

## Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2023 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2023 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.

Your CoC Must Approve the Consolidated Application before You Submit It

- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2023 CoC Program Competition on behalf of your CoC.

- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

## 1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

**1A-1. CoC Name and Number:** MN-502 - Rochester/Southeast Minnesota CoC

**1A-2. Collaborative Applicant Name:** Institute for Community Alliances

**1A-3. CoC Designation:** CA

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

## 1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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<b>1B-1.</b>	<b>Inclusive Structure and Participation–Participation in Coordinated Entry.</b>	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2022 to April 30, 2023:	
	1. select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or	
	2. select Nonexistent if the organization does not exist in your CoC’s geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	Yes	Yes	No
4.	Disability Service Organizations	Yes	Yes	Yes
5.	EMS/Crisis Response Team(s)	No	No	No
6.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
7.	Hospital(s)	No	No	No
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	No	No	Yes
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	Yes	Yes
11.	LGBTQ+ Service Organizations	Yes	No	No
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	No	No	Yes
14.	Mental Health Service Organizations	Yes	Yes	Yes
15.	Mental Illness Advocates	Yes	Yes	Yes

16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
17.	Organizations led by and serving LGBTQ+ persons	No	No	No
18.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	Yes	Yes	Yes
22.	Street Outreach Team(s)	Yes	Yes	Yes
23.	Substance Abuse Advocates	No	No	No
24.	Substance Abuse Service Organizations	Yes	Yes	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	No	No	No
29.	State Domestic Violence Coalition	Yes	No	No
30.	State Sexual Assault Coalition	Yes	No	No
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Homeless Organizations	Yes	Yes	Yes
33.	Youth Service Providers	Yes	Yes	Yes
Other: (limit 50 characters)				
34.	Legal Assistance Agencies	Yes	Yes	No
35.	Older Adult Services/Advocates	Yes	Yes	No

<b>1B-2.</b>	<b>Open Invitation for New Members.</b>	
	NOFO Section V.B.1.a.(2)	

Describe in the field below how your CoC:	
1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;
2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
3.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).

(limit 2,500 characters)

1. The CoC invited new members year-round via postings on CoC website (bottom of every page) and at CoC member organizations, and via listserv each month as part of the CoC’s public meeting announcements. The monthly CoC invite is also shared by CoC member organizations to county-level response teams and other local contacts who may not participant directly in CoC. A formal annual invitation to CoC membership and CoC working committees occurred in October. During the annual formal invitation, the CoC Executive Committee led efforts by presenting the activities and goals of each committee and distributing an invitation for posting within all county-level homeless response team networks. The Committee and CoC staff also conducted outreach directly to groups and populations not well-represented within CoC decision-making during the formal request period.
2. Member invitations and member agreements, including code of conduct and anti-discrimination policy, can be accessed and completed online by any prospective member on the CoC website. Sign-up for CoC listserv is automatic for members. Meeting materials were posted on the CoC website and listserv invitations were distributed prior to meetings in accessibility-enabled PDF format, including information about requesting ADA accommodations for participation in CoC activities. Detail about accessibility for virtual CoC activities (live captioning and visible speakers) and in-person activities (site accessibility) is on the website and all listserv invites.
3. The CoC’s open invitation for membership was distributed directly to the Diversity Coalitions in the region, culturally specific service providers, student-led LGBTQ+ groups, Centers for Independent Living (disability services), and Area Agencies on Aging. The list of contacts for direct outreach is updated each year with guidance from CoC Committees and Lived Experience Working Group.

1B-3.	CoC's Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	

Describe in the field below how your CoC:	
1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;
2.	communicated information during public meetings or other forums your CoC uses to solicit public information;
3.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and
4.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.

(limit 2,500 characters)

1. The CoC intentionally sought knowledge and opinions on homelessness from a broad range of persons in regular CoC activities, needs assessment, and prioritization processes. In the past 12 months, over 80 organizations and individuals participated in CoC activities. All CoC meetings are open to the public and anyone can join the email listserv. The CoC directly solicited input via survey from service providers, planning jurisdictions, community members, and persons with lived experience during its annual needs assessment, as well as year-round communication from county-level Homeless Response Teams. The CoC conducted public meetings advertised via website, listserv, and other public meetings to discuss needs data, upcoming opportunities, and priorities for CoC action. The needs assessment was updated in January 2023, with priority-setting activities in February-March. The assessment and resulting CoC priorities were posted on the CoC webpage.
2. A meeting schedule is always publicly posted on the CoC webpage, along with agendas and materials, information on stipends for people with lived experience, and what to expect in a CoC meeting. All Full CoC meetings were announced via CoC listserv, with links to the website resources. Meeting announcements also identified special topics and opportunities for input throughout the year.
3. All in-person CoC activities were held in physically accessible spaces. Virtual meeting activities included live captioning and visible speakers to assist people with hearing loss. Discussion in meetings is also supported by reading chat comments aloud and using visual tools such as Jamboard to share/collect information. Meeting materials were distributed prior to the meeting in accessibility-enabled PDF format with information about requesting ADA accommodations. CoC staff reviewed all documents for clear image descriptions and appropriate reading order is for people using screen readers.
4. Information gathered at public CoC meetings and via surveys informed changes to CoC Coordinated Entry procedures, priorities for new projects to be funded, and committee tasks for 2023. Committees generated policies that were introduced and posted for public review before a full CoC vote. Voting was open to all participants (except in funding decisions and approval of the CoC Collaborative Application, where previous attendance is required). Participation was especially encouraged during priority-setting for the CoC's annual work plan.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
	NOFO Section V.B.1.a.(4)	
	Describe in the field below how your CoC notified the public:	
1.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
2.	about how project applicants must submit their project applications—the process;	
3.	about how your CoC would determine which project applications it would submit to HUD for funding; and	
4.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

**(limit 2,500 characters)**

1. The CoC's 2023 Call for New Projects was issued on 7/17/23 via CoC listserv and posting on the CoC webpage. It was also sent directly to membership groups that may have interest, including Violence Free Minnesota (DV Coalition), statewide homeless coalition, and human services directors. The Call for Projects specifically invited applications from agencies that have not received CoC Program funding and identified supports available for applicants.
2. The CoC's Call for New Projects on 7/17/23 described the Local Competition process, timelines, and application materials. Process details included both Local Competition materials collected by the CoC directly and e-snaps processes. Timelines detailed the dates for intent to apply, initial project submittal for review, applicant notifications, and final e-snaps submissions. A checklist of application materials and links to HUD and CoC guides were included to assist applicants. The Call for Projects also invited participation in webinars for new project applicants, office hours with CoC staff, and virtual lab time to help with e-snaps applications.
3. The CoC published its 2023 priorities for new projects on the CoC webpage and distributed it via the CoC listserv in April 2023 to encourage early preparation for applicants. The CoC issued its formal Call for Projects on 7/17/23 with detail on eligible project types, bonus funding from the NOFO, and CoC rating criteria for projects. The CoC requires notice of intent to apply to ensure new projects propose eligible applicants, activities, and participants. Qualified projects were invited to submit a full application in e-snaps with supplemental Local Competition materials by 8/23/23. All projects submitted by that date were reviewed using the CoC's published criteria.
4. The CoC followed guidance from the MN Disability Council to ensure documents are readable and meetings accessible. This includes the use of headings, lists, meaningful hyperlinks, simple tables, alternative text for images, and use of accessible PDFs. Information about ADA accommodation for participation in CoC activities is included on all meeting invitations. Applicant webinars are recorded with subtitles enabled, and slides and notes from project applicant webinars are posted on the CoC webpage within 72 hours.

# 1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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  - FY 2023 CoC Application Navigational Guide;
  - Section 3 Resources;
  - PHA Crosswalk; and
  - Frequently Asked Questions

1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	
	In the chart below:	
	1. select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
	2. select Nonexistent if the organization does not exist within your CoC's geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Nonexistent
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	No
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	



18.		
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1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

Describe in the field below how your CoC:	
1.	consulted with ESG Program recipients in planning and allocating ESG Program funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in the Consolidated Plan update.

**(limit 2,500 characters)**

1. The CoC consulted with the one ESG recipient in the CoC region (State of Minnesota) to plan and allocate ESG funds through a series of public meetings and open comment periods. ESG Recipient staff joined a CoC meeting to seek input on ESG priorities for competitive funding and CoC members participated in reviewing subrecipient applications. ESG funds targeted street outreach and emergency shelters, rapid rehousing services, as well as work to support victim service providers (VSPs) to submit HUD-compliant reports and develop long-term solutions for VSP data management.
2. The CoC participated in evaluating performance of subrecipients by reviewing project applications and by coordinating on statewide HMIS Quarterly Data Quality checks for subrecipients. During application, CoC reviewers provided input on performance, participation in Coordinated Entry, and match with current needs and priorities. In HMIS Quarterly Data Quality checks, the CoC and ESG recipient often identify other areas where performance can be supported, which in turn affects the data reported by subrecipients. Specific to the ESG recipient, the CoC helped evaluate the direct recipient by providing comment during updates of Con Plan priorities and efforts.
3. The CoC publicly posted its PIT and HIC data to the CoC website, as well as its annual Needs Assessment and project priorities. Con Plan jurisdictions and ESG recipients were notified by email at the time of posting these resources. Additional breakdowns of data were distributed upon request.
- 4) The CoC posted to its website all reports submitted to HUD as well as the CoC's own annual updates on needs and gaps and occasional data reports on populations of interest, such as older adults, youth, persons who are unsheltered, or adults with severe mental illness who experience homelessness. Each time a report is posted, Con Plan jurisdiction staff were notified by email. The CoC also maintains always-available access to several public dashboards via the statewide HMIS Lead Agency with information on Coordinated Entry and other data via its website for use by Con Plan jurisdictions and other partners.

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated.	No
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure families are not separated.	Yes
3.	Worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance.	Yes
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers.	No

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

(limit 2,500 characters)

State Education Agency partnership:

The CoC, with all the MN CoCs, entered into a new Collaborative Agreement with the MN Dept. of Education (MDE) in September 2022. This agreement outlines the roles of CoCs and MDE and our collaborative efforts in ensuring that families and youth experiencing homelessness are informed of their rights under McKinney Vento and have access to resources they need to be stably housed.

In the agreement, MDE commits to: a) Provide training to CoC Coordinators on how to use MDE aggregate public data on youth experiencing homelessness in Districts and Schools. b) Provide a list of trainings, offered to District and School Homeless Liaisons, to CoC Coordinators. c) Provide to District and School Homeless Liaisons, a list of CoC Coordinators with contact information sortable by county; and encourage Liaisons to communicate and collaborate with their CoC.

The CoC commits to MDE to: a) By Oct 1 each year, provide MDE a current list of CoC contacts. b) By Oct 1 of each year, provide information on how to become members of a CoC with District and School Homeless Liaisons. c) Invite MDE and educational entities within the CoC to become members of the CoC. d) As needed, provide clear information about date, time and agenda of agreed upon collaboration meetings.

Together, MDE and the CoC commit to collaborate to distribute a bimonthly MN Homeless Education Newsletter to all homeless school liaisons with important training dates, resources, and connections to assist LEAs with serving the needs of youth experiencing homelessness.

Local Education Agency partnership:

The CoC holds a formal agreement with Rochester Public Schools to develop a Youth Homelessness Demonstration Project proposal. In the agreement, both agencies agree to commit staff time to the development of the next YHDP application and implementation (if selected). A key task of RPS is to include CoC staff in regional homeless liaisons meetings facilitated by RPS, while the CoC commits to provide regular information on planning and funding opportunities as well as projects to the liaison group.

1C-4b.	Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services.	
NOFO Section V.B.1.d.		

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who become homeless of their eligibility for educational services.

(limit 2,500 characters)

The CoC adopted an Education for Children & Youth Policy in September 2017. The policy of the 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. The policy applies to housing projects as well as to Coordinated Entry access points, with higher expectations for housing projects with long-term engagement with children and youth. As such, programs that serve households with children (including unaccompanied youth), 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 lead 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. Housing projects must document collaboration with local education agencies 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 on K-12 and early childhood education access for review before project rating and ranking.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	No	Yes
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	No	No
4.	Early Head Start	No	Yes
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	Yes
6.	Head Start	No	Yes
7.	Healthy Start	No	No
8.	Public Pre-K	No	Yes

9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.			

	<b>1C-5. Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors–Collaboration with Federally Funded Programs and Victim Service Providers.</b> NOFO Section V.B.1.e.
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In the chart below select yes or no for the organizations your CoC collaborates with:

	Organizations	
1.	state domestic violence coalitions	Yes
2.	state sexual assault coalitions	Yes
3.	other organizations that help this population	Yes

	<b>1C-5a. Collaboration with Federally Funded Programs and Victim Service Providers to Address Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.</b> NOFO Section V.B.1.e.	
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Describe in the field below how your CoC regularly collaborates with organizations indicated in Question 1C-5 to:

	1. update CoC-wide policies; and	
	2. ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.	

(limit 2,500 characters)

1. Local Victim Service Providers (VSPs) are active in CoC decision-making, including updates on CoC-wide policies. A VSP (and ESG funding recipient) is currently Co-Chair of the Coordinated Entry (CE) Committee, with responsibility to lead the group in updating CoC policies and procedures that affect access to, and quality of housing and services needed by survivors of domestic violence, dating violence, sexual assault, or stalking, whether they are served by VSPs or Homeless Service Providers (HSPs). Other VSPs, including youth Safe Harbor providers, also participate in CoC decision-making committees, which are responsible for reviewing and updating CoC policies related to training, child/youth services, anti-discrimination, and other areas. All CoC policies are scheduled to be reviewed at least every three years.

2. The CoC works closely with local victim service providers and statewide domestic violence advocacy groups like Violence Free Minnesota to train at least annually on best practices in serving survivors for both project staff and Coordinated Entry (CE) staff. The training topics vary to address unique needs of subpopulations. Many trainings are incorporated into the regular CoC meetings and CE Provider meetings to encourage participation in both education and decision-making, and to meet staff where they are already gathered. CE Provider meetings include ESG and CoC recipients as well as providers with other funding. Annual training for CE assessors, navigators, and housing providers covers trauma-informed and victim/survivor-centered service expectations throughout interactions with the survivor. Beyond local providers, the CoC participates in a statewide working group with Violence Free Minnesota, state ESG recipient, and others to make available core training for all homeless response system providers, including trauma-informed and victim-centered practices. The CoC also consults with Violence Free Minnesota and the MN Office of Justice Programs to provide and increase technical assistance to VSPs on how CoCs work and how to participate in both planning and funding opportunities to increase housing and services that meet the needs of survivors.

1C-5b.	Coordinated Annual Training on Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC coordinates to provide training for:	
1.	project staff that addresses best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually); and	
2.	Coordinated Entry staff that addresses best practices (e.g., trauma informed care) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually).	

(limit 2,500 characters)

Under the CoC’s training policy, the CoC ensures regular access to and completion of necessary training for CoC project staff as well as Coordinated Entry (CE) managers, navigators, and assessors. The CoC’s Data & TA Committee leads efforts to implement this policy. 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 and services, no matter where they present or what their circumstance. Planning occurs monthly within the CoC CE Committee and Executive Committee, where a VSP serves as chair of the CE Committee. Planning occurs biennially with staff of Violence Free Minnesota and the MN Office of Justice Programs, to address data system coordination and shared training efforts for VSPs and HSPs serving survivors.

Training occurs at least annually on best practices in serving survivors of DV/SA for both project staff and CE staff. Many trainings are incorporated into regular CoC meetings to encourage participation in both CoC education and decision-making, and to meet project staff and Coordinated Entry staff where they are already gathered.

1) For Project Staff, training is provided in 3 ways: monthly CoC meetings, annual CE Recertification training, and monthly CE Provider Meetings. Trainings at CoC meetings occur annually and focus on understanding concepts of providing victim-centered and trauma-informed care as well as CoC policies. Annual CE Recertification training for all staff involved in CE focuses specifically on procedures to implement safety planning, protect victim rights, avoid retraumatization, and restore a sense of safety and choice at all stages of CE. Monthly CE Provider Calls provide space for peer learning and addressing questions from assessors and housing providers, so that providers can learn and adapt practices over time for more trauma-informed and more victim-centered approaches.

2) For CE staff, training is provided in the same 3 ways as for project staff. In addition, since a formal partnership with VSPs was established with DV Bonus funds beginning in 2019, CE staff also participate in VSP-provided internal staff trainings to improve safety practices. VSP-provided training occurs at least quarterly.

1C-5c.	Implemented Safety Planning, Confidentiality Protocols in Your CoC’s Coordinated Entry to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC’s coordinated entry includes:	
1.	safety planning protocols; and	
2.	confidentiality protocols.	

(limit 2,500 characters)

1. Trauma-informed and victim-centered practices are incorporated into CoC protocols for Coordinated Entry (CE). The CoC plans with Victim Service Providers (VSPs) within the CoC to ensure victim-driven, trauma-informed, and culturally relevant assessment and screening tools, as well as referral policies, procedures, and access points address the physical safety, emotional safety, and privacy/confidentiality needs of survivors. All CE access points, including shelters, follow safety protocols and include safety planning as one of the first steps in CE assessment. At access, safety is assessed & referrals are immediately made to a victim advocate if safety is a concern and the individual/family allows. Regardless of whether a referral is made to a victim advocate, CE assessors assist with safety planning. Planning for safety and housing with survivors focuses on centering the needs of the survivor and supporting them to make choices to meet their needs. Key elements of safety planning include having phone numbers ready, collecting documents, and identifying places to go for self and, if applicable, children and pets. VSP staff and CoC CE navigators also assist survivors to identify possible housing options, including budgeting for housing costs, and to complete an assessment for CE housing if needed.

2. Confidentiality begins at CE access points with a no-wrong-door approach that allows survivors to select a VSP or non-VSP for access. CE assessments are conducted within private spaces with the individuals and do not require HMIS-based data sharing for access to housing. Prioritization within CE for survivors and minor youth occurs via anonymous non-HMIS-based list. Survivors presenting at VSPs are prioritized for housing at VSPs; they are also offered the choice to be on the CE list for prioritization with non-VSP Homeless Service Providers (HSPs). When survivors choose to be considered for referral to HSPs, VSPs refer the household to the non-HMIS CE priority list with a code instead of personally identifying information. When housing openings become available, the VSP contacts the HSP directly (without identification in CE) and provides a warm handoff to the HSPs for move in.

1C-5d.	Used De-identified Aggregate Data to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

Describe in the field below:

1.	the de-identified aggregate data source(s) your CoC used for data on survivors of domestic violence, dating violence, sexual assault, and stalking; and
2.	how your CoC uses the de-identified aggregate data described in element 1 of this question to evaluate how to best meet the specialized needs related to domestic violence and homelessness.

(limit 2,500 characters)



1. The CoC uses de-identified aggregate data from several sources: a) HMIS data summarized by county the annual total number of survivors that need housing or services, persons fleeing DV that need housing or services, DV survivors served by CoC programs, and persons fleeing DV served by the CoC. It also provides basic demographics in each category for the CoC (not by county). b) Non-HMIS CoC Coordinated Entry (CE) priority list summarizes the total number of survivors and persons fleeing not in the HMIS-based CE data so a combined total can be calculated. c) Comparable database program data reported in Sage, which can be combined with other CoC grant totals of persons served, demographics, and outcomes. d) Minnesota Statewide Homeless Study data includes in-depth interview and survey data, summarized by region and subpopulation to identify trends and other experiences of survivors.

2. HMIS, non-HMIS CE priority list, and Sage data assist in CoC needs assessment and planning, by allowing the CoC to identify changes in numbers or county locations of survivors and prioritize new projects in response. The CoC also uses this data to evaluate if survivors have other experiences or needs that affect their prioritization in CE (e.g. disability status), if significant household type or racial/ethnic differences exist between survivors and others, and if referrals to DV and non-DV providers are equally effective at connecting people with housing.

When CoC level data is combined with data summaries from the Minnesota Statewide Homeless Study, the CoC can identify other needs that may not be visible within the smaller CoC data set. The CoC reviews all data related to survivors with advocates to contextualize the data and ensure that survivor needs are identified and prioritized effectively in Coordinated Entry as well as in priorities for new projects. When contextualized with input from program staff, differences found between participants in DV programs and other general programs may indicate unique needs of survivors in the region, and help the CoC develop new types of housing and services that respond to survivor needs and preferences.

**&nbsp;**

1C-5e.	Implemented Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC communicates to all individuals and families seeking or receiving CoC Program assistance:

1.	whether your CoC has policies and procedures that include an emergency transfer plan;
2.	the process for individuals and families to request an emergency transfer; and
3.	the process your CoC uses to respond to individuals' and families' emergency transfer requests.

**(limit 2,500 characters)**

1. The CoC Coordinated Entry (CE) policy requires that all households receiving CoC program assistance receive information on emergency transfers. Housing providers include Emergency Transfer Plan policies and procedures in the intake/application packets for households referred to them. The process of informing and assisting households with emergency transfers is covered in required training for CE assessors and housing providers, and regularly covered in monthly calls with CE participating agency staff.

2. Participant households request emergency transfer by notifying their housing provider, who submits a written request to the CoC CE Manager. The housing provider first connects the participant with a victim service provider (VSP) if they don't already have one. Per participant preference, the housing provider or VSP assists with requesting transfer, including a statement that the participant reasonably believes that imminent harm or further violence is likely if they remain in the same dwelling unit, OR that the participant was a victim of a sexual assault on the premises within 90 days prior to the request. Within 7 days, the participant receives a list of possible housing options to consider. Once they select an option, the CE Manager and housing provider plan for transfer. The housing provider communicates any questions or changes that arise. The VSP or housing provider helps with relocation, confidential address sign up, and other items, and the participant enters a lease at the new housing. If housing isn't immediately available, the VSP can arrange shelter.

3. The CoC CE Manager receives emergency transfer requests from the housing provider. The CE Manager reviews the request, including household size, location needs, and advocate contact, and identifies housing openings within the CoC's housing inventory. If applicable, the housing provider consults with their property management company about openings at other properties. The options are shared with the participant to choose how to proceed. For options through CE, requests are prioritized for openings for which the participant is eligible and the CE Manager connects the housing providers to arrange transfer. If the participant wants to relocate outside the CoC, the CE Manager contacts CE Entry staff in that region for emergency transfer. Request information, including the new housing location, remains confidential unless permission is given by the participant or disclosure is required by law.

1C-5f.	Access to Housing for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC:	
1.	ensures that survivors of domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within the CoC's geographic area; and
2.	proactively identifies systemic barriers within your homeless response system that create barriers to safely house and provide services to survivors of domestic violence, dating violence, sexual assault, or stalking.

(limit 2,500 characters)

1) The CoC prioritizes client choice and makes the first open housing opportunity in Coordinated Entry (CE) available to all households, regardless of survivor status. The CoC ensures access to all housing/services for which survivors are eligible by: a) Using a no-wrong door for CE access, with at least one Victim Service Provider (VSP) CE access site in each county, but which allows survivors to access any site and receive support to find/retain housing. The CE Assessment allows households to select geographic preferences and needs for referrals, including being considered for CE referrals in another CoC. b) Maintaining a non-HMIS CE priority list provides access to housing in CE without data sharing requirements of HMIS. It is vital for survivors, minor youth, and individuals unwilling to participate in a statewide database for housing referral. When a housing opening occurs, referrals are made from both the HMIS and non-HMIS lists based on order of priority. c) Prioritizing households with immediate health and safety needs for referral. CE considers immediate health and safety needs, including threat of violence, a high priority in selecting referrals for housing openings. All participants in CE may choose whether to accept referrals without repercussions, so survivors may decline a housing opening if it does not feel safe for them. d) Training assessors and housing providers in responding to the needs of survivors, including providing safe, confidential, and supportive space throughout the process, and using trauma-informed and victim-centered practices in assessment, navigation, and housing.

2) To proactively identify barriers within the homeless response system, the CoC includes VSPs and survivors in CE decision-making and service delivery. The CE Committee includes a VSP seat to drive CE policy and written standards for projects. The regular CE assessment process evaluates access and outcome data specifically for survivors and solicits input from survivors, VSPs, and statewide coalitions on the outcomes reported and experience of survivors so that policy and procedure changes can be made to prevent or eliminate barriers to housing through CE. The CoC also employs navigators to work onsite with VSPs to offer CE assessment and housing planning with survivors. The navigators identify emerging issues to securing housing so that the CoC can respond quickly with training, policy/procedure change, landlord engagement, or other interventions.

1C-5g.	Ensuring Survivors With a Range of Lived Expertise Participate in Developing CoC-Wide Policy and Programs.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC:	
1.	ensured survivors with a range of lived expertise are involved in the development of your CoC-wide policy and programs; and
2.	accounted for the unique and complex needs of survivors.

**(limit 2,500 characters)**

Note: We believe a question about “ensuring” participation from individuals with broad range of experience is not a reasonable or trauma-informed expectation because it requires significant disclosure on the part of survivors and was only introduced as a question this year. The trust needed to address this question cannot be developed in the 45 days between question instructions being posted and the application being finalized for CoC approval and submittal.

1. The CoC regularly assesses member demographics. In the most recent assessment, survivors broadly defined made up 36% of CoC participants and 29% of CoC leadership (committee chairs/members of Executive Committee). Survivors identified participating in all CoC committees, making decisions on training, Coordinated Entry (CE) practices, standards for housing projects, youth engagement, etc. The CoC provided training for committee members regarding tasks, HUD requirements, CoC expectations for engagement, and participation stipends for persons with lived experience, including survivors. Beyond committees, CoC engaged survivors to share expertise and guide CoC decisions by participating in listening sessions. Sessions were held in safe spaces for participants, including with a victim service provider (VSP). Trusted staff at the VSP invited participation in individual or group conversations, with or without VSP staff/advocate present. VSP and CoC coordinated to train participants (options to participate, types of questions, use of information) and invited involvement beyond the session. Sign-in was anonymous and compensation was provided via gift cards. Survivor feedback was critical to revise CE practices and set written standards for projects. Revisions will be shared with session participants for further guidance or approval before being presented to the CoC.

2. The CoC accounted for survivors’ needs by focusing on developing trust and offering choice in disclosure of lived experiences, identities, and needs. Participants in CoC may provide any name (including pseudonyms), share their pronouns, and receive language assistance as needed. Communication with survivors is based on their preference, including direct contact, contact via an advocate/trusted individual, electronic or in-person only, using a pseudonym, etc. Survivor status disclosure is controlled by the survivor. The CoC will not disclose status of individuals, and data is never reported at a level where any individual may be identified.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+—Anti-Discrimination Policy and Training.	
	NOFO Section V.B.1.f.	

	1. Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
	2. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	Yes
	3. Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	Yes

1C-6a.	Anti-Discrimination Policy—Updating Policies—Assisting Providers—Evaluating Compliance—Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

Describe in the field below:

1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

**(limit 2,500 characters)**

1. The CoC reviews its policies, including the anti-discrimination policy, upon feedback from stakeholders or at least every three years. A feedback form is available year-round on the CoC website where policies are posted, and the CoC specifically requests feedback on policies each fall, through announcement in CoC public meetings and by posting on the CoC website. This fall, the request for feedback is also extended to agencies and individuals not currently participating in CoC, but who bring knowledge and personal experience related to the policies. Four local LGBTQ+ led groups have been identified for outreach this year.

2. The CoC assisted providers in developing project-level anti-discrimination policies consistent with the CoC's by a) sharing the CoC's policy template with the CoC Agency Membership agreement, b) providing training for providers on Fair Housing, Equal Access Final Rule, and Gender Identity Final Rule as part of Fair Housing Month, and c) promoting use of the HUD TA-developed Equal Access Self-Assessment for internal planning. CoC assistance in developing and updating policies is available to all CoC projects upon request.

3. The CoC evaluates compliance in two ways: a) Semi-annual Coordinated Entry Committee review of provider compliance and outcomes, which includes review of data on household access, services, and exits as well as any grievances that may have been submitted to the CoC related to providers, and b) annual review prior to the CoC program competition. All renewal and new CoC projects are required to identify that they meet HUD's requirements at the time of review, including the CoC antidiscrimination policy, the Equal Access Final Rule and Gender Identify Final Rule.

4. Noncompliance with CoC antidiscrimination policy is addressed through the CoC's grievance process if an individual or family complainant is involved. Individuals are also advised of their right to report the issue to State and Federal oversight agencies. The CoC will take immediate action to prevent recurrence of noncompliance as well as retaliation toward the complainant. Depending on the severity of the noncompliance, the CoC may provide Technical Assistance, implement a Corrective Action Plan, report the grievance (and retaliation) to program funders, and/or remove project from ranked project list for HUD CoC funding.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area--New Admissions--General/Limited Preference--Moving On Strategy.	
	NOFO Section V.B.1.g.	

You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.

Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with--if there is only one PHA in your CoC's geographic area, provide information on the one:

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing and Housing Choice Voucher Program During FY 2022 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Mankato EDA	35%	Yes-Both	Yes
Olmsted County HRA	8%	Yes-HCV	Yes

1C-7a.	Written Policies on Homeless Admission Preferences with PHAs.	
	NOFO Section V.B.1.g.	

Describe in the field below:

- steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference--if your CoC only has one PHA within its geographic area, you may respond for the one; or
- state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.

(limit 2,500 characters)

The CoC's workgroup on PHA partnerships has led CoC strategies to increase use of homeless, coordinated entry (CE), and Move-On preferences by the 30 PHAs in the region. Actions taken for homeless preferences include:

a) Administrative Plan revisions: Both Olmsted HRA (largest PHA) and Mankato EDA (second largest PHA) have adopted and affirmed CE/homeless preferences in their administrative plans. Each also worked with the CoC to increase vouchers available for use under these preferences and shared their experiences with other PHAs to increase implementation more broadly. Several other HRAs have 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 has participated with representatives of the HUD Field Office, Minnesota chapter of the National Housing And Redevelopment Authority Organization (NAHRO), and largest local PHAs to share with other PHAs how preferences for homeless/CE can be managed and meet community needs. 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 CE for PHAs applying for vouchers with homeless preferences. The assistance has resulted in over 120 new housing opportunities through State Housing Trust Fund vouchers with homeless preference and HUD Mainstream Vouchers with preference. 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. Because the new vouchers don't require use of HMIS, the addition of units has affect HMIS bed coverage. The CoC is continuing to with PHAs to participate in HMIS for their units or vouchers that are filled in conjunction with a homeless or CE preferences.

<b>1C-7b.</b>	<b>Moving On Strategy with Affordable Housing Providers.</b>	
	Not Scored—For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC's jurisdiction that your recipients use to move program participants to other subsidized housing:

1.	Multifamily assisted housing owners	Yes
2.	PHA	Yes
3.	Low Income Housing Tax Credit (LIHTC) developments	No
4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

<b>1C-7c.</b>	<b>Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.</b>	
	NOFO Section V.B.1.g.	

In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC's coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	No
3.	Housing Choice Voucher (HCV)	Yes
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	No
5.	Mainstream Vouchers	Yes
6.	Non-Elderly Disabled (NED) Vouchers	No
7.	Public Housing	No
8.	Other Units from PHAs:	

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness. NOFO Section V.B.1.g.	
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1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	Yes
		<b>Program Funding Source</b>
2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	Mainstream Vouchers, FUP

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV). NOFO Section V.B.1.g.	
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	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
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1C-7e.1.	List of PHAs with Active MOUs to Administer the Emergency Housing Voucher (EHV) Program. Not Scored—For Information Only	
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	Does your CoC have an active Memorandum of Understanding (MOU) with any PHA to administer the EHV Program?	Yes
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If you select yes to question 1C-7e.1., you must use the list feature below to enter the name of every PHA your CoC has an active MOU with to administer the Emergency Housing Voucher Program.



<b>PHA</b>
Mankato EDA
Rice County HRA

## 1C-7e.1. List of PHAs with MOUs

**Name of PHA:** Mankato EDA

## 1C-7e.1. List of PHAs with MOUs

**Name of PHA:** Rice County HRA

## 1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Discharge Planning Coordination.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your 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.

1. Foster Care	Yes
2. Health Care	Yes
3. Mental Health Care	Yes
4. Correctional Facilities	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition.	17
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition that have adopted the Housing First approach.	17
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2023 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
	NOFO Section V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.

	Describe in the field below:
1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation; and
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach.

(limit 2,500 characters)

1. Prior to submitting application for CoC project funding, projects must submit their completed Housing First Assessment Tool (developed by HUD TA) along with documentation of all items where they have indicated that they have “Documented” or “Done” it. Documentation includes program/agency policies, tenant screening criteria, lease agreements, and – if a termination has occurred – records documenting efforts to prevent the termination. At competition time, the CoC Project Performance and Review Committee checks documentation provided, and the score is incorporated into the project’s overall rating and ranking. The Committee also identifies if there are inconsistencies in the Assessment Tool responses and project performance outcomes on Housing Stability/Exits. Based on outcomes, the project may be advised not to check “Housing First” on their application in e-snaps and may be referred to the Data & TA Committee for performance improvement related to Housing First implementation.

2. Factors the CoC considers in evaluating Housing First are: Program policies, including tenant screening and lease provisions; Training and procedures for staff; Input from clients and CE staff; and Data reported in HMIS. Performance indicators include vacancy rate, days from housing referral to result, rate of unsuccessful referrals, reasons for unsuccessful referrals, and rate and cause of terminations.

3. Regular assessments: a) Program assessments- Project representatives use the HUD Housing First Assessment Tool available on the HUD Exchange website to conduct self-assessments for their programs. They are encouraged to use the Tool any time they make a policy or procedural change, but they may use the tool at any time. b) System assessments are informal touchpoints as part of quarterly system performance checks. During assessment, provider denials of referrals and re-entries to Coordinated Entry (after exit to permanent housing) are reviewed. If apparently eligible households are denied or delayed, or if households are returning to homelessness, CoC staff and CE Committee Chair meets with the provider to identify issues and change practices as needed. Often, issues surface when there is staff turnover. The CoC’s Data & TA committee uses information from the tools and CE performance checks to identify common areas of difficulty or emerging issues and develops training and support activities to help agencies consistently implement Housing First.

1D-3.	Street Outreach—Scope.	
	NOFO Section V.B.1.j.	

	Describe in the field below:
1.	your CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2.	whether your CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;
3.	how often your CoC conducts street outreach; and

4.	how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.
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(limit 2,500 characters)

1-3. Street outreach occurs throughout the whole CoC region, with frequency and activity varying by community. In large cities, outreach occurs at least bi-weekly at libraries, schools, parks, and other known locations to identify, engage, and screen people for housing/services. In smaller communities and rural areas, program staff 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, Housing Problem Solving, and in conducting assessments for Coordinated Entry (CE). They help individuals and families complete the assessment when they are ready and at a location where they are most comfortable. They also partner regularly with CE Housing Navigators to locate and support individuals prioritized for a housing opening, but who did not respond to contacts from the housing program or Navigator. This connection has been vital to connect those least likely to access assistance to move into housing, and it is proposed to be expanded through the Special NOFO as capacity of some rural agencies has become strained in the past two years.

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. Beginning upon contract for Special NOFO funding, rural-focused outreach and navigation services will be expanded by one Full Time position in eligible areas where shelter is limited or requires significant travel. Workers receive training in health protocols, 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.

1D-4.	Strategies to Prevent Criminalization of Homelessness.	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate strategies your CoC implemented to ensure homelessness is not criminalized and to reverse existing criminalization policies in your CoC's geographic area:
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	Your CoC's Strategies	Ensure Homelessness is not Criminalized	Reverse Existing Criminalization Policies
1.	Engaged/educated local policymakers	Yes	Yes
2.	Engaged/educated law enforcement	Yes	Yes
3.	Engaged/educated local business leaders	Yes	Yes
4.	Implemented community wide plans	Yes	No
5.	Other:(limit 500 characters)		

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1D-5.	Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	
	NOFO Section V.B.1.I.	

	HIC Longitudinal HMIS Data	2022	2023
Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	Longitudinal HMIS Data	162	177

1D-6.	Mainstream Benefits–CoC Annual Training of Project Staff.	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	Yes
2.	SSI–Supplemental Security Income	Yes
3.	SSDI–Social Security Disability Insurance	Yes
4.	TANF–Temporary Assistance for Needy Families	Yes
5.	Substance Use Disorder Programs	Yes
6.	Employment Assistance Programs	Yes
7.	Other (limit 150 characters)	

1D-6a.	Information and Training on Mainstream Benefits and Other Assistance.	
	NOFO Section V.B.1.m	

Describe in the field below how your CoC:

1.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, SSDI, TANF, substance abuse programs) within your CoC's geographic area;
2.	works with project staff to collaborate with healthcare organizations, including substance abuse treatment and mental health treatment, to assist program participants with receiving healthcare services; and
3.	works with projects to promote SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

**(limit 2,500 characters)**

1. 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 resource spotlights include Housing Stabilization Services (HSS, new Medicaid billable service in Minnesota) and Disability Benefits 101 (a state-funded website and support team to help people navigate the benefit and income sources they have). The CoC has acted to maximize mainstream benefits by creating standard assessments as part of Housing Problem Solving (diversion/prevention), 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 guides project staff to MNsure (health insurance exchange) navigators who provide access to health insurance across the region. Through partnership with Housing Resource Coordinators at Counties (a state Olmstead Plan effort), project staff can collaborate to help people with institutional stays or treatment stays access mainstream housing and persons with disabilities identify community-based services beyond homeless-designated housing and service resources. The CoC's HSS workgroup is also promoting use of HSS (Medicaid service) to housing providers and connecting them to technical assistance to become enrolled providers and assist participants in maximizing access to Medicaid.

3. The CoC has offered information sessions with SOAR providers (primarily disability services agencies) in the region to promote SOAR certification with program staff. Several agencies pursued it but found they did not have the volume of clients and SOAR activity to make it financially sustainable or to maintain the high level of knowledge needed to provide SOAR services. As a result, the CoC is instead pursuing partnerships between programs and active SOAR providers as well as connecting directly with the local SSA office to use the vulnerable populations application process for persons in PSH.

1D-7.	Increasing Capacity for Non-Congregate Sheltering.	
	NOFO Section V.B.1.n.	

Describe in the field below how your CoC is increasing its capacity to provide non-congregate sheltering.
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**(limit 2,500 characters)**

The CoC is investing in many shelter spaces across the region to increase access as well as safety and dignity in shelter. Total year-round ES beds in the CoC have increased from 212 in 2020 to 331 in 2023, with 64% of year-round beds now in non-congregate settings. Additional efforts to increase capacity include:

a) New shelter beds and service models. Using a combination of ARPA, local levy, private dollars, and a new State shelter capital funding source, at least three cities in the CoC are adding shelter spaces for individuals and families, with particular emphasis on private spaces for persons seeking shelter. Projects include a former college campus now providing individual shelter units for larger families, new youth shelter options in the largest city of the CoC, and two combined shelter/service/housing projects for individuals.

b) Improvements to existing shelter spaces. Existing congregate shelters across the CoC sought and received funding from ARPA recipients, State, and private sources to convert congregate spaces to more private spaces, improve ventilation, and purchase personal safety and health equipment for staff, volunteers, and residents. The CoC also supported shelter requests for funding through direct allocation with the region’s congressional delegation.

c) Additional vouchers. Hotel-based shelter remains a resource for non-congregate shelter in the CoC. The CoC partners with MN Dept. of Veterans Affairs to connect veterans to hotel vouchers through the Veterans Temporary Housing Voucher Program (VTEMP) for safe shelter while Minnesota Assistance Council for Veterans provides case management and housing search and placement. The CoC also received shelter vouchers for rural areas of the region under the Special CoC NOFO to expand options for non-congregate shelter in connection with Coordinated Entry access.

ID-8.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent Spread of Infectious Diseases.	
NOFO Section V.B.1.o.		
Describe in the field below how your CoC effectively collaborates with state and local public health agencies to:		
1.	develop CoC-wide policies and procedures to respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)



1. CoC policy is to follow guidelines of the Minnesota Department of Health (MDH). MDH began working more closely with CoCs & homeless service providers as part of the COVID-19 response, and in 2021 was recognized by the CDC foundation as one of three National Centers on Excellence on Public Health & Homelessness. Partnerships are now being extended to address other infectious diseases. The MDH Highly Impacted Settings team has developed COVID-19 policies & procedures for homeless service providers related to testing, case reporting, mitigation strategies, and access to therapeutics. Homeless service providers can access a large supply of free COVID-19 tests, personal protective equipment, and supplies for on-site isolation and quarantine. MDH and local public health agencies also supported free on-site COVID-19 testing and vaccination clinics at homeless settings and provided vaccine incentives to people experiencing homelessness. The CoC actively promotes the MDH policies/procedures and resources, particularly with privately funded shelters.

2. The CoC works closely with the MN Department of Health to build connections between providers and public health agencies to support participant health. Within the CoC region, MDH is continuing many programs started during COVID, including testing and vaccination. MDH now has a permanent team to provide guidance & resources for homeless programs and contracts for COVID vaccine clinics, which homeless setting can request online. CoC has encouraged participation in MDH's Infectious Disease Trusted Messenger Program for people experiencing homelessness, where participants receive education and technical assistance from MDH on how vaccines work, how they were tested, when is your time to get a vaccine, and motivational interview teams to meet people where they are with what they're hearing about vaccines and concerns and move them toward evidence-based practices. The program has expanded beyond COVID to include other vaccine preventable diseases. MDH is implementing a new statewide Syringe Services Program (SSP) for People Experiencing Homelessness, and homeless overdose prevention hubs in the CoC to provide holistic care to people experiencing homelessness who use drugs or are in recovery. CoC has also promoted use of MDH's grant programs to target specific needs for people who are unhoused, including HIV, Hepatitis C, drug overdose risks, and sex trafficking.

ID-8a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC:	
1.	shared information related to public health measures and homelessness, and	
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.	

(limit 2,500 characters)

1. The CoC shared information with providers in partnership with the MN Department of Health (MDH). MDH distributed information on public health measures with homeless service providers via newsletter and quarterly provider webinars, with recent webinars focused on harm reduction and homelessness, and syphilis and homelessness. When things emerge (e.g. MPOX), MDH, CoCs, and MN Interagency Council on Homelessness coordinate on communication. MDH maintains a GovDelivery listserv to share infectious disease information with homeless service providers and other congregate settings and attends meetings with homeless service providers to learn of local public health concerns and share infectious disease updates, such as surveillance data and updated guidance. In communities of higher concern, MDH held regular meetings (e.g., outreach workers, youth shelter providers) to offer guidance and address specific concerns for those settings.

2. The CoC and its HMIS Lead Agency, the Institute for Community Alliances (ICA), partner with MDH to communicate with homeless service providers to prevent disease outbreaks. To enable communication, one staff from the COVID-19 unit at MDH was granted an HMIS read-only license during the pandemic to support the COVID-19 response in homeless service settings. This user searches for people with a known positive COVID-19 case who reported residing in shelter to confirm whether the individual was indeed in shelter during their infectious period. This has helped to identify outbreaks and ensure shelters have the resources they need to respond to cases. Through a community-informed process, ICA also developed a system for information sharing regarding Covid-19 suspected and confirmed cases via HMIS and a report for agencies using HMIS to do vector contact tracing within the system. ICA, MDH, and other public health entities also partnered in a limited data matching project to track the extent to which people experiencing homelessness are accessing the COVID-19 vaccine. Information from the match is used by MDH to monitor trends and identify disparities in vaccine uptake, and target outreach to underserved sub-populations. This partnership began in 2020 and is ongoing.

