factors associated with returns to homelessness. The most common risk factor associated with individuals and families who returned to homelessness within 12 months (for the reporting period in HDX) was simply exiting from an ES, TH, or RRH program with hard limits on length, type, or amount of assistance. For households who

returned after 12 months, low income/loss of income and housing affordability were more significant factors.
2) To reduce returns to homelessness, rapid rehousing programs in the CoC implemented and will continue with more flexible and responsive guidelines for assistance, allowing extended or unique supports for individuals and families that are at risk of returning to homelessness. In addition, beginning in 2019, the CoC written standards for ES, TH, and RRH (under revision) standardize immediate exit planning for participants in ES, TH, or RRH programs and focus services on successful and sustainable exits. Increasing income and effective budgeting of additional income were identified by providers as necessary components of exit planning. The CoC also increased outreach to privately operated emergency shelters with short stays and limited services to develop outcome-based approaches to program rules and services partnerships with mainstream programs that can support shelter stayers after exit.
3) The CoC Housing Stability workgroup is responsible for developing strategies to reduce the rate of return to homelessness. The CoC Executive Committee is responsible for formalizing strategies. The CoC Data & Technical Assistance Committee is responsible to review outcomes and facilitate training/TA for providers.

*3A-5. Cash Income Changes as Reported in HDX.

Applicants must:

	Percentage
1. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their employment income from entry to exit as reported in HDX.	10%
2. Report the percentage of individuals and persons in families in CoC Program-funded Safe Haven, transitional housing, rapid rehousing, and permanent supportive housing projects that increased their non-employment cash income from entry to exit as reported in HDX.	19%

3A-5a. Increasing Employment Income.

Applicants must:
1. describe the CoC's strategy to increase employment income;
2. describe the CoC's strategy to increase access to employment;
3. describe how the CoC works with mainstream employment organizations to help individuals and families increase their cash income; and
4. provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase jobs and income from employment.
(limit 2,000 characters)

1) To increase employment income, CoC programs assess education/literacy along with income to identify feasible pathways to higher participant income, including education and training that qualify individuals for higher-paying jobs. The CoC also connects to benefits specialists with the Department of Rehabilitation Services to guide participants with disabilities on incentives within SSI/SSDI and other programs that allow people with disabilities to keep benefits, increase income, and save for the future. All CoC-funded projects are

evaluated on changes in participant income, which is tied to ranking for funding.
2) To increase access to employment, the CoC includes employers and employment services in annual Project Community Connect resource events. The CoC shares notices of job fairs, job training, and current employment opportunities with program staff to help participants connect to job counselors to prepare for interviews, with job/volunteer opportunities to gain experience and positive references, or with childcare assistance for workers with children. As available, participants are connected with incentives for work and education participation, including work attire, bus passes/gas cards, and specialized job equipment through Workforce resources.
3) The CoC engaged mainstream employment organizations to provide training for CoC program staff in November 2018 and partnered with State workforce programs July 2019 to train frontline workforce center staff in serving people who are homeless. The CoC is (in process) updating written standards for income/employment services and developing template agreements for formal partnerships between programs and local employment organizations.
4) The CoC Income & Employment workgroup is responsible to develop strategies to increase employment income. The CoC Executive Committee is responsible to formalize strategies. The CoC Data & TA Committee is responsible to review outcomes and facilitate training/TA for providers.

3A-5b. Increasing Non-employment Cash Income.

Applicants must:
1. describe the CoC's strategy to increase non-employment cash income;
2. describe the CoC's strategy to increase access to non-employment cash sources;
3. provide the organization name or position title that is responsible for overseeing the CoC's strategy to increase non-employment cash income.

1) To increase non-employment cash income, the CoC requires all CoC programs to screen participants for mainstream benefits, including non-employment cash income like SSI/SSDI, TANF, and State benefits. TANF for families and General Assistance for individuals are well utilized and increase incomes by $200-1000/month depending on household size. The CoC has increased use of the State-funded Housing Support program by nearly 50% in the past 3 years, which provides room and board, as well as non-employment cash income for individuals with disabilities in supportive housing. In 2019, the CoC trained all Counties not currently using Housing Support to add this program as a resource for homeless persons.
2) To increase access to non-employment cash sources, the CoC evaluated program data on participant income level, disability status, household composition, and age to identify individuals potentially eligible for SSI/SSDI, TANF, and State benefits programs, and compared that to reported participant income sources. The CoC identified a significant number of potential SSI/SSDI applicants and lack of program staff capacity to assist with the applications. The CoC engaged SOAR outreach to increase the number of SSI/SSDI advocates through the next SOAR application cycle. In addition, the CoC increased use of Housing Support (in #1 above) and added its first mainstream solutions navigator to pilot benefit screening and assistance during Coordinated Entry assessment. The CoC is also creating a resource list and training for other non-employment income sources to share with participants, including plasma donation, online gigs, etc.

3) The CoC Income & Employment workgroup is responsible to develop strategies to increase non-employment cash income. The CoC Executive Committee is responsible to formalize strategies. The CoC Data & TA Committee is responsible to review outcomes and facilitate training/TA for providers.

3A-5c. Increasing Employment. Attachment Required.

Applicants must describe how the CoC:
1. promoted partnerships and access to employment opportunities with private employers and private employment organizations, such as holding job fairs, outreach to employers, and partnering with staffing agencies; and
2. is working with public and private organizations to provide meaningful, education and training, on-the-job training, internship, and employment opportunities for residents of permanent supportive housing that further their recovery and well-being.
(limit 2,000 characters)

1) The CoC promoted partnership and access to employment by engaging mainstream employment organizations to provide training on employment strategies for CoC program staff in November 2018. As part of coordination under the Heading Home Alliance agreement, the CoC partnered with the MN Department of Employment and Economic Development in July to deliver training to frontline workforce center staff across the state in serving people who are homeless and connecting with homeless program staff to support participants' employment goals. The CoC is (in process) updating written standards for income/employment services provided by CoC programs, and is working in partnership with the two local WIOA agencies to develop template agreements for formal partnerships between local homeless programs and local employment organizations and education/training providers. The CoC supports existing partnerships being implemented under the Family Self-Sufficiency program and Pathways to Prosperity and promotes them as models in staff training.
2) The CoC works with partners to provide meaningful training and employment for supportive housing participants by sharing notices from private employment organization and public workforce programs on employment opportunities, job fairs, job training programs, and work-incentive resources with program staff, who in turn engage participants. The CoC also includes private employers and employment services in annual Project Community Connect and Youth Connect resource events throughout the region, which draw in hundreds of homeless, formerly homeless, and at-risk households looking to increase income and stabilize their housing situation. The CoC supports existing partnerships being implemented under the Jeremiah Program (with a technical college) and promotes it as a model in staff straining to meet written standards.

3A-5d. Promoting Employment, Volunteerism, and Community Service.

Applicants must select all the steps the CoC has taken to promote employment, volunteerism and community service among people experiencing homelessness in the CoC's geographic area:

1. The CoC trains provider organization staff on connecting program participants and people experiencing homelessness with education and job training opportunities.	☐
2. The CoC trains provider organization staff on facilitating informal employment opportunities for program participants and people experiencing homelessness (e.g., babysitting, housekeeping, food delivery).	☐
3. The CoC trains provider organization staff on connecting program participants with formal employment opportunities.	☐
4. The CoC trains provider organization staff on volunteer opportunities for program participants and people experiencing homelessness.	☐
5. The CoC works with organizations to create volunteer opportunities for program participants.	☐
6. The CoC works with community organizations to create opportunities for civic participation for people experiencing homelessness (e.g., townhall forums, meeting with public officials).	☐
7. Provider organizations within the CoC have incentives for employment.	☐
8. The CoC trains provider organization staff on helping program participants budget and maximize their income to maintain stability in permanent housing.	☐

3A-6. System Performance Measures Data–HDX Submission Date

05/28/2019

Applicants must enter the date the CoCs submitted its FY 2018 System Performance Measures data in HDX. (mm/dd/yyyy)

3B. Continuum of Care (CoC) Performance and Strategic Planning Objectives

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3B-1. Prioritizing Households with Children.

Applicants must check each factor the CoC currently uses to prioritize households with children for assistance during FY 2019.

1. History of or Vulnerability to Victimization (e.g. domestic violence, sexual assault, childhood abuse)	X
2. Number of previous homeless episodes	X
3. Unsheltered homelessness	X
4. Criminal History	X
5. Bad credit or rental history	X
6. Head of Household with Mental/Physical Disability	X

3B-1a. Rapid Rehousing of Families with Children.

Applicants must:
1. describe how the CoC currently rehouses every household of families with children within 30 days of becoming homeless that addresses both housing and service needs;
2. describe how the CoC addresses both housing and service needs to ensure families with children successfully maintain their housing once

assistance ends; and
3. provide the organization name or position title responsible for overseeing the CoC's strategy to rapidly rehouse families with children within 30 days of them becoming homeless.
(limit 2,000 characters)

1) To speed access to permanent housing, the CoC has increased the number of RRH beds for households with children by 85% between 2016 and 2019 and proposed new RRH and Joint TH-RRH projects that serve families in this funding round. These new housing resources are supported by assistance from Coordinated Entry navigators to shorten referral timelines for housing by documenting eligibility and connecting to mainstream resources, and implementation of immediate whole family needs assessment, including children's needs and educational services, for households in shelter.
2) The CoC helps families maintain housing by ensuring that mainstream and community-based resources such as Head Start, school-based programs, Women Infant and Children nutrition, adult/child mental health resources, employment support, and subsidized health insurance, are included in stability plans. This ensures that relationships and resources for adults and children do not end when limited-term rehousing support ends. In addition, more flexible RRH programs in the CoC aim to provide the right type, level, and length of support so households don't exit before they are ready. Finally, program participants are assisted to thoroughly assess housing opportunities in terms of long-term affordability and household budget so that housing can be maintained.
3) The CoC Rapid Access workgroup is responsible for developing strategies for rapidly rehousing families with children. The CoC Executive Committee is responsible to formalize strategies, with assistance from the Coordinated Entry Committee. The CoC Data & Technical Assistance Committee is responsible to review outcomes and facilitate training/TA for providers.

3B-1b. Antidiscrimination Policies.

Applicants must check all that apply that describe actions the CoC is taking to ensure providers (including emergency shelter, transitional housing, and permanent housing (PSH and RRH)) within the CoC adhere to antidiscrimination policies by not denying admission to or separating any family members from other members of their family or caregivers based on any protected classes under the Fair Housing Act, and consistent with 24 CFR 5.105(a)(2) – Equal Access to HUD-Assisted or -Insured Housing.

1. CoC conducts mandatory training for all CoC- and ESG-funded housing and services providers on these topics.	
2. CoC conducts optional training for all CoC- and ESG-funded housing and service providers on these topics.	X
3. CoC has worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	
4. CoC has worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within the CoC geographic area that might be out of compliance and has taken steps to work directly with those facilities to come into compliance.	X

3B-1c. Unaccompanied Youth Experiencing Homelessness–Addressing Needs.

Applicants must indicate whether the CoC's strategy to address the unique needs of unaccompanied youth experiencing homelessness who are 24 years of age and younger includes the following:

1. Unsheltered homelessness	Yes
2. Human trafficking and other forms of exploitation	Yes
3. LGBT youth homelessness	Yes
4. Exits from foster care into homelessness	Yes
5. Family reunification and community engagement	Yes
6. Positive Youth Development, Trauma Informed Care, and the use of Risk and Protective Factors in assessing youth housing and service needs	Yes

3B-1c.1. Unaccompanied Youth Experiencing Homelessness–Prioritization Based on Needs.

Applicants must check all that apply that describes the CoC's current strategy to prioritize unaccompanied youth based on their needs.

1. History of, or Vulnerability to, Victimization (e.g., domestic violence, sexual assault, childhood abuse)	X
2. Number of Previous Homeless Episodes	X
3. Unsheltered Homelessness	X
4. Criminal History	X
5. Bad Credit or Rental History	X

3B-1d. Youth Experiencing Homelessness–Housing and Services Strategies.

Applicants must describe how the CoC increased availability of housing and services for:
1. all youth experiencing homelessness, including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive; and
2. youth experiencing unsheltered homelessness including creating new youth-focused projects or modifying current projects to be more youth-specific or youth-inclusive.
(limit 3,000 characters)

1) The CoC strategy to create new resources and new partnerships to increase services for youth experiencing homelessness is designed to respond to a few risk factors for youth homelessness in the region: loss of parent/caregiver

support, non gender-conforming identity, and trafficking. A new Safe Harbor grant has created 8 new shelter beds, supportive services, and outreach for youth that have been trafficked. Federal Transitional Living Program funding brought in nearly $200,000 for additional outreach, supports, and youth leadership in CoC and program planning. The CoC also added a state-funded Healthy Transition and Homelessness Prevention program based within a Workforce Development Center to assist youth transitioning out of foster care and sought 40 new Family Unification Program vouchers to house youth with previous foster care placements and families at risk of foster-care placements due to homelessness.
2) For youth experiencing unsheltered homelessness, the CoC increased funding and personnel to conduct street outreach for unsheltered youth so that resources are more accessible to youth. New outreach resources are targeted generally to homeless youth in the Transitional Living Program and specifically to youth that have been trafficked in the Safe Harbor grant program. The Safe Harbor program also includes shelter resources (described above) and homelessness prevention activities especially for non-gender conforming youth, which the CoC hopes will reduce trauma experienced by youth on the street and reduce need for street outreach to find youth after becoming homeless.

3B-1d.1. Youth Experiencing Homelessness–Measuring Effectiveness of Housing and Services Strategies.

Applicants must:
1. provide evidence the CoC uses to measure each of the strategies in question 3B-1d. to increase the availability of housing and services for youth experiencing homelessness;
2. describe the measure(s) the CoC uses to calculate the effectiveness of both strategies in question 3B-1d.; and
3. describe why the CoC believes the measure it uses is an appropriate way to determine the effectiveness of both strategies in question 3B-1d. (limit 3,000 characters)

1) To measure both strategies, the CoC evaluates evidence from annual Point in Time Count (number of unsheltered and sheltered youth counted), the Housing Inventory Chart (increased units for youth), and reported program funding. The CoC also uses Coordinated Entry assessment and referral data on the relative need/vulnerability of youth experiencing homelessness and the time that elapses from assessment to housing move-in, and program outcome data on exit destination of participants.
2) The CoC calculates the effectiveness of strategies to increase housing and services for all youth by annual change in housing units for youth on the Housing Inventory Chart, changes in program funding levels reported by agencies, and the rate of permanent housing exit destinations for program participants. Increasing units, funding, and rate of exit to permanent housing would indicate the strategy to increase resources is working. To measure the effectiveness of strategies specifically for unsheltered youth, the CoC calculates changes in numbers of unsheltered and total homeless youth in the annual PIT Count, mean need/vulnerability score for youth in Coordinated Entry, and the mean days from assessment to housing move-in. Decreased numbers of unsheltered and total homeless youth, as well as decreases in mean time from assessment to move-in indicate effective levels of housing and service for unsheltered youth. The CoC evaluates mean need/vulnerability assessment

score of youth identified vs. housed to determine how rate of housing placement is affected by need level of participants. If higher needs are identified, more services may be required to continue rapidly housing and serving youth.
3) The CoC believes the measures are appropriate because they focus on youth outcomes and on achieving overall reduction of youth homelessness, not project outputs. They also include measures that evaluate both system and program effectiveness and capacity to meet needs of youth over time.

3B-1e. Collaboration–Education Services.

Applicants must describe:

1. the formal partnerships with:
a. youth education providers;
b. McKinney-Vento LEA or SEA; and
c. school districts; and

2. how the CoC collaborates with:
a. youth education providers;
b. McKinney-Vento Local LEA or SEA; and
c. school districts.
(limit 2,000 characters)

1) The CoC and SEA have a formal partnership for coordinated planning via the Heading Home Alliance, a statewide collaborative of State programs, CoCs, tribal governments, and others working to end homelessness. The CoC facilitates formal partnerships between its CoC member agencies and youth education providers, LEAs, and school districts. Because the CoC region includes 89 school districts, agreements with the CoC as a whole are less effective than specific agreements between providers and schools/education providers. Formal agreements are in place for homeless programs to provide space onsite for school staff, participate with school staff on outreach, coordinate services for children and families before and after entering housing, or provide transportation for after-school activities. The CoC guides and supports use of these formal agreements across the CoC region by creating agreement templates, providing joint training with LEAs and school district partners, and requiring agreements with education partners to be in place for CoC-funded projects.
2) The CoC collaborates with youth education partners of all types and levels. a) Youth education providers like libraries and pre-K programs participate on monthly Homeless Response Teams in the CoC and often provide locations for Point in Time Count activities, client assessments and outreach visits, and resources to access Coordinated Entry. b) SEA collaboration occurs monthly through membership in the Heading Home Alliance (statewide multi-agency planning group) to develop State policy changes and support for LEAs outreach and initiatives with the CoC. CoC staff attend quarterly regional LEA meetings to share resources and coordinate cross-training activities. The CoC also includes an LEA on its governing board. c) School district staff (e.g. librarians, counselors, and alternative learning center teachers) plan with the CoC as needed for the PIT Count, resource fairs, and Coordinated Entry referrals.

3B-1e.1. Informing Individuals and Families Experiencing Homeless about

Education Services Eligibility.

**Applicants must describe policies and procedures the CoC adopted to inform individuals and families who become homeless of their eligibility for education services.
(limit 2,000 characters)**

The CoC adopted an Education for Children & Youth Policy in September 2017. The policy of CoC is to ensure that households with children, including unaccompanied youth, are identified, informed of available educational rights and resources, and supported to access educational services available to them. As such, programs that serve households with children (including unaccompanied youth) in the CoC region, must ensure and document that they: 1) Collaborate with local education agencies to assist in the identification of homeless families as well as informing these homeless families and youth of their eligibility for McKinney-Vento education services. 2) Consider the educational needs of children when families are placed in emergency or transitional shelter and, to the maximum extent practicable, place families with children as close to possible to their school of origin so as not to disrupt the children's education. 3) Establish policies and practices that are consistent with, and do not restrict the exercise of rights provided by the education subtitle of the McKinney-Vento Act, and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness. 4) Designate a staff person to ensure that children are enrolled in school and connected to the appropriate services within the community, including early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney- Vento education services. 5) Measure and document outcomes in education access and participation for children, youth and families in the housing program. Collaboration with local education agencies must be documented in Memorandums of Understanding (MOUs) or Community Partner Agreements. The CoC, HUD, SEA, or LEAs may monitor projects for compliance with this requirement. Projects seeking CoC funding are required to provide documentation for review before project rating and ranking.

3B-1e.2. Written/Formal Agreements or Partnerships with Early Childhood Services Providers.

Applicant must indicate whether the CoC has an MOU/MOA or other types of agreements with listed providers of early childhood services and supports and may add other providers not listed.

	MOU/MOA	Other Formal Agreement
Early Childhood Providers	Yes	No
Head Start	Yes	No
Early Head Start	Yes	No
Child Care and Development Fund	No	No
Federal Home Visiting Program	Yes	No
Healthy Start	No	No
Public Pre-K	Yes	No

Birth to 3 years	Yes	No
Tribal Home Visting Program	No	No
Other: (limit 50 characters)		

3B-2. Active List of Veterans Experiencing Homelessness.

Applicant must indicate whether the CoC uses an active list or by-name list to identify all veterans experiencing homelessness in the CoC.	Yes

3B-2a. VA Coordination–Ending Veterans Homelessness.

Applicants must indicate whether the CoC is actively working with the U.S. Department of Veterans Affairs (VA) and VA-funded programs to achieve the benchmarks and criteria for ending veteran homelessness.	Yes

3B-2b. Housing First for Veterans.

Applicants must indicate whether the CoC has sufficient resources to ensure each veteran experiencing homelessness is assisted to quickly move into permanent housing using a Housing First approach.	Yes

3B-3. Racial Disparity Assessment. Attachment Required.

Applicants must:
1. select all that apply to indicate the findings from the CoC's Racial Disparity Assessment; or
2. select 7 if the CoC did not conduct a Racial Disparity Assessment.

1. People of different races or ethnicities are more likely to receive homeless assistance.	X
2. People of different races or ethnicities are less likely to receive homeless assistance.	X
3. People of different races or ethnicities are more likely to receive a positive outcome from homeless assistance.	X
4. People of different races or ethnicities are less likely to receive a positive outcome from homeless assistance.	X
5. There are no racial or ethnic disparities in the provision or outcome of homeless assistance.	
6. The results are inconclusive for racial or ethnic disparities in the provision or outcome of homeless assistance.	
7. The CoC did not conduct a racial disparity assessment.	

3B-3a. Addressing Racial Disparities.

Applicants must select all that apply to indicate the CoC's strategy to address any racial disparities identified in its Racial Disparities Assessment:

1. The CoC is ensuring that staff at the project level are representative of the persons accessing homeless services in the CoC.	
2. The CoC has identified the cause(s) of racial disparities in their homeless system.	X
3. The CoC has identified strategies to reduce disparities in their homeless system.	X
4. The CoC has implemented strategies to reduce disparities in their homeless system.	
5. The CoC has identified resources available to reduce disparities in their homeless system.	X
6: The CoC did not conduct a racial disparity assessment.	

4A. Continuum of Care (CoC) Accessing Mainstream Benefits and Additional Policies

Instructions:

Guidance for completing the application can be found in the FY 2019 CoC Program Competition Notice of Funding Availability and in the FY 2019 CoC Application Detailed Instructions.
Please submit technical questions to the HUD Exchange Ask-A-Question at https://www.hudexchange.info/program-support/my-question/

Resources:
The FY 2019 CoC Application Detailed Instruction can be found at: https://www.hudexchange.info/e-snaps/guides/coc-program-competition-resources
The FY 2019 CoC Program Competition Notice of Funding Availability at: https://www.hudexchange.info/programs/e-snaps/fy-2019-coc-program-nofa-coc-program-competition/#nofa-and-notices

Warning! The CoC Application score could be affected if information is incomplete on this formlet.

4A-1. Healthcare–Enrollment/Effective Utilization

Applicants must indicate, for each type of healthcare listed below, whether the CoC assists persons experiencing homelessness with enrolling in health insurance and effectively utilizing Medicaid and other benefits.

Type of Health Care	Assist with Enrollment	Assist with Utilization of Benefits?
Public Health Care Benefits (State or Federal benefits, Medicaid, Indian Health Services)	Yes	Yes
Private Insurers:	Yes	Yes
Non-Profit, Philanthropic:	Yes	Yes
Other: (limit 50 characters)		

4A-1a. Mainstream Benefits.

Applicants must:
1. describe how the CoC systematically keeps program staff up to date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within the geographic area;
2. describe how the CoC disseminates the availability of mainstream resources and other assistance information to projects and how often;
3. describe how the CoC works with projects to collaborate with healthcare organizations to assist program participants with enrolling in

health insurance;
4. describe how the CoC provides assistance with the effective utilization of Medicaid and other benefits; and
5. provide the name of the organization or position title that is responsible for overseeing the CoC's strategy for mainstream benefits.
(limit 2,000 characters)

1) The CoC has acted to maximize mainstream benefits by creating standard assessments at Coordinated Entry and during program participation for mainstream benefits including SNAP, SSI/SSDI, MFIP (TANF), Workforce Center programs, post-foster care supports for youth, community-based mental health services, and more.
2) The CoC shares updates on mainstream benefits programs through its email listserv about once a month and offers 1-2 trainings per year for program staff and for Coordinated Entry staff. Recent trainings include Workforce Center employment support services, Housing Supports (a state-funded income support for persons with disabilities, which prioritizes persons experiencing long-term homeless) and SOAR (SSI/SSDI Outreach, Access, and Recovery).
3) The CoC also has MNsure (health insurance exchange) navigators that provide access to health insurance, Housing Resource Coordinators at Counties to help persons with institutional stays access mainstream housing and services in community, and Coordinated Entry housing navigators that connect individual and families to mainstream benefits and document eligibility for designated homeless resources.
4) As in #2 above, the CoC shares information on Medicaid and other benefits via its listserv about once a month and offers 1-2 trainings per year for program and Coordinated Entry staff. The CoC's Coordinated Entry housing navigators also connect individual and families to mainstream benefits, including Medicaid, during the housing search and move-in process.
5) The CoC Income & Employment workgroup is responsible for developing strategies to increase mainstream benefits outcomes. The CoC Executive Committee is responsible for formalizing strategies. The CoC Data & Technical Assistance Committee is responsible to review outcomes and facilitate training/TA for providers.

4A-2. Lowering Barriers to Entry Data:

Applicants must report:

1. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition.	428
2. Total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe-Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	428
Percentage of new and renewal PSH, RRH, Safe-Haven, SSO non-Coordinated Entry projects the CoC has ranked in its CoC Priority Listing in the FY 2019 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

4A-3. Street Outreach.

Applicants must:
1. describe the CoC's street outreach efforts, including the methods it

uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2. state whether the CoC's Street Outreach covers 100 percent of the CoC's geographic area;
3. describe how often the CoC conducts street outreach; and
4. describe how the CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance. (limit 2,000 characters)

1-3) Street outreach occurs throughout the whole CoC region, with frequency and activity varying by community. In large cities, outreach occurs weekly at libraries, schools, parks and other known locations to identify, engage, and screen people for housing/services. In smaller communities and rural areas, outreach workers provide information annually to local service agencies and partners such as law enforcement and respond to specific outreach needs when requested. Specialized outreach also occurs for youth who are experiencing trafficking, making connections online or via posters and resources in key locations such as hotels, highway rest areas, and truck stops. Outreach workers and multiple access points in each county are trained in safety planning and to conduct assessments for Coordinated Entry and help individuals and families complete the assessment when they are ready and at a location where they are most comfortable.
4)To reduce barriers to assistance, outreach workers come to people as much as possible, rather than scheduling office appointments that require travel. Outreach also occurs via phone and text when possible and when preferred by persons experiencing homelessness. Workers receive training in trauma-informed person-centered care, motivational interviewing, and unique strategies for youth, veterans, persons with serious mental illness, and other unsheltered homeless persons. Workers access translation services through Language Line and State Services for the Blind/Deaf to facilitate written and verbal communication.

4A-4. RRH Beds as Reported in HIC.

Applicants must report the total number of rapid rehousing beds available to serve all household types as reported in the Housing Inventory Count (HIC) for 2018 and 2019.

	2018	2019	Difference
RRH beds available to serve all populations in the HIC	162	143	-19

4A-5. Rehabilitation/Construction Costs–New Projects.

No

Applicants must indicate whether any new project application the CoC ranked and submitted in its CoC Priority Listing in the FY 2019 CoC Program Competition is requesting $200,000 or more in funding for housing rehabilitation or new construction.

4A-6. Projects Serving Homeless under Other Federal Statutes. **Applicants must indicate whether the CoC is requesting to designate one or more of its SSO or TH projects to serve families with children or youth defined as homeless under other federal statutes.**	No

4B. Attachments

Instructions:

Multiple files may be attached as a single .zip file. For instructions on how to use .zip files, a reference document is available on the e-snaps training site: https://www.hudexchange.info/resource/3118/creating-a-zip-file-and-capturing-a-screenshot-resource

Document Type	Required?	Document Description	Date Attached
_FY 2019 CoC Competition Report (HDX Report)	Yes	FY2019 CoC Compet...	09/07/2019
1C-4.PHA Administration Plan–Moving On Multifamily Assisted Housing Owners' Preference.	No	Moving On Multifa...	09/26/2019
1C-4. PHA Administrative Plan Homeless Preference.	No	PHA Administrativ...	09/26/2019
1C-7. Centralized or Coordinated Assessment System.	Yes	CE Assessment Too...	09/24/2019
1E-1.Public Posting–15-Day Notification Outside e-snaps–Projects Accepted.	Yes	Public Posting - ...	09/26/2019
1E-1. Public Posting–15-Day Notification Outside e-snaps–Projects Rejected or Reduced.	Yes	Public Posting - ...	09/26/2019
1E-1.Public Posting–30-Day Local Competition Deadline.	Yes	Public Posting - ...	09/26/2019
1E-1. Public Posting–Local Competition Announcement.	Yes	Public Posting - ...	09/26/2019
1E-4.Public Posting–CoC-Approved Consolidated Application	Yes	Public Posting - ...	09/26/2019
3A. Written Agreement with Local Education or Training Organization.	No	Local Education o...	09/26/2019
3A. Written Agreement with State or Local Workforce Development Board.	No	State or Local Wo...	09/26/2019
3B-3. Summary of Racial Disparity Assessment.	Yes	Racial Disparity ...	09/07/2019
4A-7a. Project List-Homeless under Other Federal Statutes.	No		
Other	No		
Other	No		

Other	No		

Attachment Details

Document Description: FY2019 CoC Competition Report - MN-502

Attachment Details

Document Description: Moving On Multifamily Preference MN-502

Attachment Details

Document Description: PHA Administrative Plan Preference MN-502

Attachment Details

Document Description: CE Assessment Tool MN-502

Attachment Details

Document Description: Public Posting - 15 Day Notification Projects Accepted MN-502

Attachment Details

Document Description: Public Posting - 15 Day Notification Projects Reduced/Rejected MN-502

Attachment Details

Document Description: Public Posting - 30 Day Competition Deadline

Attachment Details

Document Description: Public Posting - Announcement of Local Competition

Attachment Details

Document Description: Public Posting - CoC Approved Consolidated Application w attachments MN-502

Attachment Details

Document Description: Local Education or Training Organization Agreement MN -502

Attachment Details

Document Description: State or Local Workforce Agreement MN-502

Attachment Details

Document Description: Racial Disparity Assessment Summary - MN-502

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Submission Summary

Ensure that the Project Priority List is complete prior to submitting.

Page	Last Updated
1A. Identification	09/14/2019
1B. Engagement	09/24/2019
1C. Coordination	09/24/2019
1D. Discharge Planning	No Input Required
1E. Local CoC Competition	09/14/2019
1F. DV Bonus	09/24/2019
2A. HMIS Implementation	09/24/2019
2B. PIT Count	09/24/2019
3A. System Performance	09/26/2019
3B. Performance and Strategic Planning	09/24/2019
4A. Mainstream Benefits and Additional Policies	09/14/2019
4B. Attachments	09/26/2019

Submission Summary	No Input Required

2019 HDX Competition Report

PIT Count Data for MN-502 - Rochester/Southeast Minnesota CoC

Total Population PIT Count Data

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count	**423**	**552**	**497**	**452**
Emergency Shelter Total	210	167	193	178
Safe Haven Total	0	0	0	0
Transitional Housing Total	199	328	238	216
Total Sheltered Count	**409**	**495**	**431**	**394**
Total Unsheltered Count	**14**	**57**	**66**	**58**

Chronically Homeless PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	**35**	**38**	**32**	**46**
Sheltered Count of Chronically Homeless Persons	28	19	19	27
Unsheltered Count of Chronically Homeless Persons	7	19	13	19

2019 HDX Competition Report

PIT Count Data for MN-502 - Rochester/Southeast Minnesota CoC

Homeless Households with Children PIT Counts

	2016 PIT	2017 PIT	2018 PIT	2019 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	**83**	**91**	**78**	**71**
Sheltered Count of Homeless Households with Children	83	91	76	67
Unsheltered Count of Homeless Households with Children	0	0	2	4

Homeless Veteran PIT Counts

	2011	2016	2017	2018	2019
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	**15**	**9**	**10**	**13**	**9**
Sheltered Count of Homeless Veterans	15	6	6	10	6
Unsheltered Count of Homeless Veterans	0	3	4	3	3

2019 HDX Competition Report

HIC Data for MN-502 - Rochester/Southeast Minnesota CoC

HMIS Bed Coverage Rate

Project Type	Total Beds in 2019 HIC	Total Beds in 2019 HIC Dedicated for DV	Total Beds in HMIS	HMIS Bed Coverage Rate
Emergency Shelter (ES) Beds	**201**	**66**	**84**	**62.22%**
Safe Haven (SH) Beds	**0**	**0**	**0**	**NA**
Transitional Housing (TH) Beds	**256**	**35**	**203**	**91.86%**
Rapid Re-Housing (RRH) Beds	**143**	**17**	**126**	**100.00%**
Permanent Supportive Housing (PSH) Beds	**306**	**0**	**282**	**92.16%**
Other Permanent Housing (OPH) Beds	**423**	**0**	**423**	**100.00%**
Total Beds	1,329	118	1118	92.32%

2019 HDX Competition Report

HIC Data for MN-502 - Rochester/Southeast Minnesota CoC

PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2016 HIC	2017 HIC	2018 HIC	2019 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	255	218	234	227

Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH units available to serve families on the HIC	23	28	41	33

Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2016 HIC	2017 HIC	2018 HIC	2019 HIC
RRH beds available to serve all populations on the HIC	84	62	162	143

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Summary Report for MN-502 - Rochester/Southeast Minnesota CoC

For each measure enter results in each table from the System Performance Measures report generated out of your CoCs HMIS System. There are seven performance measures. Each measure may have one or more "metrics" used to measure the system performance. Click through each tab above to enter FY2017 data for each measure and associated metrics.

RESUBMITTING FY2018 DATA: If you provided revised FY2018 data, the original FY2018 submissions will be displayed for reference on each of the following screens, but will not be retained for analysis or review by HUD.

ERRORS AND WARNINGS: If data are uploaded that creates selected fatal errors, the HDX will prevent the CoC from submitting the System Performance Measures report. The CoC will need to review and correct the original HMIS data and generate a new HMIS report for submission.

Some validation checks will result in warnings that require explanation, but will not prevent submission. Users should enter a note of explanation for each validation warning received. To enter a note of explanation, move the cursor over the data entry field and click on the note box. Enter a note of explanation and "save" before closing.

Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

Metric 1.1: Change in the average and median length of time persons are homeless in ES and SH projects.
Metric 1.2: Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

FY2018 - Performance Measurement Module (Sys PM)

	Universe (Persons)			Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Submitted FY 2017	Revised FY 2017	FY 2018	Submitted FY 2017	Revised FY 2017	FY 2018	Difference	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
1.1 Persons in ES and SH	581	579	590	45	43	39	-4	24	24	31	7
1.2 Persons in ES, SH, and TH	1006	960	914	176	155	149	-6	87	72	61	-11

b. This measure is based on data element 3.17.

This measure includes data from each client's Living Situation (Data Standards element 3.917) response as well as time spent in permanent housing projects between Project Start and Housing Move-In. This information is added to the client's entry date, effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

The construction of this measure changed, per HUD's specifications, between FY 2016 and FY 2017. HUD is aware that this may impact the change between these two years.

	Universe (Persons)			Average LOT Homeless (bed nights)				Median LOT Homeless (bed nights)			
	Submitted FY 2017	Revised FY 2017	FY 2018	Submitted FY 2017	Revised FY 2017	FY 2018	Difference	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	579	569	586	143	165	175	10	59	63	66	3
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1031	941	897	255	247	258	11	124	119	112	-7

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Measure 2: 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.

After entering data, please review and confirm your entries and totals. Some HMIS reports may not list the project types in exactly the same order as they are displayed below.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)		Returns to Homelessness in Less than 6 Months			Returns to Homelessness from 6 to 12 Months			Returns to Homelessness from 13 to 24 Months			Number of Returns in 2 Years	
	Revised FY 2017	FY 2018	Revised FY 2017	FY 2018	% of Returns	Revised FY 2017	FY 2018	% of Returns	Revised FY 2017	FY 2018	% of Returns	FY 2018	% of Returns
Exit was from SO	7	8	0	1	13%	2	0	0%	1	1	13%	2	25%
Exit was from ES	207	191	6	6	3%	9	3	2%	4	3	2%	12	6%
Exit was from TH	119	136	6	15	11%	0	2	1%	5	3	2%	20	15%
Exit was from SH	0	0	0	0		0	0		0	0		0	
Exit was from PH	264	441	7	8	2%	6	9	2%	7	11	2%	28	6%
TOTAL Returns to Homelessness	597	776	19	30	4%	17	14	2%	17	18	2%	62	8%

Measure 3: Number of Homeless Persons

Metric 3.1 – Change in PIT Counts

2019 HDX Competition Report
FY2018 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2017 PIT Count	January 2018 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	552	497	-55
Emergency Shelter Total	167	193	26
Safe Haven Total	0	0	0
Transitional Housing Total	328	238	-90
Total Sheltered Count	495	431	-64
Unsheltered Count	57	66	9

Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Unduplicated Total sheltered homeless persons	1048	1003	921	-82
Emergency Shelter Total	602	602	597	-5
Safe Haven Total	0	0	0	0
Transitional Housing Total	484	439	339	-100

Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	146	142	140	-2
Number of adults with increased earned income	10	11	25	14
Percentage of adults who increased earned income	7%	8%	18%	10%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	146	142	140	-2
Number of adults with increased non-employment cash income	22	32	52	20
Percentage of adults who increased non-employment cash income	15%	23%	37%	14%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults (system stayers)	146	142	140	-2
Number of adults with increased total income	30	39	68	29
Percentage of adults who increased total income	21%	27%	49%	22%

2019 HDX Competition Report
FY2018 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	164	170	134	-36
Number of adults who exited with increased earned income	23	23	14	-9
Percentage of adults who increased earned income	14%	14%	10%	-4%

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	164	170	134	-36
Number of adults who exited with increased non-employment cash income	20	22	25	3
Percentage of adults who increased non-employment cash income	12%	13%	19%	6%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Number of adults who exited (system leavers)	164	170	134	-36
Number of adults who exited with increased total income	39	41	35	-6
Percentage of adults who increased total income	24%	24%	26%	2%

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	753	747	665	-82
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	83	81	73	-8
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	670	666	592	-74

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1287	1286	1148	-138
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	162	158	176	18
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	1125	1128	972	-156

Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD's Homeless Definition in CoC Program-funded Projects

This Measure is not applicable to CoCs in FY2018 (Oct 1, 2017 - Sept 30, 2018) reporting period.

Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Persons who exit Street Outreach	33	33	22	-11
Of persons above, those who exited to temporary & some institutional destinations	22	22	15	-7
Of the persons above, those who exited to permanent housing destinations	11	11	6	-5
% Successful exits	100%	100%	95%	-5%

Metric 7b.1 – Change in exits to permanent housing destinations

2019 HDX Competition Report

FY2018 - Performance Measurement Module (Sys PM)

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	969	974	901	-73
Of the persons above, those who exited to permanent housing destinations	587	585	509	-76
% Successful exits	61%	60%	56%	-4%

Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2017	Revised FY 2017	FY 2018	Difference
Universe: Persons in all PH projects except PH-RRH	808	761	778	17
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	710	664	712	48
% Successful exits/retention	88%	87%	92%	5%

2019 HDX Competition Report

FY2018 - SysPM Data Quality

MN-502 - Rochester/Southeast Minnesota CoC

This is a new tab for FY 2016 submissions only. Submission must be performed manually (data cannot be uploaded). Data coverage and quality will allow HUD to better interpret your Sys PM submissions.

Your bed coverage data has been imported from the HIC module. The remainder of the data quality points should be pulled from data quality reports made available by your vendor according to the specifications provided in the HMIS Standard Reporting Terminology Glossary. You may need to run multiple reports into order to get data for each combination of year and project type.

You may enter a note about any field if you wish to provide an explanation about your data quality results. This is not required.

2019 HDX Competition Report

FY2018 - SysPM Data Quality

	All ES, SH				All TH				All PSH, OPH				All RRH				All Street Outreach			
	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018	2014-2015	2015-2016	2016-2017	2017-2018
1. Number of non-DV Beds on HIC	167	175	127	136	165	195	285	292	522	610	739	760	34	80	62	141				
2. Number of HMIS Beds	96	120	94	99	160	195	269	276	493	566	705	726	34	80	62	141				
3. HMIS Participation Rate from HIC (%)	57.49	68.57	74.02	72.79	96.97	100.00	94.39	94.52	94.44	92.79	95.40	95.53	100.00	100.00	100.00	100.00				
4. Unduplicated Persons Served (HMIS)	655	688	602	597	354	397	447	389	560	618	791	870	452	535	451	409	24	31	16	5
5. Total Leavers (HMIS)	590	635	544	527	182	185	233	237	127	111	172	189	244	417	314	245	21	20	11	5
6. Destination of Don't Know, Refused, or Missing (HMIS)	177	155	52	110			3	5	20	16	31	19	4		4	17	0	0	0	0
7. Destination Error Rate (%)	30.00	24.41	9.56	20.87			1.29	2.11	15.75	14.41	18.02	10.05	1.64		1.27	6.94	0.00	0.00	0.00	0.00

2019 HDX Competition Report

Submission and Count Dates for MN-502 - Rochester/Southeast Minnesota CoC

Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2019 PIT Count	1/23/2019	

Report Submission Date in HDX

	Submitted On	Met Deadline
2019 PIT Count Submittal Date	4/29/2019	Yes
2019 HIC Count Submittal Date	4/29/2019	Yes
2018 System PM Submittal Date	5/28/2019	Yes

1C-4 PHA Administrative Plan – Moving On Multifamily Assisted Owners' Preference
Rochester/Southeast Minnesota CoC (MN-502)

Excerpts of PHA Administrative Plans for HCV attached from:

- Olmsted County HRA (Gage East permanent supportive housing property moving on preference)
- Mankato EDA (Supportive Housing preference for individuals graduating from PSH)

EXCERPT: Olmsted County HRA Housing Choice Voucher Administrative Plan, revised 5/15/18. Move-on preference for Gage East PSH highlighted on p. 4-10. Full Administrative Plan posted at https://www.co.olmsted.mn.us/cs/ochra/rentalasstnc/HCVAdminPlan/Pages/default.aspx.

Chapter 4

APPLICATIONS, WAITING LIST AND TENANT SELECTION

INTRODUCTION

When a family wishes to receive assistance under the HCV program, the family must submit an application that provides the PHA with the information needed to determine the family's eligibility. HUD requires the PHA to place all families that apply for assistance on a waiting list. When HCV assistance becomes available, the PHA must select families from the waiting list in accordance with HUD requirements and PHA policies as stated in the administrative plan and the annual plan.

The PHA is required to adopt clear policies and procedures for accepting applications, placing families on the waiting list, and selecting families from the waiting list, and must follow these policies and procedures consistently. The actual order in which families are selected from the waiting list can be affected if a family has certain characteristics designated by HUD or the PHA that justify their selection. Examples of this are the selection of families for income targeting and the selection of families that qualify for targeted funding.

HUD regulations require that all families have an equal opportunity to apply for and receive housing assistance, and that the PHA affirmatively further fair housing goals in the administration of the program [24 CFR 982.53, HCV GB p. 4-1]. Adherence to the selection policies described in this chapter ensures that the PHA will be in compliance with all relevant fair housing requirements, as described in Chapter 2.

This chapter describes HUD and PHA policies for taking applications, managing the waiting list and selecting families for HCV assistance. The policies outlined in this chapter are organized into three sections, as follows:

> Part I: The Application Process. This part provides an overview of the application process, and discusses how applicants can obtain and submit applications. It also specifies how the PHA will handle the applications it receives.
>
> Part II: Managing the Waiting List. This part presents the policies that govern how the PHA's waiting list is structured, when it is opened and closed, and how the public is notified of the opportunity to apply for assistance. It also discusses the process the PHA will use to keep the waiting list current.
>
> Part III: Selection for HCV Assistance. This part describes the policies that guide the PHA in selecting families for HCV assistance as such assistance becomes available. It also specifies how in-person interviews will be used to ensure that the PHA has the information needed to make a final eligibility determination.

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PART I: THE APPLICATION PROCESS

4-I.A. OVERVIEW

This part describes the PHA policies for making applications available, accepting applications making preliminary determinations of eligibility, and the placement of applicants on the waiting list. This part also describes the PHA's obligation to ensure the accessibility of the application process to elderly persons, people with disabilities, and people with limited English proficiency (LEP).

4-I.B. APPLYING FOR ASSISTANCE [HCV GB, pp. 4-11 – 4-16, Notice PIH 2009-36]

Any family that wishes to receive HCV assistance must apply for admission to the program. HUD permits the PHA to determine the format and content of HCV applications, as well how such applications will be made available to interested families and how applications will be accepted by the PHA. The PHA must include Form HUD-92006, Supplement to Application for Federally Assisted Housing, as part of the PHA's application.

PHA Policy

A two-step process will be used when it is expected that a family will not be selected from the waiting list for at least 60 days from the date of application. Under the two-step application process, the PHA initially will require families to provide only the information needed to make an initial assessment of the family's eligibility, and to determine the family's placement on the waiting list. The family will be required to complete a full application and provide all the information necessary to establish family eligibility and level of assistance when the family is selected from the waiting list.

When the PHA is accepting applications, families will be required to apply using a web based application during a defined period. The PHA reserves the right to extend or shorten this period. Applications must be complete to be accepted by the PHA for processing and placement in the lottery. As a reasonable accommodation, applications may be requested in an alternative format.

4-I.C. ACCESSIBILITY OF THE APPLICATION PROCESS

Elderly and Disabled Populations [24 CFR 8 and HCV GB, pp. 4-11 – 4-13]

The PHA must take steps to ensure that the application process is accessible to those people who might have difficulty complying with the normal, standard PHA application process. This could include people with disabilities, certain elderly individuals, as well as persons with limited English proficiency (LEP). The PHA must provide reasonable accommodation to the needs of individuals with disabilities. The application-taking facility and the application process must be fully accessible, or the PHA must provide an alternate approach that provides full access to the application process. Chapter 2 provides a full discussion of the PHA's policies related to providing reasonable accommodations for people with disabilities.

Limited English Proficiency

PHAs are required to take reasonable steps to ensure equal access to their programs and activities by persons with limited English proficiency [24 CFR 1]. Chapter 2 provides a full discussion on the PHA's policies related to ensuring access to people with limited English proficiency (LEP).

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4-I.D. PLACEMENT ON THE WAITING LIST

The PHA must review each complete application received and make a preliminary assessment of the family's eligibility. The PHA must accept applications from families for whom the list is open unless there is good cause for not accepting the application (such as denial of assistance) for the grounds stated in the regulations [24 CFR 982.206(b)(2)]. Where the family is determined to be ineligible, the PHA must notify the family in writing [24 CFR 982.201(f)]. Where the family is not determined to be ineligible, the family will be placed on a waiting list of applicants.

No applicant has a right or entitlement to be listed on the waiting list, or to any particular position on the waiting list [24 CFR 982.202(c)].

Eligible for Placement on the Waiting List

PHA Policy

The PHA will determine the number of necessary applications to place on the HCV Waiting List. All eligible applications will be placed in a lottery for placement on the waiting list and then randomized. As specified in a public notice, only the desired number of applications will be pulled from the lottery and then ordered by preference, and this shall compose the wait list. The PHA will notify each applicant if they secured a position on the list. All remaining names from the lottery will be discarded.

Placement on the waiting list does not indicate that the family is, in fact, eligible for assistance. A final determination of eligibility will be made when the family is selected from the waiting list.

Applicants will be placed on the waiting list according first by any preference(s) for which they qualify, and then by the number randomly assigned to the family in the lottery pool.

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PART II: MANAGING THE WAITING LIST

4-II.A. OVERVIEW

The PHA must have policies regarding various aspects of organizing and managing the waiting list of applicant families. This includes opening the list to new applicants, closing the list to new applicants, notifying the public of waiting list openings and closings, updating waiting list information, purging the list of families that are no longer interested in or eligible for assistance, as well as conducting outreach to ensure a sufficient number of applicants.

In addition, HUD imposes requirements on how a PHA may structure its waiting list and how families must be treated if they apply for assistance from a PHA that administers more than one assisted housing program.

4-II.B. ORGANIZATION OF THE WAITING LIST [24 CFR 982.204 and 205]

The PHA's HCV waiting list must be organized in such a manner to allow the PHA to accurately identify and select families for assistance in the proper order, according to the admissions policies described in this plan.

The waiting list must contain the following information for each applicant listed:

- Applicant name;
- Family unit size;
- Date and time of application;
- Qualification for any local preference;
- Racial or ethnic designation of the head of household.

HUD requires the PHA to maintain a single waiting list for the HCV program unless it serves more than one county or municipality. Such PHAs are permitted, but not required, to maintain a separate waiting list for each county or municipality served.

PHA Policy – Waiting List

The PHA will maintain a single waiting list for the HCV program.

HUD directs that a family that applies for assistance from the HCV program must be offered the opportunity to be placed on the waiting list for any public housing, project-based voucher or moderate rehabilitation program the PHA operates if 1) the other programs' waiting lists are open, and 2) the family is qualified for the other programs.

HUD permits, but does not require, that PHAs maintain a single merged waiting list for their public housing, Section 8, and other subsidized housing programs.

A family's decision to apply for, receive, or refuse other housing assistance must not affect the family's placement on the HCV waiting list, or any preferences for which the family may qualify.

PHA Policy – Waiting List

The PHA will not merge the HCV waiting list with the waiting list for any other program the PHA operates.

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4-II.C. OPENING AND CLOSING THE WAITING LIST [24 CFR 982.206]

Closing the Waiting List

A PHA is permitted to close the waiting list if it has an adequate pool of families to use its available HCV assistance. Alternatively, the PHA may elect to continue to accept applications only from certain categories of families that meet preferences or funding criteria.

PHA Policy

The PHA will close the waiting list when the estimated waiting period for housing assistance for applicants on the list reaches 24 months for the most current applicants. Where the PHA has preferences or funding criteria that require a specific category of family, the PHA may elect to continue to the application process for these applicants while closing the process to others.

Reopening the Waiting List

If the waiting list has been closed, it cannot be reopened until the PHA publishes a notice in local newspapers of general circulation, minority media, and other suitable media outlets. The notice must comply with HUD fair housing requirements and must specify who may apply, and where and when applications will be received.

PHA Policy

The PHA will announce the reopening of the waiting list at least 10 business days prior to the date of the beginning of the application process. If the list is only being reopened for certain categories of families, this information will be contained in the notice.

The PHA will give public notice by publishing the relevant information in suitable media outlets including, but not limited to: Post-Bulletin, Olmsted County Journal, and Olmsted County Community Action Newsletter

The PHA may also notify other agencies serving clients that may be interested in submitting applications. Those organizations may include but are not limited to: Olmsted County Community Services, Women Shelter, Zumbro Valley Mental Health Center, Salvation Army, Interfaith Hospitality Network, Work Force Development, Southern Minnesota Regional Legal Services, Homeless Community Network, and Intercultural Mutual Assistance Association

4-II.D. FAMILY OUTREACH [HCV GB, pp. 4-2 to 4-4]

The PHA must conduct outreach as necessary to ensure that the PHA has a sufficient number of applicants on the waiting list to use the HCV resources it has been allotted.

Because HUD requires the PHA to admit a specified percentage of extremely low-income families to the program (see Chapter 4, Part III), the PHA may need to conduct special outreach to ensure that an adequate number of such families apply for assistance [HCV GB, p. 4-20 to 4-21].

PHA outreach efforts must comply with fair housing requirements. This includes:

- Analyzing the housing market area and the populations currently being served to identify underserved populations

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- Ensuring that outreach efforts are targeted to media outlets that reach eligible populations that are underrepresented in the program
- Avoiding outreach efforts that prefer or exclude people who are members of a protected class

PHA outreach efforts must be designed to inform qualified families about the availability of assistance under the program. These efforts may include, as needed, any of the following activities:

- Submitting press releases to local newspapers, including minority newspapers
- Developing informational materials and flyers to distribute to other agencies
- Providing application forms to other public and private agencies that serve the low-income population
- Developing partnerships with other organizations that serve similar populations, including agencies that provide services for persons with disabilities

PHA Policy

The PHA will monitor the characteristics of the population being served and the characteristics of the population as a whole in the PHA's jurisdiction. Targeted outreach efforts will be undertaken if a comparison suggests that certain populations are being underserved.

4-II.E. REPORTING CHANGES IN FAMILY CIRCUMSTANCES

PHA Policy

While the family is on the waiting list, the family must immediately inform the PHA of changes in contact information, including current residence, mailing address, and phone number. The changes must be submitted in writing.

The PHA will consider other forms of communication under extenuating circumstances, to assist a family with LEP or as a reasonable accommodation to persons with disabilities.

4-II.F. UPDATING THE WAITING LIST [24 CFR 982.204]

HUD requires the PHA to establish policies to use when removing applicant names from the waiting list.

Purging the Waiting List

The decision to withdraw an applicant family that includes a person with disabilities from the waiting list is subject to reasonable accommodation. If the applicant did not respond to a PHA request for information or updates, and the PHA determines that the family did not respond because of the family member's disability, the PHA must reinstate the applicant family to their former position on the waiting list [24 CFR 982.204(c)(2)].

PHA Policy

The waiting list will be updated as needed to ensure that all applicants and applicant information is current and timely.

To update the waiting list, the PHA will send an update request via first class mail to each family on the waiting list to determine whether the family continues to be interested in, and

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to qualify for, the program. This update request will be sent to the last address that the PHA has on record for the family. The update request will provide a deadline by which the family must respond and will state that failure to respond will result in the applicant's name being removed from the waiting list.

The family's response must be in writing and may be delivered in person, by email, by mail, or by fax. Responses should be postmarked or received by the PHA not later than 10 business days from the date of the PHA letter.

If the family fails to respond within 10 business days, the family will be removed from the waiting list without further notice.

If the notice is returned by the post office with no forwarding address, the applicant will be removed from the waiting list without further notice.

If the family contacts the PHA within 60 days of removal, the family will be placed back on the waiting list.

If the notice is returned by the post office with a forwarding address, the notice will be re-sent to the address indicated. The family will have 10 business days to respond from the date the letter was re-sent.

If a family is removed from the waiting list for failure to respond, the PHA may reinstate the family if it is determined that the lack of response was due to PHA error, or to circumstances beyond the family's control.

Removal from the Waiting List

PHA Policy

If at any time an applicant family is on the waiting list, the PHA determines that the family is not eligible for assistance (see Chapter 3), the family will be removed from the waiting list.

If a family is removed from the waiting list because the PHA has determined the family is not eligible for assistance, a notice will be sent to the family's address of record as well as to any alternate address provided on the initial application. The notice will state the reasons the family was removed from the waiting list and will inform the family how to request an informal review regarding the PHA's decision (see Chapter 16) [24 CFR 982.201(f)].

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PART III: SELECTION FOR HCV ASSISTANCE

4-III.A. OVERVIEW

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. To assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.

PHA Policy

The PHA administers the following types of HUD targeted funding:

Family Unification Program [24 CFR Part 982]:

- This program assists families for whom the lack of adequate housing is a primary factor in the separation, or the threat of imminent separation, of children from their families, and/or to assist youths 18-21 years of age who left foster care at age 16 or older and need affordable and adequate housing
- Families applying for FUP must be referred by a service professional through Olmsted County Health, Housing and Human Services.
- Families verified as eligible will be placed on the waiting list according to date and time of application.
- The PHA will take reasonable steps to affirmatively further fair housing in regard to FUP vouchers. Reasonable steps will include:
    - To the extent practicable, identifying and ensuring certification of FUP eligible families and youth that may be on the PHA's waiting list and

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ensuring that the family or youth maintain their original position on the waiting list after certification.

- Appropriately placing all FUP eligible families and youth referred from the PCWA on the HCV waiting list in order of first come, first served.

Veterans Affairs Supportive Housing (VASH) Program:

This program combines HUD Housing Choice Voucher program rental assistance for homeless veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). HUD VASH vouchers are administered in accordance with the HCV tenant-based rental assistance regulations 24 CFR part 982 and the regulations specific to the VASH program including but not limited to the following:

- VASH serves homeless veterans who have an identified need for case management
- VASH participants must agree to receive and cooperate with intensive case management services provided by the VA.
- Assistance must be terminated for non-cooperation with the case management requirements.
- The VA will refer VASH-eligible families to the PHA and provide housing search assistance.
- Income and citizenship eligibility will be determined according to Housing Choice Voucher program rules.
- Admission will be prohibited for any member of the household that is subject to a lifetime sex offender registration. All other screening criteria will be waived.

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

PHA Policy

The PHA has adopted the following categories of preferences. Preferences shall comprise at least 95% of the wait list:

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Residency Preference (4 Points)

The PHA will offer a preference to any family who are Olmsted County residents.

Employment, Education, Elderly or Disabled (2 Points)

The PHA will offer a preference to families who work at least 20 hours/week or have been hired to work in Olmsted County; attend post-secondary education full-time in Olmsted County; or is elderly or disabled.

Homeless (1 Point)

The PHA will offer a preference to families who are homeless

SUPER PREFERENCES:

Super Preferences supersede the waiting list, and may be permitted an available voucher even if the waiting list is closed.

PBV Supportive Housing Preference (20 points): Applicants who qualify for Permanent Supportive Housing

Gage East residents (20 points): The PHA will offer a super preference to residents of Gage East who have utilized a Project Based Voucher for at least 365 days, are in good standing with the property management company and pass a background check. See Chapter 17 for further information.

Public Housing Displacement (15 points): The PHA will offer a super preference to Public Housing residents that are required to move and cannot be placed in another public housing unit
**This will be an administrative decision by the HRA Executive Director or his/her designee, upon recommendation from the Property Manager.*

Victims of Domestic Violence – Limited (15 points): The PHA will offer a preference to victims of domestic violence on a referral basis from agencies identified in a Memorandum of Understanding. This shall be limited to no more than 15 vouchers.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary

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termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

PHA Policy

The PHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Order of Selection

The PHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not permitted to skip down the waiting list to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the waiting list [24 CFR 982.204(d) and (e)].

PHA Policy

The PHA will identify in the Public Notice how many families will be selected from the lottery for the waiting list. Families will be placed on the waiting list in the following order: targeted funding or selection preference(s) for which they qualify, and in accordance with the PHA's hierarchy of preferences, if applicable. Targeted Funding needs supersedes the waiting list order, and may be placed on the waiting list even when closed, by date and time. Within each preference category, families will be selected in the order of their randomly assigned number. Documentation will be maintained by the PHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the waiting list is not qualified or not interested in targeted funding, there will be a notation maintained so that the PHA does not have to ask higher placed families each time targeted selections are made.

