

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

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.

Collaborative Applicant Name: City of Glendale/Glendale Housing Authority

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.

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.

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
This list contains no items									

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.

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.	<input checked="" type="checkbox"/>
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.	<input checked="" type="checkbox"/>
The Collaborative Applicant does not have any renewal permanent supportive housing or rapid re-housing renewal projects.	<input type="checkbox"/>

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	Grant Term	Applicant Name	Budget Amount	Rank	PSH/RRH	Comp Type	Consolidation Type	Expansion Type
Family Promise of...	2023-08-17 20:37:...	1 Year	City of Glendale /...	\$115,776	2	RRH	PH		
CES Reallocation ...	2023-08-17 19:50:...	1 Year	City of Glendale /...	\$620,951	3		SSO		
Chester Street Pe...	2023-08-21 11:38:...	1 Year	City of Glendale /...	\$88,382	7	PSH	PH		
Ascencia Housing ...	2023-08-17 19:51:...	1 Year	City of Glendale /...	\$423,713	5	PSH	PH		
Next Step Permane ...	2023-08-17 20:03:...	1 Year	City of Glendale /...	\$198,923	6	PSH	PH		
Consolidated Gran...	2023-08-17 20:19:...	1 Year	City of Glendale /...	\$876,012	8	PSH	PH		
Glendale HMIS Pro...	2023-08-22 13:37:...	1 Year	City of Glendale /...	\$88,577	1		HMIS		
Ascencia Scattere. ..	2023-08-22 18:00:...	1 Year	City of Glendale /...	\$248,997	4	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.

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	Grant Term	Applicant Name	Budget Amount	Accepted?
CoC Planning Proj...	2023-08-22 18:04:...	1 Year	City of Glendale/...	\$133,067	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.

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.

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	\$2,661,331
New Amount	
CoC Planning Amount	\$133,067
YHDP Amount - Competitive	
YHDP Amount - Non-Competitive	
Rejected Amount	\$0
TOTAL CoC REQUEST	\$2,794,398

Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan (HUD-2991)	Yes	Certification of ...	08/22/2023
Project Rating and Ranking Tool (optional)	No	FY 2023 CoC Ratin...	08/22/2023
Other	No	Reallocation Policy	08/22/2023
Other	No	FY 2023 Funding R...	08/22/2023

Attachment Details

Document Description: Certification of Consistency With Consolidated Plan HUD-2991

Attachment Details

Document Description: FY 2023 CoC Rating and Ranking Tools

Attachment Details

Document Description: Reallocation Policy

Attachment Details

Document Description: FY 2023 Funding Recommendations

Submission Summary

**WARNING: The FY2021 CoC Consolidated Application requires 2 submissions.
Both this Project Priority Listing AND the CoC Consolidated Application MUST
be submitted.**

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Both this Project Priority Listing AND the CoC Consolidated Application MUST
be submitted.**

Page	Last Updated
Before Starting	No Input Required
1A. Identification	07/28/2023
2. Reallocation	07/28/2023
5A. CoC New Project Listing	No Input Required
5B. CoC Renewal Project Listing	08/22/2023
5D. CoC Planning Project Listing	08/22/2023
5E. YHDP Renewal Project Listing	No Input Required
5F. YHDP Replacement Project Listing	No Input Required
Funding Summary	No Input Required
Attachments	08/22/2023
Submission Summary	No Input Required

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**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: City of Glendale / Glendale Housing Authority

Project Name: Next Step Permanent Supportive Housing Program FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager/ Executive Director, Glendale Housing Authority

Signature: 

Date: 01/20/23

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.

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.

OMB Approval No. 2506-0112 (Expires 12/31/2024)

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.

**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: City of Glendale / Glendale Housing Authority

Project Name: Home Again Los Angeles Rapid Re-Housing Project FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager/ Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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 of information unless that collection displays a valid OMB control number.

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OMB Approval No. 2506-0112 (Expires 12/31/2024)

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.

**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: City of Glendale / Glendale Housing Authority

Project Name: Consolidated Grant Shelter Plus Care FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager/ Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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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OMB Approval No. 2506-0112 (Expires 12/31/2024)

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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.

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

**Certification of Consistency Plan
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Program Competition**

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Applicant Name: City of Glendale / Glendale Housing Authority

Project Name: Glendale HMIS Project -FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager / Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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 of information unless that collection displays a valid OMB control number.

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OMB Approval No. 2506-0112 (Expires 12/31/2024)

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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.

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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: City of Glendale / Glendale Housing Authority

Project Name: CES Reallocation FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager/ Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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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OMB Approval No. 2506-0112 (Expires 12/31/2024)

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

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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).

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

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

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

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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: City of Glendale / Glendale Housing Authority

Project Name: CoC Planning Project FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager / Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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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.

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**U.S. Department of Housing
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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: City of Glendale / Glendale Housing Authority

Project Name: Ascencia Housing Now Program FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager/ Executive Director, Glendale Housing Authority

Signature: 

Date: 01/20/23

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

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Applicant Name: City of Glendale / Glendale Housing Authority

Project Name: Chester Street Permanent Supportive Housing Program FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E

Title: City Manager, Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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Applicant Name: City of Glendale / Glendale Housing Authority

Project Name: Ascencia Scattered Site Permanent Supportive Housing Program FY 2023

Location of the Project: 613 E. Broadway, Suite 120, Glendale, CA 91206

Name of

Certifying Jurisdiction: City of Glendale / Glendale Housing Authority

Certifying Official

of the Jurisdiction Name: Roubik Golanian, P. E.

Title: City Manager/ Executive Director, Glendale Housing Authority

Signature: 

Date: 07/20/23

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Agency: [\[enter agency name\]](#)Project: [\[enter project name\]](#)

CoC-Funded Renewal Project Evaluation Criteria

2023 HMIS Scoring Tool

HMIS			
SUMMARY OF FACTORS	POINTS POSSIBLE	POINTS ASSIGNED	PERCENTAGE
Compliance with HUD Requirements	20	0	0.0%
Policies and Procedures	20	0	0.0%
Grant Utilization and Financial Efficiency	10	0	0.0%
MAX POINTS	50	0	0.0%

[enter agency name]

[enter project name]

CRITERIA		SCALE	POINTS POSSIBLE	POINTS ASSIGNED
COMPLIANCE WITH HUD REQUIREMENTS				
Report Generation Can the HMIS System generate all of the necessary reports for grant funders?	Yes - CoC's HMIS can generate all of the necessary reports for grant funders	6		
	Yes - CoC's HMIS can generate some of the necessary reports for grant funders	3		
	No - CoC's HMIS is unable to generate the necessary reports for grant funders	0		
Longitudinal Systems Analysis (LSA) Does the CoC's HMIS run/produce the LSA Information?	Yes - CoC's HMIS runs/produces the LSA information	2		
	No - CoC's HMIS does not run/produce the LSA information	0		
System Performance Measures (SPMs) Does the CoC's HMIS run/produce the SPMs?	Yes - CoC's HMIS runs/produces the System Performance Measures	2		
	No - CoC's HMIS does not run/produce the System Performance Measures	0		
Point-in-Time (PIT) Does the CoC's HMIS generate/compile/compare data from the HMIS for the PIT?	Yes - CoC's HMIS does generate/compile/compare data from the HMIS for the PIT	2		
	No - CoC's HMIS does not generate/compile/compare data from the HMIS for the PIT	0		
Housing Inventory Count (HIC) Does the CoC's HMIS generate/compile data for the HIC?	Yes - CoC's HMIS does generate/compile data for the HIC	2		
	No - CoC's HMIS does not generate/compile data for the HIC	0		
HMIS Access Do all agencies within the CoC providing homeless services have access to and enter data into HMIS (or a comparable database if they are a Victim Service Provider)?	All homeless services agencies within the CoC access and enter data into HMIS (or comparable database if they are a Victim Service Provider)	6		
	Most homeless services agencies within the CoC access and enter data into HMIS (or comparable database if they are a Victim Service Provider)	4		
	Some homeless services agencies within the CoC access and enter data into HMIS (or comparable database if they are a Victim Service Provider)	2		
	Minimal homeless services agencies within the CoC access and enter data into HMIS (or comparable database if they are a Victim Service Provider)	0		
TOTAL:			20	0