1D-9.	Centralized or Coordinated Entry System—Assessment Process.	
	NOFO Section V.B.1.p.	
	Describe in the field below how your CoC's coordinated entry system:	
1.	covers 100 percent of your CoC's geographic area;	
2.	uses a standardized assessment process; and	
3.	is updated regularly using feedback received from participating projects and households that participated in coordinated entry.	

(limit 2,500 characters)

1. The CoC Coordinated Entry System (CE) uses a no-wrong-door approach with multiple access and assessment points in each of the 20 counties of the CoC. This covers 100% of the CoC region.
2. The CoC’s CE process is laid out in policies and procedures posted on the CoC website. CE begins with self-reported demographics and immediate health/safety check as part of initial assessment. A CE Entry is created in HMIS or a non-HMIS CE list for those unwilling to use HMIS or who are assessed by a Victim Service Provider. The CoC uses phone-based and onsite interpretation services for persons who speak languages other than English or who are deaf/hard of hearing. In cases when a victim advocate or healthcare support is identified as an immediate need for the individual or family, CE assessment will be sought after the household is safe and stabilized. Once immediate health and safety needs are addressed, CE uses a strengths-based Housing Problem Solving consultation to identify all housing options available and, if possible, avoid entry to shelter or assessment into CE. If no other options are available, the CE assessment is conducted in-person or by phone, using scripting and a short set of eligibility questions for programs available in the CoC. Participants receive confirmation of their placement on the CE priority list as well as a short explanation of how the priority list works and how to update information in their assessment if their housing situation or household size changes. (The CoC uses Case Conferencing to facilitate access to housing after assessment, but not during the assessment process.)
3. CE policies and procedures are updated regularly to respond to changing needs. The CoC CE Provider Group meets monthly to refresh on procedures, problem-solve any emerging issues with access, assessments, or referrals, and make changes to procedures within the bounds of policy. The CE Committee uses surveys, focus groups, and data on CE entries and exits to evaluate the CE policies at least twice annually. Input is gathered from CE providers, CE staff, participants in Coordinated Entry, and the CoC Lived Experience Working Group, with focus on procedural changes in the first half of the year and policy changes in the second half. Policy changes are brought to the Full CoC membership for approval.

1D-9a.	Program Participant-Centered Approach to Centralized or Coordinated Entry.	
	NOFO Section V.B.1.p.	

	Describe in the field below how your CoC's coordinated entry system:
1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;
2.	prioritizes people most in need of assistance;
3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their preferences; and
4.	takes steps to reduce burdens on people using coordinated entry.

(limit 2,500 characters)

1. To reach people who are least likely to apply for assistance, access sites are advertised in locations frequented by persons experiencing homelessness, including libraries, 24-hour businesses, food/meal sites, and mobile health clinics. CoC staff outreach to agencies that serve persons of color, youth, persons with disabilities, and seniors to ensure that trusted service partners help in reaching those least likely to apply. Street outreach workers and Coordinated Entry (CE) navigators assist persons who may otherwise lose touch with CE, have difficulty documenting eligibility, or need to connect with services to remain safe and stable prior to housing enrollment. Through Case Conferencing, non-CE agencies like law enforcement can also recommend contact with individuals who aren't already connected with CE.
2. CE uses a standardized assessment and published order of priority to prioritize households who have the longest time homeless, have a disability/urgent health condition, are without shelter, and might be excluded from subsidized housing due to background. Assessment data is entered into an HMIS or non-HMIS list and sorted based on priority.
3. Assessors must immediately enter assessments to ensure rapid placement on the CE priority list. Households are prioritized for referral within their preferred geography using Order of Priority. When a housing opening occurs, a household chooses whether to accept the referral without repercussions. Housing providers and CE staff follow procedures to contact prioritized households (multiple attempts within 5 days of receiving referral) and complete the eligibility and move-in process.
4. To reduce burdens on people using CE, the CoC conducts annual review of the assessment and eliminates questions when possible. The CoC also started Housing Problem Solving as a strengths-based first step to find viable housing solutions before CE assessment. To reduce administrative barriers, the CoC proactively contacts households to update records and makes scheduled or non-scheduled assessments available onsite, in office or virtually. CE staff also engage housing providers and funders of affordable housing to remove non-required screening criteria and processes. Through partnership the state Housing Finance Agency, the CoC uses simplified eligibility documentation and tenant screening for PSH, allowing for more rapid move-ins in many projects.

1D-9b.	Informing Program Participant about Rights and Remedies through Centralized or Coordinated Entry—Reporting Violations.	
	NOFO Section V.B.1.p.	

Describe in the field below how your CoC through its centralized or coordinated entry:	
1.	affirmatively markets housing and services provided within the CoC's geographic area and ensures it reaches all persons experiencing homelessness;
2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.

(limit 2,500 characters)

1. The CoC and its Coordinated Entry (CE) assessment sites and housing providers use several approaches to affirmatively market housing and services. The CoC provides 24/7 access to assessment site locations and contact information through a user-friendly map on its website. The map identifies sites in each county, and the list is currently being updated to identify accessibility and language resources available at each site. Beyond the website, access sites and county-level homeless response teams identify the specific actions needed in their community to ensure access. Actions include street outreach, information posted at drop-in centers, and youth-, LGBTQ+-, and culturally-specific organizations, as well as schools, libraries, and laundromats. The CoC anticipates updating approach regularly as part of bi-annual CE data reviews.

2. The CoC requires participating CE providers to inform participants of their rights at assessment and at housing application. At assessment, participants receive a summary of state and federal housing rights (including contact information for reporting offices and local legal aid) as well as CoC grievance process. At application and housing move-in, providers review the lease and tenant handbook with participants. They also provide fair housing and civil rights information from the MN Attorney General’s Office and/or HUD Fair Housing booklet.

3. The CoC does not have a formal process for notifying Consolidated Plan jurisdictions of identified impediments to Fair Housing as they occur. Currently, the CoC advises CE navigators and housing providers to advocate for their participants regarding application processes, housing conditions, and lease issues, to work with legal services with issues arise in regards to Fair Housing or civil rights concerns, and to contact the MN Human Rights office or HUD when necessary. The CoC will add a step for reporting impediments to Con Plan jurisdictions in the next update of CE procedures.

1D-10.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.q.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	04/15/2023

1D-10a.	Process for Analyzing Racial Disparities—Identified Racial Disparities in Provision or Outcomes of Homeless Assistance.	
	NOFO Section V.B.1.q.	

Describe in the field below:

1.	your CoC’s process for analyzing whether any racial disparities are present in the provision or outcomes of homeless assistance; and
2.	what racial disparities your CoC identified in the provision or outcomes of homeless assistance.

**(limit 2,500 characters)**

1. The CoC analyzes racial disparities within the homeless response system using an ongoing assessment process. Twice yearly, the CoC Coordinated Entry (CE) Committee reviews six months of HMIS data on CE access, referrals to housing, referrals to navigation, referral outcomes, and CE exits broken down by race, ethnicity, and other priority subpopulations. CoC staff present the data for Committee members to evaluate. CE access by race/ethnicity is compared to data from the Point in Time Count, MN Statewide Homeless Study, and regional Census counts to identify disparities. Disparities at other points in the CE process are identified by comparing to access totals. Annually, the CoC Data & Technical Assistance Committee reviews the previous calendar year HMIS data for both Coordinated Entry and the housing/service programs participating in HMIS, using the approach described above. Along with CE access, referral, and exit, the D&TA Committee reviews program entries, overall participants served, exits from housing, and returns to homelessness, disaggregated by race/ethnicity. Input from and consultation with the CoC Lived Experience Working Group and a biennial community partner agency survey provide context for the data.

2. Through the CoC's assessment process, several disparities in provision or outcomes of homeless assistance have been identified. A few key findings: a) Lack of family shelter beds in Rochester disparately impacts Black/African American households, resulting in Black/African American families with children experiencing unsheltered homelessness at a rate 10x higher than would be expected based on population. b) Compared to White heads of household on the CE list, Black, Indigenous, and other Persons of Color are only 68% as likely to identify having a disability or other severe service need, which affects prioritization for available housing. c) Comparing households on the CE list to those referred for housing, referrals appear equitable (with the caveat of b above), but referral outcomes reveal disparities in housing move-ins that follow referrals, particularly for single adults who identify as Native American/Indigenous or multi-racial. Referrals for these individuals result in housing provider reports of inability to contact referral/no response at a rate nearly 30% higher than reported for single adults identifying as white.

1D-10b.	Implemented Strategies that Address Racial Disparities.	
	NOFO Section V.B.1.q.	

Select yes or no in the chart below to indicate the strategies your CoC is using to address any racial disparities.

1.	The CoC's board and decisionmaking bodies are representative of the population served in the CoC.	No
2.	The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	Yes
3.	The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	Yes
4.	The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups.	Yes
5.	The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	Yes
6.	The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	Yes

7.	The CoC has staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness.	Yes
8.	The CoC is educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	Yes
9.	The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	Yes
10.	The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	Yes
11.	The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	Yes
	Other:(limit 500 characters)	
12.		

1D-10c.	Implemented Strategies that Address Known Disparities.	
	NOFO Section V.B.1.q.	

Describe in the field below the steps your CoC is taking to address the disparities identified in the provision or outcomes of homeless assistance.

(limit 2,500 characters)

CoC strategies addressing disparities described in 1D-10a:

a) Disparity in unsheltered homelessness for Black/African American families with children: The CoC is increasing service coordination and family shelter beds in Rochester. CoC agency partners applied for new shelter capital funds from the State to create 20 shelter units for households with children. The partners are also expanding a family and youth focused Homework Starts with Home program. The program engages PHAs, schools, and homeless service providers in Rochester (and other school districts) using school-based teams to assist students experiencing homelessness with rental assistance and coordinated services in and out of school, with the goal of stabilizing housing and supporting student educational outcomes. The program tracks race and ethnicity to ensure that Black/African American children and families are accessing the program, and to adapt outreach strategies as needed if they are not.

b) Disparity in reporting disability/severe service need for Black, Indigenous, and other Persons of Color (BIPOC). To address this, the CoC is updating its approach to Coordinated Entry (CE) case conferencing to identify and personally connect with BIPOC households where updating the participant information in CE would affect priority level for referrals. The CoC is also coordinating with the State Housing Stability Services program (Medicaid service) and Zumbro Valley Medical Society to identify and build relationships with health professionals qualified to document disability status. One promising pathway is ZVMS' doctor training program with Mayo Health System. The program places medical students in shelter settings to provide basic care and could establish build trusting relationships to report severe service needs more accurately.

c) Disparity in successful housing move-ins for single adults who identify as Black/African American or Native American/Indigenous: Because lost contact is the primary reason referrals to housing aren't successful, the CoC is contacting households not yet housed in CE and targeting CE navigation services to individuals least likely to have a successful move-in, including these adults. CoC is also beginning a Special NOFO project with rural capacity building funds to increase representation of Hispanic/Latinx and Black/African American persons in the homeless response workforce and train CE agencies to provide culturally appropriate services from access to exit.

1D-10d.	Tracked Progress on Preventing or Eliminating Disparities.	
	NOFO Section V.B.1.q.	
	Describe in the field below:	
1.	the measures your CoC has in place to track progress on preventing or eliminating disparities in the provision or outcomes of homeless assistance; and	
2.	the tools your CoC uses.	

(limit 2,500 characters)



1. The CoC evaluates progress in three primary areas: Coordinated Entry (CE), Housing Programs, and Representation/Leadership. CE-related measures are reviewed jointly by the CE, Equity, and Data&TA Committees every 6 months, with input from focus groups and data disaggregated by race, ethnicity, and other key demographics. Key measures evaluated for CE are: a) Entries to Housing Problem Solving (Diversion), b) Outcomes from Housing Problem Solving – resource connections, stable housing, c) CE assessment access vs. PIT count demographics, d) CE Navigation access, e) Housing referral denials, f) Housing referrals vs. successful move-ins, and g) CE exits to homeless destinations. Program-related measures are reviewed annually by the Data&TA and Equity Committees, with data disaggregated by race, ethnicity, and other key demographics. Measures evaluated for housing programs are: a) Referral acceptance rate, b) Entries to the program, c) Program entries without successful housing move-in, and d) Exits to permanent housing vs. homeless destinations. Leadership and representation-related measures are reviewed biennially by the Executive and Equity Committees, with data disaggregated by race, ethnicity, and other key demographics. Measures evaluated in this area are compared to demographics of people entering CE and those counted in the PIT Count: a) CoC membership, b) CoC leadership, and c) CE assessment site staffing.

2. Tools used to track progress:  
 Participant feedback: Focus groups and listening sessions conducted by Equity Committee and other CoC partners, Biennial needs assessment survey of participant experience.  
 Six-month CE evaluation summary: 20 question public report including HMIS- and non-HMIS CE data, including HMIS CE Monitoring Report and non-HMIS priority list.  
 Program-type and program-level reports: HMIS and comparable database reports, including APRs and statewide entry/exit reports.  
 Data sets for comparison: American Communities Survey data on population and population in poverty, by county, Minnesota Statewide Homeless Study, and annual Point in Time Count.

1D-11.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC’s Outreach Efforts.	
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NOFO Section V.B.1.r.

Describe in the field below your CoC’s outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decision making processes.

**(limit 2,500 characters)**

Working in a geographically larger region, the CoC has found that personal invitations and outreach to build relationships are most effective to engage people in CoC and overcome the barriers that come with regional and virtual CoC activities. As a result, the CoC does not focus on social media outreach but instead provides a one-page info sheet used in targeted outreach to engage persons with lived experience in CoC activities, leadership, and decision-making. Targeted outreach occurs through four avenues:

1. CoC members with lived experience. One third of CoC members and 14% of CoC leadership members indicated lived experience of homelessness in the most recent demographic survey. Current members are most effective in outreach because they are peers who can explain the value they find in CoC, how it works, and who is involved.
2. Trusted staff. The CoC requests that staff of homeless response service and housing programs talk with current/recent participants or program advisory committee members about CoC involvement as part of their personal or professional growth goals. Staff provide information and support to engage, virtual or physical access to CoC meetings, introductions to new people, and explanation of roles.
3. Equity Committee listening sessions. When individuals participating in listening sessions express interest in sharing more ideas, leading on a certain topic, or getting involved in a group, the Committee shares information on CoC participation and leadership with the individual and invites them to a CoC event or activity to learn more.
4. Annual request for nominations. The CoC Executive Committee specifically seeks out nominees with lived experience of homelessness for roles as committee members, committee chairs, or ad hoc members of the Executive Committee. Members explain the roles and the support available to help those new to leadership, and they encourage exploring the roles.

Beyond CoC board roles, the CoC ensures that job opportunities related to Coordinated Entry appear in more people’s job searches by removing educational requirements and specifically calling out value of lived experience in postings. The CoC is revising subgrantee agreements that affect Coordinated Entry staff at other agencies in a similar way.

1D-11a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

You must upload the Letter Signed by Working Group attachment to the 4B. Attachments Screen.

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Included in the decisionmaking processes related to addressing homelessness.	18	8
2.	Participate on CoC committees, subcommittees, or workgroups.	18	8
3.	Included in the development or revision of your CoC’s local competition rating factors.	5	2

4. Included in the development or revision of your CoC's coordinated entry process.	8	4
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1D-11b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness. NOFO Section V.B.1.r.	
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Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

**(limit 2,500 characters)**

CoC member organizations provide development and employment opportunities for persons with lived experience in several ways:

1. Advisory committees or boards: As part of case management, homeless service providers regularly share opportunities for participants to learn and share experience and knowledge by being part of a committee or board. Types of boards and committees where persons with lived experience are now involved include building resident councils, city/county citizen panels, state agency program advisory groups, and CoC member organization boards.
2. Workforce program partnerships: CoC member organizations have agreements with workforce programs to provide specific job skills classes, help participants prepare for applications and interviews, and identify training programs that help them reach their goals.
3. Speaking engagements: Organizations that often receive requests to speak to community groups have established protocols for including participants with lived experience in the engagement, including training and support for public speaking and participant compensation from the requesting group.
4. Revised job qualifications: Several CoC member organizations with open positions encourage applications from people who have lived experience by reducing/removing educational requirements and preparing for on-the-job training to develop skills.

As a CoC group, professional development and employment opportunities are provided by:

1. Promoting and supporting the MN Coalition for the Homeless conference stipend program. The annual conference provides training and networking opportunities for staff, volunteers, and participants in homeless response throughout the state. Registration, hotel, meals, and transportation are included.
2. Sharing employment training programs and member organizations' current job openings. Through the CoC email listserv, the CoC shares jobs at member organizations, jobs with employers willing to train, and workforce training programs to build skills. Staff and volunteers with organizations use the information to support clients in reaching their employment goals.
3. Deploying Special NOFO rural capacity building funds. The project includes incentives for programs and persons with lived experience to fill roles with rural homeless assistance programs and participate in shared training to build skills and professional networks.

1D-11c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

Describe in the field below:

1.	how your CoC routinely gathers feedback from people experiencing homelessness;
2.	how your CoC routinely gathers feedback from people who have received assistance through the CoC or ESG Programs; and
3.	the steps your CoC has taken to address challenges raised by people with lived experience of homelessness.

**(limit 2,500 characters)**

1. The CoC routinely gathers feedback from people experiencing homelessness or receiving assistance in three ways: a) Every two years, the CoC conducts short surveys with people currently or recently experiencing homelessness to learn about their priorities, needs, and experiences with the homeless response system. Respondents tell us what was most helpful or what would have been most helpful during their housing crisis and whether they felt heard and respected, as well as some basic demographics. b) The CoC's Lived Experience Working Group meets 4 times per year to provide guidance to CoC leadership. The Working Group meets in small local groups across the region and is joined together by Zoom to share their thoughts on any part of CoC activities or goals. c) The CoC Equity Committee conducts focus groups and interviews with individuals and families experiencing homelessness to evaluate personal experiences in the homeless response system. The focus groups will occur at least annually going forward.

2. Participants in CoC and ESG programs are included in the feedback opportunities in #1. The CoC has not assessed experiences of participants in CoC or ESG programs separately from others but can do that in the future. As a practice, the CoC follows its grievance policy regarding how and whether to inform programs of participant input and protect whistleblowers as needed.

3. The CoC recently addressed challenges raised by people with lived experience related to:

a) Long waits for housing openings in Coordinated Entry (CE). The CoC currently has far too few housing openings to meet the needs of households experiencing homelessness. Feedback from the needs surveys confirmed that this is frustrating and scary, and in some cases has resulted in people experiencing serious health and safety risks. People indicated need for supports even if housing wasn't available. In response, the CoC has added Day Shelter with medical services, Housing Problem Solving in CE, and expanded Navigation services.

b) Stipends for participation. In response to concerns about stipends, the CoC increased the stipend budget. The CoC also updated its stipend policy to address technology needs and update the hourly rate. The CoC was not able to accommodate requests to provide cash or gift cards because it would place the lead agency out of compliance with federal Uniform Guidance on accounting practices for nonprofit recipients of federal funds.

1D-12.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.t.	

	Describe in the field below at least 2 steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC's geographic area regarding the following:
1.	reforming zoning and land use policies to permit more housing development; and
2.	reducing regulatory barriers to housing development.

(limit 2,500 characters)

As part of the CoC's partnership to review projects seeking Low Income Housing Tax Credits and other affordable housing funding through State programs, the CoC regularly engages with city, county, and state governments about barriers to housing. CoC member agencies propose and support local affordable housing projects by writing letters, attending public meetings for planning and zoning, and testifying as requested to support local policies that advance affordable housing options. In the 2023 funding round, CoC staff also supported eight affordable housing development proposals by providing comments and data on experience of homelessness and program safety to city officials, developers, and advocates. (In Minnesota, permanent supportive housing (PSH) is included in many proposals for state affordable housing financing. To block development, local officials often question the need for PSH and local law enforcement recommends strict crime-free housing standards.)

In the past 12 months, the CoC has also consulted with the State Housing Finance Agency to simplify the administrative process of securing affordable housing development funds. Over several meetings and public comment periods, the CoC provided input to state officials on reducing the huge investment of time, forms, certifications, and other documentation needed just to apply for affordable housing financing. The CoC comments focused on retaining CoC consultation within the due diligence phase, so that developers and local officials could focus on fewer projects and better engage on local administrative and regulatory resolutions related to affordable housing development. These changes went into effect during the 2023 funding round.

In other action, the CoC encourages participation by members in local planning, and several CoC individual members and staff are members of their local city, county, or township planning and zoning decision-making body. The CoC and many CoC member agencies are also members of Homes for All, a legislative advocacy coalition in Minnesota. Through the Homes for All Coalition, CoC members contacted and met with state and local policy makers on issues related to increasing affordable housing, addressing homelessness, and reducing land use and regulatory barriers to housing development.

## 1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	<b>Web Posting of Your CoC’s Local Competition Deadline–Advance Public Notice.</b> NOFO Section V.B.2.a. and 2.g. You must upload the Web Posting of Local Competition Deadline attachment to the 4B. Attachments Screen.	
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1.	Enter your CoC’s local competition submission deadline date for New Project applicants to submit their project applications to your CoC—meaning the date your CoC published the deadline.	07/17/2023
2.	Enter the date your CoC published the deadline for Renewal Project applicants to submit their project applications to your CoC’s local competition—meaning the date your CoC published the deadline.	07/17/2023

1E-2.	<b>Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criteria below.</b> NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e. You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen. Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:	
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1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	Yes

5.	Used data from comparable databases to score projects submitted by victim service providers.	Yes
6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	Yes

1E-2a.	Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.	

You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.  
 Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	135
2.	How many renewal projects did your CoC submit?	17
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.	
	NOFO Section V.B.2.d.	

Describe in the field below:

1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area.

(limit 2,500 characters)

1. The CoC collected data already in HMIS or an alternate database to assess successful housing placements over a calendar year. Stability in or Exits to PH: APR questions 5a.8 and 23c were used to calculate the proportion of stayers and leavers to positive destinations vs. total stayers and leavers. Stability after program exit: An HMIS-based report identified returns to homelessness within 12 months of exit from each project. Project outcomes were compared to a desired outcome of >85% stability in or exit to PH and <5% returns to homelessness in 12 months.
2. The CoC Coordinated Entry referral data to identify the median days between date of referral to a program and date of program entry over one calendar year. The median was then compared to a desired outcome of entry within 30 days for PSH and 15 days for RRH/TH to calculate a score.
3. The CoC considered severity of needs and vulnerabilities of participants using a balanced scoring tool and strategic ranking policies. The CoC rating tool scored performance outcomes as well as commitment to serving people with high need/vulnerability and using best practices. For PSH renewal projects, for example, 37% of 135 possible points were objective performance outcomes, 15% were based on percentage of high need populations served, and 22% were related to implementing best practices for Equal Access, Housing First, and promoting self-sufficiency regardless of outcomes. (Specific needs considered were chronic homelessness, disability, fleeing DV, and one of the following: previous incarceration, active substance use, no income, or large families.) CoC Ranking policy also required the Committee assess and adjust ranking if loss of projects in Tier 2 would negatively impact a high need geography or subpopulation.
4. Beyond the considerations in #3, the CoC applied its ranking policy to adjust ranks for two existing projects serving single adults with severe service needs. Based on score, the projects would have been ranked at the bottom of Tier 2. However, the projects are in the highest need area for single adults and losing them would negatively affect access to housing for that population. To prevent that impact, the projects were placed as the last project in Tier 1 and first project in Tier 2.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	
	Describe in the field below:	
	1. how your CoC used the input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;	
	2. how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and	
	3. how your CoC rated and ranked projects based on the degree to which their project has identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	

(limit 2,500 characters)



1. The CoC obtained input from persons of different races through membership in the Committee responsible for review, selection and ranking, and membership in the CoC's Lived Experience Working Group. Within the CoC region, people who identify as Black/African American or are overrepresented in the population experiencing homelessness (23% vs. 11% of population in poverty); people who identify as Other/Multi-racial are also overrepresented (7% vs. 4%). Rating factors for project reviews were developed and are revised each year with input from the CoC community. Input received resulted in several changes rating factors for projects: a) Advancing Equity assessment for all projects, b) new project requirement to document involvement of people who experience homelessness in the project plan, and c) points in new project scoring awarded directly by the Lived Experience Working Group.

2. The CoC's Lived Experience Working Group (LEWG) reviewed project goals, approaches, and description of how they involved people with lived experience in project planning. Project descriptions were shared in a focus group setting, where verbal or written input was provided to projects to adjust approaches. The members could also award up to 10 points to the project based on their own experience. The scores per project were averaged and the feedback was provided to applicants as reviewer notes. In the LEWG, 70% identify as persons of color, including 30% identify as Black, African American, or African and 20% as multiple races. The CoC's Review Committee reviewed the full project applications for scoring. The Committee is gathered from CoC membership: 32% of participants have lived experience of homelessness, 14% are persons of color, and 35% have experience with domestic violence, bringing a range of experiences and knowledge to the review process.

3. The CoC rated and ranked projects based on several factors, including applicants' identification of populations experiencing barriers to participation in their program/service, actions taken to address disparities found for specific underserved groups, and actions planned for next 12 months. Five points (4-5% of possible points) were associated with this factor in total project score, which is the primary ranking consideration.

<b>1E-4.</b>	<b>Reallocation—Reviewing Performance of Existing Projects.</b>	
	NOFO Section V.B.2.f.	
	Describe in the field below:	
1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;	
2.	whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC's local competition this year;	
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year; and	
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.	

**(limit 2,500 characters)**

1. The CoC competition policies allow project reduction, rejection, and reallocation during project scoring or ranking phases of the local competition. 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 are applied to similar projects equally, and full or partial reallocation is based on the extent of noncompliance and efforts to resolve issues with noncompliance. The CoC identifies low performance (in outcomes or project management) by reviewing spending/recaptured funds reports, APRs, and project documents, and then scoring based on CoC project standards and reallocation criteria. Geographic areas with less need are clearly identified in the CoC needs assessment data and are not selected as priorities for the competition.
2. All projects met minimum standards for performance (at least 60 of 100 points possible in reviews), so no projects were identified for full reallocation based only on performance. Three projects were identified for involuntary reallocation during project reviews based on a consistent pattern of high vacancy and underutilization of funds. One project offered voluntary partial reallocation, which was accepted by the CoC.
3. The CoC applied partial reallocation to five projects: Hearth SE, Women’s Shelter RRH-TH, SHOR, Cherry Ridge, and The 105. The first three projects received involuntary reallocation based on consistent underspending (20-58% recapture rates) and had been advised to address spending levels in several prior review cycles. Cherry Ridge proposed voluntary reallocation during review, and The 105 voluntarily reallocated a small BLI during application phase to reduce reporting burden.
4. N/A. The CoC reallocated low performing or less needed projects.

1E-4a.	Reallocation Between FY 2018 and FY 2023.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2018 and FY 2023?	No
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1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	Yes
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	Yes
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	09/10/2023

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	09/10/2023
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project accepted or rejected status; 4. Project Rank—if accepted; 5. Requested Funding Amounts; and 6. Reallocated funds.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC’s website or partner’s website—which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	09/26/2023
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1E-5d.	Notification to Community Members and Key Stakeholders that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC’s website or partner’s website.	09/26/2023
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## 2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	WellSky
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC’s HMIS coverage area.	Statewide
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2023 HIC data into HDX.	04/26/2023
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2A-4.	Comparable Database for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

	In the field below:	
1.	describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases;	
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2022 HMIS Data Standards; and	

3. state whether your CoC's HMIS is compliant with the FY 2022 HMIS Data Standards.

(limit 2,500 characters)

1. The CoC and HMIS lead have taken several steps forward in supporting victim service providers are able to meet HUD's comparable database requirements.
  - a) The CoC's HMIS Lead continued to engage with Violence Free Minnesota, working with a position funded through a grant from the Office of Justice Programs (MN Department of Public Safety). This role aims to identify data collection, technology, and privacy barriers for VSPs and evaluate how these barriers may have prevented VSPs from obtaining sufficient funding. This partnership between the statewide coalition and HMIS Lead provides technical guidance for VSPs via Helpdesk as they work to ensure compliance (while maintaining clear separation of client data; VSP data is not in HMIS nor shared with the HMIS lead directly). This will benefit the CoC by continuing to develop partnerships between the HMIS Lead and VSPs.
  - c) To support DV grantees, the CoC consulted with the HUD Field Office to create a statewide cohort of Joint TH/RRH grantees to gather peer support as well as CoC, HUD Field Office, and HMIS Lead support for recipients of this unique project type. While not limited to projects serving survivors of domestic violence, VSPs grantees from the CoC participated in this cohort, which provided a unique opportunity for collaboration, learning, and support to resolve database setup and reporting issues for VSPs.
  - d) The CoC participated with the HUD Field Office and other CoCs in Minnesota to offer a pre-competition "CoC Basics for Victim Service Providers" training. The training covered what is involved with HUD CoC grants (including data and reporting) and what it means to be part of a CoC. The training was well-attended and resulted in new applications from VSPs in the CoC and across the state.
2. VSPs receiving HUD funds are using HUD-compliant comparable databases. Compliant with FY2022 HMIS Data Standards. VSPs without funding for this purpose are not.
3. Yes, the CoC is compliant with the FY2022 HMIS Data Standards.

2A-5. Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.

NOFO Section V.B.3.c. and V.B.7.

Enter 2023 HIC and HMIS data in the chart below by project type:

Project Type	Total Year-Round Beds in 2023 HIC	Total Year-Round Beds in HIC Operated by Victim Service Providers	Total Year-Round Beds in HMIS	HMIS Year-Round Bed Coverage Rate
1. Emergency Shelter (ES) beds	331	75	212	82.81%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	221	37	150	81.52%
4. Rapid Re-Housing (RRH) beds	171	0	171	100.00%
5. Permanent Supportive Housing (PSH) beds	293	0	263	89.76%
6. Other Permanent Housing (OPH) beds	909	0	713	78.44%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section V.B.3.c.	
	For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:	
1.	steps your 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 your CoC will implement the steps described to increase bed coverage to at least 85 percent.	

(limit 2,500 characters)

**EMERGENCY SHELTER**

1. Step(s): Add at least 6 ES beds in HMIS to increase coverage rate to 85% or higher.

2. Implementation: The CoC will assist one program, Connections Shelter (35 beds), to begin reporting in HMIS as it moves from seasonal to year-round shelter. Connections is included in a capital project to include site-based shelter and permanent housing, which will open in 2025. Barring other changes in ES inventory, HMIS participation of this shelter will bring coverage to 96%. The CoC will also engage Von Wald Youth Shelter to encourage use of HMIS for all shelter beds, rather than only required RHY beds. If the Connections project is delayed, this project alone would add 6 beds and bring coverage to 85.2%.

**TRANSITIONAL HOUSING**

Note: The Competition report for this project type is incorrectly including 37 VSP beds. Current coverage excluding VSP beds is 81.5%.

1. Step(s): Add at least 7 TH beds in HMIS to increase coverage rate to 85% or higher.

2. Implementation: The CoC is assisting Bethlehem Inn TH (18 beds) to participate in HMIS. The agency has completed its agreements and has a user currently in training. Barring other changes in TH inventory, HMIS participation of this program will bring coverage to 91.3%.

**OTHER PERMANENT HOUSING**

1. Step(s): Add at least 60 OPH beds in HMIS to increase coverage rate to 85% or higher.

2. Implementation: The CoC has added 150 Mankato/Blue Earth County EDA Mainstream Voucher beds and 20 EHV beds in HMIS, which will be reflected in the next Housing Inventory report. Barring other changes in inventory, this change will bring the CoC bed coverage for OPH to 97%.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2023 HDX Competition Report to the 4B. Attachments Screen.	

Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by February 28, 2023, 8 p.m. EST?	Yes
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## 2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2023 PIT count.	01/25/2023
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2B-2.	PIT Count Data–HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2023 PIT count data in HDX.	04/26/2023
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2B-3.	PIT Count–Effectively Counting Youth in Your CoC’s Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:	
	1. engaged unaccompanied youth and youth serving organizations in your CoC’s most recent PIT count planning process;	
	2. worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC’s most recent PIT count planning process; and	
	3. included youth experiencing homelessness as counters during your CoC’s most recent unsheltered PIT count.	

**(limit 2,500 characters)**

1. PIT Count planning is led by the CoC’s Data & Technical Assistance Committee, with help from the Youth Committee. The planning occurred during multiple county-level and youth-specific meetings in late 2022 and was consolidated at the CoC level in January 2023. Youth-serving organizations participated in county-level homeless response team meetings across the 20-county area. Programs included homeless youth service programs, McKinney Vento liaisons and other school staff, Alternative Learning Centers, YMCAs, and libraries. Youth were engaged through existing local youth councils, outreach sites, and trusted school staff to guide survey procedures, incentives, and training. Youth also took on leadership roles in planning a youth/student focused resource fair where PIT surveys could be conducted.
2. Using the same types of meetings listed in #1, locations for the count were selected with guidance from youth and youth-serving programs, with priority for locations where youth feel safe and welcome to gather, both for in-school and out-of-school youth. Access to technology, food, personal supplies, and safe hangout space were identified by youth and programs as key considerations. Other locations for outreach were identified with the help of youth, including parks and certain stores/shopping areas. The CoC also partnered directly with youth-serving agencies that participate in Coordinated Entry; together, they conducted targeted outreach to youth known to be experiencing homelessness but who were not counted in another location.
3. Youth experiencing homelessness were not counters in the most recent count. They had more pressing issues of work, school, and figuring out housing arrangements. Other youth not currently experiencing homelessness volunteered as guides for the youth/student resource fair event, while school counselors and others conducted PIT surveys.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	
	In the field below:	
	1. describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable;	
	2. describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable; and	
	3. describe how the changes affected your CoC’s PIT count results; or	
	4. state “Not Applicable” if there were no changes or if you did not conduct an unsheltered PIT count in 2023.	

(limit 2,500 characters)

1. The CoC made changes prior to the 2022 count, but no substantive changes to methodology or data quality were made to the shelter count between 2022 and 2023 counts.
2. The CoC made changes prior to the 2022 count, but no substantive changes to methodology or data quality were made to the unsheltered count between 2022 and 2023 counts.
3. No changes were made, so changes in results were due to external factors.
4. Not applicable.



## 2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

<b>2C-1.</b>	<b>Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses.</b>	
	NOFO Section V.B.5.b.	

In the field below:

1.	describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;
2.	describe your CoC’s strategies 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 your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time

**(limit 2,500 characters)**

1. The CoC used the Minnesota Prevention Assessment Tool (MPAT), developed by the State and TA-provider Abt Associates, to determine risk factors for people experiencing homelessness for the first time. Risk factors identified with the tool 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. 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 experiencing homelessness.
2. The CoC uses the data and prioritization capabilities of the MPAT along with a growing network of housing navigators and resources to prevent first time homelessness. 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 from institutional settings. The CoC also added a housing program with 30 units specifically to serve persons with mental illness after exit from care facilities to stabilize housing and maintain health. To build diversion capacity, the CoC implemented Housing Problem Solving as a first engagement step at Coordinated Entry (CE) access site (before full CES assessment) to help resolve emerging crises. Partnerships with Legal Aid, County Human Services, and nonprofits using State funded Family Homelessness Prevention & Assistance Program funds have expanded Housing Problem Solving to serve at least 1,500 more households this year.
3. The CoC's Coordinated Entry Committee Chair is responsible to oversee strategy and outcomes for reducing first time homelessness.

<b>2C-1a.</b>	<b>Impact of Displaced Persons on Number of First Time Homeless.</b>	
	NOFO Section V.B.5.b	

Was your CoC's Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

1.	natural disasters?	No
2.	having recently arrived in your CoCs' geographic area?	No

<b>2C-2.</b>	<b>Length of Time Homeless—CoC's Strategy to Reduce.</b>	
	NOFO Section V.B.5.c.	

- In the field below:
1. describe your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;
  2. describe how your 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 your CoC's strategy to reduce the length of time individuals and families remain homeless.

**(limit 2,500 characters)**

1. The CoC strategy to reduce length of time homeless includes increased prevention/assistance services, targeted Coordinated Entry (CE) Navigation and case conferencing, and additional housing openings in the region. The CoC funds Housing Problem Solving through many sources to make the service available at CE access sites and shelters throughout the region. Housing Problem Solving uses strengths-based assessment, advocacy, and support to connect people directly with other housing options to rapidly enter housing rather than waiting for an opening via CE. In the first year of Housing Problem Solving (HPS), over half of households avoided assessment into CE and shelter stays, and instead accessed other housing. Less than 5% of HPS assisted households returned. For households needing more than HPS, the CoC prioritizes individuals in CE with long periods of homelessness and severe service needs for immediate referral to housing openings. The CoC also uses case conferencing to help CE providers and other community partners work together to help individuals and families access housing quickly. CE Housing Navigators, outreach workers, and Day Center staff also now play a critical role in connecting or reconnecting with individuals with long histories of unsheltered homelessness, building trust, and collecting documents to prove housing eligibility. The CoC also works to expand other housing options by meeting with landlords, supporting community-level landlord mitigation programs, and engaging with more PHAs to use their preferences and partnerships with local service providers to expand access to households experiencing homelessness.
2. Households with the longest length of time homeless are identified via CE assessment and referred to the first available permanent housing opportunity. The CE assessment addresses literal homelessness and doubled up situations to ensure that an individual’s experience of homelessness and housing instability may be considered under several funding programs. For individuals who resist or distrust CE, (and who may not be included in CE lists for referral), outreach workers, Day Center staff or supportive law enforcement partners engage at least weekly. These individuals are acknowledged in CE case conferencing so that connection to housing can be made as soon as individuals are ready.
3. The CoC’s Coordinated Entry Committee Chair is responsible to oversee strategy and outcomes for reducing length of time homeless.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing–CoC’s Strategy	
	NOFO Section V.B.5.d.	
	In the field below:	
	1. describe your CoC’s strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;	
	2. describe your CoC’s strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to increase the rate that individuals and families exit to or retain permanent housing.	

**(limit 2,500 characters)**

1. CoC strategies to increase exits to permanent housing from temporary locations are to increase a) services devoted to developing viable pathways to permanent housing (PH) and b) housing options available for people when they exit. Because exits to non-permanent locations are rare in TH and RRH, the CoC strategy focuses on ES. In ES, exits to homelessness most often occur after short stays at shelters with limited services. In these cases, households often do not have time or support to identify viable paths to stable housing. In response, the CoC is expanding Housing Problem Solving services through COVID emergency rental assistance programs, additional Coordinated Entry navigators and Day Center medical services, and Medicaid Housing Stabilization Services. Integrating Medicaid HSS ensures assistance with finding, securing, and maintaining housing is available post-COVID. The CoC is also increasing supportive and affordable rental housing units in key markets with HUD vouchers, MN Housing Support and Local Homelessness Aid, Low Income Housing Tax Credits, CDBG, and other resources. At least 100 new units or vouchers are in the pipeline.

2. To prevent exits to homelessness from PH, CoC strategies are to a) maximize prevention resources, b) increase housing options at exit, and c) provide training on Housing First and Harm Reduction. For prevention, the CoC has secured 2x State funding to nonprofits and counties to offer direct assistance with deposits and other upfront costs of moving. To increase housing options, the CoC has doubled the number of Move On vouchers available for participants leaving PSH/RRH and have long-term affordability needs. Medicaid HSS and new State rental assistance are also expanding to help eligible participants transition and maintain housing stability after exit from PSH/RRH. The CoC also encourages use of Beyond Backgrounds, a statewide program providing financial backstop for landlords renting to people with poor credit or rental history, or previous justice involvement. In training, the CoC is updating its training plan to deliver more targeted Housing First and Harm Reduction training, as well as requirements for training at staff turnover. With rapid staff turnover in the past two years, the need for training has expanded significantly.

3. The CoC's Project Performance & Review Committee Chair is responsible to oversee strategy and outcomes for increasing retention of or exits to permanent housing.

2C-4.	Returns to Homelessness—CoC's Strategy to Reduce Rate.	
	NOFO Section V.B.5.e.	
	In the field below:	
1.	describe your CoC's strategy to identify individuals and families who return to homelessness;	
2.	describe your 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 your CoC's strategy to reduce the rate individuals and persons in families return to homelessness.	

(limit 2,500 characters)

1. The CoC regularly reviews a standard Returns to Homelessness report in HMIS, along with client demographic reports and provider input to identify individuals and families who return to homelessness. For households identified within six months of exit to permanent housing (PH), the previous project serving the household is responsible to follow up. After six months, a Coordinated Entry Navigator reaches out to reconnect. While returns to homelessness from short-term shelter and TH remained about the same in the past year, the CoC has seen an increase in returns to homelessness after exit from PH as rapid rent increases occur.
2. CoC strategy to reduce returns to homelessness is different for Emergency Shelter (ES) and PH.
  - a) In exits from ES, returns often occur after short stays at shelters with limited service capacity in communities with very tight rental markets. In these cases, households often do not have time or support to identify viable paths to stable housing. To connect households experiencing homelessness with critical stability resources, the CoC is expanding Housing Problem Solving services through COVID emergency rental assistance programs and Medicaid Housing Stabilization Services. Integrating Medicaid HSS ensures assistance with finding, securing, and maintain housing is available post-COVID. The CoC is also increasing the number of supportive and affordable rental housing units in key markets, using HUD CoC, Stability Vouchers, County ARPA funds, Low Income Housing Tax Credits, HOME, and other resources as available. At least 100 new units or vouchers are in the pipeline from these sources.
  - b) In returns after exit from PH programs, the greatest risk for household returns is unstable income as rents rise rapidly. To respond, the CoC has doubled the number of Move On vouchers available for participants leaving PSH or RRH, but who have long-term affordability needs. Medicaid Housing Stability Services is also now employed to help eligible participants transition and maintain housing stability after exit from RRH or PSH.
3. The CoC's Project Performance & Review Committee Chair is responsible to oversee strategy and outcomes for decreasing returns to homelessness.

2C-5.	Increasing Employment Cash Income—CoC's Strategy.	
	NOFO Section V.B.5.f.	

In the field below:	
1.	describe your CoC's strategy to access employment cash sources;
2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

**(limit 2,500 characters)**

1. The CoC regularly reviews a standard Returns to Homelessness report in HMIS, along with client demographic reports and provider input to identify individuals and families who return to homelessness. For households identified within six months of exit to permanent housing (PH), the previous project serving the household is responsible to follow up. After six months, a Coordinated Entry Navigator reaches out to reconnect. While returns to homelessness from short-term shelter and TH remained about the same in the past year, the CoC has seen an increase in returns to homelessness after exit from PH as rapid rent increases occur.

