



# GVPHC Review, Ranking, & Reallocation Policy

<p><b>Purpose</b></p>	<p>The Greater Virginia Peninsula Homelessness Consortium (GVPHC) implements a comprehensive CoC application process whenever applicable that uses performance data to determine how to efficiently and effectively expend available CoC program resources to improve system performance and end homelessness within the CoC. This policy shall be made available on the GVPHC website to conduct a transparent CoC application process.</p>
<p><b>Background</b></p>	<p>The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 makes significant changes to how communities measure and assess the performance of publicly funded programs. The HEARTH Act objectives include:</p> <ul style="list-style-type: none"> <li>○ Reduce length of time people spend in the crisis of homelessness</li> <li>○ Rapidly exit people from homelessness to permanent housing</li> <li>○ Achieve housing stability</li> <li>○ Prevent returns to homelessness</li> <li>○ Focus on income and employment</li> </ul> <p>Additionally, the CoC Consolidated Application (aka Exhibit One) requires CoC's to establish specific benchmarks for the following items:</p> <ul style="list-style-type: none"> <li>○ Increase Progress towards ending chronic homelessness</li> <li>○ Increase housing stability</li> <li>○ Increase project participants income</li> <li>○ Increase the number of participants obtaining mainstream benefits</li> <li>○ Using rapid re-housing as a method to reduce family homelessness</li> </ul> <p>The CoC also focuses on the following additional measures:</p> <ul style="list-style-type: none"> <li>○ Program Occupancy/Utilization</li> <li>○ Cost effectiveness</li> <li>○ HMIS Data Quality</li> <li>○ HUD/State Compliance</li> </ul> <p>Historically, the CoC has had few instances of reallocation and deobligation:</p>
<p><b>Application Progress</b></p>	<p>The CoC publicly posts and distributes an open CoC application process. The CoC meets annually to discuss HUD renewal funding and bonus funding opportunities, as well as the CoC application components, timeline, and deadlines. The CoC offers education and technical assistance regarding all aspects of the CoC application process.</p> <p>The CoC welcomes and solicits new project applications from all eligible organizations, including those that have never received CoC program funds. The CoC posts a Request for Proposals (RFP) publicly on the CoC website. The CoC also emails the RFP to CoC members to be widely distributed. The RFP will announce any available bonus, deobligated, or reallocated funding. The CoC utilizes a new project rating tool to assess the new applicants experience and ability to implement a new project when bonus funds are available. New applicants submit a letter of Intent (LOI) and a new project ranking tool to the CoC for review during the application process.</p>

	Renewal applicants submit Exhibit 2 applications and renewal performance scorecards to the CoC during the application process.
<i>Targets</i>	<p>CoC performance targets are established annually based on the median and average nationwide System Performance Measures or local project annual performance outcomes. This applies to all performance categories, excluding the “Retain and Increase Income” category and the “Exits to Permanent Housing/Housing Stability,” where targets are based on the proposed numeric achievements identified in the Continuum of Care Application and the CoC adopted Rapid Re-Housing Performance Benchmarks and Standards published in 2016.</p> <p>In the future, the CoC will consider setting targets to reflect the top 25% performance level by project type to support the advancement of each objective. Although it is recognized that some programs will fall below the performance benchmarks, the 25% performance level represents an “achievable” level of performance since one-fourth of all programs would be operating at the specified performance level.</p>
<i>Utilization of CoC Performance Score Card</i>	<p>The CoC utilizes an objective, performance-based scorecard. The CoC reviews the performance scorecard annually to ensure measurements are appropriate, applicable, and up to date with HUD HMIS Data Standards and HUD benchmarks. Information regarding review criteria is available during the scorecard review meeting. The final performance scorecard is published on the CoC website.</p> <p>The performance scorecard is completed for all Renewal Projects and presented along with copies of program supplemental applications/exhibit 2’s during the CoC peer review process.</p>
<i>Scoring</i>	<p>To receive points, programs must either meet or exceed established targets. The total points possible for each project type is 100 points.</p> <p>Scoring will be awarded by program type under each category as follows:</p> <ol style="list-style-type: none"> <li>1. <b>Successful Lengths of Stay</b></li> <li>2. <b>Reduce Returns to Homelessness</b></li> <li>3. <b>Successful Exits or Retention</b></li> <li>4. <b>Retain and Increase Income</b></li> <li>5. <b>Utilization Rates</b></li> <li>6. <b>Program Administration, and</b></li> <li>7. <b>Conditional Status</b></li> </ol> <p>There is also a total of 10 Bonus Points available for projects that serve persons in “Specialized Populations” (including Chronically Homeless, Veterans, Domestic Violence, HIV/AIDS, families, etc.). The inclusion of the additional points brings the total points possible under the CoC Scorecard to 110 points.</p> <p>The CoC shall set the scorecard threshold at the top 60% of program scores. Programs that score below the scoring threshold will be considered for reallocation or a Performance Improvement Plan.</p>
<i>Peer Review</i>	<p>The Program Monitoring Committee hosts the annual peer review discussion to comprehensively review project quality, performance, and cost effectiveness. The Program Monitoring Committee will utilize the information for renewal projects and work to assign each project with a conditional status (either <b>with</b> condition or <b>without</b> condition).</p> <p>The severity of needs and vulnerabilities experienced by program participants is considered in the scorecard review process. Applicants are afforded the opportunity to request consideration for unique circumstances and populations during the peer review process. The Program Monitoring</p>