4-III.D. NOTIFICATION OF SELECTION

When a family has been selected from the waiting list, the PHA must notify the family [24 CFR 982.554(a)]

PHA Policy

The PHA will notify the family by first class mail when it is selected from the waiting list and will inform the family of the following:

Date, time, and location of the scheduled initial application interview, including any procedures for rescheduling the interview.

Who is required to attend the interview

All documents that must be provided at the interview, including information about what constitutes acceptable documentation

If a notification letter is returned to the PHA with no forwarding address, the family will be removed from the waiting list. A notice of denial (see Chapter 3) will be sent to the family's address of record, as well as to any known alternate address. If the family contacts the PHA within 60 days of removal, the family will be placed back on the waiting list.

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4-III.E. THE APPLICATION INTERVIEW

HUD recommends that the PHA obtain the information and documentation needed to make an eligibility determination though a face-to-face interview with a PHA representative [HCV GB, pg. 4-16]. Being invited to attend an interview does not constitute admission to the program.

Assistance cannot be provided to the family until all SSN documentation requirements are met. However, if the PHA determines that an applicant family is otherwise eligible to participate in the program, the family may retain its place on the waiting list for a period of time determined by the PHA [Notice PIH 2012-10].

Reasonable accommodation must be made for persons with disabilities who are unable to attend an interview due to their disability.

PHA Policy

Families selected from the waiting list are required to participate in an eligibility interview and program orientation.

The head of household and the spouse/co-head will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/co-head may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to the PHA.

The head of household or spouse/co-head must provide acceptable documentation of legal identity. (Chapter 7 provides a discussion of proper documentation of legal identity.) If the family representative does not provide the required documentation at the time of the interview, he or she will be required to provide it within 10 business days.

Pending disclosure and documentation of social security numbers, the PHA will allow the family to retain its place on the waiting list for 10 business days. If all household members have not disclosed their SSNs at the next time the PHA is issuing vouchers, the PHA will issue a voucher to the next eligible applicant family on the waiting list.

The family must provide the information necessary to establish the family's eligibility and determine the appropriate level of assistance, as well as completing required forms, providing required signatures, and submitting required documentation. If any materials are missing, the PHA will provide the family with a written list of items that must be submitted.

Any required documents or information that the family is unable to provide at the interview must be provided within 10 business days of the interview (Chapter 7 provides details about longer submission deadlines for particular items, including documentation of eligible noncitizen status). If the family is unable to obtain the information or materials within the required time frame, the family may request an extension. If the required documents and information are not provided within the required time frame (plus any extensions), the family will be sent a notice of denial (See Chapter 3).

An advocate, interpreter, or other assistant may assist the family with the application and the interview process.

Interviews will be conducted in English. For limited English proficient (LEP) applicants, the PHA will provide translation services in accordance with the PHA's LEP plan.

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If the family is unable to attend a scheduled interview, the family should contact the PHA in advance of the interview to schedule a new appointment. In all circumstances, if a family does not attend a scheduled interview, the PHA will send another notification letter with a new interview appointment time. Applicants who fail to attend two scheduled interviews without PHA approval will be denied assistance based on the family's failure to supply information needed to determine eligibility. A notice of denial will be issued in accordance with policies contained in Chapter 3.

4-III.F. COMPLETING THE APPLICATION PROCESS

The PHA must verify all information provided by the family (see Chapter 7). Based on verified information, the PHA must make a final determination of eligibility (see Chapter 3) and must confirm that the family qualified for any special admission, targeted funding admission, or selection preference that affected the order in which the family was selected from the waiting list.

PHA Policy

If the PHA determines that the family is ineligible, the PHA will send written notification of the ineligibility determination within 10 business days of the determination. The notice will specify the reasons for ineligibility, and will inform the family of its right to request an informal review (Chapter 16).

If a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list (e.g. targeted funding, extremely low-income), the family will be returned to its original position on the waiting list. The PHA will notify the family in writing that it has been returned to the waiting list, and will specify the reasons for it.

If the PHA determines that the family is eligible to receive assistance, the PHA will invite the family to attend a briefing in accordance with the policies in Chapter 5.

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EXCERPT: Mankato EDA Administrative Plan for HCV, pp. 4-9 to 4-11. Move-on preference highlighted in red box.

PART III: SELECTION FOR HCV ASSISTANCE

4-III.A. OVERVIEW

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C. PHA Policy

The PHA administers the following types of targeted funding:

VASH – Veterans Voucher Program

Mainstsream Voucher Program – non-elderly, disabled households

Family Unification Program – Youth and Youth Families in Foster Care System

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

PHA Policy

The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

The PHA will offer a preference local residency preference for a family who lives in Blue Earth County or who's head, spouse, or co-head works, have been hired to work, or who are attending school in Blue Earth County.

The PHA will offer a preference to any family who has been involuntarily displaced within 6 months of the date of displacement on the wait list. Families are considered involuntarily displaced if they are required to vacate housing as a result of:

1. A disaster or national emergency (fire, earthquake, etc.) that has caused the unit to be uninhabitable.

2. Federal, state, or local governmental action related to code enforcement, public improvement or redevelopment.

3. Action by housing owner beyond an applicant's ability to control, and which occurs despite the applicant having met all previous conditions of occupancy, and is other than a rent increase. This would include owner converting housing to non-residential use, sale, or personal use. If the owner is an immediate family relative and there has been no previous rental agreement and the applicant has been part of the owner's family immediately prior to application, the applicant will not be considered involuntarily displaced.

The PHA will take 10% of households for program participation from the regional Coordinated Entry process. Preference will be weighted with 30 points

The PHA will take 10% of households for program participates graduating from the local supportive housing programs. These programs include: Partners for Affordable Housing, Blue Earth County Supportive Housing, DWP program. Preference will be weighted with 20 points

The PHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who has either been referred by a partnering service agency or consortia or who is seeking an emergency transfer under VASW from the PHA's Public Housing program or other covered housing program operated by the PHA. The PHA will work with the following partnering service agencies:

Committee Against Domestic Abuse (CADA)

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The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval.

Applicants with veterans status based on DD-214 discharge papers showing previous service or at least 181 consecutive dates or by reason of disability incurred while on active duty will receive preference. Applicants qualifying for multiple preferences will be assigned all eligible points. Among applicants who qualify for multiple preferences, date and time or random numbering will be used to determine placement on the wait list.

Preferences will be aggregated using a system in which each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.

- Local preference will receive 10 points.
- Victims of Domestic Violence preference will receive to 20 points.
- The preference for veterans will receive 20 point.
- Coordinated Entry preference will receive 30 points.
- Supportive Housing preference will receive 35 points
- Involuntarily Displaced preference will receive 40 points.

Applicants qualifying for multiple preferences will thus be assigned all eligible points. Among applicants who qualify for multiple preferences, date and time of application will be used to determine placement on the waiting list.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low-income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

PHA Policy

The PHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Order of Selection

The PHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not

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1C-4 PHA Administrative Plan
Rochester/Southeast Minnesota CoC (MN-502)

Excerpts of PHA plans attached from:

- Mankato/Blue Earth County EDA ACOP - Public Housing preference
- Mankato EDA/Blue Earth County EDA Administrative Plan - HCV preference
- Olmsted County HRA Administrative Plan - HCV preference

EXCERPT: Mankato EDA ACOP for Public Housing, pp. 84-86. Homeless preference (via Coordinated Entry) highlighted.

PART III: TENANT SELECTION

4-III.A. OVERVIEW

The PHA must establish tenant selection policies for families being admitted to public housing [24 CFR 960.201(a)]. The PHA must not require any specific income or racial quotas for any developments [24 CFR 903.2(d)]. The PHA must not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations [24 CFR 1.4(b)(1)(iii) and 24 CFR 903.2(d)(1)].

The order in which families will be selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences that the family qualifies for. The availability of units also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 960.206(e)(2)]. The PHA's policies must be posted any place where the PHA receives applications. The PHA must provide a copy of its tenant selection policies upon request to any applicant or tenant. The PHA may charge the family for providing a copy of its tenant selection policies [24 CFR 960.202(c)(2)].

PHA Policy

When an applicant or resident family requests a copy of the PHA's tenant selection policies, the PHA will provide copies to them free of charge.

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4-III.B. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use.

Local Preferences [24 CFR 960.206]

PHAs are permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

PHA Policy

The PHA will use the following local preferences:

Applicants with a head or co-head who either lives, works, or has been hired to work in Blue Earth County, or who attends post-secondary school full-time. The local preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race, color, ethnic origin, gender, religion, disability, or age of any member of an applicant family.

In order to bring higher income families into public housing, the PHA will establish a preference for "working" families, where the head, spouse, cohead, or sole member is employed at least 20 hours per week. As required by HUD, families where the head and spouse, or sole member is a person age 62 or older, or is a person with disabilities, will also be given the benefit of the working preference [24 CFR 960.206(b)(2)].

The PHA will take households for program participation from the regional Coordinated Entry process. The PHA will hold 4 units available to applicants to be selected from the Coordinated Entry process who meet the long-term homeless definition and will be eligible to receive supportive services through partnership with Blue Earth County.

The PHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who has either been referred by a partnering service agency or consortia or who is seeking an emergency transfer under VAWA from the PHA's housing choice voucher program or other covered housing program operated by the PHA.

The PHA will work with the following partnering service agencies:

Committee Against Domestic Abuse (CADA)

The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval.

Applicants with veteran status based on DD-214 discharge papers showing previous service or at least 181 consecutive dates or by reason of disability incurred while on active duty will receive preference.

Preferences will be aggregated using a system in which each preference will receive an

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allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.

- Local preference will receive 10 points.
- Working Family preference will receive 15 point.
- Victims of Domestic Violence preference will receive to 20 points.
- The preference for veterans will receive 20 point.
- Coordinated Entry preference will receive 30 points.

Applicants qualifying for multiple preferences will thus be assigned all eligible points. Among applicants who qualify for multiple preferences, date and time of application will be used to determine placement on the waiting list.

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EXCERPT: Mankato EDA Administrative Plan for HCV, pp. 4-9 to 4-11. Homeless preference (via Coordinated Entry) highlighted in red box.

PART III: SELECTION FOR HCV ASSISTANCE

4-III.A. OVERVIEW

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. In order to assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C. PHA Policy

The PHA administers the following types of targeted funding:

VASH – Veterans Voucher Program

Mainstsream Voucher Program – non-elderly, disabled households

Family Unification Program – Youth and Youth Families in Foster Care System

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

PHA Policy

The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

The PHA will offer a preference local residency preference for a family who lives in Blue Earth County or who's head, spouse, or co-head works, have been hired to work, or who are attending school in Blue Earth County.

The PHA will offer a preference to any family who has been involuntarily displaced within 6 months of the date of displacement on the wait list. Families are considered involuntarily displaced if they are required to vacate housing as a result of:

1. A disaster or national emergency (fire, earthquake, etc.) that has caused the unit to be uninhabitable.

2. Federal, state, or local governmental action related to code enforcement, public improvement or redevelopment.

3. Action by housing owner beyond an applicant's ability to control, and which occurs despite the applicant having met all previous conditions of occupancy, and is other than a rent increase. This would include owner converting housing to non-residential use, sale, or personal use. If the owner is an immediate family relative and there has been no previous rental agreement and the applicant has been part of the owner's family immediately prior to application, the applicant will not be considered involuntarily displaced.

The PHA will take 10% of households for program participation from the regional Coordinated Entry process. Preference will be weighted with 30 points

The PHA will take 10% of households for program participates graduating from the local supportive housing programs. These programs include: Partners for Affordable Housing, Blue Earth County Supportive Housing, DWP program. Preference will be weighted with 20 points

The PHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, or stalking who has either been referred by a partnering service agency or consortia or who is seeking an emergency transfer under VASW from the PHA's Public Housing program or other covered housing program operated by the PHA. The PHA will work with the following partnering service agencies:

Committee Against Domestic Abuse (CADA)

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The applicant must certify that the abuser will not reside with the applicant unless the PHA gives prior written approval.

Applicants with veterans status based on DD-214 discharge papers showing previous service or at least 181 consecutive dates or by reason of disability incurred while on active duty will receive preference. Applicants qualifying for multiple preferences will be assigned all eligible points. Among applicants who qualify for multiple preferences, date and time or random numbering will be used to determine placement on the wait list.

Preferences will be aggregated using a system in which each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.

- Local preference will receive 10 points.
- Victims of Domestic Violence preference will receive to 20 points.
- The preference for veterans will receive 20 point.
- Coordinated Entry preference will receive 30 points.
- Supportive Housing preference will receive 35 points
- Involuntarily Displaced preference will receive 40 points.

Applicants qualifying for multiple preferences will thus be assigned all eligible points. Among applicants who qualify for multiple preferences, date and time of application will be used to determine placement on the waiting list.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75 percent of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low-income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

PHA Policy

The PHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Order of Selection

The PHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not

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PART III: SELECTION FOR HCV ASSISTANCE
Chapter 4

4-III.A. OVERVIEW

As vouchers become available, families on the waiting list must be selected for assistance in accordance with the policies described in this part.

The order in which families are selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences for which the family qualifies. The availability of targeted funding also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 982.204(b) and 982.207(e)].

4-III.B. SELECTION AND HCV FUNDING SOURCES

Special Admissions [24 CFR 982.203]

HUD may award funding for specifically-named families living in specified types of units (e.g., a family that is displaced by demolition of public housing; a non-purchasing family residing in a HOPE 1 or 2 projects). In these cases, the PHA may admit such families whether or not they are on the waiting list, and, if they are on the waiting list, without considering the family's position on the waiting list. These families are considered non-waiting list selections. The PHA must maintain records showing that such families were admitted with special program funding.

Targeted Funding [24 CFR 982.204(e)]

HUD may award a PHA funding for a specified category of families on the waiting list. The PHA must use this funding only to assist the families within the specified category. To assist families within a targeted funding category, the PHA may skip families that do not qualify within the targeted funding category. Within this category of families, the order in which such families are assisted is determined according to the policies provided in Section 4-III.C.

PHA Policy

The PHA administers the following types of HUD targeted funding:

Family Unification Program [24 CFR Part 982]:

- This program assists families for whom the lack of adequate housing is a primary factor in the separation, or the threat of imminent separation, of children from their families, and/or to assist youths 18-21 years of age who left foster care at age 16 or older and need affordable and adequate housing
- Families applying for FUP must be referred by a service professional through Olmsted County Health, Housing and Human Services.
- Families verified as eligible will be placed on the waiting list according to date and time of application.
- The PHA will take reasonable steps to affirmatively further fair housing in regard to FUP vouchers. Reasonable steps will include:
    - To the extent practicable, identifying and ensuring certification of FUP eligible families and youth that may be on the PHA's waiting list and

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ensuring that the family or youth maintain their original position on the waiting list after certification.

- Appropriately placing all FUP eligible families and youth referred from the PCWA on the HCV waiting list in order of first come, first served.

Veterans Affairs Supportive Housing (VASH) Program:

This program combines HUD Housing Choice Voucher program rental assistance for homeless veterans with case management and clinical services provided by the Department of Veterans Affairs (VA). HUD VASH vouchers are administered in accordance with the HCV tenant-based rental assistance regulations 24 CFR part 982 and the regulations specific to the VASH program including but not limited to the following:

- VASH serves homeless veterans who have an identified need for case management
- VASH participants must agree to receive and cooperate with intensive case management services provided by the VA.
- Assistance must be terminated for non-cooperation with the case management requirements.
- The VA will refer VASH-eligible families to the PHA and provide housing search assistance.
- Income and citizenship eligibility will be determined according to Housing Choice Voucher program rules.
- Admission will be prohibited for any member of the household that is subject to a lifetime sex offender registration. All other screening criteria will be waived.

Regular HCV Funding

Regular HCV funding may be used to assist any eligible family on the waiting list. Families are selected from the waiting list according to the policies provided in Section 4-III.C.

4-III.C. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use [24 CFR 982.202(d)].

Local Preferences [24 CFR 982.207; HCV p. 4-16]

PHAs are permitted to establish local preferences, and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources.

PHA Policy

The PHA has adopted the following categories of preferences. Preferences shall comprise at least 95% of the wait list:

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Residency Preference (4 Points)

The PHA will offer a preference to any family who are Olmsted County residents.

Employment, Education, Elderly or Disabled (2 Points)

The PHA will offer a preference to families who work at least 20 hours/week or have been hired to work in Olmsted County; attend post-secondary education full-time in Olmsted County; or is elderly or disabled.

Homeless (1 Point)

The PHA will offer a preference to families who are homeless

SUPER PREFERENCES:

Super Preferences supersede the waiting list, and may be permitted an available voucher even if the waiting list is closed.

PBV Supportive Housing Preference (20 points): Applicants who qualify for Permanent Supportive Housing

Gage East residents (20 points): The PHA will offer a super preference to residents of Gage East who have utilized a Project Based Voucher for at least 365 days, are in good standing with the property management company and pass a background check. See Chapter 17 for further information.

Public Housing Displacement (15 points): The PHA will offer a super preference to Public Housing residents that are required to move and cannot be placed in another public housing unit
**This will be an administrative decision by the HRA Executive Director or his/her designee, upon recommendation from the Property Manager.*

Victims of Domestic Violence – Limited (15 points): The PHA will offer a preference to victims of domestic violence on a referral basis from agencies identified in a Memorandum of Understanding. This shall be limited to no more than 15 vouchers.

Income Targeting Requirement [24 CFR 982.201(b)(2)]

HUD requires that extremely low-income (ELI) families make up at least 75% of the families admitted to the HCV program during the PHA's fiscal year. ELI families are those with annual incomes at or below 30% of the area median income. To ensure this requirement is met, a PHA may skip non-ELI families on the waiting list in order to select an ELI family.

Low income families admitted to the program that are "continuously assisted" under the 1937 Housing Act [24 CFR 982.4(b)], as well as low-income or moderate-income families admitted to the program that are displaced as a result of the prepayment of the mortgage or voluntary

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termination of an insurance contract on eligible low-income housing, are not counted for income targeting purposes [24 CFR 982.201(b)(2)(v)].

PHA Policy

The PHA will monitor progress in meeting the income targeting requirement throughout the fiscal year. Extremely low-income families will be selected ahead of other eligible families on an as-needed basis to ensure the income targeting requirement is met.

Order of Selection

The PHA system of preferences may select families based on local preferences according to the date and time of application or by a random selection process (lottery) [24 CFR 982.207(c)]. If a PHA does not have enough funding to assist the family at the top of the waiting list, it is not permitted to skip down the waiting list to a family that it can afford to subsidize when there are not sufficient funds to subsidize the family at the top of the waiting list [24 CFR 982.204(d) and (e)].

PHA Policy

The PHA will identify in the Public Notice how many families will be selected from the lottery for the waiting list. Families will be placed on the waiting list in the following order: targeted funding or selection preference(s) for which they qualify, and in accordance with the PHA's hierarchy of preferences, if applicable. Targeted Funding needs supersedes the waiting list order, and may be placed on the waiting list even when closed, by date and time. Within each preference category, families will be selected in the order of their randomly assigned number. Documentation will be maintained by the PHA as to whether families on the list qualify for and are interested in targeted funding. If a higher placed family on the waiting list is not qualified or not interested in targeted funding, there will be a notation maintained so that the PHA does not have to ask higher placed families each time targeted selections are made.

4-III.D. NOTIFICATION OF SELECTION

When a family has been selected from the waiting list, the PHA must notify the family [24 CFR 982.554(a)]

PHA Policy

The PHA will notify the family by first class mail when it is selected from the waiting list and will inform the family of the following:

Date, time, and location of the scheduled initial application interview, including any procedures for rescheduling the interview.

Who is required to attend the interview

All documents that must be provided at the interview, including information about what constitutes acceptable documentation

If a notification letter is returned to the PHA with no forwarding address, the family will be removed from the waiting list. A notice of denial (see Chapter 3) will be sent to the family's address of record, as well as to any known alternate address. If the family contacts the PHA within 60 days of removal, the family will be placed back on the waiting list.

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4-III.E. THE APPLICATION INTERVIEW

HUD recommends that the PHA obtain the information and documentation needed to make an eligibility determination though a face-to-face interview with a PHA representative [HCV GB, pg. 4-16]. Being invited to attend an interview does not constitute admission to the program.

Assistance cannot be provided to the family until all SSN documentation requirements are met. However, if the PHA determines that an applicant family is otherwise eligible to participate in the program, the family may retain its place on the waiting list for a period of time determined by the PHA [Notice PIH 2012-10].

Reasonable accommodation must be made for persons with disabilities who are unable to attend an interview due to their disability.

PHA Policy

Families selected from the waiting list are required to participate in an eligibility interview and program orientation.

The head of household and the spouse/co-head will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/co-head may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to the PHA.

The head of household or spouse/co-head must provide acceptable documentation of legal identity. (Chapter 7 provides a discussion of proper documentation of legal identity.) If the family representative does not provide the required documentation at the time of the interview, he or she will be required to provide it within 10 business days.

Pending disclosure and documentation of social security numbers, the PHA will allow the family to retain its place on the waiting list for 10 business days. If all household members have not disclosed their SSNs at the next time the PHA is issuing vouchers, the PHA will issue a voucher to the next eligible applicant family on the waiting list.

The family must provide the information necessary to establish the family's eligibility and determine the appropriate level of assistance, as well as completing required forms, providing required signatures, and submitting required documentation. If any materials are missing, the PHA will provide the family with a written list of items that must be submitted.

Any required documents or information that the family is unable to provide at the interview must be provided within 10 business days of the interview (Chapter 7 provides details about longer submission deadlines for particular items, including documentation of eligible noncitizen status). If the family is unable to obtain the information or materials within the required time frame, the family may request an extension. If the required documents and information are not provided within the required time frame (plus any extensions), the family will be sent a notice of denial (See Chapter 3).

An advocate, interpreter, or other assistant may assist the family with the application and the interview process.

Interviews will be conducted in English. For limited English proficient (LEP) applicants, the PHA will provide translation services in accordance with the PHA's LEP plan.

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If the family is unable to attend a scheduled interview, the family should contact the PHA in advance of the interview to schedule a new appointment. In all circumstances, if a family does not attend a scheduled interview, the PHA will send another notification letter with a new interview appointment time. Applicants who fail to attend two scheduled interviews without PHA approval will be denied assistance based on the family's failure to supply information needed to determine eligibility. A notice of denial will be issued in accordance with policies contained in Chapter 3.

4-III.F. COMPLETING THE APPLICATION PROCESS

The PHA must verify all information provided by the family (see Chapter 7). Based on verified information, the PHA must make a final determination of eligibility (see Chapter 3) and must confirm that the family qualified for any special admission, targeted funding admission, or selection preference that affected the order in which the family was selected from the waiting list.

PHA Policy

If the PHA determines that the family is ineligible, the PHA will send written notification of the ineligibility determination within 10 business days of the determination. The notice will specify the reasons for ineligibility, and will inform the family of its right to request an informal review (Chapter 16).

If a family fails to qualify for any criteria that affected the order in which it was selected from the waiting list (e.g. targeted funding, extremely low-income), the family will be returned to its original position on the waiting list. The PHA will notify the family in writing that it has been returned to the waiting list, and will specify the reasons for it.

If the PHA determines that the family is eligible to receive assistance, the PHA will invite the family to attend a briefing in accordance with the policies in Chapter 5.

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1C-7 CE Assessment Tool
Rochester/Southeast Minnesota CoC (MN-502)

CE assessment tool documents attached.

1. Progressive assessment/eligibility questions (Step 1 and Step 2 assessment)
2. Assessment Tool for single adults
3. Assessment Tool for families with children
4. Assessment Tool for youth

River Valleys Coordinated Entry System
Greater MN Step 1: Diversion/Triage

Date _____

Name of participant:	**Unique ID (if using Non-HMIS list):** Household size, first letter of first name, first 2 letters of last name, last two numbers of year born, number of month born

Are you in need of shelter, in a housing crisis, or seeking housing assistance today? ☐ Yes ☐ No

Date of Birth:	**Household Type (Select one):** ☐ Family ☐ Youth-Single ☐ Single ☐ Youth- Family	Are you seeking housing due to concern for your safety or fear of violence or abuse from another person staying with you? ☐ Yes* ☐ No
Gender (Select one): ☐ Female ☐ Male ☐ Transgender male to female ☐ Transgender female to male ☐ Doesn't identify as male, female, or transgender ☐ Client doesn't know ☐ Client refused ☐ Data not collected	Household Size: Total # of Persons _____ Total # of Adults _____ Total # of Children (17 and under) _____	***If participant answers yes, say: Given that you are concerned for your safety, I would like to make a referral to _____ (local DV/SA agency or police department) who may be able to provide you an immediate, but temporary safe place to stay. They can also help you access other resources. Do you give me permission to share your household information to make an immediate referral?**

Where did you stay last night (Select one)?	
☐ Place not meant for habitation ☐ Emergency shelter, including hotel or motel paid for with Emergency shelter voucher ☐ Safe Haven ☐ Interim Housing ☐ Foster care home or foster care group home ☐ Hospital or other residential non-psychiatric medical facility ☐ Jail, prison, or juvenile detention facility ☐ Long-term care facility or nursing home ☐ Psychiatric hospital or other psychiatric facility ☐ Substance abuse treatment facility or detox center ☐ Hotel or motel paid for without emergency shelter voucher	☐ Owned by client, no ongoing housing subsidy ☐ Owned by client, with ongoing housing subsidy ☐ Permanent housing for formerly homeless persons ☐ Rental by client, no ongoing subsidy ☐ Rental by client, with VASH subsidy ☐ Rental by client, with GPD TIP subsidy ☐ Rental by client, with other ongoing subsidy ☐ Residential project or halfway house with no homeless criteria ☐ Staying or living in a family member's room, apartment, or house ☐ Staying or living in a friend's room, apartment, or house ☐ Transitional housing for homeless persons (including homeless youth) ☐ Client doesn't know ☐ Client refused ☐ Data not collected

How long are you able to stay in your current housing situation? (Select one):
☐ 0 days ☐ 1-3 days ☐ 4-7 days ☐ 8-14 days ☐ 15-30 days ☐ 31+ days

What are the reasons that you need to leave your current housing situation (Select all that apply):	If you were to receive limited support or financial assistance would you be able to remain in your current living situation? ☐ Yes ☐ No Are there are other short term housing options (stay w/ friends/family)? Would one time assistance help (food basket, rent, transportation, etc.)? Would ongoing assistance help (transportation, energy, food stamps)? Would services help? (Mediation, mental health, CD treatment)? **Please explain:**
☐ Court eviction ☐ Notice to evict ☐ Late rent ☐ Problems with landlord ☐ Utility shut-off ☐ Overcrowded/not on lease (staying with someone and asked to leave) ☐ Safety ☐ Other (please specify):	

Demographic Information of children in household:

Gender	Age

Household Disability Information:

Relationship to Head of Household	Disability Type (select from list to the right)	Date of Diagnosis	If yes to Drug Abuse, Alcohol Abuse, or Drug and Alcohol Abuse, currently receiving services or treatment?	Does your disability limit your ability to live independently?	Is the disability documented?	**Disability Type:** Mental Health Problem, Physical, Developmental, Chronic Health Condition, Alcohol Abuse, Drug Abuse, Both Alcohol and Drug Abuse, HIV/AIDS, Traumatic Brain Injury, Hearing Impaired, Vision Impaired, Other

Regardless of where they stayed last night – Number of times the client has been on the streets, in ES, or SH in the past three years including today:	Did you serve on Active Duty, or in the National Guard or Reserves?
☐ One time ☐ Two times ☐ Three times ☐ Four or more times ☐ Client doesn't know ☐ Client refused ☐ Data not collected	☐ No ☐ Yes, Active Duty (regardless of Guard and Reserve answers) ☐ Yes, National Guard ☐ Yes, Reserves ☐ Both Guard and Reserves ☐ Client doesn't know ☐ Client refused ☐ Data not collected

Outcome of assessment (Select one):

☐ CES Step 2 Housing Assessment and Housed
☐ CES Step 2 Housing Assessment and No Shelter
☐ CES Step 2 Housing Assessment and Shelter
☐ Referral to mainstream resources (housing crisis identified)
☐ Referral to mainstream resources (no housing crisis identified)
☐ Referral to prevention resources
☐ Other (please specify):

Assessor's Notes:

_____
_____
_____
_____

Date of Assessment:
CoC:
Location Completed:
Assessor's Name:
Assessor's Organization:
Assessor's Title:
Assessor's Phone:
Assessor's Email:

River Valleys Coordinated Entry System
Greater MN Step 2: VI-SPDAT and Supplemental Questions
VI-SPDAT not included on this form *VI-SPDAT assessment forms for families, individual adults, and youth following.*

Date _____ Race _____ Ethnicity (select one): ☐ Non-Hispanic/Non-Latino ☐ Hispanic/Latino
(If different than Step 1 assessment)
Are you pregnant? ☐ Yes ☐ No ☐ Client doesn't know ☐ Client refused ☐ Data not collected

Housing History

Move-In Date Ex: 01/01/2001	**Move-Out Date** Ex: 03/01/2002	**Residence Type** Select from list to the right	**State**	**City** (MN- Only)	**County** (MN- Only)	**Lease Holder**

Assessing MN Long Term Homelessness
Extent of homelessness by Minnesota's Definition (Select one):
☐ Not currently homeless
☐ 1st time homeless and less than 1 year without home
☐ Multiple times homeless, but NOT meeting LTH definition
☐ Long term: At least 1 year OR at least 4 times in the past 3 years

Please look back to the date of the last time the client had a place to sleep that was not on the streets, in ES, in SH, doubled up/couch hopping, or staying somewhere that is considered a neutral event (e.g. transitional housing, jail, hospital, etc.), and enter that date below.

Approximate date homelessness started: __ __ / __ __ / __ __ __ __

Total number of months homeless on the street, in ES, in SH, or **doubled up/couch hopping** in the past three years. Note, please do not factor months in staying somewhere that is considered a neutral event (e.g. transitional housing, jail, hospital, etc.): _____

Leave any of these? (0-3 months ago):
☐ No
☐ Adoptive home (from foster care system)
☐ Foster home (youth only)
☐ Juvenile Detention Center
☐ County Jail or Workhouse
☐ State or Federal Prison
☐ Drug or Alcohol Treatment Facility
☐ Combined MI/CD Treatment Facility
☐ Group Home
☐ Halfway House
☐ Residence for people with physical disabilities
☐ Client does not know
☐ Client refused
☐ Data not collected

Residence Type
- Place not meant for habitation
- Emergency shelter, including hotel or motel paid for with Emergency shelter voucher
- Safe Haven
- Interim Housing
- Foster care home or foster care group home
- Hospital or other residential non-psychiatric medical facility
- Jail, prison, or juvenile detention facility
- Long-term care facility or nursing home
- Psychiatric hospital or other psychiatric facility
- Substance abuse treatment facility or detox center
- Hotel or motel paid for without emergency shelter voucher
- Owned by client, no ongoing housing subsidy
- Owned by client, with ongoing housing subsidy
- Permanent housing for formerly homeless persons
- Rental by client, no ongoing subsidy
- Rental by client, with VASH subsidy
- Rental by client, with GPD TIP subsidy
- Rental by client, with other ongoing subsidy
- Residential project or halfway house with no homeless criteria
- Staying or living in a family member's room, apartment, or house
- Staying or living in a friend's room, apartment, or house
- Transitional housing for homeless persons (including homeless youth)
- Client doesn't know
- Client refused
- Data not collected

Assessing Chronic Homelessness

Note, HUD does not factor in doubled up/couch hopping episodes when assessing chronic homelessness. If you are asked to complete Approximate Date Homelessness Started below, have client look back to the date of the last time the client had a place to sleep that was not on the streets, ES, or SH and enter that date.

Residence Prior to Project Entry (Select one): Pick ONLY ONE under Literally Homeless, Institutional, OR Transitional and Permanent Housing

Literally Homeless Situation

- ☐ Place not meant for habitation (a vehicle, abandoned building, bus/train/subway station/airport, or anywhere outside)
- ☐ Emergency shelter, including hotel or motel paid for with emergency shelter voucher
- ☐ Safe Haven
- ☐ Interim Housing

Institutional Situation

- ☐ Foster care home or foster care group home
- ☐ Hospital or other residential non-psychiatric medical facility
- ☐ Jail, prison, or juvenile detention facility
- ☐ Long-term care facility or nursing home
- ☐ Psychiatric hospital or other psychiatric facility
- ☐ Substance abuse treatment facility or detox center

Transitional and Permanent Housing Situation

- ☐ Hotel or motel paid for without emergency shelter voucher
- ☐ Owned by client, no ongoing housing subsidy
- ☐ Owned by client, with ongoing housing subsidy
- ☐ Permanent Housing (other than RRH) for formerly homeless persons
- ☐ Rental by client, no ongoing housing subsidy
- ☐ Rental by client, with VASH subsidy
- ☐ Rental by client, with GPD TIP subsidy
- ☐ Rental by client, with other ongoing housing subsidy (including RRH)
- ☐ Residential project or halfway house with no homeless criteria
- ☐ Staying or living in a family member's room, apartment or house
- ☐ Staying or living in a friend's room, apartment or house
- ☐ Transitional housing for homeless persons (including homeless youth)
- ☐ *Client doesn't know*
- ☐ *Client refused*
- ☐ *Data not collected*

Length of Stay in Previous Place *(Literally homeless situation)*

- ☐ One night or less
- ☐ Two to six nights
- ☐ One week or more, but less than one month
- ☐ One month or more, but less than 90 days
- ☐ 90 days or more, but less than one year
- ☐ One year or longer
- ☐ Client doesn't know
- ☐ Client refused
- ☐ Data not collected

Length of Stay in Previous Place *(Institutional situation)*

- ☐ One night or less
- ☐ Two to six nights
- ☐ One week or more, but less than one month
- ☐ One month or more, but less than 90 days
- ☐ 90 days or more, but less than one year
- ☐ One year or longer
- ☐ Client doesn't know
- ☐ Client refused
- ☐ Data not collected

Length of Stay in Previous Place *(Transitional and permanent situation)*

- ☐ One night or less
- ☐ Two to six nights
- ☐ One week or more, but less than one month
- ☐ One month or more, but less than 90 days
- ☐ 90 days or more, but less than one year
- ☐ One year or longer
- ☐ Client doesn't know
- ☐ Client refused
- ☐ Data not collected

Literally Homeless Situation	*Institutional Situation*	*Transitional and Permanent Housing Situation*
Approximate date homelessness started: ___ ___ / ___ ___ / ___ ___ ___ ___ Regardless of where they stayed last night- Number of times the client has been on the streets, in ES, or SH in the past three years including today (select one): ☐ One time ☐ Two times ☐ Three times ☐ 4 or more times ☐ Client doesn't know ☐ Client refused ☐ Data not collected Total number of months on the street, in ES, or SH in the past three years _____	If selected an answer in the shaded area (participant stayed 6 days or less) then answer questions in this section. If more than 6 days, continue to veteran questions. If yes (stayed less than 6 days or less), on the night before did you stay on the streets, ES, or SH? ☐ ***Yes (If yes, continue with questions in this section)** ☐ No (if no, skip to Veteran Status) Approximate date homelessness started: __ __ / __ __ / __ __ __ __ Regardless of where they stayed last night- Number of times the client has been on the streets, in ES, or SH in the past three years including today (select one): ☐ One time ☐ Two times ☐ Three times ☐ 4 or more times ☐ Client doesn't know ☐ Client refused ☐ Data not collected Total number of months on the street, in ES, or SH in the past three years _____	If selected an answer in the shaded area (participant stayed 6 days or less) then answer questions in this section. If more than 6 days, continue to veteran questions. If yes (stayed less than 6 days or less), on the night before did you stay on the streets, ES, or SH? ☐ ***Yes (If yes, continue with questions in this section)** ☐ No (if no, skip to Veteran Status) Approximate date homelessness started: __ __ / __ __ / __ __ __ __ Regardless of where they stayed last night- Number of times the client has been on the streets, in ES, or SH in the past three years including today (select one): ☐ One time ☐ Two times ☐ Three times ☐ 4 or more times ☐ Client doesn't know ☐ Client refused ☐ Data not collected Total number of months on the street, in ES, or SH in the past three years _____

Did you serve on Active Duty, or in the National Guard or Reserves? ☐ No ☐ Yes, Active Duty (regardless of Guard and Reserve answers) ☐ Yes, National Guard ☐ Yes, Reserves ☐ Both Guard and Reserves ☐ Client doesn't know ☐ Client refused ☐ Data not collected What kind of discharge did you have? (Select one) ☐ Honorable or under honorable conditions ☐ Other than honorable but not dishonorable ☐ Dishonorable ☐ Client doesn't know ☐ Client refused ☐ Data not collected	Are you Native American? ☐ Yes ☐ No If yes, with which Tribe are you affiliated? (Select one) ☐ Lower Sioux Indian Community in the State of MN ☐ Mdewakanton Sioux Indians ☐ Minnesota Chippewa Tribe ☐ Prairie Island Indian Community in the State of Minnesota ☐ Red Lake Band of Chippewa Indians ☐ Shakopee Mdewakanton Sioux Community of Minnesota ☐ Upper Sioux Community ☐ Other

Do you have a disability of long duration? ☐ Yes ☐ No
If yes, have you been told by a medical professional that you have a severe mental illness? ☐ Yes ☐ No Is the disability documented? ☐ Yes ☐ No
What accommodations do you require for housing due to health/disability?

Are you seeking housing due to concern for your safety or fear of violence or abuse from another person staying with you? ☐ Yes ☐ No

How many times have you (your family) moved in the past year? County of Primary (Current) Residence:	**CoC Location** (select from the list below): **MN CoCs:** Hennepin, Ramsey, Southeast, SMAC, Northeast, Central, Northwest, West Central, St. Louis, Southwest
Are you willing to live anywhere in the state? ☐ Yes ☐ No	If yes, list CoCs where you are willing to live (Select from list above):

Counties of preference:

Participant Choice 1 (County):	If you are not currently living in the city/county you would want to live in, do you have any connections to the area? ☐ Yes ☐ No
Participant Choice 2 (County):	If yes, please explain:
Participant Choice 3 (County):	

Housing Preferences	Need	Preference
Desire to live in culturally/population specific housing (HIV/AIDS, LGBT Youth, Tribal, etc.)	☐	☐
Fixed Site	☐	☐
GRH	☐	☐
Have a front desk that monitors visitors	☐	☐
Housing that would support your desire to reduce chemical usage	☐	☐
Mobility/Access	☐	☐
Need access to public transportation (for health, service, employment)	☐	☐
Safety	☐	☐
Scattered Site	☐	☐
School enrollment	☐	☐
Sober housing/Treatment based	☐	☐
Willingness to live in shared housing	☐	☐
Other, please describe:		

Phone number where you can be reached or where a message can be left	Please list any case managers with whom participant is currently involved:
Email where you can be reached or where a message can be sent	
Alternative Contact #1 Name	
Alternative Contact #1 Relationship	
Alternative Contact #1 Phone	
Alternative Contact #1 Email	
Alternative Contact #2 Name	
Alternative Contact #2 Relationship	
Alternative Contact #2 Phone	
Alternative Contact #2 Email	

*Please complete the VI-SPDAT that pertains to the household type and attach.
***Remember to provide the household with a CES Receipt.**

VULNERABILITY INDEX - SERVICE PRIORITIZATION DECISION ASSISTANCE TOOL (VI-SPDAT)

SINGLES

VI-SPDAT MN

Opening Script

Hello, my name is [interviewer name] and I work for [organization name].

To determine your eligibility for homeless services, I would like to assess your housing and service needs. If you give me permission, I will ask you questions about your health and housing. The assessment will take about 15 minutes. Some of the questions will ask personal questions, but only require yes or no answers. The questions are not intended to judge you, but to assess your current needs and eligibility for services. If you ask, I can clarify or you can decide not to answer a question. If you do not answer a question, no one will be upset with you. However, this information is important to help determine if you qualify for services. Skipped or inaccurate answers may affect your eligibility. It will benefit you to answer as honestly as possible, especially since we may need to verify some of your answers later.

Basic Information

First Name:			
Nickname:			
Last Name:			
In what Language do you feel best able to express yourself?			
Date of birth:		Age:	
SSN:			
Consent to participate:	☐Yes ☐No		
IS THE PERSON IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.	☐Yes ☐No	SCORE	

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)	☐Shelters ☐Transitional Housing ☐Safe Haven ☐Outdoors ☐Other (specify): _____ ☐Refused		
If the person answers anything other than "shelter", "transitional housing", or "safe haven," then SCORE 1		SCORE	
2. How long has it been since you lived in permanent stable housing?		☐Refused	
3. In the last 3 years, how many times have you been homeless?		☐Refused	
If the person has experienced 1 or more consecutive years of homelessness, AND/OR 4 episodes of homelessness, then SCORE 1		SCORE	

**Optional Minnesota clarifications*

B. Risks

4. In the past 6 months, how many times have you? (Enter a number for each question)	
a. Received health care at an emergency department/room? **This would include seeking emergency healthcare at IHS or other health facility?*	___ ☐Refused
b. Taken an ambulance to the hospital?	___ ☐Refused
c. Been hospitalized as an inpatient?	___ ☐Refused
d. Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?	___ ☐Refused
e. Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime, or * because the police told you that you must move along? **or any other reason such as being asked to move along, loitering, etc.?*	___ ☐Refused

f. Stayed one or more nights in a holding cell, jail, or prison, * whether that was short-term stay like the drunk tank, or a longer stay for a more serious offense, or anything in between? *or detox?	___ ☐Refused
IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR **EMERGENCY SERVICE USE.**	**SCORE**
5. Have you been attacked or *beaten up* since you've become homeless? *assaulted	☐Yes ☐No ☐Refused
6. Have you threatened to or tried to harm yourself or anyone else in the last year?	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **RISK OF HARM**	**SCORE**
7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? *This includes any current legal issues that may result in going to jail, having to pay fines, or make it more difficult to rent a place to live?	☐Yes ☐No ☐Refused
IF "YES" THEN SCORE 1 FOR **LEGAL ISSUES**	**SCORE**
8. Does anyone force or *trick* you to do things that you do not want to do? Or manipulate	☐Yes ☐No ☐Refused
9. Do you ever do things that *may be considered risky* like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? Or *you think could possibly put you at harm*	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **RISK OF EXPLOITATION**	**SCORE**

C. Socialization & Daily Functioning Please answer yes or no for the following

10. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS, that thinks you owe them money? *This could include things like rent, drugs, gambling, taxes, or similar?	☐Yes ☐No ☐Refused
11. Do you get any money from the government, a pension, an inheritance, *working under the table, * a regular job, or anything like that? *cash job, per cap*	☐Yes ☐No ☐Refused
IF YES TO QUESTION 10, OR NO TO QUESTION 11, THEN SCORE 1 FOR **MONEY MANAGEMENT**.	SCORE
12. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? *Do you have planned activities that make you feel happy and fulfilled?*	☐Yes ☐No ☐Refused
IF NO, SCORE 1 FOR **MEANINGFUL DAILY ACTIVITY**	SCORE
13. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? (without assistance)?	☐Yes ☐No ☐Refused
IF NO, THEN SCORE 1 FOR SCORE 1 FOR **SELF-CARE**	SCORE
14. Is your current homelessness in any way caused by a relationship that broke down, an unhealthier or abusive relationship, or because family or	☐Yes ☐No ☐Refused

friends caused you to become evicted? **Is your current homelessness in any way caused by relationship problems, for example: a relationship that ended, an unhealthy or abusive relationship, or because family or friends caused you to become homeless?**	

IF YES, THEN SCORE 1 FOR **SOCIAL RELATIONSHIP**	SCORE

D. Wellness – Please answer YES or NO for the following

15. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?	☐Yes ☐No ☐ Refused
16. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?	☐Yes ☐No ☐ Refused
17. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?	☐Yes ☐No ☐ Refused
18. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?	☐Yes ☐No ☐ Refused
19. When you are sick or not feeling well, do you avoid getting help?	☐Yes ☐No ☐ Refused
20. FOR FEMALE RESPONDENTS ONLY: Are you currently pregnant?	☐Yes ☐No ☐ Refused

IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **PHYSICAL HEALTH**	SCORE

21. Has your drinking or drug use led you to being *kicked out of an* apartment or program where you were staying in the past? * "asked or forced to leave"	☐Yes ☐No ☐Refused
22. Will drinking or drug use make it difficult for you to stay housed or afford your housing?	☐Yes ☐No ☐Refused

IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE.**	SCORE

23. Have you ever had trouble maintaining your housing, or been *kicked out of* an apartment, shelter program or other place you were staying, because of: **asked to leave*	
a. A mental health issue or concern?	☐Yes ☐No ☐Refused
b. A past head injury?	☐Yes ☐No ☐Refused
c. A learning disability, developmental disability, or other impairment?	☐Yes ☐No ☐Refused
24. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help?	☐Yes ☐No ☐Refused

IF YES TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**	SCORE

IF THE RESPONDENT SCORED 1 FOR **PHYSICAL HEALTH** AND 1 FOR **SUBSTANCE USE** AND 1 FOR **MENTAL HEALTH**, SCORE 1 FOR **TRI-MORBIDITY**.	SCORE

25. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking?	☐Yes ☐No ☐Refused
26. Are there any medications like painkillers that you don't take the way the doctor prescribed *or where* you sell the medications? **, are you not following a pain contract, or do**	☐Yes ☐No ☐Refused
IF YES, TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS.**	SCORE
27. *YES OR NO:* Has your current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you have experienced?	☐Yes ☐No ☐Refused
IF YES, SCORE 1 FOR **ABUSE AND TRAUMA.**	SCORE

Scoring Summary

DOMAIN	SUBTOTAL	SCORE RECOMMENDATION
PRE-SURVEY	/1	**Score: Recommendation:** 0–3: no housing intervention 4–7: Rapid Re-housing/Transitional Housing 8+: Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION	/4	
D. WELLNESS	/6	
TOTAL:	____/17	

FAMILIES

VI-SPDAT MN

Opening Script

Hello, my name is [interviewer name] and I work for [organization name]. To determine your eligibility for homeless services, I would like to assess your housing and service needs. If you give me permission, I will ask you questions about your health and housing. The assessment will take about 15 minutes. Some of the questions will ask personal questions, but only require yes or no answers. The questions are not intended to judge you, but to assess your current needs and eligibility for services. If you ask, I can clarify or you can decide not to answer a question. If you do not answer a question, no one will be upset with you. However, this information is important to help determine if you qualify for services. Skipped or inaccurate answers may affect your eligibility. It will benefit you to answer as honestly as possible, especially since we may need to verify some of your answers later.

Basic Information

Parent 1	**First Name:**		**Nickname:**	**Last Name:**
	DOB:	**Age:**	**SS#: / /**	**Consent to participate:** ☐Yes ☐No
Parent 2	☐**No second parent currently part of household.**			
	First Name:		**Nickname:**	**Last Name:**
	DOB:	**Age:**	**SS#: / /**	**Consent to participate:** ☐Yes ☐No

IF EITHER HEAD OF HOUSEHOLD IS 60 YEARS OF AGE OR OLDER, THEN SCORE 1.	**Score**

Children

1. How many children under the age of 18 are currently with you?		Refused ☐
2. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed?		Refused ☐
3. *IF HOUSEHOLD INCLUDES A FEMALE:* Is any member of the family currently pregnant?	☐Yes ☐No ☐Refused	
4. Please provide a list of children's names and ages:		

First Name	Last Name	Age	Date of Birth

IF THERE IS A SINGLE PARENT WITH 2+ CHILDREN, AND/OR A CHILD AGED 11 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE.**	**SCORE**

IF THERE ARE TWO PARENTS WITH 3+ CHILDREN, AND/OR A CHILD AGED 6 OR YOUNGER, AND/OR A CURRENT PREGNANCY, THEN SCORE 1 FOR **FAMILY SIZE.**	**SCORE**

A. History of Housing and Homelessness

5. Where do you and your family sleep most frequently? (choose one)	☐Shelters ☐Transitional Housing ☐Outdoors ☐Other (specify): ☐Refused	
If the person answers anything other than "shelter" or "transitional housing" or "Safe Haven", then SCORE 1		SCORE
6. How long has it been since you and your family lived in permanent stable housing?		☐Refused
7. In the last 3 years, how many times have you or your family been homeless?		☐Refused
If the person has experienced 1 or more consecutive years of homelessness, AND/OR 4 episodes of homelessness, then SCORE 1		SCORE

*Optional Minnesota clarifications

B. Risks

8. In the past six months, how many times have you or anyone in your family... (Enter a number for each question)		
a. Received health care at an emergency department/room? *This would include seeking emergency healthcare at IHS or other health facility.*	___ ☐Refused	
b. Taken an ambulance to the hospital?	___ ☐Refused	
c. Been hospitalized as an inpatient?	___ ☐Refused	
d. Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?	___ ☐Refused	
e. Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime, or * because the police told you that you must move along? *or any other reason such as being asked to move along, loitering, etc.?*	___ ☐Refused	
f. Stayed one or more nights in a holding cell, jail, or prison, * whether that was short-term stay like the drunk tank, or a longer stay for a more serious offense, or anything in between? *or detox?*	___ ☐Refused	
IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR **EMERGENCY SERVICE USE.**		**SCORE**
9. Have you or anyone in your family been attacked *or beaten up* since they've become homeless? *assaulted**	☐Yes ☐No ☐Refused	
10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year?	☐Yes ☐No ☐Refused	
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **RISK OF HARM**		**SCORE**
11. Do you or anyone in your family have any legal stuff going on right now that may result in being locked up, having to pay fines, or that make it more difficult to rent a place to live? *Do you or anyone in your family have any legal issues that may result in going to jail, having to pay fines, or that make it more difficult to rent a place to live?*	☐Yes ☐No ☐Refused	
IF "YES" THEN SCORE 1 FOR **LEGAL ISSUES**		**SCORE**

12. Does anybody force or *trick* you or anyone in your family to do things that you do not want to do? **manipulate**	☐Yes ☐No ☐Refused	
13. Do you or anyone in your family ever do things that *may be considered risky,* like exchange sex for money, run drugs for someone, have unprotected sex with someone they don't know, share a needle, or anything like that? **put you or them at risk for harm,**	☐Yes ☐No ☐Refused	
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **RISK OF EXPLOITATION**		**SCORE**

C. Socialization & Daily Functioning Please answer yes or no for the following

14. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS, that thinks you or anyone in your family owes them money? **This could include things like rent, drugs, gambling, taxes, or similar?*	☐Yes ☐No ☐Refused	
15. Do you or anyone in your family get any money from the government, a pension, an inheritance, *working under the table*, a regular job, or anything like that? **cash job, per cap**	☐Yes ☐No ☐Refused	
IF YES TO QUESTION 14, OR NO TO QUESTION 15, THEN SCORE 1 FOR **MONEY MANAGEMENT**.		SCORE
16. Does everyone in your family have planned activities, other than just surviving, that make them feel happy and fulfilled? *Ask instead, Do you have planned activities that make you feel happy and fulfilled?*	☐Yes ☐No ☐Refused	
IF NO, SCORE 1 FOR **MEANINGFUL DAILY ACTIVITY**		SCORE
17. Is everyone in your family currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things *like that? **without assistance?*	☐Yes ☐No ☐Refused	
IF NO, THEN SCORE 1 FOR SCORE 1 FOR **SELF-CARE**		SCORE
18. Is your family's current homelessness in any way caused by *a relationship that broke down, an unhealthy or abusive relationship, or because other family or friends caused your family to become evicted? **relationship problems, for example: a relationship that has ended, an unhealthy or abusive relationship, or because family or friends caused you to become homeless?*	☐Yes ☐No ☐Refused	
IF YES, THEN SCORE 1 FOR **SOCIAL RELATIONSHIP**		SCORE

D. Wellness – Please answer YES or NO for the following

19. Has your family ever had to leave an apartment, shelter program, or other place you were staying because of the physical health of you or anyone in your family?	☐Yes ☐No ☐Refused	
20. Do you or anyone in your family have any chronic health issues with your liver, kidneys, stomach, lungs or heart?	☐Yes ☐No ☐Refused	
21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family?	☐Yes ☐No ☐Refused	
22. Does anyone in your family have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?	☐Yes ☐No ☐Refused	
23. When someone in your family is sick or not feeling well, does your family avoid getting medical help?	☐Yes ☐No ☐Refused	
IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **PHYSICAL HEALTH**		SCORE
24. Has drinking or drug use by you or anyone in your family led your family to *being kicked out* of an apartment or program where you were staying in the past? **being asked or forced to leave**	☐Yes ☐No ☐Refused	
25. Will drinking, or drug use make it difficult for your family to stay housed or afford your housing?	☐Yes ☐No ☐Refused	
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE.**		SCORE
26. Has your family ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:		
a. A mental health issue or concern?	☐Yes ☐No ☐Refused	
b. A past head injury?	☐Yes ☐No ☐Refused	
c. A learning disability, developmental disability, or other impairment?	☐Yes ☐No ☐Refused	
27. Do you or anyone in your family have any mental health or brain issues that would make it hard for your family to live independently because help would be needed?	☐Yes ☐No ☐Refused	
IF YES TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**		SCORE
28. *IF THE FAMILY SCORED 1 EACH FOR PHYSICAL HEALTH, SUBSTANCE USE, AND MENTAL HEALTH:* Does any single member of your household have a medical condition, mental health concerns, **and** experience with problematic substance use?	☐Yes ☐No ☐Refused	
IF "YES", SCORE 1 FOR **TRI-MORBIDITY**.		SCORE
29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking?	☐Yes ☐No ☐Refused	
30. Are there any medications like painkillers that you or anyone in your family don't take the way the doctor prescribed* or where they sell the medication? **, are on a pain contract, or sell the*	☐Yes ☐No ☐Refused	

medications?	
IF YES, TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS.**	SCORE
31. *YES OR NO:* Has your family's current period of homelessness been caused by an experience of emotional, physical, psychological, sexual, or other type of abuse, or by any other trauma you or anyone in your family have experienced?	☐Yes ☐No ☐Refused
IF YES, SCORE 1 FOR **ABUSE AND TRAUMA.**	SCORE

E. Family Unit

32. Are there any children that have been removed from the family by a child protection service within the last 180 days?	☐Yes ☐No ☐Refused
33. Do you have any family legal issues that are being resolved in court or need to be resolved in court that would impact your housing or who may live within your housing?	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **FAMILY LEGAL ISSUES**	SCORE
34. In the last 180 days have any children lived with family or friends because of your homelessness or housing situation?	☐Yes ☐No ☐Refused
35. Has any child in the family experienced abuse or trauma in the last 180 days?	☐Yes ☐No ☐Refused
36. *IF THERE ARE SCHOOL-AGED CHILDREN:* Do your children attend school more often than not each week?	☐Yes ☐No ☐Refused
IF "YES" TO 34 or 35 OR "NO" TO 36, THEN SCORE 1 FOR **NEEDS OF CHILDREN.**	SCORE
37. *Have the members* of your family changed in the last 180 days, due to things like divorce, your kids coming back to live with you, someone leaving for military service or incarceration, a relative moving in, or anything like that? **Has the make-up or size**	☐Yes ☐No ☐Refused
38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed?	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **FAMILY STABILITY.**	SCORE

39. Do you have two or *more *planned* activities* each week as a family such as outings to the park, going to the library, visiting other family, watching a family movie, or anything like that? *more activities*	☐Yes ☐No ☐Refused
40. After school, on weekends, or days when there isn't school, is the total time children spend each day where there is no interaction with you or another responsible adult:	
a. 3 or more hours per day for children aged 13 or older?	☐Yes ☐No ☐Refused
b. 2 or more hours per day for children aged 12 or younger?	☐Yes ☐No ☐Refused
41. *IF THERE ARE CHILDREN BOTH 12 AND UNDER & 13 AND OVER:* Do your older kids spend 2 or more hours on a typical day helping their younger sibling(s) with things like getting ready for school, helping with homework, making them dinner, bathing them, or anything like that?	☐Yes ☐No ☐Refused
IF "NO" TO QUESTION 39, OR "YES" TO ANY OF QUESTIONS 40 OR 41, THEN SCORE 1 FOR **PARENTAL ENGAGEMENT.**	SCORE

Scoring Summary

DOMAIN	SUBTOTAL	SCORE RECOMMENDATION
PRE-SURVEY	/2	• 0-3 no housing intervention • 4-8 Rapid Re-Housing/ Transitional Housing • 9+ Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION	/4	
D. WELLNESS	/6	
E. FAMILY UNIT	/4	
TOTAL:	/22	

VI-SPDAT MN

Opening Script

Hello, my name is [interviewer name] and I work for [organization name].

To determine your eligibility for homeless services, I would like to assess your housing and service needs. If you give me permission, I will ask you questions about your health and housing. The assessment will take about 15 minutes. Some of the questions will ask personal questions, but only require yes or no answers. The questions are not intended to judge you, but to assess your current needs and eligibility for services. If you ask, I can clarify or you can decide not to answer a question. If you do not answer a question, no one will be upset with you. However, this information is important to help determine if you qualify for services. Skipped or inaccurate answers may affect your eligibility. It will benefit you to answer as honestly as possible, especially since we may need to verify some of your answers later.

