

## **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:** County of Riverside

## 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?** No

## 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.

**EX1\_Project\_List\_Status\_field** List Updated Successfully

Project Name	Date Submitted	Comp Type	Applicant Name	Budget Amount	Grant Term	Rank	PH/Realloc	PSH/RRH	Expansion
2023 SAFE FJC DV ...	2023-09-27 16:42:...	PH	County of Riverside	\$695,551	1 Year	D20	DV Bonus	RRH	
2023 HDH DV Bonus...	2023-09-27 16:40:...	Joint TH & PH-RRH	County of Riverside	\$796,073	1 Year	D21	DV Bonus		
2023 Lutheran (LS...	2023-09-27 16:41:...	PH	County of Riverside	\$615,698	1 Year	22	PH Bonus	RRH	

2023 IF PSH RS2H ...	2023-09- 27 16:41:...	PH	County of Riverside	\$428,439	1 Year	23	PH Bonus	PSH	
----------------------------	-----------------------------	----	------------------------	-----------	--------	----	-------------	-----	--

## 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.

EX1\_Project\_List\_Status\_field

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Rank	PSH/RRH	Comp Type	Consolidation Type	Expansion Type
2023 CA0672 HMIS	2023-09-27 15:42:...	1 Year	County of Riverside	\$344,072	1		HMIS		
2023 CA2055 Count...	2023-09-27 16:39:...	1 Year	County of Riverside	\$2,084,563	4	RRH	PH		
2023 CA2054 RUHS-...	2023-09-27 16:39:...	1 Year	County of Riverside	\$135,392	7	PSH	PH		
2023 CA1708 LHSSC...	2023-09-27 16:35:...	1 Year	County of Riverside	\$404,862	19	PSH	PH		
2023 CA2052 CoR RRH	2023-09-27 16:38:...	1 Year	County of Riverside	\$208,762	3	RRH	PH		
2023 CA1900 JFSSD...	2023-09-27 16:36:...	1 Year	County of Riverside	\$1,169,646	12	PSH	PH		
2023 CA1367 LHSSC...	2023-09-27 16:35:...	1 Year	County of Riverside	\$309,006	15	RRH	PH		
2023 CA2053 RUHS-...	2023-09-27 16:38:...	1 Year	County of Riverside	\$830,423	8	PSH	PH		
2023 CA2182 New R...	2023-09-27 16:39:...	1 Year	County of Riverside	\$467,460	10	RRH	PH		
2023 CA1055 CoR P...	2023-09-27 16:33:...	1 Year	County of Riverside	\$147,954	16	PSH	PH		
2023 CA2051 VRS RRH	2023-09-27 16:37:...	1 Year	County of Riverside	\$433,030	9	RRH	PH		
2023 CA2049 LHSSC...	2023-09-27 16:36:...	1 Year	County of Riverside	\$371,258	5	PSH	PH		
2023 CA2050 Mercy...	2023-09-27 16:37:...	1 Year	County of Riverside	\$64,099	6	PSH	PH		

2023 CA1364 POLM PSH	2023-09-27 16:34:...	1 Year	County of Riverside	\$1,574,754	17	PSH	PH		
2023 CA1449 RUHS ...	2023-09-27 16:35:...	1 Year	County of Riverside	\$1,150,000	2		SSO		
2023 CA0935 RUHS-...	2023-09-27 16:32:...	1 Year	County of Riverside	\$1,672,596	18	PSH	PH		
2023 CA0936 CoR P...	2023-09-27 16:33:...	1 Year	County of Riverside	\$148,023	14	PSH	PH		
2023 CA0665 LHSSC...	2023-09-27 15:41:...	1 Year	County of Riverside	\$290,622	13	PSH	PH		
2023 CA0670 JFSSD...	2023-09-27 15:41:...	1 Year	County of Riverside	\$2,017,571	11	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.

### EX1\_Project\_List\_Status\_field

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Accepted?
2023 County of Ri...	2023-09-27 16:40:...	1 Year	County of Riverside	\$745,812	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	\$13,824,093
New Amount	\$2,535,761
CoC Planning Amount	\$745,812
YHDP Amount - Competitive	\$0
YHDP Amount - Non-Competitive	\$0
Rejected Amount	\$0
<b>TOTAL CoC REQUEST</b>	<b>\$17,105,666</b>

## Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan (HUD-2991)	Yes	HUD-2991 Cert of ...	09/20/2023
Other	No		
Other	No		
Project Rating and Ranking Tool (optional)	No	Local Competition...	09/14/2023

## **Attachment Details**

**Document Description:** HUD-2991 Cert of Consistency w Con Plan

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** Local Competition Scoring Tool

## 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
Before Starting	No Input Required
1A. Identification	08/14/2023
2. Reallocation	09/25/2023
5A. CoC New Project Listing	09/27/2023
5B. CoC Renewal Project Listing	09/27/2023
5D. CoC Planning Project Listing	09/27/2023
5E. YHDP Renewal Project Listing	No Input Required
5F. YHDP Replacement Project Listing	No Input Required
Funding Summary	No Input Required
Attachments	09/20/2023
Submission Summary	No Input Required



--

**U.S. Department of Housing  
and Urban Development**

**Certification of Consistency Plan  
with the Consolidated Plan  
for the Continuum of Care  
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: County of Riverside Continuum of Care

Project Name: (see attached list)

Location of the Project: (see attached list)

Name of  
Certifying Jurisdiction: County of Riverside

Certifying Official  
of the Jurisdiction Name: Michael Walsh

Title: Deputy Director of Economic Development

Signature: 

Date: 9/14/2023

**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.

## Instructions for completing the HUD-2991, Certification of Consistency with the Consolidated Plan

The following information must be completed by the Continuum of Care's designated Collaborative Applicant. If the CoC has multiple projects, it may complete a single HUD-2991 for the jurisdiction provided the Collaborative Applicant includes a list of all projects with applicant names, project names, and locations that will be submitted to HUD with the form when forwarding to the jurisdiction for signature. If there are multiple jurisdictions located within a CoC's geographic area, it must obtain a signed HUD-2991 for each jurisdiction where projects are located.

Completed by the CoC's Collaborative Applicant:

**Applicant Name.** Enter the name of the project applicant's organization.

**Project Name.** Enter the name of the project application that will be submitted to HUD in the Continuum of Care Program Competition.

**Location of the Project.** Enter the physical address of the project; however, if the project is designated as a domestic violence project, enter a P.O. Box or address of the main administrative office provided it is not the same address as the project.

**Name of Certifying Jurisdiction.** Enter the name of jurisdiction that will review the project information and certify consistency with the Consolidated Plan (e.g., City of..., County, State).

Must be completed by the certifying jurisdiction.