	<p>Committee will vote on these requests. Approved requests and the peer review process are factored into the performance scorecards.</p> <p>Once peer review is complete, the Program Monitoring Committee will submit final project scores and conditional status to the Ranking Committee for final ranking.</p>
<b>Ranking</b>	<p>The Ranking Committee shall review project scorecards and rank programs numerically according to the established ranking principles. The process and criteria for ranking projects is intended to take maximum advantage of the current funding system in the short-term, while keeping the CoC options open for the long-term. The Ranking Committee shall submit the final project ranking order to the Consortium for approval.</p> <p>The following are the principles for the process:</p> <ol style="list-style-type: none"> <li>A. Renewal projects determined to be Eligible without Conditions will be ranked as the top projects from highest scoring to lowest scoring.</li> <li>B. Renewal projects determined to be Eligible with Conditions will follow renewal projects Eligible without Conditions from highest scoring to lowest scoring.</li> <li>C. New project(s) created through reallocation will maintain the ranking order of the previously funded project</li> <li>D. New project(s) will follow renewal projects in the order determined by the Ranking Committee. <ol style="list-style-type: none"> <li>1. The lowest ranked new project will be <b>ineligible</b>. New projects determined to be <b>ineligible</b> will not be ranked on the final CoC Consolidated Application or submitted to HUD for funding.</li> </ol> </li> </ol>
<b>Reallocation</b>	<p>The CoC reallocates funds to new projects whenever reallocation would improve outcomes, result in more efficient use of resources, and/or reduce homelessness. The CoC may from projects that were underperforming, using outdated program models, underspending and/or had high costs. Applicants retain the option to voluntarily reallocate to make better use of CoC resources.</p> <p>The CoC may require reallocation as determined necessary by the Ranking Committee.</p>
<b>Resources</b>	<p>The following data sources are used to complete the CoC Performance Scorecard for each project:</p> <ul style="list-style-type: none"> <li>○ Program Annual Performance Report (APR)</li> <li>○ Housing Inventory Chart (HIC)</li> <li>○ Supplemental Application/Program Exhibit 2 Application</li> <li>○ CoC System Performance Measures Report</li> <li>○ HUD Spending Rate Report</li> <li>○ Project Budget and Vouchers</li> <li>○ HUD CoC System Performance Measures Tableau Dashboard</li> </ul>
<b>Victim Service Providers</b>	<p>Victim service providers are required to submit an Annual Performance Report (APR) using data generated from a comparable database. The Scorecard will be used to assess Victim Service providers utilizing the data submitted in the APR, along with the additional resources identified under the “resources” section.</p>
<b>Appeals Process</b>	<p>Projects considered for reallocation or as ineligible will receive written notification from the Regional Continuum of Care Program Manager. Project applicants will be afforded an opportunity to appeal the decision by submitting an official <i>Applicant Grievance</i> to the Regional Continuum of Care Program Manager. The Regional Continuum of Care Program Manager shall then have three business days from receipt of the grievance to investigate, meet with the applicant, and provide a written response or recommend the matter to the Leadership Team. If the Regional Continuum of Care Program Manager recommends the matter to the Leadership Team, they will then have five business days from receipt of the grievance to investigate, meet with the applicant, and provide a</p>

	written response. Applicants that are not satisfied with the Leadership Team determination may appeal to HUD according to the procedures specified in 24 CFR 578.35.
<b><i>Notification Policy</i></b>	Written notification of funding decisions and project ranking orders will be distributed electronically via email and posted on the Greater Virginia Peninsula Homeless Consortium (GVPHC) website.