Basic Information

First Name:			
Nickname:			
Last Name:			
In what Language do you feel best able to express yourself?			
Date of birth:		Age:	
SSN:			
Consent to participate:	☐Yes ☐No		
If the person is 17 years of age or less, then SCORE 1.	☐Yes ☐No		SCORE

A. History of Housing and Homelessness

1. Where do you sleep most frequently? (check one)	☐Shelters ☐Safe Haven ☐Outdoors ☐Other (specify): _____	☐Transitional Housing ☐Couch Surfing ☐Refused	
If the person answers anything other than "shelter" or "transitional housing", or Safe Haven, then SCORE 1			SCORE
2. How long has it been since you lived in permanent stable housing?		☐Refused	
3. In the last 3 years, how many times have you been homeless?		☐Refused	
If the person has experienced 1 or more consecutive years of homelessness, AND/OR 4 episodes of homelessness, then SCORE 1			SCORE

**Optional Minnesota clarifications*

B. Risks

4. In the past 6 months, how many times have you? Enter a number for each question.	
a. Received health care at an emergency department/room? **This would include seeking emergency healthcare at IHS or other health facility?*	___ ☐Refused
b. Taken an ambulance to the hospital?	___ ☐Refused
c. Been hospitalized as an inpatient?	___ ☐Refused
d. Used a crisis service, including sexual assault crisis, mental health crisis, family/intimate violence, distress centers and suicide prevention hotlines?	___ ☐Refused
e. Talked to police because you witnessed a crime, were the victim of a crime, or the alleged perpetrator of a crime, or * because the police told you that you must move along? **or any other reason such as being asked to move along, loitering, etc.?*	___ ☐Refused

f. Stayed one or more nights in a holding cell, jail, or prison, * whether that was short-term stay like the drunk tank, or a longer stay for a more serious offense, or anything in between? *or detox?*	☐Yes ☐No ☐Refused
IF THE TOTAL NUMBER OF INTERACTIONS EQUALS 4 OR MORE, THEN SCORE 1 FOR **EMERGENCY SERVICE USE.**	**SCORE**
5. Have you been attacked or *beaten up* since you've become homeless? **assaulted*	☐Yes ☐No ☐Refused
6. Have you threatened to or tried to harm yourself or anyone else in the last year?	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **RISK OF HARM**	**SCORE**
7. Do you have any legal stuff going on right now that may result in you being locked up, having to pay fines, or that make it more difficult to rent a place to live? **This includes any current legal issues that may result in going to jail, having to pay fines, or make it more difficult to rent a place to live?*	☐Yes ☐No ☐Refused
8. Were you ever incarcerated when younger than age 18?	☐Yes ☐No ☐Refused
IF "YES" THEN SCORE 1 FOR **LEGAL ISSUES**	**SCORE**
9. Does anyone force or *trick* you to do things that you do not want to do? ***Or manipulate*	☐Yes ☐No ☐Refused
10. Do you ever do things that *may be considered risky* like exchange sex for money, run drugs for someone, have unprotected sex with someone you don't know, share a needle, or anything like that? **you think could possibly put you at harm**	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **RISK OF EXPLOITATION**	**SCORE**

C. Socialization & Daily Functioning Please answer yes or no for the following

11. Is there any person, past landlord, business, bookie, dealer, or government group like the IRS, that thinks you owe them money? **This could include things like rent, drugs, gambling, taxes, or similar?*	☐Yes ☐No ☐Refused
12. Do you get any money from the government, a pension, an inheritance, *working under the table, * a regular job, or anything like that? **cash job, per cap,**	☐Yes ☐No ☐Refused
IF YES TO QUESTION 11, OR NO TO QUESTION 12, THEN SCORE 1 FOR **MONEY MANAGEMENT**.	SCORE
13. Do you have planned activities, other than just surviving, that make you feel happy and fulfilled? **Do you have planned activities that make you feel happy and fulfilled?*	☐Yes ☐No ☐Refused
IF NO, SCORE 1 FOR **MEANINGFUL DAILY ACTIVITY**	SCORE
14. Are you currently able to take care of basic needs like bathing, changing clothes, using a restroom, getting food and clean water and other things like that? (*without assistance*)?	☐Yes ☐No ☐Refused

IF NO, THEN SCORE 1 FOR SCORE 1 FOR **SELF-CARE**	SCORE
15. Is your current lack of stable housing…	
a. Because you ran away from your family home, a group home or	☐Yes ☐No ☐Refused

a foster home?	
b. Because of a difference in religious or cultural beliefs from your parents, guardians or caregivers?	☐Yes ☐No ☐Refused
c. Because your family or friends caused you to become homeless?	☐Yes ☐No ☐Refused
d. Because of conflicts around gender identity or sexual orientation?	☐Yes ☐No ☐Refused
IF YES TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SOCIAL RELATIONSHIP**	SCORE
e. Because of violence at home between family members?	☐Yes ☐No ☐Refused
f. Because of an unhealthy or abusive relationship, either at home or elsewhere? (emotional, physical, psychological, sexual)?	☐Yes ☐No ☐Refused
IF YES TO ANY OF THE ABOVE, THEN SCORE 1 FOR **ABUSE/TRAUMA**	SCORE

D. Wellness

16. Have you ever had to leave an apartment, shelter program, or other place you were staying because of your physical health?	☐Yes ☐No ☐Refused
17. Do you have any chronic health issues with your liver, kidneys, stomach, lungs or heart?	☐Yes ☐No ☐Refused
18. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you?	☐Yes ☐No ☐Refused
19. Do you have any physical disabilities that would limit the type of housing you could access, or would make it hard to live independently because you'd need help?	☐Yes ☐No ☐Refused
20. When you are sick or not feeling well, do you avoid getting help?	☐Yes ☐No ☐Refused
21. Are you currently pregnant, have you ever been pregnant, or have you ever gotten someone pregnant?	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, SCORE 1 FOR **PHYSICAL HEALTH**	SCORE
22. Has your drinking or drug use led you to being *kicked out of an* apartment or program where you were staying in the past? * "asked or forced to leave"	☐Yes ☐No ☐Refused
23. Will drinking or drug use make it difficult for you to stay housed or afford your housing?	☐Yes ☐No ☐Refused
24. If you've ever used marijuana, did you ever try it at age 12 or younger? *Did you ever use marijuana at age 12 or younger?	☐Yes ☐No ☐Refused
IF "YES" TO ANY OF THE ABOVE, THEN SCORE 1 FOR **SUBSTANCE USE.**	SCORE
25. Have you ever had trouble maintaining your housing, or been kicked out of an apartment, shelter program or other place you were staying, because of:	
g. A mental health issue or concern?	☐Yes ☐No ☐Refused
h. A past head injury?	☐Yes ☐No ☐Refused
i. A learning disability, developmental disability, or other impairment?	☐Yes ☐No ☐Refused
26. Do you have any mental health or brain issues that would make it hard for you to live independently because you'd need help?	☐Yes ☐No ☐Refused
IF YES TO ANY OF THE ABOVE, THEN SCORE 1 FOR **MENTAL HEALTH**	SCORE
IF THE RESPONDENT SCORED 1 FOR **PHYSICAL HEALTH** AND 1 FOR **SUBSTANCE USE** AND 1 FOR	SCORE

MENTAL HEALTH, SCORE 1 FOR **TRI-MORBIDITY**.	
27. Are there any medications that a doctor said you should be taking that, for whatever reason, you are not taking?	☐Yes ☐No ☐Refused
28. Are there any medications like painkillers that you don't take the way the doctor prescribed *or where* you sell the medications? **, are you not following a pain contract, or do**	☐Yes ☐No ☐Refused
IF YES, TO ANY OF THE ABOVE, SCORE 1 FOR **MEDICATIONS.**	SCORE

Scoring Summary

DOMAIN	SUBTOTAL	SCORE RECOMMENDATION
PRE-SURVEY	/1	0–3 = No housing Intervention 4–7 = Rapid re-housing/Transitional Housing 8+ = Permanent Supportive Housing/Housing First
A. HISTORY OF HOUSING & HOMELESSNESS	/2	
B. RISKS	/4	
C. SOCIALIZATION	/5	
D. WELLNESS	/5	
TOTAL:	____/17	

1E-1 Projects Accepted Notification
Rochester/Southeast Minnesota CoC (MN-502)

Description of project acceptance notification documents attached:

1. Sample individual Renewal Project acceptance notification email 4/15/19, followed by attachments:
    a. Project Score Report
    b. List of Eligible Renewal Projects for the 2019 funding round
2. Screenshot of all individual renewal project notification emails sent on 4/15/19.
3. Sample individual Final Notification for project applicants emails sent on 8/21/19. All projects (new and renewal) receive final notification of project acceptance or rejection, score, rank, tier, approved funding level, funding source, any funding reductions, and any contingencies applied to the application, followed by attachments:
    a. Project Priority List
    b. Project Score Sheet
4. Screenshot of all individual project notification emails sent on 8/21/19.
5. Notice of final list posting on CoC website for all accepted projects (new and renewal) sent to CoC listserv on 8/29/19 after appeal period.

SAMPLE notice to renewal projects 4.15.19, with attachments

Jennifer Prins

From: Jennifer Prins
Sent: Monday, April 15, 2019 11:19 AM
To: Michele Merxbauer
Subject: RVCoC notice - Renewal project acceptance/rejection, score and reallocation - The Francis
Attachments: RVCoC Project Rating Report 2019 - The Francis.pdf

Importance: High

Dear CoC renewal project grantee –

Thank you for submitting documents for review in the 2019 CoC Program Local Competition! The CoC Project Review and Rating Committee has completed its reviews of Renewal Projects. On behalf of the CoC, I am notifying you of three things in regards to the project's status in the 2019 CoC Program Local Competition:

1. **Project acceptance or rejection** (whether or not the project is considered an eligible renewal application for the 2019 CoC Program Local Competition)
    - Rejection means that projects do not meet the requirements for inclusion in the CoC's application in the national HUD CoC Program Competition. Rejected projects are not advised to submit an application in e-snaps.
    - Conditional acceptance requires action by the grantee prior to submitting an application in e-snaps for the national HUD CoC Program Competition.
    - Acceptance means your project is eligible to be submitted in e-snaps and ranked by the CoC. Accepted projects should review the Call for Projects to be released soon (likely in May) for next steps, including submitting an online application in e-snaps for the CoC National Competition.
2. **Project score** to be used in project priority list submitted for the national HUD CoC Program Competition. Renewal project scores averaged 75.23, with a range from 61.11 to 93.13. Compared to 2018, renewal projects scored an average of 11 points higher, reflecting improvements made in performance and policy compliance by many project applicants.
3. **Project funds reallocated, if any, and the reason for reallocation**
    - Reallocation may be voluntary or involuntary per CoC Reallocation Policy
    - Reallocated funds are available to be sought via a new project application
    - Note: Reallocation may also occur during the final review and ranking of all projects (including new projects) for the national CoC Program Competition

****

Your initial notice for THE FRANCIS

- **Acceptance or rejection:** Project is conditionally accepted as an eligible renewal project. Please see attached Renewal Project Rating Report for information on conditions and required action.
- **Project score:** Please see the attached Renewal Project Rating Report for your project(s).
- **Reallocation**: Involuntary reallocation is not recommended by the Project Review and Rating committee at this time.

You will receive a second and FINAL notice for your project during the CoC's final project review and ranking process for the national CoC Program Competition. That notice will include your project rank and other details per CoC and HUD policy.
****

Appeals [excerpt of Local CoC Competition Guide]: Project applicant may submit appeals to the decisions of the Project Review and Rating Committee in certain circumstances where the applicant believes the project application was harmed by a violation of established CoC policy, CoC Program Competition guidelines, or HUD policies. Disagreement with the results of a decision that followed appropriate process will be deemed an invalid appeal.

Appeals will be limited to:

1. Verified Conflicts of Interest

2. Breach of River Valleys CoC-established voting policies or procedures
3. Technical breach of regulations established by HUD or other funding sources
4. Technical error such as mathematical miscalculation by the Scoring Committee. (Errors in data submitted by the applicant do not qualify.)

Projects wishing to appeal must submit the appeal in writing using Appeals Format below by email to jprins@threeriverscap.org by Thursday, April 18, 2019 at 2:00pm.

All agencies filing an appeal must be prepared to rapidly respond to requests from the committee. The appeal review committee will assess claims on or before April 25, 2019 and communicate decisions on that day via the CoC Coordinator. Decisions of the appeal review committee are final for the purposes of the Local CoC Program Competition.

******* Appeal Format *******
Agency:
Project:
Project Type

New		Renewal
CoC Bonus Project	Expansion Project	Standard renewal Project
DV Bonus Project	Transition Project	Consolidated renewal Project
Reallocated fund Project		

For each item being appealed, please identify the category of appeal (using 1-4 above), and attach evidence to support your claim.
Category of Appeal: 1 2 3 4
Explanation and Source of Evidence:

Thank you for your application and your continued work to end homelessness in our region!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

River Valleys CoC Project Rating Report 2019

Project Type: Renewal PSH

Project name:	**The Francis**	**Household type(s) served:**	**Single adult**
Applicant/sponsor:	**Olmsted County HRA**	**DV-specific project:**	**No**

Threshold Requirements Review

Applications are reviewed to ensure that applicants and projects meet basic threshold requirements. Renewal projects with threshold requirements flagged for possible noncompliance may be conditionally approved as Eligible Renewal Projects, pending resolution of the threshold compliance flag. Resolution of threshold requirement flags require written response to the CoC with either clarification regarding compliance or an action plan to meet the threshold requirement. The written response must be received and approved by the CoC's Project Review and Rating Committee before a project application can be ranked for inclusion in the CoC's project list submitted to HUD.

For this project, the following threshold requirements were flagged because they require clarification regarding compliance or a plan to meet the threshold requirements:

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Project Rating

Conditions and recommendations

Applications are reviewed for project quality, including performance outcomes, serving high need populations, project management, policy/system alignment, and population-specific criteria. For some review elements, the CoC may place conditions on the application and require clarification or revision of project documents to meet HUD or CoC requirements. Projects with conditions may be conditionally approved as Eligible Renewal Projects, pending resolution of the condition. Resolution of the condition(s) requires written response including documentation that revisions have been made.

For this project, the following review elements were flagged because they require clarification or revisions to project documents to meet HUD or CoC requirements:

XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

Reviewers may also flag review elements to make suggestions for improved performance before the next project review. Project applicants are encouraged to take appropriate action on these items, and no response is required. Other suggestions may be included in reviewer notes.

Comments/suggestions from APR data

None

Comments/suggestions from other review elements

Project had no leavers again. Stability is indicator of candidates for "move on" to other perm rental assistance with community-based services. Recommend incorporating assessment for move-on at annual assessment.

Score summary

Rating Factor	***Performance Standard***	***Rating Scale***			***Points***			***Reviewer Comments***
		Does not Meet Standard	Partially Meets Standard	Meets or Exceeds Standard	Max	Claimed	Awarded	
PERFORMANCE MEASURES								
Housing Stability	≥ 90% remained in or exited to perm. housing	< 75%	75-89.9%	≥ 90%	**5**	**5**	**5**	*100%*
Returns to Homelessness within 12 months of exit*	< 10% of participants returned to homelessness	> 15%	10-15%	< 10%	**5**	**5**	**5**	*0%*

New or Increased earned income for project stayers	≥ 20% adult stayers increased earned income	< 10%	10-19.9%	≥ 20%	**2.5**	**1**	**1**	*19%*
New or Increased non-employment income for project stayers	≥ 40% adult stayers increased non-employment income	< 25%	25-39.9%	≥ 40%	**2.5**	**1**	**1**	*38%*
New or Increased earned income for project leavers	≥ 20% adult leavers increased earned income	< 10%	10-19.9%	≥ 20%	**2.5**	**NA**	**2.5**	*No leavers*
New or Increased non-employment income for project leavers	≥ 20% adult leavers increased non-employment income	< 10%	10-19.9%	≥ 20%	**2.5**	**NA**	**2.5**	*No leavers*

** Not applicable for projects from victim service provider applicants. Housing Stability rating criteria in DV section below.*

SERVE HIGH NEED POPULATIONS

Serving chronically homeless participants	≥ 80% participants are chronically homeless	< 65%	65-79.9%	≥ 80%	**5**	**5**	**2.5**	*67%*
Serving participants with no income	≥ 35% participants enter project with no income	< 20%	20-34.9%	≥ 35%	**2.5**	**2.5**	**2.5**	*44%*
Serving participants with a disability	≥ 95% participants have a disability at entry	< 80%	80-94.9%	≥ 95%	**2.5**	**2.5**	**2.5**	*100%*

OTHER LOCAL CRITERIA

Project Management

Bed utilization	≥ 90% bed or unit utilization	< 75%	75-90%	> 90%	**5**	**5**	**5**	*103%*
HMIS data quality (alt. DB for DV)	≥ 75% data quality points	< 50%	50-75%	> 75%	**5**	**5**	**5**	*100%*
eLOCCS draws	Draws are regular and at least quarterly	< 4 & irregular	mixed	≥ 4 & regular	**5**	**5**	**5**	*OK*
Fund recapture	≤ 5% of funds recaptured in last two grants	> 20%	5-20%	< 5%	**5**	**0**	**5**	*Exception for reallocation 2018*

Policy/System Alignment

CoC participation	≥ 75% CoC meetings with project reps attending	< 50%	50-75%	> 75%	**5**	**5**	**5**	*78%*
Coordinated Entry compliance	Basic requirements met + PITC participation (cleanup) + participation in CES dev.	Does not meet basics	Basics + (PITC OR future participation commit.)	Basics + PITC + future participation commit.	**10**	**10**	**10**	*CE supplement said there were no openings, but there was one (which was filled through CE).*

Equal Access Rule compliance	Fewer than 5 elements have "no" response or not verified	> 10 no	5-10 no	< 5 no	**5**	**5**	**5**	*Looks good. Committee will recommend project to Data & TA committee to assist with samples, etc. for training on EA.*
Housing First Implementation	≥ 75% points possible on Housing First Assessment	< 50%	50-75%	> 75%	**10**	**10**	**10**	*Program policies need to be updated to reflect CE compliance. There should be no "wait list" (p. 12). Appreciated that docs pointed to appeals process.*
POPULATION-SPECIFIC CRITERIA								
For projects serving households with children or youth								
Early childhood development	Written plan with all required elements doc.	No plan	Partial plan	Full plan	**5**	**NA**	**NA**	*NA*
K-12 education	Written plan with all required elements doc.	No plan	Partial plan	Full plan	**5**	**NA**	**NA**	*NA*
For projects targeting survivors of domestic violence, dating violence, sexual assault, or stalking								
Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	<50%	50-80%	>80%	**5**		**NA**	*NA*
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move in date	<70%	70-90%	>90%	**5**		**NA**	*NA*
TOTAL Renewal Project Review Points					**Max**	**Claimed**	**Awarded**	
					80	**67**	**74.5**	

TOTAL Score for Project Ranking **Weighted score (100 pt scale)** **93.13**

River Valleys Continuum of Care (Rochester/Southeast CoC, MN-502)
List of Eligible Renewal Projects for
2019 Continuum of Care Program Competition Grants

					Max budget line items									
Applicant Name	**Project Name~**	**Grant Number**	**Expiration Year**	**Project Com-ponent**	**Leasing**	**Rental Assistance**	**Supportive Services**	**Operating Costs**	**HMIS**	**Admin**	**FMR or Actual Rent**	**Units with RA**	**Max Grant Amount**	**Project Review Points***
Center City Housing	Gage East~	MN0332L5K021803	2020	PH	$0	$0	$0	$85,295	$0	$0			**$85,295**	77.78
Center City Housing	Silver Creek Corner~	MN0247L5K021807	2020	PH	$0	$0	$0	$58,835	$0	$500			**$59,335**	68.75
Hearth Connection	BEC RA 2018~	MN0192L5K021809	2020	PH	$0	$129,780	$0	$0	$0	$705	Actual Rent	16	**$130,485**	67.78
Hearth Connection	Hearth SE 2018~	MN0151L5K021810	2020	PH	$0	$62,196	$0	$0	$0	$362	Actual Rent	24	**$62,558**	67.78
Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	2020	HMIS	$0	$0	$0	$0	$58,796	$3,684			**$62,480**	RP
Mankato EDA / SW MN Housing Partnership	Cherry Ridge Consolidated Rental Assistance FY 2018~	MN0300L5K021806	2020	PH	$0	$52,032	$0	$0	$0	$2,675	Actual Rent	4	**$54,707**	78.89
Minnesota Assistance Council for Veterans	Radichel Veteran Townhomes 2018 Renewal	MN0061L5K021811	2020	PH	$0	$0	$81,198	$74,984	$0	$7,146			**$163,328**	87.50
Olmsted County Community Services	PSH Zumbro Valley 2018	MN0064L5K021811	2020	PH	$0	$166,884	$0	$0	$0	$5,048	FMR	21	**$171,932**	71.67
Olmsted County Housing and Redevelopment Authority	The Francis~	MN0193L5K021809	2020	PH	$0	$87,312	$0	$0	$0	$0	Actual Rent	17	**$87,312**	93.13
Partners for Affordable Housing	St Peter Housing	MN0426L5K021800	2020	Joint TH & PH-RRH	$0	$51,624	$46,400	$6,500	$750	$3,905	FMR	6	**$109,179**	RP
Red Wing Housing and Redevelopment Authority	Red Wing Shelter & Care Expansion FY2018	MN0246L5K021803	2020	PH	$0	$52,896	$1,998	$0	$0	$3,433	FMR	6	**$58,327**	88.33
Rice County HRA/ CAC Northfield	Marilyn's Place	MN0424L5K021800	2020	PH	$0	$74,616	$29,155	$0	$0	$7,210	FMR	8	**$110,981**	RP
Ruths House of Hope Inc	Ruth's House of Hope-Permanant Supportive Housing~	MN0330L5K021804	2020	PH	$106,646	$0	$66,103	$2,934	$1,500	$8,497			**$185,680**	61.11
Steele County Transitional Housing	Progress Program FY 2018	MN0057L5K021811	2020	PH	$0	$33,180	$2,443	$0	$0	$475	Actual Rent	4	**$36,098**	74.71
The Salvation Army	Castleview 1~	MN0229L5K021808	2020	PH	$0	$54,432	$0	$0	$0	$2,610	FMR	8	**$57,042**	68.63
The Salvation Army	Castleview Apartments~	MN0149L5K021810	2020	PH	$0	$0	$81,281	$0	$0	$2,847			**$84,128**	61.88
The Salvation Army	Maxfield Place~	MN0060L5K021811	2020	PH	$0	$0	$37,600	$116,790	$0	$8,826			**$163,216**	68.75
Three Rivers Community Action Inc.	Coordinated Entry System FY2018	MN0366L5K021803	2020	SSO	$0	$0	$130,183	$0	$0	$3,864			**$134,047**	RP
Three Rivers Community Action Inc.	Prairiewood PSH Expansion	MN0306L5K021804	2020	PH	$0	$62,172	$101,860	$1,545	$0	$12,466	FMR	5	**$178,043**	88.89
Three Rivers Community Action Inc.	SE MN Rapid Rehousing	MN0065L5K021811	2020	PH	$0	$77,928	$82,520	$0	$800	$11,191	FMR	8	**$172,439**	89.41

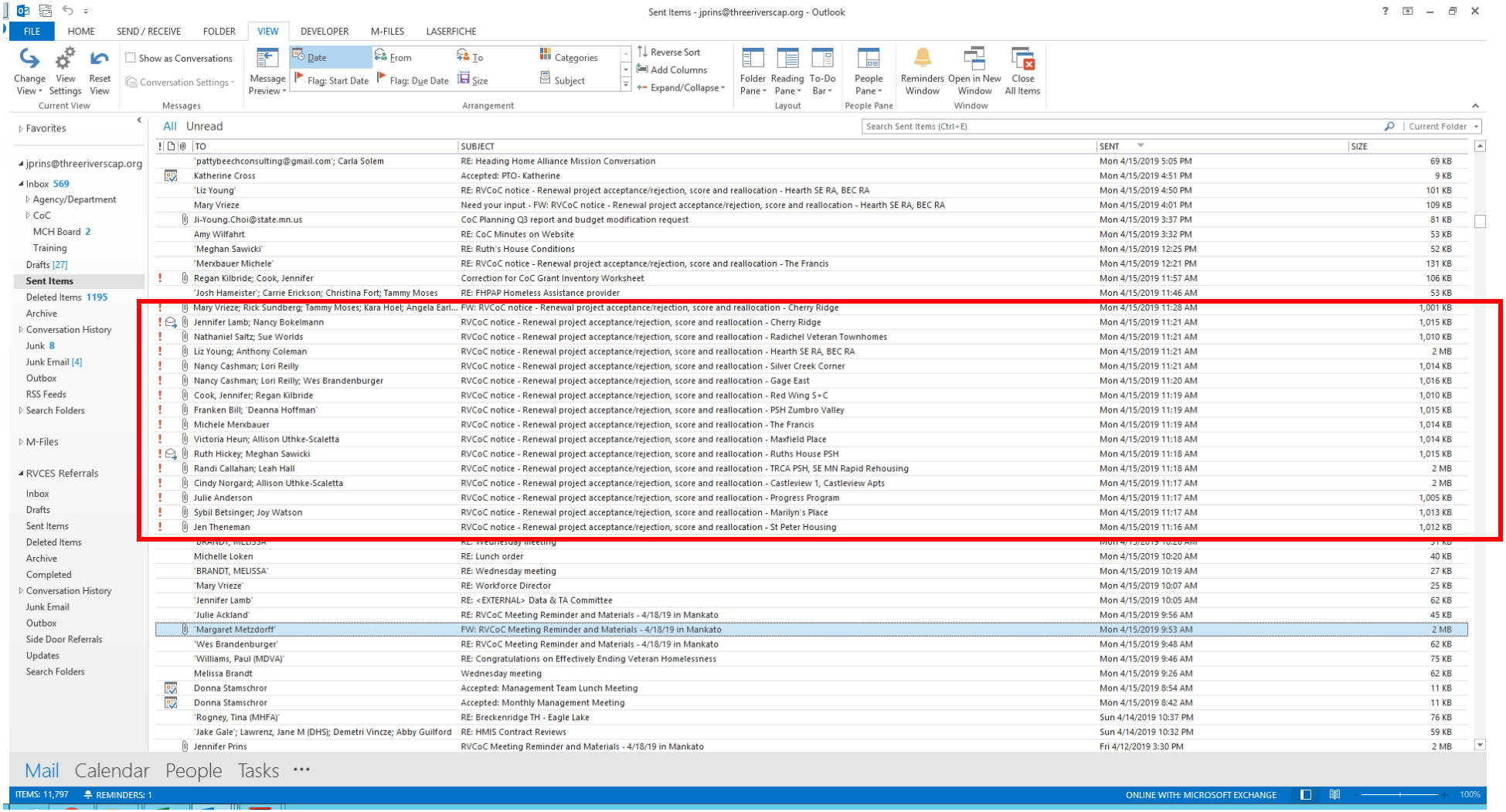
~Project approval and rating is conditional pending clarification from applicant. *Project Review Points are used as the basis for ranking projects per HUD guidelines for the national CoC Program Competition. RP = Ranked by Policy (applies to projects for required systems).

River Valleys Continuum of Care (Rochester/Southeast CoC, MN-502)
List of Renewal Projects NOT Eligible for
2019 Continuum of Care Program Competition Grants

Applicant Name	Project Name	Grant Number	Expiration Year	Project Com-ponent	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMIS	Admin	FMR or Actual Rent	Units with RA	Total Grant Amount	Project Review Points
None														

Total renewal funding approved for existing renewals	**$2,166,612**
Minimum funding reallocated (available for new projects)	**TBD**

Email notifications 4/15/19 to renewal project applicants



Email notification to CoC about projects accepted 8/21/19, with comment/appeal period.

Jennifer Prins

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:30 PM
To: RVCoC Listserv 8.1.19
Subject: RVCoC Notice: Public Posting of FY2019 Project Priority List for CoC Review
Attachments: RVCoC Project Priority List - Initial Posting 8.21.pdf

Importance: High

Hello River Valleys CoC –
Attached please find the Project Priority Listing for FY2019 HUD Continuum of Care Program funds. The ranking is also posted on the CoC website at http://www.threeriverscap.org/continuum-of-care. Applicants have received detailed score information as well as guidance on any remaining corrections required in the application before final submittal. Final corrections on applications in e-snaps are due by 4:00pm on September 9, 2019.

As shown, the River Valleys CoC intends to apply for $2,503,728 this year for projects across the region, including four new projects.

Per HUD guidelines, the Project Review and Rating Committee taken the following steps to create the project ranking list:

1. Received project applications at least 30 days before the CoC regional application is due (September 30),
2. Scored projects based on objective criteria related to performance, program management, and alignment with policies/priorities,
3. Ranked projects based on performance and CoC priorities laid out in Local Competition Guide,
4. Applied the policy described in the Local Competition Guide to adjust ranking and reallocate funds to increase cost effectiveness and response system improvement,
5. Placed ranked projects into two tiers that prioritize funding for HUD consideration,
6. Documented its process of scoring and ranking,
7. Notified project applicants of project acceptance, rejection, reduction, score, rank, and tier status at least 15 days before the CoC regional application is due (September 15),
8. Provided objective feedback to project applicants to finalize their applications for this year and make adjustments for next year,
9. Posted the project ranking for public review, and
10. Advised project applicants of appeal options.

The project ranking list is open for comment until 4:00pm on Friday, August 23. Comments can be sent to me at the email above and I will distribute to the review committee.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

SAMPLE email notification to Project Applicant re acceptance 8.21.19 with attachments
Jennifer Prins

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:09 PM
To: Randi Callahan; Leah Hall
Subject: CoC Project Application - Notification SE MN RRH Expansion
Attachments: RVCoC Project Priority List - Initial Posting 8.21.pdf; Score Sheet SE RRH Expansion.pdf

August 21, 2019

Dear CoC project applicant,

On behalf of the CoC Project Review and Ranking Committee, thank you for your project application and your continued partnership to prevent and end homelessness in the River Valleys CoC region. The Committee has completed its reviews of all new and renewal projects submitted in the 2019 Local CoC Program Competition. After careful consideration and in adherence with CoC and HUD policy requirements for project reviews, the Committee is providing this notification for your project.

Please read this notice carefully. This letter serves as your official notification of project acceptance/rejection, rank, and tier in the Project Priority List to be submitted to HUD. This letter also provides notification of your project's final approved funding level, any funding reductions/adjustments, and any contingencies/corrections that must be resolved before ranking is formalized in the e-snaps application system.

Project name: SE MN RRH Expansion
Project applicant/sponsor: Three Rivers Community Action Inc.
Associated grant number: New - expansion

Project accepted? Yes
Project score: 90.45
Project rank: 2 of 24
Project tier: 1

Final approved funding level: $51,068
Funding source: CoC Bonus + Reallocated funds
Funding reduced from original request? Yes
If applicable, reason for reduction: Admin requested exceeds CoC limit.
If applicable, amount of reduction: $1,433

Contingencies and required corrections in e-snaps:

- 2A- Subrecipients detail: Congressional District 2 includes only Goodhue County, Wabasha County, and the eastern edge of Rice County in our CoC region. Do MVAC and Semcac serve those areas? If not, MN-002 should be removed from letter f. on each of their descriptions.
- 2B. (all questions) Description of subrecipients' qualifications and experience is weak. More detail (similar to TRCA sections) should be added.
- 2B-3. The response also needs to address how applicant will manage the project with the subrecipients. What is that structure?
- 4A-3. The answer is "yes" because staff are connecting persons with disabilities to SOAR providers or other advocates in the region like SEMCIL, right? (This is expected of all CoC grantees.) And once you answer "yes" to 3, the answer to 3a. will also be "yes". The provider has been trained.

The final approved listing of ranked projects will be posted on the CoC website on or before August 29, 2019 (after the CoC comment and applicant appeal period has passed).

Applications with contingencies and required corrections will be released in e-snaps for final corrections on August 29, 2019 for all projects. All changes described above must be made as required and the project must be resubmitted in e-snaps by Monday, September 9, 2019 at 4:00pm.

Applications without contingencies or required corrections will NOT be released in e-snaps. These applications are considered complete and ready for submission to HUD with the CoC regional application.

If you have general questions about the conditions on your application, you may contact me. If your question is an appeal for the Local Competition, follow the instructions in the Local Competition Guide and use the Appeal form format included. Appeals are due by email to me by 4pm on Friday, August 23. Appeals received after that time will not be reviewed. All agencies filing an appeal must be prepared to rapidly respond to requests from the Appeal Review Committee.

Thanks again for your application and your ongoing work!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

INITIAL Public Posting of Project Priority List for FY2019 HUD CoC Project Applications

Posted August 21, 2019

River Valleys Continuum of Care (Rochester/Southeast Minnesota, MN-502)

	Agency	Project	Grant Number	Accepted?	Rank	Rank Rationale	Weighted Score	Tiebreaker (Cost Effect.)	GIW maximum renewal amount	Requested funding	Approved funding	Amount reduced/ reallocated from project*	Renewal funds for project	Reallocated funds for project	CoC Bonus funds for project	DV Bonus funds for project**	Consolidation Grant Amounts	Running Total for CoC Projects
Tier 1	Olmsted County Housing and Redevelopment Authority	The Francis	MN0193L5K021809	Yes	1	Project Performance Score	93.13		$ 87,312	$ 87,312	$ 87,312	$ -	$ 87,312	$ -	$ -	$ -		$ 87,312
Tier 1	Three Rivers Community Action Inc.	SE MN RRH EXPANSION	New - expansion	Yes	2	Need & Performance Capacity Score	90.45		$ -	$ 52,501	$ 51,068	$ 1,433	$ -	$ 12,000	$ 39,068	$ -		$ 138,380
Tier 1	Three Rivers Community Action Inc.	SE MN RRH(fka RHASP)	MN0065L5K021811	Yes	3	Project Performance Score	89.41		$ 172,439	$ 172,439	$ 172,439	$ -	$ 172,439	$ -	$ -	$ -		$ 310,819
Tier 1	*Three Rivers Community Action*	*SE MN RRH Combined*	*Combined*	*Yes*	*3*	*Policy (Consolidated projects rank same as lowest ranked individual application to be combined)*											*$ 223,507*	
Tier 1	Women's Shelter Inc.	Women's Shelter Joint TH/R	New	Yes	4	Need & Performance Capacity Score	89.09		$ -	$ 155,388	$ 139,657	$ 15,731	$ -	$ -	$ -	$ 139,657		$ 450,476
Tier 1	Three Rivers Community Action Inc.	TRCA PSH	MN0306L5K021804	Yes	5	Project Performance Score	88.89		$ 178,043	$ 178,043	$ 166,043	$ 12,000	$ 166,043	$ -	$ -	$ -		$ 616,519
Tier 1	Minnesota Assistance Council for Vet	Radichel Veteran Townhom	MN0061L5K021811	Yes	6	Project Performance Score	87.50		$ 163,328	$ 163,328	$ 163,328	$ -	$ 163,328	$ -	$ -	$ -		$ 779,847
Tier 1	Red Wing Housing and Redevelopmer	Red Wing Shelter + Care Exp	MN0246L5K021803	Yes	7	Policy (first renewal)	88.33		$ 58,327	$ 58,327	$ 58,327	$ -	$ 58,327	$ -	$ -	$ -		$ 838,174
Tier 1	Mankato EDA / SW MN Housing Partr	Cherry Ridge Consolidated F	MN0300L5K021806	Yes	8	Project Performance Score	78.89		$ 54,707	$ 54,707	$ 54,707	$ -	$ 54,707	$ -	$ -	$ -		$ 892,881
Tier 1	Center City Housing	Gage East	MN0332L5K021803	Yes	9	Project Performance Score	77.78		$ 85,295	$ 85,295	$ 85,295	$ -	$ 85,295	$ -	$ -	$ -		$ 978,176
Tier 1	Steele County Transitional Housing	Progress Program	MN0057L5K021811	Yes	10	Project Performance Score	74.71		$ 36,098	$ 36,098	$ 36,098	$ -	$ 36,098	$ -	$ -	$ -		$ 1,014,274
Tier 1	Olmsted County Community Services	PSH Zumbro Valley	MN0064L5K021811	Yes	11	Project Performance Score	71.67		$ 171,932	$ 171,932	$ 171,932	$ -	$ 171,932	$ -	$ -	$ -		$ 1,186,206
Tier 1	Center City Housing	Silver Creek Corner	MN0247L5K021807	Yes	12	Project Performance Score	68.75	$2,119	$ 59,335	$ 59,335	$ 59,335	$ -	$ 59,335	$ -	$ -	$ -		$ 1,245,541
Tier 1	The Salvation Army	Maxfield Place	MN0060L5K021811	Yes	13	Project Performance Score	68.75	$14,838	$ 163,216	$ 163,216	$ 163,216	$ -	$ 163,216	$ -	$ -	$ -		$ 1,408,757
Tier 1	The Salvation Army	Castleview 1	MN0229L5K021707	Yes	14	Project Performance Score	68.63		$ 57,042	$ 57,042	$ 57,042	$ -	$ 57,042	$ -	$ -	$ -		$ 1,465,799
Tier 1	Hearth Connection	Hearth SE RA	MN0151L5K021810	Yes	15	Project Performance Score	67.78	$2,844	$ 62,558	$ 62,558	$ 62,558	$ -	$ 62,558	$ -	$ -	$ -		$ 1,528,357
Tier 1	Rice County HRA/Northfield CAC	Marilyn's Place	MN0424L5K021800	Yes	16	Policy (first renewal)	NA		$ 110,981	$ 110,981	$ 110,981	$ -	$ 110,981	$ -	$ -	$ -		$ 1,639,338
Tier 1	Partners for Affordable Housing	St. Peter Housing	MN0426L5K021800	Yes	17	Policy (first renewal)	NA		$ 109,179	$ 115,926	$ 109,179	$ 6,747	$ 109,179	$ -	$ -	$ -		$ 1,748,517
Tier 1	Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	Yes	18	Policy (System Requirement)	NA		$ 62,480	$ 62,480	$ 62,480	$ -	$ 62,480	$ -	$ -	$ -		$ 1,810,997
Tier 1	Three Rivers Community Action Inc.	Coordinated Entry System	MN0366L5K021803	Yes	19	Policy (System Requirement)	NA		$ 134,047	$ 134,047	$ 134,047	$ -	$ 134,047	$ -	$ -	$ -		$ 1,945,044
Tier 1	Three Rivers Community Action Inc.	CES DV FY2019	New	Yes	20	Policy (System Requirement)	NA		$ -	$ 24,130	$ 24,130		$ -	$ -	$ -	$ 24,130		$ 1,969,174
Tier 1	Three Rivers Community Action Inc.	CES Expansion FY2019	New - expansion	Yes	21	Policy (System Requirement)	NA		$ -	$ 69,263	$ 69,263		$ -	$ -	$ 69,263	$ -		$ 2,038,437
Tier 1	*Three Rivers Community Action Inc.*	*Coordinated Entry System Combined*	*Combined*	*Yes*	*21*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*										*$ -*	*$ 203,310*	$ 2,038,437
Tier 1	Hearth Connection	BEC RA (Tier 1 portion)	MN0192L5K021809	Yes	22	Project Performance Score	67.78	$5,019	$ 130,485	$ 130,485	$ 11,386	$ -	$ 11,386	$ -	$ -	$ -		$ 2,049,823
Tier 2	Hearth Connection	BEC RA (Tier 2 portion)	MN0192L5K021809								$ 119,099	$ -	$ 119,099	$ -	$ -	$ -		$ 2,168,922
Tier 2	*Hearth Connection*	*Hearth SE Consolidated*	*Combined*		*22*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 193,043*	$ 2,168,922
Tier 2	The Salvation Army	Castleview Apartments	MN0149L5K021709	Yes	23	Project Performance Score	61.88		$ 84,128	$ 84,128	$ 84,128	$ -	$ 84,128	$ -	$ -	$ -		$ 2,253,050
Tier 2	*The Salvation Army*	*Castleview Apartments Consolidated*	*Combined*		*23*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 141,170*	$ 2,253,050
Tier 2	Ruths House of Hope Inc	Ruth's House of Hope- Perm	MN0330L5K021804	Yes	24	Project Performance Score	61.11		$ 185,680	$ 185,680	$ 185,680	$ -	$ 185,680	$ -	$ -	$ -		$ 2,438,730
									$ 2,297,097	**$ 2,605,126**	**$ 2,438,730**	**$ 12,000**	**$ 2,154,612**	**$ 12,000**	**$ 108,331**	**$ 163,787**		**$ 2,438,730**
	Projects not ranked (per HUD guidelines																	
	Three Rivers Community Action Inc.	CoC Planning grant	New Planning	Yes	NR						$ 64,998							**$ 64,998**
	TOTAL PROJECTS & FUNDING REQUESTED			**Projects:**	**24**	(CoC Planning not ranked per HUD guidlines)											**$**	**2,503,728**
	Projects rejected																	
	Bluff Country Family Resources, Inc.	RRH/Transitional 2019	New	**No**	NR	Need & Performance Capacity Score	37.27		$ -	$ 138,615			$ -					

*** Reductions/rejections: TRCA PSH - voluntary reallocation. TRCA RRH Expansion - request exceeded limit in a budget category. St Peter Housing - request exceeded limit on GIW. Women's Shelter Joint TH/RRH - not enough new funds available for full request. Bluff Country RRH/Transitional - no funds available for request.**

**** Budget revisions are anticipated in the two accepted DV projects due to e-snaps requirements and review committee input. Final budget amounts will be included in the FINAL posting on August 29, 2019. Changes in these budget amounts will not affect rank or tier of any other project.**

New Project Rating Tool

Expansion Rapid Re-Housing (Non-DV)

Project name: SE MN RRH Expansion

Applicant: Three Rivers Community Action, Inc.

Rating Factor	Performance Standard	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Points: Max	Points: Claimed	Points: Awarded	Reviewer Notes
CAPACITY TO ENHANCE SYSTEM PERFORMANCE								
New or increased earned income for project participants	Clear plan & capacity to increase participant earned income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	5	5	5	
Recent overall performance	Current renewal project performance is satisfactory	Carry over total points from renewal project performance section.			15	12.5	15	
SERVE HIGH NEED POPULATIONS								
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	< 10% (0)	10-19.9% (2)	≥ 20% (5)	5	0	2	18% (2 of 11)
Unmet need: general	Project location is a priority area for new RRH for household type	No match (0)	Location priority match (2)	Location and household type priority match (5)	5	5	5	
Unmet need: geographic target	Project location is in highest unmet need area	Other counties (0)	Project targets Brown, Goodhue, Mower, Steele, or Winona Counties (2)	Project targets Blue Earth, Olmsted, or Rice County (5)	5	5	5	
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	No unmet need match (0)	Unmet need match (2)	Unmet need match with applicant experience (5)	5	0	0	
OTHER AND LOCAL CRITERIA								
Project Management								
Recent project management performance	Current renewal project management is satisfactory	Carry over total points from renewal project management section			20	20	20	Note: Admin in budget is over amount allowed.

FOR REVIEWERS - Points subtotal: 60 max 47.5 claimed 52 awarded

New Project Rating Tool

Expansion Rapid Re-Housing (Non-DV)

Project name: SE MN RRH Expansion

Applicant: Three Rivers Community Action, Inc.

Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**	10	10
Policy/System Alignment							
Recent project policy/system alignment performance	Current renewal project policy/system alignment is satisfactory	Carry over total points from renewal project policy/system alignment section			**30**	30	30
POPULATION-SPECIFIC CRITERIA							
For projects serving households with children or youth							
Recent project performance for serving children and youth	Current renewal project performance serving children/youth is satisfactory	Carry over total points from renewal ~~project policy/system alignment~~ population-specific section			**10**	10	7.5
For projects from "youth-serving providers"							
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**	NA	NA
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**	NA	NA

Max points

Adults only = 100

Adults only, "youth-serving" = 110

HH w children = 110

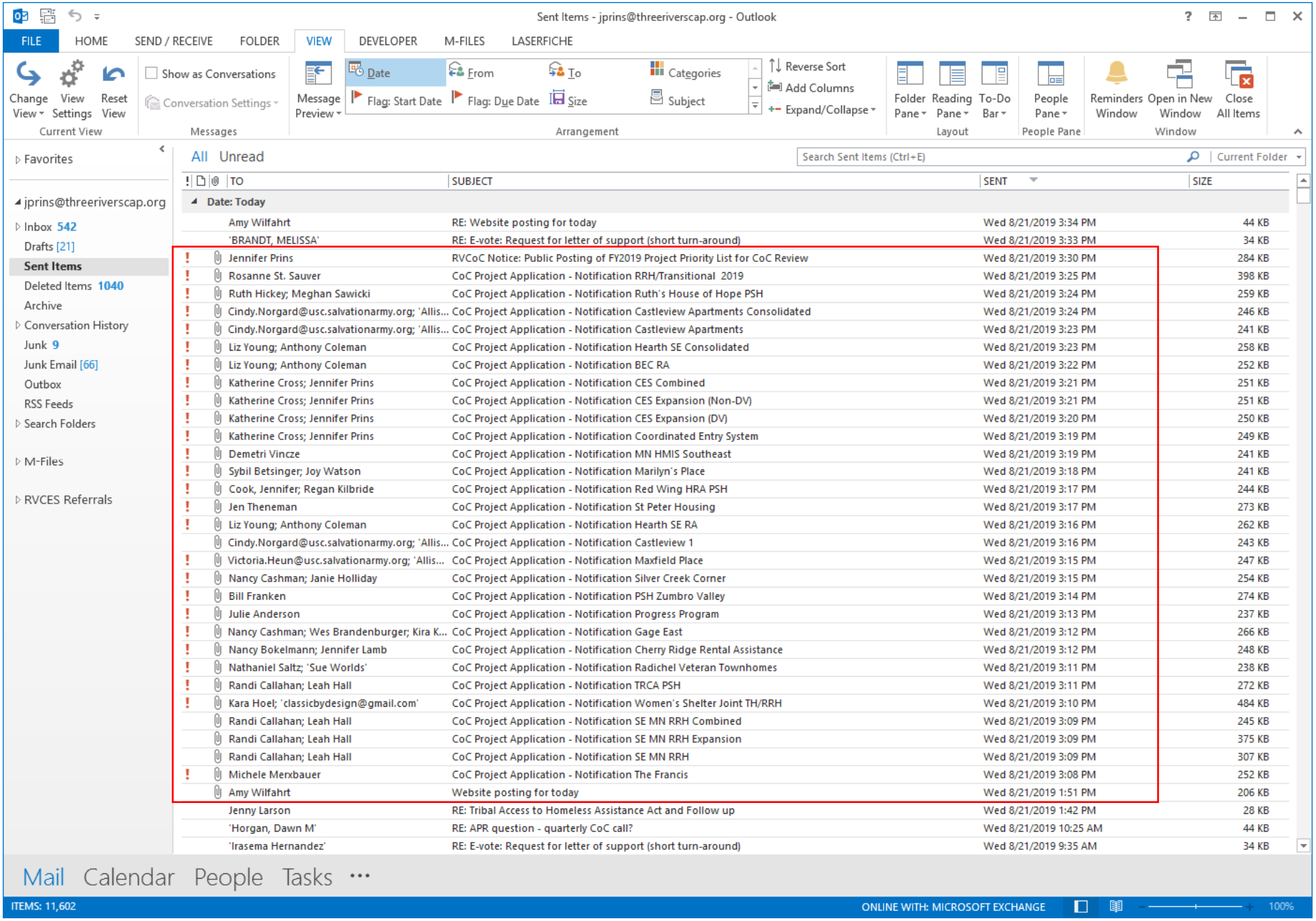
HH w children, "youth-serving" = 120

	Max	Claimed	Awarded	
Total Points	110	97.5	99.5	**Raw score**
			90.45	**Weighted score (raw / max)**

99.5/110 = 90.45

FOR REVIEWERS - Points subtotal: 50 max 50 claimed 47.5 awarded

8/21/2019 Notifications sent to accepted and rejected projects. Notice sent to CoC listserv re posting of Project Priority List (ranking) on CoC website.



Email Notice to CoC with final posting of accepted projects 8.29.19
Jennifer Prins

From: Jennifer Prins
Sent: Thursday, August 29, 2019 3:05 PM
To: RVCoC Listserv 8.1.19
Subject: RVCoC Notice: FINAL FY2019 Project Priority List posted on CoC website

Hello River Valleys CoC –
The final Project Priority Listing for FY2019 HUD Continuum of Care Program funds has been posted, with a few slight revisions from the August 21, 2019 posting. To view the list, please visit the CoC webpage for the 2019 Local Competition: https://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability.

The projects included in Tier 1 and Tier 2 and the CoC Planning grant will be included in the regional CoC application for funds, due to HUD by September 30, 2019.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:30 PM
To: Jennifer Prins <jprins@threeriverscap.org>
Subject: RVCoC Notice: Public Posting of FY2019 Project Priority List for CoC Review
Importance: High

Hello River Valleys CoC –
Attached please find the Project Priority Listing for FY2019 HUD Continuum of Care Program funds. The ranking is also posted on the CoC website at http://www.threeriverscap.org/continuum-of-care. Applicants have received detailed score information as well as guidance on any remaining corrections required in the application before final submittal. Final corrections on applications in e-snaps are due by 4:00pm on September 9, 2019.

As shown, the River Valleys CoC intends to apply for $2,503,728 this year for projects across the region, including four new projects.

Per HUD guidelines, the Project Review and Rating Committee taken the following steps to create the project ranking list:

1. Received project applications at least 30 days before the CoC regional application is due (September 30),
2. Scored projects based on objective criteria related to performance, program management, and alignment with policies/priorities,
3. Ranked projects based on performance and CoC priorities laid out in Local Competition Guide,
4. Applied the policy described in the Local Competition Guide to adjust ranking and reallocate funds to increase cost effectiveness and response system improvement,
5. Placed ranked projects into two tiers that prioritize funding for HUD consideration,
6. Documented its process of scoring and ranking,
7. Notified project applicants of project acceptance, rejection, reduction, score, rank, and tier status at least 15 days before the CoC regional application is due (September 15),
8. Provided objective feedback to project applicants to finalize their applications for this year and make adjustments for next year,
9. Posted the project ranking for public review, and

10. Advised project applicants of appeal options.

The project ranking list is open for comment until 4:00pm on Friday, August 23. Comments can be sent to me at the email above and I will distribute to the review committee.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

FINAL Public Posting of Project Priority List for FY2019 HUD CoC Project Applications

Posted August 29, 2019 with revisions*

River Valleys Continuum of Care (Rochester/Southeast Minnesota, MN-502)

	Agency	Project	Grant Number	Accepted?	Rank	Rank Rationale	Weighted Score	Tiebreaker (Cost Effect.)	GIW maximum renewal amount	Requested funding	Approved funding	Amount reduced/ reallocated from project**	Renewal funds for project	Reallocated funds for project	CoC Bonus funds for project	DV Bonus funds for project	Consolidation Grant Amounts	Running Total for CoC Projects
Tier 1	Olmsted County Housing and Redevelopment Authority	The Francis	MN0193L5K021809	Yes	1	Project Performance Score	93.13		$ 87,312	$ 87,312	$ 87,312	$ -	$ 87,312	$ -	$ -	$ -		$ 87,312
Tier 1	Three Rivers Community Action Inc.	SE MN RRH EXPANSION	New - expansion	Yes	2	Need & Performance Capacity Score	90.45		$ -	$ 52,501	$ 51,068	$ 1,433	$ -	$ 12,000	$ 39,068	$ -		$ 138,380
Tier 1	Three Rivers Community Action Inc.	SE MN RRH(fka RHASP)	MN0065L5K021811	Yes	3	Project Performance Score	89.41		$ 172,439	$ 172,439	$ 172,439	$ -	$ 172,439	$ -	$ -	$ -		$ 310,819
Tier 1	*Three Rivers Community Action*	*SE MN RRH Combined*	*Combined*	*Yes*	*3*	*Policy (Consolidated projects rank same as lowest ranked individual application to be combined)*											*$ 223,507*	
Tier 1	Women's Shelter Inc.	Women's Shelter Joint TH/R	New	Yes	4	Need & Performance Capacity Score	89.09		$ -	$ 155,388	$ 138,787	$ 16,601	$ -	$ -	$ -	$ 138,787		$ 449,606
Tier 1	Three Rivers Community Action Inc.	TRCA PSH	MN0306L5K021804	Yes	5	Project Performance Score	88.89		$ 178,043	$ 178,043	$ 166,043	$ 12,000	$ 166,043	$ -	$ -	$ -		$ 615,649
Tier 1	Red Wing Housing and Redevelopmer	Red Wing Shelter + Care Exp	MN0246L5K021803	Yes	6	Project Performance Score	88.33		$ 58,327	$ 58,327	$ 58,327	$ -	$ 58,327	$ -	$ -	$ -		$ 673,976
Tier 1	Minnesota Assistance Council for Vet	Radichel Veteran Townhom	MN0061L5K021811	Yes	7	Project Performance Score	87.50		$ 163,328	$ 163,328	$ 163,328	$ -	$ 163,328	$ -	$ -	$ -		$ 837,304
Tier 1	Mankato EDA / SW MN Housing Partr	Cherry Ridge Consolidated F	MN0300L5K021806	Yes	8	Project Performance Score	78.89		$ 54,707	$ 54,707	$ 54,707	$ -	$ 54,707	$ -	$ -	$ -		$ 892,011
Tier 1	Center City Housing	Gage East	MN0332L5K021803	Yes	9	Project Performance Score	77.78		$ 85,295	$ 85,295	$ 85,295	$ -	$ 85,295	$ -	$ -	$ -		$ 977,306
Tier 1	Steele County Transitional Housing	Progress Program	MN0057L5K021811	Yes	10	Project Performance Score	74.71		$ 36,098	$ 36,098	$ 36,098	$ -	$ 36,098	$ -	$ -	$ -		$ 1,013,404
Tier 1	Olmsted County Community Services	PSH Zumbro Valley	MN0064L5K021811	Yes	11	Project Performance Score	71.67		$ 171,932	$ 171,932	$ 171,932	$ -	$ 171,932	$ -	$ -	$ -		$ 1,185,336
Tier 1	Center City Housing	Silver Creek Corner	MN0247L5K021807	Yes	12	Project Performance Score	68.75	$2,119	$ 59,335	$ 59,335	$ 59,335	$ -	$ 59,335	$ -	$ -	$ -		$ 1,244,671
Tier 1	The Salvation Army	Maxfield Place	MN0060L5K021811	Yes	13	Project Performance Score	68.75	$14,838	$ 163,216	$ 163,216	$ 163,216	$ -	$ 163,216	$ -	$ -	$ -		$ 1,407,887
Tier 1	The Salvation Army	Castleview 1	MN0229L5K021707	Yes	14	Project Performance Score	68.63		$ 57,042	$ 57,042	$ 57,042	$ -	$ 57,042	$ -	$ -	$ -		$ 1,464,929
Tier 1	Hearth Connection	Hearth SE RA	MN0151L5K021810	Yes	15	Project Performance Score	67.78	$2,844	$ 62,558	$ 62,558	$ 62,558	$ -	$ 62,558	$ -	$ -	$ -		$ 1,527,487
Tier 1	Rice County HRA/Northfield CAC	Marilyn's Place	MN0424L5K021800	Yes	16	Policy (first renewal)	NA		$ 110,981	$ 110,981	$ 110,981	$ -	$ 110,981	$ -	$ -	$ -		$ 1,638,468
Tier 1	Partners for Affordable Housing	St. Peter Housing	MN0426L5K021800	Yes	17	Policy (first renewal)	NA		$ 109,179	$ 115,926	$ 109,179	$ 6,747	$ 109,179	$ -	$ -	$ -		$ 1,747,647
Tier 1	Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	Yes	18	Policy (System Requirement)	NA		$ 62,480	$ 62,480	$ 62,480	$ -	$ 62,480	$ -	$ -	$ -		$ 1,810,127
Tier 1	Three Rivers Community Action Inc.	Coordinated Entry System	MN0366L5K021803	Yes	19	Policy (System Requirement)	NA		$ 134,047	$ 134,047	$ 134,047	$ -	$ 134,047	$ -	$ -	$ -		$ 1,944,174
Tier 1	Three Rivers Community Action Inc.	CES DV FY2019	New	Yes	20	Policy (System Requirement)	NA		$ -	$ 24,013	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000		$ 1,969,174
Tier 1	Three Rivers Community Action Inc.	CES Expansion FY2019	New - expansion	Yes	21	Policy (System Requirement)	NA		$ -	$ 69,263	$ 69,263	$ -	$ -	$ -	$ 69,263	$ -		$ 2,038,437
Tier 1	*Three Rivers Community Action Inc.*	*Coordinated Entry System Combined*	*Combined*	*Yes*	*21*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*										*$ -*	*$ 203,310*	$ 2,038,437
Tier 1	Hearth Connection	BEC RA (Tier 1 portion)	MN0192L5K021809	Yes	22	Project Performance Score	67.78	$5,019	$ 130,485	$ 130,485	$ 11,386	$ -	$ 11,386	$ -	$ -	$ -		$ 2,049,823
Tier 2	Hearth Connection	BEC RA (Tier 2 portion)	MN0192L5K021809								$ 119,099	$ -	$ 119,099	$ -	$ -	$ -		$ 2,168,922
Tier 2	*Hearth Connection*	*Hearth SE Consolidated*	*Combined*		*22*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 193,043*	$ 2,168,922
Tier 2	The Salvation Army	Castleview Apartments	MN0149L5K021709	Yes	23	Project Performance Score	61.88		$ 84,128	$ 84,128	$ 84,128	$ -	$ 84,128	$ -	$ -	$ -		$ 2,253,050
Tier 2	*The Salvation Army*	*Castleview Apartments Consolidated*	*Combined*		*23*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 141,170*	$ 2,253,050
Tier 2	Ruths House of Hope Inc	Ruth's House of Hope- Perm	MN0330L5K021804	Yes	24	Project Performance Score	61.11		$ 185,680	$ 185,680	$ 185,680	$ -	$ 185,680	$ -	$ -	$ -		$ 2,438,730
									$ 2,297,097	**$ 2,605,009**	**$ 2,438,730**	**$ 36,781**	**$ 2,154,612**	**$ 12,000**	**$ 108,331**	**$ 163,787**	***$ 761,030***	**$ 2,438,730**
	Projects not ranked (per HUD guidelines																	
	Three Rivers Community Action Inc.	CoC Planning grant	New Planning	Yes	NR						$ 64,998							**$ 64,998**
	TOTAL PROJECTS & FUNDING REQUESTED			**Projects:**	**24**	(CoC Planning not ranked per HUD guidlines)											**$**	**2,503,728**
	Projects rejected																	
	Bluff Country Family Resources, Inc.	RRH/Transitional 2019	New	**No**	NR	Need & Performance Capacity Score	37.27		$ -	$ 138,615			$ -					

*** Revisions from initial posting August 21, 2019: Corrected rank order of projects 6 and 7 based on score, rank rationale for project 6 (performance, not policy), finalized budgets of two projects proposed through DV Bonus. Note regarding projects #20-24: Applicant for projects #20-21 is waiting on guidance from HUD that may result in combining projects in a different way. If guidance suggests that projects 20 and 21 can be combined, the resulting project will be ranked 20 and projects 22-24 will move up one ranking position. This change would not affect project funding or Tier position.**

**** Reductions/rejections: TRCA PSH - voluntary reallocation. TRCA RRH Expansion - request exceeded limit in a budget category. St Peter Housing - request exceeded limit on GIW. Women's Shelter Joint TH/RRH - not enough new funds available for full request; minimum request for CES DV had to be $25,000 per NOFA requirements. Bluff Country RRH/Transitional - no funds available for request.**

1E-1 Projects Rejection or Reduction Notification
Rochester/Southeast Minnesota CoC (MN-502)

Description of project reduction and rejection notification documents attached:

1. Sample Project Reduction notification email 8/21/19. Four projects were reduced. Attachments to email:
    a. Project Priority List
    b. Project Score Sheet (not attached because renewal projects were reviewed and scored in April 2019 and received notice with score sheet 4/15/19).
2. Project Rejection email 8/21/19. One project was rejected, and it occurred during the review phase for new projects. Attachments to email:
    a. Project Priority List
    b. Project Score Sheet
3. Screenshot of all project notification emails sent on 8/21/19.
4. Notice of final list posting on CoC website for all accepted and rejected projects sent to CoC listserv on 8/29/19 after appeal period.