2. CoC strategy to reduce returns to homelessness is different for Emergency Shelter (ES) and PH. a) In exits from ES, returns often occur after short stays at shelters with limited service capacity in communities with very tight rental markets. In these cases, households often do not have time or support to identify viable paths to stable housing. To connect households experiencing homelessness with critical stability resources, the CoC is expanding Housing Problem Solving services through COVID emergency rental assistance programs and Medicaid Housing Stabilization Services. Integrating Medicaid HSS ensures assistance with finding, securing, and maintain housing is available post-COVID. The CoC is also increasing the number of supportive and affordable rental housing units in key markets, using HUD CoC, Stability Vouchers, County ARPA funds, Low Income Housing Tax Credits, HOME, and other resources as available. At least 100 new units or vouchers are in the pipeline from these sources.

b) In returns after exit from PH programs, the greatest risk for household returns is unstable income as rents rise rapidly. To respond, the CoC has doubled the number of Move On vouchers available for participants leaving PSH or RRH, but who have long-term affordability needs. Medicaid Housing Stability Services is also now employed to help eligible participants transition and maintain housing stability after exit from RRH or PSH.

3. The CoC's Project Performance & Review Committee Chair is responsible to oversee strategy and outcomes for decreasing returns to homelessness.

2C-5a.	Increasing Non-employment Cash Income—CoC's Strategy	
	NOFO Section V.B.5.f.	

In the field below:	
1.	describe your CoC's strategy to access non-employment cash income; and
2.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.

(limit 2,500 characters)

1. To increase access to non-employment cash income, the CoC uses a multipronged approach.
  - a) Staff training: Training on mainstream benefits is offered at least annually by the CoC, and other opportunities for training and support are shared broadly with providers. Because about two-thirds of adults in Coordinated Entry identify as having a disabling condition, access to disability benefits is especially emphasized in the training. Key resources for training are Minnesota’s Disability Benefits 101 and Housing Benefits 101.
  - b) Policy and procedures: The CoC requires all CoC programs to screen participants for mainstream benefits, including nonemployment cash income like SSI/SSDI, TANF, and State benefits. Procedures were recently updated to integrate income and benefits assessment into Housing Problem Solving (Diversion/Prevention), Coordinated Entry, and Housing Program annual assessments. TANF for families and General Assistance for individuals are now well utilized and increase incomes by \$200-1000/month depending on household size.
  - c) Program expansion: The CoC has increased use of a State-funded program called Housing Support by nearly 50% in the past 5 years, which provides room/board and non-employment cash income for individuals with disabilities in supportive housing. An additional 40-50 more Housing Support units are currently in planning and development to advance CoC goals.
  - d) Partnerships: The CoC has new working relationships with the local Social Security office to provide vulnerable populations applications at PSH sites and support from staff to submit applications for SSI/SSDI. Partnerships with libraries and schools have placed kiosks for cash and non-cash benefits applications in accessible locations outside of county service buildings. Participants can now access and update their MN Benefits applications securely and receive support if needed to access non-employment cash benefits.
2. The CoC’s Data & TA Committee Chair is responsible to oversee strategy, outcomes, and training/TA for increasing non-employment cash income.

### 3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

<b>3A-1.</b>	<b>New PH-PSH/PH-RRH Project–Leveraging Housing Resources.</b>	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	Yes
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<b>3A-2.</b>	<b>New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.</b>	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	No
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<b>3A-3.</b>	<b>Leveraging Housing/Healthcare Resources–List of Projects.</b>	
	NOFO Sections V.B.6.a. and V.B.6.b.	

If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.

Project Name	Project Type	Rank Number	Leverage Type
Mankato Supportiv...	PH-PSH	19	Housing



### 3A-3. List of Projects.

1. What is the name of the new project? Mankato Supportive Housing

2. Enter the Unique Entity Identifier (UEI): HJJKEGCH1JD8

3. Select the new project type: PH-PSH

4. Enter the rank number of the project on your CoC's Priority Listing: 19

5. Select the type of leverage: Housing

### 3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

<b>3B-1.</b>	<b>Rehabilitation/New Construction Costs–New Projects.</b>	
	NOFO Section V.B.1.s.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
--	----

<b>3B-2.</b>	<b>Rehabilitation/New Construction Costs–New Projects.</b>	
	NOFO Section V.B.1.s.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

**(limit 2,500 characters)**

Not applicable. No projects with rehabilitation/new construction are proposed.

### 3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
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3C-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.

If you answered yes to question 3C-1, describe in the field below:

1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

Not applicable. The CoC is not seeking to designated any projects to serve persons experiencing homelessness as defined by other statutes.

## 4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applications.	
	NOFO Section I.B.3.I.	

Did your CoC submit one or more new project applications for DV Bonus Funding?	Yes
--	-----

4A-1a.	DV Bonus Project Types.	
	NOFO Section I.B.3.I.	

Select yes or no in the chart below to indicate the type(s) of new DV Bonus project(s) your CoC included in its FY 2023 Priority Listing.
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	Project Type	
1.	SSO Coordinated Entry	No
2.	PH-RRH or Joint TH and PH-RRH Component	Yes

**You must click "Save" after selecting Yes for element 1 SSO Coordinated Entry to view questions 4A-2, 4A-2a. and 4A-2b.**

4A-3.	Assessing Need for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects in Your CoC's Geographic Area.	
	NOFO Section I.B.3.I.(1)(c)	

1.	Enter the number of survivors that need housing or services:	363
2.	Enter the number of survivors your CoC is currently serving:	192
3.	Unmet Need:	171

4A-3a.	How Your CoC Calculated Local Need for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(c)	
	Describe in the field below:	
1.	how your CoC calculated the number of DV survivors needing housing or services in question 4A-3 element 1 and element 2; and	
2.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects); or	
3.	if your CoC is unable to meet the needs of all survivors please explain in your response all barriers to meeting those needs.	

**(limit 2,500 characters)**

1. Survivors needing housing or services: 363 households seeking housing and placed on the CoC's HMIS and non-HMIS based Coordinated Entry lists over a 12-month period (CY2022) who indicated they were fleeing DV situations - 192 households in non-emergency housing programs during the same 12-month period who had been fleeing DV at entry = 171.
2. Data sources used: CoC HMIS-based Coordinated Entry list (Monitoring report), CoC non-HMIS based Coordinated Entry list (tabulation of spreadsheet), CoC HMIS Program Data (Core Report, stayers in non-emergency housing programs), and Victim Service Provider comparable database (count of stayers in non-emergency programs).
3. Barriers to meeting needs: The CoC has identified the following barriers to meeting needs.
  - a) General housing market conditions: Extremely low vacancy rates and low turnover have decreased access for all households experiencing homelessness, including survivors. In the CoC region, there are 3x as many households eligible for housing through Coordinated Entry as there are openings each year. While survivors actively fleeing are prioritized for housing openings that occur, not all openings occur in locations that are safe for them, can accommodate their household size, or have eligibility that works for them. The CoC hopes that as new State rental assistance and other resources become available, more households in RRH and PSH can move on to make current inventory available for survivors and others currently seeking housing.
  - b) Victim Service Provider capacity: VSP capacity remains low because recent increases in state and federal funding for affordable housing and homeless response have excluded or have not specifically addressed VSPs. Several have not seen increases for 15 years or more, and this effective loss of funds due to inflation affects services as well as staff ability to engage in planning and program development. VSP capacity to take on HUD CoC funds has also revealed deep need for TA for provider, CoC, and perhaps HUD Field Office to navigate program requirements and support VSP recipients to meet standards not typical in other VSP funding. c) Extraordinary demands of homeless funding applications. E.g. Time and detail to request DV Bonus funds is at least double what is required for other CoC resources, and questions ask for "ensuring" things providers and CoC cannot actually ensure. Most providers cannot take this risk to expand programs, so DV Bonus funds are not requested.

4A-3b.	Information About Unique Project Applicants and Their Experience in Housing Placement and Housing Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
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NOFO Section I.B.3.I.(1)

Use the list feature icon to enter information on each unique project applicant applying for New PH-RRH and Joint TH and PH-RRH Component DV Bonus projects—only enter project applicant information once, regardless of how many DV Bonus projects that applicant is applying for.

<b>Applicant Name</b>
Olmsted County Ho...

## Project Applicants Applying for New PH-RRH and Joint TH and PH-RRH DV Bonus Projects

4A-3b.	Information About Unique Project Applicants and Their Experience in Housing Placement and Housing Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section II.B.11.e.(1)(d)	

Enter information in the chart below on the project applicant applying for one or more New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects included on your CoC's FY 2023 Priority Listing for New Projects:

1.	Applicant Name	Olmsted County Housing and Redevelopment Authority
2.	Project Name	OCHRA DV RRH
3.	Project Rank on the Priority Listing	3
4.	Unique Entity Identifier (UEI)	GQWAYD787CC8
5.	Amount Requested	\$132,938
6.	Rate of Housing Placement of DV Survivors–Percentage	78%
7.	Rate of Housing Retention of DV Survivors–Percentage	83%

4A-3b.1.	Applicant Experience in Housing Placement and Retention for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	

For the rate of housing placement and rate of housing retention of DV survivors reported in question 4B-3b., describe in the field below:

1.	how the project applicant calculated both rates;	
2.	whether the rates accounts for exits to safe housing destinations; and	
3.	the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects).	

**(limit 1,500 characters)**

1. Rate of housing placement is calculated two ways: a) 31 referred participants with housing move-in to existing programs / 40 referred participants engaged = 78%. Rate of housing retention: 28 participants completed or stayed in program remaining in PH / 31 participants = 90%. b) 11/13 participants who exited, or 83%, remained in safe housing at least 6 months after exit from program.
2. Yes, the second calculation in #1 and reported in the table above accounts for exits to and retention of safe housing destinations.
3. Data source: Referral data is from CoC Coordinated Entry referral spreadsheet (referrals made and accepted by program). Program outcome data is from subrecipient WSSC's database, Vela. The agency maintains the HUD-compliant alternative database for its existing Joint Component TH-RRH project to produce reports for HUD and CoC use.

4A-3c.	Applicant Experience in Providing Housing to DV Survivor for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	

Describe in the field below how the project applicant:	
1.	ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing;
2.	prioritized survivors—you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.;
3.	determined which supportive services survivors needed;
4.	connected survivors to supportive services; and
5.	moved clients from assisted housing to housing they could sustain—address housing stability after the housing subsidy ends.

**(limit 2,500 characters)**

Note: This project is a partnership. Narrative addresses experience of both the applicant and subrecipient.

1. Upon receiving referrals from Coordinated Entry and programmatic applications within WSSC, staff contacted and notified households of available housing options within 5 days. At application for housing, safety needs were addressed by creating a safety plan, with revisions as needed throughout the housing program. Access to 24-hour domestic violence advocates was available for emergency needs. Current relationships with landlords led to quick connection to permanent housing for households using rapid rehousing. OCHRA has prioritized survivors in longer term voucher programs, which will increase access to permanent housing for participants.
2. WSSC serves survivors of domestic violence as a focal point of the Agency’s mission. Both WSSC and OCHRA receive referrals through Coordinated Entry (CE). WSSC’s CE agreement identified survivors as eligibility criteria for referrals. OCHRA has established preferences for survivors in its voucher programs and coordinated with CE to serve survivors under the Emergency Transfer plan.
3. WSSC assessed service needs at intake using conversation and questionnaires to identify immediate needs, with interpreters available as needed. Ongoing needs for supportive services were identified through regular conversations/meetings to develop a client-led step-by-step service plan.
4. WSSC created service agreements and working relationships with Rochester Public Schools, Workforce Center, Legal Aid of Olmsted County, Health Care Navigators, Chemical Health Supports, and Financial Courses with Catholic Charities. WSSC Advocates worked to meet the identified needs and supports through shared resources in the community.
5. WSSC Supports to provide housing stability began at project enrollment with each household. A housing stability case plan was individualized to household needs but generally includes financial means, addressing and minimizing housing barriers, ideal ongoing housing situation, and opportunities for each household. The WSSC Transitional Housing Advocate met monthly with households to maintain supports and address needs as they came up. Following exit of the program, monthly contact was maintained and continued to be client-led. Six months following exit of program, the need for ongoing support was identified and connections with adequate referrals were made.



4A-3d.	Applicant Experience in Ensuring DV Survivor Safety for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	
	Describe in the field below examples of how the project applicant ensured the safety and confidentiality of DV survivors experiencing homelessness by:	
1.	taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors;	
2.	making determinations and placements into safe housing;	
3.	keeping information and locations confidential;	
4.	training staff on safety and confidentiality policies and practices; and	
5.	taking security measures for units (congregate or scattered site), that support survivors' physical safety and location confidentiality.	

**(limit 2,500 characters)**

1. At WSSC, intakes are always completed in a private location away from the main desk. WSSC ensures that childcare is available if there are children in the household. Childcare and Intake can be completed within the same building, supported by WSSC Staff.
2. WSSC Housing Advocates use the VIGOR tool to guide safe housing placements and consider many aspects of safety in housing. The tool reviews location, access to safety services, visibility, locked entrances, floor level, etc. The project has extensive experience in the general practices of safety in one's home, and we learn from the participant the important aspects of safety for them in this process.
3. Project staff obtain releases of information from participants only for the purpose of providing rental assistance within the project (rental assistance managed by applicant) or participant-approved external services. Program data is stored in protected files, and only secure messaging services are used for participant information. Housing Advocates are also trained Safe at Home Application Assistants. Safe at Home is MN's address confidentiality program allowing a PO Box to be used as a legal address. Housing Advocate will use this as a safety tool during housing search.
4. Project staff receive baseline 5-week training upon hire regarding aspects of Domestic Violence. The agency uses the VIGOR safety planning tool to assist in identifying goals, options, and risks revolving around safety. Housing Advocates are also connected with Safe Housing Alliance, a national organization that provides training and technical assistance at the intersection of Domestic Violence and Homelessness.
5. The project provided security technology for participants, depending on their individual safety needs. Technologies include doorbell cameras, window locks, and movement alerts. Location confidentiality was maintained through the Safe at Home MN program described in #3 above.

4A-3d.1.	Applicant Experience in Evaluating Their Ability to Ensure DV Survivor Safety for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	

Describe in the field below how the project has evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement during the course of the proposed project.

**(limit 2,500 characters)**

The experience of survivors is the most important indicator of program effectiveness. Experience of survivors is considered in several ways:

1. Participant surveys: Because survivors need and want different things to feel safe, participant-reported level of safety is the primary measure of effectiveness for the program. Safety of survivors is measured as part of regular case management at intake, three-month intervals while in program, departure from the program, and six-month post-departure follow-up. Increases in perceived level of safety have been used as individual metrics and have guided next steps for improved safety for that unique individual or household. Surveys also collect suggestions for program changes that would support safety.
2. Incident tracking: For participants with children, the program tracks incidents related to student safety and security at school, with the goal of reducing threats and evolving safety planning to increase child/survivor safety.
3. Reflective evaluation: Program leadership engages in regular reflective evaluation considering both participant input and guidance/knowledge base within the field. The agency considers areas where it can adjust programming, find other landlord/property partners, or train staff to continually improve efforts to support survivor safety.

As a result of these evaluation activities, areas for improvement have been identified:

1. Prior to 2019, participant surveys often indicated that communal living in transitional housing put their emotional safety at risk. In response, the agency worked with funders and trusted property owners to offer scattered-site as well as site-based transitional housing, so that survivors can choose options that meet their needs for safety.
2. During the pandemic, many survivors had decreased access to external services to support their safety. The program received guidance from NNEDV to assist survivors in using technology safely, including setting up laptops and dealing with email accounts that had been shared with partners.
3. The agency has committed to aggregate de-identified survey data to create program metrics from individual responses to evaluate improvements in levels of safety across all program participants and potential disparities in outcomes.

4A-3e.	Applicant Experience in Trauma-Informed, Victim-Centered Approaches for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	

	Describe in the field below examples of the project applicant’s experience using trauma-informed, victim-centered approaches to meet needs of DV survivors by:
1.	prioritizing placement and stabilization in permanent housing consistent with the program participants’ wishes and stated needs;
2.	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;
3.	providing program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;
4.	emphasizing program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans worked towards survivor-defined goals and aspirations;

5.	centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;
6.	providing a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offering support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

Examples of applicant and subrecipient experience using trauma-informed, victim centered approaches include:

1. Prioritizing participant choice: Preferences are established during the housing search phase. Together, the Advocate and Participant talk about needs and wants to document preferences in housing. It remains a fluid document as ongoing safety concerns may affect preferences and exploring housing options has helped to identify other safety needs, including different locations or even specific security resources on site.

2. Establishing and maintaining agency and mutual respect: The project applicant and subrecipient use the term Advocate, as we aim to walk along though and advocate with survivors. The project has also developed transparent program rules for all participants, with input from current/past participants. Advocates have also committed to communication based on factual events to help in resolving conflicts.

3. Providing participants with information on trauma: The project has trained staff on talking to participants about the effects of trauma for themselves and their children. Internal Support Groups have helped participants find ways to talk about trauma, learn from others, and acknowledge that trauma extends beyond individual relationships. Recent topics include self-esteem, power and control, anger management, and healthy relationships. The project also connects participants with external therapy as a resource for learning about and dealing with traumas.

4. Emphasizing participant strengths: At intake, a Housing Advocate completed a strengths assessment with participant, recorded participant-identified goals, and worked to build on those throughout case management. Identifying positive choices the participant has made in the past to be safe has helped participants think through new situations and gain confidence in their ability to identify options that work best for them.

5. Centering cultural responsiveness and inclusivity: Project staff have been trained on Equal Access and anti-discrimination practices on a regular basis, and have been encouraged to identify implicit biases that they may hold. Advocates also help center cultural responsiveness as part of strengths-based coaching by helping participants identify family or cultural practices that reconnect them to their values or people who care about them.

6. Offering variety of opportunities for connection: The project provides both communal and individual living settings, and facilitates internal Support Groups based on different needs and priorities, e.g. parenting. The project also offers opportunities for fun connections like art to create new ways of bonding.

7. Providing support for survivor parenting: The project currently employs a Children’s Advocate and offers support groups for parents. The project also provides 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.

4A-3f.	Applicant Experience in Meeting Service Needs of DV Survivors for Applicants Requesting New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(d)	

Describe in the field below examples of supportive services the project provided to domestic violence survivors while quickly moving them into permanent housing and addressing their safety needs.

(limit 5,000 characters)

During the year 2022, project staff provided the following services:  
Crisis DV services: Staffed 24-hours a day, 7-days a week by trained advocates, the WSSC Crisis Line provided support and referrals to 5,334 people seeking information about domestic violence. Compassionate and caring advocates were available to talk about current or past situations and provide callers with information about community resources, shelter services, and safety planning. The line also ensured access to after-hours case management support for program participants.

Coordinated Entry housing navigation: WSSC partnered with the CoC Lead Agency to make CE navigator services available on-site and virtually to assist with eligibility documentation for rapid housing move-ins and to explore other safe housing options in the community.

Housing stability and safety advocacy: Housing Advocates provided individual support to 1,778 individuals, including assistance with safety planning, housing options, transportation, and connecting to eligible benefits. Support also includes assistance in completing applications for rental assistance or housing and assessing potential long-term housing options with the participant after the program.

Court advocacy: Court Advocates aided with criminal and civil court issues, protective orders, and victim impact statements. They worked in partnership with Legal Assistance of Olmsted County, which offered no-cost legal clinics and consultations at WSSC to answer questions about protective orders, family law issues, financial law issues, housing concerns, and other topics as needed.

Direct financial assistance: The project provided participant financial assistance for relocation, Relocation, first months rent, lease deposits, utility assistance, children’s items, and emergency supplies, such as food, clothing, and personal needs. Advocates also provided 768 participants with warm handoffs to external services for childcare assistance, legal services, housing assistance, financial resources, and other crucial supports.

Children’s services: Child advocates at the project provided educational and supportive programming for 133 youth on topics such as healthy relationships, dating violence, anger, self-esteem, and communication. They also engaged 116 children in activities like art, music, field trips, and cooking to build relationships and confidence. They connected with school districts and programs for students in transition to ensure that children’s transportation, safety, educational, and social needs were being met.

Credit/financial services: The program employed staff trained on All State Foundation financial education course and partnered with volunteers from Catholic Charities to provide weekly financial literacy classes. The courses were attended by about 6 individuals per week, which qualified them for financial support (for eviction costs, paying down credit cards, etc.) upon completion.

Education: The program partnered with Rochester Community and Technical College and Hawthorne Adult Community Education to provide college classes as well as high school-college bridge programs. Scholarships were secured for participants accessing college courses, both directly through the college and through Women’s Independence Scholarship Program.

4A-3g.	Plan for Trauma-Informed, Victim-Centered Practices for New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(e)	

Describe in the field below examples of how the new project(s) will:

1.	prioritize placement and stabilization in permanent housing consistent with the program participants' wishes and stated needs;
2.	establish 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;
3.	provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma;
4.	emphasize program participants' strengths—for example, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor-defined goals and aspirations;
5.	center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed;
6.	provide a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and
7.	offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services.

(limit 5,000 characters)

Going forward, the applicant and subrecipient will deploy trauma-informed, victim centered approaches in several ways:

1. Prioritize participant choice: The project will continue its practice of supporting participants to identify housing preferences and document them during the housing search phase. Together, the Advocate and Participant talk about needs and wants to document preferences in housing and maintain it as a fluid document to be adjusted as safety concerns are identified by participants. The plan will remain flexible to different locations, security resources, and access to supports.
2. Establish and maintain agency and mutual respect: The project will continue to use the term Advocate and train staff to walk along though and advocate with survivors. Transparency and open communication will be prioritized with participants, and any new program guidelines will be provided and available to participants at any time.
3. Provide participants with information on trauma: The project will continue to train staff on talking to participants about the effects of trauma for themselves and their children, if applicable. Small support groups will be a primary tool for helping participants find ways to talk about trauma, learn from others, and acknowledge that trauma extends beyond individual relationships. The project will maintain and grow relationships with trusted external therapists to provide support for participants as they choose to use it.
4. Emphasize participant strengths: At intake, a Housing Advocate will continue to employ a strengths-based assessment with clients, and work to build on those throughout case management. Project staff will seek input from experts and peers in the field to identify new tools to identify strengths in a variety of ways that respond to differences in personality, literacy, physical and mental abilities, etc. so that participants have options in tools.
5. Center cultural responsiveness and inclusivity: At intake and throughout the program, staff will identify with the participant if they have specific beliefs, holidays, views, or practices that they want incorporated into case management. Advocates will support participants to identify the strengths they may possess because of their cultural, spiritual, or family background. Project staff will continue to receive training on Equal Access and anti-discrimination practices at least annually and will be encouraged to identify implicit biases that they may hold.
6. Offer a variety of opportunities for connection: The project will continue to provide both communal and individual living settings, and facilitate internal Support Groups based on different needs and priorities, e.g. parenting. The project will offer opportunities for fun connections to create new ways of bonding, and starting in fall 2023, the project will establish a formal Advisory Group to guide programming, provide a network of support, and offer new ways for participants to lead and advocate for themselves.
7. Provide support for survivor parenting: The project will ensure that the participant Advocate and Children’s Advocate work together in supporting parents and children in the program. The project will offer support groups for parents as well as childcare so parents can attend. Childcare will also be available on a limited basis for parents with appointments for medical needs, job interviews, court hearings, and other needs.

4A-3h.	Involving Survivors in Policy and Program Development, Operations, and Evaluation of New PH-RRH and Joint TH and PH-RRH Component DV Bonus Projects.	
	NOFO Section I.B.3.I.(1)(f)	

	Describe in the field below how the new project will involve survivors:
1.	with a range of lived expertise; and
2.	in policy and program development throughout the project's operation.

(limit 2,500 characters)

1. The program serves survivors of domestic violence, sexual violence, and trafficking, regardless of gender, age, sexual orientation, national origin, race, language, or any other identity or protected status. Because disclosure of lived experience is controlled by the survivor, the program will provide several opportunities for engagement and leadership. Support groups currently available and continuing are groups for adults, children, people dealing with chemical dependency, and self-selected gender identity groups. Other groups may form to meet both in-person and virtually, and topics are generated from group members as they choose to share their needs or experiences.

2. Along with the support groups and feedback surveys for ongoing input on programs, the project will provide new opportunities for participants to guide program policies through a survivor Advisory Council. The Advisory Council will include participants who have used agency programs serving individuals who experienced domestic violence, sexual violence, and trafficking. A primary role of the group will be to recommend policy or procedure changes for this program, as well as shelter and transitional housing programs, but the group will have freedom to determine its own agenda and policy goals. The Council will meet with agency leadership regularly, on a schedule to be set by its members.



## 4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

1. You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.
2. You must upload an attachment for each document listed where 'Required?' is 'Yes'.
3. We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.
4. Attachments must match the questions they are associated with.
5. Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.
6. If you cannot read the attachment, it is likely we cannot read it either.
  - . We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
  - . We must be able to read everything you want us to consider in any attachment.
7. After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.
8. Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	MN-502 PHA Homele...	09/24/2023
1C-7. PHA Moving On Preference	No	MN-502 PHA Moving...	09/24/2023
1D-11a. Letter Signed by Working Group	Yes	MN-502 Letter Sig...	09/25/2023
1D-2a. Housing First Evaluation	Yes	MN-502 Housing Fi...	09/24/2023
1E-1. Web Posting of Local Competition Deadline	Yes	MN-502 Web Postin...	09/24/2023
1E-2. Local Competition Scoring Tool	Yes	MN-502 Local Comp...	09/25/2023
1E-2a. Scored Forms for One Project	Yes	MN-502 Scored Ren...	09/25/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	MN-502 Notificati...	09/25/2023
1E-5a. Notification of Projects Accepted	Yes	MN-502 Notificati...	09/25/2023
1E-5b. Local Competition Selection Results	Yes	MN-502 Local Comp...	09/25/2023
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes		

1E-5d. Notification of CoC-Approved Consolidated Application	Yes		
2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	MN-502 HDX Compet...	09/22/2023
3A-1a. Housing Leveraging Commitments	No	MN-502 Housing Le...	09/22/2023
3A-2a. Healthcare Formal Agreements	No		
3C-2. Project List for Other Federal Statutes	No		
Other	No		

## **Attachment Details**

**Document Description:** MN-502 PHA Homeless Preference

## **Attachment Details**

**Document Description:** MN-502 PHA Moving On Preference

## **Attachment Details**

**Document Description:** MN-502 Letter Signed by Working Group

## **Attachment Details**

**Document Description:** MN-502 Housing First Evaluation

## **Attachment Details**

**Document Description:** MN-502 Web Posting of Local Competition  
Deadline

## **Attachment Details**

**Document Description:** MN-502 Local Competition Scoring Tool

## **Attachment Details**

**Document Description:** MN-502 Scored Renewal Project Application

## **Attachment Details**

**Document Description:** MN-502 Notification of Projects Rejected-  
Reduced

## **Attachment Details**

**Document Description:** MN-502 Notification of Projects Accepted

## **Attachment Details**

**Document Description:** MN-502 Local Competition Selection Results

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** MN-502 HDX Competition Report

## **Attachment Details**

**Document Description:** MN-502 Housing Leveraging Commitments

## **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. CoC Identification	07/27/2023
1B. Inclusive Structure	09/25/2023
1C. Coordination and Engagement	09/25/2023
1D. Coordination and Engagement Cont'd	09/25/2023
1E. Project Review/Ranking	09/22/2023
2A. HMIS Implementation	09/22/2023
2B. Point-in-Time (PIT) Count	09/22/2023
2C. System Performance	09/24/2023
3A. Coordination with Housing and Healthcare	09/24/2023
3B. Rehabilitation/New Construction Costs	09/24/2023
3C. Serving Homeless Under Other Federal Statutes	09/24/2023

<b>4A. DV Bonus Project Applicants</b>	09/24/2023
<b>4B. Attachments Screen</b>	Please Complete
<b>Submission Summary</b>	No Input Required



**1C-7 PHA Homeless Preference  
Rochester/Southeast Minnesota CoC (MN-502)**

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Excerpts of PHA plans attached from:

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

**Excerpt:** Olmsted County HRA Administrative Plan, PART III: SELECTION FOR HCV ASSISTANCE, 4-III.C. SELECTION METHOD. Full plan posted at <https://www.olmstedcounty.gov/sites/default/files/2021-02/2021%20Olmsted%20County%20HRA%20DRAFT%20Administrative%20Plan.pdf>

**ADMINISTRATIVE PLAN**  
**FOR THE**  
**HOUSING CHOICE VOUCHER PROGRAM**  
**OF THE**  
**OLMSTED COUNTY HOUSING & REDEVELOPMENT AUTHORITY**  
**(OCHRA)**

Submitted to HUD:	February 11, 2014 February 10, 2015
Effective Date:	April 1, 2014
Revision Date:	April 1, 2015 July 12, 2016 January 23, 2017 May 15, 2018 December 18, 2018 June 18, 2019 May 19, 2020 April 20, 2021

This funding is targeted toward households with a non-elderly disabled adult family member. The qualifying family member is not required to be the head, co-head or spouse. The qualifying family member must be between the ages of 18-61 at time of admission; the voucher is not withdrawn once the individual turns 62. The voucher shall transfer to a regular voucher if the qualifying member is no longer part of the household. Mainstream voucher recipients may be referred from an agency but may also apply on their own when the waiting list is open.

### **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:

##### **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

**Olmsted County HRA Sponsored PBV (20 points):** The PHA will offer a super preference to residents 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.

**Permanent Supportive Housing “Move-up” (15 points):** The PHA will offer a super preference to individuals or families moving up from a local Continuum of Care Permanent Supportive Housing Program. Referred applicants must meet the baseline criteria per the “Move Up Minnesota Assessment Tool.” This shall be limited to no more than 15 vouchers.

**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

**Involuntary Displacement (15 points):** Individuals who are displaced according to the following:

- a. Federal Disaster (e.g. flood or fire) that makes units uninhabitable as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief laws.
- b. Government action:
  1. Federal, State, or local body or agency.
  2. In connection with code enforcement or public improvement of development program.
  3. Disabled Public Housing tenants requesting a unit transfer for whom the HRA owns no housing unit that will meet their disability-related needs or which can feasibly be modified to meet said needs.

**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.

*\*This will be an administrative decision by the HRA Executive Director or his/her designee, upon recommendation from the Property Manager.*

**ADMINISTRATIVE PLAN  
FOR  
BLUE EARTH COUNTY  
HOUSING CHOICE VOUCHER PROGRAM**

Product # 301-002

January 1, 2005

Revision Date	Revision Date
July, 1, 2018	
October 9, 2018	
October 11, 2021	

Approved by the HA Board of Commissioners: October 11, 2012

Submitted to HUD: October 11, 2021

## 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*

*Mainstream Voucher Program – non-elderly, disabled households*

*Family Unification Program – Youth and Youth Families in Foster Care System ( Foster Youth to Independence)*

*Project Based Vouchers*

### **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 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 a percentage of households for program participation that are veterans as certified by Blue Earth County Veterans Administration.

The PHA will take a percentage of households for program participation from the regional Coordinated Entry process.

The PHA will take a percentage of households for program participation from the local supportive housing programs under the Moving On preference. These programs include but not limited to: Rapid Rehousing, Transitional Housing, Permanent Supportive housing, Homework Starts at Home, MN Housing - Rental Assistance Program working with possible agencies as: Partners for Affordable Housing, Blue Earth County Supportive Housing, Minnesota Valley Action Council, Lutheran Social Services, Committee Against Domestic violence.

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 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)

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 placed under each preference. Among applicants who qualify for multiple preferences, date and time or random numbering will be used to determine placement on the wait list.

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 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



Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with the PHA's hierarchy of preferences, if applicable. Within each targeted funding or preference category, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the PHA or by 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.

**Excerpt:** Mankato-Blue Earth County Public Housing ACOP, PART III: SELECTION FOR HOUSING ASSISTANCE, 4-III.B Tenant Selection. Full plan posted at <https://www.mankatomn.gov/residents/housing>

**ADMISSIONS AND CONTINUED OCCUPANCY POLICY  
FOR EDA  
PUBLIC HOUSING PROGRAM**

May 1, 2005

Revision Date	
February 1, 2006	June 1, 2013
October 1, 2006	July 1, 2014
June 1, 2007	June 1, 2015
September 1, 2008	March 1, 2016
September 1, 2009	March 1, 2017
August 1, 2010	July 1, 2017
June 1, 2011	July 1, 2018
June 1, 2012	October 11, 2021

Approved by the PHA Board of Commissioners: October 11, 2021 Mankato EDA & October 5, 2021 Blue Earth County EDA

Submitted to HUD: October 11, 2021

## **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.

#### 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 has designated four units of Public Housing to be selected from the Coordinated Entry system.

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

An applicant with a local preference will receive ten points.

The preference for victims of domestic violence, dating violence, sexual assault, or stalking seeking an emergency transfer will be equal to eleven points.

The preference for working families will be equal to one point.

The preference for veterans will be equal to one point.

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 960.202(b)]**

HUD requires that extremely low-income (ELI) families make up at least 40 percent of the families admitted to public housing 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 [*Federal Register* notice 6/25/14]. To ensure this requirement is met, the PHA may skip non-ELI families on the waiting list in order to select an ELI family.

If a PHA also operates a housing choice voucher (HCV) program, admissions of extremely low-income families to the PHA's HCV program during a PHA fiscal year that exceed the 75 percent minimum target requirement for the voucher program, shall be credited against the PHA's basic targeting requirement in the public housing program for the same fiscal year. However, under these circumstances the fiscal year credit to the public housing program must not exceed the lower of: (1) ten percent of public housing waiting list admissions during the PHA fiscal year; (2) ten percent of waiting list admissions to the PHA's housing choice voucher program during the PHA fiscal year; or (3) the number of qualifying low-income families who commence occupancy during the fiscal year of PHA public housing units located in census tracts with a poverty rate of 30 percent or more. For this purpose, qualifying low-income family means a low-income family other than an extremely low-income family.

#### PHA Policy

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

### **Mixed Population Developments [24 CFR 960.407]**

A mixed population development is a public housing development or portion of a development that was reserved for elderly families and disabled families at its inception (and has retained that character) or the PHA at some point after its inception obtained HUD approval to give preference in tenant selection for all units in the development (or portion of a development) to elderly and disabled families [24 CFR 960.102]. Elderly family means a family whose head, spouse, cohead, or sole member is a person who is at least 62 years of age. Disabled family means a family whose head, spouse, cohead, or sole member is a person with disabilities [24 CFR 5.403]. The PHA must give elderly and disabled families equal preference in selecting these families for admission to mixed population developments. The PHA may not establish a limit on the number of elderly or disabled families that may occupy a mixed population development. In selecting elderly and disabled families to fill these units, the PHA must first offer the units that have accessibility features for families that include a person with a disability and require the accessibility features of such units. The PHA may not discriminate against elderly or disabled families that include children (Fair Housing Amendments Act of 1988).

### **Units Designated for Elderly or Disabled Families [24 CFR 945]**

The PHA may designate projects or portions of a public housing project specifically for elderly or disabled families. The PHA must have a HUD-approved allocation plan before the designation may take place.

Among the designated developments, the PHA must also apply any preferences that it has established. If there are not enough elderly families to occupy the units in a designated elderly development, the PHA may allow near-elderly families to occupy the units [24 CFR 945.303(c)(1)]. Near-elderly family means a family whose head, spouse, or cohead is at least 50 years old, but is less than 62 [24 CFR 5.403].

If there are an insufficient number of elderly families and near-elderly families for the units in a development designated for elderly families, the PHA must make available to all other families any unit that is ready for re-rental and has been vacant for more than 60 consecutive days [24 CFR 945.303(c)(2)].

The decision of any disabled family or elderly family not to occupy or accept occupancy in designated housing shall not have an adverse affect on their admission or continued occupancy in public housing or their position on or placement on the waiting list. However, this protection does not apply to any family who refuses to occupy or accept occupancy in designated housing because of the race, color, religion, sex, disability, familial status, or national origin of the occupants of the designated housing or the surrounding area [24 CFR 945.303(d)(1) and (2)].

This protection does apply to an elderly family or disabled family that declines to accept occupancy, respectively, in a designated project for elderly families or for disabled families, and requests occupancy in a general occupancy project or in a mixed population project [24 CFR 945.303(d)(3)].

### **Order of Selection [24 CFR 960.206(e)]**

The PHA system of preferences may select families either according to the date and time of application or by a random selection process.

#### PHA Policy

Families will be selected from the waiting list based on preference. Among applicants with the same preference, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the PHA.

When selecting applicants from the waiting list, the PHA will match the characteristics of the available unit (unit size, accessibility features, unit type) to the applicants on the waiting lists. The PHA will offer the unit to the highest ranking applicant who qualifies for that unit size or type, or that requires the accessibility features.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application or higher preference status.

Factors such as deconcentration or income mixing and income targeting will also be considered in accordance with HUD requirements and PHA policy.

**1C-7 PHA Moving On Preference**  
**Rochester/Southeast Minnesota CoC (MN-502)**

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Excerpts of PHA Administrative Plans for HCV attached from:

- Olmsted County HRA (Permanent supportive housing “Move Up” preference)
- Mankato EDA (Moving On preference for households graduating from PSH)



**Excerpt:** Olmsted County HRA Administrative Plan, PART III: SELECTION FOR HCV ASSISTANCE, 4-III.C. SELECTION METHOD. Full plan posted at <https://www.olmstedcounty.gov/sites/default/files/2021-02/2021%20Olmsted%20County%20HRA%20DRAFT%20Administrative%20Plan.pdf>

**ADMINISTRATIVE PLAN**  
**FOR THE**  
**HOUSING CHOICE VOUCHER PROGRAM**  
**OF THE**  
**OLMSTED COUNTY HOUSING & REDEVELOPMENT AUTHORITY**  
**(OCHRA)**

Submitted to HUD:	February 11, 2014 February 10, 2015
Effective Date:	April 1, 2014
Revision Date:	April 1, 2015 July 12, 2016 January 23, 2017 May 15, 2018 December 18, 2018 June 18, 2019 May 19, 2020 April 20, 2021

This funding is targeted toward households with a non-elderly disabled adult family member. The qualifying family member is not required to be the head, co-head or spouse. The qualifying family member must be between the ages of 18-61 at time of admission; the voucher is not withdrawn once the individual turns 62. The voucher shall transfer to a regular voucher if the qualifying member is no longer part of the household. Mainstream voucher recipients may be referred from an agency but may also apply on their own when the waiting list is open.

### **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:

##### **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

**Olmsted County HRA Sponsored PBV (20 points):** The PHA will offer a super preference to residents 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.

**Permanent Supportive Housing “Move-up” (15 points):** The PHA will offer a super preference to individuals or families moving up from a local Continuum of Care Permanent Supportive Housing Program. Referred applicants must meet the baseline criteria per the “Move Up Minnesota Assessment Tool.” This shall be limited to no more than 15 vouchers.

**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

**Involuntary Displacement (15 points):** Individuals who are displaced according to the following:

- a. Federal Disaster (e.g. flood or fire) that makes units uninhabitable as a result of a disaster declared or otherwise formally recognized pursuant to Federal disaster relief laws.
- b. Government action: 1. Federal, State, or local body or agency.
- 2. In connection with code enforcement or public improvement of development program.
- 3. Disabled Public Housing tenants requesting a unit transfer for whom the HRA owns no housing unit that will meet their disability-related needs or which can feasibly be modified to meet said needs.

**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.

*\*This will be an administrative decision by the HRA Executive Director or his/her designee, upon recommendation from the Property Manager.*

**ADMINISTRATIVE PLAN  
FOR  
BLUE EARTH COUNTY  
HOUSING CHOICE VOUCHER PROGRAM**

Product # 301-002

January 1, 2005

Revision Date	Revision Date
July, 1, 2018	
October 9, 2018	
October 11, 2021	

Approved by the HA Board of Commissioners: October 11, 2012

Submitted to HUD: October 11, 2021

## **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*

*Mainstream Voucher Program – non-elderly, disabled households*

*Family Unification Program – Youth and Youth Families in Foster Care System ( Foster Youth to Independence)*

*Project Based Vouchers*

#### **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 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 a percentage of households for program participation that are veterans as certified by Blue Earth County Veterans Administration.

The PHA will take a percentage of households for program participation from the regional Coordinated Entry process.

The PHA will take a percentage of households for program participation from households graduating from the local supportive housing programs under the Moving On preference. These programs include but not limited to: Rapid Rehousing, Transitional Housing, Permanent Supportive housing, Homework Starts at Home, MN Housing - Rental Assistance Program working with possible agencies as: Partners for Affordable Housing, Blue Earth County Supportive Housing, Minnesota Valley Action Council, Lutheran Social Services, Committee Against Domestic violence.

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 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)

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 placed under each preference. Among applicants who qualify for multiple preferences, date and time or random numbering will be used to determine placement on the wait list.

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 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

Families will be selected from the waiting list based on the targeted funding or selection preference(s) for which they qualify, and in accordance with the PHA's hierarchy of preferences, if applicable. Within each targeted funding or preference category, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the PHA or by 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.



**1D-11a. Letter Signed by Working Group  
Rochester/Southeast Minnesota CoC (MN-502)**

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Per guidance provided by HUD staff during the August 25, 2023 competition webinar (slide 16), the CoC is pursuing the third option provided. Letters are attached from six participants with lived experience who participate(d) in CoC. One participant requested that their name be withheld after submitting a letter, and this request was accommodated by blacking out name and signature in the letter.

September 7, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development Division  
Special Needs Assistance Programs

Re: Participation in River Valleys Continuum of Care by People with Lived Experience of Homelessness

Dear HUD Review Team,

I am providing this letter as evidence of my participation in the activities and decision-making of River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC MN-502).

I have personally experienced homelessness, and I bring that experience to my involvement in the CoC. In the past year, I have been involved in these ways:

- Guided funding decisions by reviewing projects seeking renewal funding in the CoC region
- Guided funding decisions by reviewing new project proposals in the CoC region
- Joined Full CoC meetings
- Been a member of a CoC Committee or Working Group: \_\_\_\_\_
- Become a Youth Action Board member
- Other: \_\_\_\_\_

Thank you for considering our CoC's projects for funding this year. They are important to our region's strategies to end homelessness.

Sincerely,

Kelly Henry

Name (or Pseudonym): Kelly Henry

City where I live: North Mankato, Minnesota

September 7, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development Division  
Special Needs Assistance Programs

Re: Participation in River Valleys Continuum of Care by People with Lived Experience of Homelessness

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I have personally experienced homelessness, and I bring that experience to my involvement in the CoC. In the past year, I have been involved in these ways:

- Guided funding decisions by reviewing projects seeking renewal funding in the CoC region
- Guided funding decisions by reviewing new project proposals in the CoC region
- Joined Full CoC meetings
- Been a member of a CoC Committee or Working Group: CE Procedures Workgroup
- Become a Youth Action Board member
- Other: \_\_\_\_\_

Thank you for considering our CoC's projects for funding this year. They are important to our region's strategies to end homelessness.