**Certifying Official of the Jurisdiction.** Enter the name of the official who will sign the form.

**Title.** Enter the official title of the certifying official (e.g., mayor, county judge, state official).

**Signature.** The certifying official is to sign the form.

**Date.** Enter the date the certifying official signs the form.

### 2023 CoC Program Project List for HUD 2991

Ranking	Agency	Project Name	Grant Amount	Project Status	Project Type	# of Units	# of Beds	Supervisorial Districts	Address	Geo Code
<b>Planning: \$745,812</b>										
N/A	County of Riverside HWS	2023 Riverside County Planning	\$745,812	New	Planning	N/A	N/A		3403 Tenth Street, Suite 300, Riverside CA 92501	63048
<b>Tier 1: \$12,856,406</b>										
1	County of Riverside HWS	2023 CA0672 HMIS	\$344,072	Renewal	HMIS	N/A	N/A	All	3403 Tenth Street, Suite 300, Riverside CA 92501	63048
2	RUHS-Behavioral Health	2023 CA1449 RUHS CES-SSO-CE	\$1,150,000	Renewal	CES	N/A	N/A	All	4095 County Circle Dr, Riverside CA 92503	63048
3	City of Riverside	2023 CA2052 CoR RRH	\$208,762	Renewal	RRH	10	10	1	2825 Mulberry Street, Riverside CA 92501	63048
4	County of Riverside HWS Subcontractors: - Transgender (THWC) and - LightHouse (LHSSC)	2023 CA2055 County DV Bonus RRH	\$2,084,563	Renewal	RRH	100	120	All	THWC: 340 S Farrell Dr Ste A208, Palm Springs CA 92262 LHSSC Scattered Sites: All LHSSC housing locations in Riverside County LHSSC Administration Office: 1003 E. Cooley Drive, #205, Colton CA 92324	62676 63048
5	LightHouse Social Service Centers	2023 CA2049 LHSSC PSH Older Adults	\$371,258	Renewal	PSH	15	18	All	Scattered Sites: All housing locations in Riverside County Administration Office: 1003 E. Cooley Drive, #205, Colton CA 92324	63048
6	Mercy House	2023 CA2050 Mercy House PSH-SS	\$64,099	Renewal	PSH	24	29	2	4070 Jackson Street, Riverside CA 92503	63048
7	RUHS-Behavioral Health	2023 CA2054 RUHS - BH H&HC PSH	\$135,392	Renewal	PSH	4	4	All	4095 County Circle Dr, Riverside CA 92503	63048
8	RUHS-Behavioral Health	2023 CA2053 RUHS-BH PSH	\$830,423	Renewal	PSH	43	43	All	4095 County Circle Dr, Riverside CA 92503	63048
9	Valley Restart Shelter	2023 CA2051 VRS RRH	\$433,030	Renewal	RRH	10	30	All	200 Menlo Avenue, Hemet CA 92543	61614
10	County of Riverside HWS	2023 CA2182 New RRH	\$467,460	Renewal	RRH	32	45	1	3403 Tenth Street, Suite 300, Riverside CA 92501	63048
11	Jewish Family Services of San Diego	2023 CA0670 JFSSD PSH	\$2,017,571	Renewal	PSH	73	93	All	400 South Farrell Drive, Palm Springs CA 92262	62676
12	Jewish Family Services of San Diego	2023 CA1900 JFSSD Desert Rose PSH	\$1,169,646	Renewal	PSH	42	55	All	400 South Farrell Drive, Palm Springs CA 92262	62676
13	LightHouse Social Service Centers	2023 CA0665 LHSSC PH DWWC	\$290,622	Renewal	PSH	12	36	All	Scattered Sites: All housing locations in Riverside County Administration Office: 1003 E. Cooley Drive, #205, Colton CA 92324	63048
14	City of Riverside	2023 CA0936 CoR PSH-SS for Disabled	\$148,023	Renewal	PSH	9	12	1	1725 & 1833 7th Street, Riverside CA 92507	63048
15	LightHouse Social Service Centers	2023 CA1367 LHSSC RRH Families	\$309,006	Renewal	RRH	12	40	All	Scattered Sites: All housing locations in Riverside County Administration Office: 1003 E. Cooley Drive, #205, Colton CA 92324	63048
16	City of Riverside	2023 CA1055 CoR PSH-SS CH	\$147,954	Renewal	PSH	8	8	1	8813 #D, 9057 #A, C, D, E, 9089 #A, B, E Indiana Avenue, Riverside CA 92504	63048
17	Path Of Life Ministries	2023 CA1364 POLM PSH	\$1,574,754	Renewal	PSH	80	92	All	1240 Palmyrita, Riverside CA 92507	63048
18	RUHS-Behavioral Health	2023 CA0935 RUHS-BH-PSH-SS (Total: \$1,672,596 btw Tier 1 & 2)	\$1,109,771	Renewal	PSH	98	185	All	19531 McLane Street, Palm Springs CA 92262	62676
<b>Tier 2: \$967,687</b>										
18	RUHS-Behavioral Health	2023 CA0935 RUHS-BH-PSH-SS (Total: \$1,672,596 btw Tier 1 & 2)	\$562,825	Renewal	PSH	98	185	All	19531 McLane Street, Palm Springs CA 92262	62676
19	LightHouse Social Service Centers	2023 CA1708 LHSSC Riverside PSH H&H	\$404,862	Renewal	PSH	22	29	All	Scattered Sites: All housing locations in Riverside County Administration Office: 1003 E. Cooley Drive, #205, Colton CA 92324	63048
<b>DV Bonus: \$ 1,491,624</b>										
20	SAFE Family Justice Centers	2023 SAFE FJC DV RRH	\$695,551	New	RRH	10	26	All	28910 Pujol Street, Temecula, CA 92590	63712
21	His Daughters House	2023 HDH DV TH-RRH	\$796,073	New	TH-RRH	26	75	All	11741 Sterling Ave., Riverside, CA 92503	63048
<b>CoC Bonus: \$ 1,044,137</b>										
22	Lutheran Social Services of Southern California	2023 Lutheran (LSSSC) Riverside RRH	\$615,698	New	RRH	25	53	All	4162 Rubidoux Avenue, Riverside, CA 92506	63048
23	Illumination Foundation	2023 IF PSH RS2H (reduced) <i>Original Proposal: \$747,780; 25 units; 30 beds</i>	\$428,439	New	PSH	15	20	All	2030 Iowa Sute 110, Riverside, CA 92507	63048

# County of Riverside Continuum of Care

## HUD CoC Program Review and Evaluation Process Policy

May 24, 2023



### 1. BACKGROUND

At the request of the Board of Governance (BoG), the Riverside County Continuum of Care (CoC) Standards and Evaluation Committee at its April 18, 2019, meeting created a Working Group to develop a review and evaluation process policy for distributing grant funds.