Jennifer Prins

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:11 PM
To: Randi Callahan; Leah Hall
Subject: CoC Project Application - Notification TRCA PSH
Attachments: RVCoC Project Priority List - Initial Posting 8.21.pdf

Importance: High

August 21, 2019

Dear CoC project applicant,

On behalf of the CoC Project Review and Ranking Committee, thank you for your project application and your continued partnership to prevent and end homelessness in the River Valleys CoC region. The Committee has completed its reviews of all new and renewal projects submitted in the 2019 Local CoC Program Competition. After careful consideration and in adherence with CoC and HUD policy requirements for project reviews, the Committee is providing this notification for your project.

Please read this notice carefully. This letter serves as your official notification of project acceptance/rejection, rank, and tier in the Project Priority List to be submitted to HUD. This letter also provides notification of your project's final approved funding level, any funding reductions/adjustments, and any contingencies/corrections that must be resolved before ranking is formalized in the e-snaps application system.

Project name: TRCA PSH
Project applicant/sponsor: Three Rivers Community Action Inc.
Associated grant number: MN0306L5K021804

Project accepted? Yes
Project score: 88.89
Project rank: 5 of 24
Project tier: 1

Final approved funding level: $166,043
Funding source: Renewal funds (ARD)
Funding reduced from original request? Yes
If applicable, reason for reduction: Voluntary reallocation in response to underutilization.
If applicable, amount of reduction: $12,000

Contingencies and required corrections in e-snaps:

- Update 2880 with new/revised grant amounts once final.
- Recipient Performance-4. Revise/add note about voluntary reallocation to reduce amount of unspent rental assistance funds in future project years.
- 3B-1. The description of some DedicatedPLUS and some dedicated chronic units doesn't fit with 3C-1, where 100% DedicatedPLUS was selected this year and last year. Please revise the narrative.
- 4A-3. The answer is "yes" because staff are connecting persons with disabilities to SOAR providers or other advocates in the region like SEMCIL, right? And once you answer "yes" to 3, the answer to 3a. will also be "yes". The provider has been trained.
- 6A-1. Is it true that there is no restrictive covenant on the properties? Most properties funded for PSH have multi-year restrictions based on the financing.

- 6C.-6E. Revise rental assistance and admin budget to reflect the $12,000 voluntary reallocation. Total request should now be $166,043. This means admin has to be reduced to $10,863 or less (to remain below CoC limit) and the RA would be reduced to $51,775.
- Submission without changes-3. Update this section to describe the budget revisions made. There should also be a checkbox on this screen that indicates the project was reduced due to reallocation in this funding round.

The final approved listing of ranked projects will be posted on the CoC website on or before August 29, 2019 (after the CoC comment and applicant appeal period has passed).

Applications with contingencies and required corrections will be released in e-snaps for final corrections on August 29, 2019 for all projects. All changes described above must be made as required and the project must be resubmitted in e-snaps by Monday, September 9, 2019 at 4:00pm.

Applications without contingencies or required corrections will NOT be released in e-snaps. These applications are considered complete and ready for submission to HUD with the CoC regional application.

If you have general questions about the conditions on your application, you may contact me. If your question is an appeal for the Local Competition, follow the instructions in the Local Competition Guide and use the Appeal form format included. Appeals are due by email to me by 4pm on Friday, August 23. Appeals received after that time will not be reviewed. All agencies filing an appeal must be prepared to rapidly respond to requests from the Appeal Review Committee.

Thanks again for your application and your ongoing work!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

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INITIAL Public Posting of Project Priority List for FY2019 HUD CoC Project Applications

Posted August 21, 2019

River Valleys Continuum of Care (Rochester/Southeast Minnesota, MN-502)

	Agency	Project	Grant Number	Accepted?	Rank	Rank Rationale	Weighted Score	Tiebreaker (Cost Effect.)	GIW maximum renewal amount	Requested funding	Approved funding	Amount reduced/ reallocated from project*	Renewal funds for project	Reallocated funds for project	CoC Bonus funds for project	DV Bonus funds for project**	Consolidation Grant Amounts	Running Total for CoC Projects
Tier 1	Olmsted County Housing and Redevelopment Authority	The Francis	MN0193L5K021809	Yes	1	Project Performance Score	93.13		$ 87,312	$ 87,312	$ 87,312	$ -	$ 87,312	$ -	$ -	$ -		$ 87,312
Tier 1	Three Rivers Community Action Inc.	SE MN RRH EXPANSION	New - expansion	Yes	2	Need & Performance Capacity Score	90.45		$ -	$ 52,501	$ 51,068	$ 1,433	$ -	$ 12,000	$ 39,068	$ -		$ 138,380
Tier 1	Three Rivers Community Action Inc.	SE MN RRH(fka RHASP)	MN0065L5K021811	Yes	3	Project Performance Score	89.41		$ 172,439	$ 172,439	$ 172,439	$ -	$ 172,439	$ -	$ -	$ -		$ 310,819
Tier 1	*Three Rivers Community Action*	*SE MN RRH Combined*	*Combined*	*Yes*	*3*	*Policy (Consolidated projects rank same as lowest ranked individual application to be combined)*											*$ 223,507*	
Tier 1	Women's Shelter Inc.	Women's Shelter Joint TH/R	New	Yes	4	Need & Performance Capacity Score	89.09		$ -	$ 155,388	$ 139,657	$ 15,731	$ -	$ -	$ -	$ 139,657		$ 450,476
Tier 1	Three Rivers Community Action Inc.	TRCA PSH	MN0306L5K021804	Yes	5	Project Performance Score	88.89		$ 178,043	$ 178,043	$ 166,043	$ 12,000	$ 166,043	$ -	$ -	$ -		$ 616,519
Tier 1	Minnesota Assistance Council for Vet	Radichel Veteran Townhom	MN0061L5K021811	Yes	6	Project Performance Score	87.50		$ 163,328	$ 163,328	$ 163,328	$ -	$ 163,328	$ -	$ -	$ -		$ 779,847
Tier 1	Red Wing Housing and Redevelopmer	Red Wing Shelter + Care Exp	MN0246L5K021803	Yes	7	Policy (first renewal)	88.33		$ 58,327	$ 58,327	$ 58,327	$ -	$ 58,327	$ -	$ -	$ -		$ 838,174
Tier 1	Mankato EDA / SW MN Housing Partr	Cherry Ridge Consolidated F	MN0300L5K021806	Yes	8	Project Performance Score	78.89		$ 54,707	$ 54,707	$ 54,707	$ -	$ 54,707	$ -	$ -	$ -		$ 892,881
Tier 1	Center City Housing	Gage East	MN0332L5K021803	Yes	9	Project Performance Score	77.78		$ 85,295	$ 85,295	$ 85,295	$ -	$ 85,295	$ -	$ -	$ -		$ 978,176
Tier 1	Steele County Transitional Housing	Progress Program	MN0057L5K021811	Yes	10	Project Performance Score	74.71		$ 36,098	$ 36,098	$ 36,098	$ -	$ 36,098	$ -	$ -	$ -		$ 1,014,274
Tier 1	Olmsted County Community Services	PSH Zumbro Valley	MN0064L5K021811	Yes	11	Project Performance Score	71.67		$ 171,932	$ 171,932	$ 171,932	$ -	$ 171,932	$ -	$ -	$ -		$ 1,186,206
Tier 1	Center City Housing	Silver Creek Corner	MN0247L5K021807	Yes	12	Project Performance Score	68.75	$2,119	$ 59,335	$ 59,335	$ 59,335	$ -	$ 59,335	$ -	$ -	$ -		$ 1,245,541
Tier 1	The Salvation Army	Maxfield Place	MN0060L5K021811	Yes	13	Project Performance Score	68.75	$14,838	$ 163,216	$ 163,216	$ 163,216	$ -	$ 163,216	$ -	$ -	$ -		$ 1,408,757
Tier 1	The Salvation Army	Castleview 1	MN0229L5K021707	Yes	14	Project Performance Score	68.63		$ 57,042	$ 57,042	$ 57,042	$ -	$ 57,042	$ -	$ -	$ -		$ 1,465,799
Tier 1	Hearth Connection	Hearth SE RA	MN0151L5K021810	Yes	15	Project Performance Score	67.78	$2,844	$ 62,558	$ 62,558	$ 62,558	$ -	$ 62,558	$ -	$ -	$ -		$ 1,528,357
Tier 1	Rice County HRA/Northfield CAC	Marilyn's Place	MN0424L5K021800	Yes	16	Policy (first renewal)	NA		$ 110,981	$ 110,981	$ 110,981	$ -	$ 110,981	$ -	$ -	$ -		$ 1,639,338
Tier 1	Partners for Affordable Housing	St. Peter Housing	MN0426L5K021800	Yes	17	Policy (first renewal)	NA		$ 109,179	$ 115,926	$ 109,179	$ 6,747	$ 109,179	$ -	$ -	$ -		$ 1,748,517
Tier 1	Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	Yes	18	Policy (System Requirement)	NA		$ 62,480	$ 62,480	$ 62,480	$ -	$ 62,480	$ -	$ -	$ -		$ 1,810,997
Tier 1	Three Rivers Community Action Inc.	Coordinated Entry System	MN0366L5K021803	Yes	19	Policy (System Requirement)	NA		$ 134,047	$ 134,047	$ 134,047	$ -	$ 134,047	$ -	$ -	$ -		$ 1,945,044
Tier 1	Three Rivers Community Action Inc.	CES DV FY2019	New	Yes	20	Policy (System Requirement)	NA		$ -	$ 24,130	$ 24,130		$ -	$ -	$ -	$ 24,130		$ 1,969,174
Tier 1	Three Rivers Community Action Inc.	CES Expansion FY2019	New - expansion	Yes	21	Policy (System Requirement)	NA		$ -	$ 69,263	$ 69,263		$ -	$ -	$ 69,263	$ -		$ 2,038,437
Tier 1	*Three Rivers Community Action Inc.*	*Coordinated Entry System Combined*	*Combined*	*Yes*	*21*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*										*$ -*	*$ 203,310*	$ 2,038,437
Tier 1	Hearth Connection	BEC RA (Tier 1 portion)	MN0192L5K021809	Yes	22	Project Performance Score	67.78	$5,019	$ 130,485	$ 130,485	$ 11,386	$ -	$ 11,386	$ -	$ -	$ -		$ 2,049,823
Tier 2	Hearth Connection	BEC RA (Tier 2 portion)	MN0192L5K021809								$ 119,099	$ -	$ 119,099	$ -	$ -	$ -		$ 2,168,922
Tier 2	*Hearth Connection*	*Hearth SE Consolidated*	*Combined*		*22*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 193,043*	$ 2,168,922
Tier 2	The Salvation Army	Castleview Apartments	MN0149L5K021709	Yes	23	Project Performance Score	61.88		$ 84,128	$ 84,128	$ 84,128	$ -	$ 84,128	$ -	$ -	$ -		$ 2,253,050
Tier 2	*The Salvation Army*	*Castleview Apartments Consolidated*	*Combined*		*23*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 141,170*	$ 2,253,050
Tier 2	Ruths House of Hope Inc	Ruth's House of Hope- Perm	MN0330L5K021804	Yes	24	Project Performance Score	61.11		$ 185,680	$ 185,680	$ 185,680	$ -	$ 185,680	$ -	$ -	$ -		$ 2,438,730
									$ 2,297,097	**$ 2,605,126**	**$ 2,438,730**	**$ 12,000**	**$ 2,154,612**	**$ 12,000**	**$ 108,331**	**$ 163,787**		**$ 2,438,730**
	Projects not ranked (per HUD guidelines																	
	Three Rivers Community Action Inc.	CoC Planning grant	New Planning	Yes	NR						$ 64,998							**$ 64,998**
	TOTAL PROJECTS & FUNDING REQUESTED			**Projects:**	**24**	(CoC Planning not ranked per HUD guidlines)											**$**	**2,503,728**
	Projects rejected																	
	Bluff Country Family Resources, Inc.	RRH/Transitional 2019	New	**No**	NR	Need & Performance Capacity Score	37.27		$ -	$ 138,615			$ -					

*** Reductions/rejections: TRCA PSH - voluntary reallocation. TRCA RRH Expansion - request exceeded limit in a budget category. St Peter Housing - request exceeded limit on GIW. Women's Shelter Joint TH/RRH - not enough new funds available for full request. Bluff Country RRH/Transitional - no funds available for request.**

**** Budget revisions are anticipated in the two accepted DV projects due to e-snaps requirements and review committee input. Final budget amounts will be included in the FINAL posting on August 29, 2019. Changes in these budget amounts will not affect rank or tier of any other project.**

Jennifer Prins

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:25 PM
To: Rosanne St. Sauver
Subject: CoC Project Application - Notification RRH/Transitional 2019
Attachments: RVCoC Project Priority List - Initial Posting 8.21.pdf; Score Sheet BCFR RRH Transitional.pdf

Importance: High

August 21, 2019

Dear CoC project applicant,

On behalf of the CoC Project Review and Ranking Committee, thank you for your project application and your continued partnership to prevent and end homelessness in the River Valleys CoC region. The Committee has completed its reviews of all new and renewal projects submitted in the 2019 Local CoC Program Competition. After careful consideration and in adherence with CoC and HUD policy requirements for project reviews, the Committee is providing this notification for your project.

Please read this notice carefully. This letter serves as your official notification of project acceptance/rejection, rank, and tier in the Project Priority List to be submitted to HUD. This letter also provides notification of your project's final approved funding level, any funding reductions/adjustments, and any contingencies/corrections that must be resolved before ranking is formalized in the e-snaps application system.

Project name: RRH/Transitional 2019
Project applicant/sponsor: Bluff Country Family Resources, Inc.
Associated grant number: New

Project accepted? No
Project score: 37.27
Project rank: NA
Project tier: NA

Final approved funding level: $0
Funding source: NA
Funding reduced from original request? Yes
If applicable, reason for reduction: Not enough funds available for project. Project did not meet CoC standards, and resulting score placed project below Tier 2 funding line.
If applicable, amount of reduction: $

Contingencies and required corrections in e-snaps:
None. The project was not approved to submit an application in e-snaps as part of the CoC's regional application. The project will be marked as "Not Ranked" in e-snaps.

The final approved listing of ranked projects will be posted on the CoC website on or before August 29, 2019 (after the CoC comment and applicant appeal period has passed).

If you have general questions about the acceptance of or conditions on your application, you may contact me. If your question is an appeal for the Local Competition, follow the instructions in the Local Competition Guide and use the Appeal form format included. Appeals are due by email to me by 4pm on Friday, August 23. Appeals received after that time will not be reviewed. All agencies filing an appeal must be prepared to rapidly respond to requests from the Appeal Review Committee.

Thanks again for your application and your ongoing work!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

INITIAL Public Posting of Project Priority List for FY2019 HUD CoC Project Applications

Posted August 21, 2019

River Valleys Continuum of Care (Rochester/Southeast Minnesota, MN-502)

	Agency	Project	Grant Number	Accepted?	Rank	Rank Rationale	Weighted Score	Tiebreaker (Cost Effect.)	GIW maximum renewal amount	Requested funding	Approved funding	Amount reduced/ reallocated from project*	Renewal funds for project	Reallocated funds for project	CoC Bonus funds for project	DV Bonus funds for project**	Consolidation Grant Amounts	Running Total for CoC Projects
Tier 1	Olmsted County Housing and Redevelopment Authority	The Francis	MN0193L5K021809	Yes	1	Project Performance Score	93.13		$ 87,312	$ 87,312	$ 87,312	$ -	$ 87,312	$ -	$ -	$ -		$ 87,312
Tier 1	Three Rivers Community Action Inc.	SE MN RRH EXPANSION	New - expansion	Yes	2	Need & Performance Capacity Score	90.45		$ -	$ 52,501	$ 51,068	$ 1,433	$ -	$ 12,000	$ 39,068	$ -		$ 138,380
Tier 1	Three Rivers Community Action Inc.	SE MN RRH(fka RHASP)	MN0065L5K021811	Yes	3	Project Performance Score	89.41		$ 172,439	$ 172,439	$ 172,439	$ -	$ 172,439	$ -	$ -	$ -		$ 310,819
Tier 1	*Three Rivers Community Action*	*SE MN RRH Combined*	*Combined*	*Yes*	*3*	*Policy (Consolidated projects rank same as lowest ranked individual application to be combined)*											*$ 223,507*	
Tier 1	Women's Shelter Inc.	Women's Shelter Joint TH/R	New	Yes	4	Need & Performance Capacity Score	89.09		$ -	$ 155,388	$ 139,657	$ 15,731	$ -	$ -	$ -	$ 139,657		$ 450,476
Tier 1	Three Rivers Community Action Inc.	TRCA PSH	MN0306L5K021804	Yes	5	Project Performance Score	88.89		$ 178,043	$ 178,043	$ 166,043	$ 12,000	$ 166,043	$ -	$ -	$ -		$ 616,519
Tier 1	Minnesota Assistance Council for Vet	Radichel Veteran Townhom	MN0061L5K021811	Yes	6	Project Performance Score	87.50		$ 163,328	$ 163,328	$ 163,328	$ -	$ 163,328	$ -	$ -	$ -		$ 779,847
Tier 1	Red Wing Housing and Redevelopmer	Red Wing Shelter + Care Exp	MN0246L5K021803	Yes	7	Policy (first renewal)	88.33		$ 58,327	$ 58,327	$ 58,327	$ -	$ 58,327	$ -	$ -	$ -		$ 838,174
Tier 1	Mankato EDA / SW MN Housing Partr	Cherry Ridge Consolidated F	MN0300L5K021806	Yes	8	Project Performance Score	78.89		$ 54,707	$ 54,707	$ 54,707	$ -	$ 54,707	$ -	$ -	$ -		$ 892,881
Tier 1	Center City Housing	Gage East	MN0332L5K021803	Yes	9	Project Performance Score	77.78		$ 85,295	$ 85,295	$ 85,295	$ -	$ 85,295	$ -	$ -	$ -		$ 978,176
Tier 1	Steele County Transitional Housing	Progress Program	MN0057L5K021811	Yes	10	Project Performance Score	74.71		$ 36,098	$ 36,098	$ 36,098	$ -	$ 36,098	$ -	$ -	$ -		$ 1,014,274
Tier 1	Olmsted County Community Services	PSH Zumbro Valley	MN0064L5K021811	Yes	11	Project Performance Score	71.67		$ 171,932	$ 171,932	$ 171,932	$ -	$ 171,932	$ -	$ -	$ -		$ 1,186,206
Tier 1	Center City Housing	Silver Creek Corner	MN0247L5K021807	Yes	12	Project Performance Score	68.75	$2,119	$ 59,335	$ 59,335	$ 59,335	$ -	$ 59,335	$ -	$ -	$ -		$ 1,245,541
Tier 1	The Salvation Army	Maxfield Place	MN0060L5K021811	Yes	13	Project Performance Score	68.75	$14,838	$ 163,216	$ 163,216	$ 163,216	$ -	$ 163,216	$ -	$ -	$ -		$ 1,408,757
Tier 1	The Salvation Army	Castleview 1	MN0229L5K021707	Yes	14	Project Performance Score	68.63		$ 57,042	$ 57,042	$ 57,042	$ -	$ 57,042	$ -	$ -	$ -		$ 1,465,799
Tier 1	Hearth Connection	Hearth SE RA	MN0151L5K021810	Yes	15	Project Performance Score	67.78	$2,844	$ 62,558	$ 62,558	$ 62,558	$ -	$ 62,558	$ -	$ -	$ -		$ 1,528,357
Tier 1	Rice County HRA/Northfield CAC	Marilyn's Place	MN0424L5K021800	Yes	16	Policy (first renewal)	NA		$ 110,981	$ 110,981	$ 110,981	$ -	$ 110,981	$ -	$ -	$ -		$ 1,639,338
Tier 1	Partners for Affordable Housing	St. Peter Housing	MN0426L5K021800	Yes	17	Policy (first renewal)	NA		$ 109,179	$ 115,926	$ 109,179	$ 6,747	$ 109,179	$ -	$ -	$ -		$ 1,748,517
Tier 1	Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	Yes	18	Policy (System Requirement)	NA		$ 62,480	$ 62,480	$ 62,480	$ -	$ 62,480	$ -	$ -	$ -		$ 1,810,997
Tier 1	Three Rivers Community Action Inc.	Coordinated Entry System	MN0366L5K021803	Yes	19	Policy (System Requirement)	NA		$ 134,047	$ 134,047	$ 134,047	$ -	$ 134,047	$ -	$ -	$ -		$ 1,945,044
Tier 1	Three Rivers Community Action Inc.	CES DV FY2019	New	Yes	20	Policy (System Requirement)	NA		$ -	$ 24,130	$ 24,130		$ -	$ -	$ -	$ 24,130		$ 1,969,174
Tier 1	Three Rivers Community Action Inc.	CES Expansion FY2019	New - expansion	Yes	21	Policy (System Requirement)	NA		$ -	$ 69,263	$ 69,263		$ -	$ -	$ 69,263	$ -		$ 2,038,437
Tier 1	*Three Rivers Community Action Inc.*	*Coordinated Entry System Combined*	*Combined*	*Yes*	*21*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*										*$ -*	*$ 203,310*	$ 2,038,437
Tier 1	Hearth Connection	BEC RA (Tier 1 portion)	MN0192L5K021809	Yes	22	Project Performance Score	67.78	$5,019	$ 130,485	$ 130,485	$ 11,386	$ -	$ 11,386	$ -	$ -	$ -		$ 2,049,823
Tier 2	Hearth Connection	BEC RA (Tier 2 portion)	MN0192L5K021809								$ 119,099	$ -	$ 119,099	$ -	$ -	$ -		$ 2,168,922
Tier 2	*Hearth Connection*	*Hearth SE Consolidated*	*Combined*		*22*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 193,043*	$ 2,168,922
Tier 2	The Salvation Army	Castleview Apartments	MN0149L5K021709	Yes	23	Project Performance Score	61.88		$ 84,128	$ 84,128	$ 84,128	$ -	$ 84,128	$ -	$ -	$ -		$ 2,253,050
Tier 2	*The Salvation Army*	*Castleview Apartments Consolidated*	*Combined*		*23*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 141,170*	$ 2,253,050
Tier 2	Ruths House of Hope Inc	Ruth's House of Hope- Perm	MN0330L5K021804	Yes	24	Project Performance Score	61.11		$ 185,680	$ 185,680	$ 185,680	$ -	$ 185,680	$ -	$ -	$ -		$ 2,438,730
									$ 2,297,097	**$ 2,605,126**	**$ 2,438,730**	**$ 12,000**	**$ 2,154,612**	**$ 12,000**	**$ 108,331**	**$ 163,787**		**$ 2,438,730**
	Projects not ranked (per HUD guidelines																	
	Three Rivers Community Action Inc.	CoC Planning grant	New Planning	Yes	NR						$ 64,998							**$ 64,998**
	TOTAL PROJECTS & FUNDING REQUESTED			**Projects:**	**24**	(CoC Planning not ranked per HUD guidlines)											**$**	**2,503,728**
	Projects rejected																	
	Bluff Country Family Resources, Inc.	RRH/Transitional 2019	New	**No**	NR	Need & Performance Capacity Score	37.27		$ -	$ 138,615			$ -					

*** Reductions/rejections: TRCA PSH - voluntary reallocation. TRCA RRH Expansion - request exceeded limit in a budget category. St Peter Housing - request exceeded limit on GIW. Women's Shelter Joint TH/RRH - not enough new funds available for full request. Bluff Country RRH/Transitional - no funds available for request.**

**** Budget revisions are anticipated in the two accepted DV projects due to e-snaps requirements and review committee input. Final budget amounts will be included in the FINAL posting on August 29, 2019. Changes in these budget amounts will not affect rank or tier of any other project.**

New Project Rating Tool

Non-Expansion Transitional Housing/Rapid Re-housing (DV)

Project name: RRH/Transitional 2019

Applicant: Bluff Country Family Resources

Rating Factor	Performance Standard	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Points: Max	Points: Claimed	Points: Awarded	Reviewer Notes
PERFORMANCE MEASURES								
Exits to Permanent Housing	Clear plan & capacity to support PH placement	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	5	5	2	Narratives do not describe how project will be implemented to meet expectations for renewal projects. Financial information is helpful, but more focus on performance measures is needed. (Comment applies to all criteria in this section.)
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	5	5	2	
New or increased earned income for project participants	Clear plan & capacity to increase participant earned income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	5	5	2	
New or increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	5	5	2	Note: A stepped model (TH → RRH) is not allowed under HUD guidance for this project type.
Reducing level of perceived risk	Clear plan & capacity to reduce participants' level of perceived risk and document it	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	5	5	2	
SERVE HIGH NEED POPULATIONS								
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	< 10% (0)	10-19.9% (2)	≥ 20% (5)	5	0	0	
Unmet need: general	Project location is a priority area for new RRH for household type	No match (0)	Location priority match (2)	Location and household type priority match (5)	5	5	0	Review maps in Call for Projects. Project location is not in any geog. identified as need area.

FOR REVIEWERS - Points subtotal: 35 max 35 claimed 10 awarded

New Project Rating Tool **Project name:** RRH/Transitional 2019

Non-Expansion Transitional Housing/Rapid Re-housing (DV) **Applicant:** Bluff Country Family Resources

Unmet need: geographic target	Project location is in highest unmet need area	Other counties (0)	Project targets Goodhue, Nicollet, or Steele Counties (2)	Project targets Blue Earth or Olmsted County (5)	5	0	0	
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	No unmet need match (0)	Unmet need match (2)	Unmet need match with applicant experience (5)	5	5	5	
OTHER AND LOCAL CRITERIA								
Project Management								
Federal funds experience	Demonstrated capacity to manage federal funds for project	0 federal or state grants (0)	1-3 federal or state grants (2)	4+ federal or state grants (5)	5	5	5	
HMIS data quality	Demonstrated capacity to manage project data	No reporting database experience (0)	Other reporting DB experience (2)	HMIS reporting experience (5)	5	5	5	
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	10	10	5	See comment on Performance Measures Section above.
Policy/System Alignment								
CoC participation	≥ 75% CoC meetings with applicant attending	< 50% (0)	50-75% (5)	> 75% (10)	10	5	0	44% attendance in Calendar year 2018
Coordinated Entry participation	Commitment to using CES	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	10	5	0	Coord Entry participation is required for CoC projects. A DV path is available.
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (5)	5	5	2	Narrative does not describe how project will meet requirements.

FOR REVIEWERS - Points subtotal: 55 max 40 claimed 22 awarded

New Project Rating Tool

Project name: RRH/Transitional 2019

Non-Expansion Transitional Housing/Rapid Re-housing (DV)

Applicant: Bluff Country Family Resources

Housing First Implementation	Commitment to DV Housing First project model	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**	10	5	Boxes checked in esnaps. Narrative does not describe how project will implement.

POPULATION-SPECIFIC CRITERIA

For projects serving households with children or youth

Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**	5	2	Plan appears to be for JKP, not current project. Plan does not address all required elements.
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**	5	2	

For projects from "youth-serving providers"

Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**		NA	

Max points

Adults only = 100

Adults only, "youth-serving" = 110

HH w children = 110

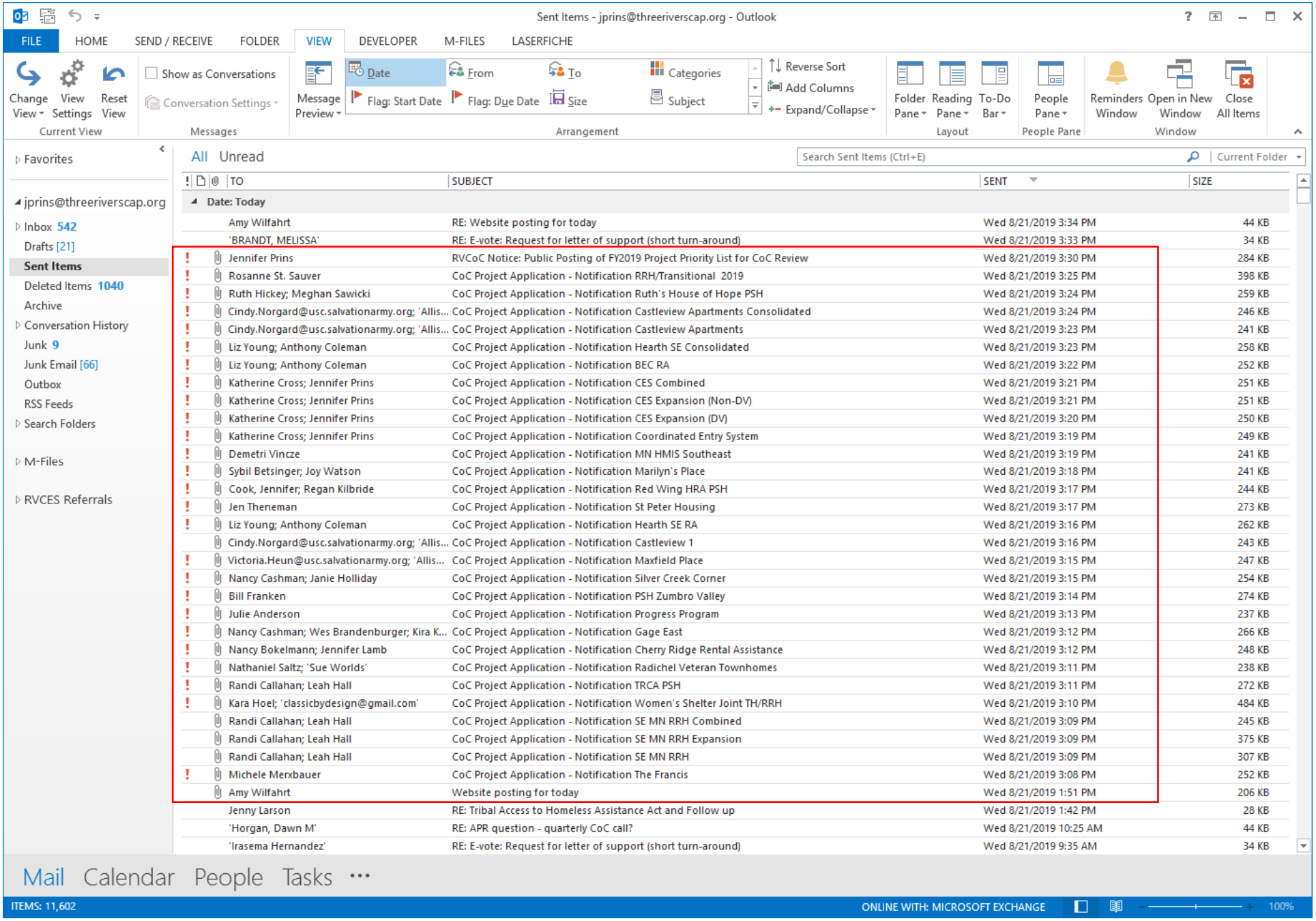
HH w children, "youth-serving" = 115

	Max	Claimed	Awarded	
Total Points	110	95	41	**Raw score**
			37.27	**Weighted score (raw / max)**

41/110 = 37.27

FOR REVIEWERS - Points subtotal: 10 max 10 claimed 9 awarded

8/21/2019 Notifications sent to accepted and rejected projects. Notice sent to CoC listserv re posting of Project Priority List (ranking) on CoC website.



Email Notice to CoC with final posting of accepted and rejected projects 8.29.19
Jennifer Prins

From: Jennifer Prins
Sent: Thursday, August 29, 2019 3:05 PM
To: RVCoC Listserv 8.1.19
Subject: RVCoC Notice: FINAL FY2019 Project Priority List posted on CoC website

Hello River Valleys CoC –
The final Project Priority Listing for FY2019 HUD Continuum of Care Program funds has been posted, with a few slight revisions from the August 21, 2019 posting. To view the list, please visit the CoC webpage for the 2019 Local Competition: https://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability.

The projects included in Tier 1 and Tier 2 and the CoC Planning grant will be included in the regional CoC application for funds, due to HUD by September 30, 2019.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:30 PM
To: Jennifer Prins <jprins@threeriverscap.org>
Subject: RVCoC Notice: Public Posting of FY2019 Project Priority List for CoC Review
Importance: High

Hello River Valleys CoC –
Attached please find the Project Priority Listing for FY2019 HUD Continuum of Care Program funds. The ranking is also posted on the CoC website at http://www.threeriverscap.org/continuum-of-care. Applicants have received detailed score information as well as guidance on any remaining corrections required in the application before final submittal. Final corrections on applications in e-snaps are due by 4:00pm on September 9, 2019.

As shown, the River Valleys CoC intends to apply for $2,503,728 this year for projects across the region, including four new projects.

Per HUD guidelines, the Project Review and Rating Committee taken the following steps to create the project ranking list:

1. Received project applications at least 30 days before the CoC regional application is due (September 30),
2. Scored projects based on objective criteria related to performance, program management, and alignment with policies/priorities,
3. Ranked projects based on performance and CoC priorities laid out in Local Competition Guide,
4. Applied the policy described in the Local Competition Guide to adjust ranking and reallocate funds to increase cost effectiveness and response system improvement,
5. Placed ranked projects into two tiers that prioritize funding for HUD consideration,
6. Documented its process of scoring and ranking,
7. Notified project applicants of project acceptance, rejection, reduction, score, rank, and tier status at least 15 days before the CoC regional application is due (September 15),
8. Provided objective feedback to project applicants to finalize their applications for this year and make adjustments for next year,
9. Posted the project ranking for public review, and

10. Advised project applicants of appeal options.

The project ranking list is open for comment until 4:00pm on Friday, August 23. Comments can be sent to me at the email above and I will distribute to the review committee.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

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River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

FINAL Public Posting of Project Priority List for FY2019 HUD CoC Project Applications

Posted August 29, 2019 with revisions*

River Valleys Continuum of Care (Rochester/Southeast Minnesota, MN-502)

	Agency	Project	Grant Number	Accepted?	Rank	Rank Rationale	Weighted Score	Tiebreaker (Cost Effect.)	GIW maximum renewal amount	Requested funding	Approved funding	Amount reduced/ reallocated from project**	Renewal funds for project	Reallocated funds for project	CoC Bonus funds for project	DV Bonus funds for project	Consolidation Grant Amounts	Running Total for CoC Projects
Tier 1	Olmsted County Housing and Redevelopment Authority	The Francis	MN0193L5K021809	Yes	1	Project Performance Score	93.13		$ 87,312	$ 87,312	$ 87,312	$ -	$ 87,312	$ -	$ -	$ -		$ 87,312
Tier 1	Three Rivers Community Action Inc.	SE MN RRH EXPANSION	New - expansion	Yes	2	Need & Performance Capacity Score	90.45		$ -	$ 52,501	$ 51,068	$ 1,433	$ -	$ 12,000	$ 39,068	$ -		$ 138,380
Tier 1	Three Rivers Community Action Inc.	SE MN RRH(fka RHASP)	MN0065L5K021811	Yes	3	Project Performance Score	89.41		$ 172,439	$ 172,439	$ 172,439	$ -	$ 172,439	$ -	$ -	$ -		$ 310,819
Tier 1	*Three Rivers Community Action*	*SE MN RRH Combined*	*Combined*	*Yes*	*3*	*Policy (Consolidated projects rank same as lowest ranked individual application to be combined)*											*$ 223,507*	
Tier 1	Women's Shelter Inc.	Women's Shelter Joint TH/R	New	Yes	4	Need & Performance Capacity Score	89.09		$ -	$ 155,388	$ 138,787	$ 16,601	$ -	$ -	$ -	$ 138,787		$ 449,606
Tier 1	Three Rivers Community Action Inc.	TRCA PSH	MN0306L5K021804	Yes	5	Project Performance Score	88.89		$ 178,043	$ 178,043	$ 166,043	$ 12,000	$ 166,043	$ -	$ -	$ -		$ 615,649
Tier 1	Red Wing Housing and Redevelopmer	Red Wing Shelter + Care Exp	MN0246L5K021803	Yes	6	Project Performance Score	88.33		$ 58,327	$ 58,327	$ 58,327	$ -	$ 58,327	$ -	$ -	$ -		$ 673,976
Tier 1	Minnesota Assistance Council for Vet	Radichel Veteran Townhom	MN0061L5K021811	Yes	7	Project Performance Score	87.50		$ 163,328	$ 163,328	$ 163,328	$ -	$ 163,328	$ -	$ -	$ -		$ 837,304
Tier 1	Mankato EDA / SW MN Housing Partr	Cherry Ridge Consolidated F	MN0300L5K021806	Yes	8	Project Performance Score	78.89		$ 54,707	$ 54,707	$ 54,707	$ -	$ 54,707	$ -	$ -	$ -		$ 892,011
Tier 1	Center City Housing	Gage East	MN0332L5K021803	Yes	9	Project Performance Score	77.78		$ 85,295	$ 85,295	$ 85,295	$ -	$ 85,295	$ -	$ -	$ -		$ 977,306
Tier 1	Steele County Transitional Housing	Progress Program	MN0057L5K021811	Yes	10	Project Performance Score	74.71		$ 36,098	$ 36,098	$ 36,098	$ -	$ 36,098	$ -	$ -	$ -		$ 1,013,404
Tier 1	Olmsted County Community Services	PSH Zumbro Valley	MN0064L5K021811	Yes	11	Project Performance Score	71.67		$ 171,932	$ 171,932	$ 171,932	$ -	$ 171,932	$ -	$ -	$ -		$ 1,185,336
Tier 1	Center City Housing	Silver Creek Corner	MN0247L5K021807	Yes	12	Project Performance Score	68.75	$2,119	$ 59,335	$ 59,335	$ 59,335	$ -	$ 59,335	$ -	$ -	$ -		$ 1,244,671
Tier 1	The Salvation Army	Maxfield Place	MN0060L5K021811	Yes	13	Project Performance Score	68.75	$14,838	$ 163,216	$ 163,216	$ 163,216	$ -	$ 163,216	$ -	$ -	$ -		$ 1,407,887
Tier 1	The Salvation Army	Castleview 1	MN0229L5K021707	Yes	14	Project Performance Score	68.63		$ 57,042	$ 57,042	$ 57,042	$ -	$ 57,042	$ -	$ -	$ -		$ 1,464,929
Tier 1	Hearth Connection	Hearth SE RA	MN0151L5K021810	Yes	15	Project Performance Score	67.78	$2,844	$ 62,558	$ 62,558	$ 62,558	$ -	$ 62,558	$ -	$ -	$ -		$ 1,527,487
Tier 1	Rice County HRA/Northfield CAC	Marilyn's Place	MN0424L5K021800	Yes	16	Policy (first renewal)	NA		$ 110,981	$ 110,981	$ 110,981	$ -	$ 110,981	$ -	$ -	$ -		$ 1,638,468
Tier 1	Partners for Affordable Housing	St. Peter Housing	MN0426L5K021800	Yes	17	Policy (first renewal)	NA		$ 109,179	$ 115,926	$ 109,179	$ 6,747	$ 109,179	$ -	$ -	$ -		$ 1,747,647
Tier 1	Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	Yes	18	Policy (System Requirement)	NA		$ 62,480	$ 62,480	$ 62,480	$ -	$ 62,480	$ -	$ -	$ -		$ 1,810,127
Tier 1	Three Rivers Community Action Inc.	Coordinated Entry System	MN0366L5K021803	Yes	19	Policy (System Requirement)	NA		$ 134,047	$ 134,047	$ 134,047	$ -	$ 134,047	$ -	$ -	$ -		$ 1,944,174
Tier 1	Three Rivers Community Action Inc.	CES DV FY2019	New	Yes	20	Policy (System Requirement)	NA		$ -	$ 24,013	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000		$ 1,969,174
Tier 1	Three Rivers Community Action Inc.	CES Expansion FY2019	New - expansion	Yes	21	Policy (System Requirement)	NA		$ -	$ 69,263	$ 69,263	$ -	$ -	$ -	$ 69,263	$ -		$ 2,038,437
Tier 1	*Three Rivers Community Action Inc.*	*Coordinated Entry System Combined*	*Combined*	*Yes*	*21*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*										*$ -*	*$ 203,310*	$ 2,038,437
Tier 1	Hearth Connection	BEC RA (Tier 1 portion)	MN0192L5K021809	Yes	22	Project Performance Score	67.78	$5,019	$ 130,485	$ 130,485	$ 11,386	$ -	$ 11,386	$ -	$ -	$ -		$ 2,049,823
Tier 2	Hearth Connection	BEC RA (Tier 2 portion)	MN0192L5K021809								$ 119,099	$ -	$ 119,099	$ -	$ -	$ -		$ 2,168,922
Tier 2	*Hearth Connection*	*Hearth SE Consolidated*	*Combined*		*22*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 193,043*	$ 2,168,922
Tier 2	The Salvation Army	Castleview Apartments	MN0149L5K021709	Yes	23	Project Performance Score	61.88		$ 84,128	$ 84,128	$ 84,128	$ -	$ 84,128	$ -	$ -	$ -		$ 2,253,050
Tier 2	*The Salvation Army*	*Castleview Apartments Consolidated*	*Combined*		*23*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 141,170*	$ 2,253,050
Tier 2	Ruths House of Hope Inc	Ruth's House of Hope- Perm	MN0330L5K021804	Yes	24	Project Performance Score	61.11		$ 185,680	$ 185,680	$ 185,680	$ -	$ 185,680	$ -	$ -	$ -		$ 2,438,730
									$ 2,297,097	**$ 2,605,009**	**$ 2,438,730**	**$ 36,781**	**$ 2,154,612**	**$ 12,000**	**$ 108,331**	**$ 163,787**	***$ 761,030***	**$ 2,438,730**
	Projects not ranked (per HUD guidelines																	
	Three Rivers Community Action Inc.	CoC Planning grant	New Planning	Yes	NR						$ 64,998							**$ 64,998**
	TOTAL PROJECTS & FUNDING REQUESTED			**Projects:**	**24**	(CoC Planning not ranked per HUD guidlines)											**$**	**2,503,728**
	Projects rejected																	
	Bluff Country Family Resources, Inc.	RRH/Transitional 2019	New	**No**	NR	Need & Performance Capacity Score	37.27		$ -	$ 138,615			$ -					

*** Revisions from initial posting August 21, 2019: Corrected rank order of projects 6 and 7 based on score, rank rationale for project 6 (performance, not policy), finalized budgets of two projects proposed through DV Bonus. Note regarding projects #20-24: Applicant for projects #20-21 is waiting on guidance from HUD that may result in combining projects in a different way. If guidance suggests that projects 20 and 21 can be combined, the resulting project will be ranked 20 and projects 22-24 will move up one ranking position. This change would not affect project funding or Tier position.**

**** Reductions/rejections: TRCA PSH - voluntary reallocation. TRCA RRH Expansion - request exceeded limit in a budget category. St Peter Housing - request exceeded limit on GIW. Women's Shelter Joint TH/RRH - not enough new funds available for full request; minimum request for CES DV had to be $25,000 per NOFA requirements. Bluff Country RRH/Transitional - no funds available for request.**

1E-1 Public Posting Local Competition Deadline
Rochester/Southeast Minnesota CoC (MN-502)

Description of attached documents.

1. Excerpt of Call for Projects (project priorities) with applicable sections highlighted
2. Email notices to CoC listserv with call for renewal projects (3/4/19) and new projects (7/12/19), with screenshots of messages sent
3. Screenshot of CoC website with Call for Projects and Local Competition Guide posted, along with project application materials and submittal date reminders

The Call for Projects and Local Competition guide were distributed via CoC listserv on 3/4/19 for renewal projects. The documents were updated with any additional requirements from the NOFA and redistributed on 7/12/19 for all new and renewal projects, with links to these documents posted publicly on the CoC website.

River Valleys Continuum of Care 2019 Local CoC Program Competition

Call for Projects
& Notice of Proposal Submission Requirements

Released 3/1/2019 for renewal projects. Re-released 7/12/2019 for new projects to include guidance from the HUD FY2019 Notice of Funding Availability for the Continuum of Care Program.

HUD released its Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25) on July 3, 2019. River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC, MN-502), an approved CoC applicant for U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition, is seeking project applicants for FY 2019 funding in the following geographic area of Minnesota: Blue Earth County, Brown County, Dodge County, Faribault County, Fillmore County, Freeborn County, Goodhue County, Houston County, LeSueur County, Martin County, Mower County, Nicollet County, Olmsted County, Rice County, Sibley County, Steele County, Wabasha County, Waseca County, Watonwan County, Winona County, City of Mankato, City of Rochester, and the Prairie Island Indian Community in Minnesota.

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

This Call for Projects advises all potential applicants of the general requirements that must be met in any project application for consideration of submission to HUD through the River Valleys Continuum of Care (CoC) Local Competition. For more detail, please review the Local Competition Policy Guide, the HUD Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25), and the CoC Program Rule found in 24 CFR 578. All information for the River Valleys CoC Local Competition is posted on the CoC webpages at www.threeriverscap.org/continuum-of-care.

FOR NEW PROJECTS, including expansions and transition grants: New projects applications are welcome from any eligible and qualified applicant, including organizations that have not previously received CoC Program funding. New project notification of intent to apply is due July 25, 2018. Application submissions are due August 8, 2018 for the CoC Local Competition project reviews and for applications in e-snaps, which is the required online application system for the HUD CoC Program national competition.

FOR RENEWAL PROJECTS: Notification of intent to apply (project performance review materials) is due March 25, 2019. Application submissions in e-snaps, the required online application system for the HUD CoC Program national competition, are due August 8, 2019. Remaining Local Competition materials described in this document, including notice of intent to consolidate projects, will also be due August 8, 2019.

In addition to project type priorities, HUD guidelines require that CoCs review and prioritize (rank) projects overall for funding in the national CoC Program Competition. In the River Valleys CoC, projects are prioritized based on overall need across the region, contribution to improved system performance, project quality, and applicant capacity. A full description of the prioritization and ranking process required for the Local Competition is included in the Local Program Competition Policy Guide.

E. Matching Funds

U.S. Housing and Urban Development (HUD) homeless program funding through the CoC Program Competition is limited and can provide only a portion of the resources needed to successfully address the needs of homeless families and individuals. HUD requires recipients or subrecipients to use supplemental resources as match to address homeless needs.

Under the HEARTH Act, projects funded through the CoC Program competition follow a new, simplified match requirement that includes both cash and in-kind contributions. All eligible funding costs except leasing (which requires no match) must be matched with no less than a 25% cash or in-kind match. Match must be used for eligible activities as defined by the CoC Program Interim Rule, 24 CFR Part 578, subpart D. Match excludes program income and participant mainstream benefits.

F. Project Applicant Submissions

1. *Intent to Apply*

Notification of intent to apply is required for renewal and new project applicants. For all applicants, notifications of intent to apply must be submitted before the CoC-established deadline and in accordance with the method or format defined by the CoC.

New projects intent to apply is due as soon as possible, but before 4:00pm on Thursday, July 25, 2019. New project applicants are strongly encouraged to communicate with the CoC Coordinator before submitting Intent to Apply to ensure compliance and receive technical assistance if needed.

Required submittals for new projects intent to apply:

- Electronic form. The electronic (Google) form is available at: https://docs.google.com/forms/d/e/1FAIpQLScwhn1ghyi5wpzMAOTRb352VlnqqYUYII5RZwqP0PgyDmMAog/viewform?usp=sf_link

All new projects will be preliminarily accepted will not be reviewed for acceptance or rejection or scored during the intent to apply stage. This step is used only to ensure new project applicants, especially from organizations that have not previously received CoC Program funds, receive support and guidance to complete the application process. Projects that do not submit notification on time or in accordance with the prescribed method will not be reviewed and will not be considered for funding.

Renewal housing projects performance data and documentation submitted for preliminary review is considered the project's notification of intent to apply. Renewal housing project review submissions are due by 4:00pm on Monday, March 25, 2019. Applicants should pay close attention to the guidance provided. To submit documents for review, renewal project applicants must first complete the online Project Contact form linked here. Once the Project Contact form is complete, a Google drive folder will be set up for the project to upload documents for review.

Required submittals for renewal housing project intent to apply;

- Updated Project Contact form (online)
- Completed Renewal Project Preliminary Review checklist

- Self-scored Project Rating Tool (3 part form)
- Signed 2019 Project Applicant Assurances
- HUD Monitoring Report received since January 2018, if any
- Service Point APR for Calendar Year 2018
- eLOCCS screenshots of draw dates and fund utilization
    - Fund balance for most recently completed (closed) project grant
    - Draws/"vouchers" for current (open) project grant. NOTE: If less than two quarters shown, also provide for the previous grant period
- Housing First Assessment, with attached documentation
- Equal Access Self-Assessment, with attachments
- Coordinated Entry Supplement
- *For housing projects serving families with children < 18, including youth households:* K-12 and Early Childhood Supplement, with attached documentation

Optional renewal housing project submittals with intent to apply

- Intent to Voluntarily Reallocate
- Alternative Performance Measures Data Request

Renewal housing projects will be scored during the intent to apply stage to select the List of Eligible Renewal Projects to be included in the CoC Local Program Competition. Projects that do not submit notification on time or in accordance with the prescribed method will be penalized as follows: Project notifications received between 4:01pm on March 25, 2019 through 4:00pm on Tuesday, March 26 will be assessed a 10 point penalty on the project's weighted score. Project notifications received between 4:01pm on Monday, March 25 and 4:00pm on Wednesday, March 27 will be assessed a 20 point penalty on the project's weighted score. Project notifications submitted after 4:00pm on Wednesday, March 27, 2019 will not be reviewed and will not be considered for funding.

2. *Project Application*

By 4:00PM on August 8, 2018 applicants must submit a complete and correct Project Application in e-snaps AND documentation required for the CoC Local Competition or for use in the regional CoC-wide application (which includes all project applications).

To submit documents for review, new project applicants must first complete the online Intent to Apply form linked here. Once the Intent to Apply form is complete, a Google drive folder will be set up for the project to upload documents for review.

E-snaps is available at https://esnaps.hud.gov/grantium/frontOffice.jsf. See the resources section for further guidance. Project applications with all attachments must be submitted electronically in e-snaps for consideration for the FY2019 CoC Program national competition. Applicants must print a copy of the Submission Summary form from the CoC Project Application before closing their internet browser after the CoC Project Application has been submitted in e-snaps. This is the Applicant's receipt of submission and proof of compliance with the application deadline.

The CoC will not give funding consideration to any applicant whose Application is determined to be late and that is unable to provide the CoC with a record of submission that verifies the Project Application was submitted prior to the application deadline date and time.

Required HUD national competition application (e-snaps) requirements for all projects:

- Complete, correct, and consistent Project Application, with complete and current Applicant Profile

- HUD required forms and attachments (in e-Snaps applicant profile and application)
- Match Letters dated between May 1, 2019 and September 30, 2019
- Project data as needed to complete the regional CoC Collaborative Application

Required New Project Application Elements for CoC Local Competition:

- Threshold Questionnaire and documentation (not required for applicants with current CoC renewals)
- Self-scored New Project Rating Tool
- Signed Applicant Assurances
- Narrative description of experience with managing similar programs (2 pages max)
- Written plan for implementing the project by December 31, 20120 or before (2 pages max)
- Written plan for achieving program outcomes for renewal funding (4 pages max)

Required Renewal Project Application Elements for CoC Local Competition:

- Evidence of confirmation from Field Office that projects are eligible to consolidate
- Notice of intent to voluntarily reallocate, if applicable and was not submitted with intent to apply
- For non-housing projects: Signed Applicant Assurances, Updated Project Contact form

Project applications received between 4:01pm on August 8, 2019 through 4:00pm on Friday, August 9 will be assessed a 10 point penalty on the project's weighted score. Project applications received between 4:01pm on Friday, August 9 and 4:00pm on Saturday, August 10 will be assessed a 20 point penalty on the project's weighted score. New project applications submitted after 4:00pm on Saturday, August 10, 2019 will not be reviewed and will not be considered for funding. Renewal projects have a hard deadline of 4:00pm on August 8, 2019 to submit a complete e-snaps application. Funding previously approved (during the Preliminary Review stage) for renewal projects that do not meet the e-snaps deadline will be subject to reallocation.

F. Selections and Award Notifications

1. River Valleys CoC Local Competition

New projects: The River Valleys CoC Performance Review and Rating Committee (or a non-conflicted subset of the Committee) will review new project applications on August 15-20, 2019, using the CoC Project Rating Tools. By August 21, 2019, the CoC Committee (via the CoC Coordinator) will provide all new project applicants final notice of project acceptance/rejection, any funding changes, score, rank, Tier 1/Tier 2 status, and source of funds expected for the project (i.e. reallocated funds, CoC Bonus, or DV Bonus). The notification will also include any required changes applicants must make in e-snaps to meet project quality thresholds described in section D.2. All corrections in e-snaps must be made and the e-snaps project application resubmitted by 4:00pm on Monday, September 9, 2019 to be ranked and included in the project list submitted for review in the national CoC Program Competition.

Renewal projects: The River Valleys CoC Performance Review and Rating Committee (or a non-conflicted subset of the Committee) will review renewal project performance data and documentation in April 2019, using the CoC Project Rating Tool, and provide scoring and approval to submit renewal project applications.

On or before April 15, 2019, accepted renewal projects will be notified in writing and are expected to submit full applications as required in e-snaps. Rejected renewal projects (subject to involuntary reallocation) will receive written notification of that status and are not advised to submit application in e-snaps. Renewal projects subject to voluntary or involuntary reallocation (partial or complete) as a result of preliminary reviews will also receive written notification of the amount reallocated and the amount still available to the project, along with any conditions applied to the project proposal.

Jennifer Prins

From: Jennifer Prins
Sent: Monday, March 4, 2019 9:44 AM
To: RVCoC Listserv 4.1.19
Subject: NOTICE: Call for RENEWAL housing projects for FY2019 HUD CoC Program Funding Round

Importance: High

CALL FOR RENEWAL PROJECTS SEEKING FY2019 CoC FUNDING

March 4, 2019

River Valleys CoC (MN-502) is formally requesting notification of intent to apply from all applicants seeking renewal project funding for housing projects in the FY2019 HUD Continuum of Care Program funding round. A call for New Projects for FY2019 will be issued at a later date. Renewals that are non-housing projects (i.e. HMIS, Coordinated Entry) will also be requested at a later date, at the same time as new projects.

As in past years, intent to apply for renewal housing projects requires applicants to provide performance documentation for review by the CoC Project Review and Rating Committee. **All materials required for renewal project reviews are due for review by 4:00pm on Monday, March 25, 2019**.

Project reviews will be completed in April, with scores and the final list of renewal projects eligible to participate in the CoC Local Competition posted by April 15, 2019. The notification will also include the minimum amount of funding available for new projects through reallocation.

Renewal project applicants should begin the Intent to Apply process by completing the online Renewal Project Contact Form for each project. Applicants that complete the Project Contact Form for their project(s) will be set up with a Google drive folder to submit materials for review within one business day of the form submittal. The formal Call for Projects, Project Applicant Guide, and all materials for renewal project reviews and submittal requirements will be placed on the CoC webpage today.

Projects that can renew in FY2019 are those that received funding in FY2018 for new or renewal projects. These projects are:

Project Name	Applicant	Type	2018 Award
BEC RA 2018	Hearth Connection	PSH	130,485
Castleview 1	Salvation Army Rochester	PSH	57,042
Castleview Apartments	Salvation Army Rochester	PSH	84,128
Cherry Ridge Consolidated Rental Assistance FY 2018	Mankato EDA/SWMHP	PSH	54,707
Coordinated Entry System FY2018	Three Rivers Community Action	CES	134,047
Gage East	Center City Housing	PSH	85,295
Hearth SE 2018	Hearth Connection	PSH	62,558
Marilyn's Place	Rice County HRA/CAC Northfield	PSH	110,981
Maxfield Place	Salvation Army Mankato	PSH	163,216
MN HMIS Southeast	Institute for Community Alliances	HMIS	62,480
Prairiewood PSH Expansion	Three Rivers Community Action	PSH	178,043
Progress Program FY 2018	Steele County Transitional Housing	RRH	36,098
PSH Zumbro Valley 2018	Olmsted County Community Services	PSH	171,932
Radichel Veteran Townhomes 2018 Renewal	Minnesota Assistance Council for Veterans	PSH	163,328
Red Wing Shelter & Care Expansion FY2018*	Red Wing HRA	PSH	37,789

Red Wing Shelter + Care, 2 Units 2018 (MN0246)*	Red Wing HRA	PSH	20,538
Ruth's House of Hope- Permanent Supportive Housing	Ruth's House of Hope	PSH	185,680
SE MN Rapid Rehousing	Three Rivers Community Action	RRH	172,439
Silver Creek Corner	Center City Housing	PSH	59,335
St Peter Housing	Partners for Affordable Housing	RRH/TH	109,179
The Francis	Olmsted County HRA	PSH	87,312

* Consolidating at contract start.