Sincerely,

*Tasha Moulton*

Name (or Pseudonym): Tasha Moulton

City where I live: Mankato, Minnesota

September 7, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development Division  
Special Needs Assistance Programs

Re: Participation in River Valleys Continuum of Care by People with Lived Experience of Homelessness

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I have personally experienced homelessness, and I bring that experience to my involvement in the CoC. In the past year, I have been involved in these ways:

- Guided funding decisions by reviewing projects seeking renewal funding in the CoC region
- Guided funding decisions by reviewing new project proposals in the CoC region
- Joined Full CoC meetings
- Been a member of a CoC Committee or Working Group: LEWG LIVED EXPERIENCE WORK GROUP
- Become a Youth Action Board member
- Other: Helped conceive/form/lead/guide our COC.s lived experience work group, explained to full COC the rewards for L. E. participation and how each professional must recruit and cultivate and curate the

feeling of belonging and narrative studies of their participants; and live experience professionals Thank you for considering our CoC's projects for funding this year. They are important to our region's strategies to end homelessness.

Sincerely,

Linda S

Name (or Pseudonym): llsod.lindalee@gmail.com

City where I live: Winona, Minnesota

September 7, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development Division  
Special Needs Assistance Programs

Re: Participation in River Valleys Continuum of Care by People with Lived Experience of Homelessness

Dear HUD Review Team,

I am providing this letter as evidence of my participation in the activities and decision-making of River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC MN-502).

I have personally experienced homelessness, and I bring that experience to my involvement in the CoC. In the past year, I have been involved in these ways:

- Guided funding decisions by reviewing projects seeking renewal funding in the CoC region
- Guided funding decisions by reviewing new project proposals in the CoC region
- Joined Full CoC meetings
- Been a member of a CoC Committee or Working Group: Youth Committee
- Become a Youth Action Board member
- Other: \_\_\_\_\_

Thank you for considering our CoC's projects for funding this year. They are important to our region's strategies to end homelessness.

Sincerely,



Name (or Pseudonym): Jeremy O'Hara

City where I live: Rochester, Minnesota

September 7, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development Division  
Special Needs Assistance Programs

Re: Participation in River Valleys Continuum of Care by People with Lived Experience of Homelessness

Dear HUD Review Team,

I am providing this letter as evidence of my participation in the activities and decision-making of River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC MN-502).


I have personally experienced homelessness, and I bring that experience to my involvement in the CoC. In the past year, I have been involved in these ways:

- Guided funding decisions by reviewing projects seeking renewal funding in the CoC region
- Guided funding decisions by reviewing new project proposals in the CoC region
- Joined Full CoC meetings
- Been a member of a CoC Committee or Working Group: \_\_\_\_\_
- Become a Youth Action Board member
- Other: \_\_\_\_\_

Thank you for considering our CoC's projects for funding this year. They are important to our region's strategies to end homelessness.

Sincerely,



Name (or Pseudonym):  \_\_\_\_\_  
City where I live: Rochester, Minnesota

September 7, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development Division  
Special Needs Assistance Programs

Re: Participation in River Valleys Continuum of Care by People with Lived Experience of Homelessness

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I am providing this letter as evidence of my participation in the activities and decision-making of River Valleys Continuum of Care (Rochester/Southeast Minnesota CoC MN-502).

I have personally experienced homelessness, and I bring that experience to my involvement in the CoC. In the past year, I have been involved in these ways:

- Guided funding decisions by reviewing projects seeking renewal funding in the CoC region
- Guided funding decisions by reviewing new project proposals in the CoC region
- Joined Full CoC meetings
- Been a member of a CoC Committee or Working Group: \_\_\_\_\_
- Become a Youth Action Board member
- Other: \_\_\_\_\_

Thank you for considering our CoC's projects for funding this year. They are important to our region's strategies to end homelessness.

Sincerely,

*Angela VanGundy*

Name (or Pseudonym): Angela vangundy


































City where I live: Rochester, Minnesota

## 1D-2a Housing First Evaluation Rochester/Southeast Minnesota CoC (MN-502)

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Housing First assessment completed for Cherry Ridge project (MN0300) prior to the 2023 competition begins on the following page. The assessment and documentation received from the project to verify compliance was submitted to a Google Drive folder as seen below.

Type ▾ People ▾ Modified ▾

Name ↑	Owner	Last m
 MN0300_EDA_FamilyObligations.pdf 	 Jenn Lamb	Mar 25
 MN0300_EDA_Resources.pdf 	 Jenn Lamb	Mar 25
 MN0300_HousingFirst_Assessment.xlsx 	 Jenn Lamb	Mar 25
 MN0300_Lease.pdf 	 Jenn Lamb	Mar 17,
 MN0300_MOU_BEC_LLloyd_SWMHP.pdf 	 Jenn Lamb	Mar 25
 MN0300_MOU_EDA_SWMHP 	 Jenn Lamb	Jun 15
 MN0300_MOU_EDA_SWMHP.pdf 	 Jenn Lamb	Mar 25
 MN0300_ResidentGuide.pdf 	 Jenn Lamb	Mar 17,
 MN0300_ResidentSelectionPlan.pdf 	 Jenn Lamb	Mar 25
 MN0300_ServicePlan.pdf 	 Jenn Lamb	Mar 25
 MN0300_TSP_Addendum_Attachments.pdf 	 Jenn Lamb	Mar 25





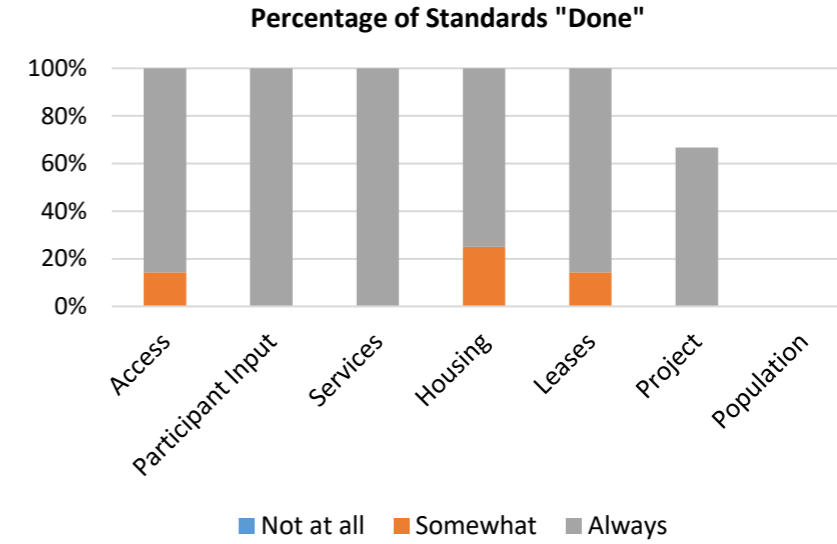
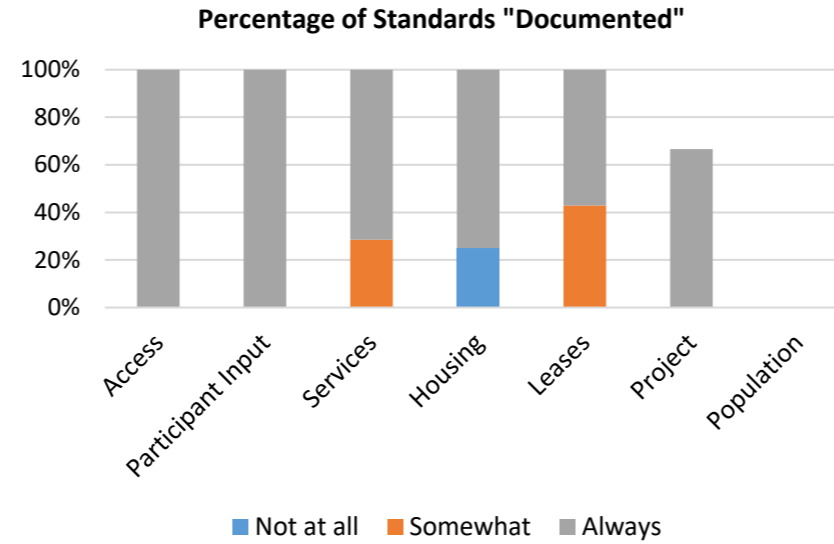
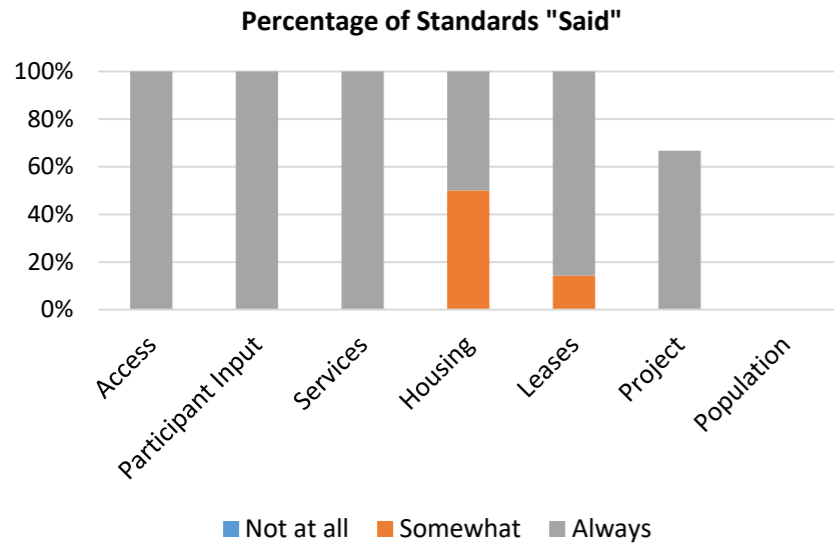
# Housing First Standards: Assessment Summary

Mankato EDA/SWMHP/Blue Earth County  
2-Mar-23

Some standards have not been evaluated. Please return and complete all standards before finalizing report.

**Your score: 161**  
Max potential score: 180

Score is calculated by awarding 1 point for standards answered 'sometimes' and 2 points for standards answered 'always'. Categories that are not applicable for your project are not included in the maximum potential score.





## Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

No.	Standard	Access Definition / Evidence	Say It	Document it	Do it
Access 1	Projects are low-barrier	<p>Admission to projects is not contingent on pre-requisites such as abstinence of substances, minimum income requirements, health or mental health history, medication adherence, age, criminal justice history, financial history, completion of treatment, participation in services, "housing readiness," history or occurrence of victimization, survivor of sexual assault or an affiliated person of such a survivor or other unnecessary conditions unless required by law or funding source.</p> <p><i>Lloyd Management's interpretation of Fair Housing rules mean they run background/tenancy eligibility checks under same requirements for PSH units and non-PSH units. Many PSH applicants denied at first. Lloyd then allows for appeal where supportive services can be considered. See Resident Selection Plan VI-Qualifying for Admission, VIII-Screening Criteria, XI-VAWA Protections and Addendum. For entry into the program, disability or being a survivor of domestic violence is a qualification of admission (ServicePlan). Services are not a requirement of participation in the program</i></p>	Always	Always	Always
Access 2	Projects do not deny assistance for unnecessary reasons	<p>Procedures and oversight demonstrate that staff do everything possible to avoid denying assistance or rejecting an individual or family for the reasons listed in Access Standard #1.</p> <p><i>Lloyd Management works closely with owner and service providers to ensure that high need people are getting into PSH units, even if initially rejected due to tenancy eligibility checks. (MOU_BEC_Lloyd_SWMHP, ResidentSelectionPlan, ServicePlan- highlighted and noted as Access2).</i></p>	Always	Always	Always
Access 3	Access regardless of sexual orientation, gender identity, or marital status	<p>Equal access is provided in accordance with the 2012 and 2016 Equal Access Rules, meaning that any project funded by HUD must ensure equal access for persons regardless of one's sexual orientation or marital status, and in accordance with one's gender identity. Adult only households, regardless of marital status, should have equal access to projects (if these project types are not available within a CoC, the CoC should conduct an assessment to determine if these project types are needed and work with providers to accommodate the need). Please see Equal Access Rules here: <a href="https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/">https://www.hudexchange.info/resource/1991/equal-access-to-housing-final-rule/</a></p> <p><i>See Equal Access Rule Documentation</i></p>	Always	Always	Always
Access 4	Admission process is expedited with speed and efficiency	<p>Projects have expedited admission processes, to the greatest extent possible, including helping participants obtain documentation required by funding sources, as well as processes to admit participants regardless of the status of their eligibility documentation whenever applicable.</p> <p><i>Property Management and service providers are dedicated to moving this process along as quickly as possible, but very aware of funder's rules which can delay timeline at time to make sure all documentation in order. Both work to help participants obtain proper documentation. (ServicePlan)</i></p>	Always	Always	Somewhat

Access 5	Intake processes are person-centered and flexible	<p>Intake and assessment procedures are focused on the individual's or family's strengths, needs, and preferences. Projects do not require specific appointment times, but have flexible intake schedules that ensure access to all households. Assessments are focused on identifying household strengths, resources, as well as identifying barriers to housing that can inform the basis of a housing plan as soon as a person is enrolled in the project.</p> <p><i>Providers use a self-sufficiency matrix or other tools required by service funders. All are person centered and strengths based tools (ServicePlan). This is also focus of Lloyd during appeals process and consideration of extenuating/mitigating circumstances (Resident SelectionPlan- Addendum)</i></p>	Always	Always	Always
Access 6	The provider/project accepts and makes referrals directly through Coordinated Entry	<p>Projects actively participate in the CoC-designated Coordinated Entry processes as part of streamlined community-wide system access and triage. If these processes are not yet implemented, projects follow communities' existing referral processes. Referrals from Coordinated Entry are rarely rejected, and only if there is a history of violence, the participant does not want to be in the project, there are legally valid grounds (such as restrictions regarding sex offenders) or some other exceptional circumstance that is well documented.</p> <p><i>Resident Selection Plan, Addendum</i></p>	Always	Always	Always
Access 7	Exits to homelessness are avoided	<p>Projects that can no longer serve particular households utilize the coordinated entry process, or the communities' existing referral processes if coordinated entry processes are not yet implemented, to ensure that those individuals and families have access to other housing and services as desired, and do not become disconnected from services and housing. Households encounter these exits under certain circumstances, such as if they demonstrate violent or harassing behaviors, which are described within agencies' regulation-adherent policies.</p> <p><i>(ServicePlan, ) Landlord tries to mitigate these circumstances by constant communication with providers. Landlord works with people to the extent they can as long as health and safety of other tenants not affected. When household has to leave, there is a regional rental subsidy that Blue Earth County operates and tries to get people under so they can maintain consistency of service and continue to be housed.</i></p>	Always	Always	Always
Name		Participant Input Definition / Evidence	Say It	Document it	Do it
Participant Input 1	Participant education is ongoing	<p>Project participants receive ongoing education on Housing First principles as well as other service models employed in the project. In the beginning of and throughout tenancy, participants are informed about their full rights and responsibilities as lease holders, including the potential causes for eviction.</p> <p><i>Participants receive information about various principles from individual providers. However, basic housing first principles and rights/responsibilities of tenancy included in Lloyd Residents guide (MOU_BEC_Lloyd_SWMHP-highlighted and noted, ResidentsGuide, Lease)</i></p>	Always	Always	Always
Participant Input 2	Projects create regular, formal opportunities for participants to offer input	<p>Input is welcomed regarding the project's policies, processes, procedures, and practices. Opportunities include involvement in: quality assurance and evaluation processes, a participant leadership/advisory board, processes to formally communicate with landlords, the design of and participation in surveys and focus groups, planning social gatherings, integrating peer specialists and peer-facilitated support groups to compliment professional services.</p> <p><i>Limited number of units in larger housing developments- nothing formal for peer support or tenant leadership. However, concerns that participants bring up to providers or landlord are brought to larger provider/supportive housing stakeholder group that meets related to project. At EDA level, program participants invited to participate in participant advisory meetings. See Threshold Materials, ResidentAdvisoryNotice, ResidentAdvisoryBoard</i></p>	Always	Always	Always



## Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

	Standard	Lease and Occupancy Definition / Evidence	Say It	Document It	Do It
Leases 1	Housing is considered permanent (not applicable for Transitional Housing)	<p>Housing is not time-limited (though rent assistance may be) and leases are automatically renewable upon expiration, except with prior notice by either party.</p> <p><i>Leases are for one year and depending on an individual lease agreement, may renew for a full year or may renew on an ongoing month to month basis. (See Lease)</i></p>	Always	Always	Always
Leases 2	Participant choice is fundamental	<p>A participant has, at minimum, choices in deciding the location and type of housing based on preferences from a range of housing types and among multiple units, as available and as practical. In project-based settings, participants should be offered choice of units within a particular building, or within the portfolio of single site properties. In projects that use shared housing, i.e. housing with unrelated roommates, participants should be offered choice of roommates, as available and as practical. Additionally, as applicable, participants are able to choose their roommates when sharing a room or unit.</p> <p><i>Though in theory this is our goal, we do not document this as in practice, there is always a waitlist in this development as a whole and this project is sponsor based. Thus, tenant's choice is limited to the open unit, which was frequently recently vacated by a previous participant. In utilizing voucher at a sister property, if open units there at the same time, there could occasionally be a choice available. The EDA does maintain a list of properties should a potential participant choose to live elsewhere and not participate in program and BEC has a regional project that could serve</i></p>	Always	Somewhat	Somewhat
Leases 3	Leases are the same for participants as for other tenants	<p>Leases do not have any provisions that would not be found in leases held by any other tenant in the property or building and is renewable per the participants' and owner's choice. People experiencing homelessness who receive help moving into permanent housing should have leases that confer the full rights, responsibilities, and legal protections under Federal, state, and local housing laws. For transitional housing, there may be limitations on length of stay, but a lease/occupancy agreement should look like a lease that a person would have in the normal rental market.</p> <p><i>All tenants have the same lease. There is no lease addendum for residents in LTH/PSH units. See Lease, ServicePlan p. 11</i></p>	Always	Always	Always
Leases 4	Participants receive education about their lease or occupancy agreement terms	<p>Participants are also given access to legal assistance and encouraged to exercise their full legal rights and responsibilities. Landlords and providers abide by their legally-defined roles and responsibilities.</p> <p><i>Lanlords and providers provide education about lease agreements at the time of signing (ResidentGuide) and providers provide continued education on tenant rights/responsibilities (MOU_BEC_Lloyd_SWMHP).</i></p>	Always	Always	Always

Leases 5	Measures are used to prevent eviction	<p>Property or building management, with services support, incorporates a culture of eviction avoidance, reinforced through practices and policies that prevent lease violations and evictions among participants, and evict participants only when they are a threat to self or others. Clear eviction appeal processes and due process is provided for all participants. Lease bifurcation is allowed so that a tenant or lawful occupant who is a victim of a criminal act of physical violence committed against them by another tenant or lawful occupant is not evicted, removed or penalized if the other is evicted.</p> <p><i>Owner, landlord, service providers meet to make sure that all are aware of possible issues/concerns with tenants so things can be addressed ahead of time. Lloyd Management and service providers in regular communication and very rarely are tenants evicted. (ServicePlan, MOU_BEC_Lloyd_SWMHP, ResidentSelectionGuide- VAWA Protections)</i></p>	Always	Somewhat	Always
Leases 6	Providing stable housing is a priority	<p>Providers engage in a continued effort to hold housing for participants, even if they leave their housing for short periods due to treatment, illness, or any other temporary stay outside of the unit.</p> <p><i>ServicePlan</i></p>	Always	Always	Always
Leases 7	Rent payment policies respond to tenants' needs (as applicable)	<p>While tenants are accountable to the rental agreement, adjustments may be needed on a case by case basis. As necessary, participants are given special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.</p> <p><i>Nothing documented about this specifically, but this is standard practice as part of the communication between EDA, providers, owner and management.</i></p>	Somewhat	Somewhat	Always



## Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

Standard	Services Definition / Evidence	Say it	Document it	Do it
Services 1 Projects promote participant choice in services	<p>Participants are able to choose from an array of services. Services offered are housing focused and include the following areas of support: employment and income, childhood and education, community connection, and stabilization to maintain housing. These should be provided by linking to community-based services.</p> <p><i>All providers make referrals to already existing mainstream community resources based on client's needs and wants from services (ServicePlan, MOU_BEC_Lloyd_SWMHP).</i></p>	Always	Always	Always
Services 2 Person Centered Planning is a guiding principle of the service planning process	<p>Person-centered Planning is a guiding principle of the service planning process</p> <p><i>Though phrase "person-centered planning" is not used in documentation, services plan are based on clients wants/needs from services as well as intake/self-sufficiency assessments to determine strengths and needs. The components of person-centered planning are present and service plans are based on assessments, with client input (MOU_BEC_Lloyd_SWMHP, ServicePlan)</i></p>	Always	Always	Always
Services 3 Service support is as permanent as the housing	<p>Service connections are permanently available and accessible for participants in Permanent Supportive Housing. Rapid Re-Housing projects should, at a minimum, be prepared to offer services for up to 6 months after the rental assistance ends. In emergency shelter and transitional housing, services are available as long as the participant resides in the unit or bed – and up to 6 months following exit from transitional housing.</p> <p><i>Even when participants choose not to meet with their service provider on a regular basis, providers check in with them at least monthly to make sure that things are still going well. Even when a tenant has expressed no further desire for services, if management notes an issue or concern, they speak with case manager to reengage services. (ServicePlan)</i></p>	Always	Always	Always
Services 4 Services are continued despite change in housing status or placement	<p>Wherever possible, participants continue to be offered services even if they lose their housing unit or bed (for congregate projects), or if they are placed in a short-term inpatient treatment. Ideally, the service relationship should continue, despite a service hiatus during some institutional stays.</p> <p><i>One provider, Blue Earth County, operates a regional subsidy. If Cherry Ridge housing is lost, BEC steps in and generally provides a regional subsidy so that service can continue. When a participant is in treatment or jail temporarily, service is put on hiatus and resumes once a tenant is back in their home. (ResidentSelectionPlan, ServicePlan)</i></p>	Always	Somewhat	Always

Services 5	Participant engagement is a core component of service delivery	Staff provide effective services by developing relationships with participants that provide immediate needs and safety, develop trust and common ground, making warm hand-offs to other mainstream service providers, and clearly explain staff roles. Engagement is regular and relationships are developed over time.  <i>ServicePlan, MOU_BEC_Lloyd_SWMHP</i>	Always	Always	Always
Services 6	Services are culturally appropriate with translation services available, as needed	Project staff are sensitive to and support the cultural aspects of diverse households. Wherever possible, staff demographics reflect the participant population they serve in order to provide appropriate, culturally-specific services. Translation services are provided when needed to ensure full comprehension of the project. Projects that serve families with children should have family-friendly rules that allow for different schedules based on work and school hours and have services that allow parents to participate in activities without having to constantly supervise their children themselves (i.e. can use the bathroom or take a shower without their children being in the bathroom with them).  <i>Project staff are sensitive to diverse households; however, diversity of service staff is limited. Translation service could be accessed if needed, but no tenants being served with this program have needed that service in the recent past. Service staff hours are flexible so that they can meet with households when children are at school and when adults are not at work.</i>	Always	Somewhat	Always
Services 7	Staff are trained in clinical and non-clinical strategies (including harm reduction, motivational interviewing, trauma-informed approaches, strength-based)	Services support a participant's ability to obtain and retain housing regardless of changes in behavior. Services are informed by a harm-reduction philosophy, such as recognizing that substance use and addiction are a part of some participants' lives. Participants are engaged in non-judgmental communication regarding their behavior and are offered education regarding how to avoid risky behaviors and engage in safer practices.  <i>Services staff receive regular training from their individual organizations in a variety of clinical and non-clinical strategies. Management staff are aware of the harm reduction approach and unless a lease violation related to illegal drugs occurs, communicates with the service providers in a non-judgmental away about substance usage. For example, at a stakeholders meeting, property management told service provider that they'd been in tenant's apartment for a work order and tenant had collection of beer bottles on the table, but that tenant appeared functional and assured</i>	Always	Always	Always
<b>Standard</b>		<b>Housing Definition / Evidence</b>	<b>Say It</b>	<b>Document It</b>	<b>Do It</b>
Housing 1	Housing is not dependent on participation in services	Participation in permanent and temporary housing settings, as well as crisis settings such as emergency shelter, is not contingent on participating in supportive services or demonstration of progress made on a service plan. Services must be offered by staff, but are voluntary for participants.  <i>Participation in the program is not contingent on participation in services. Each provider has their own means of documenting in case notes whether or not a household participates in services, but their case documentation does include phone contacts and attempts to make contact and engage with tenants. This information is reported at project stakeholder meetings with providers and management. (ServicesPlan)</i>	Always	Always	Always
Housing 2	Substance use is not a reason for termination	Participants are only terminated from the project for violations in the lease or occupancy agreements, as applicable. Occupancy agreements or an addendum to the lease do not include conditions around substance use or participation in services. If the project is a recovery housing model focused on people who are in early recovery from drugs or alcohol (as outlined in HUD's Recovery Housing Brief), different standards related to use and subsequent offer of treatment may apply. See HUD's Recovery Housing brief here: <a href="https://www.hudexchange.info/resource/4852/recovery-housing-policy-brief/">https://www.hudexchange.info/resource/4852/recovery-housing-policy-brief/</a>	Somewhat	Always	Always

		<p><i>Substance use specifically is not a reason for termination; however, presence of illegal drugs on site or repeated use/use that puts others at risk could be a gross lease violation that would lead to termination. This would be the same for any tenant in building. Tenant handbook (ResidentGuide) contains rules about what is and is not allowed on site. If management has a concern about possible lease violations, they speak with participants and providers. (See also Lease)</i></p>			
Housing 3	The rules and regulations of the project are centered on participants' rights	<p>Project staff have realistic expectations and policies. Rules and regulations are designed to support safe and stable communities and should never interfere with a life in the community. Participants have access to the project at all hours (except for nightly in and out shelter) and accommodation is made for pets.</p> <p><i>Community apartments- tenants can come and go. Tenants have grievance procedures (ResidentGuide- p. 6) with management and can make accomodation requests for pets (ResidentGuide- p. 17-18). All services plans and agreements speak about tenant rights and are participant focused.</i></p>	Always	Always	Always
Housing 4	Participants have the option to transfer to another project	<p>Transfers should be accommodated for tenants who reasonably believe that they are threatened with imminent harm from further violence if the tenant remains in the same unit. Whenever possible, transfers occur before a participant experiences homelessness.</p> <p><i>Transfers would generally occur to other housing that the tenant's individual provider provides services for or to a different voucher. However, if a safety situation arose and there were available options at a sister property, a transfer would be considered. These types of options are limited because of low to no vacancies in project. If harrassment/harm/violence comes from another tenant and reaches the point of being a lease violation, the other tenant would get a lease violation in their record. Transfer can also occur if provider has an opening in regional Hearth</i></p>	Somewhat	Not at all	Somewhat





## Housing First Standards

For each standard, please use the drop down boxes in the three columns to the right to select "Not at all" or "Sometimes" or "Always". Marking "Always" signifies full compliance for the standard.

Standard	Project -Specific Standards	Say It	Document it	Do it
Project 1	<p>Quick access to RRH assistance</p> <p>A permanent supportive housing project ensures quick linkage to a unit and wrap around services, based on participant needs, preferences, and resource availability.</p> <p><i>If you answer yes to "say it", "document it", and/or "do it", you must provide a reference (document name and page number) to your attached document(s) that supports your claim. Additional comments may be entered here.</i></p>	Please select answer	Please select answer	Please select answer
Project 2	<p>PSH is focused on ending homelessness for those with the most severe barriers to maintaining housing</p> <p>Participants and staff understand that a primary goal of permanent supportive housing is to end homelessness for people with the most severe service needs and help participants stay housed, regardless of other perceived barriers.</p> <p><i>See MOU_BEC_Lloyd_SWMHP, ResidentSelectionPlan- Addendum, ServicePlan. Because project seeks to serve Chronic and Dedicated Plus Households and provider is county TCM/Supported Housing provider dedicated to serving those with higher barriers, participants in this project tend to be high barrier.</i></p>	Always	Always	Always
Project 3	<p>Property Management duties are separate and distinct from services/case management</p> <p>In order to provide clear roles of staff for participants in terms of lease and rules enforcement as well as tenant advocacy, property management and service provider staff should be separate roles. However, they should work together on a regular basis through regular communications and meetings regarding Participants to address tenancy issues in order to preserve tenancy.</p> <p><i>Property management, Sponsor SWMHP, Grantee EDA, and Service provider BEC are all separate organizations. These groups meet 3-4 times per year and email frequently to discuss project openings and challenges. See MOU_BEC_Lloyd_SWMHP- VI.Roles &amp; Responsibilities &amp; MOU_EDA_SWMHP</i></p> <p>No additional standards</p> <p><i>Optional notes here</i></p>	Always	Always	Always

**1E-1. Web Posting of Local Competition Deadline  
Rochester/Southeast Minnesota CoC (MN-502)**

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Screenshot of CoC website competition page from July 17, 2023.

# Local CoC Competition for Projects

To participate in national competitions for HUD CoC Program funds, River Valleys CoC must hold a Local CoC Program Competition to evaluate, select, and rank individual projects to include in the regional CoC application to HUD.

The information on this page provides guidance to renewal and new applicants seeking project funds within the River Valleys CoC (MN-502) jurisdiction. Guidance will be updated regularly during the application period as HUD releases additional information for the CoC Program National Competition.

- 2023 Local Competition Guide
- 2023 Call for Renewal Projects - Initial release 3/20/2023, updated 7/17/2023 with dates for remaining competition activities.
- 2023 Call for New Projects - Release 7/17/2023
- 2023 List of Eligible Renewal Projects - Posted 7/17/2023 with detail from Grant Inventory Worksheet
- 2023 Project Rating Criteria - Initial release 3/20/2023, corrected 4/3/2023, updated for new projects 7/17/2023

## Important Deadlines

All CoC Competition deadlines are 4:00pm on the date listed.

### Housing Renewal Projects

- **Notice of Intent to Apply:** March 21-April 25, 2023
- **Local Competition Application:** August 23, 2023
- **Complete application in National Competition system:** August 23, 2023
- **Final application corrections in National Competition system:** September 20, 2023

### Other Renewal Projects

- **Notice of Intent to Apply:** March 21-April 25, 2023
- **Local Competition Application:** August 23, 2023
- **Complete application in National Competition system:** August 23, 2023
- **Final application corrections in National Competition system:** September 20, 2023

### New Projects

- **Notice of Intent to Apply:** July 17-August 3, 2023
- **Local Competition Application:** August 23, 2023
- **Complete application in National Competition system:** August 23, 2023
- **Final application corrections in National Competition system:** September 20, 2023

## Application Materials

All project applicants submit documents

Housing Renewal Projects

Other Renewal Projects

New Projects - All Project Types

Notifications

**Do not disturb is on**  
You'll only see banners for priority notifications and alarms.

[Notification settings](#)

No new notifications

Monday, July 17

July 2023

Su	Mo	Tu	We	Th	Fr	Sa
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

30 mins Focus

**1E-2. Local Competition Scoring Tool  
Rochester/Southeast Minnesota CoC (MN-502)**

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The CoC uses a common framework for reviews across project types but uses different thresholds and forms to accommodate differences in expected outcomes. All CoC scoring tools include five sections:

- Performance/Capacity to perform,
- Policy/system alignment,
- Priority needs,
- Program Management, and
- Population-specific Criteria.

Project scoring tools are set up in Excel with 2-3 tabs: criteria summary, rating tool (score sheet), and workbook for renewal housing projects. Each Excel workbook contains the same criteria summary, but to simplify for this review, it is attached once for each category of projects (Renewal, New CoC Bonus/Reallocated Funds projects, and New DV Bonus projects) and then followed by score sheets for each project type. (Pages 37-38 were duplicated and intentionally removed.)

<b>Category</b>	<b>Components</b>	<b>Pages numbered in red at top center</b>
<b>Renewal Projects</b>	Renewal Projects Review Criteria summary	1-3
	Renewal PSH Rating Tool (Score sheet) with workbook for APR-based calculations	4-14
	Renewal RRH/Joint TH-RRH Rating Tool (Score Sheet) with workbook for APR-based calculations	15- 24
	Renewal Non-Housing Rating Tool (Score sheet)	25-29
<b>New CoC Bonus/Reallocated Funds Projects</b>	New CoC Bonus/Reallocated Funds Project Criteria Summary	30-31
	New Housing Project Rating Tool (Score sheet)	32-34
	New SSO-CE Project Rating Tool (Score sheet)	35-36
	New HMIS Project Rating Tool (Score sheet)	39-40
<b>New DV Bonus Projects</b>	New DV Bonus Project Criteria Summary	41-42
	New Housing Project Rating Tool (Score sheet)	43-45
	New SSO-CE Project Rating Tool (Score sheet)	46-47

Review Categories	Review Criteria	Points	Measurement	PSH	RRH	RRH-TH	SSO-CE	HMIS
Performance/Capacity to Perform	Rapid Access - Days to Entry	5.0	Median days to program entry after CE referral	30 days or less	15 days or less	15 days or less		
Performance/Capacity to Perform	Rapid Access - CE assessment	5.0	% HHs with verified CE assessment				>85%	
Performance/Capacity to Perform	Housing Stability - Outcome	5.0	% remained in or exited to permanent housing	>85%	>85%	>85%		
Performance/Capacity to Perform	Housing Stability - Improvement	2.5	Improvement in outcome measure from previous year review	Yes	Yes	Yes		
Performance/Capacity to Perform	Increased earned Income for stayers - Outcomes	5.0	% adult stayers who increased earned income	>10% of stayers				
Performance/Capacity to Perform	Increased earned Income for stayers - Improvement	2.5	Improvement in outcome measure from previous year review	Yes				
Performance/Capacity to Perform	Increased earned Income for leavers - Outcomes	5.0	% adult leavers who increased earned income	>10% of leavers	>10% of leavers	>10% of leavers		
Performance/Capacity to Perform	Increased earned Income for leavers - Improvement	2.5	Improvement in outcome measure from previous year review	Yes	Yes	Yes		
Performance/Capacity to Perform	Increased other Income for stayers - Outcomes	5.0	% adult stayers who increased other income	>40% of stayers				
Performance/Capacity to Perform	Increased other Income for stayers - Improvement	2.5	Improvement in outcome measure from previous year review	Yes				
Performance/Capacity to Perform	Increased other Income for leavers - Outcomes	5.0	% adult leavers who increased other income	30% of leavers	>20% of leavers	>20% of leavers		
Performance/Capacity to Perform	Increased other Income for leavers-Improvement	2.5	Improvement in outcome measure from previous year review	Yes	Yes	Yes		
Performance/Capacity to Perform	Increased access to benefits - Outcomes	5.0	% households that access a mainstream benefit				>25%	
Performance/Capacity to Perform	Returns to Homeless - Outcome	5.0	% of participants returned to homelessness	<5%	<5%	<5%		
Performance/Capacity to Perform	Returns to Homeless - Improvement	2.5	Improvement in outcome measure from previous year review	Yes	Yes	Yes		
Performance/Capacity to Perform	Data System Performance	10.0	Satisfactory review from HMIS governing board					Yes
Performance/Capacity to Perform	Supporting system outcomes (SPMs)	10.0	Narrative documents actions and improvements to support SPMs				Yes	Yes
				<b>50</b>	<b>35</b>	<b>35</b>	<b>20</b>	<b>20</b>

Review Categories	Review Criteria	Points	Measurement	PSH	RRH	RRH-TH	SSO-CE	HMIS
Policy/System Alignment	Advancing equity	5.0	Specific action steps taken and planned to advance equity within program	1 action step completed, 2 for 2023	1 action step completed, 2 for 2023	1 action step completed, 2 for 2023	1 action step completed, 2 for 2023	1 action step completed, 2 for 2023
Policy/System Alignment	Coordinated Entry improvement	10.0	# CES development activities in which project/agency participated	≥ 4	≥ 4	≥ 4		
Policy/System Alignment	Equal Access implementation	10.0	Few elements have a "no" response without a plan to address, or a "yes" response than is not supported by documents	<5	<5	<5		
Policy/System Alignment	Promoting participant self sufficiency	5.0	Specific service levels are defined and steps identified to support self sufficiency	Specific service levels defined; >1 step each identified to use assessment, income, and Moving On to support self sufficiency	Specific service levels defined; >1 step each identified to use assessment, income, and Moving On to support self sufficiency	Specific service levels defined; >1 step each identified to use assessment, income, and Moving On to support self sufficiency		
				<b>30</b>	<b>30</b>	<b>30</b>	<b>5</b>	<b>5</b>
Priority Needs	Serving chronically homeless persons	5.0	% participants chronically homeless at entry	> 80%	> 30%	> 30%	> 70%	
Priority Needs	Serving persons fleeing domestic violence	5.0	% participants identified as fleeing DV at entry	> 25%	> 50%	> 50%	> 50%	
Priority Needs	Serving persons with a disability	5.0	% participants have a disability at entry	> 95%	> 40%	> 40%	> 40%	
Priority Needs	Serving other high-need population/underserved group	5.0	% participants in other priority population	> 40%	> 40%	> 40%	> 40%	
				<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>0</b>

Review Categories	Review Criteria	Points	Measurement	PSH	RRH	RRH-TH	SSO-CE	HMIS
Project Management	Full utilization of beds/units/slots	5.0	% of total HH capacity in use at quarterly PIT	≥ 90%	≥ 90%	≥ 90%	≥ 90%	
Project Management	HMIS data quality	5.0	% data quality points possible	≥ 75%	≥ 75%	≥ 75%		
Project Management	Low rate of fund recapture	5.0	Draws are regular and at least quarterly	4+ draws at regular intervals	4+ draws at regular intervals	4+ draws at regular intervals	4+ draws at regular intervals	4+ draws at regular intervals
Project Management	Regular fund draws	5.0	% of funds recaptured in last two grant cycles	≤ 5%	≤ 5%	≤ 5%	≤ 5%	≤ 5%
Project Management	Staff training and support	5.0	Training records indicate compliance with CoC policy	≥ 75% required training topics delivered for manager and direct service staff	≥ 75% required training topics delivered for manager and direct service staff	≥ 75% required training topics delivered for manager and direct service staff	Training records indicate applicable training completed	Training records indicate applicable training completed

**25                      25                      25                      20                      15**

Population-Specific Criteria	Policy/System Alignment: Early childhood coordination (C&Y only)	5.0	Written plan submitted with staff qualifications, physical space (housing projects only), partner roles, and evaluation defined; Evidence of implementation provided.	Written plan addresses all elements; evidence of implementation provided	Written plan addresses all elements; evidence of implementation provided	Written plan addresses all elements; evidence of implementation provided		
Population-Specific Criteria	Policy/System Alignment: K12 coordination (C&Y only)	5.0	Written plan submitted with staff qualifications, physical space (housing projects only), partner roles, and evaluation defined	Written plan addresses all elements; evidence of implementation provided	Written plan addresses all elements; evidence of implementation provided	Written plan addresses all elements; evidence of implementation provided		
Population-Specific Criteria	Performance: Housing Stability - 6 months (DV and youth only)	5.0	% participants remain in PH 6 moves after move in date		> 90%	> 90%		
Population-Specific Criteria	Performance: Permanent connections (youth only)	5.0	% participants report at least one new/improved connection to community or relevant adults 6 months after enrollment		> 75%	> 75%		

		PSH	RRH	RRH-TH	SSO-CE	HMIS
<b>Maximum Points Possible</b>	<b>All programs unless listed below</b>	<b>125</b>	<b>110</b>	<b>110</b>	<b>65</b>	<b>40</b>
	<b>Programs serving households with children</b>	<b>135</b>	<b>120</b>	<b>120</b>		
	<b>Youth-focused programs</b>		<b>130</b>	<b>130</b>		
	<b>Survivor/Victim-focused programs</b>		<b>125</b>	<b>125</b>		

# River Valleys CoC Project Review Sheet 2023

## Permanent Supportive Housing

Applicant: \_\_\_\_\_ 0  
 Project: \_\_\_\_\_ 0

**Renewal Project Rating Criteria**

<i>Review Factor</i>	<i>Standard</i>	<i>Data Source</i>	<i>Scale</i>	<i>Standard Met?</i>	<i>Notes</i>
<b>THRESHOLD REQUIREMENTS - 2023 SELECTED REVIEW ELEMENTS</b>					
<b>SAM.gov registration</b>	Applicant status is active/current	<a href="#">Sam.gov listings</a>	Yes/No		
<b>Approved Code of Conduct</b>	Approved Code of Conduct posted or submitted to HUD for review	<a href="#">HUD posted list of approved Codes of Conduct</a>	Yes/No		
<b>Participation of homeless persons</b>	Person(s) with lived experience of homelessness on agency board/ other decision-making body	Board membership policy and current member list	Yes/No		
<b>Project APR completed</b>	APR submitted on time and accepted by HUD	<a href="#">Sage reporting repository</a>	Yes/No		
<b>Project participation in CoC meetings</b>	≥ 75% CoC meetings with project reps attending	CoC meeting notes and Zoom system records	Yes/No		
<b>Coordinated Entry policy compliance</b>	Program entries via CE referral	HMIS or alternate database, CE Monitoring Report, Core Report	Yes/No		
<i>Other notes or explanation on Threshold Requirements</i>				<b>0</b>	

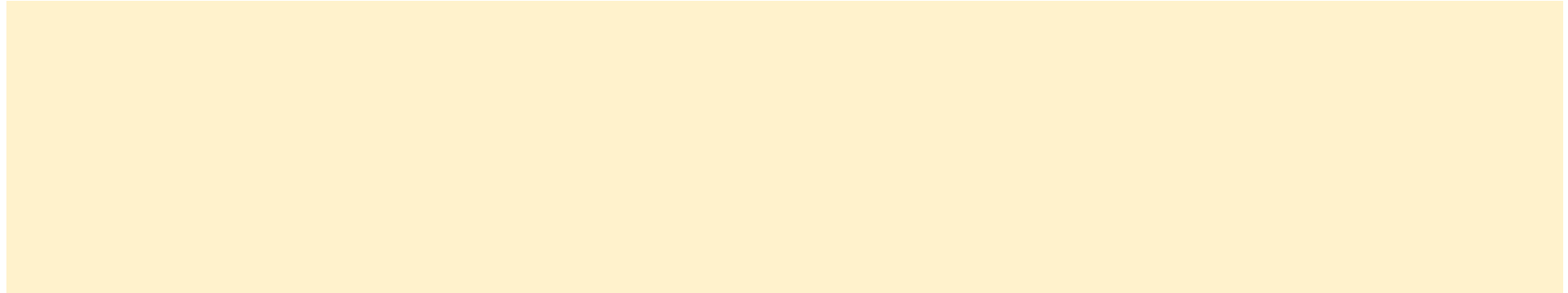


Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>PERFORMANCE</b>								
<b>Rapid access to Housing</b>	< 30 days to program entry after referral from Coordinated Entry	Program Entries and Referrals Report (or alt DB for DV programs)	> 60	60-30	<30	<b>0</b>	0/2.5/5	<b>5</b>
<b>Housing Stability/Exits to Permanent Housing</b>								
<b>Current year outcome</b>	> 85% remained in or exited to permanent housing	APR Q5a.8, Q23c	< 70%	70-85%	> 85%	<b>#DIV/0!</b>	0/2.5/5	<b>#DIV/0!</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#DIV/0!</b>	0/2.5	<b>#DIV/0!</b>
<b>Returns to Homelessness within 12 months of exit to PH*</b>								
<b>Current year outcome</b>	< 5% of participants returned to homelessness	054 Returns to Homelessness Report	> 10%	5-10%	< 5%	<b>0%</b>	0/2.5/5	<b>5</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<b>Increased income for project stayers - earned</b>								
<b>Current year outcome</b>	> 10% adult leavers increased earned income	APR Q19a1	< 5%	5-10%	> 10%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<b>Increased income for project stayers - non-employment</b>								
<b>Current year outcome</b>	> 40% adult leavers increased non-employment income	APR Q19a1	< 25%	25-40%	> 40%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<b>Increased income for project leavers - earned</b>								
<b>Current year outcome</b>	> 15% adult leavers increased earned income	APR Q19a2	< 5%	5-10%	> 10%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<b>Increased income for project leavers - non-employment</b>								
<b>Current year outcome</b>	> 30% adult leavers increased non-employment income	APR Q19a2	< 15%	15-30%	> 30%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<i>Other notes or explanation on Performance</i>						<b>Subtotal Performance #DIV/0!</b>		