[enter agency name]

[enter project name]

CRITERIA		SCALE	POINTS POSSIBLE	POINTS ASSIGNED
POLICIES AND PROCEDURES				
Data Quality Does the CoC monitor data quality in HMIS?	Yes - CoC monitors HMIS data quality for all programs		4	
	Yes - CoC shares responsibility of monitoring data quality with funded agencies		2	
	No - CoC does not monitor data quality		0	
Data Quality Standards Has the HMIS Lead worked with all participating CoCs to develop basic technical, security, privacy and data quality standards?	Yes - CoC has worked with all participating agencies		4	
	Yes - CoC has worked with most participating agencies		1	
	No - CoC has not worked with any of the participating agencies		0	
Project Set Up Does the CoC complete project setups, including entering all Project Descriptor Data Elements (PDDE), in the HMIS?	Yes - CoC completes all project setups, including entering all PDDE in the HMIS		3	
	Yes - CoC completes most of the project setups and shares responsibility with the HMIS lead to complete some of the project setups		1.5	
	No - CoC does not complete all project setups, including entering all PDDE in the HMIS		0	
Training Does the CoC train new users and provide ongoing training and support for existing users of HMIS?	Yes - CoC trains all new users and provides ongoing training and support for existing users of HMIS		3	
	Yes - CoC shares responsibility with providing ongoing training and support for existing users of HMIS		1.5	
	No - CoC has their funded agency partners provide ongoing training and support for existing users of HMIS		0	
Configuration Does the CoC set up the configuration and user levels of users in the HMIS?	Yes - CoC sets up the configuration and user levels of users in the HMIS		2	
	Yes - CoC shares responsibility with the HMIS lead to setup the configuration and user levels of users in the HMIS		1	
	No - CoC does not set up the configuration and user levels in the HMIS		0	
Agency Agreement Does the HMIS have an "Agency Agreement" on the use of the HMIS with all agencies who have programs on the system?	Yes - CoC's HMIS has an "Agency Agreement" on use of the HMIS with all agencies who have programs on the system		1	
	No - CoC's HMIS does not have an "Agency Agreement" on use of the HMIS with all agencies who have programs on the system		0	
User Agreement Do all HMIS users sign a "User Agreement" that outlines basic privacy/security policies applicable to the user?	Yes - All HMIS users sign a "User Agreement" that Outlines basic privacy/security policies applicable to the user		1	
	No - The CoC does not provide a mechanism for HMIS users to sign a "User Agreement"		0	
HMIS Implementation How well does the applicant describe how the HMIS is implemented throughout the CoC's geographic area?	Strong		2	
	Satisfactory		1	
	Needs Improvement		0.5-0	
TOTAL:			20	0.0

[enter agency name]
[enter project name]

					Evaluator 1	Evaluator 2	Evaluator 3 (optional)	TOTAL
CRITERIA	SOURCE	CITY RESPONSE/RECORDS	SCALE	POINTS POSSIBLE	Narrative Responses POINTS ASSIGNED	Narrative Responses POINTS ASSIGNED	Narrative Responses POINTS ASSIGNED	(AVERAGED) POINTS ASSIGNED
GRANT UTILIZATION								
Unspent Funds for Most Recent Grant Term (2021-2022 program year)	SAGE APR and/or City Financial Records		≤5%	5	n/a	n/a	n/a	
			5.1-10%	4				
			10.1-14.9%	3				
			15-19.9%	2				
			≥ 20%	0				
Explanation of Underspending for Most Recent Grant Term (2021-2022 program year) Please explain any contributing factors for underspending CoC grant funds and actions that are being taken to address this. Enter "N/A" if spent 100% of funds in 2021-2022 program year. <i>*Points only available if the project has 10% or more of unspent funds for the most recent grant term.</i>	City Response		Strong	2	2.0			
			Needs Improvement	1-0				
			Comment by Evaluator:					
Grant Spending History (3 years) Divide the "Total Unspent Amount" by "Total Grant Funds" for the Average Unspent amount	SAGE APR and/or City Financial Records		≤5%	5	n/a	n/a	n/a	
		5.1-10%	4					
		10.1-14.9%	3					
		15-19.9%	2					
		≥ 20%	0					
MAX POINTS:				10	TOTAL POINTS ASSIGNED:			0.0

Agency: [\[enter agency name\]](#)Project: [\[enter project name\]](#)

CoC-Funded Renewal Project Evaluation Criteria

2023 Permanent Housing Scoring Tool

PERMANENT HOUSING (PSH or RRH)			
SUMMARY OF FACTORS	POINTS POSSIBLE	POINTS ASSIGNED	PERCENTAGE
Threshold Requirements	Pass/Fail	0	0
HMIS Data Quality	6	#DIV/0!	#DIV/0!
Bed Utilization	10	#DIV/0!	#DIV/0!
System Performance Measures	38	#DIV/0!	#DIV/0!
Program Design and Service Delivery	20	#DIV/0!	#DIV/0!
Policies & Procedures	13	#DIV/0!	#DIV/0!
Grant Utilization and Financial Efficiency	13	#DIV/0!	#DIV/0!
MAX POINTS	100	#DIV/0!	#DIV/0!

[enter agency name]

[enter project name]

Permanent Housing Threshold Requirements

CRITERIA	SOURCE	POINTS POSSIBLE	POINTS ASSIGNED
THRESHOLD REQUIREMENTS			
HMIS Implementation Projects are required to participate in HMIS, unless the project is a victim-service agency, serving survivors of domestic violence or a legal services agency.	Renewal Application Q12	Pass/Fail	
Coordinated Entry System Projects are required to participate in the Coordinated Entry System (CES), when it is available for the project type.	Renewal Application Q13-14	Pass/Fail	
System for Award Management (SAM) Clearance Project has a System for Award Management (SAM) clearance, meaning the contractor is not suspended or debarred from working on federally funded projects.	Renewal Application Q14-15	Pass/Fail	
Match Commitment Match must equal 25% of the total grant request, including administrative costs but excluding leasing costs. Match contributions can be cash, in-kind, or a combination of both. Match documentation will be required to be submitted by 8/7/2023.	Renewal Application Q16-18	Pass/Fail	
HUD Requirements All projects will be reviewed for compliance with the eligibility requirements of the CoC Interim Rule and subsequent notices, and must meet the threshold requirements outlined in the Notice of Funding Opportunity (NOFO).	Renewal Application Q17-19	Pass/Fail	
Overall Score:			