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

Jennifer Prins

From: Jennifer Prins
Sent: Friday, July 12, 2019 3:57 PM
To: RVCoC listserv - 7.1.19
Subject: RVCoC Notice: 2019 Open Call for New Projects in CoC Program Competition released
Attachments: RVCoC Call for Projects 2019.pdf; List of eligible renewals -published 5.1.19.pdf

Importance: High

River Valleys CoC Opens Call for New Projects 2019

HUD released its Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25) on July 3, 2019. River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC, MN-502), an approved CoC applicant for U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition, is seeking project applicants for FY 2019 funding in the following geographic areas of Minnesota: Blue Earth County, Brown County, Dodge County, Faribault County, Fillmore County, Freeborn County, Goodhue County, Houston County, LeSueur County, Martin County, Mower County, Nicollet County, Olmsted County, Rice County, Sibley County, Steele County, Wabasha County, Waseca County, Watonwan County, Winona County, City of Mankato, City of Rochester, and the Prairie Island Indian Community in Minnesota.

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

On behalf of the CoC Executive Committee, the formal Call for Projects for the Local CoC Competition is attached for you, along with the List of Eligible Renewal Projects. These documents are also posted on the CoC website at https://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability with other resources for applicants. Please review the Call for Projects along with other materials provided by the CoC and by HUD for full understanding of eligible and prioritized projects for 2019, as well as the process for applying.

Please share this Call for Projects with any potential applicants for 2019 CoC Program Competition funding. An estimated $275,000 in new projects may be proposed in the River Valleys CoC region in 2019. All eligible and qualified applicants are encouraged to apply in the Local CoC Competition, including entities that have not previously received HUD CoC funding.

Again this year, HUD has made available funds specifically for projects serving survivors of domestic violence, dating violence, or stalking. River Valleys CoC specifically invites applications for those funds as part of this Call for Projects.

Dates to Note:

- Webinars for project applicants – Monday, July 22 (Times posted on the Competition page linked above.)
- New Projects Notice of Intent to Apply due via online form - Thursday, July 25, 2019 at 4:00pm.
- New Project documents for the Local CoC Competition as well as the online HUD CoC Program Competition application (in e-snaps) due - Thursday, August 8, 2018 at 4:00pm.
- Renewal Project applications in e-snaps as well as remaining Local Competition documents due – Thursday, August 8, 2018 at 4:00pm.

Please review the attached Call for Projects for more details. Full details, application forms, and reference materials at on the CoC Local Competition website above.

On behalf of the CoC Executive Committee, thank you in advance for sharing and considering this Call for Projects!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

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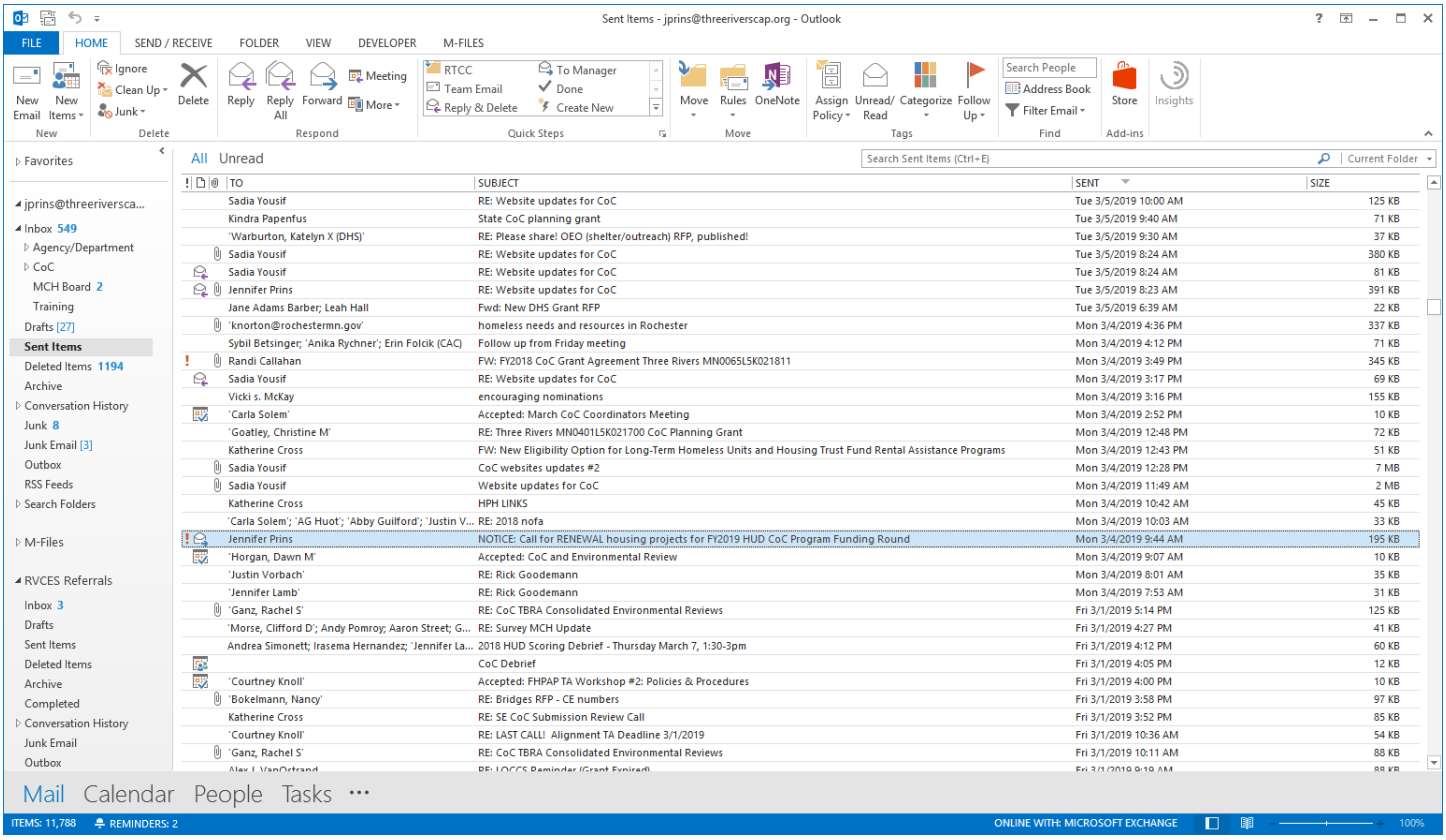
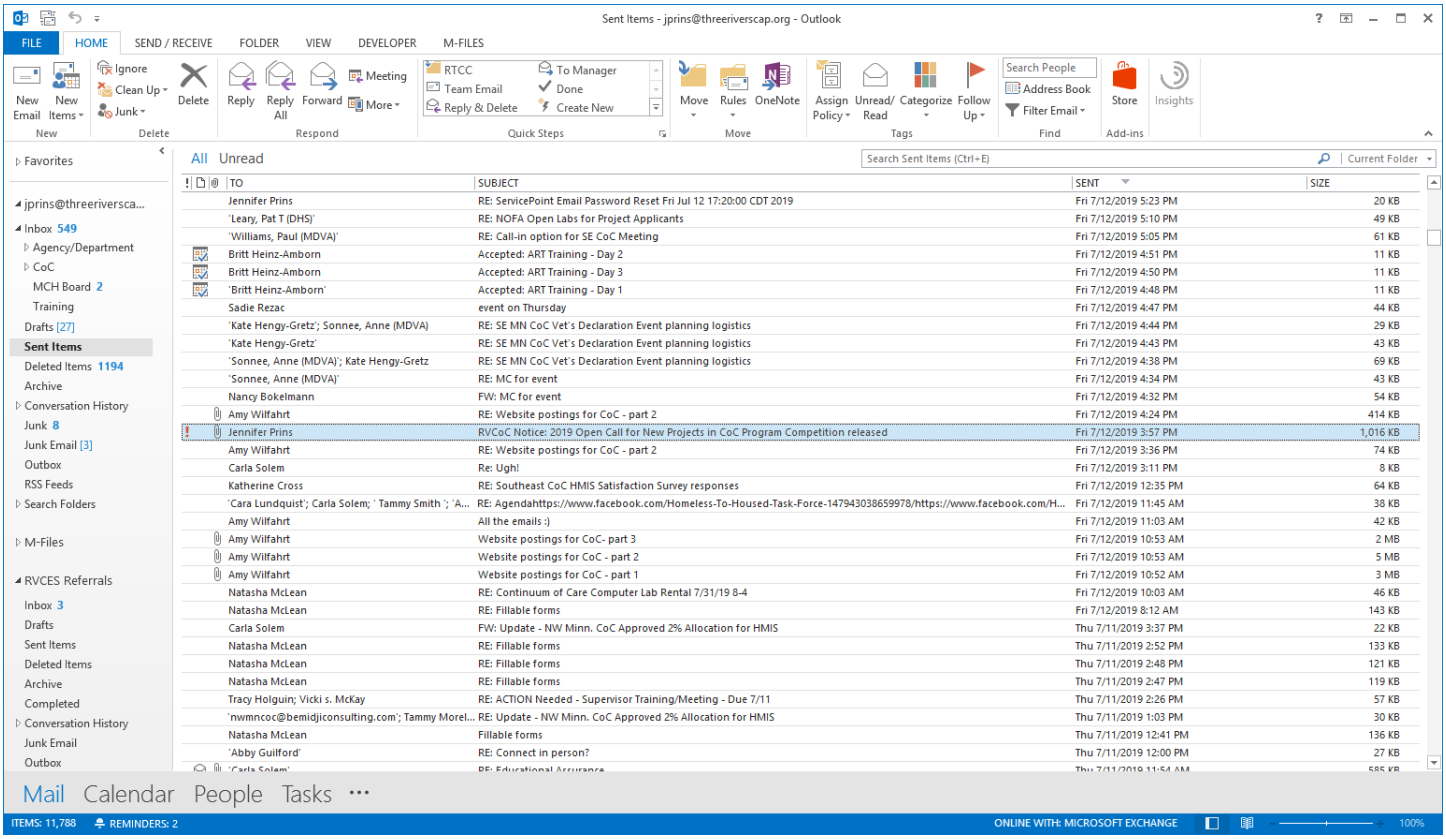
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

Notice of Call for Renewal Projects sent to CoC listserv 3/4/2019



Notice of Call for New Projects sent to CoC listserv 7/12/19



ThreeRivers COMMUNITY ACTION
People-focused, community-driven

HUD Notice of Funds Availability

2019 Local CoC Program Competition

- River Valleys CoC 2019 Call for Projects and Notice of Proposal Submission Requirements (https://threeriverscap.org/sites/default/files/call_for_projects_2019_updated_071219.pdf) (Preliminary 03/4/19. Updated 7/12/19 with guidance from HUD FY2019 NOFA).
- 2019 Local CoC Competition Guide, including timeline (https://threeriverscap.org/sites/default/files/rvcoc_local_competition_guide_2019_-_7.12.19_updated_posting.pdf) (Updated 7/12/19)
- List of Eligible Renewal Projects for the 2019 Local CoC Competition (https://threeriverscap.org/sites/default/files/list_of_eligible_renewals_-published_5.1.19.pdf) (Published 5/1/19)

2019 Project Application Materials

Note: This section includes CoC Local Competition forms only. Additional materials are required for the project review and application. Please review the Call for Projects and follow instructions in the forms below. Please also review the Application Resource Materials section below. For projects approved in the Local Competition, additional forms and materials will be required for application in e-snaps.

RENEWAL HOUSING PROJECTS

For additional instructions on the performance documentation for your renewal project, please review the Renewal Project Documentation Guide in the Application Resources section below. For detailed rating criteria, view the 2019 Rating Criteria for Renewals (https://threeriverscap.org/sites/default/files/rating_criteria_2019_renewals.pdf)

Preliminary Performance Review/Intent to Apply

To submit via online form:

- Project Contact form https://goo.gl/forms/TyIRlPH7OYilprA33 (https://goo.gl/forms/TyIRlPH7OYilprA33)

To submit via Google drive:

- Project Review/Intent to Apply checklist (https://threeriverscap.org/sites/default/files/1._checklist_-_2019_renewal_project_review_0.pdf)
- Self-scored Project Rating Too (https://threeriverscap.org/sites/default/files/2._renewal_scoring_tool_-_combined_parts_2019_0.pdf) (3 part document)

- Signed 2019 Project Applicant Assurances (https://threeriverscap.org/sites/default/files/3._2019_applicant_assurances_0.pdf)
- HUD Monitoring Report(s) received since January 2018 – provide from HUD report to agency
- APR for Calendar Year 2018 (January 1, 2018 – December 31, 2018) – generate from ServicePoint
- eLOCCS screenshots of draw dates and fund utilization – generate from eLOCCS
- Housing First Assessment
  - Coversheet (https://threeriverscap.org/sites/default/files/4a._housing_first_checklist_2019.docx)
  - Assessment (https://threeriverscap.org/sites/default/files/copy_of_4b._hud-housingfirstaassessmenttool-adaptedrvcoc.xlsm)
- Equal Access Self-Assessment
  - Coversheet (https://threeriverscap.org/sites/default/files/5a._equal_access_supplement_2019.docx)
  - Assessment (https://threeriverscap.org/sites/default/files/copy_of_5b._hud-equalaccessselfassessment.xlsm)
- Coordinated Entry Checklist (https://threeriverscap.org/sites/default/files/coordinated_entry_checklist_2019-rev3.15.pdf)
- K-12 and Early Childhood Supplement (https://threeriverscap.org/sites/default/files/7._k12_early_childhood_supplement_2019.pdf)
- Optional: Alternative data measures (https://threeriverscap.org/sites/default/files/8opt._2019_alternative_data_request_0.pdf)
- Optional: Notification of intent to voluntarily reallocate (https://threeriverscap.org/sites/default/files/9opt._notice_of_voluntary_reallocation_2019_form.pdf)

Project Application

- Checklist for Renewal Project Applications (https://threeriverscap.org/sites/default/files/checklist_-_2019_renewal_project_application.pdf)

ALL OTHER RENEWAL PROJECTS

- Checklist for Renewal Project Applications (https://threeriverscap.org/sites/default/files/checklist_-_2019_renewal_project_application.pdf)

NEW PROJECTS

Note: This section includes CoC Local Competition forms only. Additional materials are required for the project review and application. Please review the Call for Projects and follow instructions in the forms below. Please also review the Application Resource Materials section below. For detailed rating criteria, view the 2019 Rating Criteria for New Projects (https://threeriverscap.org/sites/default/files/rating_criteria_2019_new.pdf)

- Notice of Intent to Apply (online form (https://docs.google.com/forms/d/e/1FAIpQLScwhn1ghyi5wpzMAOTRb352VlnqqYUYII5RZwqP0PgyDmMAog/viewform?usp=sf_link)) – Due by 4:00pm on July 25, 2019

Local competition materials (submitted to Google Drive folder) – Due by 4:00pm on August 8, 2019

- New Project application checklist (https://threeriverscap.org/sites/default/files/checklist_-_2019_new_project_application_review.pdf)
- Threshold Requirements Questionnaire (https://threeriverscap.org/sites/default/files/2019_threshold_requirements_-_new_applicants_-_fillable.pdf)
- Signed Applicant Assurances (https://threeriverscap.org/sites/default/files/2019_applicant_assurances.pdf)
- Self-scored Project Rating Tool for your project type:
  - Non-DV Permanent Supportive Housing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-expansion-nondv-fillable_updated.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-nonexpansion-nondv-fillable.pdf)
  - Non-DV Rapid Rehousing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-expansion-nondv-fillable.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-nonexpansion-nondv-fillable.pdf)
  - Non-DV Joint Component Transitional Housing-Rapid Rehousing: Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-th-rrh-nonexpansion-nondv-fillable.pdf)
  - DV Permanent Supportive Housing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-expansion-dv-fillable.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-nonexpansion-dv-fillable.pdf)
  - DV Rapid Rehousing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-expansion-dv-fillable.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-nonexpansion-dv-fillable.pdf)
  - DV Joint Component Transitional Housing – Rapid Rehousing: Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-th-rrh-nonexpansion-dv-fillable.pdf)
- New Project Narratives (https://threeriverscap.org/sites/default/files/new_project_narratives.docx)
- DV Narrative Supplement (https://threeriverscap.org/sites/default/files/dv_narrative_supplement.docx) (if applicable)
- Optional: Alternative Performance Measures data request (https://threeriverscap.org/sites/default/files/optional-_2019_alternative_data_request.pdf)

E-snaps materials – submitted in online HUD application system (e-snaps) by 4:00pm on August 8, 2019

- Project application in e-snaps (LINK: https://esnaps.hud.gov/grantium/frontOffice.jsf (https://esnaps.hud.gov/grantium/frontOffice.jsf))
- All forms and attachments required by HUD
- Match documentation

Application Resource Materials

- Renewal project documentation guide (https://threeriverscap.org/sites/default/files/3.4.19_renewal_project_documentation_guide_2019_0.pdf)
- Renewal Project Q&A - updated 3/11/19 (https://threeriverscap.org/sites/default/files/qa-3.11.19.pdf)
- Data quality report calculations (Excel version) (https://threeriverscap.org/sites/default/files/copy_of_hud_data_quality_report_calculations.xlsx)
- E-snaps Resources and Links (https://threeriverscap.org/sites/default/files/e-snaps_resources_2019_updated_072419.pdf)
- Match Guidance (https://threeriverscap.org/sites/default/files/match_guidance_2019.pdf)
- Budget Guidance (https://threeriverscap.org/sites/default/files/budget_guidance_2019.pdf)
- Eligible Participants Guidance (https://threeriverscap.org/sites/default/files/eligible_participants_guidance_6.19_updated_072419.pdf)
- 054 Returns to Homelessness Report (https://threeriverscap.org/sites/default/files/copy_of_054_returns_to_homelessness_v2019.1_w_instructions_for_applicants.xlsx)
- Coordinated Entry Supplement guidance (https://threeriverscap.org/sites/default/files/coordinated_entry_checklist_guidance_2019.pdf)
- Housing First - General Checklist (https://threeriverscap.org/sites/default/files/housingfirst-generalchecklist_2019.pdf)
- Housing First for DV (https://threeriverscap.org/sites/default/files/housingfirst-dv_2019.pdf)
- Housing First for Youth (https://threeriverscap.org/sites/default/files/housingfirst-youth_2019.pdf)
- DV Alternate Database guidance (https://threeriverscap.org/sites/default/files/dv_comparable_database_guidance_2019.pdf)
- DUNS and SAM.gov guidance (https://threeriverscap.org/sites/default/files/duns_numbers_and_sam.gov_registration_2019.pdf)
- HUD List of Agencies with Approved Codes of Conduct list – Minnesota agencies listed as of 4.22.19 (https://threeriverscap.org/sites/default/files/hud_code_of_conduct_list_mn_042219.docx)
- Definitions of Homelessness for the HUD CoC Program (https://threeriverscap.org/sites/default/files/definitions_of_homelessness_for_the_hud_coc_program.pdf)
- Grant Inventory Worksheet (https://threeriverscap.org/sites/default/files/grant_inventory_worksheet.xlsx)

Technical Assistance for Project Applicants

- **Webinars for new project applicants** – Coming soon! Monday, July 22 & Tuesday, July 23. Webinar slides and notes (https://threeriverscap.org/sites/default/files/2019_coc_new_project_webinar_-_july_22-23.pdf) .
- **Webinar for renewal project applicants** – Monday, March 11. Webinar slides and Q&A notes.

Past applications and awards

2018 Application submitted 9/13/18

- 2018 CoC funding awards in Minnesota (https://www.hudexchange.info/onecpd/assets/File/2018-minnesota-coc-grants.pdf)
- CoC application (https://threeriverscap.org/sites/default/files/coc_application_-_9.11.18_approved_final_0.pdf)

- Project priority listing (https://threeriverscap.org/sites/default/files/coc_project_priority_listing_-_9.11.18_approved_final_0.pdf)

2017 Application submitted 9/21/17

- 2017 CoC funding awards in Minnesota (https://www.hudexchange.info/onecpd/assets/File/2017-minnesota-coc-grants.pdf)
- CoC application (https://threeriverscap.org/sites/default/files/cocapp-final-submitted_9.21.17_092617.pdf)
- Project priority listing (https://threeriverscap.org/sites/default/files/cocprioritylist-final-submitted_9.21.17_092617.pdf)

2016 Application Submitted 9/13/16

- 2016 CoC funding awards in Minnesota (http://www.threeriverscap.org/sites/default/files/2016-minnesota-coc-grants.pdf)
- FY2016 Consolidated Application and Project Priority List (http://www.threeriverscap.org/sites/default/files/rvcoc_combinedconsolidatedapp-prioritylistfy2016.pdf)

2015 Application Submitted 11/20/15

- 2015 CoC funding awards in Minnesota (https://threeriverscap.org/sites/default/files/2015-minnesota-coc-grants.pdf)
- 2015 Consolidated Application (https://threeriverscap.org/sites/default/files/final_2015_consolidated_application_pdf_submitted_11192015.pdf)
- Priority Listing (https://threeriverscap.org/sites/default/files/final_priority_listing_pdf_submitted_11192015.pdf)

1E-1 Local Competition Public Announcement
Rochester/Southeast Minnesota CoC (MN-502)

Project ranking and selection process documents attached.

1. Excerpt of Call for Projects (project priorities) with applicable sections highlighted
2. Excerpt of Local Competition Guide (project selection and ranking process) with applicable sections highlighted
3. Project rating tools by project type
4. Distribution/posting evidence for Call for Projects and Local Competition Guide.

The Call for Projects and Local Competition guide were distributed via CoC listserv on 3/4/19 for renewal projects. The documents were updated with any additional requirements from the NOFA and redistributed on 7/12/19 for all new and renewal projects, with links to these documents posted publicly on the CoC website.

River Valleys Continuum of Care 2019 Local CoC Program Competition

Call for Projects
& Notice of Proposal Submission Requirements

Released 3/1/2019 for renewal projects. Re-released 7/12/2019 for new projects to include guidance from the HUD FY2019 Notice of Funding Availability for the Continuum of Care Program.

HUD released its Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25) on July 3, 2019. River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC, MN-502), an approved CoC applicant for U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition, is seeking project applicants for FY 2019 funding in the following geographic area of Minnesota: Blue Earth County, Brown County, Dodge County, Faribault County, Fillmore County, Freeborn County, Goodhue County, Houston County, LeSueur County, Martin County, Mower County, Nicollet County, Olmsted County, Rice County, Sibley County, Steele County, Wabasha County, Waseca County, Watonwan County, Winona County, City of Mankato, City of Rochester, and the Prairie Island Indian Community in Minnesota.

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, sexual assault, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

This Call for Projects advises all potential applicants of the general requirements that must be met in any project application for consideration of submission to HUD through the River Valleys Continuum of Care (CoC) Local Competition. For more detail, please review the Local Competition Policy Guide, the HUD Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25), and the CoC Program Rule found in 24 CFR 578. All information for the River Valleys CoC Local Competition is posted on the CoC webpages at www.threeriverscap.org/continuum-of-care.

FOR NEW PROJECTS, including expansions and transition grants: New projects applications are welcome from any eligible and qualified applicant, including organizations that have not previously received CoC Program funding. New project notification of intent to apply is due July 25, 2018. Application submissions are due August 8, 2018 for the CoC Local Competition project reviews and for applications in e-snaps, which is the required online application system for the HUD CoC Program national competition.

FOR RENEWAL PROJECTS: Notification of intent to apply (project performance review materials) is due March 25, 2019. Application submissions in e-snaps, the required online application system for the HUD CoC Program national competition, are due August 8, 2019. Remaining Local Competition materials described in this document, including notice of intent to consolidate projects, will also be due August 8, 2019.

2. *Project Eligibility & Quality Thresholds*

In accordance with the FY2018 Appropriations Act, CoCs must make decisions based on how projects improve system performance in the CoC region. As such, projects must meet eligibility and quality thresholds for the HUD CoC Program national competition as well as the Local Competition. At a minimum, all applicants are responsible to ensure that:

- All proposed program participants will be eligible for the program component type selected,
- All information provided in the project application and proposed activities are eligible and consistent with program requirements at 24 CFR 578,
- Each project narrative to fully responsive to the question being asked and that it meets all the criteria for that question as required by HUD and the local CoC,
- All data provided in various parts of the project application are true and consistent, AND
- All required attachments correspond to those required by the CoC and to the list of attachments in e-snaps that must contain accurate and complete information dated between July 1, 2019, and September 30, 2019.

Please review the HUD CoC Program Competition NOFA (Section V.C.3.b.) and River Valleys CoC Local Competition Policy Guide for further details.

C. Eligible Project Component Types for the Local Competition

In each funding round, HUD defines the types of projects that can be created with reallocated funds and CoC Bonus funds. Eligible program component types vary depending on the type of funding sought by the project. In addition, CoCs may limit or further define the new project component types eligible in the Local Competition based on needs and priorities for the homeless response system.

Following are the eligible project component types for the River Valleys CoC Local Competition:

1. *Projects seeking Renewal Funds*

These funds are limited to the projects listed on the River Valleys CoC's List of Eligible Renewal Projects (to be determined April 2019). Eligible project component types are those defined for each renewal project through the Grant Inventory Worksheet process. Projects seeking renewal funding may not change project component type or exceed the allowed funding levels by line item or in total, as shown on the List of Eligible Renewal Projects (which includes component types and budgets as defined on the HUD-approved Grant Inventory Worksheet). Projects may reduce budget line items, which would be considered voluntary reallocation. The CoC can also eliminate or reduce funding for these projects (involuntary reallocation) in accordance with the CoC's reallocation policy. Such changes create a reallocation fund which can be used to fund certain types of new projects described below.

2. *New Projects Created from Reallocated Funds or CoC Bonus Funds*

New projects in this category may be proposed as standalone projects, expansions of existing CoC-funded projects seeking renewal in the current funding round, or transitionsl from an existing renewal project to a new project type.-Eligible new project component types for projects created from reallocated funds and CoC Bonus funds (estimated at $108,331) are:

- Permanent Supportive Housing (PSH) that serve either 1) participants who meet the definition of DedicatedPLUS as defined in Section III.C.2.g of the NOFA and all units funded by project are used to serve participants who meet the qualifications of DedicatedPLUS, or 2) participants experiencing chronic homelessness at the time they initially enroll in the project.

- Rapid Rehousing (RRH) for individuals and families, including unaccompanied youth who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3. HUD has clarified that this definition includes persons fleeing or attempting to flee human trafficking qualify as homeless under paragraph (4).
- Joint Transitional/Rapid Rehousing (TH-RRH) to serve homeless individuals and families, including individual or families fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking, who qualify as homeless under paragraphs (1), (2), or (4) of 24 CFR 578.3. HUD has clarified that this definition includes persons fleeing or attempting to flee human trafficking qualify as homeless under paragraph (4).
- Support Services (SSO) for development or operation of the Coordinated Entry System, ONLY with recommendation of the CoC's Coordinated Entry Committee and commitment to enter agreement with the CoC regarding SSO activities.

Not all project types that are eligible are prioritized by the local CoC. River Valleys CoC is NOT prioritizing projects for HMIS in the 2019 funding round.

3. New Projects Created from DV Bonus Funds

New projects in this category may be proposed as standalone projects or as expansions of existing CoC-funded projects, including projects that do not currently and specifically target the populations to be served with these bonus funds. Eligible new project component types for projects created with DV Bonus funds (estimated at $163,603) are:

- Rapid Rehousing (RRH) projects dedicated to serving survivors of domestic violence, dating violence, or stalking that are defined as homeless under 24 CFR 578.3
- Joint Transitional/Rapid Rehousing (TH-RRH) projects dedicated to serving survivors of domestic violence, dating violence, or stalking that are defined as homeless under 24 CFR 578.3
- Support Services (SSO) Coordinated Entry System project to implement policies, procedures, and practices that equip the CoC's Coordinated Entry System to better meet the needs or survivors of domestic violence, dating violence, or stalking, ONLY with recommendation of the CoC's Coordinated Entry Committee and commitment to enter agreement with the CoC regarding SSO activities

Per HUD guidelines for the DV Bonus funds, new DV Bonus project applications may not request less than $25,000. In addition, victim service providers are required to use or create an Alternate Database comparable to HMIS (Homeless Management Information System) to produce reports for HUD and aggregate unduplicated count data for CoC planning.

4. New CoC Planning Grant Projects

Only one CoC Planning Grant may be submitted by the Collaborative Applicant for the CoC. The Collaborative Applicant for River Valleys CoC is Three Rivers Community Action. CoC Planning Grant funds are not included in project ranking and the project does not compete with projects placed on the CoC's list of projects for funding. An estimated $64,998 is available for the CoC Planning project.

D. Priorities for New Projects in the Local Competition

The River Valleys Continuum of Care regularly conducts needs assessments in the region, using data from the Coordinated Entry System, annual Point in Time Counts, Housing Inventories, System Performance Measure reports, the Minnesota Statewide Homeless Study (Wilder Research), annual DV Census reports, and other sources. The priorities below were set in an effort to guide project applicants to target limited

resources to the communities and populations that most need assistance to end homelessness. The priorities were approved by the CoC membership on January 17, 2019.

1. Project Type Priorities

Three types of projects will be prioritized for reallocated and Bonus funding in FY2019. These are listed below, with rationale:

a. **New Rapid Re-Housing or Joint Rapid Re-Housing/Transitional Housing for identified target populations (youth, recovery, DV) or in communities without adequate shelter resources.**
Rationale: As evidenced in Coordinated Entry priority lists as well as the Point in Time Count and the 2016 statewide survey of homeless Minnesotans, River Valleys CoC experiences continued need for effective projects serving persons homeless due to domestic violence and persons who remain homeless due to limited emergency housing options.

b. **New PSH or RRH targeted to unmet needs and/or that increase client choice**
   - Specialized programs that offer choices such as culturally-specific programming, recovery-based models, family reunification programs, or work/employment partnerships are encouraged.
   - Existing projects that choose to reallocate and reapply to target current community needs and gaps are encouraged.

   Rationale: Evidence from research on homeless programs indicates that sustainable housing solutions requires responsive housing and service programs that meet the needs of clients, and may be a critical tool in reducing disparate impacts on diverse populations.

c. **Coordinated Entry** navigators to serve high-barrier households in areas without navigators, or to serve special population, in particular, youth or domestic violence/sexual assault victims.

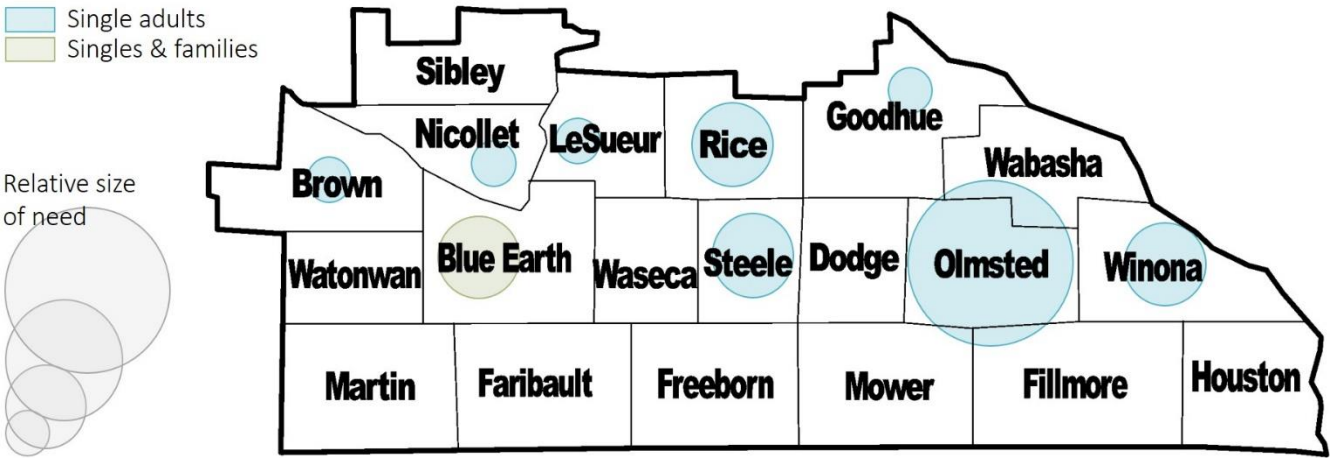
d. **Expansion of existing high performing PSH or RRH programs to serve more households**
Rationale: As evidenced in Coordinated Entry priority lists as well as the Point in Time Count and the 2015 statewide survey of homeless Minnesotans, River Valleys CoC has additional households meeting the chronic homeless definition or otherwise demonstrate high need for PSH and RRH. Housing and supporting households with the highest needs and most extensive histories of homelessness is critical to ending homelessness in the CoC region.

2. Geographic Priorities

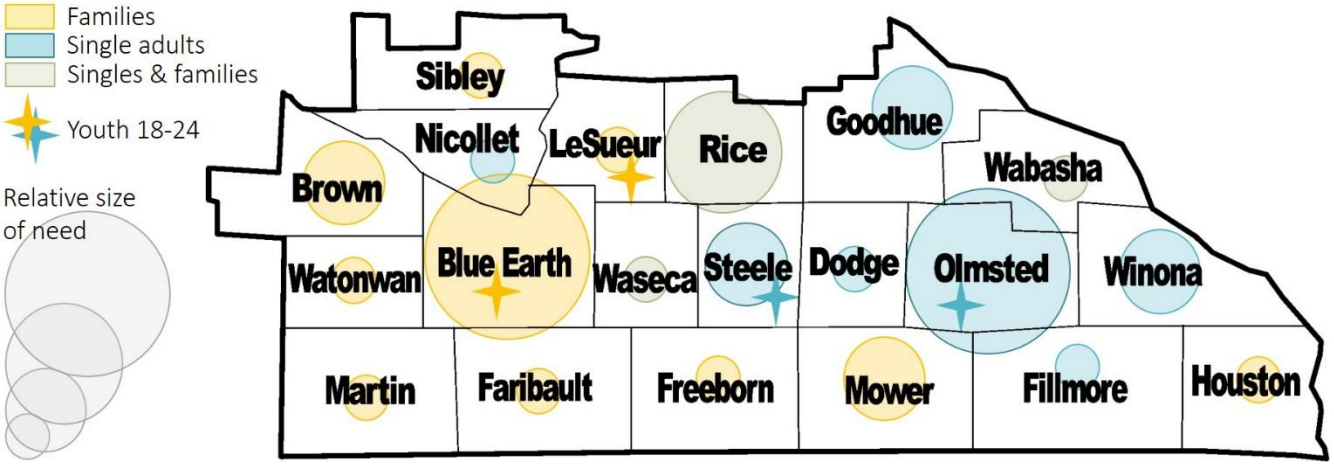
Geographic priorities are set to inform applicants where the greatest needs have been identified for the project type priorities. Project applicants should propose projects that align with both project type and geographic priorities.

Notes to consider for the geographic priorities: a) Counties with no named priority household type are NOT priority areas for new projects in 2019. These counties should not be proposed as standalone project areas but may be included with other priority project areas. b) The household type listed is household type with the largest unmet need in the county, based on households awaiting referral in Coordinated Entry. However, in many counties, other household types also have unmet needs and may be included in project proposals.

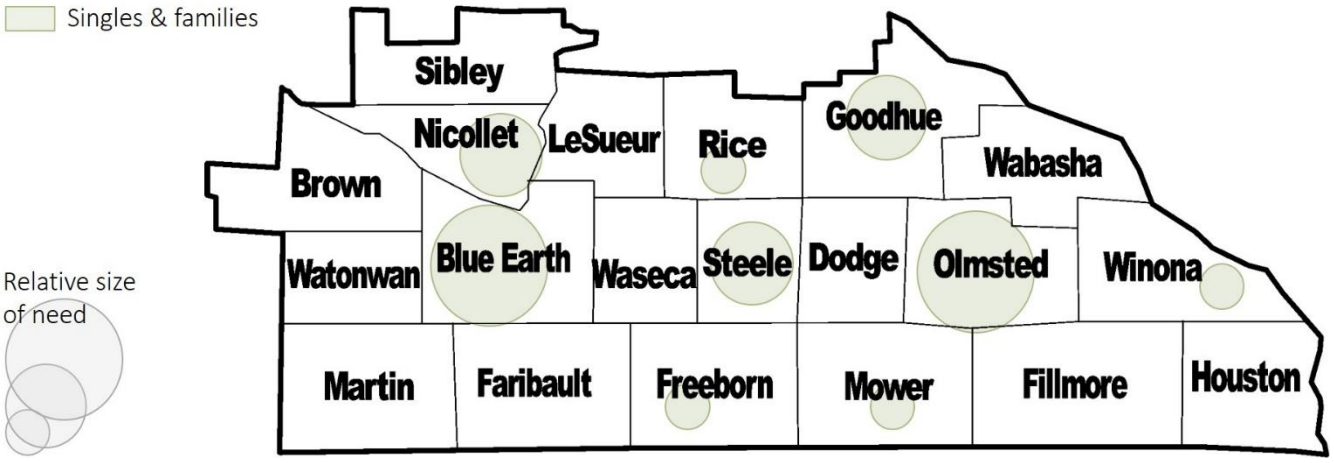
a. **Priority Counties for New Chronic or DedicatedPLUS PSH, by household type**



b. **County priorities for New RRH & Joint TH-RRH, by household type**
(Families with children in this category include families headed by youth age 18-24 with children.)



c. **Priority Counties for New DV Bonus RRH & Joint TH-RRH (if funding is available)**



In addition to project type priorities, HUD guidelines require that CoCs review and prioritize (rank) projects overall for funding in the national CoC Program Competition. In the River Valleys CoC, projects are prioritized based on overall need across the region, contribution to improved system performance, project quality, and applicant capacity. A full description of the review, prioritization, and ranking process required for the Local Competition is included in the Local Program Competition Policy Guide.

E. Matching Funds

U.S. Housing and Urban Development (HUD) homeless program funding through the CoC Program Competition is limited and can provide only a portion of the resources needed to successfully address the needs of homeless families and individuals. HUD requires recipients or subrecipients to use supplemental resources as match to address homeless needs.

Under the HEARTH Act, projects funded through the CoC Program competition follow a new, simplified match requirement that includes both cash and in-kind contributions. All eligible funding costs except leasing (which requires no match) must be matched with no less than a 25% cash or in-kind match. Match must be used for eligible activities as defined by the CoC Program Interim Rule, 24 CFR Part 578, subpart D. Match excludes program income and participant mainstream benefits.

F. Project Applicant Submissions

1. *Intent to Apply*

Notification of intent to apply is required for renewal and new project applicants. For all applicants, notifications of intent to apply must be submitted before the CoC-established deadline and in accordance with the method or format defined by the CoC.

New projects intent to apply is due as soon as possible, but before 4:00pm on Thursday, July 25, 2019. New project applicants are strongly encouraged to communicate with the CoC Coordinator before submitting Intent to Apply to ensure compliance and receive technical assistance if needed.

Required submittals for new projects intent to apply:

- Electronic form. The electronic (Google) form is available at: https://docs.google.com/forms/d/e/1FAIpQLScwhn1ghyi5wpzMAOTRb352VlnqqYUYII5RZwqP0PgyDmMAog/viewform?usp=sf_link

All new projects will be preliminarily accepted will not be reviewed for acceptance or rejection or scored during the intent to apply stage. This step is used only to ensure new project applicants, especially from organizations that have not previously received CoC Program funds, receive support and guidance to complete the application process. Projects that do not submit notification on time or in accordance with the prescribed method will not be reviewed and will not be considered for funding.

Renewal housing projects performance data and documentation submitted for preliminary review is considered the project's notification of intent to apply. Renewal housing project review submissions are due by 4:00pm on Monday, March 25, 2019. Applicants should pay close attention to the guidance provided. To submit documents for review, renewal project applicants must first complete the online Project Contact form linked here. Once the Project Contact form is complete, a Google drive folder will be set up for the project to upload documents for review.

Required submittals for renewal housing project intent to apply;

- Updated Project Contact form (online)
- Completed Renewal Project Preliminary Review checklist

EXCERPT: 2019 Local CoC Competition Guide, pp. 11-18

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C. Unassigned Funds Application

In the case that new and renewal projects submitted and deemed eligible and necessary during the review process do not fully claim the maximum funding allowed for a given category of funds, the CoC reserves the right to solicit a final round of expansion proposals from the highest ranked renewal projects already submitted and reviewed for the CoC Local Competition and which submitted notice of intent to apply (for unassigned funds) before the new project intent to apply deadline, July 25, 2019. The highest ranked projects are allowed to apply in this unassigned funds final round because threshold and project quality reviews will have already been completed on the projects.

If unassigned funds from reallocation or CoC Bonus are identified during new project application reviews on August 20, 2018, project applicants will be invited by the Project Review and Rating Committee via the CoC Coordinator to submit a new expansion project application or revise a new project application in e-snaps by September 9, 2019 at 4:00pm.

For unassigned funds, the CoC will invite an expansion application in-esnaps from the highest ranked renewal project on the Project Priority List and which submitted notice of intent to apply (for unassigned funds) before the new project intent to apply deadline. If the highest ranked project cannot submit a proposal within the timeframe, the expansion opportunity will be offered to the next highest ranked project on the List, and so on. If the project that accepts the opportunity has already proposed an expansion (new project), the unassigned funds expansion will be a revision to the existing approved new project application, not a separate expansion application. If the project does not have an existing approved expansion grant on the List, the new expansion grant will be placed at the bottom of Tier 2.

Unassigned funds applications will not be allowed for the DV Bonus or other special pools of funds.

Section V: Reviewing & Scoring Project Applications

A. Review and Scoring Process

All project applications received in accordance with the guidelines for Receiving Project Applications will be reviewed and scored by the Project Review and Rating Committee. CoC staff will collect all application materials as described above and deliver them to the Committee members. For 2019, the Committee will meet on April 2, 2019 for renewal project reviews, and on August 15-20, 2019 (date TBD) or new project reviews.

The Committee members read all project applications and documentation submitted for completeness and consistency. Threshold requirements will be checked first for all project applicants. Projects that do not meet thresholds will not be scored or ranked.

Note: Committee members may, but are not required to, request clarifications or additional information from applicants if information is not clear enough to score the project. However, the committee must apply the same standard to all applications in seeking clarification. The Committee will record and submit questions to the CoC Coordinator, who will seek input from the applicant on behalf of the Committee as soon as possible. Committee members may also place conditions on applications regarding corrections or clarifications to be made before final submittal in e-Snaps. Conditions identified during scoring will be shared with applicants in writing when the project scores are released. Conditions identified during ranking will be shared with applicants in writing when the ranking is released to the CoC for review and comment.

At least two reviewers from the Committee will read each applicant's materials to score individual elements. The Committee will then use an objective review and rating tool approved by the CoC for new projects or for

renewal projects to calculate a total score for each project. A rating tool that incorporates DV-specific criteria will be employed for all DV projects. The Rating Tools address the HUD and River Valleys CoC scoring criteria defined in this Guide and in the HUD Continuum of Care Program Competition NOFA, thus ensuring that projects are scored based on their ability to improve the CoC's System Performance and meet local needs.

All projects are assessed a score for each element on the Rating Tool, according to the scale described on the tool and using the data sources named in the tool. The score for each element is then added together to create a raw score. Because total points possible for each project type are not equal, all scores are then weighted to a common 100 point scale as follows: (Raw score / Points possible for project type) x 100. The resulting weighted score constitutes the project's Review Points, which are used in the ranking process.

After reviews are complete, the Committee will finalize preliminary voluntary and involuntary reallocation amounts per the process described in the Reallocation section of this Guide.

A score report is generated for each project application. The Score Report includes:

- Notification of whether the project is accepted or rejected for the Local CoC Competition, with reason for any rejections.
- Notification of whether the project is subject to reallocation, with reason for any reallocation
- Score calculations for each element
- Total raw score
- Weighted score
- Reviewer notes, including any conditions placed on the application in preparing the e-snaps application

A List of Eligible Projects for Renewal will also be generated, including all project Review Scores, allowed maximum funding request, any funds reallocated, and budget detail from the Grant Inventory Worksheet. This List is distributed to project applicants and posted to the CoC website (with notification of posting to the CoC email listserv.

B. Scoring Criteria

The Project Rating Tool for New Projects, for Renewal Projects, and for Projects serving Survivors addresses the following applicant and project eligibility and project quality thresholds established by HUD, as well as River Valleys CoC criteria. Please review the FY2019 NOFA and the CoC Project Rating Tool for details. This section includes a general review or criteria and standards.

1. Criteria for New Projects

All New Project Applications must meet the following requirements:

- Projects must submit application materials for the Local CoC Competition within published timelines for the competition and via the methods prescribed.
- Projects applicant and potential subrecipients must meet the eligibility requirements of the CoC program and provide evidence of eligibility.
- Project applicants and subrecipients must demonstrate the financial and management capacity to carry out the project as proposed and the capacity to administer federal funds.
- Project applicants must submit the required certifications as specified in the NOFA.
- Projects applications must establish eligibility of project applicants and propose to serve eligible populations applicable to the project type, per Section V.G.2.b.(4).
- Projects must be cost effective, compared to the norm in the community/region.

- Projects must agree to participate in the local Homeless Management Information System. Victim service providers must use a comparable database that meets the needs of the local HMIS.
- Projects must agree to accept and prioritize client referrals through the CoC Coordinated Entry System, using the process approved by the CoC.
- Projects must maximize leveraging and identify non-HUD supportive services funding, including the use of mainstream resources.
- Projects must request less than 7% in administrative funding.

HUD will review all projects to determine that projects meet the quality threshold. The criteria and scoring for the HUD project quality threshold review are included in the FY2019 NOFA, Section V.C.3.c.

2. Criteria for Renewal Projects

Renewal projects must meet minimum project eligibility, capacity, timeliness, and performance standards identified in the FY2019 NOFA. HUD will review information in eLOCCS, APRs, HUD CPD Field Office monitoring reports, and performance standards:

- Whether the project applicant's performance met the plans and goals established in the application;
- Whether the project applicant demonstrated all timeliness standards for grants being renewed, including full expenditure of grant funds;
- The project applicant's performance in assisting program participants to achieve and maintain independent living and records of success, except dedicated HMIS projects that are not required to meet this standard;
- 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.

3. Performance Criteria for all Housing Projects

The performance measures will be based on measures and policy priorities established by HUD and supported by River Valleys CoC. (Exceptions and alternatives for DV Bonus and other projects targeted specifically for survivors are noted in #4 below.) Performance measures for all housing projects are:

- Percent of project participants who either remain in permanent housing or exit to permanent housing;
- Percent of those exiting permanent housing who do not return to homelessness within 12 months;
- Percent of participant households will maintain or increase earned income and unearned income between program entry and exit or annual assessment
- Program operates at or above 90% capacity (bed utilization)
- Commitment and implementation of Housing First approach
- Commitment to and documented compliance with Equal Access Rules
- Commitment to and documented compliance with requirements to ensure education services for children and youth served in the program;
- Commitment to and documented compliance with Coordinated Entry requirements
- Extent to which the applicant participates in and invests in improving CoC system performance
- Cost-effectiveness of HUD CoC funds compared to other similar projects (tie-break)

4. Criteria for Housing Projects serving Survivors

Projects serving survivors of serving survivors of domestic violence, dating violence, sexual assault, or stalking that are defined as homeless under 24 CFR 578.3 must meet general new or renewal project criteria listed in the HUD Notice of Funding Availability and in this section of the Guide. The performance

measures are based on measures and policy priorities established by HUD or the U.S. Interagency Council on Homelessness, and supported by River Valleys CoC.

Additional performance measures for housing projects targeted for survivors, including project seeking DV Bonus status, are:

- Percent of participants who report a lower perceived risk of violence upon exit from the program
- Percent of participants who exit and report being stably housed 6 months after exit;
- Average time to connect participants to permanent housing
- Commitment to services and programs specific to the needs of survivors in the program
- Commitment to use of alternate, equivalent database to produce required aggregate outcome reports for CoC and HUD reporting

5. Criteria for Housing Projects from "Youth-serving Providers"

Projects from "youth-serving providers" as defined by HUD meet general new or renewal project criteria listed in the HUD Notice of Funding Availability and in this section of the Guide. The performance measures are based on measures and policy priorities established by HUD or the U.S. Interagency Council on Homelessness, and supported by River Valleys CoC.

Additional performance measures for housing projects targeted for survivors, including project seeking DV Bonus status, are:

- Percent of participants who report/demonstrate increased permanent connections to community and relevant persons in their lives; and
- Percent of participants who exit and report being stably housed 6 months after exit.

C. Alternative Performance Measures

River Valleys CoC recognizes that scoring criteria may not accurately reflect the strength of certain subpopulation-specific programs. As a result, for the 2019 CoC program competition, programs that 1) offer culturally-specific programming or 2) target exclusively youth, victims of domestic violence or sexual assault, or persons seeking sober living/recovery may offer alternative program data measures to review. All measures submitted must be accompanied by data generated directly from a program database, published industry performance standards (or performance standards from another funder) that support the proposed measure, and definitions of data fields used in the measure.

D. Criteria for Reducing or Rejecting a Project Funding Request

The CoC reserves the right to reduce or reject a funding request from a project applicant for the following reasons:

- Failure to meet any threshold criteria for grantees of the HUD CoC Program;
- Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
- Audit finding(s) for which a response is overdue or unsatisfactory;
- History of inadequate financial management accounting practices;
- Evidence of untimely expenditures on prior award;
- Evidence of noncompliance with HUD and/or CoC policies, including coordinated entry and written standards for assistance;
- History of other major capacity issues that have significantly impacted the operation of the project and its performance;

- Timeliness in reimbursing sub recipients for eligible costs. HUD will consider a project applicant as meeting this standard if it has drawn down grant funds at least once per month;
- History of serving ineligible persons, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes;
- Failing to consistently meet the CoC performance measures, e.g. low score in the evaluation process;
- Failing to provide documentation required by the CoC Local Competition for a project application or project review in the time or manner required; or
- Applicant choice to voluntarily reallocate all or a part of its award.

Any criteria applied by the CoC for reducing or rejecting funding requests will be applied equitably to similar projects, based on project type, performance level, or other standard criteria. Funds claimed by renewal projects that are reduced or rejected will be available to other projects through reallocation.

Section VI: Ranking Projects for the Priority List

River Valleys CoC ranks project applications based on how they improve the CoC System Performance, as required by HUD guidelines for the CoC Program Competition. Ranking based on performance is required in order for projects applications in the CoC to be eligible for Bonus Project funding.

To be eligible for ranking, all applicants and projects (new and renewal) must meet all HUD eligibility criteria, as outlined in the NOFA and must comply with Local CoC Competition requirements as described in this Guide, the Call for Proposals, and project application forms. Projects that meet the eligibility criteria are scored by the Project Review and Rating Committee based on quality, performance capacity, and cost effectiveness. The Committee uses the CoC approved rating tool as the basis for ranking projects.

Ranking applies to all project applications, except CoC Planning, which HUD does not require CoCs to rank with other projects. All projects ranked fall into one of two Tiers as described in the HUD Requirements section of this Guide.

A. Housing Projects

All housing projects are ranked on the CoC Project Ranking Form, based on their weighted Review Scores. Projects are ranked in descending order, with highest review scores at top and lowest at bottom. The highest ranked projects whose grant amounts total the Tier 1 ARD minus the HMIS renewal(s), SSO-Coordinated Entry renewal, and newly funded projects will be placed in Tier 1.

If there is a tie between two projects, a ½ point tiebreaker score will be used. The tiebreaker score will be based on cost effectiveness (cost to CoC program funds per positive housing outcome), and will be calculated as follows, with the APR used for project reviews:

- For PSH: (# Stayers + # Leavers to Permanent Housing) / Total HUD CoC Program funds requested
- For RRH and Joint TH/RRH: # Leavers to Permanent Housing / Total HUD CoC Program funds requested

The project with the lower cost per positive housing outcome will be placed one rank higher than the other.

If there is a tie between more than two projects, the ½ point cost effectiveness tiebreaker will be applied as described above, followed by a tiebreaker based on the percentage of performance points awarded on the Rating Tool. The project that received the highest percentage of performance points will be placed highest of the tied projects, followed by the next highest, and following.

Two exceptions to ranking for housing projects apply in 2019:

- New housing projects awarded in the previous funding round and submitting for a first time renewal are not scored because the project has not started and has no additional data to provide. First time renewals from FY2018 were fully reviewed and ranked as new applicants in 2018. With verification that threshold criteria for funding are still being met by the project applicants, those projects will be automatically ranked as the last housing projects fully in Tier 1 (just above the HMIS and SSO-Coordinated Entry renewals), in the order they were initially ranked in the Priority Ranking submitted to HUD.
- New projects must receive at least 66% of points possible in the "Capacity to Enhance System Performance" section for the project type and 66% of points possible in the "Serve High Need Populations" section to be placed in Tier 1. New projects that do not meet this threshold will be placed in Tier 2 in the order of points received. (Adjustments to project ranking may still apply per section D below.)

B. Non-Housing Projects

After housing projects are ranked, projects for HMIS and SSO-Coordinated Entry are placed in the ranking as follows, based on CoC policy objectives to ensure a functioning Coordinated Entry System and a Homeless Management Information System (HMIS) as required by HUD. The projects are reviewed annually and affirmed as necessary and effective by the CoC Coordinated Entry Committee or by the HMIS Governing Board, as applicable.

Assuming that eligible applications are received, HMIS projects totaling a minimum of 2.5% of Annual Renewal Demand (ARD) and Coordinated Entry projects totaling a minimum of 5% of ARD will be ranked in Tier 1 immediately below new housing projects from the previous funding round. Together, HMIS and SSO-Coordinated Entry projects will not exceed 15% of the value of ARD. Amounts in excess of those levels may be placed into Tier 2 or reallocated.

C. Tiers

Once the rank order of projects has been determined, the projects at the top of the list will be in Tier 1 and projects at the bottom of the list may fall into Tier 2.

- Tier 1 is equal to 100% of combined annual renewal amounts for first-time renewals PLUS 95% of the combined annual renewal amounts of all other projects eligible for renewal. In 2019, Tier 1 is calculated as $2,049,823.
- Tier 2 is the difference between Tier 1 and the CoC's ARD plus any amount available for bonus projects (not including amounts available for DV Bonus projects and before adjustments are made to permanent housing leasing, operating, and rental assistance budget line items based on changes to Fair Market Rent (FMR)) as described in Section III.C.3.c of this NOFA. This does not include the amounts available for CoC planning and UFA Costs.

The CoC reserves the right to re-order the project list or request applicants increase/decrease their budget to best position the River Valleys CoC to receive the maximum overall amount of funding and improve the CoC's homeless response system performance. These adjustments are described in the next section.

D. Adjustments to Project Ranking

After reviewing the full ranking and breakdown by tier, the Committee members may recommend adjustments to the ranking or increase/decrease individual funding requests as described in the Tiering Policy. The Committee may also make recommendation about which project should be submitted as the permanent housing bonus. Rationale for any adjustment made will be included in the Committee report on ranking, the individual project ranking form (in notification to applicants), and in the Project Priority List

posted for public review. In addition, any adjustment applied by the Committee will be applied uniformly across applicable projects.

Reordering for individual projects may be proposed when:

- A project straddling Tier 1 and Tier 2 would not likely be feasible if only the Tier 1 portion were funded. Reordering in this case cannot reduce the rank for another housing project that would have been ranked fully in Tier 1 if reordering had not occurred.
- Analysis of likely project scores in HUD's review of projects within Tier 2 (as described in the NOFA section II.B.10.b) indicates that a revised order would result in higher overall scores for projects in Tier 2.
- Comment (with verification) received during the posting period for the proposed project priority list indicates the project was ranked incorrectly.

Reductions for individual projects may be proposed when:

- A project application falls fully or partially below the funding line (below Tier 2), exceeds the HUD-approved Allowed Renewal Amount for the project, or exceeds the total available DV Bonus, CoC Bonus, or reallocated funds.
- An HMIS or SSO-Coordinated Entry project exceed the limits for those project types in Tier 1.
- A project in Tier 1 meets any of the thresholds for reduction or rejection AND a second project is straddling Tiers or falling partially below Tier 2. Renewal projects with a history of recaptured funds or low bed utilization will be prioritized for reductions. Reduction of this kind will only be applied during the ranking process if 1) the reduced project can reasonably be expected to continue to operate the project as proposed in the project application, and 2) the amount of the reduction does not exceed the amount of funds necessary to prevent a project from straddling Tiers or falling below Tier 2.
- A new project proposes a significantly higher cost per expected positive housing outcome than other similar projects.

Along with the project-specific reorder and reduction considerations listed above, Committee members may also consider the following in making adjustments in order (rank) or funding level for the final Project Priority List.:

1. Geographic diversity. In order to provide access to CoC-funded housing and services across the CoC region, the CoC will review the project list in terms of potential impact on geographic regions and communities that have greater numbers of homeless households, especially households with high barriers or special populations. Projects may be reordered or reduced to align greater potential funding with areas of high-need areas.
2. Funding diversity
    a. Grant amounts may be reduced for any single grantee that is proposed to receive more than 20% of funds allocated for the CoC. As system-level projects, HMIS and SSO Coordinated Entry are excluded from calculations.
    b. Grant amounts may be reduced and projects may be reordered if the overall mix of funding requests represented on the Project Priority List does not move the CoC closer to its optimal mix of program types based on need.