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>SERVE HIGH NEED POPULATIONS</b>								
<b>Chronically homeless participants</b>	>80% participants are chronically homeless at entry	APR Q26a	< 65%	65-80%	> 80%	<b>#DIV/0!</b>	0/2.5/5	<b>#DIV/0!</b>
<b>Participants with a disability</b>	> 95% participants have a disability at entry	APR Q13a2, Q5a.2	< 80%	80-95%	> 95%	<b>#DIV/0!</b>	0/2.5/5	<b>#DIV/0!</b>
<b>Participants fleeing domestic violence</b>	>25% participants identified as fleeing DV at entry	APR Q13a2, Q5a.2	< 15%	15-25%	> 25%	<b>#DIV/0!</b>	0/2.5/5	<b>#DIV/0!</b>
<b>Other priority population (Pick one)</b>	> 40% participants meet another priority population category (detail required)	Your data source (Identify in workbook)	< 25%	25-40%	> 40%	<b>#DIV/0!</b>	0/2.5/5	<b>#DIV/0!</b>
<i>Other notes or explanation on Serving High Need Populations</i>						<b>Subtotal High Need Populations</b>	<b>#DIV/0!</b>	0

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>PROJECT MANAGEMENT</b>								
Bed/unit utilization	≥ 90% bed or unit utilization	APR Q7 or APR Q8	< 75%	75-90%	> 90%		0/2.5/5	0
HMIS data quality	≥ 75% data quality points possible	APR Q6a-6d	< 75%	75-90%	> 90%	0%	0/2.5/5	0
eLOCCS draws	Draws are regular and at least quarterly	eLOCCS screenshots	< 4 & irregular	mixed	≥ 4 & regular		0/2.5/5	
Fund recapture	≤ 5% of funds recaptured in last two grant cycles	eLOCCS screenshots, SAGE imported data	> 20%	5-20%	< 5%		0/2.5/5	0
Staff training and support	≥ 75% required training topics delivered for manager and direct service staff	Agency-created forms or materials	<50% required training topics delivered for manager and direct service staff	50-75% required training topics delivered for manager and direct service staff	≥ 75% required training topics delivered for manager and direct service staff		0/2.5/5	0
<b>Subtotal Project Management</b>								<b>0</b>

Other notes or explanation on Project Management



Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>POLICY/SYSTEM ALIGNMENT</b>								
<b>Coordinated Entry participation</b>	Participation ≥4 CES development activities	CES checklist, sign-in sheets, list outreach notes	0-2 activities	3 activities	4-5 activities	0/5/10		
<b>Equal Access Rule compliance</b>	Fewer than 5 elements have a "no" response or are not verified	Equal Access checklist plus documentation	> 10 no	5-10 no	< 5 no	0/5/10		
<b>Promoting Self-Sufficiency</b>	Specific service levels defined; >1 step each identified to use assessment, income, and Moving On to support self sufficiency	Self-sufficiency form and agency-created materials	Narrative not submitted	Narrative does not define service levels or indicates <1 action step for 2023	Narrative defines service levels and indicates ≥1 action step for 2023	0/2.5/5		
<b>Advancing Equity</b>	Specific action steps taken and planned to advance equity within program	Advancing Equity form and agency-created materials	Narrative not submitted	Narrative indicates <1 action step in 2022 or < 2 activities proposed/ under way for 2023	Narrative indicates ≥1 action step completed, ≥2 for 2023	0/2.5/5		
<i>For projects serving households with children or youth</i>								
<b>Early childhood development</b>	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	0/2.5/5		
<b>K-12 education</b>	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	0/2.5/5		
<i>Other notes or explanation on Policy/System Alignment</i>						<b>Subtotal Policy/System Alignment</b>	<b>0</b>	

Rating Factor	Standard	Data Source	Rating Scale			Outcome Range	Points Claimed	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>POPULATION-SPECIFIC CRITERIA</b>								
<i>For projects targeting survivors of domestic violence, dating violence, sexual assault, or stalking</i>								
<b>Reducing level of perceived risk</b>	> 80% participants report reduced level of perceived risk at 6 months	Participant survey report - 6, 12, 18, 24 months program	<50%	50-80%	>80%	0/2.5/5		
<b>Housing stability in permanent housing</b>	> 90% participants remain in PH 6 moves after move in date	Alternate DB, Participant survey report	<70%	70-90%	>90%	0/2.5/5		
<i>Other notes or explanation on Population -Specific Criteria</i>						<b>Subtotal Population-Specific Criteria</b>	<b>0</b>	

**Total Points Claimed #DIV/0!**

**Optional: Other relevant outcomes, changes, or efforts made for this project in calendar year 2022**

# River Valleys CoC Project Reviews 2023

## Permanent Supportive Housing (PSH) Projects

Applicant:

Project:

### WORKBOOK for APR-based calculations

Measure	Data Source	Calculation description	Calculation steps							
<b>PERFORMANCE</b>										
<b>Rapid Access to Housing</b>	CE referrals and program entries report	Median days from CE referral to program entry	Enter # from report as indicated at left							
			<input type="text"/> Number used to calculate score							
<b>Housing Stability/Exits to Permanent Housing</b>	APR Q5a.8, Q23c	(Total stayers + total leavers to positive destinations) / (Total stayers + total leavers - leavers to excluded destinations)	Total stayers (5a.8)	Total leavers to positive destinations (23c third row from bottom)	Subtotal positive stayers and leavers	Total stayers (5a.8)	Total leavers (23c fourth row from bottom called "Total")	Total leavers to excluded destinations (23c second row from bottom)	Subtotal all stayers and leavers, except excluded destinations	<b>Number used to calculate score</b>
			<input type="text"/>	<input type="text"/>	0	0	<input type="text"/>	<input type="text"/>	0	<b>#DIV/0!</b>
<b>Improvement in Housing Stability</b>	APR Q5a.8, Q23c (current and previous year)	Compare rate of housing stability for reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold the answer is "Yes"	Last year rate of housing stability	This year rate of housing stability	Improvement? <b>#DIV/0!</b> Response used to calculate score					
			#N/A	#DIV/0!						
<b>Returns to Homelessness</b>	054 Returns to Homelessness Report	None. % used to calculate score found in far right column of report (second table).	Enter % from report as indicated at left		<b>NOTE: IF THE PROJECT INCLUDES MORE THAN ONE HMIS PROVIDER ON THE LIST, YOU MUST ADD TOGETHER THE EXITERS AND RETURNERS FROM EACH PROVIDER MANUALLY TO CALCULATE THE RETURN RATE.)</b>					
			<input type="text"/> Number used to calculate score							
<b>Improvement in returns to homelessness</b>	054 Returns to Homelessness Report	Compare rate of returns to homelessness reported in current year report and previous year report. If current rate is lower or maintained at the full points threshold, the answer is "Yes".	Last year rate of returns to homelessness	This year rate of returns to homelessness	Improvement? <b>#N/A</b> Response used to calculate score					
			#N/A	0.0%						

<b>New or Increased earned income for project stayers</b>	APR Q19a1	None. % used to calculate score found in APR question 19a1, first line "Number of adults with Earned Income", far right column.	Enter % from APR as indicated at left	<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> Number used to calculate score	
<b>Improvement in earned income for project stayers</b>	APR Q19a1	Compare rate of earned income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of earned income for stayers	This year rate of earned income for stayers	Improvement? <b>#N/A</b> Response used to calculate score
<b>New or Increased non-employment income for project stayers</b>	APR Q19a1	None. % used to calculate score found in APR question 19a1, third line "Number of adults with Other Income", far right column.	Enter % from APR as indicated at left	<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> Number used to calculate score	
<b>Improvement in non-employment income for stayers</b>	APR Q19a1	Compare rate of non-employment income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold the answer is "Yes"	Last year rate of non-employment income for stayers	This year rate of non-employment income for stayers	Improvement? <b>#N/A</b> Response used to calculate score
<b>New or Increased earned income for project leavers</b>	APR Q19a2	None. % used to calculate score found in APR question 19a2, first line "Number of adults with earned income", far right column.	Enter % from APR as indicated at left	<div style="border: 1px solid black; width: 100px; height: 20px; margin-bottom: 5px;"></div> Number used to calculate score	







HMIS data quality (alternate DB for DV)	APR Q6a-6d	Total number of core data elements where your project met the error rate standard / total number of core data elements in calculation	Data Element, Q6a-6d	% Error Rate, Q61-6d, far right column	Standard	Met?	Number of standards met	Number used to calculate score
			Q6a. Personally Identifiable Information (PII)				0	0.0%
			Name (3.1)		< 5%	No	Total number of core data elements	
			Social Security Number (3.2)		< 10%	No		
			Date of Birth (3.3)		< 1%	No		
			Race (3.4)		< 5%	No		
			Ethnicity (3.5)		< 5%	No		
			Gender (3.6)		< 5%	No		
			Q6b. Universal Data Elements				16	
			Veteran Status (3.7)		< 5%	No		
			Project Entry Date (3.10)		< 5%	No		
			Relationship to Head of Household (3.15)		< 5%	No		
			Client Location (3.16)		< 5%	No		
			Disabling Condition (3.8)		< 5%	No		
			Q6c. Income and Housing Data Quality					
			Destination (3.12)		< 5%	No		
			Income and Sources (4.2) at Entry		< 5%	No		
			Income and Sources (4.2) at Annual Assessmt		< 5%	No		
			Income and Sources (4.2) at Exit		< 5%	No		
			Q6d. Chronic Homelessness					
			Entering into PH (all)		< 5%	No		

# River Valleys CoC Project Review Sheet 2023

## Rapid Re-Housing and Joint Transitional/Rapid Re-Housing

Applicant: \_\_\_\_\_ 0  
 Project: \_\_\_\_\_ 0

**Renewal Project Rating Criteria**

<i>Review Factor</i>	<i>Standard</i>	<i>Data Source</i>	<i>Scale</i>	<i>Standard Met?</i>	<i>Notes</i>
<b>THRESHOLD REQUIREMENTS - 2023 SELECTED REVIEW ELEMENTS</b>					
<b>SAM.gov registration</b>	Applicant status is active/current	<a href="#">Sam.gov listings</a>	Yes/No		
<b>Approved Code of Conduct</b>	Approved Code of Conduct posted or submitted to HUD for review	<a href="#">HUD posted list of approved Codes of Conduct</a>	Yes/No		
<b>Participation of homeless persons</b>	Person(s) with lived experience of homelessness on agency board/ other decision-making body	Board membership policy and current member list	Yes/No		
<b>Project APR completed</b>	APR submitted on time and accepted by HUD	<a href="#">Sage reporting repository</a>	Yes/No		
<b>Project participation in CoC meetings</b>	≥ 75% CoC meetings with project reps attending	CoC meeting notes and Zoom system records	Yes/No		
<b>Coordinated Entry policy compliance</b>	Program entries via CE referral	HMIS or alternate database, CE Monitoring Report, Core Report	Yes/No		

*Other notes or explanation on Threshold Requirements*

**0**

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points Claimed	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>PERFORMANCE</b>								
<b>Rapid access to Housing</b>	< 15 days to program entry after referral from Coordinated Entry	Program Entries and Referrals Report (or alt DB for DV programs)	> 30	15-30	<15	<b>0</b>	0/2.5/5	<b>5</b>
<b>Housing Stability/Exits to Permanent Housing</b>								
<b>Current year outcome</b>	> 85% remained in or exited to permanent housing	APR Q5a.8, Q23c	< 70%	70-85%	> 85%	<b>#DIV/0!</b>	0/2.5/5	<b>#DIV/0!</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#DIV/0!</b>	0/2.5	<b>#DIV/0!</b>
<b>Returns to Homelessness within 12 months of exit to PH*</b>								
<b>Current year outcome</b>	< 5% of participants returned to homelessness	054 Returns to Homelessness Report	> 10%	5-10%	< 5%	<b>0%</b>	0/2.5/5	<b>5</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<b>Increased income for project leavers - earned</b>								
<b>Current year outcome</b>	> 10% adult leavers increased earned income	APR Q19a2	< 5%	5-10%	> 10%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<b>Increased income for project leavers - non-employment</b>								
<b>Current year outcome</b>	> 30% adult leavers increased non-employment income	APR Q19a2	< 10%	10-20%	> 20%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>#N/A</b>	0/2.5	<b>#N/A</b>
<i>Other notes or explanation on Performance</i>						<b>Subtotal Performance #DIV/0!</b>		

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>SERVE HIGH NEED POPULATIONS</b>								
Chronically homeless participants	>30% participants are chronically homeless at entry	APR Q26a	< 15%	15-30%	> 30%	#DIV/0!	0/2.5/5	#DIV/0!
Participants with a disability	> 40% participants have a disability at entry	APR Q13a2, Q5a.2	< 25%	25-50%	> 50%	#DIV/0!	0/2.5/5	#DIV/0!
Participants fleeing domestic violence	>40% participants identified as fleeing DV at entry	APR Q13a2, Q5a.2	< 20%	20-40%	> 40%	#DIV/0!	0/2.5/5	#DIV/0!
Other priority population (Pick one)	> 40% participants meet another priority population category (detail required)	Your data source (Identify in workbook)	< 25%	25-40%	> 40%	#DIV/0!	0/2.5/5	#DIV/0!
<i>Other notes or explanation on Serving High Need Populations</i>						<b>Subtotal High Need Populations #DIV/0!</b>		

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>PROJECT MANAGEMENT</b>								
Bed/unit utilization	≥ 90% bed or unit utilization	APR Q7 or APR Q8	< 75%	75-90%	> 90%		0/2.5/5	0
HMIS data quality	≥ 75% data quality points possible	APR Q6a-6d	< 75%	75-90%	> 90%	0%	0/2.5/5	0
eLOCCS draws	Draws are regular and at least quarterly	eLOCCS screenshots	< 4 & irregular	mixed	≥ 4 & regular		0/2.5/5	
Fund recapture	≤ 5% of funds recaptured in last two grant cycles	eLOCCS screenshots, SAGE imported data	> 20%	5-20%	< 5%		0/2.5/5	0
Staff training and support	≥ 75% required training topics delivered for manager and direct service staff	Agency-created forms or materials	<50% required training topics delivered for manager and direct service staff	50-75% required training topics delivered for manager and direct service staff	≥ 75% required training topics delivered for manager and direct service staff		0/2.5/5	0
<b>Subtotal Project Management</b>								<b>0</b>

Other notes or explanation on Project Management



Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points		Notes
			Undesired outcome	Acceptable outcome	Desired outcome		Range	Claimed	
<b>POLICY/SYSTEM ALIGNMENT</b>									
<b>Coordinated Entry participation</b>	Participation ≥4 CES development activities	CES checklist, sign-in sheets, list outreach notes	0-2 activities	3 activities	4-5 activities	0/5/10			
<b>Equal Access Rule compliance</b>	Fewer than 5 elements have a "no" response or are not verified	Equal Access checklist plus documentation	> 10 no	5-10 no	< 5 no	0/5/10			
<b>Promoting Self-Sufficiency</b>	Specific service levels defined; >1 step each identified to use assessment, income, and Moving On to support self sufficiency	Self-sufficiency form and agency-created materials	Narrative not submitted	Narrative does not define service levels or indicates <1 action step for 2023	Narrative defines service levels and indicates ≥1 action step for 2023	0/2.5/5			
<b>Advancing Equity</b>	Specific action steps taken and planned to advance equity within program	Advancing Equity form and agency-created materials	Narrative not submitted	Narrative indicates <1 action step in 2022 or < 2 activities proposed/ under way for 2023	Narrative indicates ≥1 action step completed, ≥2 for 2023	0/2.5/5			
<i>For projects serving households with children or youth</i>									
<b>Early childhood development</b>	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	0/2.5/5			
<b>K-12 education</b>	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	0/2.5/5			
<i>Other notes or explanation on Policy/System Alignment</i>						<b>Subtotal Policy/System Alignment</b>	<b>0</b>		

Rating Factor	Standard	Data Source	Rating Scale			Outcome Range	Points Claimed	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>POPULATION-SPECIFIC CRITERIA</b>								
<i>For projects targeting survivors of domestic violence, dating violence, sexual assault, or stalking</i>								
<b>Reducing level of perceived risk</b>	> 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%	0/2.5/5		
<b>Housing stability in permanent housing</b>	> 90% participants remain in PH 6 moves after move in date	Alternate DB, Participant survey report	<70%	70-90%	>90%	0/2.5/5		
<i>Other notes or explanation on Population -Specific Criteria</i>						<b>Subtotal Population-Specific Criteria</b>	<b>0</b>	

**Total Points Claimed #DIV/0!**

**Optional: Other relevant outcomes, changes, or efforts made for this project in calendar year 2022**



# River Valleys CoC Project Reviews 2023

## RRH and Joint RRH-TH Projects

Applicant:

Project:

### WORKBOOK for APR-based calculations

Measure	Data Source	Calculation description	Calculation steps							
<b>PERFORMANCE</b>										
<b>Rapid Access to Housing</b>	CE referrals and program entries report	Median days from CE referral to program entry	Enter # from report as indicated at left							
			<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div> Number used to calculate score							
<b>Housing Stability/Exits to Permanent Housing</b>	APR Q5a.8, Q23c	(Total stayers + total leavers to positive destinations) / (Total stayers + total leavers - leavers to excluded destinations)	Total stayers (5a.8)	Total leavers to positive destinations (23c third row from bottom)	Subtotal positive stayers and leavers	Total stayers (5a.8)	Total leavers (23c fourth row from bottom called "Total")	Total leavers to excluded destinations (23c second row from bottom)	Subtotal all stayers and leavers, except excluded destinations	<b>Number used to calculate score</b>
			<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>	<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>	0	0	<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>	<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div>	0	<b>#DIV/0!</b>
<b>Improvement in Housing Stability</b>	APR Q5a.8, Q23c (current and previous year)	Compare rate of housing stability for reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold the answer is "Yes"	Last year rate of housing stability	This year rate of housing stability	Improvement? <b>#DIV/0!</b> Response used to calculate score					
			<b>#N/A</b>	<b>#DIV/0!</b>						
<b>Returns to Homelessness</b>	054 Returns to Homelessness Report	None. % used to calculate score found in far right column of report (second table).	Enter % from report as indicated at left		<b>NOTE: IF THE PROJECT INCLUDES MORE THAN ONE HMIS PROVIDER ON THE LIST, YOU MUST ADD TOGETHER THE EXITERS AND RETURNERS FROM EACH PROVIDER MANUALLY TO CALCULATE THE RETURN RATE.)</b>					
			<div style="border: 1px solid black; width: 50px; height: 20px; display: inline-block;"></div> Number used to calculate score							
<b>Improvement in returns to homelessness</b>	054 Returns to Homelessness Report	Compare rate of returns to homelessness reported in current year report and previous year report. If current rate is lower or maintained at the full points threshold, the answer is "Yes".	Last year rate of returns to homelessness	This year rate of returns to homelessness	Improvement? <b>#N/A</b> Response used to calculate score					
			<b>#N/A</b>	0.0%						

<b>New or Increased earned income for project leavers</b>	APR Q19a2	None. % used to calculate score found in APR question 19a2, first line "Number of adults with earned income", far right column.	Enter % from APR as indicated at left		<b>Number used to calculate score</b>	
<b>Improvement in earned income for leavers</b>	APR Q19a2	Compare rate of earned income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of earned income for leavers	This year rate of earned income for leavers	Improvement?	<b>#N/A</b> Response used to calculate score
			#N/A	0.0%		
<b>New or Increased non-employment income for project leavers</b>	APR Q19a2	None. % used to calculate score found in APR question 19a2, third line "Number of adults with Other Income", far right column.	Enter % from APR as indicated at left		<b>Number used to calculate score</b>	
<b>Improvement in non-employment income for leavers</b>	APR Q19a2	Compare rate of non-employment income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold the answer is "Yes"	Last year rate of non-employment income for leavers	This year rate of non-employment income for leavers	Improvement?	<b>#N/A</b> Response used to calculate score
			#N/A	0.0%		

**SERVE HIGH NEED POPULATIONS**

<b>Serving chronically homeless participants</b>	APR Q26a	Totals households that include at least 1 CH person / Total households	Total HHs with one+ CH person (26a, first line, "Total" column)	Total HHs (26a, last line, "Total" column)	<b>Number used to calculate score</b>
					<b>#DIV/0!</b>

<b>Serving participants with a disability</b>	APR Q13a2, Q5a.2	Total adults that entered with at least one disabling condition / Total adults	Adults without children, with 1 condition (Q13a2, second line "1 Condition", second column)	Adults without children, with 2 conditions (Q13a2, third line "2 Conditions", second column)	Adults without children, with 3+ conditions (Q13a2, fourth line "3+ Conditions", second column)	Adults with children, with 1 condition (Q13a2, second line "1 Condition", third column)	Adults with children, with 2 conditions (Q13a2, third line "2 Conditions", third column)	Adults with children, with 3+ conditions (Q13a2, fourth line "3+ Conditions", third column)	Total adults (Q5a.2)	<b>Number used to calculate score</b>									
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																			

#DIV/0!

<b>Serving participants fleeing domestic violence</b>	APR Q14b, Q5a.2	Total adults that were fleeing DV at entry / Total adults	Total adults fleeing DV at entry (Q14b, first line, "Total" column)	Total adults (Q5a.2)	<b>Number used to calculate score</b>				
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td> </tr> </table>								0	#DIV/0!

<b>Serving participants with other high needs or from priority populations</b>	<i>Enter name of data source</i>	<i>Enter calculation description</i>	Target population total	Overall total	<b>Number used to calculate score</b>					
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td> </tr> </table>						<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td> </tr> </table>				#DIV/0!

Select priority population

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**PROJECT MANAGEMENT**

<b>Bed utilization</b>	APR Q7b, APR Q8b, e-snaps application	Average one-night count of persons or households / number of people or households project proposed to serve in most recent e-snaps application. ** You may use either the person-based option or the household-based option, and you are encouraged to test both for your project. In general, the person-based calculation will better reflect utilization for projects serving single adults and the household-based calculation will better reflect utilization for projects serving households with children.	<b>Option 1:</b> Person-based calculation	Total Point in Time Count of persons in January (Q7b, line 1 "January", first column "Total")	Total Point in Time Count of persons in April (Q7b, line 2 "April", first column "Total")	Total Point in Time Count of persons in July (Q7b, line 3 "July", first column "Total")	Total Point in Time Count of persons in October (Q7b, line 4 "October", first column "Total")	Number of Persons to be served <u>from last e-snaps application</u> (Table 5A, lower right cell "Total persons")	<b>Number used to calculate score</b>
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td> </tr> </table>									#DIV/0!
			<b>Option 2:</b> Household based calculation	Total Point in Time Count of households in January (Q8b, line 1 "January", first column "Total")	Total Point in Time Count of households in April (Q8b, line 2 "April", first column "Total")	Total Point in Time Count of households in July (Q8b, line 3 "July", first column "Total")	Total Point in Time Count of households in October (Q8b, line 4 "October", first column "Total")	Number of Households to be served <u>from last e-snaps application</u> (Table 5A, first row, far right cell "Total households")	<b>Number used to calculate score</b>
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td> </tr> </table>									#DIV/0!

HMIS data quality (alternate DB for DV)	APR Q6a-6d	Total number of core data elements where your project met the error rate standard / total number of core data elements in calculation	Data Element, Q6a-6d	% Error Rate, Q61-6d, far right column	Standard	Met?	Number of standards met	Number used to calculate score
			Q6a. Personally Identifiable Information (PII)				0	0.0%
			Name (3.1)		< 5%	No	Total number of core data elements	
			Social Security Number (3.2)		< 10%	No		
			Date of Birth (3.3)		< 1%	No		
			Race (3.4)		< 5%	No		
			Ethnicity (3.5)		< 5%	No		
			Gender (3.6)		< 5%	No		
			Q6b. Universal Data Elements				16	
			Veteran Status (3.7)		< 5%	No		
			Project Entry Date (3.10)		< 5%	No		
			Relationship to Head of Household (3.15)		< 5%	No		
			Client Location (3.16)		< 5%	No		
			Disabling Condition (3.8)		< 5%	No		
			Q6c. Income and Housing Data Quality					
			Destination (3.12)		< 5%	No		
			Income and Sources (4.2) at Entry		< 5%	No		
			Income and Sources (4.2) at Annual Assessmt		< 5%	No		
			Income and Sources (4.2) at Exit		< 5%	No		
			Q6d. Chronic Homelessness					
			Entering into PH (all)		< 5%	No		

# River Valleys CoC Project Review Sheet 2023

## Non-Housing Projects (HMIS & SSO-Coordinated Entry)

Applicant: \_\_\_\_\_  
 Project: \_\_\_\_\_

**Renewal Project Rating Criteria**

<i>Review Factor</i>	<i>Standard</i>	<i>Data Source</i>	<i>Scale</i>	<i>Standard Met?</i>	<i>Notes</i>
<b>THRESHOLD REQUIREMENTS - 2023 SELECTED REVIEW ELEMENTS</b>					
<b>SAM.gov registration</b>	Applicant status is active/current	<a href="#">Sam.gov listings</a>	Yes/No		
<b>Approved Code of Conduct</b>	Approved Code of Conduct posted or submitted to HUD for review	<a href="#">HUD posted list of approved Codes of Conduct</a>	Yes/No		
<b>Participation of homeless persons</b>	Person(s) with lived experience of homelessness on agency board/ other decision-making body	Board membership policy and current member list	Yes/No		
<b>Project APR completed</b>	APR submitted on time and accepted by HUD	<a href="#">Sage reporting repository</a>	Yes/No		
<b>Project participation in CoC meetings</b>	≥ 75% CoC meetings with project reps attending	CoC meeting notes and Zoom system records	Yes/No		
<i>Other notes or explanation on Threshold Requirements</i>				<b>0</b>	

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>PERFORMANCE</b>								
<b>Supporting System Outcomes (SPMs)</b>	Project uses system role to support improved SPM outcomes in the CoC	SPM narrative	Narrative not submitted	Narrative indicates <1 system support outcome in 2022 or < 2 activities proposed/ under way for 2023	Narrative identifies ≥1 system support outcome in 2022 and ≥2 activities proposed/ under way for 2023		0/5/10	
<b>SSO-CE only: Rapid access to Housing</b>	85% of households with CE entry assessment completed Housing Problem Solving	CE Monitoring Report	< 65%	65-85%	> 85%		0/2.5/5	<b>0</b>
<b>SSO-CE only: Increased access to benefits</b>	25% of households served by Navigators access at least one mainstream benefits	CE Monitoring Report	< 15%	15-25%	> 25%		0/2.5/5	<b>0</b>
<b>HMIS only: Data system performance</b>	Satisfactory review from HMIS Governing Board	Letter from board	No		Yes		0/10	<b>0</b>
<i>Other notes or explanation on Performance</i>						<b>Subtotal Performance</b>		<b>0</b>

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points		Notes
			Undesired outcome	Acceptable outcome	Desired outcome		Range	Claimed	
<b>SERVE HIGH NEED POPULATIONS (SSO-CE Only)</b>									
<b>Chronically homeless participants</b>	>30% participants served by navigators meet chronic homeless threshold	CE Monitoring Report - Navigation Summary tab	< 20%	20-30%	> 30%		0/2.5/5	<b>0</b>	
<b>Participants with a disability</b>	> 50% participants served by navigators have a disability at entry	CE Monitoring Report - Navigation Summary tab	< 25%	25-50%	> 50%		0/2.5/5	<b>0</b>	
<b>Participants fleeing domestic violence</b>	>30% participants identified as fleeing DV at entry	CE Monitoring Report - Navigation Summary tab	< 20%	20-30%	> 30%		0/2.5/5	<b>0</b>	
<b>Other priority population (Pick one in cell M31)</b>	> 40% participants meet another priority population category (detail required)	Your data source (Identify in notes below)	< 25%	25-40%	> 40%		0/2.5/5	<b>0</b>	
<i>Other notes or explanation on Serving High Need Populations</i>						<b>Subtotal High Need Populations</b>		<b>0</b>	

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points Range	Points Claimed	Notes
			Undesired outcome	Acceptable outcome	Desired outcome				
<b>PROJECT MANAGEMENT</b>									
<b>SSO-CE: Caseload/slot utilization</b>	≥ 90% projected households served in Navigation	CE Monitoring Report - Navigation Summary tab (# engaged) ; App or subgrant agreements (# committed to serve)	< 75%	75-90%	> 90%		0/2.5/5	<b>0</b>	
<b>eLOCCS draws</b>	Draws are regular and at least quarterly	eLOCCS screenshots	< 4 & irregular	mixed	≥ 4 & regular		0/2.5/5		
<b>Fund recapture</b>	≤ 5% of funds recaptured in last two grant cycles	eLOCCS screenshots, SAGE imported data	> 20%	5-20%	< 5%		0/2.5/5	<b>0</b>	
<b>Staff training and support</b>	Documents submitted for initial review	Program-created forms or materials	Training records not submitted or unreadable	Training records indicate applicable training completed by some staff (or some training by all)	Training records indicate applicable training completed by all staff		0/2.5/5		
<b>Subtotal Project Management</b>							<b>0</b>		
<i>Other notes or explanation on Project Management</i>									



Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired outcome	Acceptable outcome	Desired outcome			
<b>POLICY/SYSTEM ALIGNMENT</b>								
<b>Advancing Equity</b>	Specific action steps taken and planned to advance equity within program	Advancing Equity form and agency-created materials	Narrative not submitted	Narrative indicates <1 action step in 2022 or < 2 activities proposed/ under way for 2023	Narrative indicates ≥1 action step completed, ≥2 for 2023	0/2.5/5		
<i>Other notes or explanation on Policy/System Alignment</i>						<b>Subtotal Policy/System Alignment</b>	<b>0</b>	

**Total Points Claimed 0.0**

**Optional: Other relevant outcomes, changes, or efforts made for this project in calendar year 2022**

Review Category	Review Criteria	Points	Measurement	PSH	RRH	RRH-TH	SSO-CE	HMIS
<b>Performance/Capacity to Perform</b>	HOUSING PROJECTS: Implementation plan: Specific steps to rapid access, housing stability, and increased income SERVICES PROJECTS: Implementation plan: Specific steps to resolve emergent needs assessment/referral, supports If new VAWA or rural costs included in project, VAWA and rural access preparation must be clearly defined.	<b>20</b>	NEW PROJECT/APPLICANT: # specific, relevant action steps identified with responsible party and completion date in CoC form. Completeness of e-snaps application compared to detailed instructions for project.  EXPANSION: 10 points new implementation plan, 10 points possible from associated renewal (% of performance points x 10 points)	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%
<b>Performance/Capacity to Perform</b>	Expected impact on community plan goals clearly defined. If new VAWA or rural costs included in project, VAWA and rural access impact must be addressed	<b>15</b>	# specific, relevant, and measurable changes expected for system/community and for participants	≥ 2 per (applicable) element	≥ 2 per (applicable) element	≥ 2 per (applicable) element	≥ 2 per (applicable) element	≥ 2 per (applicable) element
<b>Performance/Capacity to Perform</b>				<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>
<b>Policy/System Alignment</b>	Implementation plan: Housing First, Equal Access, Advancing equity, Promoting self-sufficiency, and CE engagement	<b>15</b>	NEW PROJECT APPLICANT: # specific, relevant action steps identified with responsible party and completion date  EXPANSION PROJECT: % points on renewal project policy/system alignment x 15	≥ 2 per (applicable) element  ≥ 75%	≥ 2 per (applicable) element  ≥ 75%	≥ 2 per (applicable) element  ≥ 75%	≥ 2 per (applicable) element  ≥ 75%	
<b>Policy/System Alignment</b>	Guidance/leadership by persons with lived experience 1	<b>10</b>	Project plan includes evidence of meaningful consultation and incorporation of input received	Persons and process described; Project description includes evidence of input incorporated	Persons and process described; Project description includes evidence of input incorporated	Persons and process described; Project description includes evidence of input incorporated	Persons and process described; Project description includes evidence of input incorporated	Persons and process described; Project description includes evidence of input incorporated
<b>Policy/System Alignment</b>	Guidance/leadership by persons with lived experience 2	<b>10</b>	Personal assessment of project engagement, model, and expected impact	PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points
<b>Policy/System Alignment</b>				<b>35</b>	<b>35</b>	<b>35</b>	<b>35</b>	<b>20</b>
<b>Priority Needs</b>	Serving geographic high-need area	<b>5</b>	% of project geography (by # of counties) in Priority 1 or Priority 2 areas AND does not include ineligible areas	>80% Priority 1	>80% Priority 1	>80% Priority 1	>80% Priority 1	
<b>Priority Needs</b>	Serving subpopulation high-need area	<b>5</b>	Project targets household type priority for Priority 1 or Priority 2 geography	Yes, if any	Yes, if any	Yes, if any	Yes, if any	

Review Category	Review Criteria	Points	Measurement	PSH	RRH	RRH-TH	SSO-CE	HMIS
Priority Needs	Serving other high-need population/ underserved group	5	% participants in other priority population - large families, persons with previous justice involvement, or over-represented population identified in rural data summary	> 40%	> 40%	> 40%	> 40%	
Priority Needs				15	15	15	15	
Project Management	Project implementation plan: timeline/steps	5	Steps identified address each required element	≥ 1 per element	≥ 1 per element	≥ 1 per element	≥ 1 per element	≥ 1 per element
Project Management	Cost effectiveness: leveraging healthcare and other housing resources	10	5 pts: Written documentation of rental assistance 5pts: Written documentation of healthcare services	Non-CoC rental assistance > 50% of units Healthcare services >25% of request	Non-CoC rental assistance > 50% of units Healthcare services >25% of request	Non-CoC rental assistance > 50% of units Healthcare services >25% of request		
Project Management	Experience with federal program grants	5	NEW APPLICANT: # cumulative years of experience with federal or state funds RETURNING/EXISTING APPLICANT: % points on renewal project in this funding year	≥ 2 years federal or 4 years other  ≥ 75%	≥ 2 years federal or 4 years other  ≥ 75%	≥ 2 years federal or 4 years other  ≥ 75%	≥ 2 years federal or 4 years other  ≥ 75%	≥ 2 years federal or 4 years other  ≥ 75%
Project Management				20	20	20	10	
Population-Specific Criteria	Implementation plan: Population-specific steps	5	# specific, relevant action steps identified with responsible party and completion date	≥ 2 per element	≥ 2 per element	≥ 2 per element	≥ 2 per element	
Population-Specific Criteria				5	5	5	5	0
<b>110</b>				<b>PSH</b>	<b>RRH</b>	<b>RRH-TH</b>	<b>SSO-CE</b>	<b>HMIS</b>
<b>Total Points possible</b>				<b>110</b>	<b>110</b>	<b>110</b>	<b>100</b>	<b>65</b>



Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
	Guidance/leadership by persons with lived experience - system	Personal assessment of project engagement, model, and expected impact	10			PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points	No response or response does not address question	
Priority Needs	Serving geographic high-need area	% of project geography (by # of counties) in Priority 1 or Priority 2 areas in applicable plan	5				≥80% in Priority 1 area	≥ 50-80% Priority 1 area or ≥80% in Priority 2 area	≤ 50% Priority 1 area or ≤ 80% in Priority 2 area	
	Serving subpopulation high-need area	Project targets household type priority for Priority 1 or Priority 2 geography in applicable plan	5				>80% single adults / single youth HHs	≤ 80% and >50% single adults / single youth HHs	≤ 50% single adults / single youth HHs	
	Serving other high-need population/underserved group	Project targets participants in other priority population - large families, persons with previous justice involvement, or over-represented in CoC data summary	5				> 40% of participant households	≤ 40% and >20% of participant households	≤20% of participant households	
Project Management	Project implementation plan: timeline/steps	Steps identified address each required element	5				≥ 1 per element	< 1 per element	No response or response does not address question	
	Cost effectiveness: leveraging healthcare and other housing resources	Written documentation provided for healthcare services and non-CoC rental assistance	10			Non-CoC rental assistance >50% of units + Healthcare services \$ >25% of request	Some rental assistance or healthcare services below the threshold for full points or meets threshold but written doc. not yet secured		No response or response does not indicate written doc. is available	

Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
	Experience with federal program grants	NEW APPLICANT: # cumulative years of experience with federal or state funds RETURNING/EXISTING APPLICANT: % points on renewal projects in this funding year (average if multiple projects)	5				≥ 2 years federal or 4 years other	< 2 years federal or < 4 years other	No response or no relevant federal or other experience identified	
Pop-Spec.	Implementation plan: population-specific steps	# specific, relevant action steps identified with responsible party and completion date	5				≥ 2 per element	< 2 per element	No response or response does not address question	

110

0 Raw score

0 Weighted score (100-point scale)



Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes	
	Guidance/leadership by persons with lived experience - system	Personal assessment of project engagement, model, and expected impact	10				PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points	No response or response does not address question	
Priority Needs	Serving geographic high-need area	% of project geography (by # of counties) in Priority 1 or Priority 2 areas in applicable plan	5				≥80% counties in Priority 1 or 2 areas; >40 HHs per year served	<80% counties in Priority 1 or 2 areas; >40 HHs per year served		Other (nonpriority) target areas or fewer than 40 HHs per year served	
	Serving subpopulation high-need area	Project targets household type priority for Priority 1 or Priority 2 geography in applicable plan	5				Housing Problem Solving/ Assessment (not Navigation)			Other (nonpriority) subpop.	
	Serving other high-need population/ underserved group	Project targets participants in other priority population - large families, persons with previous justice involvement, or over-represented in CoC data summary	5				> 40% of participant households	≤ 40% and >20% of participant households		≤20% of participant households	
Project Management	Project implementation plan: timeline/steps	Steps identified address each required element	5				≥ 1 per element	< 1 per element		No response or response does not address question	
	Experience with federal program grants	NEW APPLICANT: # cumulative years of experience with federal or state funds RETURNING/EXISTING APPLICANT: % points on renewal projects in this funding year (average if multiple projects)	5				≥ 2 years federal or 4 years other  ≥ 75%	< 2 years federal or < 4 years other  ≥ 60%		No response or no relevant federal or other experience identified  < 60%	
Pop-Spec.	Implementation plan: population-specific steps	# specific, relevant action steps identified with responsible party and completion date	5				≥ 2 per element	< 2 per element		No response or response does not address question	

100

0 Raw score

0 Weighted score (100-point scale)





Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
Project 1	Experience with federal program grants  NEW APPLICANT: # cumulative years of experience with federal or state funds RETURNING/EXISTING APPLICANT: % points on renewal projects in this funding year (average if multiple projects)	5				≥ 2 years federal or 4 years other	< 2 years federal or < 4 years other	No response or no relevant federal or other experience identified		
									65	0 Raw score
									0	0 Weighted score (100-point scale)

Review Category	Review Criteria	Points	Measurement	RRH	TH-RRH	SSO-CE
<b>Performance/Capacity to Perform</b>	HOUSING PROJECTS: Implementation plan: Specific steps to rapid access, housing stability, and increased income SERVICES PROJECTS: Implementation plan: Specific steps to resolve emergent needs assessment/referral, supports If new VAWA or rural costs included in project, VAWA and rural access preparation must be clearly defined.	<b>20</b>	NEW PROJECT/APPLICANT: # specific, relevant action steps identified with responsible party and completion date in CoC form. Completeness of e-snaps application compared to detailed instructions for project.  EXPANSION: 10 points new implementation plan, 10 points possible from associated renewal (% of performance points x 10 points)	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%	≥ 2 per (applicable) element + complete project description in e-snaps  ≥ 75%
<b>Performance/Capacity to Perform</b>	Expected impact on community plan goals clearly defined. If new VAWA or rural costs included in project, VAWA and rural access impact must be addressed	<b>15</b>	# specific, relevant, and measureable changes expected for system/community and for participants	≥ 2 per (applicable) element	≥ 2 per (applicable) element	≥ 2 per (applicable) element
<b>Performance/Capacity to Perform</b>				<b>35</b>	<b>35</b>	<b>35</b>
<b>Policy/System Alignment</b>	Implementation plan: Housing First, Equal Access, Advancing equity, Promoting self-sufficiency, and CE engagement	<b>15</b>	NEW PROJECT APPLICANT: # specific, relevant action steps identified with responsible party and completion date  EXPANSION PROJECT: % points on renewal project policy/system alignment x 10	≥ 2 per (applicable) element  ≥ 75%	≥ 2 per (applicable) element  ≥ 75%	≥ 2 per (applicable) element  ≥ 75%
<b>Policy/System Alignment</b>	Guidance/leadership by persons with lived experience 1	<b>10</b>	Project plan includes evidence of meaningful consultation and incorporation of input received	Persons and process described; Project description includes evidence of input incorporated	Persons and process described; Project description includes evidence of input incorporated	Persons and process described; Project description includes evidence of input incorporated
<b>Policy/System Alignment</b>	Guidance/leadership by persons with lived experience 2	<b>10</b>	Personal assessment of project engagement, model, and expected impact	PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points
<b>Policy/System Alignment</b>				<b>35</b>	<b>35</b>	<b>35</b>
<b>Priority Needs</b>	Serving geographic high-need area	<b>5</b>	% of project geography (by # of counties) in Priority 1 or Priority 2 areas in applicable plan AND does not include ineligible areas	>80% Priority 1	>80% Priority 1	>80% Priority 1