[enter agency name]

[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	(AVERAGED) POINTS ASSIGNED
HMIS DATA QUALITY							
Exits to Known Destinations Percentage error rate for clients with missing destination at exit	APR Q6c.	< 5% 5-9.9% 10-24.9% ≥ 25%	2 1 0.5 0	n/a	n/a	n/a	
Income & Sources at Start Percentage error rate for clients missing income and sources at project start	APR Q6c.	≤ 10% 11-24.9% ≥ 25%	1 0.5 0	n/a	n/a	n/a	
Income & Sources at Annual Assessment Percentage error rate for clients missing income and sources at annual assessment	APR Q6c.	≤ 10% 11-24.9% ≥ 25%	1 0.5 0	n/a	n/a	n/a	
Income & Sources at Exit Percentage error rate for clients missing income and sources at exit	APR Q6c.	≤ 10% 11-24.9% ≥ 25%	1 0.5 0	n/a	n/a	n/a	
Activities to Maintain or Improve HMIS Data Quality Please outline the activities your agency will implement to either maintain high or improve HMIS data quality.	Renewal Application Q20	Satisfactory Needs Improvement	1 0.5-0				#DIV/0!
Comment by Evaluator:							
MAX POINTS			6.0	TOTAL POINTS ASSIGNED:			#DIV/0!

[enter agency name]

[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1	Evaluator 2	Evaluator 3 (optional)	ANNUAL BED UTILIZATION RATE CALCULATION	(AVERAGED) POINTS ASSIGNED
				Narrative Responses POINTS ASSIGNED	Narrative Responses POINTS ASSIGNED	Narrative Responses POINTS ASSIGNED		
BED UTILIZATION								
Bed Utilization Measures if the project is serving the number of people it was designed to serve. Score based on the averaged utilization of total project beds at four points during the year (Jan, Apr, Jul, Oct).	APR Q8b.	≥ 95%	7	n/a	n/a	n/a	Point-in-Time Count of Households on the Last Wednesday JAN: X/X = X% APR: X/X = X% JUL: X/X = X% OCT: X/X = X% Average Score: X% (X+X+X+X) beds utilized divided by (X+X+X+X) beds available = X% average bed utilization	
		94.9-90%	6					
		89.9-85%	5					
		84.9-75%	4					
		74.9-65%	3					
		64.9-55%	2					
		< 55%	0					
Activities to Maintain or Improve Bed Utilization Rates Please outline the activities your agency will implement to either maintain high or improve bed utilization rates.	Renewal Application Q22 (& Q23 if applicable)	Strong	3				n/a	#DIV/0!
		Satisfactory	2					
		Needs Improvement	1-0					
		Comment by Evaluator:						
MAX POINTS			10	TOTAL POINTS ASSIGNED:			#DIV/0!	

[enter agency name]
[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	(AVERAGED) POINTS ASSIGNED	
SYSTEM PERFORMANCE MEASURES (SPM) FOR THIS PROJECT DURING THE FOLLOWING MEASUREMENT PERIOD: 10/1/2020-9/30/2021								
SPM 2: Recidivism								
% of Returns in < 6 months The percentage of leavers to permanent housing destinations in the year prior to the measurement period who returned to a homeless project in HMIS in less than 6 months.	SPM 2a. and 2b.	< 5% 5-14.9% 15-25% ≥ 25%	3 2 1 0	n/a	n/a	n/a	3.0	
% of Returns in 6 - 12 months The percentage of leavers to permanent housing destinations in the year prior to the measurement period who returned to a homeless project in HMIS in 6-12 months.	SPM 2a. and 2b.	< 5% 5-14.9% 15-25% ≥ 25%	3 2 1 0	n/a	n/a	n/a		
% of Returns in 13 - 24 months The percentage of leavers to permanent housing destinations in the year prior to the measurement period who returned to a homeless project in HMIS in 13-24 months	SPM 2a. and 2b.	< 5% 5-14.9% 15-25% ≥ 25%	3 2 1 0	n/a	n/a	n/a		
% of Returns in 2 years The percentage of leavers to permanent housing destinations in the year prior to the measurement period who returned to a homeless project in HMIS in 13-24 months.	SPM 2a. and 2b.	< 5% 5-14.9% 15-25% ≥ 25%	3 2 1 0	n/a	n/a	n/a		
Returns to Homelessness Narrative Please provide the following: 1. Strategy: Describe your project's strategy to reduce returns to homelessness. 2. Staff: Provide the position title(s) and job description(s) of the staff responsible for overseeing this project's strategy to reduce returns to homelessness.	Renewal Application Q24	Satisfactory Needs Improvement	2 1-0				#DIV/0!	
SPM 4: Income								
4.1: Increased Earned Income (Stayers) The percentage of stayers who increased earned income. (If no stayers, project receives 1 point.)	SPM 4.1	≥ 20 % 19.9-5% < 5%	1 0.5 0	n/a	n/a	n/a		
4.2: Increased Non-Employment Cash Income (Stayers) The percentage of stayers who increased non-employment cash income. (If no stayers, project receives 1 point.)	SPM 4.2	≥ 30 % 29.9-10% < 10%	1 0.5 0	n/a	n/a	n/a		
4.3: Increased Total Income (Stayers) The percentage of stayers who increased total income. (If no stayers, project receives 1 point.)	SPM 4.3	≥ 30 % 29.9-10% < 10%	1 0.5 0	n/a	n/a	n/a		
4.4: Increased Earned Income (Leavers) The percentage of leavers who increased earned income. (If no leavers, project receives 1 point.)	SPM 4.4	≥ 30 % 29.9-10% < 10%	1 0.5 0	n/a	n/a	n/a		
4.5: Increased Non-Employment Cash Income (Leavers) The percentage of leavers who increased non-employment cash income. (If no leavers, project receives 1 point.)	SPM 4.5	≥ 20 % 19.9-5% < 5%	1 0.5 0	n/a	n/a	n/a		
4.6: Increased Total Income (Leavers) The percentage of leavers who increased total income. (If no leavers, project receives 1 point.)	SPM 4.6	≥ 30 % 29.9-10% < 10%	1 0.5 0	n/a	n/a	n/a		
Jobs and Income Growth Narrative Please provide the following: 1. Strategy: Describe your project's strategy to help participants access and increase both employment and non-employment cash income. 2. Collaboration: Describe how the project is working with mainstream employment organizations to help people experiencing homelessness increase their cash income. 3. Staff: Provide the position title(s) and job description(s) of the staff responsible for overseeing this project's strategy to help participants access and increase employment and non-employment cash income.	Renewal Application Q25	Satisfactory Needs Improvement	1 0.5-0				#DIV/0!	
SPM 7b2: Exits to/Retention of Permanent Housing								
Housing Stability and Retention The percentage of persons in the project (who exited after moving into housing or moved into housing and remained in the PH project) who retained or exited to a permanent housing destination.	PSH: SPM 7b.2 RRH: APR Q23c & Q27f	≥ 95% 94.9-90% 89.9-85% 84.9-80% 79.9-75% 74.9-70% < 70%	15 13 11 9 7 5 0	n/a	n/a	n/a		
Housing Retention Narrative 1. Strategy: Describe your project's strategy to increase the rate that participants exit to or retain permanent housing. 2. Staff: Provide the position title(s) and job description(s) of the staff responsible for overseeing this project's strategy to increase the rate that participants exit to or retain permanent housing.	Renewal Application Q26	Satisfactory Needs Improvement	2 1-0				#DIV/0!	
MAX POINTS				38	TOTAL POINTS ASSIGNED:			#DIV/0!

