**PA-506 Reading/Berks County Continuum of Care**

**Written Procedure for Ranking and Rating**

**I. Purpose**

Berks Coalition to End Homelessness, Inc.’s (BCEH) protocols for the Continuum of Care (CoC) establishes a transparent framework for the annual CoC Program Competition scoring, ranking and approval process. In order to best serve our community members through provision of effective projects and capturing the maximum funds available, projects which most closely align with the HUD and CoC priorities will be prioritized for funding.

The duties are to oversee all monitoring of funding agencies (performed by BCEH staff), develop and revise the monitoring tool, and perform ratings and rankings for all applications to the CoC Competition. Agencies are able to submit new and renewal applications. The applications will be scored by a ranking committee, based on criteria explained below, and placed into Tier 1 and Tier 2 levels of funding as determined by HUD.

**II. FY2021 HUD Funding Availability**

Total Annual Renewal Demand (ARD): $3,126,579

CoC Bonus: $213,553

DV Bonus: $640,659

Planning Funds: $128,132 (planning funds are not ranked)

**III. PA-506 Focus Areas**

This year the CoC would like to highlight the following project types for Ranking priority:

1. Permanent Supportive Housing projects
2. Rapid Rehousing

**IV. Application Process (Scoring and Ranking Overview)**

BCEH is the Collaborative Applicant for CoC funding. Agencies are able to submit both renewal and new project applications through e-snaps to BCEH. The criteria for the scoring of both types of projects can be found in the attached scoring tools on bceh.org. Applications are split into two sections: threshold requirements and performance measures. Projects and agencies must meet threshold requirements to be considered in the funding competition. Performance measures will be used to determine ranking in the funding competition.

**Both New and Renewal Applications are due October 6, 2021at 11:59pm ET.**

**A. Renewal Projects (80 points)**

Each agency considering applying for a new project will be required to submit an application to the BCEH Executive Director, including an operating budget, and apply in e-snaps. A committee then reviews and scores applications for adherence to the following HUD and local threshold criteria:

**Threshold Requirements**

* Participates in Coordinated Entry
* Participates in CoC meeting
* Verifies participant eligibility
* Has acceptable organizational audit/financial review
* Participates in Coalition of Provider meetings
* Completed Equity Organizational Self-Assessment
* Participates in HMIS or DV comparable database

**Performance Measures/Community Need**

* Rapid return to permanent housing
* Percentage of exits that return to homelessness
  + DV narrative to supplement this measure
* Average length of stay
* Increasing participant non-cash benefits, income, and non-employment income
* Participants entering from place not meant for human habitation
* Participants entering from chronic homelessness
* Compliance with Housing First
* HMIS data quality
* Unit utilization
* Funding utilization
* APR timeliness

**B. New Projects**

Each agency considering applying for a new project will be required to submit an application to the BCEH Executive Director, including an operating budget, and apply in e-snaps. A committee then reviews and scores applications for adherence to the following HUD and local threshold criteria:

**Threshold Requirements**

* Agrees to participate in Coordinated Entry
* Agrees to participate in CoC meeting
* Commits to verify participant eligibility
* Has acceptable organizational audit/financial review
* Agrees to participate in Coalition of Provider meetings
* Completed Equity Organizational Self-Assessment
* Commits to participate in HMIS or DV comparable database

**Performance Measures**

* Experience with the population
* Experience with housing
* Experience using public funding
* Plan to increase participant non-cash benefits, income, and non-employment income
* Project type is a priority
* Project commits to Housing First
* Timely implementation of project