Review Category	Review Criteria	Points	Measurement	RRH	TH-RRH	SSO-CE
Priority Needs	Serving other high-need population/underserved group	5	Project targets participants in other priority population - large families, persons with previous justice involvement, or over-represented population identified in rural data summary	> 40%	> 40%	> 40%
Priority Needs				<b>10</b>	<b>10</b>	<b>10</b>
Project Management	Project implementation plan: timeline/steps	5	Steps identified address each required element	≥ 1 per element	≥ 1 per element	≥ 1 per element
Project Management	Cost effectiveness: leveraging healthcare and other housing resources	10	5 pts: Written documentation of rental assistance 5pts: Written documentation of healthcare services	Non-CoC rental assistance > 50% of units Healthcare services >25% of request	Non-CoC rental assistance > 50% of units Healthcare services >25% of request	
Project Management	Experience with federal program grants	5	NEW APPLICANT: # cumulative years of experience with federal or state funds RETURNING/EXISTING APPLICANT: % points on renewal projects in this funding year (average if multiple projects)	≥ 2 years federal or 4 years other ≥ 75%	≥ 2 years federal or 4 years other ≥ 75%	≥ 2 years federal or 4 years other ≥ 75%
Project Management				<b>20</b>	<b>20</b>	<b>10</b>
Population-Specific Criteria	Reduced level of perceived risk	5	% participants report reduced level of perceived risk at 6 months	> 75%	> 75%	
Population-Specific Criteria	Housing Stability - 6 months	5	% participants remain in PH 6 moves after move in date	> 90%	> 90%	
Population-Specific Criteria	Implementation plan: Population-specific steps & DV supplement	10	# specific, relevant action steps identified with responsible party and completion date	≥ 2 per element	≥ 2 per element	≥ 2 per element
Population-Specific Criteria				<b>20</b>	<b>20</b>	<b>10</b>
		<b>120</b>	<b>Total Points possible</b>	<b>RRH 120</b>	<b>TH-RRH 120</b>	<b>SSO-CE 100</b>

**New Project Review - DV Bonus**

**Housing Projects (RRH and Joint TH-RRH)**

Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes	
Performance/ Capacity to Perform	Implementation plan: Specific steps to rapid access, housing stability, and increased income  NEW PROJECT/APPLICANT: # specific, relevant action steps identified with responsible party and completion date in CoC form. Completeness of e-snaps application compared to detailed instructions for project. EXPANSION: 10 points new implementation plan, 10 points possible from associated renewal (% of performance points x 10 points)	20	≥ 2 specific, relevant steps per element + Complete project description in e-snaps (no additions/corrections/clarifications identified)	≥ 2 per element (mostly relevant and specific) + Mostly complete project description in e-snaps (5 or fewer additions/corrections/clarifications identified)	< 2 per element or irrelevant/nonspecific steps OR Partially complete project description in e-snaps (6+ additions/corrections/clarifications identified)	< 2 per element or irrelevant/nonspecific steps + Partially complete project description in e-snaps (6+ additions/corrections/clarifications identified)			No response or response does not address required question elements		
	Expected impact on community plan goals	15	# specific, relevant, and measurable changes expected for system/community and for participants	≥ 2 specific, relevant, and measurable changes identified	≥ 2 per element (mostly relevant and specific)	< 2 changes identified or are non-specific, irrelevant, or unmeasurable			No response or response does not address question		
Policy/System Alignment	Implementation plan: Housing First, Equal Access, Advancing equity, Promoting self-sufficiency, and CE engagement  NEW PROJECT APPLICANT: # specific, relevant action steps identified with responsible party and completion date EXPANSION PROJECT: % points on renewal project policy/system alignment x 15	15		≥ 2 specific, relevant steps per element	≥ 2 per element (mostly relevant and specific)	< 2 per element and some irrelevant/nonspecific steps			No response or response does not address question		
	Guidance/ leadership by persons with lived experience - project	10	Project plan includes evidence of meaningful consultation and incorporation of input received		Persons and process fully described; Project description includes evidence of input incorporated	Persons and process partially described; Project description includes some evidence of input incorporated	Persons and process minimally described; Project description includes little/no evidence of input		No response or response does not address question		

Project Name: \_\_\_\_\_ Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
	Guidance/leadership by persons with lived experience - system	10			PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points	No response or response does not address question		
Priority Needs	Serving geographic high-need area	5				≥80% in Priority 1 area	≥ 50-80% Priority 1 area or ≥80% in Priority 2 area	≤ 50% Priority 1 area or ≤ 80% in Priority 2 area		
	Serving other high-need population/underserved group	5				> 40% of participant households	≤ 40% and >20% of participant households	≤20% of participant households		
Project Management	Project implementation plan: timeline/steps	5				≥ 1 per element	< 1 per element	No response or response does not address question		
	Cost effectiveness: leveraging healthcare and other housing resources	10			Non-CoC rental assistance >50% of units + Healthcare services \$ >25% of request	Some rental assistance or healthcare services below the threshold for full points or meets threshold but written doc. not yet secured		No response or response does not indicate written doc. is available		
	Experience with federal program grants	5				≥ 2 years federal or 4 years other	< 2 years federal or < 4 years other	No response or no relevant federal or other experience identified		
						≥75%	60%	< 60%		

Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
Population-Specific	Reduced level of perceived risk	# specific, relevant action steps identified related to survivor safety	5				≥ 2 steps described in DV Supplement "Ensuring Survivor Safety" and "Evaluating Ability to Ensure Survivor Safety"	< 2 per described in DV Supplement "Ensuring Survivor Safety" and "Evaluating Ability to Ensure Survivor Safety"	No response or response does not address question	
	Housing Stability - 6 months	# specific, relevant action steps identified related to housing stability	5				≥ 2 steps described in DV Supplement "Providing Housing to DV Survivor (part 1)" AND calculated rate of housing retention in "Rate of Housing Placement and Retention"	< 2 per element or did not calculate rate of housing retention	No response or response does not address question	
	Implementation plan: population-specific steps & DV Supplement	# specific, relevant action steps identified with responsible party and completion date	10				≥ 2 per element	< 2 per element	No response or response does not address question	

120

0 Raw score

0 Weighted score (100-point scale)

**New Project Review - DV Bonus**

**Support Services Only for Coordinated Entry (SSO-CE)**

Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
Performance/ Capacity to Perform	Implementation plan: Specific steps to emergency needs resolution, assessment/referral, supports	NEW PROJECT/APPLICANT: # specific, relevant action steps identified with responsible party and completion date in CoC form. Completeness of e-snaps application compared to detailed instructions for project. EXPANSION: 10 points new implementation plan, 10 points possible from associated renewal (% of performance points x 10 points)	20	≥ 2 specific, relevant steps per element + Complete project description in e-snaps (no additions/corrections/clarifications identified)	≥ 2 per element (mostly relevant and specific) + Mostly complete project description in e-snaps (5 or fewer additions/corrections/clarifications identified)	< 2 per element or irrelevant/nonspecific steps OR Partially complete project description in e-snaps (6+ additions/corrections/clarifications identified)	< 2 per element or irrelevant/nonspecific steps + Partially complete project description in e-snaps (6+ additions/corrections/clarifications identified)		No response or response does not address required question elements	
	Expected impact on community plan goals	# specific, relevant, and measurable changes expected for system/community and for participants	15		≥ 2 specific, relevant, and measurable changes identified	≥ 2 per element (mostly relevant and specific)	< 2 changes identified or are non-specific, irrelevant, or unmeasurable		No response or response does not address question	
Policy/System Alignment	Implementation plan: Housing First, Equal Access, Advancing equity, Promoting self-sufficiency, and CE engagement	NEW PROJECT APPLICANT: # specific, relevant action steps identified with responsible party and completion date EXPANSION PROJECT: % points on renewal project policy/system alignment x 15	15	≥ 2 specific, relevant steps per element	≥ 2 per element (mostly relevant and specific)	< 2 per element or irrelevant/nonspecific steps	< 2 per element and irrelevant/nonspecific steps		No response or response does not address question	
	Guidance/ leadership by persons with lived experience - project	Project plan includes evidence of meaningful consultation and incorporation of input received	10			Persons and process fully described; Project description includes evidence of input incorporated	Persons and process partially described; Project description includes some evidence of input incorporated	Persons and process minimally described; Project description includes little/no evidence of input	No response or response does not address question	



Project Name: \_\_\_\_\_

Applicant: \_\_\_\_\_

Review Criteria	Measurement	Max Points	20	15	10	5	2	0	Points Awarded	Notes
	Guidance/leadership by persons with lived experience - system	10				PWLE Working Group discretionary points	PWLE Working Group discretionary points	PWLE Working Group discretionary points		No response or response does not address question
Priority Needs	Serving geographic high-need area	5				≥80% counties in Priority 1 or 2 areas; >40 HHs per year served	<80% counties in Priority 1 or 2 areas; >40 HHs per year served	Other (nonpriority) target areas or fewer than 40 HHs per year served		
	Serving other high-need population/underserved group	5				> 40% of participant households	≤ 40% and >20% of participant households	≤20% of participant households		
Project Management	Project implementation plan: timeline/steps	5				≥ 1 per element	< 1 per element	No response or response does not address question		
	Experience with federal program grants	5				≥ 2 years federal or 4 years other  ≥ 75%	< 2 years federal or < 4 years other  ≥ 60%	No response or no relevant federal or other experience identified  < 60%		
Pop-Spec.	Implementation plan: population-specific steps	10				≥ 2 per element	< 2 per element	No response or response does not address question		

100

0 Raw score

0 Weighted score (100-point scale)

**1E-2a. Scored Renewal Project Application**  
**Rochester/Southeast Minnesota CoC (MN-502)**

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Renewal projects applicants in the CoC complete a self-scored rating tool and the CoC completes one score form for each project, which includes agreed scores and comments for the project applicant.

The self-scored project rating tool and CoC final scoring form for Cherry Ridge RA (MN0300) renewal project from Mankato EDA/SWMHP are attached.

# River Valleys CoC Project Review Sheet 2023

## Permanent Supportive Housing

Applicant: Mankato EDA/SWMHP  
 Project: Cherry Ridge RA

**Renewal Project Rating Criteria**

<i>Review Factor</i>	<i>Standard</i>	<i>Data Source</i>	<i>Scale</i>	<i>Standard Met?</i>	<i>Notes</i>
<b>THRESHOLD REQUIREMENTS - 2023 SELECTED REVIEW ELEMENTS</b>					
<b>SAM.gov registration</b>	Applicant status is active/current	<a href="#">Sam.gov listings</a>	Yes/No	<b>Yes</b>	SWMHP approved. EDA submitted for review.  APR completed- was late due to a data issue we were trying to fix.
<b>Approved Code of Conduct</b>	Approved Code of Conduct posted or submitted to HUD for review	<a href="#">HUD posted list of approved Codes of Conduct</a>	Yes/No	<b>Yes</b>	
<b>Participation of homeless persons</b>	Person(s) with lived experience of homelessness on agency board/ other decision-making body	Board membership policy and current member list	Yes/No	<b>Yes</b>	
<b>Project APR completed</b>	APR submitted on time and accepted by HUD	<a href="#">Sage reporting repository</a>	Yes/No	<b>Yes</b>	
<b>Project participation in CoC meetings</b>	≥ 75% CoC meetings with project reps attending	CoC meeting notes and Zoom system records	Yes/No	<b>Yes</b>	
<b>Coordinated Entry policy compliance</b>	Program entries via CE referral	HMIS or alternate database, CE Monitoring Report, Core Report	Yes/No	<b>Yes</b>	
<i>Other notes or explanation on Threshold Requirements</i>				<b>6</b>	

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points Range	Points Claimed	Notes	
			Undesired	Acceptable	Desired outcome					
<b>PERFORMANCE</b>										
<b>Rapid access to Housing</b>	< 30 days to program entry after referral from Coordinated Entry	Program Entries and Referrals Report (or alt DB for DV programs)	> 60	60-30	<30	<b>0</b>	0/2.5/5	<b>5</b>	Only one leaver and that income non employment income increased. Only one leaver and that income non employment income increased.	
<b>Housing Stability/Exits to Permanent Housing</b>										
<b>Current year outcome</b>	> 85% remained in or exited to permanent housing	APR Q5a.8, Q23c	< 70%	70-85%	> 85%	<b>92%</b>	0/2.5/5	<b>5</b>		
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>Yes</b>	0/2.5	<b>2.5</b>		
<b>Returns to Homelessness within 12 months of exit to PH*</b>										
<b>Current year outcome</b>	< 5% of participants returned to homelessness	054 Returns to Homelessness Report	> 10%	5-10%	< 5%	<b>0%</b>	0/2.5/5	<b>5</b>		
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>Yes</b>	0/2.5	<b>2.5</b>		
<b>Increased income for project stayers - earned</b>										
<b>Current year outcome</b>	> 10% adult leavers increased earned income	APR Q19a1	< 5%	5-10%	> 10%	<b>25%</b>	0/2.5/5	<b>5</b>		
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>Yes</b>	0/2.5	<b>2.5</b>		
<b>Increased income for project stayers - non-employment</b>										
<b>Current year outcome</b>	> 40% adult leavers increased non-employment income	APR Q19a1	< 25%	25-40%	> 40%	<b>50%</b>	0/2.5/5	<b>5</b>		
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>Yes</b>	0/2.5	<b>2.5</b>		
<b>Increased income for project leavers - earned</b>										
<b>Current year outcome</b>	> 15% adult leavers increased earned income	APR Q19a2	< 5%	5-10%	> 10%	<b>0%</b>	0/2.5/5	<b>0</b>		
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>No</b>	0/2.5	<b>0</b>		
<b>Increased income for project leavers - non-employment</b>										
<b>Current year outcome</b>	> 30% adult leavers increased non-employment income	APR Q19a2	< 15%	15-30%	> 30%	<b>100%</b>	0/2.5/5	<b>5</b>		
<b>Improvement</b>	Improvement in outcome measure from previous year review		No	Same	Yes	<b>Yes</b>	0/2.5	<b>2.5</b>		
<i>Other notes or explanation on Performance</i>						<b>Subtotal Performance</b>		<b>42.5</b>		

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired	Acceptable	Desired outcome			
<b>SERVE HIGH NEED POPULATIONS</b>								
<b>Chronically homeless participants</b>	>80% participants are chronically homeless at entry	APR Q26a	< 65%	65-80%	> 80%	<b>100%</b>	0/2.5/5	<b>5</b>
<b>Participants with a disability</b>	> 95% participants have a disability at entry	APR Q13a2, Q5a.2	< 80%	80-95%	> 95%	<b>100%</b>	0/2.5/5	<b>5</b>
<b>Participants fleeing domestic violence</b>	>25% participants identified as fleeing DV at entry	APR Q13a2, Q5a.2	< 15%	15-25%	> 25%	<b>0%</b>	0/2.5/5	<b>0</b>
<b>Other priority population (Pick one)</b>	> 40% participants meet another priority population category (detail required)	Your data source (Identify in workbook)	< 25%	25-40%	> 40%	<b>29%</b>	0/2.5/5	<b>2.5</b>
<i>Other notes or explanation on Serving High Need Populations</i>						<b>Subtotal High Need Populations</b>		<b>12.5</b>

Active substance use

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired	Acceptable	Desired outcome			
<b>PROJECT MANAGEMENT</b>								
Bed/unit utilization	≥ 90% bed or unit utilization	APR Q7 or APR Q8	< 75%	75-90%	> 90%	0%	0/2.5/5	See below
HMIS data quality	≥ 75% data quality points possible	APR Q6a-6d	< 75%	75-90%	> 90%	81%	0/2.5/5	
eLOCCS draws	Draws are regular and at least	eLOCCS screenshots	< 4 &	mixed	≥ 4 & regular		0/2.5/5	
Fund recapture	≤ 5% of funds recaptured in last two	eLOCCS screenshots, SAGE	> 20%	5-20%	< 5%	0	0/2.5/5	
Staff training and support	≥ 75% required training topics delivered for manager and direct service staff	Agency-created forms or materials	<50% required	50-75% required	≥ 75% required	5	0/2.5/5	

*Other notes or explanation on Project Management*

**Subtotal Project Management 17.5**

1 participant had come to project from a previous provider and had been enrolled before statewide data sharing. By time of transfer to SWMHP as provider, did not want to engage in services and answered minimal questions to get entered into HMIS- refused to answer months homeless/previous housing as had been housed for a number of years with previous provider already. This person was also only leaver and wouldn't respond to questions re: where to next. 1 "refused/don't know" with such a small sample size automatically puts project under error limit. Explanations re: APR bed utilization: At time of APR, there was some sort of data issue that was not pulling into report correctly. While this was partially corrected, there remained an issue with how PIT was being pulled into the report. Worked with ICA and Hearth Connection (who does data entry for project) to resolve and were unable to identify source of data pulling incorrectly. Actual PIT counts/utilization for project: Jan- HH 5, Person 11; April- HH 5, Person 12; July- HH 6, person 13; Oct- HH 6, Person 13. This puts person utilization at 94.2% and HH at 68.8% 1 HH/2 people moved in 11/1 and as of Feb 23 all units are full.

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points	Notes
			Undesired	Acceptable	Desired outcome			
<b>POLICY/SYSTEM ALIGNMENT</b>								
<b>Coordinated Entry participation</b>	Participation ≥4 CES development activities	CES checklist, sign-in sheets, list outreach notes	0-2 activities	3 activities	4-5 activities	0/5/10	<b>10</b>	
<b>Equal Access Rule compliance</b>	Fewer than 5 elements have a "no" response or are not verified	Equal Access checklist plus documentation	> 10 no	5-10 no	< 5 no	0/5/10	<b>10</b>	
<b>Promoting Self-Sufficiency</b>	Specific service levels defined; >1 step each identified to use assessment, income, and Moving On to support self sufficiency	Self-sufficiency form and agency-created materials	Narrative not submitted	Narrative does not define service levels or indicates <1 action step for 2023	Narrative defines service levels and indicates ≥1 action step for 2023	0/2.5/5	<b>5</b>	
<b>Advancing Equity</b>	Specific action steps taken and planned to advance equity within program	Advancing Equity form and agency-created materials	Narrative not submitted	Narrative indicates <1 action step in 2022 or < 2 activities proposed/ under way for 2023	Narrative indicates ≥1 action step completed, ≥2 for 2023	0/2.5/5	<b>5</b>	
<i>For projects serving households with children or youth</i>								
<b>Early childhood development</b>	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	0/2.5/5	<b>2.5</b>	
<b>K-12 education</b>	Written plan with staff qualifications, physical space, partner roles, and evaluation defined	Checklist plus backup documentation	No plan	Partial plan	Full plan	0/2.5/5	<b>2.5</b>	
<i>Other notes or explanation on Policy/System Alignment</i>						<b>Subtotal Policy/System Alignment</b>	<b>35</b>	

Rating Factor	Standard	Data Source	Rating Scale			Outcome	Points		Notes
			Undesired	Acceptable	Desired outcome		Range	Claimed	
<b>POPULATION-SPECIFIC CRITERIA</b>									
<i>For projects targeting survivors of domestic violence, dating violence, sexual assault, or stalking</i>									
<b>Reducing level of perceived risk</b>	> 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%	0/2.5/5			
<b>Housing stability in permanent housing</b>	> 90% participants remain in PH 6 moves after move in date	Alternate DB, Participant survey report	<70%	70-90%	>90%	0/2.5/5			
<i>Other notes or explanation on Population -Specific Criteria</i>						<b>Subtotal Population-Specific Criteria</b>	<b>0</b>		

**Total Points Claimed 107.5**

**Optional: Other relevant outcomes, changes, or efforts made for this project in calendar year 2022**



# River Valleys CoC Project Reviews 2023

## Permanent Supportive Housing (PSH) Projects

Applicant:

Mankato EDA/SWMHP

<< START HERE

Project:

Cherry Ridge RA

<< START HERE

### WORKBOOK for APR-based calculations

Measure	Data Source	Calculation description	Calculation steps							
<b>PERFORMANCE</b>										
<b>Rapid Access to Housing</b>	CE referrals and program entries report	Median days from CE referral to program entry	Enter # from report as indicated at left							
			<div style="border: 1px solid black; display: inline-block; padding: 2px;"> <span style="font-size: 24px;"> </span> </div> Number used to calculate score							
<b>Housing Stability/Exits to Permanent Housing</b>	APR Q5a.8, Q23c	(Total stayers + total leavers to positive destinations) / (Total stayers + total leavers - leavers to excluded destinations)	Total stayers (5a.8)	Total leavers to positive destinations (23c third row from bottom)	Subtotal positive stayers and leavers	Total stayers (5a.8)	Total leavers (23c fourth row from bottom called "Total")	Total leavers to excluded destinations (23c second row from bottom)	Subtotal all stayers and leavers, except excluded destinations	Number used to calculate score
			12	0	12	12	1	0	1	<b>92.3%</b>
<b>Improvement in Housing Stability</b>	APR Q5a.8, Q23c (current and previous year)	Compare rate of housing stability for reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of housing stability	This year rate of housing stability	Improvement?	Response used to calculate score				
			87%	92%	<b>Yes</b>					
<b>Returns to Homelessness</b>	054 Returns to Homelessness Report	None. % used to calculate score found in far right column of report (second table).	Enter % from report as indicated at left							
			<div style="border: 1px solid black; display: inline-block; padding: 2px;"> <span style="font-size: 24px;"> </span> </div> Number used to calculate score							
<b>Improvement in returns to homelessness</b>	054 Returns to Homelessness Report	Compare rate of returns to homelessness reported in current year report and previous year report. If current rate is lower or maintained at the full points threshold, the answer is "Yes".	Last year rate of returns to homelessness	This year rate of returns to homelessness	Improvement?	Response used to calculate score				
			33%	0.0%	<b>Yes</b>					
<b>New or Increased earned income for project stayers</b>	APR Q19a1	None. % used to calculate score found in APR question 19a1, first line "Number of adults with Earned Income", far right column	Enter % from APR as indicated at left							
			<div style="border: 1px solid black; display: inline-block; padding: 2px;"> <span style="font-size: 24px;"> </span> </div> Number used to calculate score							
			<div style="border: 1px solid black; display: inline-block; padding: 2px;"> <span style="font-size: 24px;"> </span> </div> Number used to calculate score							

**NOTE: IF THE PROJECT INCLUDES MORE THAN ONE HMIS PROVIDER ON THE LIST, YOU MUST ADD TOGETHER THE EXITERS AND RETURNERS FROM EACH PROVIDER MANUALLY TO CALCULATE THE RETURN RATE.)**

<b>Improvement in earned income for project stayers</b>	APR Q19a1	Compare rate of earned income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of earned income for stayers	This year rate of earned income for stayers	Improvement? <b>Yes</b>	Response used to calculate score
			0%	25.0%		
<b>New or Increased non-employment income for project stayers</b>	APR Q19a1	None. % used to calculate score found in APR question 19a1, third line "Number of adults with Other Income", far right column	Enter % from APR as indicated at left			Number used to calculate score
			50%			
<b>Improvement in non-employment income for stayers</b>	APR Q19a1	Compare rate of non-employment income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of non-employment income for stayers	This year rate of non-employment income for stayers	Improvement? <b>Yes</b>	Response used to calculate score
			0%	50.0%		
<b>New or Increased earned income for project leavers</b>	APR Q19a2	None. % used to calculate score found in APR question 19a2, first line "Number of adults with earned income", far right column	Enter % from APR as indicated at left			Number used to calculate score
			0%			
<b>Improvement in earned income for leavers</b>	APR Q19a2	Compare rate of earned income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of earned income for leavers	This year rate of earned income for leavers	Improvement? <b>No</b>	Response used to calculate score
			0%	0.0%		
<b>New or Increased non-employment income for project leavers</b>	APR Q19a2	None. % used to calculate score found in APR question 19a2, third line "Number of adults with Other Income", far right column	Enter % from APR as indicated at left			Number used to calculate score
			100%			
<b>Improvement in non-employment income for leavers</b>	APR Q19a2	Compare rate of non-employment income reported in current APR and previous APR. If current rate is higher or maintained above the full points threshold, the answer is "Yes"	Last year rate of non-employment income for leavers	This year rate of non-employment income for leavers	Improvement? <b>Yes</b>	Response used to calculate score
			0%	100.0%		

**SERVE HIGH NEED POPULATIONS**

<b>Serving chronically homeless participants</b>	APR Q26a	Totals households that include at least 1 CH person / Total households	Total HHs with one+ CH person (26a, first line, "Total" column)	Total HHs (26a, last line, "Total column"	<b>Number used to calculate score</b>				
			7	7	<b>100.0%</b>				

<b>Serving participants with a disability</b>	APR Q13a2, Q5a.2	Total adults that entered with at least one disabling condition / Total adults	Adults without children, with 1 condition (Q13a2, second line "1 Condition", second column)	Adults without children, with 2 conditions (Q13a2, third line "2 Conditions", second column)	Adults without children, with 3+ conditions (Q13a2, fourth line "3+ Conditions", second column)	Adults with children, with 1 condition (Q13a2, second line "1 Condition", third column)	Adults with children, with 2 conditions (Q13a2, third line "2 Conditions", third column)	Adults with children, with 3+ conditions (Q13a2, fourth line "3+ Conditions", third column)	Total adults (Q5a.2)	<b>Number used to calculate score</b>
			1	1	2	1	1	1	7	<b>100.0%</b>

<b>Serving participants fleeing domestic violence</b>	APR Q14b, Q5a.2	Total adults that were fleeing DV at entry / Total adults	Total adults fleeing DV at entry (Q14b, first line, "Total" column)	Total adults (Q5a.2)	<b>Number used to calculate score</b>				
			0	7	<b>0.0%</b>				

<b>Serving participants with other high needs or from priority populations</b>	APR 13a1.	<i>Totals of Alcohol Use disorder, drug use disorder, both alcohol and drug use disorder identified as disability</i>	Target population total	Overall total	<b>Number used to calculate score</b>				
			2	7	<b>28.6%</b>	Select priority population Active substance use			

**PROJECT MANAGEMENT**

<b>Bed utilization</b>	APR Q7b, APR Q8b, e-snaps application	Average one-night count of persons or households / number of people or households project proposed to serve in most recent e-snaps application. ** You may use either the person-based option or the household-based option, and you are encouraged to test both for your project. In general, the person-based calculation	<b>Option 1: Person-based calculation</b>	Total Point in Time Count of persons in January (Q7b, line 1 "January", first column "Total")	Total Point in Time Count of persons in April (Q7b, line 2 "April", first column "Total")	Total Point in Time Count of persons in July (Q7b, line 3 "July", first column "Total")	Total Point in Time Count of persons in October (Q7b, line 4 "October", first column "Total")	Number of Persons to be served from last e-snaps application (Table 5A, lower right cell "Total persons")	<b>Number used to calculate score</b>
			9	8	9	9	13	<b>67.3%</b>	

in general, the person-based calculation will better reflect utilization for projects serving single adults and the household-based calculation will better reflect utilization for projects serving households with children.

**Option 2:  
Household based calculation**

Total Point in Time Count of households in January (Q8b, line 1 "January", first column "Total")

Total Point in Time Count of households in April (Q8b, line 2 "April", first column "Total")

Total Point in Time Count of households in July (Q8b, line 3 "July", first column "Total")

Total Point in Time Count of households in October (Q8b, line 4 "October", first column "Total")

Number of Households to be served from last e-snaps application (Table 5A, first row, far right cell "Total households")

**Number used to calculate score**

--	--	--	--	--

**#DIV/0!**

**HMIS data quality (alternate DB for DV)**

APR Q6a-6d

Total number of core data elements where your project met the error rate standard / total number of core data elements in calculation

Data Element, Q6a-6d

% Error Rate, Q61-6d, far right column

Standard Met?

Number of standards met

**Number used to calculate score**

Q6a. Personally Identifiable Information (PII)

Name (3.1)

0%

< 5%

Yes

Social Security Number (3.2)

0%

< 10%

Yes

Date of Birth (3.3)

0%

< 1%

Yes

Race (3.4)

0%

< 5%

Yes

Ethnicity (3.5)

0%

< 5%

Yes

Gender (3.6)

0%

< 5%

Yes

Total number of core data elements

13

**81.3%**

Q6b. Universal Data Elements

Veteran Status (3.7)

14%

< 5%

No

Project Entry Date (3.10)

0%

< 5%

Yes

Relationship to Head of Household (3.15)

0%

< 5%

Yes

Client Location (3.16)

0%

< 5%

Yes

Disabling Condition (3.8)

0%

< 5%

Yes

16

Q6c. Income and Housing Data Quality

Destination (3.12)

100%

< 5%

No

Income and Sources (4.2) at Entry

0%

< 5%

Yes

Income and Sources (4.2) at Annual Assessmt

0%

< 5%

Yes

Income and Sources (4.2) at Exit

0%

< 5%

Yes

Q6d. Chronic Homelessness

Entering into PH (all)

14%

< 5%

No



## Renewal Project Rating Report 2023

<b>Project name (PIN):</b>	Cherry Ridge Rental Assistance (MN0300)	<b>First Year Project:</b>	No
<b>Applicant/sponsor:</b>	Mankato EDA/Southwest MN Housing Partnership	<b>DV Project:</b>	No
<b>Component type:</b>	PSH	<b>Child-Youth participants:</b>	Yes

### Threshold Requirements Review

Both applicants and projects must meet threshold requirements to be considered eligible and in compliance with HUD CoC funding rules. Renewal projects included on the List of Eligible Renewals must maintain compliance with threshold requirements throughout the competition and project performance period. These requirements include:

- ✓ Active SAM (System for Award Management) registration.
- ✓ Valid Unique Entity Identifier (UEI) for federal awards.
- ✓ No Outstanding Delinquent Federal Debts (31 U.S.C. 3720B and 28 U.S.C. 3201(e) or agreed to repayment or resolution
- ✓ No Debarments or Suspensions (2 CFR 2424)
- ✓ Violations of Federal criminal law disclosed to HUD, if any
- ✓ Active board of directors including homeless representative
- ✓ Conflict of Interest policies and procedures in place and submitted to HUD
- ✓ Adequate financial management accounting practices and timely expenditure of funding award
- ✓ Reporting and application compliance, including on-time submittal of Annual Performance Report and e-snaps application
- ✓ Compliance with Housing First expectations
- ✓ CoC and Coordinated Entry participation
- ✓ HMIS participation (except victim service providers) per Section 407 of the Hearth Act

The following threshold requirements require clarification regarding compliance or a plan to meet the threshold requirements:

*None. Please contact Jennifer if you have questions about meeting or maintaining compliance with any of the threshold requirements listed above.*

### Project Rating

#### *Conditions on the Project Application*

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.

**Review elements flagged because they require clarification or revisions to project documents to meet HUD or CoC requirements:**

*Reallocation has been applied to this project. See page 4 for details regarding the maximum request amount. Contact the CoC Coordinator if you have questions about how to revise your project budget.*

**Recommendations**

Reviewers may flag review elements to make recommendations for improved performance. Project applicants are strongly encouraged to take appropriate action on these items, but no response is required. Other suggestions may be included in reviewer notes along with scoring on individual elements (on following pages).

*Reviewers recommend that program staff or managers participate in the CoC's quarterly CE Data Quality process as well as the statewide QDQ process for program data. Projects are responsible to ensure that entry data in HMIS is correct. Using the reports on a regular basis will help to identify any referrals that have not been closed and any emerging issues with programs, which can support better service for people and improved data outcomes for project reviews.*

**Score summary**

Rating Factor	Performance Standard	Points		Reviewer Comments
		Max	Awarded	
<b>PERFORMANCE</b>				
Rapid Access to Housing	<30 days to program entry after CE referral	5	5	
Housing Stability				
Current	> 85% remained in or exited to perm. housing	5	5	
Improvement from previous year		2.5	2.5	<i>Great seeing improvement in all of these areas!</i>
Returns to Homelessness				
Current	< 5% of participants returned to homelessness	5	5	
Improvement from previous year		2.5	2.5	
New or increased earned income for project stayers				
Current	> 10% adult stayers increased earned income	5	5	
Improvement from previous year		2.5	2.5	
New or increased non-employment income for project stayers				
Current	> 40% adult stayers increased NE income	5	5	
Improvement		2.5	2.5	
New or increased earned income for project leavers				
Current	> 10% adult leavers increased earned income	5	0	
Improvement from previous year		2.5	0	
New or increased non-employment income for project leavers				
Current	> 30% adult leavers increased NE income	5	5	
Improvement from previous year		2.5	2.5	
<b>Performance Subtotal</b>		<b>50</b>	<b>42.5</b>	
<i>Note: DV Performance elements included in Population Specific section.</i>				
<b>NEEDS RESPONSE</b>				
Serving chronically homeless participants	> 80% participants meet chronically homeless threshold at entry	5	5	<i>Projects that followed CE prioritization but did not meet CH threshold were awarded full points.</i>

Serving participants with a disability	> 95% participants have a disability at entry	5	5	
Serving participants fleeing DV	> 25% participants identified as fleeing DV at entry	5	0	
Other Priority	> 40% participants meet another priority population category	5	2.5	
<b>Needs Response Subtotal</b>		<b>20</b>	<b>12.5</b>	
<b>PROGRAM MANAGEMENT</b>				
Bed/unit utilization	> 90% bed or unit utilization	5	5	
Data quality	> 75% data quality points	5	2.5	
eLOCCS draws	Draws are regular and at least quarterly	5	5	
Fund recapture	< 5% of funds recaptured in last two grants	5	0	<i>Average recapture \$13,013 (21%)</i>
Staff training	75% required training topics delivered for manager and direct service staff	5	5	
<b>Program Management Subtotal</b>		<b>25</b>	<b>17.5</b>	
<b>POLICY/SYSTEM ALIGNMENT</b>				
Coordinated Entry compliance	Participate in CES development, improvement, and data quality efforts	10	10	
Equal Access Rule compliance	Fewer than 5 elements have "no" response or not verified; action step identified	10	10	<i>Honest and complete assessment, good documentation provided</i>
Housing First Implementation	Reviewed pre-competition. Confirmed in Applicant assurances		OK	
Promoting Self-Sufficiency	Specific service levels defined; >1 step to advance self-sufficiency in next year	5	5	<i>Great</i>
Advancing Equity	>1 action step completed; >2 steps to advance equity within program in next year	5	5	<i>Excellent</i>
<b>Policy/System Alignment Subtotal</b>		<b>30</b>	<b>30</b>	
<i>Note: Additional Policy/System alignment points included in Population Specific section.</i>				
<b>POPULATION-SPECIFIC CRITERIA</b>				
<b>For projects serving households with children or youth</b>				
Early childhood development	Written plan with all required elements documented	5	2.5	
K-12 education	Written plan with all required elements documented	5	2.5	
<b>For projects serving persons fleeing domestic violence</b>				
Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	5	NA	
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move-in date	5	NA	
<b>Population-Specific Criteria Subtotal</b>		<b>10</b>	<b>5</b>	
<b>Total renewal project review points awarded</b>		<b>107.5</b>		
<b>Total points possible</b>		<b>135</b>		
<b>Preliminary total score for ranking</b>		<b>79.63</b>		
<b>Late Penalty applied</b>		<b>No</b>		

<b>Total Score for Project Ranking</b>		<b>79.63</b>		
Score weighted to 100-point scale (points awarded / points possible * 100)				
<b>Project approved for the 2023 List of Eligible Renewal projects:</b>		<b>Yes</b>		
<b>Reallocation (reduction) applied to project in 2023, with rationale:</b>		<b>-\$5,537</b>		
<p><i>Thank you for voluntarily reallocating some of your grant funds for other projects. Reduction has been applied due to consistently underspent funds. Average annual amount unspent by the project and recaptured by HUD in recent years is \$13,013 (21%). The project is retaining a portion of the average unspent funds to 1) make adjustments for full utilization going forward, and 2) use the allowed budget modification option in this year's competition to shift some funds to the newly created VAWA budget line item as needed.</i></p>				
<b>Maximum request amount for 2023:</b>		<b>\$57,330</b>		



## **1E-5 Notification of Projects Rejected-Reduced Rochester/Southeast Minnesota CoC (MN-502)**

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### **Projects rejected:**

No projects were rejected in 2023.

### **Projects reduced:**

Four projects were reduced during scoring: Cherry Ridge RA (MN0300), Women's Shelter Inc. TH-RRH (MN0462), Southeast Hearth (MN0192), and SHOR (MN0064).

Attached:

- Screenshot of all email notices to applicants regarding renewal project scoring 7/11/23
- Email notice of reduction sent to Cherry Ridge project contacts, with attached score sheet
- Email notice to Women's Shelter contacts, with attached score sheet
- Email notice to Southeast Hearth project contacts, with attached score sheet
- Email notice to SHOR project contacts, with attached score sheet

One project was reduced during ranking by applicant choice: The 105 (MN0246).

Attached:

- Screenshot of all email notices to applicants regarding final project ranking 9/10/23
- Email notice confirming voluntary reduction sent to The 105 project contacts

Microsoft Outlook interface showing an email list. The interface includes a search bar, a ribbon with tabs (File, Home, Send / Receive, Folder, View, Developer, Help, Acrobat), and various toolbars for message actions, arrangement, layout, and window management.

The email list is displayed in a table format with columns: To, Subject, Sent, Size, and Categories. The list is filtered by 'All Unread' and sorted by 'Date' (ascending). A red circle highlights the 'Today' group of emails, and another red circle highlights the 'Sent Items' folder in the left-hand navigation pane.

To	Subject	Sent	Size	Categories
<b>Today</b>				
Nathaniel Saltz; Kate Brune	Radichel Townhomes Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:42 PM	428 KB	Project Performance Revi...
Jennifer Lamb; Nancy Bokelmann	Cherry Ridge Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:41 PM	480 KB	Project Performance Revi...
Tasha Clark; Laura Craig	Hearth SE RA Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:41 PM	432 KB	Project Performance Revi...
Kira Kallberg; Wes Brandenburger	Gage East and Silver Creek Corner Project Rating Reports - 2023 CoC Local Competition	Tue 7/11/2023 4:40 PM	778 KB	Project Performance Revi...
Jacob Radtke (jacob.radtke@olmst...)	SHOR, Francis, and The 105 Project Rating Reports - 2023 CoC Local Competition	Tue 7/11/2023 4:39 PM	1 MB	Project Performance Revi...
Victoria Heun; Allison Uthke-Scalet...	Maxfield Place Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:39 PM	429 KB	Project Performance Revi...
Jessica Bradford; Allison Uthke-Sca...	Castleview 1 Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:38 PM	431 KB	Project Performance Revi...
Randi Callahan; Kenedy Atkinson	HUD PSH and RRH Project Rating Reports - 2023 CoC Local Competition	Tue 7/11/2023 4:37 PM	762 KB	Project Performance Revi...
Beth Winterfeldt; Trisha Anderson	St. Peter Housing Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:36 PM	427 KB	Project Performance Revi...
Kara Hoel	Joint TH-RRH Project Rating Report - 2023 CoC Local Competition	Tue 7/11/2023 4:36 PM	424 KB	Project Performance Revi...
Britt Heinz-Amborn; Katherine Cros...	HMIS and SSO-CE Project Rating Reports - 2023 CoC Local Competition	Tue 7/11/2023 4:35 PM	1 MB	Project Performance Revi...
<b>Yesterday</b>				
Landy Quintal	Re: Increase CoC Planning Dollars	Mon 7/10/2023 6:27 PM	33 KB	
Carla Solem; Patty Beech; Cara Oak...	RE: 2021 Rural & BoS CoP	Mon 7/10/2023 3:04 PM	66 KB	
Andrew Pietsch; Jennifer Lamb; Ma...	RE: [External]NOFO topic for CoC Exec meeting	Mon 7/10/2023 12:01 PM	84 KB	
Jennifer Lamb; Andrew Pietsch; Ma...	NOFO topic for CoC Exec meeting	Mon 7/10/2023 10:04 AM	109 KB	
Randi Callahan	RE: Agenda & Zoom	Mon 7/10/2023 8:55 AM	34 KB	
<b>Sunday</b>				
Farden, Vicki (She/Her/Hers) (MHFA)	RE: Schedule your time for the CoC Market Reviews for the Multifamily RFP	Sun 7/9/2023 12:13 PM	72 KB	
<b>Last Week</b>				
Farden, Vicki (She/Her/Hers) (MHFA)	RE: Schedule your time for the CoC Market Reviews for the Multifamily RFP	Fri 7/7/2023 5:10 PM	77 KB	
Justin Eilers; Trisha Anderson; Beth...	Memo for Mankato PSH project	Fri 7/7/2023 5:03 PM	615 KB	
SWMN Coordinator	RE: <EXTERNAL> Fwd: FY 2023 Continuum of Care Notice of Funding Availability	Fri 7/7/2023 3:35 PM	306 KB	
Andrew Pietsch; Jacob Radtke (jac...	RE: RVCoC Exec Committee Reminder: Tuesday 7/11 at noon	Fri 7/7/2023 3:33 PM	288 KB	
Maddy Schwartz	Project review process	Fri 7/7/2023 11:12 AM	120 KB	

4:46 PM  
7/11/2023

**From:** [Jennifer Prins](#)  
**To:** [Jennifer Lamb](#); [Nancy Bokelmann](#)  
**Subject:** Cherry Ridge Project Rating Report - 2023 CoC Local Competition  
**Date:** Tuesday, July 11, 2023 4:41:00 PM  
**Attachments:** [CherryRidgeMN0300\\_PSH Renewal Notification Letter 2023.pdf](#)  
**Importance:** High

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Dear CoC renewal project grantee –

Thank you for submitting documents for review in the 2023 CoC Program Local Competition! Thank you also for your patience as we waited for the GIW this year. The CoC Project Performance & Review Committee has completed its reviews of Renewal Projects. On behalf of the CoC, I am notifying you of three things in regard to the project’s status in the 2023 CoC Program Local Competition:

1. **Project acceptance or rejection** (whether the project is considered an eligible renewal application for the 2023 CoC Program Local Competition)
  0. 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.
  1. Conditional acceptance requires action by the grantee prior to submitting an application in e-snaps for the national HUD CoC Program Competition.
  2. Acceptance means your project is eligible to be submitted in e-snaps and ranked by the CoC. Accepted projects should prepare for next steps, including submitting an online application in e-snaps for the CoC National Competition.
2. **Project score** to be used in the ranked project priority list submitted for the national HUD CoC Program Competition. As a reminder, projects that have not yet completed a full operating year (and APR) are ranked by policy and no score is assigned. These projects are reviewed for progress and project management.
3. **Project funds reallocated from the project budget, if any, and the reason for reallocation**
  0. Reallocation may be voluntary or involuntary per CoC Reallocation Policy
    1. Reallocated funds are available to be sought via a new project application
    2. 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 CHERRY RIDGE RENTAL ASSISTANCE (MN0300)**

- **Acceptance or rejection:** Project is accepted as an eligible renewal project.
- **Project score: 79.63** (Score range 60-90). Please see the attached Renewal Project Rating Report for your score detail.
- **Reallocation (budget reduction): -\$5,537.** Please see the attached Renewal Project Rating Report for rationale.
- **Maximum grant request: \$57,330**

You will receive a second and FINAL notice for your project after the CoC’s final project review and ranking process (including any new projects) for the national CoC Program Competition. The Final Notice will include your project rank and other details per CoC and HUD policy.

\*\*\*\*\*

Thank you again for your application and dedication to providing effective homelessness response programs in our region. We will send information on the next phase of your application in e-snaps soon.