[enter agency name]
[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1		Evaluator 2		Evaluator 3 (optional)		TOTAL (AVERAGED) POINTS		
				Narrative Responses POINTS ASSIGNED		Narrative Responses POINTS ASSIGNED		Narrative Responses POINTS ASSIGNED				
PROGRAM DESIGN AND SERVICE DELIVERY												
Advancing Racial Equity What specific steps has your agency taken to not only identify racial disparities but also address them? Your response should be detailed and include the following: 1. Identified Disparities (1 point): Describe any identified disparities and/or barriers to participation (i.e., lack of outreach) faced by people of color overrepresented in the homeless services system. 2. Addressing Disparities (2 points): Describe steps your agency has taken/will take to do both of the following: a) address these disparities and/or barriers in the provision of assistance to improve racial equity (= 1st of 2 points); and b) address disparities in program enrollment and outcomes (= 2nd of 2 points). 3. Partnerships/Inclusion (1 point): Describe any steps your agency has taken/will take to obtain input and include persons of different races and ethnicities in improving your response to homelessness. 4. Data (1 point): Describe the measures your agency has implemented/will implement to track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance. Note to Evaluators: 5 points awarded to agencies that successfully meet all five criteria. An additional 1 to 2 points may be awarded to agencies who meet all 5 criteria and have also proven to be exemplary in some way. Examples include but are not limited to: innovation, successfully tracking and reducing racial disparities, demonstrating the highest standards, being recognized as a top agency at a local or regional level for advancing racial equity, forming strategic partnerships with outside agencies to advance racial equity, proactively working to eliminate systemic racism at a local/state/national level.	Renewal Application Q27	Exemplary + Meets 5 of 5	7-6							#DIV/0!		
		Successfully Meets 5 of 5	5									
		Successfully Meets 4 of 5	4									
		Successfully Meets 3 of 5	3									
		Successfully Meets 2 of 5	2									
		Successfully Meets 1 of 5	1									
		Does Not Meet Any Criteria	0									
		Comment by Evaluator:										
Inclusion of People with Lived Expertise of Homelessness (PWLE) Please describe specific steps your agency has taken/will take for each of the following: 1. [1 POINT]: Outreach efforts to engage people with lived experience of homelessness (that is, people who have been homeless within the last 7 years as well as those who are currently experiencing homelessness) in leadership roles and decision-making processes; 2. [1 POINT]: Professional development (i.e., internships, continuing education, skill-based training) and employment opportunities that are provided to people with lived experience of homelessness; and 3. [2 POINTS]: a) Process to gather feedback from people who have received assistance through the Glendale CoC program (1st point); b) and the steps that are taken to address challenges raised by people with lived experience (2nd point). NOTE: DV projects should also describe the process for involving survivors who have received assistance. * Note to Evaluators: 4 points awarded to agencies that successfully meet all four criteria. An additional 1 to 2 points may be awarded to agencies who meet all 4 criteria and have also proven to be exemplary in some way. Examples include but are not limited to: innovation, ensuring participation of PWLE of recent homelessness (=within the last 7 years); demonstrating the highest standards, being recognized as a top agency at a local or regional level for including PWLE in leadership and decision-making; forming strategic partnerships with outside agencies to include PWLE.	Renewal Application Q28	Exemplary + Meets 4 of 4	6-5							#DIV/0!		
		Successful Meets 4 of 4	4									
		Successful Meets 3 of 4	3									
		Successful Meets 2 of 4	2									
		Successful Meets 1 of 4	1									
		Does Not Meet Any Criteria	0									
		Comment by Evaluator:										
		Community Reintegration Please describe the proactive steps that the project is taking to reintegrate participants into the community. (Examples can include but are not limited to: increasing access to education and training opportunities, volunteer and community service opportunities, etc.)	Renewal Application Q29								Strong	3
Satisfactory	2											
Needs Improvement	1-0											
Comment by Evaluator:												
COVID-19: Collaboration with Public Health Agencies on Infectious Diseases Describe how your agency effectively collaborated with other public health agencies to prevent or limit infectious disease outbreaks among program participants by: 1. [1 POINT]: sharing information related to public health measures and homelessness, and 2. [1 POINT]: facilitating communication between public health agencies and other homeless service providers to ensure street outreach and shelter frontline workers are equipped to prevent or limit infectious disease outbreaks among program participants. REQUIRED: Please send any Healthcare Formal Agreements to hmiu@glendaleca.gov with subject title "NOFO 2023 Application". Note to Evaluators: 2 points awarded to agencies that successfully meet both criteria. An additional (3rd) point may be awarded to projects that have also proven to be exemplary in some way at collaborating with public health agencies on infectious diseases. Examples include but are not limited to: innovation, being recognized as a top agency at a local or regional level, forming strategic partnerships with outside agencies.	Renewal Application Q30	Exemplary + Meets 2 of 2	3							#DIV/0!		
		Successfully Meets 1 of 2	2									
		Successfully Meets 2 of 2	1									
		Does Not Meet Any Criteria	0									
		Comment by Evaluator:										
MAX POINTS			20	TOTAL POINTS ASSIGNED:						#DIV/0!		

[enter agency name]
[enter project name]

CRITERIA		SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	(AVERAGED) POINTS ASSIGNED
POLICIES & PROCEDURES								
Housing First Approach Does the project quickly move participants into temporary/interim/permanent housing without prerequisites or conditions?	Renewal Application Q31	Yes	1	n/a	n/a	n/a		
		No	0					
Housing First - Participant Barriers Full points awarded to projects that indicate participants will be enrolled even with the following barriers (must select all five for full points): 1. Having too little or no income 2. Active or history of substance use 3. Active or history of mental health condition(s) 4. Having a criminal record (with exceptions for state-mandated restrictions) 5. History of victimization (e.g., domestic violence, sexual assault, child abuse)	Renewal Application Q32 (& Q34 if applicable)	Full alignment	2				#DIV/0!	
		Partial alignment	1					
		No alignment	0					
		Comment by Evaluator:						
Housing First - Preventing Termination Full points awarded to projects that indicate participants will not be terminated for the following reasons (must select all six for full points): 1. Failure to participate in supportive services 2. Failure to make progress on a service plan 3. Loss of income or failure to improve income 4. Substance use 5. Failure to take medications, including psychiatric medication 6. Any other activity not covered in lease agreement typically found for unassisted persons in the project's geographic area	Renewal Application Q433(& Q34 if applicable)	Full alignment	2				#DIV/0!	
		Partial alignment	1					
		No alignment	0					
		Comment by Evaluator:						
Housing First Evaluation Narrative Describe the tools and methods that are regularly used to ensure the project is following and maintaining fidelity to a Housing First approach throughout implementation and operation. Refer to HUD's Housing First Assessment Tool .	Renewal Application Q35	Strong	2				#DIV/0!	
		Satisfactory	1					
		Needs Improvement	0					
		Comment by Evaluator:						
Anti-Discrimination Policy Does your agency have its own anti-discrimination policy consistent with the CoC-wide anti-discrimination policy? Email your Anti-Discrimination Policy to hmis@glendaleca.gov by 7/20/2023.	Renewal Application Q36	Yes	1	n/a	n/a	n/a		
		In development	0.5					
		No	0					
Improving assistance to LGBTQ+ Individuals The Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ+) community is a group with large disparities in homelessness, particularly among youth and young adults. What specific steps is your agency taking to increase its focus on reducing discrimination among people in the LGBTQ+ community who are experiencing homelessness?	Renewal Application Q37	Strong	2				#DIV/0!	
		Satisfactory	1.5-1					
		Needs Improvement	0.5-0					
		Comment by Evaluator:						
Connection to Mainstream Benefits Select the activities related to mainstream benefits for this project (selected all that apply) 1. Transportation assistance to clients to attend mainstream benefit appointments, employment training, jobs, etc. 2. At least annual follow-ups with participants to ensure mainstream benefits are received and renewed 3. Access to mainstream benefits (e.g., CalWorks, GR, SSI/SSDI, etc.) technical assistance provided by the applicant or a partner agency 4. Staff providing the technical assistance have completed SOAR training in the past 24 months	Renewal Application Q39 (& Q40 if applicable)	3 or 4 selected	2	n/a	n/a	n/a		
		1 or 2 selected	1					
		0 selected	0					
Compliant with HEARTH Act Full points should be awarded to projects that select all four: 1. No Conflicts of Interest 2. Participation of People with Lived Experience 3. Compliance with Faith-Based Activities 4. Implementation of Fair Housing	Renewal Application Q39 (& Q40 if applicable)	Yes	1				#DIV/0!	
		No	0					
		Comment by Evaluator:						
MAX POINTS				13	TOTAL POINTS ASSIGNED:			#DIV/0!