The purpose of the review and evaluation policy is to ensure that the Riverside County CoC maximizes the use of grant funds from the federal and state governments to address the needs of the CoC.

In developing this policy, the committee strived for transparency, accountability, and timely response.

Implementation of this policy is to:

- establish threshold evaluation;
- create and implement a Continuum of Care Review and Rank Committee;
- establish a project review and scoring criteria; and
- establish a project and selection appeals process.

After the County departmental restructuring with the move of the CoC Division from the Department of Public Social Services (DPSS) to the Department of Housing and Workforce Solutions (HWS) in March 2020. Every year we activate an ad HOC to review and approve revisions to this policy and the project scorecards.

### 2. CREATION OF THE EVALUATION PANEL

- A. Interested evaluators will be recruited by the CoC and evaluators will remain anonymous.
- B. Applications will be presented to the Ad hoc Committee for the upcoming CoC Program Competition for review to ensure the applicant meets the criteria. Selected applicants will be notified by CoC staff.
- C. The Review and Rank Committee members must attend a mandatory orientation and training on how to review and rank the applications, including funding priorities and requirements.

### **3. PROJECT REVIEW AND SCORING CRITERIA**

Evaluation Committee will review proposals using the following criteria:

- A. Board of Governance Funding Principles
- B. Performance Measures
- C. Program and Fiscal Compliance
- D. HUD CoC and all HUD Priorities and Requirements
- E. HEARTH Act Compliance

### **4. PROJECT SELECTION AND APPEALS PROCESS**

An appeals group will be created from the same pool of volunteers used to create the Evaluation Panel and not directly involved in the original rating of project(s) under appeal. Appeals must be submitted in the form of a written letter addressed to CoC Division.

A formal protest must contain the following to be considered. See Appeal Process for full details.

- A specific identification of the statutory or regulatory provision(s) that the alleged action is in violation.
- A specific description of each act alleged to have violated the statutory or regulatory provision(s).
- A precise statement of the relevant facts, and identification of the issue or issues to be resolved.
- Complaints about events or decisions made before the solicitation deadline.
- Complaints that the solicitation unduly constrains competition through improper minimum qualifications or specifications.

A detailed copy of the Review and Evaluation Process Policy is attached.

# Riverside County CoC HUD CoC Program Review & Evaluation Process Policy

## Part I: Threshold Evaluation

Any applicant must meet these HUD mandated criteria in order to receive grant funds. New project applicants must meet these conditions to be included in application scoring. Renewal projects met this burden at the time of their first application.

<b>Application Threshold Review</b>	Applicant has met all terms and conditions specified in the RFP. Applications must include all documents including attachments and information required by the application deadline. NO EXCEPTIONS will be granted.
<b>Applicant Eligibility Review</b>	Applicant has met all agency eligibility criteria identified by HUD. Verification documents have been provided on: <ul style="list-style-type: none"> <li>• Registration in System of Award Management (SAMs),</li> <li>• Valid DUNS number or Unique Entity Identifier (UEI),</li> <li>• No outstanding or delinquent federal debt,</li> <li>• Not barred or suspended from doing business with Federal Agencies,</li> <li>• Meeting accounting system and financial management system standards, and</li> <li>• Disclosure of violations of Federal criminal law.</li> </ul>
<b>Program Eligibility</b>	Project addresses an immediate homelessness challenge. Project will serve individuals or families that meet the definition of homeless in 24 CFR 578.3.
<b>Alignment with HUD Housing First Policies</b>	The applicant uses a project entry process that prioritizes rapid placement and stabilization in permanent housing that meets HUD’s Housing First criteria: <ul style="list-style-type: none"> <li>• The eligibility criteria for the supportive housing meet the minimum that the funder(s) or landlord require (without additional criteria imposed).</li> <li>• Sobriety is not an entrance requirement.</li> <li>• Medication compliance is not an entrance requirement.</li> <li>• Agreement to participate in services is not an entrance requirement.</li> <li>• There is no minimum income requirement.</li> </ul>
<b>Homeless Management Information System (HMIS)</b>	The applicant commits to use of HMIS, including timeliness and data quality standards, demonstrates adequate capacity for data collection and reporting.
<b>Coordinated Entry System (CES)</b>	The applicant commits to participate in CES and complies with CES Policies and Procedures.
<b>Financial Feasibility and Capacity</b>	The applicant must show they have the financial capacity to carry out the project and project cost must be reasonable and feasible.
<b>Match Requirement (if applicable)</b>	Must provide documentation for proof of match. (Nonpayment of match could jeopardize future funding or funding renewal).

## Part II: Continuum of Care Review and Rank Committee

### Review and Rank Committee (Member Composition, Qualifications, Application and Selection)

There will be an open recruitment for an evaluation panel where HWS CoC Division will accept applications. All qualified volunteer names will be entered into a pool for selection by the Ad hoc Committee for the upcoming HUD CoC Program Competition. The review committee will consist of at least 25, but not limited to, 20 volunteers who represent both CoC members and non-CoC affiliated individuals.

- Review committee volunteers should meet the following qualifications:
  - non-conflicted (per the HEARTH ACT)
  - knowledgeable of the local homeless situation
  - complete evaluators training
  - commitment of time
  - complete training on HUD and HEARTH Act policies, procedures, regulations, requirements, etc.
  - complete a qualification form to ensure all the above requirements are met prior to entering the pool.
  - has expert knowledge in serving subpopulations such as Domestic Violence, Veterans, Youth, etc.
  - has multi-geographic and multi-sector representation

## Part III-A: Renewal Project Review and Scoring Criteria (80% threshold)

### Board of Governance Funding Principles

- Invest in programs that will immediately impact reduction of homeless youth, individuals and families, or prevent them from becoming homeless.
- Invest in programs that demonstrate ongoing, long-term, or sustainable results.
- Invest in programs addressing significant service gaps by targeting high-need communities (identified through the annual Homeless Point-In-Time Count), under-served or hard-to-serve geographic or special subpopulations.
- Invest in programs that emphasize a comprehensive service delivery approach or wraparound services to ensure successful housing and self-sufficiency outcomes.
- Invest in solutions to address the unique needs of homeless individuals living in encampments.
- Invest in programs that support Riverside County’s Action Plan emphasizing the expansion of: system coordination housing resources outreach, navigation, and supportive services.