	FY2018	FY2019		
Project Component Type	Current	Optimal	Min T1	Max T1
Permanent Supportive Housing	76.3%	55.0%		

Rapid Rehousing	9.6%	25.0%		
Joint Transitional/ Rapid Rehousing	5.0%	10.0%		
HMIS	2.9%	2.75%	2.5%	15.0%
Coordinated Entry	6.2%	7.25%	5.0%	
Total	100.0%	100.0%		

When adjustments are completed and all rationale is recorded on the project form and the list, the Committee will vote to approve the Project Priority List and present it to the CoC for comment. The proposed Project Priority List must be posted to the CoC website in accordance with HUD's timelines and requirements. Project applicants, COC members, and the general public will be given not less than 48 hours to provide comment. If comments provide verified information that affects project score, the Project Review and Rating Committee may choose to adjust that project's score or rank.

Decisions of the Appeal Review Committee will also be incorporated into the final ranking. All adjustments based on input and appeals will be documented in the Rationale section of the ranking form.

Upon approval by the CoC, the final project priority list, together with a final draft of the Collaborative Application will be posted for CoC review at least two business days before the Collaborative Application is submitted to HUD, or an earlier date if required by HUD in the Notice of Funding Availability.

Section VII: Reallocation

A. Criteria for reallocation

The CoC may reduce or reject a funding request from a project applicant. For renewal projects, this is considered reallocation. Reallocation may be required for any of the following reasons:

- Failure to meet any threshold criteria for grantees of the HUD CoC Program;
- Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;
- Audit finding(s) for which a response is overdue or unsatisfactory;
- History of inadequate financial management accounting practices;
- Evidence of untimely expenditures on prior award;
- Evidence of noncompliance with HUD and/or CoC policies, including coordinated entry and written standards for assistance;
- History of other major capacity issues that have significantly impacted the operation of the project and its performance;
- Timeliness in reimbursing sub recipients for eligible costs. HUD will consider a project applicant as meeting this standard if it has drawn down grant funds at least once per month;
- History of serving ineligible persons, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes;
- Failing to consistently meet the CoC performance measures, e.g. low score in the evaluation process;
- Failing to provide documentation required by the CoC Local Competition for a project application or project review in the time or manner required;
- Applicant choice to voluntarily reallocate all or a part of its award; or
- Any reason named in Section VI.D. above.

River Valleys CoC Project Rating Criteria 2019

Rating criteria posted for each active project type in the current funding round

Renewal Project Rating Criteria

Permanent Supportive Housing

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
PERFORMANCE MEASURES						
Exits to Permanent Housing	≥ 90% remained in or exited to permanent housing	APR Q23a & Q23b	< 75%	75-89.9%	≥ 90%	**5**
Returns to Homelessness within 12 months of exit to Permanent Housing*	< 10% of participants returned to homelessness	SEC 054 Returns to Homelessness Report	> 15%	10-15%	< 10%	**5**
New or Increased earned income for project stayers	≥ 20% adult stayers increasde earned income	APR Q19a1	< 10%	10-19.9%	≥ 20%	**2.5**
New or Increased non-employment income for project stayers	≥ 40% adult stayers increased non-employment income	APR Q19a1	< 25%	25-39.9%	≥ 40%	**2.5**
New or Increased earned income for project leavers	≥ 20% adult leavers increased earned income	APR Q19a2	< 10%	10-19.9%	≥ 20%	**2.5**
New or Increased non-employment income for project leavers	≥ 20% adult leavers increased non-employment income	APR Q19a2	< 10%	10-19.9%	≥ 20%	**2.5**
** Not applicable for projects from victim service provider applicants. Housing Stability rating criteria in DV section below.*						
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	≥ 80% participants are chronically homeless	APR Q26a	< 65%	65-79.9%	≥ 80%	**5**
Serving participants with no income	≥ 35% participants enter the project with no income	APR Q15	< 20%	20-34.9%	≥ 35%	**2.5**
Serving participants with a disability	≥ 95% participants have a disability at entry	APR Q13a2, 7a	< 80%	80-94.9%	≥ 95%	**2.5**
OTHER AND LOCAL CRITERIA						
Project Management						
Bed utilization	≥ 90% bed or unit utilization	APR Q7, APR Q8	< 75%	75-90%	> 90%	**5**
HMIS data quality (alternate DB for DV)	≥ 75% data quality points possible	APR Q6a-6e	< 50%	50-75%	> 75%	**5**
eLOCCS draws	Draws are regular and at least quarterly	eLOCCS screenshots	< 4 & irregular	mixed	≥ 4 & regular	**5**
Fund recapture	≤ 5% of funds recaptured in last two grant cycles	eLOCCS screenshots, SAGE imported data	> 20%	5-20%	< 5%	**5**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with project reps attending	Meeting minutes and sign-in sheets	< 50%	50-75%	> 75%	**5**
Coordinated Entry compliance	Basic requirements met (agreements, training, referrals via CES) + participation in CES development activities	CES checklist, sign-in sheets, CES files, CES referral records	< 50%	50-75%	> 75%	**10**
Equal Acccess Rule compliance	Fewer than 5 elements have a "no" response or are not verified	Equal access checklist plus backup documentation	> 10 no	5-10 no	< 5 no	**5**
Housing First Implementation	≥ 75% points possible on Housing First Assessment	Housing first checklist plus backup documentation	< 50%	50-75%	> 75%	**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	**5**
K-12 education	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	**5**
For projects targeting survivors of domestic violence, dating violence, sexual assault, or stalking						
Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	Participant survey report - 6, 12, 18, 24 months program after entry	<50%	50-80%	>80%	**5**
Housing stability in permanent housing	> 90% participants remain in PH 6 moves after move in date	Alternate DB, Participant survey report	<70%	70-90%	>90%	**5**

Renewal Project Rating Criteria

Rapid Re-Housing

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
PERFORMANCE MEASURES						
Exits to Permanent Housing	≥ 90% remained in or exited to permanent housing	APR Q23a & Q23b	< 80%	80-89.9%	≥ 90%	**5**
Returns to Homelessness within 12 months of exit to Permanent Housing*	< 10% of participants returned to homelessness	SEC 054 Returns to Homelessness Report	> 15%	10-15%	< 10%	**5**
New or Increased earned income for project leavers	≥ 20% adult leavers increased earned income	APR Q19a2	< 10%	10-19.9%	≥ 20%	**2.5**
New or Increased non-employment income for project leavers	≥ 20% adult leavers increased non-employment income	APR Q19a2	< 10%	10-19.9%	≥ 20%	**2.5**
** Not applicable for projects from victim service provider applicants. Housing Stability rating criteria in DV section below.*						
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	≥ 30% participants are chronically homeless	APR Q26a	< 20%	20-29.9%	≥ 30%	**5**
Serving participants with no income	≥ 20% participants enter the project with no income	APR Q15	< 10%	10-19.9%	≥ 20%	**2.5**
Serving participants with a disability	≥ 50% participants have a disability at entry	APR Q13a2, 7a	< 25%	25-49.9%	≥ 50%	**2.5**
OTHER AND LOCAL CRITERIA						
Project Management						
Bed utilization	≥ 90% bed or unit utilization	APR Q7, APR Q8	< 75%	75-90%	> 90%	**5**
HMIS data quality (or alternate DB for DV)	≥ 75% data quality points possible	APR Q6a-6e	< 50%	50-75%	> 75%	**5**
eLOCCS draws	Draws are regular and at least quarterly	eLOCCS screenshots	< 4 & irregular	mixed	≥ 4 & regular	**5**
Fund recapture	≤ 5% of funds recaptured in last two grant cycles	eLOCCS screenshots, SAGE imported data	> 20%	5-20%	< 5%	**5**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with project reps attending	Meeting minutes and sign-in sheets	< 50%	50-75%	> 75%	**5**
Coordinated Entry compliance	Basic requirements met (agreements, training, referrals via CES) + participation in CES development activities	CES checklist, sign-in sheets, CES files, CES referral records	< 50%	50-75%	> 75%	**10**
Equal Acccess Rule compliance	Fewer than 5 elements have a "no" response or are not verified	Equal access checklist plus backup documentation	> 10 no	5-10 no	< 5 no	**5**
Housing First Implementation	≥ 75% points possible on Housing First Assessment	Housing first checklist plus backup documentation	< 50%	50-75%	> 75%	**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	**5**
K-12 education	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	**5**
For projects targeting survivors of domestic violence, dating violence, sexual assault, or stalking						
Rapid connection to permanent housing	< 6 months	Alternate DB, PH movein date - program entry date	No plan	Partial plan	Full plan	**5**
Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	Participant survey report - 6, 12, 18, 24 months program after entry	<50%	50-80%	>80%	**5**
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move in date	Alternate DB, Participant survey report	<70%	70-90%	>90%	**5**

New Project Rating Criteria

Non-Expansion Permanent Supportive Housing (Non-DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
CAPACITY TO ENHANCE SYSTEM PERFORMANCE						
Exits to Permanent Housing	Clear plan & capacity to support PH placement	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
	Clear plan & capacity to prevent returns to homelessness	New project narrative, e-snaps application				**10**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application				**5**
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	New project narrative, e-snaps application				**5**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 75%	75-99%	> 99%	**5**
Unmet need: general	Project location is a priority area for new PSH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: geographic target	Project location is in highest unmet need area	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Blue Earth, Rice, Steele, or Winona Counties	Project targets Olmsted County	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Federal funds experience	Demonstrated capacity to manage federal funds for project	e-snaps application, new project narrative	0 federal or state grants	1-3 federal or state grants	4+ federal or state grants	**5**
HMIS data quality	Demonstrated capacity to manage project data	e-snaps application, new project narrative	No reporting database experience	Other reporting DB experience	HMIS reporting experience	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations.	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with applicant attending	Meeting minutes and sign-in sheets (12 months)	< 50%	50-75%	> 75%	**10**
Coordinated Entry participation	Commitment to using CES	CES checklist, sign-in sheets, CES files, CES referral records	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	e-snaps application, new project narrative				**5**
Housing First Implementation	Commitment to Housing First project model	e-snaps application, new project narrative				**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative (attachment)	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative (attachment)				**5**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	e-snaps application, new project narrative				**5**

New Project Rating Criteria

Non-Expansion Permanent Supportive Housing (DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
CAPACITY TO ENHANCE SYSTEM PERFORMANCE						
Exits to Permanent Housing	Clear plan & capacity to support PH placement	New project narrative, e-snaps application				**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 6 months after move to PH and document it	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application				**5**
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	New project narrative, e-snaps application				**5**
Reducing level of perceived risk	Clear plan & capacity to reduce participants' level of perceived risk and document it	New project narrative, e-snaps application				**5**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 25%	25-50%	> 50%	**5**
Unmet need: general	Project location is a priority area for new PSH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Federal funds experience	Demonstrated capacity to manage federal funds for project	e-snaps application, new project narrative	0 federal or state grants	1-3 federal or state grants	4+ federal or state grants	**5**
HMIS data quality (alternate DB for DV)	Demonstrated capacity to manage project data	e-snaps application, new project narrative	No reporting database experience	Other reporting DB experience	HMIS reporting experience	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations.	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with applicant attending	Meeting minutes and sign-in sheets (12 months)	< 50%	50-75%	> 75%	**10**
Coordinated Entry participation	Commitment to using CES	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	CES checklist, sign-in sheets, CES files, CES referral records				**5**
Housing First Implementation	Commitment to DV Housing First project model	e-snaps application, new project narrative				**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative (attachment)	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative (attachment)				**5**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**

New Project Rating Criteria

Expansion Permanent Supporting Housing (Non-DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
CAPACITY TO ENHANCE SYSTEM PERFORMANCE						
Exits to Permanent Housing	Clear plan & capacity to support PH placement at exit	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application				**5**
Recent overall performance	Current renewal project performance is satisfactory	Renewal project score report	Carry over total points from renewal project performance section.			**20**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 75%	75-99%	> 99%	**5**
Unmet need: geographic target	Project location is a priority area for new PSH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Blue Earth, Rice, Steele, or Winona Counties	Project targets Olmsted County	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Recent project management performance	Current renewal project management is satisfactory	Renewal project score report	Carry over total points from renewal project management section			**20**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations.	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Policy/System Alignment						
Recent project policy/system alignment performance	Current renewal project policy/system alignment is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			**30**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Recent project performance for serving children and youth	Current renewal project performance serving children/youth is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			**10**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	New project narratives				**5**

New Project Rating Criteria

Expansion Permanent Supportive Housing (DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
CAPACITY TO ENHANCE SYSTEM PERFORMANCE						
Reducing level of perceived risk	Clear plan & capacity to reduce participants' level of perceived risk and document it	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	5
New or increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application				5
Recent overall performance	Current renewal project performance is satisfactory	Renewal project score report	Carry over total points from renewal project performance section.			20
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 25%	25-50%	> 50%	5
Unmet need: geographic target	Project location is a priority area for new PSH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Blue Earth, Rice, Steele, or Winona Counties	Project targets Olmsted County	5
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	5
OTHER AND LOCAL CRITERIA						
Project Management						
Recent project management performance	Current renewal project management is satisfactory	Renewal project score report	Carry over total points from renewal project management section			20
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations.	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	5
Policy/System Alignment						
Recent project policy/system alignment performance	Current renewal project policy/system alignment is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			30
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Recent project performance for serving children and youth	Current renewal project performance serving children/youth is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			10
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	5
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	New project narratives				5

New Project Rating Criteria

Non-Expansion Rapid Re-Housing (Non-DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
PERFORMANCE MEASURES						
Exits to Permanent Housing	Clear plan & capacity to support PH placement	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Returns to Homelessness within 12 months of exit to Permanent Housing	Clear plan & capacity to prevent returns to homelessness	New project narrative, e-snaps application				**5**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application				**10**
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	New project narrative, e-snaps application				**5**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 10%	10-19.9%	≥ 20%	**5**
Unmet need: general	Project location is a priority area for new RRH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: geographic target	Project location is in highest unmet need area	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Brown, Goodhue, Mower, Steele, or Winona Counties	Project targets Blue Earth, Olmsted, or Rice County	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Federal funds experience	Demonstrated capacity to manage federal funds for project	e-snaps application, new project narrative	0 federal or state grants	1-3 federal or state grants	4+ federal or state grants	**5**
HMIS data quality	Demonstrated capacity to manage project data	e-snaps application, new project narrative	No reporting database experience	Other reporting DB experience	HMIS reporting experience	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with applicant attending	Meeting minutes and sign-in sheets	< 50%	50-75%	> 75%	**10**
Coordinated Entry participation	Commitment to using CES	CES checklist, sign-in sheets, CES files, CES referral records	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	e-snaps application, new project narrative				**5**
Housing First Implementation	Commitment to Housing First project model	e-snaps application, new project narrative				**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative				**5**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	New project narratives				**5**

New Project Rating Criteria

Non-Expansion Rapid Re-Housing (DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
PERFORMANCE MEASURES						
Exits to Permanent Housing	Clear plan & capacity to support PH placement	New project narrative, e-snaps application				**5**
Housing stability in Permanent Housing	Clear plan & capacity to support housing stability for at least 6 months after move to PH and document it	New project narrative, e-snaps application				**5**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	New project narrative, e-snaps application				**5**
Reducing level of perceived risk	Clear plan & capacity to reduce participants' level of perceived risk and document it	New project narrative, e-snaps application				**5**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 10%	10-19.9%	≥ 20%	**5**
Unmet need: general	Project location is a priority area for new RRH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location priority match	Location and household type priority match	**5**
Unmet need: geographic target	Project location is in highest unmet need area	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Goodhue, Nicollet, or Steele Counties	Project targets Blue Earth or Olmsted County	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Federal funds experience	Demonstrated capacity to manage federal funds for project	e-snaps application, new project narrative	0 federal or state grants	1-3 federal or state grants	4+ federal or state grants	**5**
HMIS (Alternate Database) data quality	Demonstrated capacity to manage project data	e-snaps application, new project narrative	No reporting database experience	Other reporting experience	CoC project reporting experience	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with applicant attending	Meeting minutes and sign-in sheets	< 50%	50-75%	> 75%	**10**
Coordinated Entry participation	Commitment to using CES	CES checklist, sign-in sheets, CES files, CES referral records	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	e-snaps application, new project narrative				**5**
Housing First Implementation	Commitment to DV Housing First project model	e-snaps application, new project narrative				**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative				**5**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**

New Project Rating Criteria

Expansion Rapid Re-Housing (Non-DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
CAPACITY TO ENHANCE SYSTEM PERFORMANCE						
New or Increased earned income for project participants	Clear plan for increasing participant earned income	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Recent overall performance	Current renewal project performance is satisfactory	Renewal project score report	Carry over total points from renewal project performance section.			**15**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 10%	10-19.9%	≥ 20%	**5**
Unmet need: general	Project location is a priority area for new RRH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: geographic target	Project location is in highest unmet need area	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Brown, Goodhue, Mower, Steele, or Winona Counties	Project targets Blue Earth, Olmsted, or Rice County	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Recent project management performance	Current renewal project management is satisfactory	Renewal project score report	Carry over total points from renewal project management section			**20**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
Recent project policy/system alignment performance	Current renewal project policy/system alignment is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			**30**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Recent project performance for serving children and youth	Current renewal project performance serving children/youth is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			**10**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or -relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	New project narratives				**5**

New Project Rating Criteria

Expansion Rapid Re-Housing (DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
CAPACITY TO ENHANCE SYSTEM PERFORMANCE						
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Reducing level of perceived risk	Clear plan & capacity to support housing stability for at least 6 months after move to PH and document it	New project narrative, e-snaps application				**5**
Recent overall performance	Current renewal project performance is satisfactory	Renewal project score report	Carry over total points from renewal project performance section.			**15**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 10%	10-19.9%	≥ 20%	**5**
Unmet need: general	Project location is a priority area for new RRH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Recent project management performance	Current renewal project management is satisfactory	Renewal project score report	Carry over total points from renewal project management section			**20**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
Recent project policy/system alignment performance	Current renewal project policy/system alignment is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			**30**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Recent project performance for serving children and youth	Current renewal project performance serving children/youth is satisfactory	e-snaps application, new project narrative	Carry over total points from renewal project policy/system alignment section			**10**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	New project narratives				**5**

New Project Rating Criteria

Non-Expansion Transitional Housing/Rapid Re-housing (Non-DV)

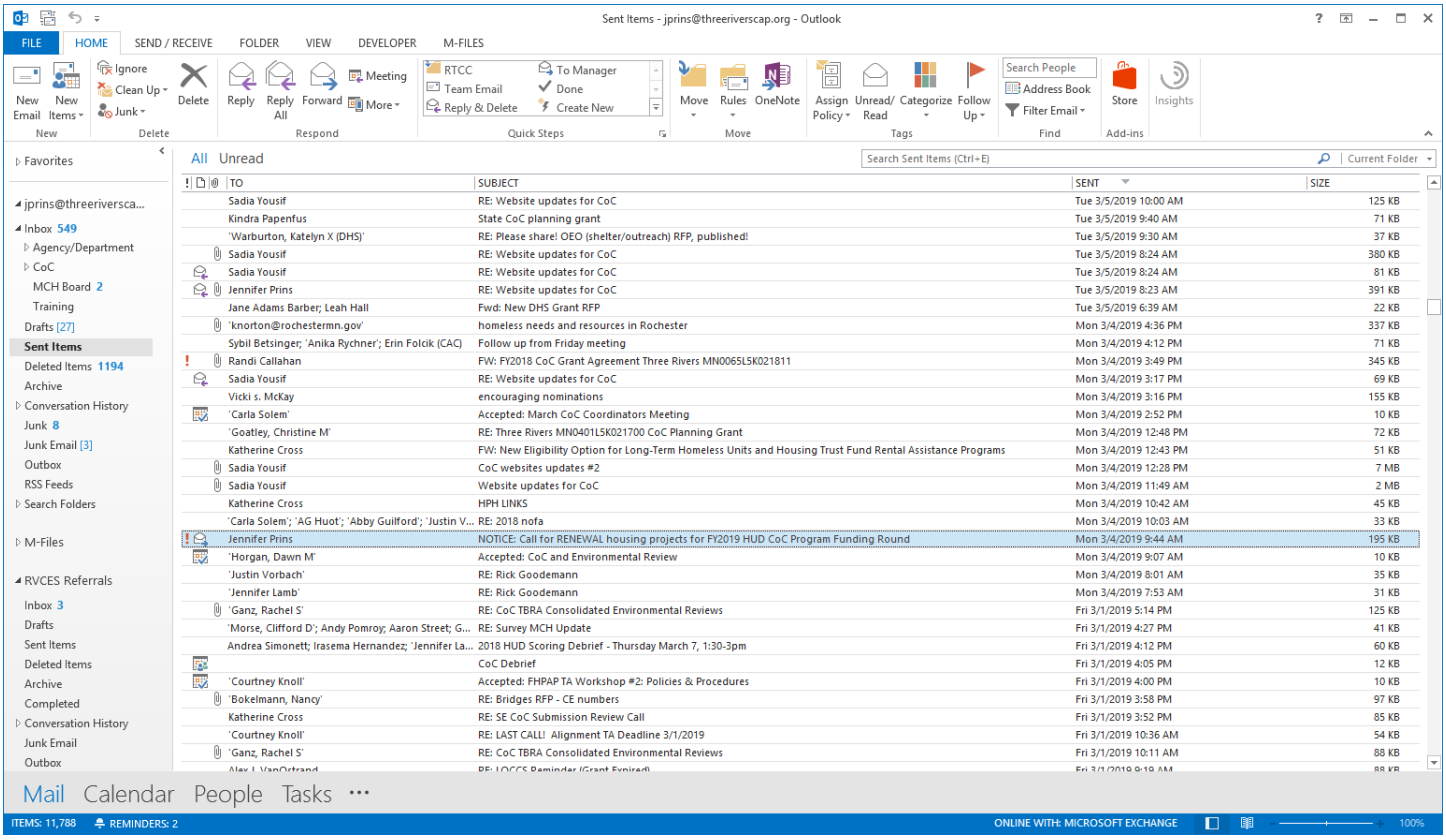
Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
PERFORMANCE MEASURES						
Exits to Permanent Housing	Clear plan & capacity to support PH placement	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Returns to Homelessness within 12 months of exit to Permanent Housing	Clear plan & capacity to prevent returns to homelessness	New project narrative, e-snaps application				**5**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application				**10**
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	New project narrative, e-snaps application				**5**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 10%	10-19.9%	≥ 20%	**5**
Unmet need: general	Project location is a priority area for new TH-RRH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: geographic target	Project location is in highest unmet need area	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Brown, Goodhue, Mower, Steele, or Winona Counties	Project targets Blue Earth, Olmsted, or Rice County	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Federal funds experience	Demonstrated capacity to manage federal funds for project	e-snaps application, new project narrative	0 federal or state grants	1-3 federal or state grants	4+ federal or state grants	**5**
HMIS data quality	Demonstrated capacity to manage project data	e-snaps application, new project narrative	No reporting database experience	Other reporting DB experience	HMIS reporting experience	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with applicant attending	Meeting minutes and sign-in sheets	< 50%	50-75%	> 75%	**10**
Coordinated Entry participation	Commitment to using CES	CES checklist, sign-in sheets, CES files, CES referral records	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	e-snaps application, new project narrative				**5**
Housing First Implementation	Commitment to Housing First project model	e-snaps application, new project narrative				**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative				**5**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	New project narratives				**5**

New Project Rating Criteria

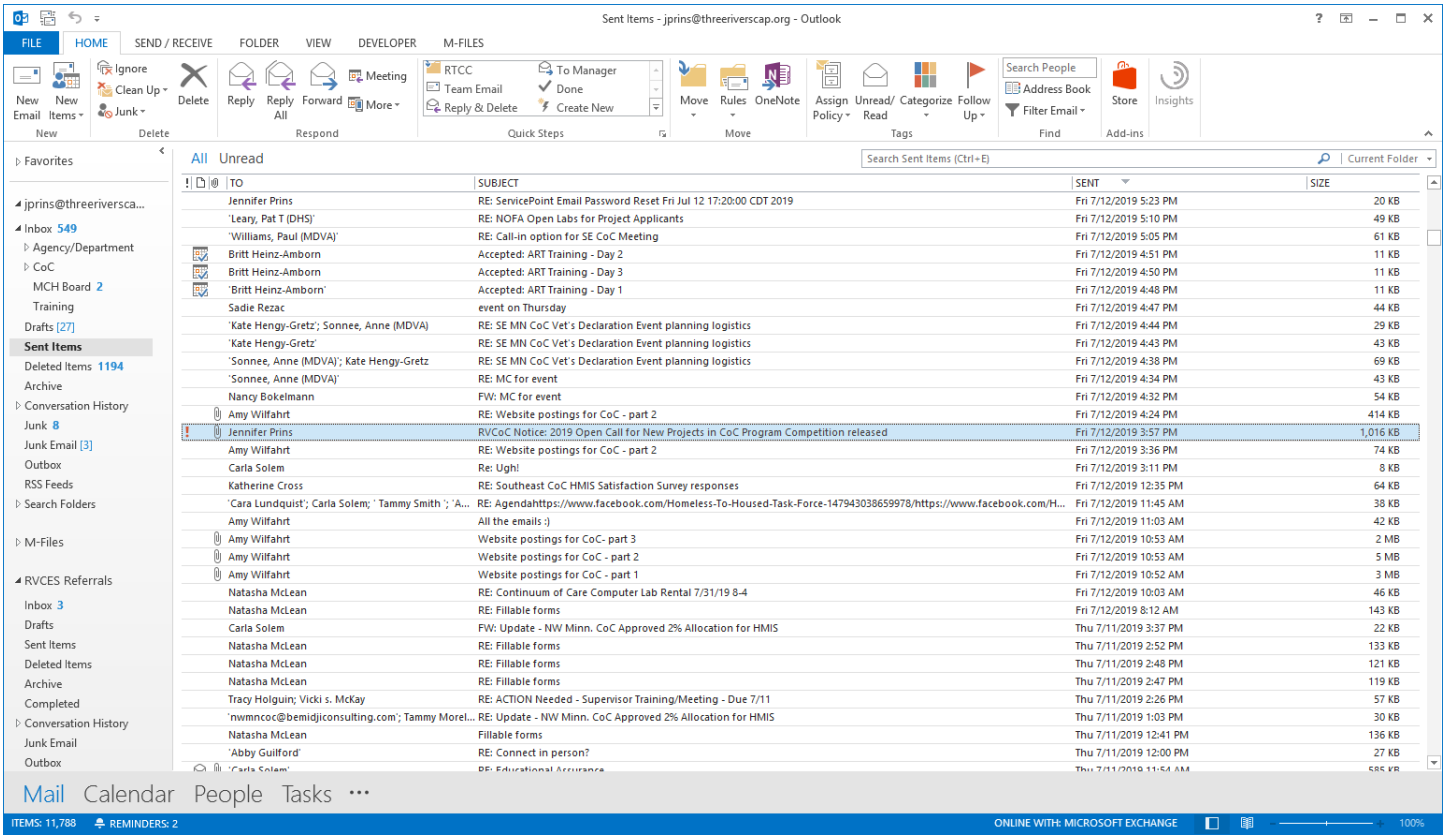
Non-Expansion Transitional Housing/Rapid Re-housing (DV)

Rating Factor	Performance Standard	Data Source	Rating Scale: Does not Meet Standard	Rating Scale: Partially Meets Standard	Rating Scale: Meets or Exceeds Standard	Max Pts
PERFORMANCE MEASURES						
Exits to Permanent Housing	Clear plan & capacity to support PH placement	New project narrative, e-snaps application				**5**
Housing stability in Permanent Housing	Clear plan & capacity to support housing stability for at least 6 months after move to PH and document it	New project narrative, e-snaps application				**5**
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	New project narrative, e-snaps application	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	New project narrative, e-snaps application				**5**
Reducing level of perceived risk	Clear plan & capacity to reduce participants' level of perceived risk and document it	New project narrative, e-snaps application				**5**
SERVE HIGH NEED POPULATIONS						
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	e-snaps application: Subpopulations table	< 10%	10-19.9%	≥ 20%	**5**
Unmet need: general	Project location is a priority area for new TH-RRH for household type	e-snaps application: Households table and location(s), Call for Projects priority area maps	No match	Location/target in any priority geography	Location/target and household type priority match	**5**
Unmet need: geographic target	Project location is in highest unmet need area	e-snaps application: Households table and location(s), Call for Projects priority area maps	Other counties	Project targets Goodhue, Nicollet, or Steele Counties	Project targets Blue Earth or Olmsted Counties	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	e-snaps application: project description, services, and subpopulations table	No unmet need match	Unmet need match	Unmet need match with applicant experience	**5**
OTHER AND LOCAL CRITERIA						
Project Management						
Federal funds experience	Demonstrated capacity to manage federal funds for project	e-snaps application, new project narrative	0 federal or state grants	1-3 federal or state grants	4+ federal or state grants	**5**
HMIS data quality (alternate DB for DV)	Demonstrated capacity to manage project data	e-snaps application, new project narrative	No reporting database experience	Other reporting DB experience	HMIS reporting experience	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Policy/System Alignment						
CoC participation	≥ 75% CoC meetings with applicant attending	Meeting minutes and sign-in sheets	< 50%	50-75%	> 75%	**10**
Coordinated Entry participation	Commitment to using CES	CES checklist, sign-in sheets, CES files, CES referral records	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	e-snaps application, new project narrative				**5**
Housing First Implementation	Commitment to DV Housing First project model	e-snaps application, new project narrative				**10**
POPULATION-SPECIFIC CRITERIA						
For projects serving households with children or youth						
Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	e-snaps application, new project narrative				**5**
For projects from "youth-serving providers"						
Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	New project narratives	No plan, or plan does not connect to renewal standard	Non-specific or - relevant plan elements, unclear path to meeting renewal standard	Detailed plan, connected to renewal project standard	**5**

Notice of Call for Renewal Projects sent to CoC listserv 3/4/2019



Notice of Call for New Projects sent to CoC listserv 7/12/19



Jennifer Prins

From: Jennifer Prins
Sent: Monday, March 4, 2019 9:44 AM
To: RVCoC listserv 3.1.19
Subject: NOTICE: Call for RENEWAL housing projects for FY2019 HUD CoC Program Funding Round

Importance: High

CALL FOR RENEWAL PROJECTS SEEKING FY2019 CoC FUNDING

March 4, 2019

River Valleys CoC (MN-502) is formally requesting notification of intent to apply from all applicants seeking renewal project funding for housing projects in the FY2019 HUD Continuum of Care Program funding round. A call for New Projects for FY2019 will be issued at a later date. Renewals that are non-housing projects (i.e. HMIS, Coordinated Entry) will also be requested at a later date, at the same time as new projects.

As in past years, intent to apply for renewal housing projects requires applicants to provide performance documentation for review by the CoC Project Review and Rating Committee. **All materials required for renewal project reviews are due for review by 4:00pm on Monday, March 25, 2019**.

Project reviews will be completed in April, with scores and the final list of renewal projects eligible to participate in the CoC Local Competition posted by April 15, 2019. The notification will also include the minimum amount of funding available for new projects through reallocation.

Renewal project applicants should begin the Intent to Apply process by completing the online Renewal Project Contact Form for each project. Applicants that complete the Project Contact Form for their project(s) will be set up with a Google drive folder to submit materials for review within one business day of the form submittal. The formal Call for Projects, Project Applicant Guide, and all materials for renewal project reviews and submittal requirements will be placed on the CoC webpage today.

Projects that can renew in FY2019 are those that received funding in FY2018 for new or renewal projects. These projects are:

Project Name	Applicant	Type	2018 Award
BEC RA 2018	Hearth Connection	PSH	130,485
Castleview 1	Salvation Army Rochester	PSH	57,042
Castleview Apartments	Salvation Army Rochester	PSH	84,128
Cherry Ridge Consolidated Rental Assistance FY 2018	Mankato EDA/SWMHP	PSH	54,707
Coordinated Entry System FY2018	Three Rivers Community Action	CES	134,047
Gage East	Center City Housing	PSH	85,295
Hearth SE 2018	Hearth Connection	PSH	62,558
Marilyn's Place	Rice County HRA/CAC Northfield	PSH	110,981
Maxfield Place	Salvation Army Mankato	PSH	163,216
MN HMIS Southeast	Institute for Community Alliances	HMIS	62,480
Prairiewood PSH Expansion	Three Rivers Community Action	PSH	178,043
Progress Program FY 2018	Steele County Transitional Housing	RRH	36,098
PSH Zumbro Valley 2018	Olmsted County Community Services	PSH	171,932
Radichel Veteran Townhomes 2018 Renewal	Minnesota Assistance Council for Veterans	PSH	163,328
Red Wing Shelter & Care Expansion FY2018*	Red Wing HRA	PSH	37,789

Red Wing Shelter + Care, 2 Units 2018 (MN0246)*	Red Wing HRA	PSH	20,538
Ruth's House of Hope- Permanent Supportive Housing	Ruth's House of Hope	PSH	185,680
SE MN Rapid Rehousing	Three Rivers Community Action	RRH	172,439
Silver Creek Corner	Center City Housing	PSH	59,335
St Peter Housing	Partners for Affordable Housing	RRH/TH	109,179
The Francis	Olmsted County HRA	PSH	87,312

* Consolidating at contract start.

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

Jennifer Prins

From: Jennifer Prins
Sent: Friday, July 12, 2019 3:57 PM
To: RVCoC listserv - 7.1.19
Subject: RVCoC Notice: 2019 Open Call for New Projects in CoC Program Competition released
Attachments: RVCoC Call for Projects 2019.pdf; List of eligible renewals -published 5.1.19.pdf

Importance: High

CALL FOR NEW PROJECTS SEEKING FY2019 CoC FUNDING

HUD released its Notice of Funding Availability (NOFA) for FY2019 Continuum of Care Program Competition (FR-600-N-25) on July 3, 2019. River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC, MN-502), an approved CoC applicant for U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program competition, is seeking project applicants for FY 2019 funding in the following geographic areas of Minnesota: Blue Earth County, Brown County, Dodge County, Faribault County, Fillmore County, Freeborn County, Goodhue County, Houston County, LeSueur County, Martin County, Mower County, Nicollet County, Olmsted County, Rice County, Sibley County, Steele County, Wabasha County, Waseca County, Watonwan County, Winona County, City of Mankato, City of Rochester, and the Prairie Island Indian Community in Minnesota.

The Continuum of Care (CoC) Program (24 CFR part 578) is designed to promote a community-wide commitment to the goal of ending homelessness; to provide funding for efforts by nonprofit providers, states, and local governments to quickly rehouse homeless individuals, families, persons fleeing domestic violence, dating violence, and stalking, and youth while minimizing the trauma and dislocation caused by homelessness; to promote access to and effective utilization of mainstream programs by homeless individuals and families; and to optimize self-sufficiency among those experiencing homelessness.

On behalf of the CoC Executive Committee, the formal Call for Projects for the Local CoC Competition is attached for you, along with the List of Eligible Renewal Projects. These documents are also posted on the CoC website at https://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability with other resources for applicants. Please review the Call for Projects along with other materials provided by the CoC and by HUD for full understanding of eligible and prioritized projects for 2019, as well as the process for applying.

Please share this Call for Projects with any potential applicants for 2019 CoC Program Competition funding. An estimated $275,000 in new projects may be proposed in the River Valleys CoC region in 2019. All eligible and qualified applicants are encouraged to apply in the Local CoC Competition, including entities that have not previously received HUD CoC funding.

Again this year, HUD has made available funds specifically for projects serving survivors of domestic violence, dating violence, or stalking. River Valleys CoC specifically invites applications for those funds as part of this Call for Projects.

Dates to Note:

- Webinars for project applicants – Monday, July 22 (Times posted on the Competition page linked above.)
- New Projects Notice of Intent to Apply due via online form - Thursday, July 25, 2019 at 4:00pm.
- New Project documents for the Local CoC Competition as well as the online HUD CoC Program Competition application (in e-snaps) due - Thursday, August 8, 2018 at 4:00pm.
- Renewal Project applications in e-snaps as well as remaining Local Competition documents due – Thursday, August 8, 2018 at 4:00pm.

Please review the attached Call for Projects for more details. Full details, application forms, and reference materials at on the CoC Local Competition website above.

On behalf of the CoC Executive Committee, thank you in advance for sharing and considering this Call for Projects!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

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ThreeRivers COMMUNITY ACTION

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HUD Notice of Funds Availability

2019 Local CoC Program Competition

- River Valleys CoC 2019 Call for Projects and Notice of Proposal Submission Requirements (https://threeriverscap.org/sites/default/files/call_for_projects_2019_updated_071219.pdf) (Preliminary 03/4/19. Updated 7/12/19 with guidance from HUD FY2019 NOFA).
- 2019 Local CoC Competition Guide, including timeline (https://threeriverscap.org/sites/default/files/rvcoc_local_competition_guide_2019_-_7.12.19_updated_posting.pdf) (Updated 7/12/19)
- List of Eligible Renewal Projects for the 2019 Local CoC Competition (https://threeriverscap.org/sites/default/files/list_of_eligible_renewals_-published_5.1.19.pdf) (Published 5/1/19)

2019 Project Application Materials

Note: This section includes CoC Local Competition forms only. Additional materials are required for the project review and application. Please review the Call for Projects and follow instructions in the forms below. Please also review the Application Resource Materials section below. For projects approved in the Local Competition, additional forms and materials will be required for application in e-snaps.

RENEWAL HOUSING PROJECTS

For additional instructions on the performance documentation for your renewal project, please review the Renewal Project Documentation Guide in the Application Resources section below. For detailed rating criteria, view the 2019 Rating Criteria for Renewals (https://threeriverscap.org/sites/default/files/rating_criteria_2019_renewals.pdf)

Preliminary Performance Review/Intent to Apply

To submit via online form:

- Project Contact form https://goo.gl/forms/TyIRlPH7OYilprA33 (https://goo.gl/forms/TyIRlPH7OYilprA33)

To submit via Google drive:

- Project Review/Intent to Apply checklist (https://threeriverscap.org/sites/default/files/1._checklist_-_2019_renewal_project_review_0.pdf)
- Self-scored Project Rating Too (https://threeriverscap.org/sites/default/files/2._renewal_scoring_tool_-_combined_parts_2019_0.pdf) (3 part document)

- Signed 2019 Project Applicant Assurances (https://threeriverscap.org/sites/default/files/3._2019_applicant_assurances_0.pdf)
- HUD Monitoring Report(s) received since January 2018 – provide from HUD report to agency
- APR for Calendar Year 2018 (January 1, 2018 – December 31, 2018) – generate from ServicePoint
- eLOCCS screenshots of draw dates and fund utilization – generate from eLOCCS
- Housing First Assessment
  - Coversheet (https://threeriverscap.org/sites/default/files/4a._housing_first_checklist_2019.docx)
  - Assessment (https://threeriverscap.org/sites/default/files/copy_of_4b._hud-housingfirstaassessmenttool-adaptedrvcoc.xlsm)
- Equal Access Self-Assessment
  - Coversheet (https://threeriverscap.org/sites/default/files/5a._equal_access_supplement_2019.docx)
  - Assessment (https://threeriverscap.org/sites/default/files/copy_of_5b._hud-equalaccessselfassessment.xlsm)
- Coordinated Entry Checklist (https://threeriverscap.org/sites/default/files/coordinated_entry_checklist_2019-rev3.15.pdf)
- K-12 and Early Childhood Supplement (https://threeriverscap.org/sites/default/files/7._k12_early_childhood_supplement_2019.pdf)
- Optional: Alternative data measures (https://threeriverscap.org/sites/default/files/8opt._2019_alternative_data_request_0.pdf)
- Optional: Notification of intent to voluntarily reallocate (https://threeriverscap.org/sites/default/files/9opt._notice_of_voluntary_reallocation_2019_form.pdf)

Project Application

- Checklist for Renewal Project Applications (https://threeriverscap.org/sites/default/files/checklist_-_2019_renewal_project_application.pdf)

ALL OTHER RENEWAL PROJECTS

- Checklist for Renewal Project Applications (https://threeriverscap.org/sites/default/files/checklist_-_2019_renewal_project_application.pdf)

NEW PROJECTS

Note: This section includes CoC Local Competition forms only. Additional materials are required for the project review and application. Please review the Call for Projects and follow instructions in the forms below. Please also review the Application Resource Materials section below. For detailed rating criteria, view the 2019 Rating Criteria for New Projects (https://threeriverscap.org/sites/default/files/rating_criteria_2019_new.pdf)

- Notice of Intent to Apply (online form (https://docs.google.com/forms/d/e/1FAIpQLScwhn1ghyi5wpzMAOTRb352VlnqqYUYII5RZwqP0PgyDmMAog/viewform?usp=sf_link)) – Due by 4:00pm on July 25, 2019

Local competition materials (submitted to Google Drive folder) – Due by 4:00pm on August 8, 2019

- New Project application checklist (https://threeriverscap.org/sites/default/files/checklist_-_2019_new_project_application_review.pdf)
- Threshold Requirements Questionnaire (https://threeriverscap.org/sites/default/files/2019_threshold_requirements_-_new_applicants_-_fillable.pdf)
- Signed Applicant Assurances (https://threeriverscap.org/sites/default/files/2019_applicant_assurances.pdf)
- Self-scored Project Rating Tool for your project type:
  - Non-DV Permanent Supportive Housing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-expansion-nondv-fillable_updated.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-nonexpansion-nondv-fillable.pdf)
  - Non-DV Rapid Rehousing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-expansion-nondv-fillable.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-nonexpansion-nondv-fillable.pdf)
  - Non-DV Joint Component Transitional Housing-Rapid Rehousing: Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-th-rrh-nonexpansion-nondv-fillable.pdf)
  - DV Permanent Supportive Housing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-expansion-dv-fillable.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-psh-nonexpansion-dv-fillable.pdf)
  - DV Rapid Rehousing: Expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-expansion-dv-fillable.pdf) | Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-rrh-nonexpansion-dv-fillable.pdf)
  - DV Joint Component Transitional Housing – Rapid Rehousing: Non-expansion (https://threeriverscap.org/sites/default/files/2019-project-rating-tool-new-th-rrh-nonexpansion-dv-fillable.pdf)
- New Project Narratives (https://threeriverscap.org/sites/default/files/new_project_narratives.docx)
- DV Narrative Supplement (https://threeriverscap.org/sites/default/files/dv_narrative_supplement.docx) (if applicable)
- Optional: Alternative Performance Measures data request (https://threeriverscap.org/sites/default/files/optional-_2019_alternative_data_request.pdf)

E-snaps materials – submitted in online HUD application system (e-snaps) by 4:00pm on August 8, 2019

- Project application in e-snaps (LINK: https://esnaps.hud.gov/grantium/frontOffice.jsf (https://esnaps.hud.gov/grantium/frontOffice.jsf))
- All forms and attachments required by HUD
- Match documentation

Application Resource Materials

- Renewal project documentation guide (https://threeriverscap.org/sites/default/files/3.4.19_renewal_project_documentation_guide_2019_0.pdf)
- Renewal Project Q&A - updated 3/11/19 (https://threeriverscap.org/sites/default/files/qa-3.11.19.pdf)
- Data quality report calculations (Excel version) (https://threeriverscap.org/sites/default/files/copy_of_hud_data_quality_report_calculations.xlsx)
- E-snaps Resources and Links (https://threeriverscap.org/sites/default/files/e-snaps_resources_2019_updated_072419.pdf)
- Match Guidance (https://threeriverscap.org/sites/default/files/match_guidance_2019.pdf)
- Budget Guidance (https://threeriverscap.org/sites/default/files/budget_guidance_2019.pdf)
- Eligible Participants Guidance (https://threeriverscap.org/sites/default/files/eligible_participants_guidance_6.19_updated_072419.pdf)
- 054 Returns to Homelessness Report (https://threeriverscap.org/sites/default/files/copy_of_054_returns_to_homelessness_v2019.1_w_instructions_for_applicants.xlsx)
- Coordinated Entry Supplement guidance (https://threeriverscap.org/sites/default/files/coordinated_entry_checklist_guidance_2019.pdf)
- Housing First - General Checklist (https://threeriverscap.org/sites/default/files/housingfirst-generalchecklist_2019.pdf)
- Housing First for DV (https://threeriverscap.org/sites/default/files/housingfirst-dv_2019.pdf)
- Housing First for Youth (https://threeriverscap.org/sites/default/files/housingfirst-youth_2019.pdf)
- DV Alternate Database guidance (https://threeriverscap.org/sites/default/files/dv_comparable_database_guidance_2019.pdf)
- DUNS and SAM.gov guidance (https://threeriverscap.org/sites/default/files/duns_numbers_and_sam.gov_registration_2019.pdf)
- HUD List of Agencies with Approved Codes of Conduct list – Minnesota agencies listed as of 4.22.19 (https://threeriverscap.org/sites/default/files/hud_code_of_conduct_list_mn_042219.docx)
- Definitions of Homelessness for the HUD CoC Program (https://threeriverscap.org/sites/default/files/definitions_of_homelessness_for_the_hud_coc_program.pdf)
- Grant Inventory Worksheet (https://threeriverscap.org/sites/default/files/grant_inventory_worksheet.xlsx)

Technical Assistance for Project Applicants

- **Webinars for new project applicants** – Coming soon! Monday, July 22 & Tuesday, July 23. Webinar slides and notes (https://threeriverscap.org/sites/default/files/2019_coc_new_project_webinar_-_july_22-23.pdf) .
- **Webinar for renewal project applicants** – Monday, March 11. Webinar slides and Q&A notes.

Past applications and awards

2018 Application submitted 9/13/18

- 2018 CoC funding awards in Minnesota (https://www.hudexchange.info/onecpd/assets/File/2018-minnesota-coc-grants.pdf)
- CoC application (https://threeriverscap.org/sites/default/files/coc_application_-_9.11.18_approved_final_0.pdf)

- Project priority listing (https://threeriverscap.org/sites/default/files/coc_project_priority_listing_-_9.11.18_approved_final_0.pdf)

2017 Application submitted 9/21/17

- 2017 CoC funding awards in Minnesota (https://www.hudexchange.info/onecpd/assets/File/2017-minnesota-coc-grants.pdf)
- CoC application (https://threeriverscap.org/sites/default/files/cocapp-final-submitted_9.21.17_092617.pdf)
- Project priority listing (https://threeriverscap.org/sites/default/files/cocprioritylist-final-submitted_9.21.17_092617.pdf)

2016 Application Submitted 9/13/16

- 2016 CoC funding awards in Minnesota (http://www.threeriverscap.org/sites/default/files/2016-minnesota-coc-grants.pdf)
- FY2016 Consolidated Application and Project Priority List (http://www.threeriverscap.org/sites/default/files/rvcoc_combinedconsolidatedapp-prioritylistfy2016.pdf)

2015 Application Submitted 11/20/15

- 2015 CoC funding awards in Minnesota (https://threeriverscap.org/sites/default/files/2015-minnesota-coc-grants.pdf)
- 2015 Consolidated Application (https://threeriverscap.org/sites/default/files/final_2015_consolidated_application_pdf_submitted_11192015.pdf)
- Priority Listing (https://threeriverscap.org/sites/default/files/final_priority_listing_pdf_submitted_11192015.pdf)

1E-4 Public Posting CoC-Approved Consolidated Application
Rochester/Southeast Minnesota CoC (MN-502)

Description of attached documents:

1. Final score forms – Sample scoring tools used:
    a. New RRH non-expansion projects (DV), with threshold requirements checklist for all new project applicants.
    b. New RRH non-expansion projects (non-DV)
    c. Renewal RRH and PSH project review tool. **Note:** There were NO renewal DV projects in 2019 so that section was not included in the renewal project score sheet.

2. Ranking process documents –
    a. Final CoC project listing with scores, posted 8/29/19 to CoC website
    b. Email to CoC listserv on 8/29/19 regarding posting of list

3. Public posting of CoC application –
    a. Screenshot of posting to CoC website 9/24/19 (also shows ranking process project list referenced above)
    b. Email notice to CoC listserv on 9/24/19 regarding public posting of application

New Project Rating Tool

Non-Expansion Rapid Re-Housing (DV)

Project name: _____

Applicant: _____

Rating Factor	Performance Standard	Rating Scale			Points			Reviewer Notes
		Does not Meet Standard	Partially Meets Standard	Meets or Exceeds Standard	Max	Claimed	Awarded	
PERFORMANCE MEASURES								
Exits to Permanent Housing	Clear plan & capacity to support PH placement	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 6 months after move to PH and document it	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
Reducing level of perceived risk	Clear plan & capacity to reduce participants' level of perceived risk and document it	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
SERVE HIGH NEED POPULATIONS								
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	< 10% (0)	10-19.9% (2)	≥ 20% (5)	**5**			
Unmet need: general	Project location is a priority area for new RRH for household type	No match (0)	Location priority match (2)	Location and household type priority match (5)	**5**			

FOR REVIEWERS - Points subtotal: _____ max _____ claimed _____awarded

New Project Rating Tool **Project name:** _____

Non-Expansion Rapid Re-Housing (DV) **Applicant:**

Unmet need: geographic target	Project location is in highest unmet need area	Other counties (0)	Project targets Goodhue, Nicollet, or Steele Counties (2)	Project targets Blue Earth or Olmsted County (5)	**5**
Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	No unmet need match (0)	Unmet need match (2)	Unmet need match with applicant experience (5)	**5**
OTHER AND LOCAL CRITERIA					
Project Management					
Federal funds experience	Demonstrated capacity to manage federal funds for project	0 federal or state grants (0)	1-3 federal or state grants (2)	4+ federal or state grants (5)	**5**
HMIS data quality	Demonstrated capacity to manage project data	No reporting database experience (0)	Other reporting DB experience (2)	HMIS reporting experience (5)	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**
Policy/System Alignment					
CoC participation	≥ 75% CoC meetings with applicant attending	< 50% (0)	50-75% (5)	> 75% (10)	**10**
Coordinated Entry participation	Commitment to using CES	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**

FOR REVIEWERS - Points subtotal: _____ max _____ claimed _____awarded

New Project Rating Tool **Project name:** _____

Non-Expansion Rapid Re-Housing (DV)

Applicant:

Housing First Implementation	Commitment to DV Housing First project model	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**

POPULATION-SPECIFIC CRITERIA

For projects serving households with children or youth

Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**

For projects from "youth-serving providers"

Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**

Max points

Adults only = 100 HH w children = 110

Adults only, "youth-serving" = 110 HH w children, "youth-serving" = 115

	Max	Claimed	Awarded	
Total Points				**Raw score**
				Weighted score (raw / max)

FOR REVIEWERS - Points subtotal: _____ max _____ claimed _____awarded

GENERAL THRESHOLD & NOFA REQUIREMENTS CHECKLIST

Please answer the following questions. Refer to the 2019 HUD NOFA Policy Requirements and General Section for additional information as needed. An authorized representative of the organization must sign and date the Checklist. The completed and signed checklist must be delivered to the CoC Coordinator by Google Drive by August 8, 2019 at 4:00pm.

Yes	No	N/A	GENERAL THRESHOLD REQUIREMENTS CHECKLIST
			1. Does the Applicant have an active registration in SAMs? **ATTACHMENT:** a copy of the SAMs tracking or information page.
			2. Do the DUNS, Tax ID, and applicant name/address on the E-snaps application match what is in SAM?
			3. Is the applicant an eligible applicant? Eligible applicants are nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR5.100, are eligible without limitation or exclusion. **ATTACHMENT:** All non-profit applicants must attach evidence of organizational eligibility (501(c)(3) verification letter) for the applicant agency and all subrecipients.
			4. Does the Applicant have any unresolved civil rights matters as defined in the NOFA Policy Requirements and General Section "Resolution of Outstanding Civil Rights Matters?" **ATTACHMENT:** If yes, attach a detailed description in the General Threshold Requirements Attachments section.
			5. Has the Applicant been debarred or suspended from doing business with the Federal Government, or is the Applicant proposed to be disbarred from doing business with the Federal Government?
			6. Does the Applicant have a financial management system that meets the federal standards as described at 2 CFR 200.302?
			7. Does the Applicant have any unresolved delinquent Federal debt? **ATTACHMENT:** If yes, attach a detailed description in the General Threshold Requirements Attachments section.
			8. Has an Independent Audit been completed for the applicant agency during the last 18 months? If yes, please submit a copy of the audit or reviewed financial
			9. Does the applicant agree to submit performance and financial reports in accordance with federal OMB guidance and instructions for the program?
			10. Does the applicant agree to participate as requested in HUD-funded research or evaluation?
			11. Do the Applicant and all sub-recipients agree to comply with all Fair Housing and Civil Rights Laws?
			12. Does the Applicant agree to affirmatively further fair housing, as defined by HUD in the NOFA Policy Requirements and General Section?
			13. Does the Applicant agree to ensure meaningful access to its programs and activities for persons with Limited English Proficiency?

			14. Does the Applicant agree to comply with Section 3 (Economic Opportunities for Low- and Very Low-Income Persons), if applicable?
			15. Does the Applicant /Project agree to comply with Section 508 of the Rehabilitation Act to make technology accessible to disabled clients you may serve?
			16. Does the Applicant agree to comply with the Equal Access to Housing regardless of sexual orientation, gender identity, or marital status requirement?
			17. If the Applicant is a state agency or agency of a political subdivision of a state, or contracting with such an agency for work performed under a HUD-assisted contract, do they agree to comply with Section 6002 of the Solid Waste Disposal Act? Indicate "N/A" if your agency is NOT a state agency, NOT an agency of a political subdivision of a state, and NOT contracting with such an agency for work performed under a HUD-assisted contract.
			18. If the Proposed Project involves rehabilitation or new construction, does the Applicant agree to comply with Section 3 of the HUD Act of 1968, 12 USC 1701u and 24 CFR Part135? If not applicable, indicate "N/A" in the box to the left. The 2019 HUD CoC NOFA local process will not approve requests for HUD CoC funds for acquisition, rehabilitation, or new construction. Projects with alternate resources for these costs may submit a request for other CoC eligible activities as described in the NOFA.
			19. If the Proposed Project involves the acquisition of real property and displacements results from the acquisition, rehabilitation, or demolition of real property, does the Applicant agree to comply with the Uniform Relocation Assistance (URA)? If not applicable, indicate "N/A" in the box.
			20. If the Proposed Project involves the acquisition of real property, does the applicant agree to comply with any applicable restrictions on use of the power of eminent domain? If not applicable, indicate "N/A" in the box.
			21. If the Proposed Project includes physical development activities such as: property acquisition, rehabilitation, conversion, demolition, leasing, repair, or construction, does the Applicant agree to comply with all applicable environmental review requirements? If not applicable, indicate "N/A" in the box.
			22. Does the Applicant agree to comply with the HUD requirement for a Drug Free Workplace as defined in the NOFA Policy Requirements and General Section?
			23. Does the Applicant agree to comply with the HUD requirement for safeguarding of resident / client files as defined in the NOFA Policy Requirements?
			24. Is the Applicant aware of and willing to comply with the rules and requirements of the Federal Funding Accountability and Transparency Act, as amended?
			25. Does the applicant agree to comply with physical accessibility requirements of section 504 of the Rehabilitation Act of 1973 for all HUD-funded activities?
			26. Has the Applicant provided evidence of a current Code of Conduct already recognized by HUD or included a current Code of Conduct with their application that will be submitted to HUD? **ATTACHMENT:** Attach a copy of either a) HUD's webpage that shows your agency on the approved list, OR (b) your current Code of Conduct that will be submitted via E-Snaps.

			27. Has the Applicant included a completed and signed copy of the SF-LLL if applicable? Include a copy of the completed and signed SF-LLL with the e-Snaps application.
			28. Does the Applicant commit to participation in the local HMIS system?
			29. Does the Applicant commit to participating in the Coordinated Entry system for the CoC region?
			30. Does the Applicant agree to comply with the Prevention of Family Separation provisions as described by HUD?

THRESHOLD REQUIREMENTS – ATTACHMENTS LIST

Check "Yes" if the attachment has been included. Check "N/A" if the item is not applicable.

Yes N/A

A. **Copy of successful System for Award Management (SAM) registration** or tracking page, including name of Authorized Representative and date of expiration.

B. **Verification of Data Unique Numbering System number** issued by Dun and Bradstreet. (This may be included on the SAM tracking page).

C. **Explanation regarding any unresolved civil rights matters** as defined in the NOFA Policy Requirements and General Section "Resolution of Outstanding Civil Rights Matters," section. If any of these stated conditions can be answered "yes," please attach a detailed explanation. If not applicable, indicate "N/A" in the box to the left.

D. **Explanation regarding any unresolved delinquent Federal debt.** If the Applicant has any unresolved delinquent Federal debt, please attach a detailed explanation. If not applicable, indicate "N/A" in the box to the left.

E. **Organizational and Subrecipient Eligibility Verification**: 501(c) 3

F. **Evidence of Applicant Code of Conduct**. Applicant must provide one of the following:
   a. A copy of HUD's webpage that shows your agency on the approved list, or
   b. A copy of your current Code of Conduct that will be submitted via E-Snaps.

G. **Signed statement (below)** indicating that the responses and documents provided in the e- Snaps and in this document are factual and subject to penalties for perjury as described in HUD Regulations.

As an authorized representative of the organization listed below, I have verified and attest to the content of General Threshold Requirements Checklist as submitted.