[enter agency name]
[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	CITY RECORDS	TOTAL (AVERAGED) POINTS ASSIGNED	
GRANT UTILIZATION AND FINANCIAL EFFICIENCY									
Timeliness of Monthly Invoice Submissions Invoices are due 30 days after the billing month. For example, an invoice for the operating month of 7/2022 should be submitted no later than 8/30/2022 (= 30 days after 7/31/2022). <u>Period:</u> Last 12 months of invoices for the operating months of 7/2022 thru 6/2023. (This date range may straddle two program years but is designed to level the playing field for all renewal projects.) <u>Originals Only:</u> Only looking at the dates when Original Versions of invoices were submitted. Not penalizing the project for resubmitting invoices that needed revisions. <u>Special Considerations:</u> 1. If the subrecipient agreement was not yet fully executed at the time when an invoice normally would be due, then the deadline for that invoice submission is postponed to 30 days after the execution date of the subrecipient agreement. 2. Also, if submission of the final invoice of the program year was delayed at the request of the City (for example, for the purposes of reconciliation of all previous invoices), then the project will not be penalized for this.	City Financial Records	75% or more invoices submitted on time (= by due date)	3	n/a	n/a	n/a	Invoice details <u>Summary:</u> Invoices submissions possible: X Invoices submitted on time: X of X (X%) Invoices submitted on time and/or late: X on time + X late = X of X (X%) Invoices submitted very late: X of X (X%)		
		75% or more invoices submitted on time and/or late (= no more than 30 days after due date)	2						
		More than 25% invoices submitted very late (= more than 30 days after the due date)	0						
Unspent Funds for Most Recent Grant Term (2021-2022 program year)	SAGE APR and/or City Financial Records	≤5%	3	n/a	n/a	n/a	<u>Contract X:</u> Subaward Amount: \$X0 Unspent Amount: \$X Unspent Percentage: X%		
		5.1-10%	2						
		10.1-19.9%	1						
		≥ 20%	0						
Grant Spending History (3 years) Divide the "Total Unspent Amount" by "Total Grant Funds" for the Average Unspent amount <u>Program Years:</u> 2019-2020, 2020-2021 and 2021-2022	SAGE APR and/or City Financial Records	≤5%	4	n/a	n/a	n/a	<u>Contracts X, X, and X:</u> Subaward Amount: \$X Unspent Amount: \$X Unspent Percentage: X%		
		5.1-10%	3						
		10.1-15%	2						
		15.1-19.9%	1						
		≥ 20%	0						
Cost Effectiveness for Most Recent Grant Term (2021-2022 program year) Measures the cost per successful outcome, including successful exits from or retention of permanent housing. Calculated by dividing the total contract award by the total number of exits (all stayers and leavers with positive exits, or deceased). Projects serving families will be calculated using households and projects serving individuals will be calculated using people.	APR Q23c plus SAGE APR and/or City Financial Records	≤ \$15,000	2	n/a	n/a	n/a	<u>2020-2021 Program Year (Contract 8000852):</u> Subaward Amount: \$X Number of households who retained permanent housing (stayers): X Number of households who exited to permanent housing (leavers): X Total households who exited to/retained positive housing destinations: X Cost Effectiveness: \$X divided by X households = \$X per household		
		\$15,001-20,000	1						
		≥ \$20,000	0						
Explanation of Underspending Please explain any contributing factors for not spending 100% of CoC grant funds for this project during the 2021-2022 program year and actions that are being taken to address this. If you would like the CoC Board to consider reallocating a portion of the funding for this project to create a newproject, please indicate that here and email arisayan@glendaleca.gov to discuss options. Points are only available to projects with 10% or more of unspent funds for the 2021-2022 program If you spent 100% of CoC grant funds for this project, enter "N/A."	Renewal Application Q51	Strong	1						
		Needs Improvement	0.5-0						
		City Financial Records	Comment by Evaluator:					n/a	#DIV/0!
MAX POINTS				13	TOTAL POINTS ASSIGNED:				#DIV/0!

Agency: [\[enter agency name\]](#)Project: [\[enter project name\]](#)

CoC-Funded Renewal Project Evaluation Criteria

2023 SSO-CE Scoring Tool

Supportive Services Only - Coordinated Entry (SSO-CE)			
SUMMARY OF FACTORS	POINTS POSSIBLE	POINTS ASSIGNED	PERCENTAGE
Threshold Requirements	Pass/Fail	0	0
HMIS Data Quality	6	#DIV/0!	#DIV/0!
Access to Coordinated Entry	39	#DIV/0!	#DIV/0!
Screening and Assessment	42	#DIV/0!	#DIV/0!
Grant Utilization and Financial Efficiency	13	#DIV/0!	#DIV/0!
MAX POINTS	100	#DIV/0!	#DIV/0!