**Jennifer Prins**  
Continuum of Care Coordinator  
[jennifer.prins@rivervalleyscoc.org](mailto:jennifer.prins@rivervalleyscoc.org)  
507-208-9883 (mobile)  
Pronouns: she/her/hers

*River Valleys CoC is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south-central Minnesota. Learn more at [www.rivervalleyscoc.org](http://www.rivervalleyscoc.org).*



## Renewal Project Rating Report 2023

<b>Project name (PIN):</b>	Cherry Ridge Rental Assistance (MN0300)	<b>First Year Project:</b>	No
<b>Applicant/sponsor:</b>	Mankato EDA/Southwest MN Housing Partnership	<b>DV Project:</b>	No
<b>Component type:</b>	PSH	<b>Child-Youth participants:</b>	Yes

### Threshold Requirements Review

Both applicants and projects must meet threshold requirements to be considered eligible and in compliance with HUD CoC funding rules. Renewal projects included on the List of Eligible Renewals must maintain compliance with threshold requirements throughout the competition and project performance period. These requirements include:

- ✓ Active SAM (System for Award Management) registration.
- ✓ Valid Unique Entity Identifier (UEI) for federal awards.
- ✓ No Outstanding Delinquent Federal Debts (31 U.S.C. 3720B and 28 U.S.C. 3201(e) or agreed to repayment or resolution
- ✓ No Debarments or Suspensions (2 CFR 2424)
- ✓ Violations of Federal criminal law disclosed to HUD, if any
- ✓ Active board of directors including homeless representative
- ✓ Conflict of Interest policies and procedures in place and submitted to HUD
- ✓ Adequate financial management accounting practices and timely expenditure of funding award
- ✓ Reporting and application compliance, including on-time submittal of Annual Performance Report and e-snaps application
- ✓ Compliance with Housing First expectations
- ✓ CoC and Coordinated Entry participation
- ✓ HMIS participation (except victim service providers) per Section 407 of the Hearth Act

The following threshold requirements require clarification regarding compliance or a plan to meet the threshold requirements:

*None. Please contact Jennifer if you have questions about meeting or maintaining compliance with any of the threshold requirements listed above.*

### Project Rating

#### *Conditions on the Project Application*

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.

**Review elements flagged because they require clarification or revisions to project documents to meet HUD or CoC requirements:**

*Reallocation has been applied to this project. See page 4 for details regarding the maximum request amount. Contact the CoC Coordinator if you have questions about how to revise your project budget.*

**Recommendations**

Reviewers may flag review elements to make recommendations for improved performance. Project applicants are strongly encouraged to take appropriate action on these items, but no response is required. Other suggestions may be included in reviewer notes along with scoring on individual elements (on following pages).

*Reviewers recommend that program staff or managers participate in the CoC's quarterly CE Data Quality process as well as the statewide QDQ process for program data. Projects are responsible to ensure that entry data in HMIS is correct. Using the reports on a regular basis will help to identify any referrals that have not been closed and any emerging issues with programs, which can support better service for people and improved data outcomes for project reviews.*

**Score summary**

Rating Factor	Performance Standard	Points		Reviewer Comments
		Max	Awarded	
<b>PERFORMANCE</b>				
Rapid Access to Housing	<30 days to program entry after CE referral	5	5	
Housing Stability				
Current	> 85% remained in or exited to perm. housing	5	5	
Improvement from previous year		2.5	2.5	<i>Great seeing improvement in all of these areas!</i>
Returns to Homelessness				
Current	< 5% of participants returned to homelessness	5	5	
Improvement from previous year		2.5	2.5	
New or increased earned income for project stayers				
Current	> 10% adult stayers increased earned income	5	5	
Improvement from previous year		2.5	2.5	
New or increased non-employment income for project stayers				
Current	> 40% adult stayers increased NE income	5	5	
Improvement		2.5	2.5	
New or increased earned income for project leavers				
Current	> 10% adult leavers increased earned income	5	0	
Improvement from previous year		2.5	0	
New or increased non-employment income for project leavers				
Current	> 30% adult leavers increased NE income	5	5	
Improvement from previous year		2.5	2.5	
<b>Performance Subtotal</b>		<b>50</b>	<b>42.5</b>	
<i>Note: DV Performance elements included in Population Specific section.</i>				
<b>NEEDS RESPONSE</b>				
Serving chronically homeless participants	> 80% participants meet chronically homeless threshold at entry	5	5	<i>Projects that followed CE prioritization but did not meet CH threshold were awarded full points.</i>

Serving participants with a disability	> 95% participants have a disability at entry	5	5	
Serving participants fleeing DV	> 25% participants identified as fleeing DV at entry	5	0	
Other Priority	> 40% participants meet another priority population category	5	2.5	
<b>Needs Response Subtotal</b>		<b>20</b>	<b>12.5</b>	
<b>PROGRAM MANAGEMENT</b>				
Bed/unit utilization	> 90% bed or unit utilization	5	5	
Data quality	> 75% data quality points	5	2.5	
eLOCCS draws	Draws are regular and at least quarterly	5	5	
Fund recapture	< 5% of funds recaptured in last two grants	5	0	<i>Average recapture \$13,013 (21%)</i>
Staff training	75% required training topics delivered for manager and direct service staff	5	5	
<b>Program Management Subtotal</b>		<b>25</b>	<b>17.5</b>	
<b>POLICY/SYSTEM ALIGNMENT</b>				
Coordinated Entry compliance	Participate in CES development, improvement, and data quality efforts	10	10	
Equal Access Rule compliance	Fewer than 5 elements have "no" response or not verified; action step identified	10	10	<i>Honest and complete assessment, good documentation provided</i>
Housing First Implementation	Reviewed pre-competition. Confirmed in Applicant assurances		OK	
Promoting Self-Sufficiency	Specific service levels defined; >1 step to advance self-sufficiency in next year	5	5	<i>Great</i>
Advancing Equity	>1 action step completed; >2 steps to advance equity within program in next year	5	5	<i>Excellent</i>
<b>Policy/System Alignment Subtotal</b>		<b>30</b>	<b>30</b>	
<i>Note: Additional Policy/System alignment points included in Population Specific section.</i>				
<b>POPULATION-SPECIFIC CRITERIA</b>				
<b>For projects serving households with children or youth</b>				
Early childhood development	Written plan with all required elements documented	5	2.5	
K-12 education	Written plan with all required elements documented	5	2.5	
<b>For projects serving persons fleeing domestic violence</b>				
Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	5	NA	
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move-in date	5	NA	
<b>Population-Specific Criteria Subtotal</b>		<b>10</b>	<b>5</b>	
<b>Total renewal project review points awarded</b>		<b>107.5</b>		
<b>Total points possible</b>		<b>135</b>		
<b>Preliminary total score for ranking</b>		<b>79.63</b>		
<b>Late Penalty applied</b>		<b>No</b>		

<b>Total Score for Project Ranking</b>		<b>79.63</b>		
Score weighted to 100-point scale (points awarded / points possible * 100)				
<b>Project approved for the 2023 List of Eligible Renewal projects:</b>		<b>Yes</b>		
<b>Reallocation (reduction) applied to project in 2023, with rationale:</b>		<b>-\$5,537</b>		
<p><i>Thank you for voluntarily reallocating some of your grant funds for other projects. Reduction has been applied due to consistently underspent funds. Average annual amount unspent by the project and recaptured by HUD in recent years is \$13,013 (21%). The project is retaining a portion of the average unspent funds to 1) make adjustments for full utilization going forward, and 2) use the allowed budget modification option in this year's competition to shift some funds to the newly created VAWA budget line item as needed.</i></p>				
<b>Maximum request amount for 2023:</b>		<b>\$57,330</b>		

**From:** [Jennifer Prins](#)  
**To:** [Kara Hoel](#)  
**Subject:** Joint TH-RRH Project Rating Report - 2023 CoC Local Competition  
**Date:** Tuesday, July 11, 2023 4:35:00 PM  
**Attachments:** [WSSCTHRRH.MN0462\\_RRH\\_Renewal\\_Notification\\_Letter.pdf](#)  
**Importance:** High

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Dear CoC renewal project grantee –

Thank you for submitting documents for review in the 2023 CoC Program Local Competition! Thank you also for your patience as we waited for the GIW this year. The CoC Project Performance & Review Committee has completed its reviews of Renewal Projects. On behalf of the CoC, I am notifying you of three things in regard to the project’s status in the 2023 CoC Program Local Competition:

1. **Project acceptance or rejection** (whether the project is considered an eligible renewal application for the 2023 CoC Program Local Competition)
  0. 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.
  1. Conditional acceptance requires action by the grantee prior to submitting an application in e-snaps for the national HUD CoC Program Competition.
  2. Acceptance means your project is eligible to be submitted in e-snaps and ranked by the CoC. Accepted projects should prepare for next steps, including submitting an online application in e-snaps for the CoC National Competition.
2. **Project score** to be used in the ranked project priority list submitted for the national HUD CoC Program Competition. As a reminder, projects that have not yet completed a full operating year (and APR) are ranked by policy and no score is assigned. These projects are reviewed for progress and project management.
3. **Project funds reallocated from the project budget, if any, and the reason for reallocation**
  0. Reallocation may be voluntary or involuntary per CoC Reallocation Policy
    1. Reallocated funds are available to be sought via a new project application
    2. Note: Reallocation may also occur during the final review and ranking of all projects (including new projects) for the national CoC Program Competition

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**Your initial notice for TRANSITIONAL HOUSING AND RAPID REHOUSING (MN0462)**

- **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: 75.60** (Score range 60-90). Please see the attached Renewal Project Rating Report for your score detail.
- **Reallocation (budget reduction): -\$73,429.** Please see the attached Renewal Project Rating Report for rationale.
- **Maximum grant request: \$72,066**

You will receive a second and FINAL notice for your project after the CoC’s final project review and ranking process (including any new projects) for the national CoC Program Competition. The Final Notice will include your project rank and other details per CoC and HUD policy.

\*\*\*\*\*

Thank you again for your application and dedication to providing effective homelessness response programs in our region. We will send information on the next phase of your application in e-snaps soon.



**Jennifer Prins**  
Continuum of Care Coordinator  
[jennifer.prins@rivervalleyscoc.org](mailto:jennifer.prins@rivervalleyscoc.org)  
507-208-9883 (mobile)  
Pronouns: she/her/hers

*River Valleys CoC is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south-central Minnesota. Learn more at [www.rivervalleyscoc.org](http://www.rivervalleyscoc.org).*





## Renewal Project Rating Report 2023

<b>Project name (PIN):</b>	Transitional Housing and Rapid Rehousing (MN0462)	<b>First Year Project:</b>	No
<b>Applicant/sponsor:</b>	Women's Shelter and Support Center	<b>DV Project:</b>	Yes
<b>Component type:</b>	TH-RRH	<b>Child-Youth participants:</b>	Yes

### Threshold Requirements Review

Both applicants and projects must meet threshold requirements to be considered eligible and in compliance with HUD CoC funding rules. Renewal projects included on the List of Eligible Renewals must maintain compliance with threshold requirements throughout the competition and project performance period. These requirements include:

- ✓ Active SAM (System for Award Management) registration.
- ✓ Valid Unique Entity Identifier (UEI) for federal awards.
- ✓ No Outstanding Delinquent Federal Debts (31 U.S.C. 3720B and 28 U.S.C. 3201(e) or agreed to repayment or resolution
- ✓ No Debarments or Suspensions (2 CFR 2424)
- ✓ Violations of Federal criminal law disclosed to HUD, if any
- ✓ Active board of directors including homeless representative
- ✓ Conflict of Interest policies and procedures in place and submitted to HUD
- ✓ Adequate financial management accounting practices and timely expenditure of funding award
- ✓ Reporting and application compliance, including on-time submittal of Annual Performance Report and e-snaps application
- ✓ Compliance with Housing First expectations
- ✓ CoC and Coordinated Entry participation
- ✓ HMIS participation (except victim service providers) per Section 407 of the Hearth Act

**The following threshold requirements require clarification regarding compliance or a plan to meet the threshold requirements:**

- 1) *The applicant stated that the agency's board did not include a homeless representative as required by statute and did not indicate a plan to meet the requirement. By August 3, 2023, please submit to the CoC Coordinator a plan for meeting the requirement or evidence of compliance.*
  - 2) *The applicant indicated that an approved Code of Conduct was not on file with HUD. Please submit the Code of Conduct in E-snaps as an attachment to your Applicant Profile to resolve this issue.*
- Please contact the Coordinator if you have questions about meeting or maintaining compliance with any of the other threshold requirements listed above. Please contact Jennifer if you have questions about meeting or maintaining compliance with any of the threshold requirements listed above.*

## Project Rating

### Conditions on the Project Application

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.

### Review elements flagged because they require clarification or revisions to project documents to meet HUD or CoC requirements:

*Reallocation has been applied to this project. See page 4 for details regarding the maximum request amount. Contact the CoC Coordinator if you have questions about how to revise your project budget.*

### Recommendations

Reviewers may flag review elements to make recommendations for improved performance. Project applicants are strongly encouraged to take appropriate action on these items, but no response is required. Other suggestions may be included in reviewer notes along with scoring on individual elements (on following pages).

*Reviewers recommend that program staff or managers participate in the CoC's quarterly CE Data Quality process as well as the statewide QDQ process for program data. Projects are responsible to ensure that entry data in HMIS is correct. Using the reports on a regular basis will help to identify any referrals that have not been closed and any emerging issues with programs, which can support better service for people and improved data outcomes for project reviews.*

### Score summary

Rating Factor	Performance Standard	Points		Reviewer Comments
		Max	Awarded	
<b>PERFORMANCE</b>				
Rapid Access to Housing	<15 days to program entry after CE referral	5	5	
Housing Stability				
Current	> 85% remained in or exited to perm. housing	5	5	
Improvement from previous year		2.5	2.5	<i>Meeting the standards and making improvements! Great work on outcomes with participants in all areas.</i>
Returns to Homelessness				
Current	< 5% of participants returned to homelessness	5	5	
Improvement from previous year		2.5	2.5	
New or increased earned income for project leavers				
Current	> 10% adult leavers increased earned income	5	5	
Improvement from previous year		2.5	2.5	
New or increased non-employment income for project leavers				
Current	> 20% adult leavers increased NE income	5	5	
Improvement from previous year		2.5	2.5	
<b>Performance Subtotal</b>		<b>35</b>	<b>35</b>	

*Note: DV Performance elements included in Population Specific section.*

### NEEDS RESPONSE

Serving chronically homeless participants	> 30% participants meet chronically homeless threshold at entry	5	2.5	
Serving participants with a disability	> 40% participants have a disability at entry	5	0	
Serving participants fleeing DV	> 50% participants identified as fleeing DV at entry	5	5	
Other Priority	> 40% participants meet another priority population category	5	5	
<b>Needs Response Subtotal</b>		<b>20</b>	<b>12.5</b>	
<b>PROGRAM MANAGEMENT</b>				
Bed/unit utilization	> 90% bed or unit utilization	5	0	<i>Very low utilization</i>
Data quality	> 75% data quality points	5	5	
eLOCCS draws	Draws are regular and at least quarterly	5	5	
Fund recapture	< 5% of funds recaptured in last two grants	5	0	<i>Average recapture \$82,829 (58%)</i>
Staff training	75% required training topics delivered for manager and direct service staff	5	5	
<b>Program Management Subtotal</b>		<b>25</b>	<b>15</b>	
<b>POLICY/SYSTEM ALIGNMENT</b>				
Coordinated Entry compliance	Participate in CES development, improvement, and data quality efforts	10	10	
Equal Access Rule compliance	Fewer than 5 elements have "no" response or not verified; action step identified	10	10	<i>Nice job</i>
Housing First Implementation	Reviewed pre-competition. Confirmed in Applicant assurances.		OK	
Promoting Self-Sufficiency	Specific service levels defined; >1 step to advance self-sufficiency in next year	5	5	
Advancing Equity	>1 action step completed; >2 steps to advance equity within program in next year	5	5	
<b>Policy/System Alignment Subtotal</b>		<b>30</b>	<b>27.5</b>	
<i>Note: Additional Policy/System alignment points included in Population Specific section.</i>				
<b>POPULATION-SPECIFIC CRITERIA</b>				
<b>For projects serving households with children or youth</b>				
Early childhood development	Written plan with all required elements documented	5	2.5	
K-12 education	Written plan with all required elements documented	5	5	
<b>For projects serving persons fleeing domestic violence</b>				
Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	5	2.5	<i>Would like to see tools used to assess this for next year.</i>
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move-in date	5	2.5	<i>Would like to see tools used to assess this for next year.</i>
<b>Population-Specific Criteria Subtotal</b>		<b>20</b>	<b>15</b>	
<b>Total renewal project review points awarded</b>		<b>105</b>		
<b>Total points possible</b>		<b>125</b>		
<b>Preliminary total score for ranking</b>		<b>84</b>		

Late Penalty applied	10%	One day late
<b>Total Score for Project Ranking</b>		
Score weighted to 100-point scale (points awarded / points possible * 100)	<b>75.60</b>	
<b>Project approved for the 2023 List of Eligible Renewal projects:</b>	<b>Yes</b>	
<b>Reallocation (reduction) applied to project in 2023, with rationale:</b>	<b>\$73,429</b>	
<i>Reduction applied due to consistently underspent funds. Average annual amount unspent by the project and recaptured by HUD in recent years is \$82,829 (58%). The project is retaining a portion of the average unspent funds to 1) maintain flexibility with rental assistance, and 2) use the allowed budget modification option in this year's competition to shift some funds to the newly created VAWA budget line item as needed.</i>		
<b>Maximum request amount for 2023:</b>	<b>\$72,066</b>	

**From:** [Jennifer Prins](#)  
**To:** [Tasha Clark](#); [Laura Craig](#)  
**Subject:** Hearth SE RA Project Rating Report - 2023 CoC Local Competition  
**Date:** Tuesday, July 11, 2023 4:40:00 PM  
**Attachments:** [HearthRegionalMN0192\\_PSH Renewal Notification Letter 2023.pdf](#)  
**Importance:** High

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Dear CoC renewal project grantee –

Thank you for submitting documents for review in the 2023 CoC Program Local Competition! Thank you also for your patience as we waited for the GIW this year. The CoC Project Performance & Review Committee has completed its reviews of Renewal Projects. On behalf of the CoC, I am notifying you of three things in regard to the project’s status in the 2023 CoC Program Local Competition:

1. **Project acceptance or rejection** (whether the project is considered an eligible renewal application for the 2023 CoC Program Local Competition)
  0. 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.
  1. Conditional acceptance requires action by the grantee prior to submitting an application in e-snaps for the national HUD CoC Program Competition.
  2. Acceptance means your project is eligible to be submitted in e-snaps and ranked by the CoC. Accepted projects should prepare for next steps, including submitting an online application in e-snaps for the CoC National Competition.
2. **Project score** to be used in the ranked project priority list submitted for the national HUD CoC Program Competition. As a reminder, projects that have not yet completed a full operating year (and APR) are ranked by policy and no score is assigned. These projects are reviewed for progress and project management.
3. **Project funds reallocated from the project budget, if any, and the reason for reallocation**
  0. Reallocation may be voluntary or involuntary per CoC Reallocation Policy
    1. Reallocated funds are available to be sought via a new project application
    2. Note: Reallocation may also occur during the final review and ranking of all projects (including new projects) for the national CoC Program Competition

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**Your initial notice for REGIONAL RENTAL ASSISTANCE (MN0192)**

- **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: 72.22** (Score range 60-90). Please see the attached Renewal Project Rating Report for your score detail.
- **Reallocation (budget reduction): -\$21,970.** Please see the attached Renewal Project Rating Report for rationale.
- **Maximum grant request: \$174,397**

You will receive a second and FINAL notice for your project after the CoC’s final project review and ranking process (including any new projects) for the national CoC Program Competition. The Final Notice will include your project rank and other details per CoC and HUD policy.

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Thank you again for your application and dedication to providing effective homelessness response programs in our region. We will send information on the next phase of your application in e-snaps soon.



**Jennifer Prins**  
Continuum of Care Coordinator  
[jennifer.prins@rivervalleyscoc.org](mailto:jennifer.prins@rivervalleyscoc.org)  
507-208-9883 (mobile)  
Pronouns: she/her/hers

*River Valleys CoC is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south-central Minnesota. Learn more at [www.rivervalleyscoc.org](http://www.rivervalleyscoc.org).*



## Renewal Project Rating Report 2023

<b>Project name (PIN):</b>	Regional Rental Assistance (MN0192)	<b>First Year Project:</b>	No
<b>Applicant/sponsor:</b>	Hearth Connection	<b>DV Project:</b>	No
<b>Component type:</b>	PSH	<b>Child-Youth participants:</b>	Yes

### Threshold Requirements Review

Both applicants and projects must meet threshold requirements to be considered eligible and in compliance with HUD CoC funding rules. Renewal projects included on the List of Eligible Renewals must maintain compliance with threshold requirements throughout the competition and project performance period. These requirements include:

- ✓ Active SAM (System for Award Management) registration.
- ✓ Valid Unique Entity Identifier (UEI) for federal awards.
- ✓ No Outstanding Delinquent Federal Debts (31 U.S.C. 3720B and 28 U.S.C. 3201(e) or agreed to repayment or resolution
- ✓ No Debarments or Suspensions (2 CFR 2424)
- ✓ Violations of Federal criminal law disclosed to HUD, if any
- ✓ Active board of directors including homeless representative
- ✓ Conflict of Interest policies and procedures in place and submitted to HUD
- ✓ Adequate financial management accounting practices and timely expenditure of funding award
- ✓ Reporting and application compliance, including on-time submittal of Annual Performance Report and e-snaps application
- ✓ Compliance with Housing First expectations
- ✓ CoC and Coordinated Entry participation
- ✓ HMIS participation (except victim service providers) per Section 407 of the Hearth Act

**The following threshold requirements require clarification regarding compliance or a plan to meet the threshold requirements:**

*The applicant stated that the agency's board did not include a homeless representative as required by statute and did not indicate a plan to meet the requirement. By August 3, 2023, please submit to the CoC Coordinator a plan for meeting the requirement or evidence of compliance. Please contact the Coordinator if you have questions about meeting or maintaining compliance with any of the other threshold requirements listed above.*

### Project Rating

#### *Conditions on the Project Application*

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.

**Review elements flagged because they require clarification or revisions to project documents to meet HUD or CoC requirements:**

*Reallocation has been applied to this project. See page 4 for details regarding the maximum request amount. Contact the CoC Coordinator if you have questions about how to revise your project budget.*

**Recommendations**

Reviewers may flag review elements to make recommendations for improved performance. Project applicants are strongly encouraged to take appropriate action on these items, but **no response is required**. Other suggestions may be included in reviewer notes along with scoring on individual elements (on following pages).

*Reviewers recommend that program staff or managers participate in the CoC's quarterly CE Data Quality process as well as the statewide QDQ process for program data. Projects are responsible to ensure that entry data in HMIS is correct. Using the reports on a regular basis will help to identify any referrals that have not been closed and any emerging issues with programs, which can support better service for people and improved data outcomes for project reviews.*

**Score summary**

Rating Factor	Performance Standard	Points		Reviewer Comments
		Max	Awarded	
<b>PERFORMANCE</b>				
Rapid Access to Housing	<30 days to program entry after CE referral	5	5	
Housing Stability				
Current	> 85% remained in or exited to perm. housing	5	5	
Improvement from previous year		2.5	0	
Returns to Homelessness				
Current	< 5% of participants returned to homelessness	5	5	
Improvement from previous year		2.5	2.5	<i>Great to see some improvement in these areas!</i>
New or increased earned income for project stayers				
Current	> 10% adult stayers increased earned income	5	5	
Improvement from previous year		2.5	2.5	
New or increased non-employment income for project stayers				
Current	> 40% adult stayers increased NE income	5	5	
Improvement		2.5	2.5	
New or increased earned income for project leavers				
Current	> 10% adult leavers increased earned income	5	0	
Improvement from previous year		2.5	0	
New or increased non-employment income for project leavers				
Current	> 30% adult leavers increased NE income	5	5	
Improvement from previous year		2.5	2.5	
<b>Performance Subtotal</b>		<b>50</b>	<b>40</b>	
<i>Note: DV Performance elements included in Population Specific section.</i>				
<b>NEEDS RESPONSE</b>				
Serving chronically homeless participants	> 80% participants meet chronically homeless threshold at entry	5	5	<i>Projects that followed CE prioritization but did not meet CH threshold were awarded full points.</i>

Serving participants with a disability	> 95% participants have a disability at entry	5	2.5	
Serving participants fleeing DV	> 25% participants identified as fleeing DV at entry	5	0	
Other Priority	> 40% participants meet another priority population category	5	5	
<b>Needs Response Subtotal</b>		<b>20</b>	<b>12.5</b>	

### PROGRAM MANAGEMENT

Bed/unit utilization	> 90% bed or unit utilization	5	0	
Data quality	> 75% data quality points	5	5	
eLOCCS draws	Draws are regular and at least quarterly	5	5	
Fund recapture	< 5% of funds recaptured in last two grants	5	0	<i>Average recapture \$47,717 (24%)</i>
Staff training	75% required training topics delivered for manager and direct service staff	5	5	
<b>Program Management Subtotal</b>		<b>25</b>	<b>15</b>	

### POLICY/SYSTEM ALIGNMENT

Coordinated Entry compliance	Participate in CES development, improvement, and data quality efforts	10	10	
Equal Access Rule compliance	Fewer than 5 elements have "no" response or not verified; action step identified	10	5	<i>Great progress and honest responses. 5 no's, provided attachments (civil rights plan, grievance procedure, non-discrimination, harassment policy, dedication to diversity for participants and staff.</i>
Housing First Implementation	Reviewed pre-competition. Confirmed in Applicant assurances.		OK	
Promoting Self-Sufficiency	Specific service levels defined; >1 step to advance self-sufficiency in next year	5	5	
Advancing Equity	>1 action step completed; >2 steps to advance equity within program in next year	5	5	<i>Iterative equity tool guide to antiracist decision-making training (2022) Subgrantee is active part of CoC equity committee (2023), CoC, and DEI workgroup (2023). HC and Wilder partnered to obtain information on barriers and solutions informed by those with lived expertise, using this information to inform work</i>
<b>Policy/System Alignment Subtotal</b>		<b>30</b>	<b>25</b>	

*Note: Additional Policy/System alignment points included in Population Specific section.*

### POPULATION-SPECIFIC CRITERIA

#### For projects serving households with children or youth

Early childhood development	Written plan with all required elements documented	5	2.5	<i>Provided brief policy but not educational plans applicable to participants who are children/youth</i>
K-12 education	Written plan with all required elements documented	5	2.5	<i>Provided brief policy but not educational plans applicable to participants who are children/youth</i>

#### For projects serving persons fleeing domestic violence



Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	5	NA	
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move-in date	5	NA	
<b>Population-Specific Criteria Subtotal</b>		<b>10</b>	<b>5</b>	
<b>Total renewal project review points awarded</b>		<b>97.5</b>		
<b>Total points possible</b>		<b>135</b>		
<b>Preliminary total score for ranking</b>		<b>72.22</b>		
<b>Late Penalty applied</b>		<b>No</b>		
<b>Total Score for Project Ranking</b>		<b>72.22</b>		
Score weighted to 100-point scale (points awarded / points possible * 100)				
<b>Project approved for the 2023 List of Eligible Renewal projects:</b>		<b>Yes</b>		
<b>Reallocation (reduction) applied to project in 2023, with rationale:</b>		<b>- \$21,970</b>		
<p><i>Thank you for voluntarily reallocating some of your grant funds for other projects. Reduction applied due to consistently underspent funds. Average annual amount unspent by the project and recaptured by HUD in recent years is \$47,717 (24%). The project is retaining a portion of the average unspent funds to 1) make adjustments for full utilization going forward, and 2) use the allowed budget modification option in this year's competition to shift some funds to the newly created VAWA budget line item as needed.</i></p>				
<b>Maximum request amount for 2023:</b>		<b>\$174,397</b>		



## Renewal Project Rating Report 2023

<b>Project name (PIN):</b>	SHOR Rental Assistance (MN0063)	<b>First Year Project:</b>	No
<b>Applicant/sponsor:</b>	Olmsted County Housing Stability Team	<b>DV Project:</b>	No
<b>Component type:</b>	PSH	<b>Child-Youth participants:</b>	Yes

### Threshold Requirements Review

Both applicants and projects must meet threshold requirements to be considered eligible and in compliance with HUD CoC funding rules. Renewal projects included on the List of Eligible Renewals must maintain compliance with threshold requirements throughout the competition and project performance period. These requirements include:

- ✓ Active SAM (System for Award Management) registration.
- ✓ Valid Unique Entity Identifier (UEI) for federal awards.
- ✓ No Outstanding Delinquent Federal Debts (31 U.S.C. 3720B and 28 U.S.C. 3201(e) or agreed to repayment or resolution
- ✓ No Debarments or Suspensions (2 CFR 2424)
- ✓ Violations of Federal criminal law disclosed to HUD, if any
- ✓ Active board of directors including homeless representative
- ✓ Conflict of Interest policies and procedures in place and submitted to HUD
- ✓ Adequate financial management accounting practices and timely expenditure of funding award
- ✓ Reporting and application compliance, including on-time submittal of Annual Performance Report and e-snaps application
- ✓ Compliance with Housing First expectations
- ✓ CoC and Coordinated Entry participation
- ✓ HMIS participation (except victim service providers) per Section 407 of the Hearth Act

The following threshold requirements require clarification regarding compliance or a plan to meet the threshold requirements:

*None. Please contact Jennifer if you have questions about meeting or maintaining compliance with any of the threshold requirements listed above.*

### Project Rating

#### *Conditions on the Project Application*

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.

**Review elements flagged because they require clarification or revisions to project documents to meet HUD or CoC requirements:**

*Reallocation has been applied to this project. See page 4 for details regarding the maximum request amount. Contact the CoC Coordinator if you have questions about how to revise your project budget.*

**Recommendations**

Reviewers may flag review elements to make recommendations for improved performance. Project applicants are strongly encouraged to take appropriate action on these items, but no response is required. Other suggestions may be included in reviewer notes along with scoring on individual elements (on following pages).

*Reviewers recommend that program staff or managers participate in the CoC's quarterly CE Data Quality process as well as the statewide QDQ process for program data. Projects are responsible to ensure that entry data in HMIS is correct. Using the reports on a regular basis will help to identify any referrals that have not been closed and any emerging issues with programs, which can support better service for people and improved data outcomes for project reviews.*

**Score summary**

Rating Factor	Performance Standard	Points		Reviewer Comments
		Max	Awarded	
<b>PERFORMANCE</b>				
Rapid Access to Housing	<30 days to program entry after CE referral	5	0	
Housing Stability				
Current	> 85% remained in or exited to perm. housing	5	5	
Improvement from previous year		2.5	0	
Returns to Homelessness				
Current	< 5% of participants returned to homelessness	5	5	
Improvement from previous year		2.5	2.5	
New or increased earned income for project stayers				
Current	> 10% adult stayers increased earned income	5	0	
Improvement from previous year		2.5	0	
New or increased non-employment income for project stayers				
Current	> 40% adult stayers increased NE income	5	0	
Improvement		2.5	0	
New or increased earned income for project leavers				
Current	> 10% adult leavers increased earned income	5	5	
Improvement from previous year		2.5	0	
New or increased non-employment income for project leavers				
Current	> 30% adult leavers increased NE income	5	2.5	
Improvement from previous year		2.5	0	
<b>Performance Subtotal</b>		<b>50</b>	<b>20</b>	
<i>Note: DV Performance elements included in Population Specific section.</i>				
<b>NEEDS RESPONSE</b>				
Serving chronically homeless participants	> 80% participants meet chronically homeless threshold at entry	5	5	<i>Projects that followed CE prioritization but did not meet CH threshold were awarded full points.</i>
Serving participants with a disability	> 95% participants have a disability at entry	5	2.5	

Serving participants fleeing DV	> 25% participants identified as fleeing DV at entry	5	0	
Other Priority	> 40% participants meet another priority population category	5	2.5	
<b>Needs Response Subtotal</b>		<b>20</b>	<b>10</b>	
<b>PROGRAM MANAGEMENT</b>				
Bed/unit utilization	> 90% bed or unit utilization	5	0	
Data quality	> 75% data quality points	5	5	
eLOCCS draws	Draws are regular and at least quarterly	5	5	
Fund recapture	< 5% of funds recaptured in last two grants	5	2.5	
Staff training	75% required training topics delivered for manager and direct service staff	5	5	
<b>Program Management Subtotal</b>		<b>25</b>	<b>17.5</b>	
<b>POLICY/SYSTEM ALIGNMENT</b>				
Coordinated Entry compliance	Participate in CES development, improvement, and data quality efforts	10	10	
Equal Access Rule compliance	Fewer than 5 elements have "no" response or not verified; action step identified	10	10	<i>Two elements with "no" responses / Ten elements with "N/A" responses - only 2 of the N/A responses are related to family shelter (see additional comments below); regardless, would still only be a maximum total of four "no" responses</i>  <i>Great job of supplying supportive documentation for this category</i>
Housing First Implementation	Reviewed pre-competition. Confirmed in Applicant assurances.		OK	
Promoting Self-Sufficiency	Specific service levels defined; >1 step to advance self-sufficiency in next year	5	5	<i>Great! Couple suggestions: Would have been nice to know what some of the acronyms mean. Indicates that formal assessment occurs, however, does not really describe what that is / what that means</i>
Advancing Equity	>1 action step completed; >2 steps to advance equity within program in next year	5	5	<i>There was a note about if an individual is transgender, then their status is kept confidential. But no direct information written about individuals who do not identify as transgender. (page 7 of program guide); Equal access to housing addressed; gave reasonable accommodation examples; good examples for the 2 high categories on the equity form</i>
<b>Policy/System Alignment Subtotal</b>		<b>30</b>	<b>30</b>	
<i>Note: Additional Policy/System alignment points included in Population Specific section.</i>				

## POPULATION-SPECIFIC CRITERIA

### For projects serving households with children or youth

Early childhood development	Written plan with all required elements documented	5	2.5	<i>Program guide has a one paragraph section on Educational Needs of Children; however, not enough to meet the criteria for this category - there is no plan</i>
K-12 education	Written plan with all required elements documented	5	2.5	<i>Program guide has a one paragraph section on Educational Needs of Children; however, not enough to meet the criteria for this category - there is no plan</i>

### For projects serving persons fleeing domestic violence

Reducing level of perceived risk	> 80% participants report reduced level of perceived risk at 6 months	5	NA	
Housing stability in permanent housing	> 90% participants remain in PH 6 months after move-in date	5	NA	

### Population-Specific Criteria Subtotal

		<b>10</b>	<b>5</b>	
<b>Total renewal project review points awarded</b>			<b>82.5</b>	
<b>Total points possible</b>			<b>135</b>	
<b>Preliminary total score for ranking</b>			<b>61.10</b>	
<b>Late Penalty applied</b>			<b>No</b>	

## Total Score for Project Ranking

Score weighted to 100-point scale (points awarded / points possible \* 100)

			<b>61.10</b>	
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**Project approved for the 2023 List of Eligible Renewal projects:** Yes

**Reallocation (reduction) applied to project in 2023, with rationale:** - \$19,670

*Reduction applied due to consistently underspent funds. Average annual amount unspent by the project and recaptured by HUD in recent years is \$37,729 (24%). The project is retaining a portion of the average unspent funds to 1) make adjustments for full utilization going forward, and 2) use the allowed budget modification option in this year's competition to shift some funds to the newly created VAWA budget line item as needed.*

**Maximum request amount for 2023:**

**\$138,450**

**From:** [Jennifer Prins](#)  
**To:** [Jacob Radtke \(jacob.radtke@olmstedcounty.gov\)](#); [O'Neil Mary](#)  
**Subject:** SHOR, Francis, and The 105 Project Rating Reports - 2023 CoC Local Competition  
**Date:** Tuesday, July 11, 2023 4:39:00 PM  
**Attachments:** [SHORMN0063\\_PSH\\_Renewal\\_Notification\\_Letter\\_2023.pdf](#)  
[The105.MN0246\\_PSH\\_Renewal\\_Notification\\_Letter\\_2023.pdf](#)  
[FrancisMN0193\\_PSH\\_Renewal\\_Notification\\_Letter\\_2023.pdf](#)  
**Importance:** High

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Dear CoC renewal project grantee –

Thank you for submitting documents for review in the 2023 CoC Program Local Competition! Thank you also for your patience as we waited for the GIW this year. The CoC Project Performance & Review Committee has completed its reviews of Renewal Projects. On behalf of the CoC, I am notifying you of three things in regard to the project's status in the 2023 CoC Program Local Competition:

1. **Project acceptance or rejection** (whether the project is considered an eligible renewal application for the 2023 CoC Program Local Competition)
  0. 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.
  1. Conditional acceptance requires action by the grantee prior to submitting an application in e-snaps for the national HUD CoC Program Competition.
  2. Acceptance means your project is eligible to be submitted in e-snaps and ranked by the CoC. Accepted projects should prepare for next steps, including submitting an online application in e-snaps for the CoC National Competition.
2. **Project score** to be used in the ranked project priority list submitted for the national HUD CoC Program Competition. As a reminder, projects that have not yet completed a full operating year (and APR) are ranked by policy and no score is assigned. These projects are reviewed for progress and project management.
3. **Project funds reallocated from the project budget, if any, and the reason for reallocation**
  0. Reallocation may be voluntary or involuntary per CoC Reallocation Policy
    1. Reallocated funds are available to be sought via a new project application
    2. 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 SHOR RENTAL ASSISTANCE (MN0063)**

- **Acceptance or rejection:** Project is accepted as an eligible renewal project.
- **Project score: 61.10** (Score range 60-90). Please see the attached Renewal Project Rating Report for your score detail.
- **Reallocation (budget reduction): -\$19,670.** Please see the attached Renewal Project Rating Report for rationale.
- **Maximum grant request: \$138,450**

You will receive a second and FINAL notice for your project after the CoC's final project review and ranking process (including any new projects) for the national CoC Program Competition. The Final Notice will include your project rank and other details per CoC and HUD policy.

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**Your initial notice for THE FRANCIS (MN0193)**

- **Acceptance or rejection:** Project is accepted as an eligible renewal project.
- **Project score: 76.00** (Score range 60-90). Please see the attached Renewal Project Rating Report for your score detail.
- **Reallocation (budget reduction): -\$0**
- **Maximum grant request: \$120,716**

You will receive a second and FINAL notice for your project after the CoC's final project review and ranking process (including any new projects) for the national CoC Program Competition. The Final Notice will include your project rank and other details per CoC and HUD policy.

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**Your initial notice for THE 105 (MN0246)**

- **Acceptance or rejection:** Project is accepted as an eligible renewal project.
- **Project score: 70.00** (Score range 60-90). Please see the attached Renewal Project Rating Report for your score detail.
- **Reallocation (budget reduction): -\$0**
- **Maximum grant request: \$183,375**

You will receive a second and FINAL notice for your project after the CoC's final project review and ranking process (including any new projects) for the national CoC Program Competition. The Final Notice will include your project rank and other details per CoC and HUD policy.

\*\*\*\*\*

Thank you again for your application and dedication to providing effective homelessness response programs in our region. We will send information on the next phase of your application in e-snaps soon.

**Jennifer Prins**  
Continuum of Care Coordinator  
[jennifer.prins@rivervalleyescoc.org](mailto:jennifer.prins@rivervalleyescoc.org)  
507-208-9883 (mobile)



Pronouns: she/her/hers

*River Valleys CoC is a community-based coalition dedicated to preventing and ending homelessness in southeastern and south-central Minnesota. Learn more at [www.rivervalleyscoc.org](http://www.rivervalleyscoc.org).*





**From:** [Jennifer Prins](#)  
**To:** [Jacob Radtke \(jacob.radtke@olmstedcounty.gov\)](#); [Mary O'Neil](#)  
**Subject:** RVCoC: Final Project Notifications for FY2023 CoC Competition (The 105)  
**Date:** Sunday, September 10, 2023 12:18:00 PM  
**Attachments:** [The 105 E-snaps Corrections Report.pdf](#)

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September 10, 2023

Dear CoC project applicant,

On behalf of the CoC Project Performance and Review Committee, thank you for your project application and your continued partnership to prevent and end homelessness in the River Valleys CoC region. In coordination with the CoC Lived Experience Working Group, the Committee has completed its reviews of all new and renewal projects submitted in the 2023 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 in the e-snaps application system before ranking is formalized.

Project name: The 105  
Project applicant/sponsor: Olmsted County HRA  
Associated grant number: MN0246

Project accepted? Yes  
Project score: 70.00  
Project rank: 12 of 21  
Project tier: Tier 1

Final approved funding level: \$182,888  
Funding source: ARD  
Funding reduced from original request?  
If applicable, reason for reduction: Voluntary reduction (admin)  
If applicable, amount of reduction: -\$487

The final approved listing of all ranked projects will be posted on the CoC website on or before September 11, 2023.

**Conditions and required corrections in e-snaps: No**  
See attached e-snaps corrections summary for detail.

Applications with conditions and required corrections (and renewal projects seeking allowed small budget shifts) will be released in e-snaps for final corrections on September 12, 2023. **All changes described above must be made as required and the project must be resubmitted in e-snaps by 4:00pm on Wednesday, September 20, 2023.**

**Applications without required corrections or which have not requested allowed budget shifts will NOT be released in e-snaps.** These applications are considered complete and ready for submission to HUD with the CoC regional application.

Thank you again for your application and your ongoing work!



**Jennifer Prins**  
Continuum of Care Coordinator  
[jennifer.prins@rivervalleyscoc.org](mailto:jennifer.prins@rivervalleyscoc.org)  
507-208-9883 (mobile)  
Pronouns: she/her/hers

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**1E-5a Notification of Projects Accepted**  
**Rochester/Southeast Minnesota CoC (MN-502)**

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Final project acceptance notifications sent 9/10/23

- Screenshot of all emails sent to project contacts 9/10/23
- Sample of one acceptance letter email with attachment to Cherry Ridge RA (MN0300) project contacts. Email includes project name, ranking, score, and funding amount. Project notifications are generated using a template which pulls necessary details from the application spreadsheet, so all notifications are the same.



**From:** [Jennifer Prins](#)  
**To:** [Jennifer Lamb](#); [Ashley McCarthy](#); [Nancy Bokelmann](#)  
**Subject:** RVCoC: Final Project Notifications for FY2023 CoC Competition (Cherry Ridge)  
**Date:** Sunday, September 10, 2023 12:17:00 PM  
**Attachments:** [Cherry Ridge E-snaps Corrections Report.pdf](#)

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September 10, 2023

Dear CoC project applicant,

On behalf of the CoC Project Performance and Review Committee, thank you for your project application and your continued partnership to prevent and end homelessness in the River Valleys CoC region. In coordination with the CoC Lived Experience Working Group, the Committee has completed its reviews of all new and renewal projects submitted in the 2023 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 in the e-snaps application system before ranking is formalized.

Project name: Cherry Ridge Consolidated  
Project applicant/sponsor: Mankato EDA / SWMHP  
Associated grant number: MN0300

Project accepted? Yes  
Project score: 79.63  
Project rank: 6 of 21  
Project tier: Tier 1

Final approved funding level: \$57,330  
Funding source: ARD  
Funding reduced from original request?  
If applicable, reason for reduction: Voluntary reduction  
If applicable, amount of reduction: \$5,537

The final approved listing of all ranked projects will be posted on the CoC website on or before September 11, 2023.

**Conditions and required corrections in e-snaps: Yes**  
See attached e-snaps corrections summary for detail.

**Applications with conditions and required corrections (and renewal projects seeking allowed small budget shifts) will be released in e-snaps for final corrections on September 12, 2023. All changes described above must be made as required and the project must be resubmitted in e-snaps by 4:00pm on Wednesday, September 20, 2023.**

**Applications without required corrections or which have not requested allowed budget shifts will NOT be released in e-snaps.** These applications are considered complete and ready for submission to HUD with the CoC regional application.