Agency Name: _____

Name and Title of Representative: _____

Signature: _____ **Date:** _____

New Project Rating Tool

Non-Expansion Rapid Re-Housing (Non-DV)

Project name: _____

Applicant: _____

Rating Factor	Performance Standard	Rating Scale			Points			Reviewer Notes
		Does not Meet Standard	Partially Meets Standard	Meets or Exceeds Standard	Max	Claimed	Awarded	
PERFORMANCE MEASURES								
Exits to Permanent Housing	Clear plan & capacity to support PH placement	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
Returns to Homelessness within 12 months of exit to Permanent Housing	Clear plan & capacity to prevent returns to homelessness	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
New or Increased earned income for project participants	Clear plan & capacity to increase participant earned income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**			
New or Increased non-employment income for project participants	Clear plan & capacity to increase participant non-employment income	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**			
SERVE HIGH NEED POPULATIONS								
Serving chronically homeless participants	Project prioritizes chronically homeless or DedicatedPLUS	< 10% (0)	10-19.9% (2)	≥ 20% (5)	**5**			
Unmet need: general	Project location is a priority area for new RRH for household type	No match (0)	Location priority match (2)	Location and household type priority match (5)	**5**			
Unmet need: geographic target	Project location is in highest unmet need area	Other counties (0)	Project targets Brown, Goodhue, Mower, Steele, or Winona Counties (2)	Project targets Blue Earth, Olmsted, or Rice County (5)	**5**			

FOR REVIEWERS - Points subtotal: _____ max _____ claimed _____awarded

New Project Rating Tool **Project name:** _____

Non-Expansion Rapid Re-Housing (Non-DV)

Applicant:

Unmet need: client choice	Project targeted to unmet need for culturally-specific services, DV, recovery, family reunification, work/employment, or reentry	No unmet need match (0)	Unmet need match (2)	Unmet need match with applicant experience (5)	**5**

OTHER AND LOCAL CRITERIA

Project Management

Federal funds experience	Demonstrated capacity to manage federal funds for project	0 federal or state grants (0)	1-3 federal or state grants (2)	4+ federal or state grants (5)	**5**
HMIS data quality	Demonstrated capacity to manage project data	No reporting database experience (0)	Other reporting DB experience (2)	HMIS reporting experience (5)	**5**
Project implementation plan	Clear and reasonable plan to implement new project within time limits and in a manner that ensures the project meets renewal funding expectations	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**

Policy/System Alignment

CoC participation	≥ 75% CoC meetings with applicant attending	< 50% (0)	50-75% (5)	> 75% (10)	**10**
Coordinated Entry participation	Commitment to using CES	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**
Equal Acccess Rule compliance	Commitment to compliance with Equal Access requirements	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**

FOR REVIEWERS - Points subtotal: _____ max _____ claimed _____awarded

New Project Rating Tool **Project name:** _____

Non-Expansion Rapid Re-Housing (Non-DV)

Applicant:

Housing First Implementation	Commitment to Housing First project model	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (5)	Detailed plan, connected to renewal project standard (10)	**10**

POPULATION-SPECIFIC CRITERIA

For projects serving households with children or youth

Early childhood development	Written plan that addresses all requirements of CoC Children & Youth Education policy	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**
K-12 education	Written plan that addresses all requirements of CoC Children & Youth Education policy	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**

For projects from "youth-serving providers"

Establishing permanent connections	Clear plan & capacity to support youth developing permanent connections to community and relevant persons in their lives	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**
Housing stability in permanent housing	Clear plan & capacity to support housing stability for at least 12 months after move to PH and document it	No plan, or plan does not connect to renewal standard (0)	Non-specific or -relevant plan elements, unclear path to meeting renewal standard (2)	Detailed plan, connected to renewal project standard (5)	**5**

Max points

Adults only = 100 HH w children = 110

Adults only, "youth-serving" = 110 HH w children, "youth-serving" = 120

	Max	Claimed	Awarded	
Total Points				**Raw score**
				Weighted score (raw / max)

FOR REVIEWERS - Points subtotal: _____ max _____ claimed _____awarded

Renewal project score sheet with threshold review

RENEW. + EXP. THRESHOLD

RENEWAL/EXPANSION THRESHOLD REQUIREMENTS

Project Name: _____

Organization Name: _____

Project Type: _____

THRESHOLD REQUIREMENTS	YES/NO

Stakeholders should NOT assume all requirements are fully addressed through this tool. CoC Program application requirements change periodically and annual NOFAs may provide more detailed guidance. The CoC collaborative applicant and project applicants should carefully review the annual NOFA criteria each year.

HUD THRESHOLD REQUIREMENTS

1. Applicant has Active SAM registration with current information.

2. Applicant has Valid DUNS number in application.

3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:

   (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or

   (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.

4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.

5. Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.

6. Submitted the required certifications as specified in the NOFA.

7. Demonstrated the population to be served meets program eligibility requirements as described in the Act, and project application clearly establishes eligibility of project applicants. This includes any additional eligibility criteria for certain types of projects contained in the NOFA.

8. Agreed to Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.

9. Met HUD Expectations - When considering renewal projects for award, HUD will review information in eLOCCS; Annual Performance Reports (APRs); and information provided from the local HUD CPD Field Office, including monitoring reports and A-133 audit reports as applicable, and performance standards on prior grants. HUD will also assess renewal projects using the following performance standards in relation to the project's prior grants:

   (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

10. Met HUD financial expectations – If a project applicant has previously received HUD grants, the organization must have demonstrated its ability to meet HUD's financial expectations.
    If any of the following have occurred, the project applicant would NOT meet this threshold criteria:

(continued on next page)

RENEWAL/EXPANSION THRESHOLD REQUIREMENTS continued

Project Name: _____

Organization Name: _____

Project Type: _____

THRESHOLD REQUIREMENTS	YES/NO
(a) Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon;	
(b) Audit finding(s) for which a response is overdue or unsatisfactory;	
(c) History of inadequate financial management accounting practices;	
(d) Evidence of untimely expenditures 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.	
11. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.	

CoC THRESHOLD REQUIREMENTS

For each requirement, select "Yes" if the project has provided reasonable assurances that the project will meet the requirement or has been given an exception from the CoC or will request a waiver from HUD. Otherwise select "No".)

Coordinated Entry Participation	
Housing First and/or Low Barrier Implementation	
Documented, secured minimum match	
Applicant is active participant in CoC	
Application is complete and data are consistent	
Bed/unit utilization rate at or above 95%	
Acceptable organizational audit/financial review	
Nonprofit, government agency, or other eligible applicant entity	
Admin costs < 7% total HUD CoC request	
Mission and bylaws in place to guide agency	
Active Board of Directors including homeless representative	
Conflict of interest policies and procedures in place	
Adequate staffing level and expertise for project	

RENEWAL/EXPANSION PROJECT RATING TOOL

2019

Project Name: _____ Project Type: _____

Organization Name: _____

RATING FACTOR	PERFORMANCE GOAL					POINTS AWARDED		MAX POINT VALUE
PERFORMANCE MEASURES								
Housing Stability		Scale range:	0 points	2.5 points	5 points			
Stayers and Leavers to permanent housing	RRH: ≥ 90% move to PH or remain in PH		<80%	80-89.9%	90%+		out of	5
	PSH: ≥ 90% move to PH or remain in PH		<75%	75-89.9%	90%+		out of	5
Returns to Homelessness		Scale range:	0 points	2.5 points	5 points			
Within 12 months of exit to permanent housing	≤ 10% of participants return to homelessness		>15%	10-15%	<10%		out of	5
New or Increased Income and Earned Income		Scale range:	0 points	1 point	2.5 points			
Earned income for project stayers	20%+ increase (*PSH ONLY) between entry and last annual assessment		<10%	10-19.9%	20%+		out of	2.5*
Non-employment income for project stayers	40%+ increase (*PSH ONLY) between entry and last annual assessment		<25%	25-39.9%	40%+		out of	2.5*
Earned income for project leavers	20%+ increase between entry and exit		< 10%	10-19.9%	20%+		out of	2.5
Non-employment income for project leavers	20%+ increase between entry and exit		< 10%	10-19.9%	20%+		out of	2.5
Performance Measures Subtotal							out of	
SERVE HIGH NEED POPULATIONS								
Chronic Homeless Priority		Scale range:	0 points	2.5 points	5 points			
Permanent Supportive Housing	≥ 80% of participants are chronically homeless		<65%	65- 79.9%	80%+		out of	5
Rapid Re-Housing	≥ 30% of participants are chronically homeless		<20%	20-29.9%	30%+		out of	5
Other High Need Priorities		Scale range:	0 points	1 point	2.5 points			
No income at entry	PSH: ≥ 35% of participants entered with no income		< 20%	20-34.9%	35%+		out of	2.5
Disability at entry	RRH: ≥ 20% of participants entered with no income		< 10%	10-19.9%	20%+		out of	2.5
	PSH: ≥ 95% of participants have a disability at entry		< 80%	80-94.9%	95%+		out of	2.5
	RRH: ≥ 30% of participants have a disability at entry		< 25%	25-49.9%	50%+		out of	2.5
Serve High Need Populations Subtotal							out of	10
OTHER AND LOCAL CRITERIA		Scale range:	0 points	2.5 points	5 points	(Except CES and Housing First. Score range 0/5/10)		
Bed utilization	>90% bed or unit utilization		<75%	75-90%	>90%		out of	5
HMIS data quality	>75% data quality points possible		<50%	50-75%	>75%		out of	5
eLOCCS draws	Draws are regular and at least quarterly		< 4, irregular		4+, regular		out of	5
Fund recapture	<5% of funds recaptured in last two grant cycles		>20%	5-20%	<5%		out of	5
CoC Participation	Project represented at 75% of CoC plenary meetings		<50%	50-74.9%	75%+		out of	5
Equal Access Rule compliance	Fewer than 5 goals have a "no" response or are not verified		>10 no	5-10 no	<5 no		out of	5
Coordinated Entry compliance	Basic reqs met (agreements, training, all referrals via CES) and participate in CES development activities		No basics	Basics	Basics+		out of	10
Early childhood development	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	(HH w children ONLY*)	No plan	Partial plan	Full plan		out of	5*
K-12 education	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	(HH w children ONLY*)	No plan	Partial plan	Full plan		out of	5*
Housing First implementation	>75% of points possible on Housing First Assessment tool		<50%	50-75%	>75%		out of	10
Other and Local Criteria Subtotal							out of	
TOTAL RAW SCORE							out of	

FINAL Public Posting of Project Priority List for FY2019 HUD CoC Project Applications

Posted August 29, 2019 with revisions*

River Valleys Continuum of Care (Rochester/Southeast Minnesota, MN-502)

	Agency	Project	Grant Number	Accepted?	Rank	Rank Rationale	Weighted Score	Tiebreaker (Cost Effect.)	GIW maximum renewal amount	Requested funding	Approved funding	Amount reduced/ reallocated from project**	Renewal funds for project	Reallocated funds for project	CoC Bonus funds for project	DV Bonus funds for project	Consolidation Grant Amounts	Running Total for CoC Projects
Tier 1	Olmsted County Housing and Redevelopment Authority	The Francis	MN0193L5K021809	Yes	1	Project Performance Score	93.13		$ 87,312	$ 87,312	$ 87,312	$ -	$ 87,312	$ -	$ -	$ -		$ 87,312
Tier 1	Three Rivers Community Action Inc.	SE MN RRH EXPANSION	New - expansion	Yes	2	Need & Performance Capacity Score	90.45		$ -	$ 52,501	$ 51,068	$ 1,433	$ -	$ 12,000	$ 39,068	$ -		$ 138,380
Tier 1	Three Rivers Community Action Inc.	SE MN RRH(fka RHASP)	MN0065L5K021811	Yes	3	Project Performance Score	89.41		$ 172,439	$ 172,439	$ 172,439	$ -	$ 172,439	$ -	$ -	$ -		$ 310,819
Tier 1	*Three Rivers Community Action*	*SE MN RRH Combined*	*Combined*	*Yes*	*3*	*Policy (Consolidated projects rank same as lowest ranked individual application to be combined)*											*$ 223,507*	
Tier 1	Women's Shelter Inc.	Women's Shelter Joint TH/R	New	Yes	4	Need & Performance Capacity Score	89.09		$ -	$ 155,388	$ 138,787	$ 16,601	$ -	$ -	$ -	$ 138,787		$ 449,606
Tier 1	Three Rivers Community Action Inc.	TRCA PSH	MN0306L5K021804	Yes	5	Project Performance Score	88.89		$ 178,043	$ 178,043	$ 166,043	$ 12,000	$ 166,043	$ -	$ -	$ -		$ 615,649
Tier 1	Red Wing Housing and Redevelopmer	Red Wing Shelter + Care Exp	MN0246L5K021803	Yes	6	Project Performance Score	88.33		$ 58,327	$ 58,327	$ 58,327	$ -	$ 58,327	$ -	$ -	$ -		$ 673,976
Tier 1	Minnesota Assistance Council for Vet	Radichel Veteran Townhom	MN0061L5K021811	Yes	7	Project Performance Score	87.50		$ 163,328	$ 163,328	$ 163,328	$ -	$ 163,328	$ -	$ -	$ -		$ 837,304
Tier 1	Mankato EDA / SW MN Housing Partr	Cherry Ridge Consolidated F	MN0300L5K021806	Yes	8	Project Performance Score	78.89		$ 54,707	$ 54,707	$ 54,707	$ -	$ 54,707	$ -	$ -	$ -		$ 892,011
Tier 1	Center City Housing	Gage East	MN0332L5K021803	Yes	9	Project Performance Score	77.78		$ 85,295	$ 85,295	$ 85,295	$ -	$ 85,295	$ -	$ -	$ -		$ 977,306
Tier 1	Steele County Transitional Housing	Progress Program	MN0057L5K021811	Yes	10	Project Performance Score	74.71		$ 36,098	$ 36,098	$ 36,098	$ -	$ 36,098	$ -	$ -	$ -		$ 1,013,404
Tier 1	Olmsted County Community Services	PSH Zumbro Valley	MN0064L5K021811	Yes	11	Project Performance Score	71.67		$ 171,932	$ 171,932	$ 171,932	$ -	$ 171,932	$ -	$ -	$ -		$ 1,185,336
Tier 1	Center City Housing	Silver Creek Corner	MN0247L5K021807	Yes	12	Project Performance Score	68.75	$2,119	$ 59,335	$ 59,335	$ 59,335	$ -	$ 59,335	$ -	$ -	$ -		$ 1,244,671
Tier 1	The Salvation Army	Maxfield Place	MN0060L5K021811	Yes	13	Project Performance Score	68.75	$14,838	$ 163,216	$ 163,216	$ 163,216	$ -	$ 163,216	$ -	$ -	$ -		$ 1,407,887
Tier 1	The Salvation Army	Castleview 1	MN0229L5K021707	Yes	14	Project Performance Score	68.63		$ 57,042	$ 57,042	$ 57,042	$ -	$ 57,042	$ -	$ -	$ -		$ 1,464,929
Tier 1	Hearth Connection	Hearth SE RA	MN0151L5K021810	Yes	15	Project Performance Score	67.78	$2,844	$ 62,558	$ 62,558	$ 62,558	$ -	$ 62,558	$ -	$ -	$ -		$ 1,527,487
Tier 1	Rice County HRA/Northfield CAC	Marilyn's Place	MN0424L5K021800	Yes	16	Policy (first renewal)	NA		$ 110,981	$ 110,981	$ 110,981	$ -	$ 110,981	$ -	$ -	$ -		$ 1,638,468
Tier 1	Partners for Affordable Housing	St. Peter Housing	MN0426L5K021800	Yes	17	Policy (first renewal)	NA		$ 109,179	$ 115,926	$ 109,179	$ 6,747	$ 109,179	$ -	$ -	$ -		$ 1,747,647
Tier 1	Institute for Community Alliances	MN HMIS Southeast	MN0058L5K021811	Yes	18	Policy (System Requirement)	NA		$ 62,480	$ 62,480	$ 62,480	$ -	$ 62,480	$ -	$ -	$ -		$ 1,810,127
Tier 1	Three Rivers Community Action Inc.	Coordinated Entry System	MN0366L5K021803	Yes	19	Policy (System Requirement)	NA		$ 134,047	$ 134,047	$ 134,047	$ -	$ 134,047	$ -	$ -	$ -		$ 1,944,174
Tier 1	Three Rivers Community Action Inc.	CES DV FY2019	New	Yes	20	Policy (System Requirement)	NA		$ -	$ 24,013	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000		$ 1,969,174
Tier 1	Three Rivers Community Action Inc.	CES Expansion FY2019	New - expansion	Yes	21	Policy (System Requirement)	NA		$ -	$ 69,263	$ 69,263	$ -	$ -	$ -	$ 69,263	$ -		$ 2,038,437
Tier 1	*Three Rivers Community Action Inc.*	*Coordinated Entry System Combined*	*Combined*	*Yes*	*21*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*										*$ -*	*$ 203,310*	$ 2,038,437
Tier 1	Hearth Connection	BEC RA (Tier 1 portion)	MN0192L5K021809	Yes	22	Project Performance Score	67.78	$5,019	$ 130,485	$ 130,485	$ 11,386	$ -	$ 11,386	$ -	$ -	$ -		$ 2,049,823
Tier 2	Hearth Connection	BEC RA (Tier 2 portion)	MN0192L5K021809								$ 119,099	$ -	$ 119,099	$ -	$ -	$ -		$ 2,168,922
Tier 2	*Hearth Connection*	*Hearth SE Consolidated*	*Combined*		*22*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 193,043*	$ 2,168,922
Tier 2	The Salvation Army	Castleview Apartments	MN0149L5K021709	Yes	23	Project Performance Score	61.88		$ 84,128	$ 84,128	$ 84,128	$ -	$ 84,128	$ -	$ -	$ -		$ 2,253,050
Tier 2	*The Salvation Army*	*Castleview Apartments Consolidated*	*Combined*		*23*	*Policy (Consolidation rank same as lowest ranked individual application to be combined)*											*$ 141,170*	$ 2,253,050
Tier 2	Ruths House of Hope Inc	Ruth's House of Hope- Perm	MN0330L5K021804	Yes	24	Project Performance Score	61.11		$ 185,680	$ 185,680	$ 185,680	$ -	$ 185,680	$ -	$ -	$ -		$ 2,438,730
									$ 2,297,097	**$ 2,605,009**	**$ 2,438,730**	**$ 36,781**	**$ 2,154,612**	**$ 12,000**	**$ 108,331**	**$ 163,787**	***$ 761,030***	**$ 2,438,730**
	Projects not ranked (per HUD guidelines																	
	Three Rivers Community Action Inc.	CoC Planning grant	New Planning	Yes	NR						$ 64,998							**$ 64,998**
	TOTAL PROJECTS & FUNDING REQUESTED			**Projects:**	**24**	(CoC Planning not ranked per HUD guidlines)											**$**	**2,503,728**
	Projects rejected																	
	Bluff Country Family Resources, Inc.	RRH/Transitional 2019	New	**No**	NR	Need & Performance Capacity Score	37.27		$ -	$ 138,615			$ -					

*** Revisions from initial posting August 21, 2019: Corrected rank order of projects 6 and 7 based on score, rank rationale for project 6 (performance, not policy), finalized budgets of two projects proposed through DV Bonus. Note regarding projects #20-24: Applicant for projects #20-21 is waiting on guidance from HUD that may result in combining projects in a different way. If guidance suggests that projects 20 and 21 can be combined, the resulting project will be ranked 20 and projects 22-24 will move up one ranking position. This change would not affect project funding or Tier position.**

**** Reductions/rejections: TRCA PSH - voluntary reallocation. TRCA RRH Expansion - request exceeded limit in a budget category. St Peter Housing - request exceeded limit on GIW. Women's Shelter Joint TH/RRH - not enough new funds available for full request; minimum request for CES DV had to be $25,000 per NOFA requirements. Bluff Country RRH/Transitional - no funds available for request.**

Jennifer Prins

From: Jennifer Prins
Sent: Thursday, August 29, 2019 3:05 PM
To: RVCoC Listserv 8.1.19
Subject: RVCoC Notice: FINAL FY2019 Project Priority List posted on CoC website

Hello River Valleys CoC –
The final Project Priority Listing for FY2019 HUD Continuum of Care Program funds has been posted, with a few slight revisions from the August 21, 2019 posting. To view the list, please visit the CoC webpage for the 2019 Local Competition: https://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability.

The projects included in Tier 1 and Tier 2 and the CoC Planning grant will be included in the regional CoC application for funds, due to HUD by September 30, 2019.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

From: Jennifer Prins
Sent: Wednesday, August 21, 2019 3:30 PM
To: RVCoC Listserv 8.1.19
Subject: RVCoC Notice: Public Posting of FY2019 Project Priority List for CoC Review
Importance: High

Hello River Valleys CoC –
Attached please find the Project Priority Listing for FY2019 HUD Continuum of Care Program funds. The ranking is also posted on the CoC website at http://www.threeriverscap.org/continuum-of-care. Applicants have received detailed score information as well as guidance on any remaining corrections required in the application before final submittal. Final corrections on applications in e-snaps are due by 4:00pm on September 9, 2019.

As shown, the River Valleys CoC intends to apply for $2,503,728 this year for projects across the region, including four new projects.

Per HUD guidelines, the Project Review and Rating Committee taken the following steps to create the project ranking list:

1. Received project applications at least 30 days before the CoC regional application is due (September 30),
2. Scored projects based on objective criteria related to performance, program management, and alignment with policies/priorities,
3. Ranked projects based on performance and CoC priorities laid out in Local Competition Guide,
4. Applied the policy described in the Local Competition Guide to adjust ranking and reallocate funds to increase cost effectiveness and response system improvement,
5. Placed ranked projects into two tiers that prioritize funding for HUD consideration,
6. Documented its process of scoring and ranking,
7. Notified project applicants of project acceptance, rejection, reduction, score, rank, and tier status at least 15 days before the CoC regional application is due (September 15),
8. Provided objective feedback to project applicants to finalize their applications for this year and make adjustments for next year,
9. Posted the project ranking for public review, and

10. Advised project applicants of appeal options.

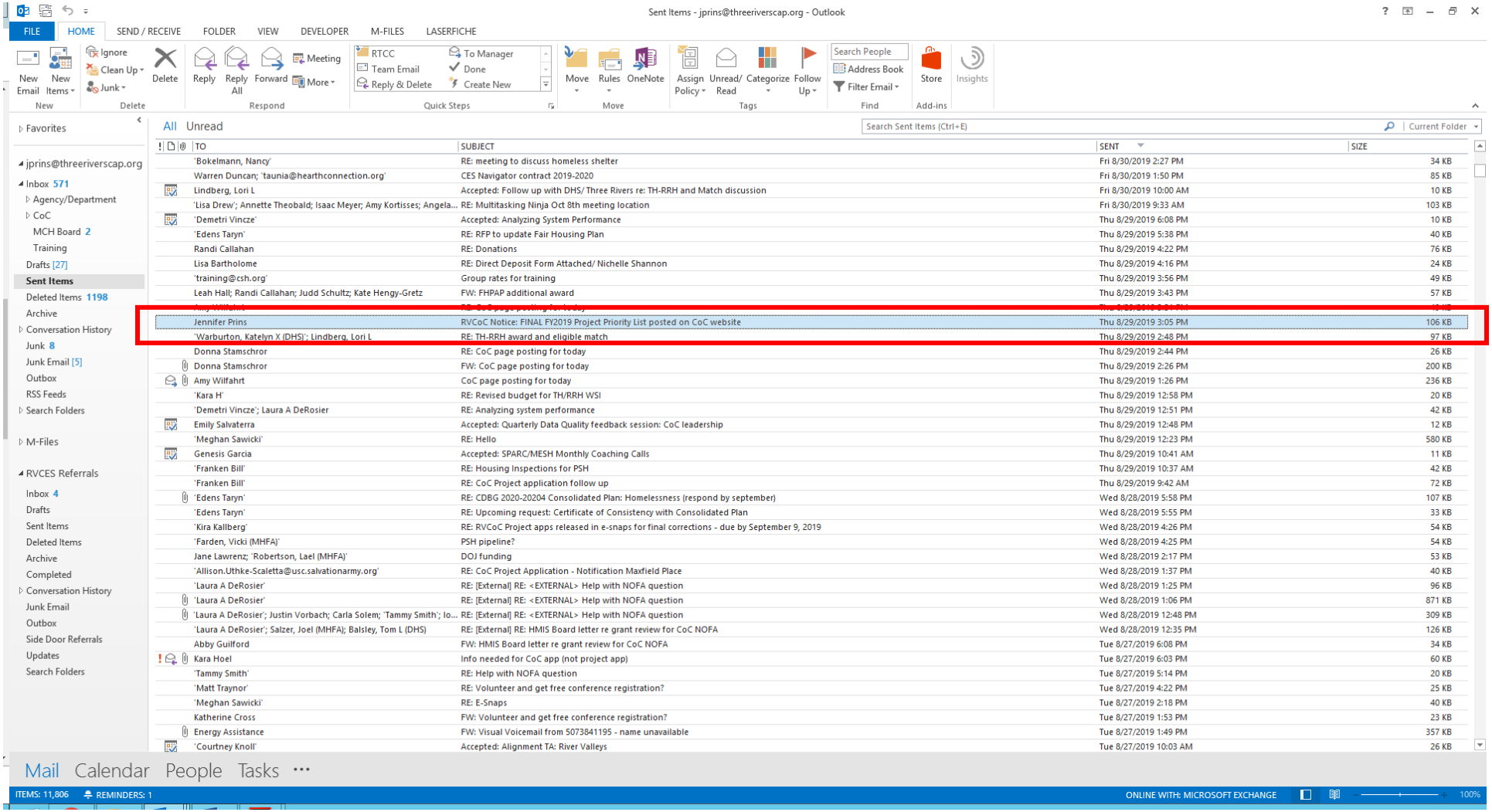
The project ranking list is open for comment until 4:00pm on Friday, August 23. Comments can be sent to me at the email above and I will distribute to the review committee.

The River Valleys CoC thanks project applicants for their proposals in the FY2019 funding round. River Valleys CoC is open to project proposals from eligible organizations across the region, whether or not the organization has received HUD CoC funds in the past. The application period for the FY2019 funding round has closed, but agencies interested in applying for FY2020 may contact me to discuss options for new projects.

Best –
Jennifer

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*


Sent Items - jprins@threeriverscap.org - Outlook
FILE
HOME
SEND / RECEIVE
FOLDER
VIEW
DEVELOPER
M-FILES
LASERFICHE
New Email
New Items
Ignore
Clean Up
Junk
Delete
Reply
Reply All
Forward
Meeting
More
RTCC
Team Email
Reply & Delete
To Manager
Done
Create New
Move
Rules
OneNote
Assign Policy
Unread/ Read
Categorize
Follow Up
Search People
Address Book
Filter Email
Store
Insights
New
Delete
Respond
Quick Steps
Move
Tags
Find
Add-ins
Favorites
jprins@threeriverscap.org
Inbox 571
Agency/Department
CoC
MCH Board 2
Training
Drafts [27]
Sent Items
Deleted Items 1198
Archive
Conversation History
Junk 8
Junk Email [5]
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M-Files
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Drafts
Sent Items
Deleted Items
Archive
Completed
Conversation History
Junk Email
Outbox
Side Door Referrals
Updates
Search Folders
All
Unread
Search Sent Items (Ctrl+E)
Current Folder
TO
SUBJECT
SENT
SIZE
'Bokelmann, Nancy' RE: meeting to discuss homeless shelter Fri 8/30/2019 2:27 PM 34 KB
Warren Duncan; 'taunia@hearthconnection.org' CES Navigator contract 2019-2020 Fri 8/30/2019 1:50 PM 85 KB
Lindberg, Lori L Accepted: Follow up with DHS/ Three Rivers re: TH-RRH and Match discussion Fri 8/30/2019 10:00 AM 10 KB
'Lisa Drew'; Annette Theobald; Isaac Meyer; Amy Kortisses; Angela... RE: Multitasking Ninja Oct 8th meeting location Fri 8/30/2019 9:33 AM 103 KB
'Demetri Vincze' Accepted: Analyzing System Performance Thu 8/29/2019 6:08 PM 10 KB
'Edens Taryn' RE: RFP to update Fair Housing Plan Thu 8/29/2019 5:38 PM 40 KB
Randi Callahan RE: Donations Thu 8/29/2019 4:22 PM 76 KB
Lisa Bartholome RE: Direct Deposit Form Attached/ Nichelle Shannon Thu 8/29/2019 4:16 PM 24 KB
'training@csh.org' Group rates for training Thu 8/29/2019 3:56 PM 49 KB
Leah Hall; Randi Callahan; Judd Schultz; Kate Hengy-Gretz FW: FHPAP additional award Thu 8/29/2019 3:43 PM 57 KB
Jennifer Prins RVCoC Notice: FINAL FY2019 Project Priority List posted on CoC website Thu 8/29/2019 3:05 PM 106 KB
'Warburton, Katelyn X (DHS)'; Lindberg, Lori L RE: TH-RRH award and eligible match Thu 8/29/2019 2:48 PM 97 KB
Donna Stamschror RE: CoC page posting for today Thu 8/29/2019 2:44 PM 26 KB
Donna Stamschror FW: CoC page posting for today Thu 8/29/2019 2:26 PM 200 KB
Amy Wilfahrt CoC page posting for today Thu 8/29/2019 1:26 PM 236 KB
'Kara H' RE: Revised budget for TH/RRH WSI Thu 8/29/2019 12:58 PM 20 KB
'Demetri Vincze'; Laura A DeRosier RE: Analyzing system performance Thu 8/29/2019 12:51 PM 42 KB
Emily Salvaterra Accepted: Quarterly Data Quality feedback session: CoC leadership Thu 8/29/2019 12:48 PM 12 KB
'Meghan Sawicki' RE: Hello Thu 8/29/2019 12:23 PM 580 KB
Genesis Garcia Accepted: SPARC/MESH Monthly Coaching Calls Thu 8/29/2019 10:41 AM 11 KB
'Franken Bill' RE: Housing Inspections for PSH Thu 8/29/2019 10:37 AM 42 KB
'Franken Bill' RE: CoC Project application follow up Thu 8/29/2019 9:42 AM 72 KB
'Edens Taryn' RE: CDBG 2020-20204 Consolidated Plan: Homelessness (respond by september) Wed 8/28/2019 5:58 PM 107 KB
'Edens Taryn' RE: Upcoming request: Certificate of Consistency with Consolidated Plan Wed 8/28/2019 5:55 PM 33 KB
'Kira Kallberg' RE: RVCoC Project apps released in e-snaps for final corrections - due by September 9, 2019 Wed 8/28/2019 4:26 PM 54 KB
'Farden, Vicki (MHFA)' PSH pipeline? Wed 8/28/2019 4:25 PM 54 KB
Jane Lawrenz; 'Robertson, Lael (MHFA)' DOJ funding Wed 8/28/2019 2:17 PM 53 KB
'Allison.Uthke-Scaletta@usc.salvationarmy.org' RE: CoC Project Application - Notification Maxfield Place Wed 8/28/2019 1:37 PM 40 KB
'Laura A DeRosier' RE: [External] RE: <EXTERNAL> Help with NOFA question Wed 8/28/2019 1:25 PM 96 KB
'Laura A DeRosier' RE: [External] RE: <EXTERNAL> Help with NOFA question Wed 8/28/2019 1:06 PM 871 KB
'Laura A DeRosier'; Justin Vorbach; Carla Solem; 'Tammy Smith'; lo... RE: [External] RE: <EXTERNAL> Help with NOFA question Wed 8/28/2019 12:48 PM 309 KB
'Laura A DeRosier'; Salzer, Joel (MHFA); Balsley, Tom L (DHS) RE: [External] RE: HMIS Board letter re grant review for CoC NOFA Wed 8/28/2019 12:35 PM 126 KB
Abby Guilford FW: HMIS Board letter re grant review for CoC NOFA Tue 8/27/2019 6:08 PM 34 KB
Kara Hoel Info needed for CoC app (not project app) Tue 8/27/2019 6:03 PM 60 KB
'Tammy Smith' RE: Help with NOFA question Tue 8/27/2019 5:14 PM 20 KB
'Matt Traynor' RE: Volunteer and get free conference registration? Tue 8/27/2019 4:22 PM 25 KB
'Meghan Sawicki' RE: E-Snaps Tue 8/27/2019 2:18 PM 40 KB
Katherine Cross FW: Volunteer and get free conference registration? Tue 8/27/2019 1:53 PM 23 KB
Energy Assistance FW: Visual Voicemail from 5073841195 - name unavailable Tue 8/27/2019 1:49 PM 357 KB
'Courtney Knoll' Accepted: Alignment TA: River Valleys Tue 8/27/2019 10:03 AM 26 KB
Mail
Calendar
People
Tasks
ITEMS: 11,806
REMINDERS: 1
ONLINE WITH: MICROSOFT EXCHANGE
100%

ThreeRivers COMMUNITY ACTION

People-focused, community-driven

Continuum of Care

The Continuum of Care (CoC) is a community planning group that coordinates services and maximizes resources to reach the goal of preventing and ending homelessness. The community planning network in south central and southeastern Minnesota is River Valleys CoC.

The River Valleys CoC planning region, or community, includes the area of 20 counties. The CoC includes people and organization from across the region, and meetings are open to anyone who wants to work together with local organizations to change our system and end homelessness.

Get more informatkion about River Valleys CoC:

- Weekly CoC email (https://docs.google.com/forms/d/1KaKpBNeLeGwwl4dvINzopvwtglIDia7-QJODLABXJO4/viewform) with meeting information, grants, events, training, and more.
- RV CoC Brochure (https://threeriverscap.org/sites/default/files/rv_coc_brochure_2.17.pdf)
- River Valleys Continuum of Care Region Map (https://www.google.com/maps/d/viewer?mid=1gCR2Rx_3x-6yEBtwfki3ycltBxY)

Public Notices

- **9/24/2019 Public Posting of FINAL approved E-snaps CoC Application and Project Priority List.** CoC membership was invited to vote electronically September 16-19 to approve submittal of the Draft E-snaps Application. All votes received supported submitting the application. Per CoC Policy, the e-vote will be confirmed in the CoC minutes at its next regular meeting on October 17, 2019. The FINAL application is available on the HUD Notice of Funding Availability page (http://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability).
- **9/16/2019 Public Posting of DRAFT E-snaps CoC Application and Project Priority List.** Per the Local Competition Guide, the draft CoC Application and Project List as developed in the online application system E-snaps has been posted for CoC member review and vote. See the materials on the HUD Notice of Funding Availability (http://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability) page. Due to a scheduling conflict affecting members, the Application will be approved by e-vote rather than in-person vote. All votes and comments are due via online form by 4:00pm on Thursday, September 19, 2019. Vote and comment here (https://docs.google.com/forms/d/e/1FAIpQLSfjmlKXAEAokWKgUnx7PJGljSXpSeZlBD6WT-YWNHh5pwX22w/viewform?usp=sf_link).
- **8/29/2019 FINAL Public Posting of Project Priority List.** Per the Local Competition Guide, the FINAL Project Priority List from the Project Review and Ranking Committee has been posted for public viewing. See the list on the HUD Notice of Funding Availability page. Revisions from the 8/21/19 posting are noted on the list document.

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HUD Notice of Funds Availability

2019 Local CoC Program Competition

- FINAL CoC Application in e-snaps (for submittal by 9/30/2019) (https://threeriverscap.org/sites/default/files/mn-502_esnaps_appplication_-_final_approved_2019_coc_application.pdf)
- FINAL CoC Project Priority List in e-snaps (for submittal by 9/30/2019) (https://threeriverscap.org/sites/default/files/mn-502_esnaps_application_-_final_approved_2019_project_priority_list.pdf)
- Draft CoC Application and Project Priority List in e-snaps - Posted 9/16/19 for CoC comment and vote. Comments and votes on the CoC Application and Project Priority List were due via online form by Thursday 9/19/19 at 4:00pm. Voting Closed. Application approved by e-vote to be confirmed in minutes at 10/17/19 meeting.
- Project Priority List (https://threeriverscap.org/sites/default/files/rvcoc_project_priority_list_-_final_posting_8.29.pdf) - FINAL Public Posting 8/29/19
- River Valleys CoC 2019 Call for Projects and Notice of Proposal Submission Requirements (https://threeriverscap.org/sites/default/files/call_for_projects_2019_updated_072219.pdf) (Preliminary 03/4/19. Updated 7/12/19 with guidance from HUD FY2019 NOFA).
- 2019 Local CoC Competition Guide, including timeline (https://threeriverscap.org/sites/default/files/rvcoc_local_competition_guide_2019_-_7.12.19_updated_posting.pdf) (Updated 7/12/19)
- List of Eligible Renewal Projects for the 2019 Local CoC Competition (https://threeriverscap.org/sites/default/files/list_of_eligible_renewals_-published_5.1.19.pdf) (Published 5/1/19)

2019 Project Application Materials

Note: This section includes CoC Local Competition forms only. Additional materials are required for the project review and application. Please review the Call for Projects and follow instructions in the forms below. Please also review the Renewal Project Documentation Guide in the resource section below. For projects approved in the Local Competition, additional forms and materials will be required for application in e-snaps.

RENEWAL HOUSING PROJECTS

For additional instructions on the performance documentation for your renewal project, please review the Renewal Project Documentation Guide in the Application Resources section below. For detailed rating criteria, view the 2019 Rating Criteria for Renewals (https://threeriverscap.org/sites/default/files/rating_criteria_2019_renewals.pdf)

Preliminary Performance Review/Intent to Apply

Jennifer Prins

From: Jennifer Prins
Sent: Tuesday, September 24, 2019 1:59 PM
To: RVCoC Listserv 9.1.19
Subject: RVCoC - Notice of CoC Application to HUD

River Valleys CoC members and partners -

The final CoC-approved FY2019 HUD CoC Application and Project Priority List is now posted to the CoC webpage at https://www.threeriverscap.org/continuum-of-care/hud-notice-of-funds-availability. The posted application and priority list will be submitted in e-snaps on Thursday, September 26 to meet the submittal deadline of September 30, 2019. (Documentation of this public notice regarding the posting will also be added as a required attachment to the application.)

On behalf of the CoC Executive Committee and the project applicants and communities who rely on your partnership to support their applications for funding, THANK YOU for participating in planning and documenting our work over the past year. Thank you also to the CoC voting members and others who provided final comment and correction on the draft application posted for review 9/16/19. The CoC member e-votes votes received by the 9/19/19 deadline affirmed submitting the application. Per CoC policy, the approval vote will be confirmed in the CoC minutes during the next regular meeting on October 17, 2019 (in Mankato).

Notification from HUD regarding the $2,503,720 requested through this application, including individual project requests, generally occurs between late December and early February and may be done in multiple announcements from HUD. We will share that information as soon as it is available.

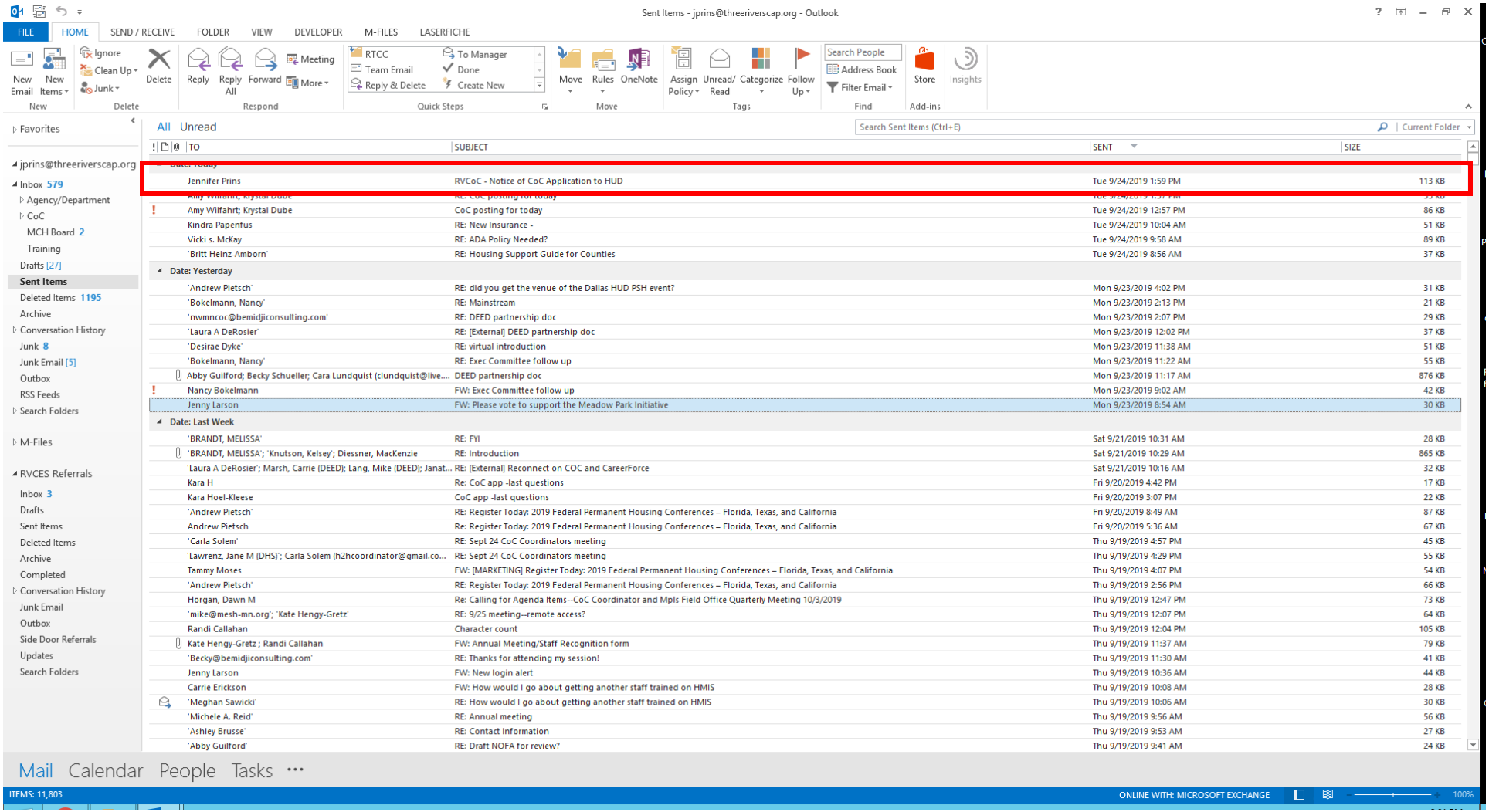
If you have questions about submitting applications in next year's competition, please contact me for more information.

Thank you!

Jennifer Prins, MURP (she/her/hers)
Planning Director/Continuum of Care Coordinator
Three Rivers Community Action
1414 North Star Drive, Zumbrota, MN 55992
Direct: 507-322-3850 | jprins@threeriverscap.org

Three Rivers Community Action *works with community partners to provide warmth, transportation, food, housing, advocacy, and education to individuals and families. For more information on how you can help, visit our website at www.threeriverscap.org.*
River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

Email to CoC listserv 9/24/19 regarding public posting of Final CoC Application and Project Priority List to CoC webpage.



3A-5b Local Education or Training Organization Agreement
Rochester/Southeast Minnesota CoC (MN-502)

Description of documents attached:

1. **Sample agreement for partnership with employment training program used by PHAs in the CoC.** PHAs use the Family Self Sufficiency program partnerships and models for households using vouchers, including vouchers with a homeless preference or Moving On preference. Sample provided for one CoC agency, Mankato/Blue Earth County EDA, as representative of region.
2. **Sample letters of commitment for CoC program partnerships with local employment training programs using the Pathways to Prosperity model.** Formal agreements beyond letters of commitment were not required for the partnerships. Samples provided for one CoC agency, Northfield CAC, as representative of region.

1. Sample Family Self-Sufficiency partnership with local workforce program for participants in CoC projects.

FAMILY SELF-SUFFICIENCY PROGRAM

ACTION PLAN

Submitted by:

Mankato Housing and
Economic Development Authority
And
Blue Earth County
Housing and Redevelopment Authority

May 2001
April 2002

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FAMILY SELF SUFFICIENCY
ACTION PLAN

1. INTRODUCTION

The Mankato Economic Development Authority (EDA)and the Blue Earth County Housing and Redevelopment Authority (HRA)have implemented the Department of Housing and Urban Development's (HUD) Family Self-Sufficiency Program (FSS). The FSS Program combines housing assistance provided by HUD with other services such as education, counseling and daycare. The purpose of this comprehensive effort is to help participants reduce dependency on public assistance and reach individual goals.

The Action Plan which follows describes the expected participants, selection of participants, the services to be provided, case management and long term goals/plans. This plan will be updated as needed to reflect changes in services and the authority's administrative policies.

This plan was developed in consultation with the Steering Committee for Family Self-Sufficiency (Committee). The Committee is made up of social service and community business representatives and housing assistance recipients. The Committee's mission is to develop, implement, and revise as necessary an Action Plan to assist families in becoming self-sufficient. The Committee identifies existing social services and needs which are unserved or underserved in the community. The Committee will meet on an ongoing basis to coordinate and develop new programming.

2. ESTIMATE OF PARTICIPATING FAMILIES

The Mankato EDA/Blue Earth County HRA expects to serve a minimum of 35 families in the FSS program at any given time. If more families are interested than can be accommodated, they will be placed on a waiting list for the next available space.

In May of 2001, FSS needs surveys were mailed to all Mankato and Blue Earth County HA public housing and Section 8 program participants to determine the interest in the program and the services required to achieve self-sufficiency. Of the 132 surveys returned, 96 expressed a desire to participate in the program. Of these 96, 64 wanted to start as soon as possible, 10 in the next 6 months, 12 in the next year, 10 in the next 2 years.

Survey respondents reported that they have educational goals: 38 plan to obtain a four year degree, 23 a two year degree, 17 want a G.E.D., 16 want vocational/technical

We will also listen to and log families' comments in order to further shape the program to meet their needs. We see the support offered through FSS as a constantly evolving system based on changing needs and changing times. This may be especially important as existing systems change.

6. UNMET NEEDS

Although several resources for childcare and transportation have been identified, there will be families whose needs are not met by these sources. It is anticipated that program funds will be secured to provide for needs such as daycare for sick children, odd hour or sporadic childcare, car repairs, public transportation, car purchase assistance, etc.

7. CASE MANAGEMENT

Case management and service coordination for the FSS Program will be managed by the Blue Earth County Employment Services and the Minnesota Work Force Center. Both agencies have had extensive experience in providing case management, job placement services and a wide variety of services to low-income individuals and families. The Blue Earth County Employment Services will designate Service Coordinators who will provide direct case management for program participants. These Service Coordinators will specialize in the needs of participants who are unemployed and/or welfare recipients and the needs of the participants who are working poor. Designating a specialist will assure that the special schedules and needs of working participants will be accommodated by the work schedule of their Service Coordinator.

The goals of the case management will be to:

a. Strengthen families and children;
b. Encourage individual development and growth for each head-of-household;
c. Provide financial assistance;
d. Provide coordinated support services; and
e. Provide follow-up services.

Case management by a Service Coordinator will include the following areas:

1. Development of an individual goal plan and contract.
2. Regular meetings and contacts with the participant.
3. Interpretation of the FSS Program, rules, regulations, etc.
4. Assessment of needs and appropriate referrals to community services.
5. On-going contact with providers to coordinate services.
6. Development of a working rapport and general supportive relationship.
7. Maintaining records and documents.
8. Follow-up.

1. Development of an Individual Goal Plan and Contract:

The Service Coordinator will be responsible to work with each participant in creating a realistic goal plan that will lead the participant to education, employment and increased financial self-sufficiency. The plan will also include goals related to mental and physical health, parenting and family life, long-term housing needs, and in some cases, sobriety. The goal plan will be organized in a step-by-step approach that creates tasks which are manageable and attainable.

Some participants will have a well-established plan for obtaining these goals. However, some will need further assessment to establish reasonable goals. This may include assessment for learning or other disabilities. Assistance in goal setting may also be accomplished through cooperation with the Work Incentive Act, the Minnesota MFIP Program and other programs designed specifically for low-income persons.

Once the goal plan has been agreed upon, it will be put into a contract that the participant will use as a tool for action. It will also serve as a guideline for the FSS Program in assessing progress and eligibility for continued involvement. The contract will be reviewed with the participant regularly to assure that the goals are realistic and achievable.

2. Regular Meeting and Contacts:

When the Service Coordinator meets with each participant to create a goal plan, they will include a plan for regular meetings and contacts that both fulfill the needs of the FSS Program and those of the participant. This agreement will be written into their larger contract and will be based on the level of involvement and need as assessed by the Service Coordinator. These meetings may be held in person as well as on the phone. The meetings and conversations will focus on assessing progress toward their goal plan, obtaining referrals and general support and encouragement.

3. Interpretation of Family Self-Sufficiency Program Rules, Regulations, Etc.:

The Service Coordinator will be responsible for fully understanding the requirements and expectations of the program. They will in turn educate each participant about the program, inform him/her of any changes and update information that relates to the program. They will cooperate with the local housing authority to explain any concerns or rule violations that may occur and inform the participant of the grievance and appeal process if needed.

4. Assessment of Needs and Appropriate Referrals:

The Service Coordinator will be knowledgeable about the resources within each community. They will establish linkage with agencies, schools, and institutions to coordinate the most comprehensive service. They will assess with each participant and

their family, the services that are needed and make referrals that will assist the participant in getting his/her needs met and appropriate services put in place.

A wide range of family related needs will be assessed and referrals made. This will include suitable childcare programs, matching the schedules and location needs of participants. The Service Coordinator will assist participants in development skills to select the childcare facility most suitable for their children. Also, program participants will receive information about resources available to cover the cost of childcare. Information regarding enrichment programs for children will be made available. Parenting resources, including programs offered by community education, YWCAs and YMCAs, Early Childhood and Family Education program, and Head Start will be shared with participants.

Referrals will be made for appropriate mental health and physical health assessment. Care providers, clinics, counseling services, community health and education services will be made available if they are not already being accessed. Some individuals may need chemical dependency evaluations and in-patient or outpatient services. Family violence and abuse issues will be addressed in cooperation with intervention projects and shelters.

Families making the transition from welfare to financial independence will be referred to programs that focus on how these changes impact the family. Most Minnesota welfare reform programs including MFIP have components which assist parents to prepare themselves and their families for this change. Many families experience a feeling of isolation during this time and may need referral to social and community activities for themselves and their families that will aid in the development of a support network.

Some participants may be limited in their ability to address their needs and problems for lack of financial resources. These individuals will be referred to community resources which will address financial needs. Examples are: food shelves (including Fair Share, which involves participants as volunteers), clothes closets, and financial emergency service programs. The McKnight Foundation administers a loan program for individuals who are making progress on employment plans and need assistance with purchases such as cars. Budgeting assistance through community education classes or Consumer Credit Counseling will be utilized.

Financial needs will be assessed by the Service Coordinator. Funds are budgeted under this project to assist with financial needs that must be met to pursue employment goals but cannot be met with any other resources. Often community programs do not have childcare funds to help with expense while participants attend program services. Car repairs are often needed to attend school, and/or utilize community services. Counseling assistance is available for defaulted loans so that participants are eligible to enter a training program that will prepare them for long-term employment.

5. Ongoing Contact with Providers to Coordinate Services:

11. ASSURANCE OF NON-INTERFERENCE

The housing authority asserts that a family's decision not to participate in the FSS Program will in no manner affect their admission to the Section 8 or Public Housing programs or interfere with their continued participant in the programs.

12. HOMEOWNERSHIP PROGRAMS

Participants of the Family Self-Sufficiency Program will receive preference for the Homesteps First Time Home Buyer Program, the Housing Choice Voucher Homeownership Program, and the Mankato Citywide Homeownership Program.

13. PROGRAM COORDINATING COMMITTEE

Each participating PHA must establish a PCC whose functions will be to assist the PHA in securing commitments of public and private resources for the operation of the FSS program within the PHA's jurisdiction, including assistance in developing the Action Plan and in implementing the program.

For a Section 8 FSS program, consist of representatives of the PHA, and of residents assisted under the section 8 rental voucher program or under HUD's public or Indian housing programs.

Membership on the PCC also may include representatives of the unit of general local government served by the PHA, local agencies (if any) responsible for carrying out JOBS training programs, or programs under the JTPA, and other organizations, such as other State, local or tribal welfare and employment agencies, public and private education or training institutions, child care providers, nonprofit service providers, private business, and any other public and private service providers with resources to assist the FSS program.

EDA FSS Program Coordinating Committee Membership:

Deb Brage, Executive Director, Realtor Assn. Of So. MN

Nicole Mourgos, Attorney, Southern Minnesota Regional Legal Services

Marcia Highum, Program Supervisor/Job Counselor, Blue Earth County Employment Services

Kim Boerger, Blue Earth County Employment Services

Nancy Bokelmann, Housing Coordinator, City of Mankato/Blue Earth Co EDAs

Holly Kaduce, Financial Asst. Specialist, Blue Earth County Human Services

Jennifer Fuller, Social Worker, Blue Earth County Human Services

Peggy Weise, Executive Director, SCMMCHRA

Ann MacGregor, Minnesota Valley Action Council

Kristine Flynn, Financial Worker, Nicollet County Human Services

Jodi Jallow, Housing Specialist, Mankato/Blue Earth County EDA

Ruth Johnson, Housing Specialist, Mankato/Blue Earth County EDA

Carolyn Hiniker, ISD #77 Community Services

Julie Nelson, Valley Industrial Development Corporation

Gretchen Rialson, Housing Coordinator, SCMMHRA

Cindy Shure, Program Participant

Sara Carrigan, Mankato Work Force Center

Wendy Wyant, Peer Counselor, Life Work Planning Center

Ali Joens**,** Director of Homeownership Services, Southwest MN Housing Partnership

Mary Burlingame, Homeownership Advisor, Southwest MN Housing Partnership
Deb Pipes, MVAC Nicollet County

Heidi Benson, MVAC Blue Earth County

Jill Mason, MVAC

U.S. Department of Housing and Urban Development
Minneapolis Field Office
212 Third Avenue South, Suite 150
Minneapolis, Minnesota 55401
www.hud.gov

Mr. Robert Meyer, Executive Director
Blue Earth County EDA
204 S. Fifth St Po Box 8608
Mankato, MN 56002

Dear Mr. Meyer:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the **BLUE EARTH COUNTY EDA**. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The **BLUE EARTH COUNTY EDA** final SEMAP score for the fiscal year ended **12/31/2018** is **100**. The following are your scores on each indicator:

Indicator	1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	**15**
Indicator	2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	**20**
Indicator	3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	**20**
Indicator	4	Utility Allowance Schedule (24 CFR 982.517)	**5**
Indicator	5	HQS Quality Control (24 CFR 982.405(b))	**5**
Indicator	6	HQS Enforcement (24 CFR 982.404)	**10**
Indicator	7	Expanding Housing Opportunities	**5**
Indicator	8	Payment Standards(24 CFR 982.503)	**5**
Indicator	9	Timely Annual Reexaminations(24 CFR 5.617)	**10**
Indicator	10	Correct Tenant Rent Calculations(24 CFR 982, Subpart K)	**5**
Indicator	11	Pre-Contract HQS Inspections(24 CFR 982.305)	**5**
Indicator	12	Continuing HQS Inspections(24 CFR 982.405(a))	**10**
Indicator	13	Lease-Up	**20**
Indicator	14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	**NA**
Indicator	15	Deconcentration Bonus	**0**

Thank you for your cooperation with the SEMAP process.

Sincerely,

Lucia M. Clausen
Director, Office of Public Housing

U.S. Department of Housing and Urban Development
Minneapolis Field Office
212 Third Avenue South, Suite 150
Minneapolis, Minnesota 55401
www.hud.gov

Mr. Patrick Hentges, Executive Director
Mankato EDA
PO Box 3368
Mankato, MN 56002

Dear Mr. Hentges:

Thank you for completing your Section 8 Management Assessment Program (SEMAP) certification for the **MANKATO EDA**. We appreciate your time and attention to the SEMAP assessment process. SEMAP enables HUD to better manage the Section 8 tenant-based program by identifying PHA capabilities and deficiencies related to the administration of the Section 8 program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The **MANKATO EDA** final SEMAP score for the fiscal year ended **12/31/2018** is **100**. The following are your scores on each indicator:

Indicator	1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	**15**
Indicator	2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	**20**
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Indicator	4	Utility Allowance Schedule (24 CFR 982.517)	**5**
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Indicator	13	Lease-Up	**20**
Indicator	14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	**NA**
Indicator	15	Deconcentration Bonus	**0**

Thank you for your cooperation with the SEMAP process.

Sincerely,

Lucia M. Clausen
Director, Office of Public Housing

2. Sample partnerships for CoC project partnerships with Pathways to Prosperity program. First, commitment for State, then from local partners.

EMPLOYMENT AND ECONOMIC DEVELOPMENT

Minnesota Department of Employment and Economic Development
332 Minnesota St. Suite E-200
St. Paul, MN 55101

September 6, 2019

Adele Porter

Community Action Center of NorthField, Inc.
1651 Jefferson Parkway
Northfield, MN 55057

Dear Ms. Porter,

On behalf of the Department of Employment and Economic Development, we would like to thank you for your interest in the Pathways to Prosperity Competitive Grant. We received nearly $21 million funding requests and we had only $10,940,160 available to award in this funding cycle.

It is our pleasure to inform you that your organization's proposal, "CAC-Northfield Works Career Pathways - Integrated 2020-21", has been selected to receive a grant of $31,500 for State Fiscal Year 2020 and $31,500 for State Fiscal year 2021. Vanessa Roman, Adult Career Pathways Program Coordinator will contact you to finalize your award. Ms. Roman can be reached at Vanessa.Roman@state.mn.us

DEED will be hosting a webinar for Pathways to Prosperity Competitive grantees in order to answer any questions organizations may have about contracting with DEED, project implementation and reporting requirements. This meeting/webinar will be held this fall; more details to follow.

Congratulations on your successful proposal. We look forward to working with you to help make Minnesota a state where everyone has an opportunity to succeed.

Regards,

Steve Grove
DEED Commissioner

Hamse Warfa
Deputy Commissioner
Workforce Development

Adult Education Mission Statement
Strive to fully integrate technology and provide high-quality instruction to empower all students and to enhance the quality of life as workers, family members and citizens.