### System Performance Measures

<b>1. Length of Time Person Remains Homeless</b>	<ul style="list-style-type: none"> <li>• Measures the average number of days from project entry to residential move-in.</li> </ul>
<b>2. Housing Stability (Obtain &amp; maintain permanent housing)</b>	<ul style="list-style-type: none"> <li>• Measures the average percentage of participants that remain in or move to permanent housing (goal is at least 90%). (RRH % moved to PH and PSH % retained and/or moved to PH)</li> </ul>
<b>3. Return to Homelessness</b>	<ul style="list-style-type: none"> <li>• Measures the average percentage of participants that return to homelessness at exit (goal is no more than 15%).</li> </ul>
<b>4. Income Growth</b>	<ul style="list-style-type: none"> <li>• Measures the average percentage of adult participants who increased their total income (from all sources). (For Stayers: use Q19 A1; and for Leavers: use Q19 A2)</li> </ul>



<b>Program Compliance</b>	
<b>5. Annual Performance Reports (APR)</b>	<ul style="list-style-type: none"> <li>Measures whether sub-recipients submit their APR to HWS CoC Division for review within 60 days after the project ends.</li> </ul>
<b>6. Monitoring Reports</b>	<ul style="list-style-type: none"> <li>Measures whether the project has had any findings during the 12-month period based on the most recent monitoring report by the Collaborative Applicant (HWS).</li> </ul>
<b>7. Housing Quality Standards (HQS) Compliance</b>	<ul style="list-style-type: none"> <li>Measures whether the project meets applicable housing standards. <ul style="list-style-type: none"> <li>If housing inspections are completed prior client entering a unit</li> <li>If housing inspections are completed annually</li> </ul> </li> </ul>
<b>8. Access to Mainstream Benefits</b>	<ul style="list-style-type: none"> <li>Measures whether the project provides regular or as needed transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs.</li> </ul>
<b>9. Mainstream Benefits Applications</b>	<ul style="list-style-type: none"> <li>Measures whether the project uses a single application form that allows program participants to sign up for four or more mainstream programs.</li> </ul>
<b>10. SSI/SSDI Technical Assistance</b>	<ul style="list-style-type: none"> <li>Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship. Subrecipients may choose to have their own process or utilize arrangement set forth in the MOU between Riverside County CoC and DPSS.</li> </ul>
<b>11. Supportive Services Follow Up</b>	<ul style="list-style-type: none"> <li>Measures whether the project regularly follows-up with program participants to ensure that they have applied for, are receiving their mainstream benefits, and renew benefits when required: PSH – at least annually - RRH – at least monthly.</li> </ul>
<b>Fiscal Compliance</b>	
<b>12. Monthly Submission of Claims</b>	<ul style="list-style-type: none"> <li>Measures whether the project submits claims monthly as required. Evaluated during most recent 12-month grant period.</li> </ul>
<b>13. Recaptured Funds (unspent funds)</b>	<ul style="list-style-type: none"> <li>Measures whether the project returned any funds in the last 3 years (completed). Based on percentage of total project budget. <i>(Note: Any unspent funds are subject to being reallocated regardless of amount or score.)</i></li> </ul>
<b>14. Cost-effective Case Management</b>	<ul style="list-style-type: none"> <li>Measures percentage of budget costs in case management and other supportive services. The CoC does not have written standards on this, so cost effectiveness will be based on an average of the total cost per bed for all projects in that component. The BoG will factor in projects that serve high barrier clients with increased cost for supportive services.</li> </ul>

<b>HMIS Compliance</b>	
<b>15. Bed Utilization PH (80%)</b>	<ul style="list-style-type: none"> <li>Measures occupancy rates beds/units supported by the project.</li> </ul>
<b>16. HMIS Timeliness</b>	<p>Measures the timeliness of HUD-required data entry.</p> <ul style="list-style-type: none"> <li>Client entry and exit must be recorded within 7 days</li> </ul>
<b>17. HMIS Data Quality</b>	<ul style="list-style-type: none"> <li>Measures the accuracy and completeness of HUD-required universal data elements and program specific data elements. Information entered must be valid and accurately represent client information.</li> </ul>
<b>HUD-CoC Priorities and Requirements</b>	
<b>18. Housing First</b>	<ul style="list-style-type: none"> <li>Measures the project's entry process that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such income, sobriety, criminal history).</li> </ul>
<b>19. Participation in Coordinated Entry System (CES)</b>	<ul style="list-style-type: none"> <li>The subrecipient participates in CES and complies with CES Policies and Procedures.</li> </ul>
<b>HEARTH Act Compliance</b>	
<b>20. Participation of homeless in decision-making</b>	<ul style="list-style-type: none"> <li>Measures whether the agency provides for the participation of not less than one homeless individual or formerly homeless on the board of directors or other equivalent policymaking entity.</li> </ul>
<b>21. Participation of homeless through employment or volunteerism</b>	<ul style="list-style-type: none"> <li>Measures whether the agency involves homeless individuals and families through employment; volunteer services; or operating the project, and in providing supportive services for the project.</li> </ul>
<b>22. Engagement in religious activities</b>	<ul style="list-style-type: none"> <li>Measures whether the agency uses direct program funds to support or engage in any explicitly religious activities. Any federal and state funds distributed by the CoC can only be spent on non-religious social services activities and cannot mandate participation in religious activities to receive services.</li> </ul>
<b>23. Involuntary family separation</b>	<ul style="list-style-type: none"> <li>Measures whether the project accepts all families with children under age 18 without regard to the age of any child as appropriate per project target population. The age and gender of a child under the age 18 must not be used as a basis for denying any family's admission to project receives funds under this part (24CFR§578.93)</li> </ul>
<b>24. Discrimination Policy</b>	<ul style="list-style-type: none"> <li>Measures whether the project does not discriminate for project entry.</li> </ul>
<b>25. CoC Participation</b>	<ul style="list-style-type: none"> <li>Measures whether the agency participates as a CoC member in good standing. As required in the Board of Governance Charter for the Continuum of Care, each agency must have a designated representative who is required to attend fifty percent plus one (50% + 1) CoC meetings per year.</li> </ul>

## Part III-B: New Project Review and Scoring Criteria

### Board of Governance Funding Principles

- Invest in programs that will immediately impact reduction of homeless youth, individuals and families, or prevent them from becoming homeless.
- Invest in programs that demonstrate ongoing, long-term, or sustainable results.
- Invest in programs addressing significant service gaps by targeting high-need communities (identified through the annual PIT Count), under-served or hard-to-serve geographic or special subpopulations.
- Invest in programs that emphasize a comprehensive service delivery approach or wraparound services to ensure successful housing and self-sufficiency outcomes.
- Invest in solutions to address the unique needs of homeless individuals living in encampments.
- Invest in programs that support Riverside County's Action Plan <http://dpss.co.riverside.ca.us/files/pdf/homeless/hl-county-plan-v8-recommendations-011618.pdf>, emphasizing the expansion of: system coordination housing resources outreach, navigation, and supportive services.
- Funding priorities with weight to address gaps and needs. Use the annual PIT Count and CES By-Name List to help identify gaps and needs.