[enter agency name]

[enter project name]

SSO-CE Threshold Requirements

CRITERIA	SOURCE	POINTS POSSIBLE	POINTS ASSIGNED
THRESHOLD REQUIREMENTS			
HMIS Implementation Projects are required to participate in HMIS, unless the project is a victim-service agency, serving survivors of domestic violence or a legal services agency.	Renewal Application Q11	Pass/Fail	
Coordinated Entry System Projects are required to participate in the Coordinated Entry System (CES), when it is available for the project type.	Renewal Application Q12	Pass/Fail	
System for Award Management (SAM) Clearance Project has a System for Award Management (SAM) clearance, meaning the contractor is not suspended or debarred from working on federally funded projects.	Renewal Application Q13-14	Pass/Fail	
Match Commitment Has your agency committed to meet the match commitment? Match must equal 25% of the total grant request, including administrative costs but excluding leasing costs. Match contributions can be cash, in-kind, or a combination of both. Match Commitment documentation must be submitted by 8/7/2023.	Renewal Application Q15	Pass/Fail	
HUD Requirements All projects will be reviewed for compliance with the eligibility requirements of the CoC Interim Rule and subsequent notices, and must meet the threshold requirements outlined in the Notice of Funding Opportunity (NOFO).	Renewal Application Q16-18	Pass/Fail	
Overall Score:			

[enter agency name]

[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	TOTAL (AVERAGED) POINTS ASSIGNED
HMIS DATA QUALITY							
Exits to Known Destinations Percentage error rate for clients with missing destination at exit	APR Q6c.	≤ 10%	1	n/a	n/a	n/a	
		11-24.9%	0.5				
		≥ 25%	0				
Income & Sources at Start Percentage error rate for clients missing income and sources at project start	APR Q6c.	≤ 10%	1	n/a	n/a	n/a	
		11-24.9%	0.5				
		≥ 25%	0				
Income & Sources at Annual Assessment Percentage error rate for clients missing income and sources at annual assessment	APR Q6c.	≤ 10%	1	n/a	n/a	n/a	
		11-24.9%	0.5				
		≥ 25%	0				
Income & Sources at Exit Percentage error rate for clients missing income and sources at exit	APR Q6c.	≤ 10%	1	n/a	n/a	n/a	
		11-24.9%	0.5				
		≥ 25%	0				
Activities to Maintain or Improve HMIS Data Quality Outline the activities your agency will implement to either maintain high or improve HMIS data quality.	Renewal Application Q20	Satisfactory	1				#DIV/0!
		Needs Improvement	0.5-0				
		Comment by Evaluator:					
Coordinated Entry Event Activities Does each participant have Coordinated Entry Event Activities recorded in HMIS?	Renewal Application	Yes	1	n/a	n/a	n/a	
		No	0				
MAX POINTS			6.0	TOTAL POINTS ASSIGNED:			#DIV/0!

[enter agency name]
[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	TOTAL (AVERAGED) POINTS ASSIGNED
ACCESS TO COORDINATED ENTRY							
Access Points Full points are assigned if all five of the following access points are selected as ways participants can access the CES: 1. A hotline or 211 system where clients call a central phone number for access to housing/services 2. A central location (i.e. a walk-in center for access to housing/services) 3. A regional approach where walk-in locations are scattered for easy access to locations throughout the geography 4. A specialized team of workers which provide assessment services at locations not meant for human habitation(e.g. streets) 5. A no-wrong door approach where clients may present at any housing/service provider in the participating geography and is assessed using the same tool and methodology as all other projects use across the system.	Renewal Application Q22	5+ access points	5	n/a	n/a	n/a	
		4 access points	4				
		3 access points	3				
		2 access points	2				
		1 access point	1				
		No access points	0				
Access to CES Narrative Describe how access to the CES works for people in need of services and how the CES prioritizes people most in need of assistance.	Renewal Application Q23	Strong	4				#DIV/0!
		Satisfactory	3-2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
CES Access for Special Populations Describe how access to the CES is promoted among special populations (i.e., adults, families, youth, DV survivors, etc.). Describe how its similar or different to other populations' access. NOTE: DV projects should also describe efforts to improve the ability of the CES to meet the needs of DV survivors. Applicants shouldalso describe the protocols that prioritize safety and incorporate trauma-informed, victim-centered services. Note to Evaluators: How well does the project promote access to CES among special populations? Do they describe how it is similar or different to other populations' access?	Renewal Application Q24	Strong	3				#DIV/0!
		Satisfactory	2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
CES Access for Other Populations How is the CES easily accessible by other populations, such as people with limited English proficiency and people with visual, auditory,or mobility impairments? NOTE: DV projects should also describe how the CES maximizes client choice for housing and services while ensuring safety andconfidentiality. Note to Evaluators: How well does the project promote access to CES among other populations? Do they describe how it is similar or different to other populations' access?	Renewal Application Q25	Strong	3				#DIV/0!
		Satisfactory	2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
CES Coverage Does the CES project cover the CoC's entire geographic area?	Renewal Application Q26	Yes	1	n/a	n/a	n/a	
		No	0				
CES Reach Describe how the CES reaches people who are least likely to apply for homeless assistance in the absence of special outreach and ensures people most in need of assistance receive assistance in a timely manner.	Renewal Application Q27	Strong	3				#DIV/0!
		Satisfactory	2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
Advancing Racial Equity What specific steps has your agency taken to not only identify racial disparities but also address them? Your response should be detailed and include the following: 1. Identified Disparities (1 point): Describe any identified disparities and/or barriers to participation (i.e., lack of outreach) faced by people of color overrepresented in the homeless services system.	Renewal Application Q28	Exemplary + Meets 5 of 5	6				
		Successfully Meets 5 of 5	5				
		Successfully Meets 4 of 5	4				
		Successfully Meets 3 of 5	3				
		Successfully Meets 2 of 5	2				
		Successfully Meets 1 of 5	1				
		Does Not Meet Any Criteria	0				