Faribault Education Center
340 9th Ave SW
Faribault, MN 55021
507.333.6472
fec.faribault.k12.mn.us

Dear Minnesota Department of Employment and Economic Development,

I am writing on behalf of the Faribault Education Center in support of partnering efforts with the Northfield Works Community Action Center regarding Integrated programming for our English as a Second Language (ESL) students. We strongly support this grant application and are very excited to expand our current program offerings to meet the needs of all our students.

As an organization that values adult learner individualized goals, this program will allow students to receive a certification to add to their resume as well as build their English skills by using contextualized instruction in the areas of healthcare, manufacturing, education, construction, and information technology.

We would be glad to partner efforts in the areas of student recruitment, ESL training, First Aid certification and other areas to identify and address barriers that exist for our students. We have a certified First Aid and CPR instructor employed by Faribault Public Schools Community Education who is willing to add this program to her schedule.

Please let me know if you have any questions or concerns. I can be reached by email at cohnstad@faribault.k12.mn.us or by phone at 507-333-6473.

Sincerely,

Cassie R Ohnstad

Cassie Ohnstad
Adult Education Coordinator
Faribault Public Schools

Northfield Retirement
Community Foundation

July 12, 2019

Dear Pathways to Prosperity Review Committee,

Please let this letter serve in support of the Minnesota Pathways to Prosperity grant proposal submitted by Community Action Center-Northfield Works. Northfield Retirement Community is committed to serve as a training provider and partner employer.

We are excited to partner with Northfield Works and look forward to welcoming new students into our NAR program and into potential employment at NRC!

As further explanation into the cost of training per student for individuals who participate in the Nursing Assistant Training (NAR) at Northfield Retirement Community (NRC) students are required to have the following:

Uniform (scrubs, top and bottom):	$60.00
Tennis shoes:	$35.00
Watch, with second hand:	$15.00
Notebook, pencil, pen:	$ 5.00
NAR class cost / per student:	$850.00
	$965.00*

**If a student enrolls in the OnTrack class, access to a computer and wifi is needed. OnTrack is a nursing assistant training program, developed in Minnesota, that is designed exclusively for aging services, with student access online and on-demand.*

Please reach out with any questions you may have. We are excited to continue our work with Community Action Center- Northfield Works!

Sincerely,

Emily Kerling
Vice President of Community Health Services
ekerling@northfieldretirement.org / 507-664-7353

South Central
COLLEGE

July 17, 2019

Dear Pathways to Prosperity Review Committee
Minnesota Department of Employment and Economic Development
First National Bank Building
332 Minnesota Street, Suite E200
Saint Paul, Minnesota 55101

Dear Pathways to Prosperity Review Committee;

This letter of commitment is written to support Community Action Center of Northfield – Northfield Works Pathways to Prosperity application to the MINNESOTA PATHWAYS TO PROSPERITY Grant Program.

South Central College (SCC) is a comprehensive community and technical college with campuses in Faribault and North Mankato, MN. The college's campus locations and regional partnerships provide multiple educational opportunities including 50 different career and professional majors and degrees, liberal arts courses and a transferable A.A. degree. SCC currently serves approximately 2,140 students by traditional credit programs and 11,782 clients through customized training.

The Community Action Center of Northfield – Northfield Works serves over 2,500 individuals experiencing poverty at or below 200% FPL. The Northfield Works Pathways to Prosperity program is designed to increase specific education and employment outcomes for their clientele with barriers to employment and, in doing so, to provide a pipeline of skilled workers for regional employers in in-demand occupational sectors.

The overall project will target individuals at the Pathways to Prosperity Integrated program level. South Central College will be involved with individuals in career pathways of manufacturing, healthcare, construction, public sector and IT industries.

As a partner in the project, South Central College is prepared to:
- Advise and Supply Career and Technical Education
- Provide Industry-Recognized Credentials and Stackable Credits

This proposal reinforces existing regional partnerships and the ever growing need for skilled workers in our vibrant economy. We strongly encourage your consideration for funding this proposal.

Sincerely,

Elizabeth Prange

Elizabeth Prange
South Central College

Three Links

815 Forest Avenue | Northfield, Minnesota 55057
507.664.8800 TEL | 507.645.0942 FAX

July 12, 2019

Dear Pathways to Prosperity Review Committee,

It is a privilege to write this letter in support of the Minnesota Pathways to Prosperity grant proposal submitted by the Community Action Center of Northfield – Northfield Works.

As the Director of Human Resources for Three Links, where we provide multiple-level elder care in Northfield, Minnesota, I am especially familiar with the growing need for skilled health care workers.

We have an established partnership with CAC-Northfield Works in preparing candidates for entry level certifications such as Home Health Aide and Certified Nursing Assistant and career advancement at the post-secondary level in collaboration with South Central College.

To meet the ongoing demand for quality workers, it is vital for opportunities to be readily accessible to individuals from all socio-economic backgrounds. CAC-Northfield Works is a provider of career opportunities for Northfield and surrounding area residents to further their education and become well-qualified workers for health care related businesses like Three Links.

I strongly support the Minnesota Pathways to Prosperity grant proposal and the educational opportunities the grant would bring to Northfield workers, making them well-prepared and competent as workers for area health care businesses.

Sincerely,

Jeff Tickle, Director of Human Resources

3A-5b State or Local Workforce Agreement
Rochester/Southeast Minnesota CoC (MN-502)

Description of documents attached:

1. **Heading Home Alliance Charter, with excerpt of Heading Home Together Plan** – The CoC coordinates with the State workforce development agency (MN Department of Employment and Economic Development, or DEED) through the Heading Home Alliance, a monthly meeting of State programs, CoCs, and Tribal Collaborative partners to align priorities and activities to prevent and end homelessness, under the umbrella of Minnesota's Heading Home Together Plan. Coordination with DEED under the plan and through the Alliance has so far included development of income assessment questions to integrate into Coordinated Entry and a joint CoC-DEED training for Workforce Center frontline staff to partner with local homeless programs. A second training for homeless program staff to connect with Workforce Centers is in planning. Other activities coordinated with the CoC are highlighted in the plan.
2. **Sample letters of commitment for CoC program partnerships with state and local employment programs using the Pathways to Prosperity model.** Formal agreements beyond letters of commitment were not required for the partnerships. Samples provided for one CoC agency, Northfield CAC, as representative of region.
3. **Sample agreement for partnership with Local Workforce program used by PHAs in the CoC.** PHAs use the Family Self Sufficiency program partnerships and models for households using vouchers, including vouchers with a homeless preference or Moving On preference. Sample provided for one CoC agency, Mankato/Blue Earth County EDA, as representative of region.

1. Heading Home Alliance Charter with excerpt of Heading Home Together Plan.

Heading Home Alliance Charter

Mission

To create an effective and efficient homelessness response system through focused collaboration between the three Heading Home Alliance (HHA) partners: the MN Tribal Collaborative, the ten Minnesota Continuums of Care, and state agencies funding homeless services.

Collaboration and coordination is core of the HHA work; therefore the partners recognize that they cannot and should not plan without the active participation of additional key statewide stakeholders with a vested role in preventing and ending homelessness.

Collaboration is focused on:

1. Coordinating resources
2. Aligning strategies
3. Sharing information
4. Influencing HHA Partner policy and funding decisions

Central to this collaboration is the commitment of each partner to communicate as candidly, honestly and respectfully as possible.

Norms/Group Agreements

In order for collaboration and partnership to be possible, those at the HHA table must commit to the following norms:

- We are equals in the effort – no one is more important or less important to the furtherance of the mission.
- We will actively reinforce and support our partnership when interacting with others, building trust and a establishing a unified direction in the work.
- We agree to use our authority and influence to change the system positively for the collective good.
- We will be transparent in our work and communicate our intentions and actions to the larger group.

- We agree to be always aware that our decisions impact others—we need to respect our autonomy and the work we have done while also understanding that our actions do not operate in a vacuum; instead, they will cause an effect on the other Partners and their work.
- We must sometimes compromise for the greater good.
- We will always assume that others come to the table with good faith/intention.

Stakeholder Expectations

While the HHA partners respect the unique needs and differences across the state, we equally recognize that preventing and ending homelessness in Minnesota requires coordination and communication to be as effective as possible. In our coordinated efforts, stakeholders and Partners who attend HHA meetings agree to the following:

- Attend all HHA meetings. When an absence is necessary, stakeholder or Partner staff will either appoint someone from their agency to attend in their absence or will read minutes and handouts to stay informed.
- Actively participate in each meeting.
- Make sure the Facilitator has all participants' current contact information.
- Represent their clients, their agencies, and the HHA in a fair, honest, ethical and respectful manner.
- Stay informed on the purpose of the HHA and its role in statewide planning to prevent and end homelessness.
- Stay up-to-date on HHA strategies and planning.
- Participate in working groups or breakout groups, as capacity allows.
- Uphold professional standards of conduct, exhibiting respectfulness, fairness, and honesty.
- Continue to monitor their professional roles and obligations, exercise reasonable judgment, and take precautions to ensure that any potential biases or conflicts of interest do not unjustly affect the planning process or other members of the HHA.
- When conflicts occur among stakeholders, attempt to resolve these conflicts in a responsible fashion.

- Partners have the extra responsibility of setting an example by their personal performance and attitude.
- Consult with, refer to, or cooperate with other professionals and institutions to the extent needed to serve the best interests of those they represent.
- Use their authority and influence to change the system for the collective good.
- Respect each members' autonomy, while also considering how their organization's and the HHA's decisions impact other stakeholders and/or our collective work.

Background and History

- Since the inception of the Continuum of Care funding, Continuum of Care regions and state agencies have worked together to maximize this resource. The Continuum of Care model requires relationships with community stakeholders including local and state government.

- The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act was signed into law in May 2009. The HEARTH Act did several things including –
    - Consolidated HUD's competitve grant programs
    - Created a Rural Housing Stability Assistance Program
    - Changed the definition of homelessness and chronic homelessness
    - Simplified the match obligation
    - Increased the emphasis on project performance, including monitoring Emergency Solutions Grant (ESG) projects
    - Required measuring system performance, including projects not funded by CoC or ESG funding
    - Required CoC, ESG and Consolidated Planning (ConPlan) coordination
    - Required CoCs to operate a Coordinated Entry System (CES)

- State homeless programs have used regional Continuum of Care committees as advisory groups for state funding such as Family Homeless Prevention and Assistance Program and the Long Term Homeless Supportive Services funding.

- State agency staff consult with Continuum of Care coordinators on proposals for state funding.

- The HUD performance measures are part of *Heading Home Together: Minnesota's Plan to Prevent and End Homelessness*. *Heading Home Together* includes commitments by state agencies to end and prevent homelenssness. These state agencies, including Minnesota Housing Finance Agency, Department of Human Services, Department of Education,

Department of Public Safety, Department of Employment and Economic Development, and Department of Corrections, are invited to and participate in the HHA collaborative.

- The Minnesota Tribal Collaborative was formed to give voice and access to resources for Minnesota's tribal nations. Tribes are not able to access HUD Continuum of Care funding, but have access to state funding to address homelessness. American Indians in Minnesota experience homelessness at a far greater rate than any other population.

- Minnesota for decades has been unable to reduce the disparities for African Americans and American Indians who are more likely to experience homelessness than any other racial or ethnic group in Minnesota. Race is a risk factor for homelessness in Minnesota.

- Partners have coordinated around CES as state funded programs require participation in Coordinated Entry. For projects who operate in more than one CoC region, partners work to support easy referrals between regions. Additionally, CES provides valuable data that will help in statewide planning and funding decisions.

Collaboration

HHA's mission is centered on collaboration to make Minnesota's homelessness response system as efficient and effective as possible. With that in mind, the HHA work is guided by a focused workplan that is decided upon and evaluated annually. This workplan allows the HHA collaborative to be thoughtful about what – and how much – work will be undertaken each year.

a. **Identifying Projects for the Year** - HHA members will review what work has been done the previous year, and what are current and pressing issues for the coming year that will require coordinating resources, aligning strategies, and sharing information. Partners will prioritize the issues and select the number of projects that can be reasonably supported by the group in light of current capacity issues.

b. **Project Work Plans** - Each project will have a project lead, and that lead will create a workplan for the coming year, identifying SMART goals (Specific, Measurable, Attainable, Relevant and Timely) and a time table to achieve those goals.

c. **Calendar** – The Project Calendar for HHA will begin in September. Review of projects and selection of projects for the upcoming year will begin in June.

d. **Annual tasks** – In addition to annual projects, HHA will coordinate on tasks that occur regularly on an annual basis that affect partners. Tasks may include – but are not limited to – HUD's NOFA and the Point in Time Count.

Communication

The primary point of communication for HHA meetings will be the HHA Facilitator. The Facilitator will be responsible for:

- Setting calendar dates for monthly meeting minutes and sending calendar invites to partners
- Drafting and distributing the monthly meeting agendas. The agenda will be created by the Leadership Team and given to the Facilitator – along with all necessary documents - no later than **5 business days** before the HHA meeting;
- Meeting notes and distribution of notes after the meeting;
- Communicating with the Leadership Team on needs for HHA meetings;
- Other communication to the HHA partners.

HHA partners are expected to communicate any pertinent information from HHA meetings to the broader stakeholder community. In order to be able to do this effectively, partners are encouraged to attend all HHA meetings.

Leadership Team

The Leadership Team for the HHA is a group of 7-10 individuals that provide leadership and structure for the HHA. The Leadership Team role includes:

- Develops and makes recommendations to HHA on annual priorities and committee formation
- Ensures all working groups have established goals and work plans
- Monitors working groups progress on work plans and outcomes
- Sets the monthly HHA agendas
- Ensures the work of the HHA aligns with other statewide working groups
    - HMIS Governing Board,
    - Heading Home Together Leadership Circle,
    - CoC Coordinator group,
    - State Homeless program meeting,

- Minnesota Interagency Council on Homelessness (MICH),
- MN Tribal Collaborative, and
- Funders Collaborative

The Leadership Team should include diverse membership and have at least one member from each of the HHA Partners. The individual HHA Partners will select their Leadership Team representatives. Leadership Team members serve 2 year terms, with a one year break between terms. Any member of the HHA is eligible to be nominated for a Leadership Team position. The HHA Facilitator must be a member of the Leadership Team.

If other stakeholder groups wish to have a representative join the leadership team, those requests will be taken under consideration and a decision will be made by the sitting leadership team

The Leadership Team annually identifies two members that will serve as co-chairs, co-chairs can serve consecutive terms. Co-chairs role will:

- Establish meeting logistics for Leadership Team meetings
- Format and distribute the Leadership Team meeting agenda
- Facilitate the Leadership Team meetings
- Communicate with the HHA Facilitator to ensure consistent messaging

EXCERPT: Minnesota's Heading Home Together Plan. Activities and coordination of plan partners (including CoCs and State workforce agency (DEED)) to support employment and income are highlighted.

HEADING HOME TOGETHER

Minnesota's 2018-2020 Action Plan to Prevent and End Homelessness

A New Plan, A New Partnership

INTRODUCTION

Heading Home Together: Minnesota's 2018-2020 Action Plan to Prevent and End Homelessness aspires to be a plan of, by, and for all Minnesotans.

The Minnesota Interagency Council on Homelessness ("the Council") is made up of the Commissioners of 11 state agencies, the Chair of the Metropolitan Council, and the Governor's office.

In December 2013, the Council developed and released the first version of *Heading Home*. The plan was re-issued in January 2016 with new strategies to guide efforts in 2016 and 2017. This current version of the plan includes strategies to guide efforts to end homelessness in Minnesota from 2018 through the end of 2020.

Previous versions of *Heading Home* have been the product of and guiding document for the Council and its member state agencies. This plan aspires to be something greater: to reflect a growing community understanding and emerging consensus about what is needed to prevent and end homelessness in Minnesota, and the collective, multi-sector strategies necessary to achieve that end. The specific content of the plan reflects local practitioner knowledge, the insights of people with lived experience of homelessness, Federal policy requirements and guidance, and extensive input from stakeholders all across Minnesota. Numerous organizations have endorsed the guiding principles for the plan. These partners have also contributed substantially to shaping its strategies. Accordingly, first-person plural pronouns ("we" and "our") used throughout this document are offered to reflect not only the Council's perspective, but also a broader community of stakeholders who share similar views and are aligned in efforts to end homelessness.

This plan aspires to be something greater: to reflect a growing community understanding and emerging consensus about what is needed to prevent and end homelessness in Minnesota, and the collective, multi-sector strategies necessary to achieve that end.

This document articulates a shared set of goals, principles, and strategies that will help to focus and align the efforts of many partners across Minnesota to prevent and end homelessness.

Each agency on the Minnesota Interagency Council on Homelessness has made specific commitments to advance the strategies, and those specific actions are in the Council's 2018-2020 work plan (Appendix A).

While the Council will continue to lead the work of state government, a *Heading Home Together* leadership structure is being created in partnership with the Heading Home Minnesota Funders Collaborative to increase momentum toward our shared goals. This structure will include all levels of government, philanthropy, advocates, organizations that offer support and housing, and people with lived experiences of homelessness. Ownership of implementing *Heading Home Together* will be shared. Progress will be tracked and problems will be identified and solved together. All partners are invited and encouraged to identify the specific commitments and activities that they can undertake to advance the plan's goals, principles, and strategies. These commitments will be incorporated into the work plan over time.

Vision: Housing Stability for All Minnesotans

Heading Home Together advances the vision of housing stability for all Minnesotans. Housing stability means access to a safe and affordable place to live, as well as the resources and supports to maintain stable housing. Housing stability also means that people have choices in where they live, and if and when they move.

This plan focuses on solving the most egregious form of housing instability: homelessness. It recognizes that by preventing and ending homelessness, we will create a foundation for success for a broad spectrum of Minnesotans whose housing stability is continually at risk.

Four Population Goals

While *Heading Home Together* focuses on preventing and ending homelessness overall, focusing on four populations serves to drive and measure progress, which in turn can build momentum, capacity, and understanding to end homelessness for all Minnesotans. The four population goals of the plan are:

1. Finish the job of ending veteran homelessness.
2. Finish the job of ending chronic homelessness.
3. Prevent and end homelessness among youth and young adults unaccompanied by parents or guardians by the end of 2020.
4. Prevent and end homelessness among families with children by the end of 2020.

In addition, this plan and its principles and strategies are intended to set the path to prevent and end homelessness for any Minnesotan at risk of or experiencing homelessness. Homelessness in Minnesota reflects persistent equity disparities. According to Wilder Research's Minnesota Homeless Study, African Americans and American Indians are over-represented among people experiencing homelessness by a factor of eight, meaning there are eight times more African Americans and American Indians experiencing homelessness than would be expected based on the distribution of the general population. Among youth and young adults experiencing homelessness, lesbian, gay, bisexual, transgender, queer and questioning (LGBTQ) young people are significantly over-represented. Therefore, this plan also sets out deliberate strategies to achieve equity.

Statewide Stakeholder Engagement and Commitment

The partners who committed to align their work over the next three years with the seven principles of *Heading Home Together* are:

- Alliance Housing
- Association of Minnesota Counties
- Child Care Aware of Minnesota
- Corporation for Supportive Housing
- Emma Norton Services
- Governor's Early Learning Council
- Heading Home Minnesota Funders Collaborative
- Hennepin County Office to End Homelessness
- Hennepin County Youth Collaborative
- Minneapolis Downtown Business Council
- Minnesota Assistance Council for Veterans
- Minnesota Association for the Education of Homeless Children and Youth
- Minnesota Association of Area Agencies on Aging
  - Arrowhead Area Agency on Aging
  - Central Minnesota Council on Aging
  - Land of the Dancing Sky Area Agency on Aging
  - Metropolitan Area Agency on Aging
  - Minnesota Chippewa Tribe Area Agency on Aging
  - Minnesota River Area Agency on Aging
  - Southeastern Minnesota Area Agency on Aging
- Minnesota Association of County Social Service Administrators
- Minnesota Board on Aging
- Minnesota Coalition for the Homeless
- Minnesota Coalition for Battered Women
- Minnesota Head Start Association
- Minnesota HIV Housing Coalition
- Minnesota Housing Partnership
- Minnesota's 10 Continuums of Care
  - Southwest
  - Southeast
  - Ramsey
  - Hennepin
  - SMAC
  - Central
  - West Central
  - St. Louis
  - Northwest
  - Northeast
- Minnesota Tribal Collaborative to Prevent and End Homelessness
- National Alliance on Mental Illness
- National Coalition for Homeless Veterans
- Oasis Central Minnesota
- The Family Place
- U. S. Dept. of Veterans Affairs medical centers:
  - Fargo VA Health Care System
  - Minneapolis VA Health Care System Homeless Programs
  - Saint Cloud Health Care System
  - Sioux Falls Veterans Administration
- Youth Services Network

We received additional feedback, insight and guidance from the following stakeholders:

- The Regional Council of Mayors
- Home and Community Based Services (HCBS) Partners Panel
- State Mental Health Advisory Council
- Metro Counties Adult Mental Health Forum
- Contracted Agency Rule 79 Forum
- MN Corrections Association Conference
- MN Coalition for the Homeless Conference
- St. Louis County youth providers (LSS Duluth, YWCA Duluth, and Lifehouse)
- Southeast CoC youth providers (LSS and Northfield Union of Youth)
- Hennepin County stakeholder group
- Anoka County stakeholder group
- Voices of Change
- The Commanders Task Force

Appendix A: Council Work Plan

The following list presents the work plan that agencies of the Minnesota Interagency Council on Homelessness will use to advance the strategies, principles, and goals of this plan.

Principle #1: Identify and engage all people experiencing homelessness.

Strategy 1A: Ensure that Minnesotans experiencing or at risk of homelessness have a low barrier way to connect with housing support and assistance.

Agency	Action	Targeted Completion Date
DHS	Provide guidance to counties on child welfare best practices related to housing instability, including on the importance of proactive follow-up with families at risk of homelessness as a means of reducing repeat maltreatment.	March 2019
	Use Senior Linkage Line to identify older adults in long-term care facilities and hospitals experiencing homelessness and coordinate their services to address the complexity of health care needs among homeless older adults, including referrals to service providers, medication management, access to transportation, and mental health care.	Ongoing
MDH	Incorporate screening for social determinants in the Health Care Home rulemaking process, including housing and homelessness.	December 2019
MDVA	Audit the Homeless Veteran Registry to identify current users, and increase engagement and training to stakeholders to increase participation.	March 2018
Minnesota Housing	Implement a prevention targeting tool to prioritize those most likely to become homeless without receiving immediate assistance.	July 2019

Strategy 1B: Ensure that every region of the state has the capacity to conduct reliable and routine outreach in areas where people are living in unsheltered settings, with the goal that everyone experiencing homelessness is connected to and known by appropriate support systems.

Agency	Action	Targeted Completion Date
DHS	Ensure that homeless outreach activities prioritize people who are living in unsheltered settings and that housing access is the primary objective of the outreach.	June 2020
	Engage underserved communities with technical assistance for responding to mental health grant opportunities, and/or working with DHS partners in the technical assistance efforts.	Ongoing
MDVA	Expand purpose of the Homeless Veteran Registry by increasing capability of the Registry to include veterans at risk of homelessness.	December 2018

Principle #6: Help people experiencing or at risk of homelessness increase employment and income.

Strategy 6A: Create connections to employment support and economic assistance programs as part of coordinated entry.

Agency	Action	Targeted Completion Date
DEED	Partner with the Department of Human Services on their "Integrated Delivery of Human Services" initiative to enhance the connectedness of employment and training programs with human services supports.	June 2018
	Promote collaboration strategies at the local workforce area level so that the impact is at the point of service delivery.	June 2018
	Explore broader use of the Workforce One data system by community partners so they can share data related to eligibility to better connect people to benefits and supports that will bolster their workforce readiness.	January 2019
DEED, MDVA	Expand access to disability income benefits through better identification of potentially eligible individuals and increase assistance for people in applying for those benefits. When a veteran is identified, ensure connections are made to all potential veteran benefits and the MDVA SOAR program.	January 2020
	Ensure connections are made to eligible veterans benefits for those participating in the following DEED employment initiatives: Native American Veterans Program, The Women's Veteran's Program, and Incarcerated Veterans Program, including veterans with significant barriers to employment.	January 2019
DHS	Partner with counties to devise a strategy to ensure all participants receiving: • General Assistance (GA); • MN Family Investment Program (MFIP), particularly children and those also receiving Family Stabilization Services (FSS); • Deaf and hard of hearing services; and • Foster care, particularly transition age youth are screened for Social Security benefits and referred to a Social Security disability or SOAR advocate for assistance.	December 2018
	Coordinate with the Social Security Administration (SSA), Disability Determination Services (DDS), and the Department of Human Services to enhance clarity of the Social Security and disability determination process.	Ongoing
	Align process to assist with forms completion for economic assistance programs for older adults through Senior Linkage Line, AASD grantees, and Area Agencies on Aging (Special Access Programs). This includes, but not limited to setting up a bank account, assisting with pensions, entitlement programs (social security, Medicare, and Medicaid), and other public assistance programs.	June 2020

Strategy 6B: Increase partnerships and alignment between homeless-specific programs and mainstream education, employment, and training services to access career pathways and increase earned income.

Agency	Action	Targeted Completion Date
DEED	Identify local workforce areas that are specifically doing outreach to homeless residents and spotlight their work to share with other local workforce areas as a best practice on how to engage and work with those individuals who are experiencing homelessness.	December 2018
	Host learning session(s) for DEED staff and employment providers on the Foundational Service Practices (please see Appendix C) and the Document Vault to increase access to employment programs and services.	December 2018
	Provide greater integration of services through on-site employment readiness activities to become more effective in shortening the time to become "work ready."	January 2019
	Create better access to services and service providers for those at risk of or experiencing homelessness through the Workforce Innovation Grant project.	Ongoing
DHS	Increase the number of providers who utilize SNAP E&T reimbursement to provide employment and training services to eligible households, tailoring these services to the specific needs of homeless households and increasing their potential earned income.	December 2018
	Engage statewide MN Family Investment Program (MFIP) and Tribal Employment Service providers to ensure they have the knowledge and resources to help address housing instability and homelessness, and are collaborating with homeless service providers.	June 2019
MDVA	Partner with the MN Department of Labor and Industry to prioritize veterans who are eligible for their apprenticeship programs streamlining referral process to ensure veterans who are interested can easily apply and get connected to interested employers.	January 2019

Strategy 6C: Increase the number of families experiencing or at risk of homelessness who have access to affordable and flexible childcare and after school care.

Agency	Action	Targeted Completion Date
DHS	Provide a three-month presumptive eligibility period for childcare benefits while verifications are secured for families experiencing homelessness.	May 2018
	Identify and build upon the number of child care providers serving children experiencing homelessness and their families.	Ongoing
	Offer training to child care providers to increase use of best practices in serving children experiencing homelessness and their families.	Ongoing

Strategy 6D: Increase the number of people experiencing or at-risk of homelessness who have access to affordable transportation options.

Agency	Action	Targeted Completion Date
MnDOT	Fully implement the Regional Transportation Coordinating Councils (RTCCs) with participation from those providing services to people experiencing homelessness. Along with the RTCCs, work with transit providers to make transit services more effective through connections and collaboration.	December 2019
	Implement a public education and awareness campaign regarding the causes of homelessness and the rights of people experiencing homelessness on Metro Transit buses and light rail lines. Include information on how the public can connect people with the resources they need.	December 2019
DHS	Prioritize Senior Corps grantee and Live Well At Home funds (Community Services Development dollars) to build transportation capacity in rural communities and connect volunteer drivers to older adults.	December 2020

2. Sample partnerships for CoC project partnerships with Pathways to Prosperity program. First, commitment for State, then from local partners.

EMPLOYMENT AND ECONOMIC DEVELOPMENT

Minnesota Department of Employment and Economic Development
332 Minnesota St. Suite E-200
St. Paul, MN 55101

September 6, 2019

Adele Porter

Community Action Center of NorthField, Inc.
1651 Jefferson Parkway
Northfield, MN 55057

Dear Ms. Porter,

On behalf of the Department of Employment and Economic Development, we would like to thank you for your interest in the Pathways to Prosperity Competitive Grant. We received nearly $21 million funding requests and we had only $10,940,160 available to award in this funding cycle.

It is our pleasure to inform you that your organization's proposal, "CAC-Northfield Works Career Pathways - Integrated 2020-21", has been selected to receive a grant of $31,500 for State Fiscal Year 2020 and $31,500 for State Fiscal year 2021. Vanessa Roman, Adult Career Pathways Program Coordinator will contact you to finalize your award. Ms. Roman can be reached at Vanessa.Roman@state.mn.us

DEED will be hosting a webinar for Pathways to Prosperity Competitive grantees in order to answer any questions organizations may have about contracting with DEED, project implementation and reporting requirements. This meeting/webinar will be held this fall; more details to follow.

Congratulations on your successful proposal. We look forward to working with you to help make Minnesota a state where everyone has an opportunity to succeed.

Regards,

Steve Grove
DEED Commissioner

Hamse Warfa
Deputy Commissioner
Workforce Development

Adult Education Mission Statement
Strive to fully integrate technology and provide high-quality instruction to empower all students and to enhance the quality of life as workers, family members and citizens.

Faribault Education Center
340 9th Ave SW
Faribault, MN 55021
507.333.6472
fec.faribault.k12.mn.us

Dear Minnesota Department of Employment and Economic Development,

I am writing on behalf of the Faribault Education Center in support of partnering efforts with the Northfield Works Community Action Center regarding Integrated programming for our English as a Second Language (ESL) students. We strongly support this grant application and are very excited to expand our current program offerings to meet the needs of all our students.

As an organization that values adult learner individualized goals, this program will allow students to receive a certification to add to their resume as well as build their English skills by using contextualized instruction in the areas of healthcare, manufacturing, education, construction, and information technology.

We would be glad to partner efforts in the areas of student recruitment, ESL training, First Aid certification and other areas to identify and address barriers that exist for our students. We have a certified First Aid and CPR instructor employed by Faribault Public Schools Community Education who is willing to add this program to her schedule.

Please let me know if you have any questions or concerns. I can be reached by email at cohnstad@faribault.k12.mn.us or by phone at 507-333-6473.

Sincerely,

Cassie R Ohnstad

Cassie Ohnstad
Adult Education Coordinator
Faribault Public Schools

Northfield Retirement
Community Foundation

July 12, 2019

Dear Pathways to Prosperity Review Committee,

Please let this letter serve in support of the Minnesota Pathways to Prosperity grant proposal submitted by Community Action Center-Northfield Works. Northfield Retirement Community is committed to serve as a training provider and partner employer.

We are excited to partner with Northfield Works and look forward to welcoming new students into our NAR program and into potential employment at NRC!

As further explanation into the cost of training per student for individuals who participate in the Nursing Assistant Training (NAR) at Northfield Retirement Community (NRC) students are required to have the following:

Uniform (scrubs, top and bottom):	$60.00
Tennis shoes:	$35.00
Watch, with second hand:	$15.00
Notebook, pencil, pen:	$ 5.00
NAR class cost / per student:	$850.00
	$965.00*

**If a student enrolls in the OnTrack class, access to a computer and wifi is needed. OnTrack is a nursing assistant training program, developed in Minnesota, that is designed exclusively for aging services, with student access online and on-demand.*

Please reach out with any questions you may have. We are excited to continue our work with Community Action Center- Northfield Works!

Sincerely,

Emily Kerling
Vice President of Community Health Services
ekerling@northfieldretirement.org / 507-664-7353

South Central
COLLEGE

July 17, 2019

Dear Pathways to Prosperity Review Committee
Minnesota Department of Employment and Economic Development
First National Bank Building
332 Minnesota Street, Suite E200
Saint Paul, Minnesota 55101

Dear Pathways to Prosperity Review Committee;

This letter of commitment is written to support Community Action Center of Northfield – Northfield Works Pathways to Prosperity application to the MINNESOTA PATHWAYS TO PROSPERITY Grant Program.

South Central College (SCC) is a comprehensive community and technical college with campuses in Faribault and North Mankato, MN. The college's campus locations and regional partnerships provide multiple educational opportunities including 50 different career and professional majors and degrees, liberal arts courses and a transferable A.A. degree. SCC currently serves approximately 2,140 students by traditional credit programs and 11,782 clients through customized training.

The Community Action Center of Northfield – Northfield Works serves over 2,500 individuals experiencing poverty at or below 200% FPL. The Northfield Works Pathways to Prosperity program is designed to increase specific education and employment outcomes for their clientele with barriers to employment and, in doing so, to provide a pipeline of skilled workers for regional employers in in-demand occupational sectors.

The overall project will target individuals at the Pathways to Prosperity Integrated program level. South Central College will be involved with individuals in career pathways of manufacturing, healthcare, construction, public sector and IT industries.

As a partner in the project, South Central College is prepared to:
- Advise and Supply Career and Technical Education
- Provide Industry-Recognized Credentials and Stackable Credits

This proposal reinforces existing regional partnerships and the ever growing need for skilled workers in our vibrant economy. We strongly encourage your consideration for funding this proposal.

Sincerely,

Elizabeth Prange

Elizabeth Prange
South Central College

Three Links

815 Forest Avenue | Northfield, Minnesota 55057
507.664.8800 TEL | 507.645.0942 FAX

July 12, 2019

Dear Pathways to Prosperity Review Committee,

It is a privilege to write this letter in support of the Minnesota Pathways to Prosperity grant proposal submitted by the Community Action Center of Northfield – Northfield Works.

As the Director of Human Resources for Three Links, where we provide multiple-level elder care in Northfield, Minnesota, I am especially familiar with the growing need for skilled health care workers.

We have an established partnership with CAC-Northfield Works in preparing candidates for entry level certifications such as Home Health Aide and Certified Nursing Assistant and career advancement at the post-secondary level in collaboration with South Central College.

To meet the ongoing demand for quality workers, it is vital for opportunities to be readily accessible to individuals from all socio-economic backgrounds. CAC-Northfield Works is a provider of career opportunities for Northfield and surrounding area residents to further their education and become well-qualified workers for health care related businesses like Three Links.

I strongly support the Minnesota Pathways to Prosperity grant proposal and the educational opportunities the grant would bring to Northfield workers, making them well-prepared and competent as workers for area health care businesses.

Sincerely,

Jeff Tickle, Director of Human Resources

3. Sample Family Self-Sufficiency partnership with local workforce program for participants in CoC projects.

FAMILY SELF-SUFFICIENCY PROGRAM

ACTION PLAN

Submitted by:

Mankato Housing and
Economic Development Authority
And
Blue Earth County
Housing and Redevelopment Authority

May 2001
April 2002

ACTION PLAN CONTENTS

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FAMILY SELF SUFFICIENCY
ACTION PLAN

1. INTRODUCTION

The Mankato Economic Development Authority (EDA)and the Blue Earth County Housing and Redevelopment Authority (HRA)have implemented the Department of Housing and Urban Development's (HUD) Family Self-Sufficiency Program (FSS). The FSS Program combines housing assistance provided by HUD with other services such as education, counseling and daycare. The purpose of this comprehensive effort is to help participants reduce dependency on public assistance and reach individual goals.

The Action Plan which follows describes the expected participants, selection of participants, the services to be provided, case management and long term goals/plans. This plan will be updated as needed to reflect changes in services and the authority's administrative policies.

This plan was developed in consultation with the Steering Committee for Family Self-Sufficiency (Committee). The Committee is made up of social service and community business representatives and housing assistance recipients. The Committee's mission is to develop, implement, and revise as necessary an Action Plan to assist families in becoming self-sufficient. The Committee identifies existing social services and needs which are unserved or underserved in the community. The Committee will meet on an ongoing basis to coordinate and develop new programming.

2. ESTIMATE OF PARTICIPATING FAMILIES

The Mankato EDA/Blue Earth County HRA expects to serve a minimum of 35 families in the FSS program at any given time. If more families are interested than can be accommodated, they will be placed on a waiting list for the next available space.

In May of 2001, FSS needs surveys were mailed to all Mankato and Blue Earth County HA public housing and Section 8 program participants to determine the interest in the program and the services required to achieve self-sufficiency. Of the 132 surveys returned, 96 expressed a desire to participate in the program. Of these 96, 64 wanted to start as soon as possible, 10 in the next 6 months, 12 in the next year, 10 in the next 2 years.

Survey respondents reported that they have educational goals: 38 plan to obtain a four year degree, 23 a two year degree, 17 want a G.E.D., 16 want vocational/technical

We will also listen to and log families' comments in order to further shape the program to meet their needs. We see the support offered through FSS as a constantly evolving system based on changing needs and changing times. This may be especially important as existing systems change.

6. UNMET NEEDS

Although several resources for childcare and transportation have been identified, there will be families whose needs are not met by these sources. It is anticipated that program funds will be secured to provide for needs such as daycare for sick children, odd hour or sporadic childcare, car repairs, public transportation, car purchase assistance, etc.

7. CASE MANAGEMENT

Case management and service coordination for the FSS Program will be managed by the Blue Earth County Employment Services and the Minnesota Work Force Center. Both agencies have had extensive experience in providing case management, job placement services and a wide variety of services to low-income individuals and families. The Blue Earth County Employment Services will designate Service Coordinators who will provide direct case management for program participants. These Service Coordinators will specialize in the needs of participants who are unemployed and/or welfare recipients and the needs of the participants who are working poor. Designating a specialist will assure that the special schedules and needs of working participants will be accommodated by the work schedule of their Service Coordinator.

The goals of the case management will be to:

a. Strengthen families and children;
b. Encourage individual development and growth for each head-of-household;
c. Provide financial assistance;
d. Provide coordinated support services; and
e. Provide follow-up services.

Case management by a Service Coordinator will include the following areas:

1. Development of an individual goal plan and contract.
2. Regular meetings and contacts with the participant.
3. Interpretation of the FSS Program, rules, regulations, etc.
4. Assessment of needs and appropriate referrals to community services.
5. On-going contact with providers to coordinate services.
6. Development of a working rapport and general supportive relationship.
7. Maintaining records and documents.
8. Follow-up.

1. Development of an Individual Goal Plan and Contract:

The Service Coordinator will be responsible to work with each participant in creating a realistic goal plan that will lead the participant to education, employment and increased financial self-sufficiency. The plan will also include goals related to mental and physical health, parenting and family life, long-term housing needs, and in some cases, sobriety. The goal plan will be organized in a step-by-step approach that creates tasks which are manageable and attainable.

Some participants will have a well-established plan for obtaining these goals. However, some will need further assessment to establish reasonable goals. This may include assessment for learning or other disabilities. Assistance in goal setting may also be accomplished through cooperation with the Work Incentive Act, the Minnesota MFIP Program and other programs designed specifically for low-income persons.

Once the goal plan has been agreed upon, it will be put into a contract that the participant will use as a tool for action. It will also serve as a guideline for the FSS Program in assessing progress and eligibility for continued involvement. The contract will be reviewed with the participant regularly to assure that the goals are realistic and achievable.

2. Regular Meeting and Contacts:

When the Service Coordinator meets with each participant to create a goal plan, they will include a plan for regular meetings and contacts that both fulfill the needs of the FSS Program and those of the participant. This agreement will be written into their larger contract and will be based on the level of involvement and need as assessed by the Service Coordinator. These meetings may be held in person as well as on the phone. The meetings and conversations will focus on assessing progress toward their goal plan, obtaining referrals and general support and encouragement.

3. Interpretation of Family Self-Sufficiency Program Rules, Regulations, Etc.:

The Service Coordinator will be responsible for fully understanding the requirements and expectations of the program. They will in turn educate each participant about the program, inform him/her of any changes and update information that relates to the program. They will cooperate with the local housing authority to explain any concerns or rule violations that may occur and inform the participant of the grievance and appeal process if needed.

4. Assessment of Needs and Appropriate Referrals:

The Service Coordinator will be knowledgeable about the resources within each community. They will establish linkage with agencies, schools, and institutions to coordinate the most comprehensive service. They will assess with each participant and

11. ASSURANCE OF NON-INTERFERENCE

The housing authority asserts that a family's decision not to participate in the FSS Program will in no manner affect their admission to the Section 8 or Public Housing programs or interfere with their continued participant in the programs.

12. HOMEOWNERSHIP PROGRAMS

Participants of the Family Self-Sufficiency Program will receive preference for the Homesteps First Time Home Buyer Program, the Housing Choice Voucher Homeownership Program, and the Mankato Citywide Homeownership Program.

13. PROGRAM COORDINATING COMMITTEE

Each participating PHA must establish a PCC whose functions will be to assist the PHA in securing commitments of public and private resources for the operation of the FSS program within the PHA's jurisdiction, including assistance in developing the Action Plan and in implementing the program.

For a Section 8 FSS program, consist of representatives of the PHA, and of residents assisted under the section 8 rental voucher program or under HUD's public or Indian housing programs.

Membership on the PCC also may include representatives of the unit of general local government served by the PHA, local agencies (if any) responsible for carrying out JOBS training programs, or programs under the JTPA, and other organizations, such as other State, local or tribal welfare and employment agencies, public and private education or training institutions, child care providers, nonprofit service providers, private business, and any other public and private service providers with resources to assist the FSS program.

EDA FSS Program Coordinating Committee Membership:

Deb Brage, Executive Director, Realtor Assn. Of So. MN

Nicole Mourgos, Attorney, Southern Minnesota Regional Legal Services

Marcia Highum, Program Supervisor/Job Counselor, Blue Earth County Employment Services

Kim Boerger, Blue Earth County Employment Services

Nancy Bokelmann, Housing Coordinator, City of Mankato/Blue Earth Co EDAs

Holly Kaduce, Financial Asst. Specialist, Blue Earth County Human Services

Jennifer Fuller, Social Worker, Blue Earth County Human Services

Peggy Weise, Executive Director, SCMMCHRA

Ann MacGregor, Minnesota Valley Action Council

Kristine Flynn, Financial Worker, Nicollet County Human Services

Jodi Jallow, Housing Specialist, Mankato/Blue Earth County EDA

Ruth Johnson, Housing Specialist, Mankato/Blue Earth County EDA

Carolyn Hiniker, ISD #77 Community Services

Julie Nelson, Valley Industrial Development Corporation

Gretchen Rialson, Housing Coordinator, SCMMHRA

Cindy Shure, Program Participant

Sara Carrigan, Mankato Work Force Center

Wendy Wyant, Peer Counselor, Life Work Planning Center

Ali Joens**,** Director of Homeownership Services, Southwest MN Housing Partnership

Mary Burlingame, Homeownership Advisor, Southwest MN Housing Partnership
Deb Pipes, MVAC Nicollet County

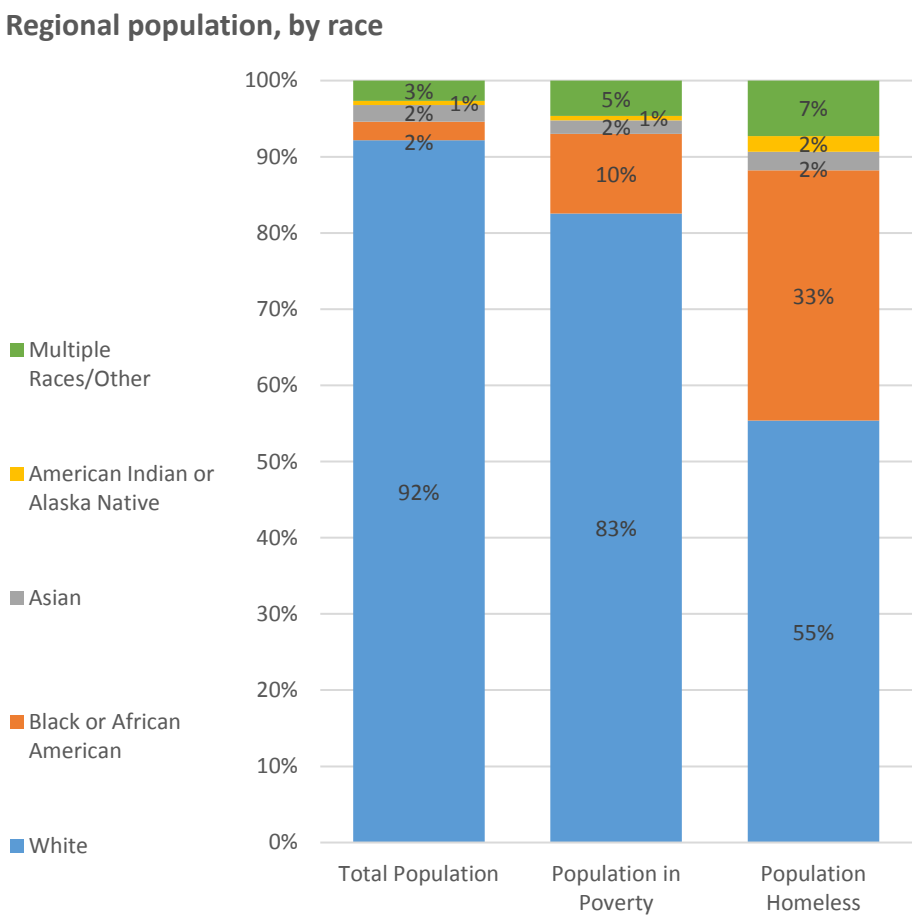
Heidi Benson, MVAC Blue Earth County

Jill Mason, MVAC

2018 Initial Assessment of Racial Disparities in Homeless Population and Homeless Programs

River Valleys CoC (Rochester/Southeast Minnesota MN-502)

Race in the River Valleys CoC region



The River Valleys CoC region includes the area of 20 counties in southeast and south central Minnesota. This geographic area also includes one native nation, the Prairie Island Indian Community in Minnesota. The region includes a broad range of rural, small town, and urban populations.

According to the 2016 American Community Survey 5-year estimates, the racial composition of the region is over 90% white, with 2% identifying as black or African American, 2% as Asian, 1% American Indian or Alaska Native, and 3% as other or more than one race.

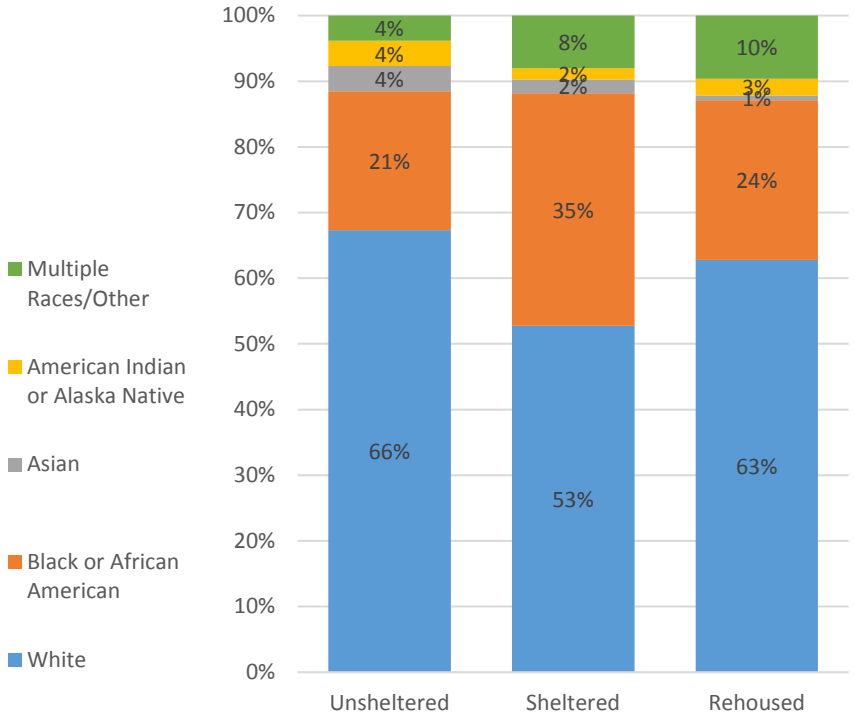
If racial and ethnic disparities did not exist in the region, we would expect that the racial composition of persons experiencing poverty or experiencing homelessness would be similar. However, as is evident in the chart at left, that is not the case. Using 2016 American Community Survey 5-year estimates, it is clear that people who identify as black/African American or as other/multiple races make up a disproportionate percentage of the population of persons in households with income below the poverty line.

The disparities are even more evident in the population of persons who are homeless in the region. Based on the most recent Statewide Homeless Study (Wilder Research, 2015) people who were unsheltered or staying in emergency shelter or transitional housing, one third of persons identified as black or African American, which equates to a rate more than 15 times that which would be expected based on population. Persons in the other/more than one race category also appear in the homeless population at a rate more than twice that expected based on population.

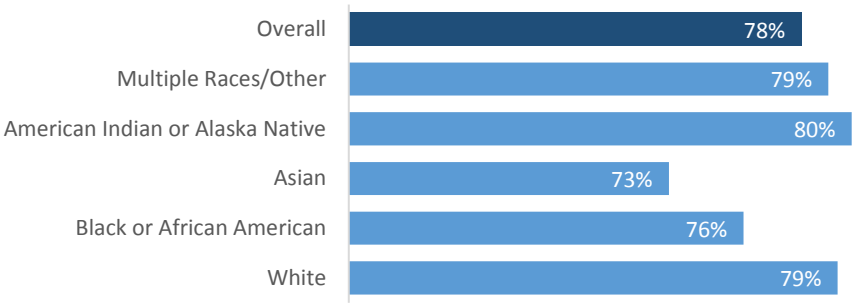
River Valleys CoC River Valleys Continuum of Care *is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south central Minnesota by coordinating services and maximizing resources. Find more information at www.threeriverscap.org/continuum-of-care.*

Race in the River Valleys CoC homeless population and homeless programs

Population experiencing homelessness, by race



Rate of Exit to Permanent Housing



Persons of color – primarily people who are Black/African American or multiracial – are disproportionately represented in the homeless population in the CoC region. Using the same Wilder Research data, it is evident that racial disparities occur in both the unsheltered and the sheltered components of the homeless population. The first chart at left shows that people who are black/African American or other/multiracial and homeless were counted at rates 10-17 times their rate in the general population.

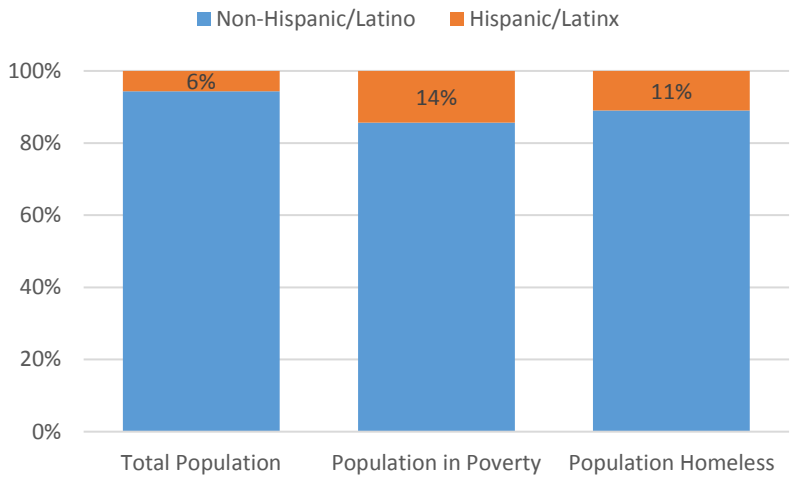
The first chart also demonstrates that, while overrepresented in the homeless population as a whole, people who are black/African American or other/multiracial also access shelter resources at rates at least equal to their proportion of the overall homeless population, indicating that homeless shelters and transitional housing do not present significant barriers to access for these subgroups. People who identify as Asian or American Indian/Alaska Native access shelter access shelter at rates expected based on their representation in the overall homeless population, but unfortunately, appear in the unsheltered population at twice the rate expected, indicating that some type of barriers may be affecting access. More study is needed.

Based on persons rehoused during 2017 and shown in HMIS, the racial composition of persons rehoused in permanent supportive housing or rapid rehousing programs (right column of first chart) indicates that those who access shelter resources are not necessarily being rehoused. Persons who are black/African American are particularly underrepresented in the rehoused population, while persons who are White are overrepresented and other racial groups are housed at about the rate expected based on the overall homeless population. More study is needed to identify causes for this disparity in program access for people who are black/African American.

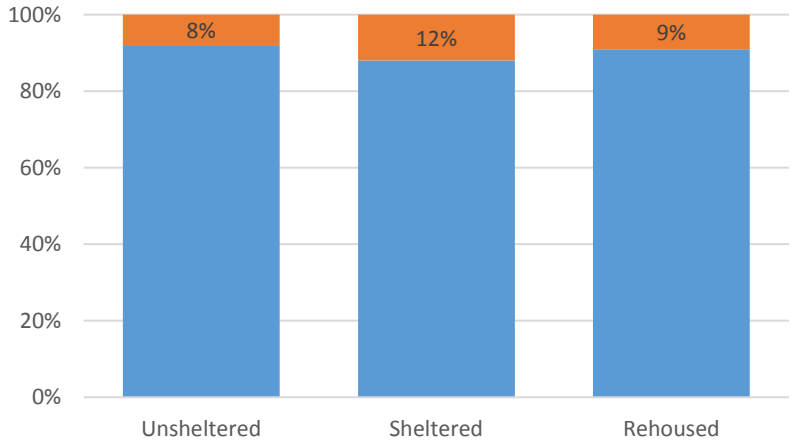
Based on HMIS program exit data from 2017, people who are black/African American or Asian also experience disparities in outcomes, being less likely to exit to permanent housing when compared to other subgroups and to the overall group of people exiting from programs in the region. People who are American Indian, Other/more than one race, and white exceeded the overall population rate of exit to permanent housing. More study is needed to identify the causes for these differences in outcomes.

Hispanic/Latinx Ethnicity in the River Valleys CoC homeless population and homeless programs

Regional population, by ethnicity



Population experiencing homelessness, by ethnicity



According to the 2016 American Community Survey 5-year estimates, 6% of the overall population of the CoC region reported Hispanic/Latinx ethnicity. Similar to persons of color in the race analysis, persons of Hispanic/Latinx ethnicity are disproportionately represented in the region's population of persons in poverty and persons experiencing homelessness. Fourteen percent (14%) of Hispanic/Latinx persons are in households that have income below the poverty line, a rate nearly 2.5 times that expected based on overall population demographics. They also experience homelessness at nearly twice the expected rate.

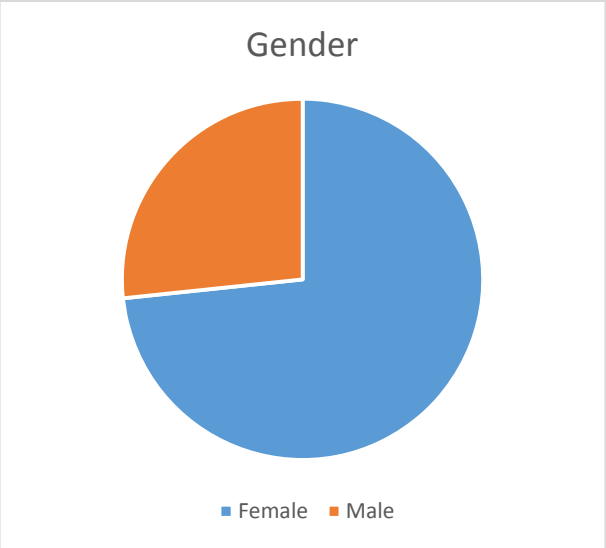
Also similar to the experience of black/African American persons who are homeless, persons who identify as Hispanic/Latinx also access shelter resources at a rate that at least equals their representation in the overall homeless population in the region. This indicates that that homeless shelters and transitional housing do not present significant barriers to access for this subgroup. However, while accessing shelter at expected rates, the composition of persons rehoused in permanent supportive housing or rapid rehousing programs (right column of second chart) indicates that those who access shelter resources are not necessarily being rehoused. More study is needed to identify causes for this disparity in program access for people of Hispanic/Latinx ethnicity.

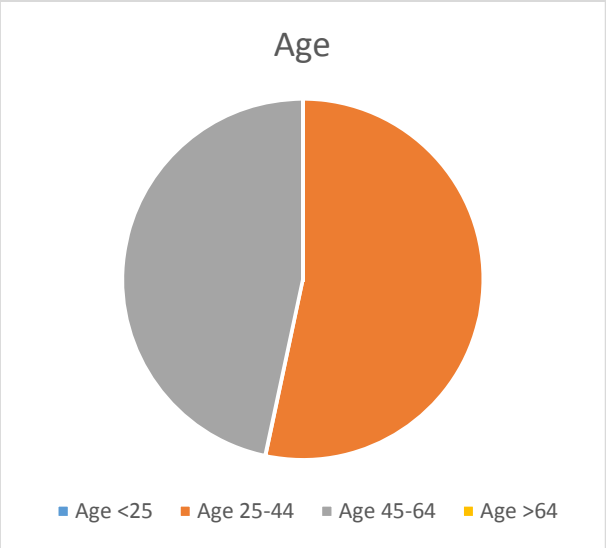
Data sources:
2016 American Community Survey 5-year estimates. Poverty status in the past 12 months by race.
2015 Statewide Homeless Study (Wilder Research), Southeast Minnesota detailed tables
HMIS Core Report for all Southeast Minnesota programs, Calendar year 2017.

River Valleys Continuum of Care

Demographic survey of CoC Members (April - May 2018)

Supplement to Initial Assessment of Racial Disparities





Race & Ethnicity	
American Indian or Alaska Native	2%
Asian	2%
African	0%
Black/ African American	0%
Native Hawaiian or Pacific Islander	0%
White	96%
Other	2%
Hispanic/ Latinx	2%

Health	
Physical disability/ mobility impairment	4%
Drug/ alcohol abuse problem	2%
Severe mental illness	4%
Post-traumatic stress disorder	4%
Developmental disability	0%
Traumatic brain injury	2%
HIV/AIDS	2%
Chronic health condition	9%

Other characteristics & experiences	
Military veteran	0%
Single head of household	2%
English language learner	0%
Children in household	56%
Felony conviction	0%
Foster care placement	0%
Domestic violence	20%
Eviction	7%
Homelessness	13%