### Applicant Experience

<b>1. Experience with Target Population</b>	<ul style="list-style-type: none"> <li>• Measures the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application</li> </ul>
<b>2. Financial Management; Utilization of Federal or State Funds</b>	<ul style="list-style-type: none"> <li>• Measures the experience in effectively utilizing federal or state funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.</li> </ul>

### Project Design

<b>3. Needs of population</b>	<ul style="list-style-type: none"> <li>• Assesses description of key characteristics, needs, and extent of population targeted in project based on appropriate data.</li> </ul>
<b>4. Housing Design</b>	<ul style="list-style-type: none"> <li>• Assesses appropriateness of type, scale, and location match the needs of population targeted for housing in the project.</li> </ul>
<b>5. Services Plan</b>	<ul style="list-style-type: none"> <li>• Measures inclusion of best practices for identified target population. Monthly case management is made available.</li> </ul>
<b>6. Measurable Goals</b>	<ul style="list-style-type: none"> <li>• Measures performance plan for housing and income that are objective, measurable, trackable, and meet or exceed local benchmarks.</li> </ul>
<b>7. Support Services Follow-up</b>	<ul style="list-style-type: none"> <li>• Measures project plan for follow-up with program participants to ensure that they applied for, receiving their mainstream benefits, and renew benefits when required: PSH – at least annually - RRH – at least monthly.</li> </ul>
<b>8. Access to Mainstream Services</b>	<ul style="list-style-type: none"> <li>• Measures whether the project plan has evidence of formal agreements, policies, or procedures to link participants with mainstream services and resources.</li> <li>• Assesses whether the project plan includes transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs.</li> </ul>

<b>9. Mainstream Benefits Applications</b>	<ul style="list-style-type: none"> <li>Measures whether the project uses a single application form that allows program participants to sign up for four or more mainstream programs.</li> </ul>
<b>10. SSI/SSDI Technical Assistance</b>	<ul style="list-style-type: none"> <li>Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship.</li> </ul>
<b>System Compliance</b>	
<b>11. Program Monitoring</b>	<ul style="list-style-type: none"> <li>Measures whether the applicant has had any negative findings from program monitoring by any funding source during the prior 2 years.</li> </ul>
<b>12. Housing Quality Standards (HQS)</b>	<ul style="list-style-type: none"> <li>Measures whether the project meets applicable housing standards. Commitment to housing inspections being completed prior client entering a unit. Plan includes regular housing inspections are completed annually.</li> </ul>
<b>13. SSI/SSDI Technical Assistance</b>	<ul style="list-style-type: none"> <li>Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship. Subrecipients may choose to have their own process or utilize arrangement set forth in the MOU between Riverside County CoC and DPSS.</li> </ul>
<b>14. Documentation of Supportive Services</b>	<ul style="list-style-type: none"> <li>Measures whether the project will regularly enter data into HMIS (or comparable data tracking mechanism) to report receipt of mainstream benefits or external resources, and renew benefits when required: PSH – at least annually - RRH – at least monthly.</li> </ul>
<b>Fiscal Management</b>	
<b>15. Effective Use of Funds - Regular Submittal of Claims</b>	<ul style="list-style-type: none"> <li>Measures whether the project submits claims on a regular basis. Evaluated during most recently completed fiscal year for agency.</li> </ul>
<b>16. Use of External Funding</b>	<ul style="list-style-type: none"> <li>Measures effective management of non-public funds</li> </ul>
<b>17. Recaptured Funds (unspent funds)</b>	<ul style="list-style-type: none"> <li>Measures whether the agency had unspent funds from grant sources during the past 2 years. Based on percentage of total project budget.</li> </ul>
<b>18. Cost-effectiveness</b>	<ul style="list-style-type: none"> <li>Measures percentage of budget costs per successful housing placement. Cost effectiveness will be based on the median of the total cost per successful housing outcome for all projects in that component. The BOG will factor in projects that serve high barrier clients with increased cost for supportive services.</li> </ul>

<b>HMIS Compliance</b>	
<b>19. Bed Utilization</b>	<ul style="list-style-type: none"> <li>Measures occupancy rates beds/units proposed by the project.</li> </ul>
<b>20. HMIS Timeliness</b>	<ul style="list-style-type: none"> <li>Measures the commitment to timeliness of HUD-required data entry plan. Client entry and exit must be recorded within 7 days.</li> </ul>
<b>21. HMIS Accuracy and Completeness</b>	<ul style="list-style-type: none"> <li>Measures the accuracy and completeness of HUD-required universal data elements and program specific data elements. Information entered must be valid and accurately represent client information. If not a current HMIS participant, measures data completeness in an alternate data base.</li> </ul>
<b>HUD- CoC Priorities and Requirements</b>	
<b>22. Housing First implementation</b>	<ul style="list-style-type: none"> <li>Measures experience with utilizing a Housing First. Measures commitment to Housing First implementation that meets the HUD conditions. Verifies the project's entry process that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such income, sobriety, criminal history).</li> </ul>
<b>23. Participation in CES</b>	<ul style="list-style-type: none"> <li>Measures applicant's commitment to participate in CES and complies with CES Policies and Procedures.</li> </ul>
<b>Hearth Act Compliance</b>	
<b>24. Participation of Homeless in Decision-Making</b>	<ul style="list-style-type: none"> <li>Measures whether the agency provides for the participation of not less than onehomeless individual or formerly homeless on the board of directors or other equivalent policymaking entity of the sub-recipient.</li> </ul>
<b>25. Participation of Homeless</b>	<ul style="list-style-type: none"> <li>Measures whether the agency, to the maximum extent practicable, involves homeless individuals and families through employment; volunteer services; oroperating the project, and in providing supportive services for the project.</li> </ul>
<b>26. Engagement in Religious Activities</b>	<ul style="list-style-type: none"> <li>Measures whether the agency uses direct program funds to support or engage inany explicitly religious activities, including activities that involve overt religious content, such as worship, religious instruction, or proselytization, or any manner prohibited by law. Any federal and state funds distributed by the CoC can only be spent on non-religious social services activities and cannot mandate participation in religious activities to receive services.</li> </ul>
<b>27. Involuntary Family Separation</b>	<ul style="list-style-type: none"> <li>Measures whether the project accepts all families with children under age 18 without regard to the age of any child as appropriate per project target population The age and gender of a child under the age 18 must not be used as a basis for denying any family's admission to project receives funds under this part (24CFR§578.93)</li> </ul>
<b>28. Discrimination Policy</b>	<ul style="list-style-type: none"> <li>Measures whether the project does not discriminate for project entry.</li> </ul>
<b>29. CoC Participation</b>	<ul style="list-style-type: none"> <li>Measures whether the agency participates as a CoC member in good standing. As required in the Board of Governance Charter for the Continuum of Care, each agency must have a designated representative who is required to attend fiftypercent plus one (50% + 1) CoC meetings per year.</li> </ul>

## Part IV: Project Selection and Appeals Process

### BoG Review and Selection Process

- Prior to making final decisions, the Board of Governance will receive a full presentation and overview of the Review and Ranking Committee's funding recommendations.