<p>2. Addressing Disparities (2 points): Describe steps your agency has taken/will take to do both of the following: a) address these disparities and/or barriers in the provision of assistance to improve racial equity (= 1st of 2 points); and b) address disparities in program enrollment and outcomes (= 2nd of 2 points).</p> <p>3. Partnerships/Inclusion (1 point): Describe any steps your agency has taken/will take to obtain input and include persons of different races and ethnicities in improving your response to homelessness.</p> <p>4. Data (1 point): Describe the measures your agency has implemented/will implement to track progress on preventing or eliminating racial disparities in the provision or outcomes of homeless assistance.</p> <p>Note to Evaluators: 5 points awarded to agencies that successfully meet all five criteria. An additional 6th point may be awarded to agencies who meet all 5 criteria and have also proven to be exemplary in some way. Examples include but are not limited to: innovation, successfully tracking and reducing racial disparities, demonstrating the highest standards, being recognized as a top agency at a local or regional level for advancing racial equity, forming strategic partnerships with outside agencies to advance racial equity, proactively working to eliminate systemic racism at a local/state/national level.</p>		<p>Comment by Evaluator:</p>				#DIV/0!												
<p>Anti-Discrimination Policy Does your agency have its own anti-discrimination policy consistent with the CoC-wide anti-discrimination policy?</p> <p>Email your Anti-Discrimination Policy to hmis@glendaleca.gov by 7/20/2023.</p>	<p>Renewal Application Q29</p>	<table border="1"> <tr> <td>Yes</td> <td>1</td> </tr> <tr> <td>In development</td> <td>0.5</td> </tr> <tr> <td>No</td> <td>0</td> </tr> </table>	Yes	1	In development	0.5	No	0	n/a	n/a	n/a							
Yes	1																	
In development	0.5																	
No	0																	
<p>Improving assistance to LGBTQ+ Individuals The Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ+) community is a group with large disparities in homelessness, particularly among youth and young adults. What specific steps is your agency taking to increase its focus on reducing discrimination among people in the LGBTQ+ community who are experiencing homelessness?</p>	<p>Renewal Application Q30</p>	<table border="1"> <tr> <td>Strong</td> <td>2</td> </tr> <tr> <td>Satisfactory</td> <td>1.5-1</td> </tr> <tr> <td>Needs Improvement</td> <td>0.5-0</td> </tr> </table> <p>Comment by Evaluator:</p>	Strong	2	Satisfactory	1.5-1	Needs Improvement	0.5-0				#DIV/0!						
Strong	2																	
Satisfactory	1.5-1																	
Needs Improvement	0.5-0																	
<p>Participative Planning and Implementation 1. What steps are taken to ensure that traditionally marginalized populations (such as racial and ethnic minorities and persons with disabilities) are able to meaningfully participate in the CES planning process? 2. How is the feedback provided by these populations incorporated into the CES?</p> <p>NOTE: DV projects should also describe the process for involving survivors in the planning process throughout the project's operation.</p>	<p>Renewal Application Q31</p>	<table border="1"> <tr> <td>Strong</td> <td>2</td> </tr> <tr> <td>Satisfactory</td> <td>1.5-1</td> </tr> <tr> <td>Needs Improvement</td> <td>0.5-0</td> </tr> </table> <p>Comment by Evaluator:</p>	Strong	2	Satisfactory	1.5-1	Needs Improvement	0.5-0				#DIV/0!						
Strong	2																	
Satisfactory	1.5-1																	
Needs Improvement	0.5-0																	
<p>Inclusion of People with Lived Expertise of Homelessness (PWLE) Please describe specific steps your agency has taken/will take for each of the following: 1. [1 POINT]: Outreach efforts to engage people with lived experience of homelessness (that is, people who have been homeless within the last 7 years as well as those who are currently experiencing homelessness) in leadership roles and decision-making processes; 2. [1 POINT]: Professional development (i.e., internships, continuing education, skill-based training) and employment opportunities that are provided to people with lived experience of homelessness; and 3. [2 POINTS]: a) Process to gather feedback from people who have received assistance through the Glendale CoC program (1st point); b) and the steps that are taken to address challenges raised by people with lived experience (2nd point).</p> <p>NOTE: DV projects should also describe the process for involving survivors who have received assistance. *</p> <p>Note to Evaluators: 4 points awarded to agencies that successfully meet all four criteria. An additional 5th point may be awarded to agencies who meet all 4 criteria and have also proven to be exemplary in some way. Examples include but are not limited to: innovation, ensuring participation of that PWLE of recent homelessness within the last 7 years; demonstrating the highest standards, being recognized as a top agency at a local or regional level for including PWLE; forming strategic partnerships with outside agencies to include PWLE.</p>	<p>Renewal Application Q32</p>	<table border="1"> <tr> <td>Exemplary + Meets 4 of 4</td> <td>5</td> </tr> <tr> <td>Successful Meets 4 of 4</td> <td>4</td> </tr> <tr> <td>Successful Meets 3 of 4</td> <td>3</td> </tr> <tr> <td>Successfully Meets 2 of 4</td> <td>2</td> </tr> <tr> <td>Successfully Meets 1 of 4</td> <td>1</td> </tr> <tr> <td>Does Not Meet Any Criteria</td> <td>0</td> </tr> </table> <p>Comment by Evaluator:</p>	Exemplary + Meets 4 of 4	5	Successful Meets 4 of 4	4	Successful Meets 3 of 4	3	Successfully Meets 2 of 4	2	Successfully Meets 1 of 4	1	Does Not Meet Any Criteria	0				#DIV/0!
Exemplary + Meets 4 of 4	5																	
Successful Meets 4 of 4	4																	
Successful Meets 3 of 4	3																	
Successfully Meets 2 of 4	2																	
Successfully Meets 1 of 4	1																	
Does Not Meet Any Criteria	0																	

Engaging Organizations Describe how the CES engages with a broad range of organizations (e.g., local government, law enforcement, affordable housing developers, early childhood programs, education authorities, mental health organizations) that participate in the coordinated entry system.	Renewal Application Q33	Strong	2				#DIV/0!
		Satisfactory	1.5-1				
		Needs Improvement	0.5-0				
		Comment by Evaluator:					
COVID-19: Collaboration with Public Health Agencies on Infectious Diseases Describe how your agency effectively collaborated with other public health agencies to prevent or limit infectious disease outbreaks among program participants by: 1. [1 POINT]: sharing information related to public health measures and homelessness, and 2. [1 POINT]: facilitating communication between public health agencies and other homeless service providers to ensure street outreach and shelter frontline workers are equipped to prevent or limit infectious disease outbreaks among program participants. REQUIRED: Please send any Healthcare Formal Agreements to hmis@glendaleca.gov with subject title "NOFO 2023 Application".	Renewal Application Q34	Successfully Meets 2 of 2	2				#DIV/0!
		Successfully Meets 1 of 2	1				
		Does Not Meet Any Criteria	0				
		Comment by Evaluator:					
MAX POINTS		39		TOTAL POINTS ASSIGNED:			#DIV/0!

[enter agency name]
[enter project name]

CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Evaluator 1 Narrative Responses POINTS ASSIGNED	Evaluator 2 Narrative Responses POINTS ASSIGNED	Evaluator 3 (optional) Narrative Responses POINTS ASSIGNED	TOTAL (AVERAGED) POINTS ASSIGNED
SCREENING AND ASSESSMENT							
Standardized Assessment	Renewal Application Q35	Yes	3	n/a	n/a	n/a	
Does the CES use a standardized assessment process and assessment tool?		No	0				
Assessment Tool by Household Type	Renewal Application Q36	Yes	3	n/a	n/a	n/a	
Does the CES utilize population-specific assessment tools (i.e. adults, families, youth)?		No	0				
Assessment Tools Narrative	Renewal Application Q37	Strong	4				#DIV/0!
Please describe how different CE assessment tools are utilized and how each tool is administered.		Satisfactory	3-2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
NOTE: DV projects should describe the CES implements protocols for safety, planning, and confidentiality for victims of DV, datingviolence, sexual assault, and stalking in the assessment process.							
CES Prioritization	Renewal Application Q38	Yes	4	n/a	n/a	n/a	
Does the CES have a method to prioritize households that takes into account participant preferences?		No	0				
CES Prioritization Narrative	Renewal Application Q39	Strong	4				#DIV/0!
Please describe how the CES prioritizes households in need of assistance while taking into account community needs (i.e. severity of client needs, length of time homeless, subpopulation characteristics, etc.)		Satisfactory	3-2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
Rapid Obtainment of Permanent Housing	Renewal Application Q40	Yes	4	n/a	n/a	n/a	4.0
Does the CES ensure that permanent housing is rapidly obtained consistent with participant preferences?		No	0				