Thank you again for your application and your ongoing work!



**Jennifer Prins**  
Continuum of Care Coordinator  
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[>> Access the Renewal Project Detailed Instructions](#)

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**Project Name: Cherry Ridge**

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**Part 1: Forms and Certifications**

- Project start and end dates need to be updated. Start in 2024.

**Submit without Changes**

- OK

**Recipient Performance**

- Confirm that responses here match what the Field Office would report.
- Q1. Please change response to #1 to No and move comments regarding the APR (currently in #4) to the comment box that will appear.

**Part 2: Subrecipient Information**

- NA

**Part 3: Project Information**

- OK

**Part 4: Housing, Services, and HMIS**

- OK

**Part 5: Participants**

- OK

**Part 6: Budget Information**

- 6E. Revised budget. OK

**Part 7: Attachments and Certifications**

- Match letter does not align with the commitment made in 6D. Please update for this competition and reattach.

**FINAL Public Posting of Project Priority List for FY2023 HUD CoC Project Application**

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

FINAL - Posting September 21, 2023

Agency	Project	Grant PIN	Accepted?	Rank	Rank Rationale	Perf. Score	CoC Approved funding	Amount reduced/reallocated from project	Source: Renewal (ARD) funds for project	Source: Reallocated ARD funds for project	Source: NEW CoC Bonus funds for project	Source: NEW DV Bonus funds for project	Running Total for CoC Projects		
Tier 1	The Salvation Army	Maxfield Place	MN0060	Yes	1	Project Performance	90.00	\$ 181,577	\$ -	\$ 181,577	\$ -	\$ -	\$ 181,577		
	Olmsted County HRA	OCHRA DV RRH	New	Yes	2	Need & Performance Capacity	85.83	\$ 132,938	\$ -	\$ -	\$ -	\$ 132,938	\$ 314,515		
	Three Rivers Community Action	TRCA PSH	MN0306	Yes	3	Project Performance	85.19	\$ 256,426	\$ -	\$ 256,426	\$ -	\$ -	\$ 570,941		
	Three Rivers Community Action	HUD RRH	MN0065	Yes	4	Project Performance	81.25	\$ 241,963	\$ -	\$ 241,963	\$ -	\$ -	\$ 812,904		
	Center City Housing	Gage East	MN0332	Yes	5	Project Performance	79.63	\$ 98,704	\$ -	\$ 98,704	\$ -	\$ -	\$ 911,608		
	Mankato EDA / SWMHP	Cherry Ridge Consolidated	MN0300	Yes	6	Project Performance	79.63	\$ 57,330	\$ 5,537	\$ 57,330	\$ -	\$ -	\$ 968,938		
	Olmsted County HRA	The Francis	MN0193	Yes	7	Project Performance	76.00	\$ 120,716	\$ -	\$ 120,716	\$ -	\$ -	\$ 1,089,654		
	Women's Shelter Inc.	Women's Shelter Inc. TH-RRH	MN0462	Yes	8	Project Performance	75.60	\$ 72,066	\$ 73,429	\$ 72,066	\$ -	\$ -	\$ 1,161,720		
	MN Assistance Council for Veterans	Radichel Veteran Townhomes	MN0061	Yes	9	Project Performance	74.00	\$ 175,116	\$ -	\$ 175,116	\$ -	\$ -	\$ 1,336,836		
	Hearth Connection	Southeast Hearth	MN0192	Yes	10	Project Performance	72.22	\$ 174,397	\$ 21,970	\$ 174,397	\$ -	\$ -	\$ 1,511,233		
	Center City Housing	Silver Creek Corner	MN0247	Yes	11	Project Performance	72.00	\$ 68,584	\$ -	\$ 68,584	\$ -	\$ -	\$ 1,579,817		
	Olmsted County HRA	The 105	MN0246	Yes	12	Project Performance	70.00	\$ 182,888	\$ 487	\$ 182,888	\$ -	\$ -	\$ 1,762,705		
	Partners for Affordable Housing	St. Peter Housing	MN0426	Yes	13	Project Performance/Preserv.	68.75	\$ 118,611	\$ -	\$ 118,611	\$ -	\$ -	\$ 1,881,316		
	Institute for Community Alliances	RVCoC CES	MN0366	Yes	14	Policy (System Requirement)	69.23	\$ 203,310	\$ -	\$ 203,310	\$ -	\$ -	\$ 2,084,626		
	Institute for Community Alliances	RVCoC CES DV	MN0464	Yes	15	Policy (System Requirement)	73.08	\$ 92,100	\$ -	\$ 92,100	\$ -	\$ -	\$ 2,176,726		
	Institute for Community Alliances	MN HMIS Southeast	MN0058	Yes	16	Policy (System Requirement)	87.50	\$ 62,480	\$ -	\$ 62,480	\$ -	\$ -	\$ 2,239,206		
	Olmsted County HRA	SHOR	MN0064	Yes	17	Performance/T2 rank by CoC priority/ Preserve projects	61.10	\$ 138,936	\$ 19,184	\$ 11,815	\$ -	\$ -	\$ -	\$ 2,251,021	
Tier 2	Olmsted County HRA	SHOR					\$ -	\$ -	\$ 127,121	\$ -	\$ -	\$ -	\$ 2,378,142		
	The Salvation Army	Castleview 1	MN0229	Yes	18	Performance/T2 rank by CoC priority/ Preserve projects serving priority	60.00	\$ 54,642	\$ -	\$ 54,642	\$ -	\$ -	\$ -	\$ 2,432,784	
	Partners for Affordable Housing	Mankato Supportive Housing	New	Yes	19	Capacity to Perform /T2 rank by CoC priority	69.52	\$ 114,581	\$ -	\$ -	\$ 114,581	\$ -	\$ -	\$ 2,547,365	
	Steele County Transitional Housing	Progress Program	New	Yes	20	Capacity to Perform /T2 rank by CoC priority	65.71	\$ 50,000	\$ -	\$ -	\$ 6,026	\$ 43,974	\$ -	\$ 2,597,365	
	Institute for Community Alliances	MN HMIS Southeast Expansion	New-Exp	Yes	21	Policy (System Req./15% limit T1 for non-housing) / T2 rank by CoC priority	70.77	\$ 27,224	\$ -	\$ -	\$ -	\$ 27,224	\$ -	\$ 2,624,589	
<b>Projects not ranked (per HUD guidelines)</b>								\$ 2,624,589	\$ 120,607	\$ 2,299,846	\$ 120,607	\$ 71,198	\$ 132,938	\$ 2,624,589	
Institute for Community Alliances	CoC Planning grant	New	Yes	NR	NA		\$ 120,123						\$ 120,123		
<b>TOTAL PROJECTS &amp; FUNDING REQUESTED</b>											<b>Projects: 22</b>	<b>\$ 2,744,712</b>			
<b>Projects rejected</b>												\$ -			
None											\$ -	\$ -	\$ -	\$ -	\$ -

**Corrections from Initial Posting:** Request amounts and award amounts for Southeast Hearth, Mankato Supportive Housing, and Progress Program corrected. Correction to Southeast Hearth resulted in \$9 adjustment to Tier 1/2 split line for SHOR. Corrections to Southeast Hearth, Mankato Supportive Housing, and Progress Program resulted in slight increase (+\$261) of reallocated funds and CoC Bonus funds (+\$2,739) for Progress Program.

**Reductions/rejections:** Cherry Ridge - voluntary reallocation during renewal project reviews. Southeast Hearth, Women's Shelter Joint TH-RRH, and SHOR - funds reallocated during renewal project reviews due to underutilization. The 105 - Voluntary reduction during application.

**Ranking notes:** Per CoC policy, project performance and capacity to perform is the first consideration in ranking projects for HUD. To do this, all projects were placed in order of performance score. Then, using the HUD determined limit for Tier 1 (\$2,251,021), CoC policy regarding projects that support system-wide CoC efforts and HUD requirements (HMIS and Coordinated Entry) were placed at the bottom of Tier 1 up to a maximum of 15% of all funds requested in Tier 1. Then, per policy, projects in Tier 2 were considered in terms of impact to geographic areas or populations if not selected for funding by HUD, and were found to have significantly negative impact on the CoC's current priority need areas. As result, projects in Tier 2 were placed in order of current CoC priority needs. The PAH St. Peter Housing was moved to Tier 1 in place of the new PAH Mankato Supportive Housing due to flexibility in project timeline.

# 2023 HDX Competition Report

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

### Total Population PIT Count Data

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	459	485	485	496
Emergency Shelter Total	244	261	248	270
Safe Haven Total	0	0	0	0
Transitional Housing Total	149	158	149	144
Total Sheltered Count	393	419	397	414
Total Unsheltered Count	66	66	88	82

### Chronically Homeless PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	79	96	109	107
Sheltered Count of Chronically Homeless Persons	52	69	82	72
Unsheltered Count of Chronically Homeless Persons	27	27	27	35

# 2023 HDX Competition Report

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

### Homeless Households with Children PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	83	72	68	74
Sheltered Count of Homeless Households with Children	80	69	67	72
Unsheltered Count of Homeless Households with Children	3	3	1	2

### Homeless Veteran PIT Counts

	2011 PIT	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	15	13	11	20	27
Sheltered Count of Homeless Veterans	15	11	9	12	20
Unsheltered Count of Homeless Veterans	0	2	2	8	7

\*For CoCs that did not conduct an unsheltered count in 2021, 2020 data were used.



2023 HDX Competition Report  
HIC Data for MN-502 - Rochester/Southeast Minnesota CoC

**HMIS Bed Coverage Rates**

Project Type	Total Year-Round, Current Beds	Total Current, Year-Round, HMIS Beds	Total Year-Round, Current, Non-VSP Beds*	HMIS Bed Coverage Rate for Year-Round Beds	Total Year-Round, Current VSP Beds in an HMIS Comparable Database	Total Year-Round, Current, VSP Beds**	HMIS Comparable Bed Coverage Rate for VSP Beds	Total Current, Year-Round, HMIS Beds and VSP Beds in an HMIS Comparable Database	HMIS and Comparable Database Coverage Rate
ES Beds	331	212	256	82.81%	0	75	0.00%	212	64.05%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	221	150	184	81.52%	0	37	0.00%	150	67.87%
RRH Beds	171	171	171	100.00%	0	0	NA	171	100.00%
PSH Beds	293	263	293	89.76%	0	0	NA	263	89.76%
OPH Beds	909	713	867	82.24%	0	0	NA	713	78.44%
Total Beds	1,925	1,509	1,771	85.21%	0	112	0.00%	1,509	78.39%

2023 HDX Competition Report  
HIC Data for MN-502 - Rochester/Southeast Minnesota CoC

# 2023 HDX Competition Report

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

**Notes**

\*For OPH Beds, this does NOT include any beds that are Current, Non-VSP, Non-HMIS, and EHV-funded.

\*\*For OPH Beds, this does NOT include any beds that are Current, VSP, Non-HMIS, and EHV-funded.

In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

In the HIC, Current beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2020 HIC	2021 HIC	2022 HIC	2023 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	237	236	256	256

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

Households with Children	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH units available to serve families on the HIC	28	24	43	30

### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH beds available to serve all populations on the HIC	128	99	173	171

2023 HDX Competition Report  
HIC Data for MN-502 - Rochester/Southeast Minnesota CoC

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

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

#### 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.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2021	FY 2022	Submitted FY 2021	FY 2022	Difference	Submitted FY 2021	FY 2022	Difference
1.1 Persons in ES and SH	939	1273	46	41	-5	16	19	3
1.2 Persons in ES, SH, and TH	1178	1441	95	81	-14	26	21	-5

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer 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.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

2023 HDX Competition Report  
**FY2022 - Performance Measurement Module (Sys PM)**

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2021	FY 2022	Submitted FY 2021	FY 2022	Difference	Submitted FY 2021	FY 2022	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	1195	1598	439	482	43	123	113	-10
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	1851	1755	445	487	42	204	142	-62

# 2023 HDX Competition Report

## FY2022 - 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.

	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	
		FY 2022	% of Returns	FY 2022	% of Returns	FY 2022	% of Returns	FY 2022	% of Returns
Exit was from SO	3	0	0%	0	0%	1	33%	1	33%
Exit was from ES	147	16	11%	6	4%	2	1%	24	16%
Exit was from TH	140	6	4%	2	1%	1	1%	9	6%
Exit was from SH	0	0		0		0		0	
Exit was from PH	289	12	4%	1	0%	9	3%	22	8%
TOTAL Returns to Homelessness	579	34	6%	9	2%	13	2%	56	10%

### Measure 3: Number of Homeless Persons

#### Metric 3.1 – Change in PIT Counts

# 2023 HDX Competition Report

## FY2022 - 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 2021 PIT Count	January 2022 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons		485	
Emergency Shelter Total	261	248	-13
Safe Haven Total	0	0	0
Transitional Housing Total	158	149	-9
Total Sheltered Count	419	397	-22
Unsheltered Count		88	

### Metric 3.2 – Change in Annual Counts

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

	Submitted FY 2021	FY 2022	Difference
Universe: Unduplicated Total sheltered homeless persons	1209	1503	294
Emergency Shelter Total	955	1316	361
Safe Haven Total	0	0	0
Transitional Housing Total	287	212	-75



# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### 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 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	132	106	-26
Number of adults with increased earned income	7	10	3
Percentage of adults who increased earned income	5%	9%	4%

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

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	132	106	-26
Number of adults with increased non-employment cash income	30	26	-4
Percentage of adults who increased non-employment cash income	23%	25%	2%

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

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	132	106	-26
Number of adults with increased total income	34	36	2
Percentage of adults who increased total income	26%	34%	8%

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	104	108	4
Number of adults who exited with increased earned income	5	17	12
Percentage of adults who increased earned income	5%	16%	11%

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

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	104	108	4
Number of adults who exited with increased non-employment cash income	18	26	8
Percentage of adults who increased non-employment cash income	17%	24%	7%

### Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	104	108	4
Number of adults who exited with increased total income	22	36	14
Percentage of adults who increased total income	21%	33%	12%

# 2023 HDX Competition Report

## FY2022 - 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 2021	FY 2022	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	1011	1295	284
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.	156	229	73
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)	855	1066	211

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

	Submitted FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	1342	1704	362
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.	240	280	40
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.)	1102	1424	322

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### 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 FY2022 (Oct 1, 2021 - Sept 30, 2022) 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 2021	FY 2022	Difference
Universe: Persons who exit Street Outreach	82	56	-26
Of persons above, those who exited to temporary & some institutional destinations	35	23	-12
Of the persons above, those who exited to permanent housing destinations	16	5	-11
% Successful exits	62%	50%	-12%

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

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

	Submitted FY 2021	FY 2022	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	1005	1374	369
Of the persons above, those who exited to permanent housing destinations	366	429	63
% Successful exits	36%	31%	-5%

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

	Submitted FY 2021	FY 2022	Difference
Universe: Persons in all PH projects except PH-RRH	813	974	161
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	765	923	158
% Successful exits/retention	94%	95%	1%

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**  
**MN-502 - Rochester/Southeast Minnesota CoC**

	All ES, SH			All TH			All PSH, OPH			All RRH			All Street Outreach		
	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022
1. Number of non-DV Beds on HIC	157	336	292	185	180	178	869	1048	1068	128	99	173			
2. Number of HMIS Beds	96	224	239	165	162	160	793	898	892	128	99	173			
3. HMIS Participation Rate from HIC ( % )	61.15	66.67	81.85	89.19	90.00	89.89	91.25	85.69	83.52	100.00	100.00	100.00			
4. Unduplicated Persons Served (HMIS)	691	967	1306	304	292	213	1165	1116	1135	316	337	427	86	83	36
5. Total Leavers (HMIS)	614	819	1209	201	174	120	301	230	241	173	163	232	42	68	21
6. Destination of Don't Know, Refused, or Missing (HMIS)	302	425	165	10	6	6	49	17	22	4	5	14	8	15	0
7. Destination Error Rate (%)	49.19	51.89	13.65	4.98	3.45	5.00	16.28	7.39	9.13	2.31	3.07	6.03	19.05	22.06	0.00

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**

# 2023 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 2023 PIT Count	1/25/2023	

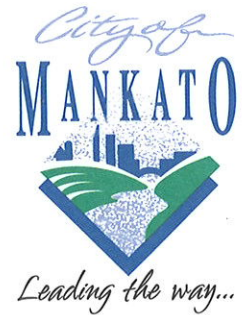
### Report Submission Date in HDX

	Submitted On	Met Deadline
2023 PIT Count Submittal Date	4/26/2023	Yes
2023 HIC Count Submittal Date	4/26/2023	Yes
2022 System PM Submittal Date	2/22/2023	Yes



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September 19, 2023

U.S. Department of Housing and Urban Development  
Community Planning and Development  
Special Needs Assistance Program Office  
Washington, DC

VIA ELECTRONIC MAIL

RE: Project-based voucher commitment for Mankato Supportive Housing project

Dear HUD SNAPs Office team,

The City of Mankato is very supportive of the Mankato Supportive Housing project submitted in this funding round by Partners for Affordable Housing. The project assists in meeting our goals of providing additional affordable housing units in our community and preventing and ending homelessness.

The City of Mankato Economic Development Authority MN063 commits to issuing forty (40) Section 8 Project Based Housing Choice Vouchers for the Mankato Supportive Housing project at 750 Linder Avenue, Mankato, MN. The EDA will enter a 15-year contract with developer/owner Trellis Company to offer this rental assistance to begin on 10-1-2025. The EDA agrees to work with Trellis Company to renew this contract when it expires.

The forty vouchers committed to this project will serve all forty permanent supportive housing units proposed in the project application (100% coverage).

Please refer any questions to Nancy Bokelmann, Associate Director of Housing and Economic Development at 507-387-8632 or [nbokelmann@mankatomn.gov](mailto:nbokelmann@mankatomn.gov).

Sincerely,

A handwritten signature in blue ink that reads "Nancy Bokelmann".

Nancy Bokelmann  
Associate Director of Housing and Economic Development

## Before Starting the Project Listings for the CoC Priority Listing

**The CoC Consolidated Application requires TWO submissions. Both this Project Priority Listing AND the CoC Application MUST be completed and submitted prior to the CoC Program Competition submission deadline stated in the NOFO.**

The CoC Priority Listing includes:

- Reallocation forms – must be completed if the CoC is reallocating eligible renewal projects to create new projects or if a project applicant will transition from an existing component to an eligible new component.

- Project Listings:

- New;
- Renewal;
- UFA Costs;
- CoC Planning;
- YHPD Renewal; and
- YHDP Replacement.
- Attachment Requirement

- HUD-2991, Certification of Consistency with the Consolidated Plan – Collaborative Applicants must attach an accurately completed, signed, and dated HUD-2991.

Things to Remember:

- New and Renewal Project Listings – all project applications must be reviewed, approved and ranked, or rejected based on the local CoC competition process.

- Project applications on the following Project Listings must be approved, they are not ranked per the FY 2023 CoC Program Competition NOFO:

- UFA Costs Project Listing;
- CoC planning Project Listing;
- YHPD Renewal Project Listing; and
- YHDP Replacement Project Listing.

- Collaborative Applicants are responsible for ensuring all project applications accurately appear on the Project Listings and there are no project applications missing from one or more Project Listings.

- For each project application rejected by the CoC the Collaborative Applicant must select the reason for the rejection from the dropdown provided.

- If the Collaborative Applicant needs to amend a project application for any reason, the Collaborative Applicant MUST ensure the amended project is returned to the applicable Project Listing AND ranked BEFORE submitting the CoC Priority Listing to HUD in e-snaps.

Additional training resources are available online on HUD’s website.  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)

## 1A. Continuum of Care (CoC) Identification

### Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**Collaborative Applicant Name:** Institute for Community Alliances

## 2. Reallocation

**Instructions:**

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**2-1 Is the CoC reallocating funds from one or more eligible renewal grant(s) that will expire in Calendar Year 2024 into one or more new projects?** Yes

**Alert: As stated in the FY 2023 NOFO, CoCs may reallocate renewing Round 1 YHDP projects initially funded by HUD in the FY 2016 YHDP Competition.**

**CoCs MAY NOT reallocate YHDP Renewal grants initially awarded Round 2 or later YHDP funding.**

### 3. Reallocation - Grant(s) Eliminated

CoCs reallocating eligible CoC and Round 1 YHDP renewal project funds to create new CoC project application(s) – as detailed in the FY 2023 CoC Program Competition NOFO – may do so by eliminating one or more expiring eligible CoC and Round 1 YHDP renewal projects. CoCs that are eliminating eligible CoC and Round 1 YHDP renewal projects must identify those projects on this form.

CoCs must not reallocate YHDP Renewal grants initially awarded Round 2 or later YHDP funding.

Amount Available for New Project: (Sum of All Eliminated Projects)				
\$0				
Eliminated Project Name	Grant Number Eliminated	Component Type	Annual Renewal Amount	Type of Reallocation
This list contains no items				

## 4. Reallocation - Grant(s) Reduced

CoCs reallocating eligible CoC and Round 1 YHDP renewal project funds to create new CoC project application(s) – as detailed in the FY 2023 CoC Program Competition NOFO – may do so by eliminating one or more expiring eligible CoC and Round 1 YHDP renewal projects. CoCs that are eliminating eligible CoC and Round 1 YHDP renewal projects must identify those projects on this form.

CoCs must not reallocate YHDP Renewal grants initially awarded Round 2 or later YHDP funding.

Amount Available for New Project (Sum of All Reduced Projects)					
\$120,607					
Reduced Project Name	Reduced Grant Number	Annual Renewal Amount	Amount Retained	Amount available for new project	Reallocation Type
Cherry Ridge Cons...	MN0300	\$62,867	\$57,330	\$5,537	Regular
Women's Shelter I...	MN0462	\$145,495	\$72,066	\$73,429	Regular
Southeast Hearth	MN0247	\$196,367	\$174,397	\$21,970	Regular
The 105	MN0246	\$183,375	\$182,888	\$487	Regular
SHOR	MN0064	\$158,120	\$138,936	\$19,184	Regular

## 4. Reallocation - Grant(s) Reduced Details

**Instructions:**

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.**

**Reduced Project Name:** Cherry Ridge Consolidated  
**Grant Number of Reduced Project:** MN0300  
**Reduced Project Current Annual Renewal Amount:** \$62,867  
**Amount Retained for Project:** \$57,330  
**Amount available for New Project(s):** \$5,537  
(This amount will auto-calculate by selecting "Save" button)

**4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)**

During renewal project reviews, the CoC identified that the project had an average of 21% of funds (\$13,013/year) recaptured over the past three funding cycles and the applicant indicated intent to voluntarily reallocate a portion of project budget. Based on CoC reallocation policy, the CoC decided to reallocate \$5,537 (9%) to other new projects due to underutilization of funds. The applicant was notified of the reduction by email to designated project contacts on July 10, 2023.

## 4. Reallocation - Grant(s) Reduced Details

**Instructions:**

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.

Reduced Project Name: Women's Shelter Inc. Joint TH-RRH

Grant Number of Reduced Project: MN0462

Reduced Project Current Annual Renewal Amount: \$145,495

Amount Retained for Project: \$72,066

Amount available for New Project(s): \$73,429  
 (This amount will auto-calculate by selecting "Save" button)

4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)

During renewal project reviews, the CoC identified that the project had an average of 58% of funds (\$82,829/year) recaptured over each of the past three funding cycles and no plan was submitted to fully utilize funds in the current cycle. Based on CoC reallocation policy, the CoC decided to reallocate \$73,429 (50.5%) to other new projects due to underutilization of funds. Because the project targets households experiencing homelessness due to domestic violence, the CoC also maintained adequate funding in the existing project to serve existing households in the program with flexibility to serve households with lower incomes (higher subsidy need) than current participants as units turn over. The applicant was notified of the involuntary reduction by email to designated project contacts on July 10, 2023.

## 4. Reallocation - Grant(s) Reduced Details

### Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.



**Reduced Project Name:** Southeast Hearth  
**Grant Number of Reduced Project:** MN0247  
**Reduced Project Current Annual Renewal Amount:** \$196,367  
**Amount Retained for Project:** \$174,397  
**Amount available for New Project(s):** \$21,970  
 (This amount will auto-calculate by selecting "Save" button)

**4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)**

During renewal project reviews, the CoC identified that the project had an average of 24% of funds (\$47,717/year) recaptured over the past three funding cycles and no plan was submitted to fully utilize funds in the current cycle. Based on CoC reallocation policy, the CoC decided to reallocate \$21,970 (11%) to other new projects due to underutilization of funds. Because project targets households experiencing chronic homelessness with highly flexible voucher assistance with services and had some reallocation in 2022, the CoC maintained adequate funding in the project to serve existing households in the program with flexibility to serve households with lower incomes (higher subsidy need) as vouchers turn over. The applicant was notified of the involuntary reduction by email to designated project contacts on 7/10/23.

## 4. Reallocation - Grant(s) Reduced Details

**Instructions:**

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.**

**Reduced Project Name:** The 105  
**Grant Number of Reduced Project:** MN0246

**Reduced Project Current Annual Renewal Amount:** \$183,375

**Amount Retained for Project:** \$182,888

**Amount available for New Project(s):** \$487  
(This amount will auto-calculate by selecting "Save" button)

**4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)**

During final application submittal in e-snaps, the project applicant identified that its small admin line (\$487) was not typically spent and decided to remove it from the application. Based on CoC policy, the CoC accepted the voluntary reduction. The applicant received confirmation of the reduction by email to designated project contacts on 9/10/23.

## 4. Reallocation - Grant(s) Reduced Details

### Instructions:

For guidance on completing this form, please reference the FY 2023 CoC Priority Listing Detailed Instructions and FY 2023 CoC Priority Listing Navigational Guide on HUD's website. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**4-1 Complete the fields below for each eligible renewal grant that is being reduced during the FY 2023 reallocation process. Refer to the FY 2023 Grant Inventory Worksheet to ensure all information entered is accurate.**

**Reduced Project Name:** SHOR

**Grant Number of Reduced Project:** MN0064

**Reduced Project Current Annual Renewal Amount:** \$158,120

**Amount Retained for Project:** \$138,936

**Amount available for New Project(s):** \$19,184  
(This amount will auto-calculate by selecting "Save" button)

**4-2. Describe how the CoC determined that this project should be reduced and include the date the project applicant was notified of the reduction. (limit 750 characters)**

During renewal project reviews, the CoC identified that the project had an average of 24% of funds (\$37,729/year) recaptured over the past three funding cycles and no plan was submitted to fully utilize funds. Based on CoC reallocation policy, the CoC reallocated \$19,670 (12.5%) to other new projects due to underutilization of funds. Because the project targets households experiencing chronic homelessness, the CoC maintained adequate funding to serve existing households in the program with flexibility to serve households with lower incomes (higher subsidy need) as units turn over. The CoC also adjusted the final reduction to \$19,184 in consultation with the project based on rent calculations. The applicant was notified of the initial involuntary reduction by email to designated project contacts on 7/10/23. Final notice was sent 9/10/23.

## Continuum of Care (CoC) New Project Listing

**Instructions:**

Prior to starting the New Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD’s website.

To upload all new project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of new projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the New Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make the necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps. [https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**WARNING:** If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC’s Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Comp Type	Applicant Name	Budget Amount	Grant Term	Rank	PH/Reallocation	PSH/RRH	Expansion
MN HMIS Southeast...	2023-09-13 16:02:...	HMIS	Institute for Com...	\$27,224	1 Year	E21	PH Bonus		Yes
Progress Program ...	2023-09-18 12:17:...	PH	Steele County Tra...	\$50,000	1 Year	20	Both	RRH	
Mankato Supportiv ...	2023-09-19 20:58:...	PH	Partners for Affo...	\$114,581	1 Year	19	Reallocation	PSH	
OCHRA DV RRH FY2023	2023-09-20 11:51:...	PH	Olmsted County Ho...	\$132,938	1 Year	D2	DV Bonus	RRH	

# Continuum of Care (CoC) Renewal Project Listing

## Instructions:

Prior to starting the Renewal Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all renewal project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of renewal projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid re-housing projects listed on the Renewal Project Listing.	X
The Collaborative Applicant certifies all renewal permanent supportive housing and rapid rehousing projects listed on the Renewal Project Listing comply with program requirements and appropriate standards of quality and habitability.	X
The Collaborative Applicant does not have any renewal permanent supportive housing or rapid re-housing renewal projects.	

**WARNING:** If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Rank	PSH/RRH	Comp Type	Consolidation Type	Expansion Type
The 105 FY 2023	2023-08-21 08:42:...	1 Year	Olmsted County Ho...	\$182,888	12	PSH	PH		
Gage East	2023-08-22 18:40:...	1 Year	Center City Housing	\$98,704	5	PSH	PH		
Castlevie w 1	2023-08-23 09:42:...	1 Year	The Salvation Army	\$54,642	18	PSH	PH		
Radichel Veteran ...	2023-08-18 11:39:...	1 Year	Minnesota Assista...	\$175,116	9	PSH	PH		
The Francis FY 2023	2023-08-22 14:41:...	1 Year	Olmsted County Ho...	\$120,716	7	PSH	PH		
Maxfield Place	2023-08-23 10:13:...	1 Year	The Salvation Army	\$181,577	1	PSH	PH		
SHOR FY 2023	2023-08-23 10:35:...	1 Year	Olmsted County Ho...	\$138,936	17	PSH	PH		
MN HMIS Southea st...	2023-08-23 18:31:...	1 Year	Institute for Com...	\$62,480	E16		HMIS		Expansion
Southea st Hearth ...	2023-09-19 08:50:...	1 Year	Hearth Connecti on	\$174,397	10	PSH	PH		
HUD RRH FY2023	2023-09-19 13:56:...	1 Year	Three Rivers Comm...	\$241,963	4	RRH	PH		
TRCA PSH FY2023	2023-09-19 14:00:...	1 Year	Three Rivers Comm...	\$256,426	3	PSH	PH		
St. Peter Housing. ..	2023-09-19 19:07:...	1 Year	Partners for Affo...	\$118,611	13		Joint TH & PH-RRH		
Women's Shelter l...	2023-09-20 10:51:...	1 Year	Women's Shelter Inc.	\$72,066	8		Joint TH & PH-RRH		
RVCoC CES DV FY2023	2023-09-20 14:27:...	1 Year	Institute for Com...	\$92,100	15		SSO		

RVCoC CES FY2023	2023-09-20 14:32:...	1 Year	Institute for Com...	\$203,310	14		SSO		
Silver Creek Corner	2023-09-20 14:56:...	1 Year	Center City Housing	\$68,584	11	PSH	PH		
Cherry Ridge Rent...	2023-09-20 18:15:...	1 Year	Mankato EDA / SW ...	\$57,330	6	PSH	PH		

# Continuum of Care (CoC) Planning Project Listing

## Instructions:

Prior to starting the CoC Planning Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload the CoC planning project application submitted to this Project Listing, click the "Update List" button. This process may take a few minutes while the project is located in the e-snaps system. You may update each of the Project Listings simultaneously. To review the CoC Planning Project Listing, click on the magnifying glass next to view the project details. To view the actual project application, click on the orange folder. If you identify errors in the project application, you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

Only one CoC planning project application can be submitted and only by the Collaborative Applicant designated by the CoC which must match the Collaborative Applicant information on the CoC Applicant Profile.

[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.**

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Accepted?
MN-502 CoC Planni...	2023-09-25 13:55:...	1 Year	Institute for Com...	\$121,023	Yes



## Continuum of Care (CoC) YHDP Renewal Project Listing

### Instructions:

Prior to starting the YHDP Renewal Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all YHDP Renewal project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of YHDP Renewal projects submitted by project applicant(s) to your CoC in the e-snaps system.

You may update each of the Project Listings simultaneously. To review a project on the YHDP Renewal Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked (if applicable) or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps. .

As stated in the FY 2023 NOFO, CoCs must rank all YHDP Renewal projects that HUD initially funded in the FY 2016 (Round 1) YHDP Competition.  
[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

The Collaborative Applicant certifies that there is a demonstrated need for all renewal permanent supportive housing and rapid rehousing projects listed on the YHDP Renewal Project Listing.

The Collaborative Applicant certifies all renewal permanent supportive housing and rapid rehousing projects listed on the YHDP Renewal Project Listing comply with program requirements and appropriate standards of quality and habitability.

The Collaborative Applicant does not have any renewal permanent supportive housing or rapid rehousing YHDP renewal projects.

**WARNING:** If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.

Project Name	Date Submitted	Applicant Name	Budget Amount	Comp Type	Grant Term	Accepted ?	Rank	PSH/RRH	Consolidation Type
This list contains no items									

# Continuum of Care (CoC) YHDP Replacement Project Listing

### Instructions:

Prior to starting the YHDP Replacement Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all YHDP Replacement project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of YHDP renewal projects submitted by project applicant(s) to your CoC in the e-snaps system.

You may update each of the Project Listings simultaneously. To review a project on the YHDP Replacement Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked (if applicable) or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

As stated in the FY 2023 NOFO, CoCs must rank all YHDP Replacement applications for projects replacing YHDP Renewal projects that HUD initially funded in the FY 2016 (Round 1) YHDP Competition.

[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition).

**WARNING: If you amend project applications back to project applicants to make changes or corrections in e-snaps, you must approve the resubmitted project applications. If you do not approve the resubmitted project applications, they will not be included on your CoC's Priority Listings, which could result in your CoC losing funding. HUD lacks the authority to fund projects unless they are included on the Priority Listings, which tell us which projects your CoC is prioritizing.**

Project Name	Date Submitted	Applicant Name	Budget Amount	Comp Type	Grant Term	Accepted?	Rank
This list contains no items							

## Funding Summary

### Instructions

This page provides the total budget summaries for each of the project listings after you approved and ranked the New, Renewal, Round 1 YHDP Renewal and Round 1 YHDP Replacement projects, or rejected project applications. You must review this page to ensure the totals for each of the categories is accurate.

The "Total CoC Request" indicates the total funding request amount your CoC's Collaborative Applicant will submit to HUD for funding consideration. As stated previously, only 1 UFA Cost project application (for UFA designated Collaborative Applicants only) and only 1 CoC Planning project application can be submitted and only the Collaborative Applicant designated by the CoC is eligible to request these funds.

Title	Total Amount
Renewal Amount	\$2,299,846
New Amount	\$324,743
CoC Planning Amount	\$121,023
YHDP Amount - Competitive	\$0
YHDP Amount - Non-Competitive	\$0
Rejected Amount	\$0
<b>TOTAL CoC REQUEST</b>	<b>\$2,745,612</b>

## Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan (HUD-2991)	Yes	MN-502 Certificat...	09/25/2023
Other	No		
Other	No		
Project Rating and Ranking Tool (optional)	No		

## Attachment Details

**Document Description:** MN-502 Certification of Consistency with Consolidated Plans

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## Submission Summary

**WARNING: The FY2021 CoC Consolidated Application requires 2 submissions. Both this Project Priority Listing AND the CoC Consolidated Application MUST be submitted.**

**WARNING: The FY2021 CoC Consolidated Application requires 2 submissions. Both this Project Priority Listing AND the CoC Consolidated Application MUST be submitted.**

Page	Last Updated
<b>Before Starting</b>	No Input Required
<b>1A. Identification</b>	08/23/2023
<b>2. Reallocation</b>	09/19/2023
<b>3. Grant(s) Eliminated</b>	No Input Required
<b>4. Grant(s) Reduced</b>	09/25/2023
<b>5A. CoC New Project Listing</b>	09/20/2023
<b>5B. CoC Renewal Project Listing</b>	09/22/2023
<b>5D. CoC Planning Project Listing</b>	09/25/2023
<b>5E. YHDP Renewal Project Listing</b>	No Input Required

<b>5F. YHDP Replacement Project Listing</b>	No Input Required
<b>Funding Summary</b>	No Input Required
<b>Attachments</b>	09/25/2023
<b>Submission Summary</b>	No Input Required



**U.S. Department of Housing  
and Urban Development**

**Certification of Consistency with  
the Consolidated Plan for the  
Continuum of Care Program**

I certify that the proposed activities included in the Continuum of Care (CoC) project applications is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: Rochester / Southeast Minnesota CoC (MN-502)

Project Names and locations:  
Hearth Connection, Southeast Hearth 2023 (Admin office: 2446 University Ave W, Ste 150, St. Paul, MN 55114)  
Institute for Community Alliances, MN HMIS Southeast (Admin office: 1111 9<sup>th</sup> St, Ste 380, Des Moines, IA 50314)  
Institute for Community Alliances, MN HMIS Southeast Expansion (Admin office: see above)  
Institute for Community Alliances, MN-502 CoC Planning (Admin office: see above)  
Institute for Community Alliances, RVCoC CES DV (Admin office: see above)  
Institute for Community Alliances, RVCoC Coordinated Entry System (Admin office: see above)  
Mankato EDA, Cherry Ridge Consolidated (101 Glenwood Ave, Mankato, MN 56001)  
Minnesota Assistance Council for Veterans, Radichel Veteran Townhomes (700 Raintree Rd, Mankato, MN 56001)  
Partners for Affordable Housing, Mankato Supportive Housing (750 Linder Avenue, Mankato, MN 56001)  
The Salvation Army, Maxfield Place (324 Maxfield St, Mankato, MN 56001)  
Three Rivers Community Action, HUD RRH (Admin office: 1414 North Star Dr, Zumbrota, MN 55992)

Name of Certifying Jurisdiction: City of Mankato, Minnesota

Certifying Official of the Jurisdiction Name: Susan MH Arntz

Title: City Manager

Signature: 

Date: 9/11/2023

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.  
**Privacy Act Statement.** This form does not collect SSN information. The Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under 24 CFR part 91, 24 CFR Part 578, and is authorized by the McKinney-Vento Act, as amended by S. 896 The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 (42 U.S.C. 11371 et seq.). HUD considers the completion of this form, including the local jurisdiction(s) authorizing official's signature, as confirmation the project application(s) proposed activities submitted to HUD in the CoC Program Competition are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is a state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. Failure to either submit one form per project or one form with a listing of project information for each field (i.e., name of applicant, name of project, location of project) will result in a technical deficiency notification that must be corrected within the number of days designated by HUD, and further failure to provide missing or incomplete information will result in project application removal from the review process and rejection in the competitive process.


U.S. Department of Housing  
and Urban Development

Certification of Consistency with  
the Consolidated Plan for the  
Continuum of Care Program

I certify that the proposed activities included in the Continuum of Care (CoC) project applications is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: Rochester / Southeast Minnesota CoC (MN-502)

Project Names and locations: Center City Housing, Gage East (920 40th St NW, Rochester, MN 55901)  
Center City Housing, Silver Creek Corner (2125 Campus Dr SE, Rochester MN 55904)  
Institute for Community Alliances, MN HMIS Southeast (Admin office: 1111 9<sup>th</sup> St, Ste 380, Des Moines, IA 50314)  
Institute for Community Alliances, MN HMIS Southeast Expansion (Admin office: see above)  
Institute for Community Alliances, MN-502 CoC Planning (Admin office: see above)  
Institute for Community Alliances, RVCoC CES DV (Admin office: see above)  
Institute for Community Alliances, RVCoC Coordinated Entry System (Admin office: see above)  
Olmsted County HRA, DV RRH (Admin office: 2117 Campus Dr SE, Rochester, MN 55904)  
Olmsted County HRA, SHOR (Admin office: 2117 Campus Dr SE, Rochester, MN 55904)  
Olmsted County HRA, The 105 (105 N Broadway, Rochester, MN 55906)  
Olmsted County HRA, The Francis (17 4th St SW, Rochester, MN 55902)  
The Salvation Army, Castleview 1 (120 N Broadway, Rochester, MN 55906)  
Three Rivers Community Action, HUD RRH (Admin office: 1414 North Star Dr, Zumbrota, MN 55992)  
Women's Shelter Joint TH/RRH (Admin office: P.O. Box 457, Rochester, MN 55903)

Name of Certifying Jurisdiction: City of Rochester, Minnesota  
Certifying Official of the Jurisdiction Name: Brent Svenby  
Title: CDBG Administrator  
Signature:   
Date: 9/11/23

**Public reporting burden** for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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I certify that the proposed activities included in the Continuum of Care (CoC) project applications is consistent with the jurisdiction's currently approved Consolidated Plan.

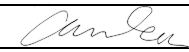
Applicant Name: Rochester / Southeast Minnesota CoC (MN-502)

Project Names and locations: Center City Housing, Gage East (920 40th St NW, Rochester, MN 55901)  
Center City Housing, Silver Creek Corner (2125 Campus Dr SE, Rochester MN 55904)  
Hearth Connection, Southeast Hearth 2023 (Admin office: 2446 University Ave W, Ste 150, St. Paul, MN 55114)  
Institute for Community Alliances, MN HMIS Southeast (Admin office: 1111 9<sup>th</sup> St, Ste 380, Des Moines, IA 50314)  
Institute for Community Alliances, MN HMIS Southeast Expansion (Admin office: see above)  
Institute for Community Alliances, MN-502 CoC Planning (Admin office: see above)  
Institute for Community Alliances, RVCoC CES DV (Admin office: see above)  
Institute for Community Alliances, RVCoC Coordinated Entry System (Admin office: see above)  
Mankato EDA, Cherry Ridge Consolidated (101 Glenwood Ave, Mankato, MN 56001)  
Minnesota Assistance Council for Veterans, Radichel Veteran Townhomes (700 Raintree Rd, Mankato, MN 56001)  
Olmsted County HRA, DV RRH (Admin office: 2117 Campus Dr SE, Rochester, MN 55904)  
Olmsted County HRA, SHOR (Admin office: 2117 Campus Dr SE, Rochester, MN 55904)  
Olmsted County HRA, The 105 (105 N Broadway, Rochester, MN 55906)  
Olmsted County HRA, The Francis (17 4th St SW, Rochester, MN 55902)  
Partners for Affordable Housing, Mankato Supportive Housing (750 Linder Avenue, Mankato, MN 56001)  
Partners for Affordable Housing, St. Peter Housing (221 Union St, St. Peter, MN 56082)  
Steele County Transitional Housing, Progress Program (Admin office: 155 Oakdale St, Owatonna, MN 55060)  
The Salvation Army, Castleview 1 (120 N Broadway, Rochester, MN 55906)  
The Salvation Army, Maxfield Place (324 Maxfield St, Mankato, MN 56001)  
Three Rivers Community Action, HUD RRH (Admin office: 1414 North Star Dr, Zumbrota, MN 55992)  
Three Rivers Community Action, TRCA PSH (1515 Deerwood Ln, Faribault, MN 55021; 824 23rd Ave NW, Austin, MN 55912; 575 North 10<sup>th</sup> St, Lake City, MN 55041)  
Women's Shelter Joint TH/RRH (Admin office: P.O. Box 457, Rochester, MN 55903)

Name of Certifying Jurisdiction: State of Minnesota, Department of Human Services

Certifying Official of the Jurisdiction Name: Annie Wells

Title: Homeless Assistance Program Grant Manager

Signature: 

Date: 9/8/2023

**Public reporting burden** for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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