### Appeals Process

An appeals group will be created from the Review and Rank Committee through a lottery process. HWS CoC Division will provide the same information that was provided to the Review and Rank Committee during their review process. Appeals must be submitted in the form of a written letter to HWS CoC Division.

- A formal protest must contain the following to be considered:
  - A specific identification of the statutory or regulatory provision(s) that the alleged action is in violation.
  - A specific description of each act alleged to have violated the statutory or regulatory provision(s).
  - A precise statement of the relevant facts, and identification of the issue or issues to be resolved.
  - Complaints about events or decisions made before the solicitation deadline
  - Complaints that the solicitation unduly constrains competition through improper minimum qualifications or specifications.
  - Complaints that the pre-bid conference was not fair or accessible. (Please note that bidders must attend in person all mandatory pre-bid conferences).
  - Complaints that questions were not fully or properly addressed by the Procurement Contract Specialist/Buyer.
  - Complaints that the Request for Proposal/Quote/Qualification did not provide adequate information or contained an improper criterion.
  - Other matters known or that should have been known, to interested bidders by reading the solicitation document.

## 2023 HUD CoC Program Competition Project Scorecard

### New Projects

#### Section 1: Applicant Eligibility Threshold

**Any applicant must meet these HUD mandated criteria in order to receive grant funds.**

**New project applicants must meet these conditions to be included in application scoring.**

**Renewal projects met this burden at the time of their first application.**

**Organization:** \_\_\_\_\_ **Project Name:** \_\_\_\_\_ **Project Type:** \_\_\_\_\_ **Eligibility Threshold Score:** \_\_\_\_\_

Eligibility Threshold – HUD Mandates				
Criteria	Description	Data Source	Meets Criteria	Score
Registration in System of Award Management (SAMS)	Agency has active registration with current information in Grants Management System	Print out of Registration in SAMS on-line	Meets Standard = 1 No = 0	
Valid DUNS or Unique Entity Identifier (UEI)	Agency has been assigned a DUNS number or UEI in SAMs	Print out from SAMS showing item.	Meets Standard = 1 No = 0	
No outstanding or delinquent Federal debt	Applicant has no outstanding or delinquent federal debt.	Independent Audit	Meets Standard = 1 No = 0	
Not barred or suspended from doing business with Federal Agencies	Per 2CFR2424	Registry of Debarred and suspended organizations	Meets Standard = 1 No = 0	
Accounting System and financial management system	Applicant accounting system meets standard in 2 CFR200.302	Independent Audit/Review per requirement	Meets Standard = 1 No = 0	
Disclosure of violations of Federal criminal law	Applicant must disclose to HUD in writing violations involving fraud, bribery, or gratuity.	Certification statement from Applicant	Meets Standard = 1 No = 0	



**Section 2: Project Scoring**

**Applicant Name:** \_\_\_\_\_ **Project Name:** \_\_\_\_\_ **Project Type:** \_\_\_\_\_ **Project Score:** \_\_\_\_\_

APPLICANT EXPERIENCE (10 points)				
Scoring Criteria		Data Source	Possible Score	Score
1. Experience with targeted population	Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.	Application Attachments	Over 5 years = 5 pts 3-5 years = 3 pts 1-2 years = 1 pt Less than one year or, no experience= 0 pts	
2. Financial Management: Utilization of Federal or State Funds	Describe experience in effectively utilizing federal or state funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.	Fiscal report External Monitoring reports submitted	Over 5 years = 5 pts 3-5 years = 3 pts 1-2 years = 1 pt Less than one year or, no experience= 0 pts	
PROJECT DESIGN: HOUSING AND SERVICES (20 points)				
3. Needs of population	Identifies key characteristics, needs, and extent of population targeted in project based on appropriate data.	Includes PIT, AHAR, or LSA or other verified Local Data;	Includes 2 or more CoC data sources to describe needs = 5 pts Includes 1 CoC data source = 2 pts Uses non-local data source = 1 pt No data sources = 0 pts	
4. Housing Design	Housing design: type, scale, location match needs of population targeted for housing in the project.	Application	Details for all 3 elements of housing design =5pt General description of all 3 elements design = 2 pts Does not address all 3 elements = 0 pts	
5. Services Plan	Identifies and incorporates best practices for identified target population. Monthly case management is made available.	Application	Includes best practices and offers monthly case management = 2 pts Either best practices or case management are planned = 2 pts Neither included = 0 pts	
6. Measurable Goals	Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed local benchmarks.	Application	Includes both Housing and Income goals = 2 pts Includes only housing goals = 1 pt No measurable goals = 0 pt	



7. Support Services Follow-up	Identifies project plan for follow-up with program participants to ensure that they have applied for, are receiving their mainstream benefits, and renew benefits when required: PSH – at least annually - RRH – at least monthly	HMIS (or comparable data tracking mechanism) Agency report	Evidence of Follow-up = 1 pts No evidence provided = 0 pts	
8. Access to Mainstream Services	<ul style="list-style-type: none"> <li>Measures whether the project plan with evidence of formal agreements to link participants with mainstream services and has formal linkages with mainstream resources.</li> <li>Assesses whether the project plan includes transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs.</li> </ul>	Written Agreements Contracts, Letters	Written agreement, policies or procedures to link participants to mainstream services and resources = 1 pt Plan includes transportation assistance to mainstream services and resources = 1 pt No formal agreement, policies, procedures or transportation to link participants to mainstream services and resources = 0 pts (max. 2 pts)	
9. Mainstream Benefits Applications	Measures whether the project uses a single application form that allows program participants to sign up for four or more mainstream programs.	Letter of Intent Agency Intake Form	Uses single application for 4 or more services = 2 pts Does not use a single application for 4 or more services = 0 pts	
10. SSI/SSDI Technical Assistance	Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship. Subrecipients may choose to have their own process or utilize arrangement set forth in the MOU between Riverside County CoC and DPSS.	Agency Letter	It is evident that program participants have access to SSI/SSDI technical assistance = 1 pt It is NOT evident that program participants have access to SSI/SSDI technical assistance = 0 pts	
<b>SYSTEM COMPLIANCE (20 points)</b>				
11. Program Monitoring	Measures whether the applicant has had any negative findings from program monitoring by any funding source during the prior 2 years.	Monitoring Report From Funding Source	No Finding = 10 pts Finding with correction = 5 pts Finding with no correction = 0 pts	
12. Housing Quality Standards (HQS)	Measures whether the project meets applicable housing standards. <ul style="list-style-type: none"> <li>Commitment to housing inspections being completed prior client entering a unit</li> <li>Plan includes regular housing inspections are completed annually</li> </ul>	Application Agency Policy	Includes commitment to housing inspections = 3 additional pts Includes plan for regular housing inspections = 2 pts No reference = 0 pts (max. 5 pts)	
13. Documentation of Supportive Services	Measures whether the project will regularly enter data into HMIS (or comparable data tracking mechanism) to report receipt of mainstream benefits or external resources, and renew benefits when required: PSH – at least annually - RRH – at least monthly.	Commitment Letter HMIs (or comparable data	Includes supportive services data entry plan = 5 pts No Supportive services plan or less than monthly= 0 pts	

		tracking mechanism)		
--	--	------------------------	--	--

<b>Fiscal Management (30 points)</b>				
14. Effective Use of Funds – Regular Submittal of Claims	Measures whether the project plans to submit claims on a regular basis. Evaluated during most recently completed fiscal year for agency.	Fiscal Report from a Funding Agency	3 points for plan and 3 points for evidence of billings regularly submitted during the contract period, up to 6 points maximum in total	
15. Use of External Funding	Measures effective management of non-public funds	Evidence of private funding award(s); Report on use and outcomes	3 or more various sources, over 5 years = 6 pts 1 source Over 5 years = 5 pts 1 source over 3-5 years = 3 pts 1 source over 1-2 years = 1 pt No sources or Less than one year = 0 pts	
16. Recaptured Funds (unspent funds)	Measures whether the agency had unspent funds from grant sources during the past 2 years. Based on percentage of total project budget.	Fiscal Report Audit	0% unspent funds = 13 pts 1% to 4% unspent funds = 8 pts 5%+ unspent funds = 0 pts	
17. Cost-effectiveness	Measures percentage of budget costs per successful housing placement. Cost effectiveness will be based on the median of the total cost per successful housing outcome for all projects in that component. The BOG will factor in projects that serve high barrier clients with increased cost for supportive services.	Fiscal Report	At or below median cost of successful outcome (per bed) = 5 pts 0.01% - 9.99% higher median cost of successful outcome (per bed) = 4 pts 10.00% - 14.99% higher median cost of successful outcome (per bed) = 3 pts 15.00% - 19.99% higher median cost of successful outcome (per bed) = 2 pts 20.00% - 24.99% higher median cost of successful outcome (per bed) = 1 pt 25.00% or higher median cost of successful outcome (per bed) = 0 pts	
<b>HMIS Compliance (12 points)</b>				
18. Bed Utilization (85%)	Measures proposed occupancy rates beds/units proposed by the project.	Application	85% or higher = 10 pts 84% or below = 0 pts	
19. HMIS Timeliness	Measures the commitment to timeliness of HUD-required data entry plan. Client entry and exit must be recorded within 7 day	Agency Letter and/or Policy	7 days = 1 pt More than 7 days = 0 pts	
20. HMIS Accuracy and Completeness	Measures the accuracy and completeness of HUD-required universal data elements and program specific data elements. Information entered must be valid and accurately represent client information. If not a current HMIS participant, measures data completeness in an alternate data base.	HMIS Data Quality Report or agency report from comparable Data Base	0% - 5% = 1 pt 6% or higher = 0 pts	

HUD-CoC Priorities and Requirements (2 points)				
21. Housing First implementation	Describe experience with utilizing Housing First. Measures commitment to Housing First implementation that meets the HUD conditions. Verifies the project's entry process that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such income, sobriety, criminal history).	Agency letter and policy		Letter and Policy received = 1 pt Policy not received = 0 pts
22. Participation in Coordinated Entry System	The applicant commits to participate in CES and complies with CES Policies and Procedures.	Letter of Intent Agency Policies		Policy received = 1 pt Policy not received = 0 pts
HEARTH Act Compliance (6 points)				
23. Participation of homeless in decision-making	Measures whether the agency provides for the participation of not less than one homeless individual or formerly homeless on the board of directors or other equivalent policymaking entity.	Letter of Intent Agency Policies		Policy received = 1 pt Policy not received = 0 pts
24. Participation of homeless through employment or volunteerism	Measures whether the agency involves homeless individuals and families through employment; volunteer services; or operating the project, and in providing supportive services for the project	Letter of Intent Agency Policies		Policy received = 1 pt Policy not received = 0 pts
25. Engagement in religious activities	Measures whether the agency plans to use direct program funds to support or engage in any explicitly religious activities. Any federal and state funds distributed by the CoC can only be spent on non-religious social services activities and cannot mandate participation in religious activities to receive services.	Letter of Intent Agency Policies		Policy received = 1 pt Policy not received = 0 pts
26. Involuntary Family Separation	Measures whether the project accepts all families with children under age 18 without regard to the age of any child as appropriate per project target population The age and gender of a child under the age 18 must not be used as a basis for denying any family's admission to project receives funds under this part (24CFR§578.93)	Letter of Intent Agency Policies		Policy received = 1 pt Policy not received = 0 pts
27. Discrimination Policy	Measures whether the project does not discriminate for project entry.	Letter of Intent Agency Policies		Policy received = 1 pt Policy not received = 0 pts
28. Continuum of Care Participation	Measures whether the agency participates as a CoC member in good standing. As required in the Board of Governance Charter for the CoC, each agency must have a designated representative who is required to attend fifty percent plus one (50% + 1) CoC meetings per year.	CoC Attendance Records		Met the minimum requirement = 1 pt Did not meet the minimum requirement = 0 pts

**Total Possible Score:** \_\_\_\_\_

*Applicant Experience: 10 points*

*Project Design: 20 points*

*System Compliance: 20 points*

*Fiscal Management: 30 points*

*HMIS or Data Compliance: 12 points*

*HUD-CoC Priorities and Requirements: 2 points*

*HEARTH Act Compliance: 6 points*

**Total Project Score:** \_\_\_\_\_

## 2023 HUD CoC Program Competition Project Scorecard

### Renewal Projects

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

**Project Type:** PSH

**Project Score:** \_\_\_\_\_

Scoring Criteria	Description	Data Source	Possible Score	Score
<b>System Performance Measures (20 points)</b>				
1. Length of Time Persons Remain Homeless	Measures the average number of days from project entry to residential move-in.	SPM/HMIS Report	0 - 70 days = 5 pts 71 days or above = 0 pts	
2. Housing Stability (Obtain and maintain Permanent Housing)	Measures the average percentage of participants that remain in or move to permanent housing (goal is at least 90%). (RRH % moved to PH and PSH % retained and/or moved to PH)	SPM/HMIS Report	90.00% + = 5 pts 80.00% - 89.99% = 4 pts 75.00% - 79.99% = 3 pts 74.99% or below = 0 pts	
3. Return to Homelessness	Measures the average percentage of participants that return to homelessness at exit (goal is no more than 15%).	SPM/HMIS Report	0.00%-0.99% = 5 pts 1.00% - 5.99% = 4 pts 6.00% - 10.99% = 3 pts 11.00% or more = 0 pts	
4. Income Growth	Measures the average percentage of adult participants who increased their total income (from all sources). (For Stayers: use Q19 A1; and for Leavers: use Q19 A2)	SPM/HMIS Report	12.00% and above = 5 pts 8.00% - 11.99% = 4 pts 5.00% - 7.99% = 3 pts 1.00% - 4.99% = 2 pts 0.00% - 0.99% = 1 pt Decrease = 0 pts	
<b>Program Compliance (30 points)</b>				
5. Annual Performance Report (APR)	Measures whether sub-recipients submit their APR to HHPWS CoC Division for review within 60 days after the project ends.	HHPWS/SAGE Report	Timely submission = 5 pts Late submission = 0 pts	
6. Monitoring Report (Program)	Measures whether the project has had any Program findings during the 12-month period based on the most recent monitoring report by the Collaborative Applicant (HHPWS).	Monitoring Report	No Finding = 10 pts Finding with correction = 5 pts Finding with no correction = 0 pts	
7. Housing Quality Standards (HQS)	Measures whether the project meets applicable housing standards. <ul style="list-style-type: none"> <li>• If housing inspections are completed prior client entering a unit</li> <li>• If housing inspections are completed annually</li> </ul>	Monitoring Report	No HQS Finding = 3 pts Finding = 0 pts	

8. Access to Mainstream Benefits	Measures whether the project provides regular or as needed transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs.	Monitoring Report	No Access to Services Finding = 3 pts Finding = 0 pts	
----------------------------------	---	-------------------	--	--

9. Mainstream Benefits Applications	Measures whether the project uses a single application form that allows program participants to sign up for four or more mainstream programs.	Letter of Intent Agency Intake Form	Uses single application for 4 or more services = 3 pts Does not use a single application for 4 or more services = 0 pts	
10. SSI/SSDI Technical Assistance	Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship. Subrecipients may choose to have their own process or utilize arrangement set forth in the MOU between Riverside County CoC and DPSS.	Letter of Intent and Monitoring Report	Access to SSI/SSDI = 3 pts No access to SSI/SSDI = 0 pts	
11. Supportive Services Follow Up	Measures whether the project regularly follows-up with program participants to ensure that they have applied for, are receiving their mainstream benefits, and renew benefits when required: PSH – at least annually - RRH – at least monthly.	Monitoring Report	No supportive services finding = 3 pts Supportive services finding = 0 pts	
<b>Fiscal Compliance (30 points)</b>				
12. Monthly Submission of Claims	Measures whether the project submits monthly claims on time (within 30 days after the end of the service month) and correctly (no major disallowances, deferments, or changes) as required. Evaluated using the 12 most recent monthly claims as of the date of scoring.	Fiscal Report	1 point per monthly claim submitted on time with no major corrections 0 points per monthly claim submitted that was late and/or had major corrections (up to 12 points)	
13. Recaptured Funds (unspent funds)	Measures whether the project returned any funds in the last 2 completed grant years. Based on percentage of total project budget. <b>Note: Any unspent funds are subject to being reallocated regardless of amount or score.</b>	HUD Closeouts Unspent Report	Less than 1.00% unspent funds = 13 pts 1.00% to 4.99% unspent funds = 8 pts 5.00%+ unspent funds = 0 pts	
14. Cost-effectiveness	Measures percentage of budget costs per successful housing placement.. The CoC does not have written standards on this, so cost effectiveness will be based on the median of the total cost per successful housing outcome for all projects in that component. The BoG will factor in projects that serve high barrier clients with increased cost for supportive services.	Fiscal Report	At or below median cost of successful outcome (per bed) = 5 pts 0.01% - 9.99% higher median cost of successful outcome (per bed) = 4 pts 10.00% - 14.99% higher median cost of successful outcome (per bed) = 3 pts 15.00% - 19.99% higher median cost of successful outcome (per bed) = 2 pts 20.00% - 24.99% higher median cost of successful outcome (per bed) = 1 pt 25.00% or higher median cost of successful outcome (per bed) = 0 pts	
<b>HMIS Compliance (12 points)</b>				
15. Bed Utilization (85%)	Measures occupancy rates beds/units supported by the project.	APR	85.00% or higher = 10 pts 84.99% or below = 0 pts	
16. HMIS Timeliness	Measures the timeliness of HUD-required data entry. Client entry and exit must be recorded within 7 days	HMIS Data Quality Report	7 days = 1 pt More than 7 days = 0 pts	



17. HMIS Data Quality	Measures the accuracy and completeness of HUD-required universal data elements and program specific data elements. Information entered must be valid and accurately represent client information.	HMIS Data Quality Report	0.00% - 4.99% = 1 pt 5.00% or higher = 0 pts	
<b>HUD-CoC Priorities and Requirements (2 points)</b>				
18. Housing First (HF)	Measures the project's entry process that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such income, sobriety, criminal history).	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
19. Participation in Coordinated Entry System	The subrecipient participates in CES and complies with CES Policies and Procedures.	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
<b>HEARTH Act Compliance (6 points)</b>				
20. Participation of homeless in decision-making	Measures whether the agency provides for the participation of not less than one homeless individual or formerly homeless on the board of directors or other equivalent policymaking entity.	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
21. Participation of homeless through employment or volunteerism	Measures whether the agency involves homeless individuals and families through employment; volunteer services; or operating the project, and/or in providing supportive services for the project.	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
22. Engagement in religious activities	Measures whether the agency uses direct program funds to support or engage in any explicitly religious activities. Any federal and state funds distributed by the CoC can only be spent on non-religious social services activities and cannot mandate participation in religious activities to receive services.	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
23. Involuntary Family Separation	Measures whether the project accepts all families with children under age 18 without regard to the age of any child as appropriate per project target population. <b>The age and gender of a child under the age 18 must not be used as a basis for denying any family's admission to project receives funds under this part (24CFR§578.93)</b>	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
24. Discrimination Policy	Measures whether the project does not discriminate for project entry.	Letter of Intent Agency Policies	Policy received = 1 pt Policy not received = 0 pts	
25. Continuum of Care Participation	Measures whether the agency participates as a CoC member in good standing. As required in the Board of Governance Charter for the CoC, each agency must have a designated representative who is required to attend fifty percent plus one (50% + 1) CoC meetings per year.	CoC Attendance Records	Met the minimum requirement = 1 pt Did not meet the minimum requirement = 0 pts	



**Total Possible Score:** 100

**Total Project Score:** \_\_\_\_\_

*System Performance Measures: 20 points*

*Program Compliance: 30 points*

*Fiscal Compliance: 30 points*

*HMIS Compliance: 12 points*

*HUD-CoC Priorities and Requirements: 2 points*

*HEARTH Act Compliance: 6 points*