Rapid Obtainment of Permanent Housing Narrative Please describe how the CES ensures that permanent housing is rapidly obtained consistent with participant preferences.	Renewal Application Q41	Strong	4				#DIV/0!
		Satisfactory	3-2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
Reducing Burdens Does the CES take steps to reduce burdens on people utilizing coordinated entry, including any invasive questions or complexity in the assessment processes?	Renewal Application Q42	Yes	4	n/a	n/a	n/a	
		No	0				
Reducing Burdens Narrative Please describe how the CES takes steps to reduce burdens on people utilizing coordinated entry, including any invasive questions or complexity in the assessment processes.	Renewal Application Q43	Strong	4				#DIV/0!
		Satisfactory	3-2				
		Needs Improvement	1-0				
		Comment by Evaluator:					
Housing First Approach Does the project quickly move participants into temporary/interim/permanent housing without prerequisites or conditions?	Renewal Application Q44	Yes	1	n/a	n/a	n/a	
		No	0				
Housing First - Participant Barriers Full points awarded to projects that indicate participants will be enrolled even with the following barriers (must select all five for full points): 1. Having too little or no income 2. Active or history of substance use 3. Active or history of mental health condition(s) 4. Having a criminal record (with exceptions for state-mandated restrictions) 5. History of victimization (e.g., domestic violence, sexual assault, child abuse)	Renewal Application Q45 (& Q47 if applicable)	Full alignment	2				#DIV/0!
		Partial alignment	1				
		No alignment	0				
		Comment by Evaluator:					
Housing First - Preventing Termination Full points awarded to projects that indicate participants will not be terminated for the following reasons (must select all six for full points): 1. Failure to participate in supportive services 2. Failure to make progress on a service plan 3. Loss of income or failure to improve income 4. Substance use 5. Failure to take medications, including psychiatric medication 6. Any other activity not covered in lease agreement typically found for unassisted persons in the project's geographic area	Renewal Application Q46 (& Q47 if applicable)	Full alignment	2				#DIV/0!
		Partial alignment	1				
		No alignment	0				
		Comment by Evaluator:					
Housing First Evaluation Narrative Describe the tools and methods that are regularly used to ensure the project is following and maintaining fidelity to a Housing First approach throughout implementation and operation. Refer to HUD's Housing First Assessment Tool .	Renewal Application Q48	Strong	2				#DIV/0!
		Satisfactory	1				
		Needs Improvement	0				
		Comment by Evaluator:					
Compliant with HEARTH Act Full points should be awarded to projects that select all four: 1. No Conflicts of Interest 2. Participation of People with Lived Experience 3. Compliance with Faith-Based Activities 4. Implementation of Fair Housing	Renewal Application Q49 (& Q50 if applicable)	Yes	1				#DIV/0!
		No	0				
		Comment by Evaluator:					
MAX POINTS				42	TOTAL POINTS ASSIGNED:		#DIV/0!

[enter agency name]
[enter project name]

				Evaluator 1	Evaluator 2	Evaluator 3 (optional)	TOTAL		
CRITERIA	SOURCE	SCALE	POINTS POSSIBLE	Narrative Responses POINTS ASSIGNED	Narrative Responses POINTS ASSIGNED	Narrative Responses POINTS ASSIGNED	(AVERAGED) POINTS ASSIGNED		
GRANT UTILIZATION AND FINANCIAL EFFICIENCY									
Timeliness of Monthly Invoice Submissions Invoices are due 30 days after the billing month. For example, an invoice for the operating month of 7/2022 should be submitted no later than 8/30/2022 (= 30 days after 7/31/2022). <u>Period:</u> Last 12 months of invoices for the operating months of 7/2022 thru 6/2023. (This date range may straddle two program years but is designed to level the playing field for all renewal projects.) <u>Originals Only:</u> Only looking at the dates when Original Versions of invoices were submitted. Not penalizing the project for resubmitting invoices that needed revisions. <u>Special Considerations:</u> 1. If the subrecipient agreement was not yet fully executed at the time when an invoice normally would be due, then the deadline for that invoice submission is postponed to 30 days after the execution date of the subrecipient agreement. 2. Also, if submission of the final invoice of the program year was delayed at the request of the City (for example, for the purposes of reconciliation of all previous invoices), then the project will not be penalized for this.	City Financial Records	75% or more invoices submitted on time (= by due date)	3	n/a	n/a	n/a	Invoice details <u>Summary:</u> Invoices submissions possible: X Invoices submitted on time: X of X (X%) Invoices submitted on time and/or late: X on time + X late = X of X (X%) Invoices submitted very late: X of X (X%)		
		75% or more invoices submitted on time and/or late (= no more than 30 days after due date)	2						
		More than 25% invoices submitted very late (= more than 30 days after the due date)	0						
Unspent Funds for Most Recent Grant Term (2021-2022 program year)	SAGE APR and/or City Financial Records	≤5%	3	n/a	n/a	n/a	<u>Contract X:</u> Subaward Amount: \$X0 Unspent Amount: \$X Unspent Percentage: X%		
		5.1-10%	2						
		10.1-19.9%	1						
		≥ 20%	0						
Grant Spending History (3 years) Divide the "Total Unspent Amount" by "Total Grant Funds" for the Average Unspent amount <u>Program Years:</u> 2019-2020, 2020-2021, and 2021-2022	SAGE APR and/or City Financial Records	≤5%	4	n/a	n/a	n/a	<u>Contracts X, X₁ and X₂:</u> Subaward Amount: \$X Unspent Amount: \$X Unspent Percentage: X%		
		5.1-10%	3						
		10.1-15%	2						
		15.1-19.9%	1						
		0							
Cost Effectiveness for Most Recent Grant Term (2021-2022 program year) Measures the cost per successful outcome, including exits to positive destinations (including temporary, interim, transitional, or permanent housing). Calculated by dividing the total contract award by the total number of exits (all stayers and leavers with positive exits, or deceased). Projects serving families will be calculated using households and projects serving individuals will be calculated using people. Positive desinations do not include: jail, prison, or juvenile detention facilities.	APR Q23c plus SAGE APR and/or City Financial Records	≤ \$15,000	2	n/a	n/a	n/a	<u>2020-2021 Program Year (Contract X):</u> Subaward Amount: \$X Exits to permanent destinations: X Exits to temporary destinations: X Exits to institutional destinations (excluding jail, prison, juvenile detention): X Exits to residential project or halfway house with no homeless criteria: X Deceased: X Total Positive Exits/Deceased: X Cost Effectiveness: \$X divided by X positive exits = \$X per positive exit		
		\$15,001-20,000	1						
		≥ \$20,000	0						
Explanation of Underspending Please explain any contributing factors for not spending 100% of CoC grant funds for this project during the 2021-2022 program year and actions that are being taken to address this. If you would like the CoC Board to consider reallocating a portion of the funding for this project to create a newproject, please indicate that here and email arisayan@glendaleca.gov to discuss options. Points are only available to projects with 10% or more of unspent funds for the 2021-2022 program If you spent 100% of CoC grant funds for this project, enter "N/A."	Renewal Application Q51	Strong	1					#DIV/0!	
		Needs Improvement	0.5-0						
	City Financial Records	Comment by Evaluator:							
MAX POINTS			13	TOTAL POINTS ASSIGNED:			#DIV/0!		



COC REVIEW, SCORE, & RANKING PROCEDURES AND REALLOCATION PROCESS

Performance Scoring Policy

The Continuum of Care Program Applications for New and Renewal Projects will be subject to a threshold review to ensure compliance with the HEARTH Act, the Continuum of Care (CoC) Program Notice of Funding Opportunity (NOFO) and the local CoC Request for Applications. Any new or renewal project that does not meet the threshold requirement will not be further reviewed or considered for funding. Renewal projects have previously passed the threshold review and only in very exceptional cases of changed HUD policies or program changes will be at risk of not passing the threshold review.

The Glendale Continuum of Care (CoC) makes available the scoring standards for renewal and new projects on the City of Glendale's website and annually at the CoC Committee and CoC Board meetings. The HUD CoC Project Rating and Ranking tool was used to establish the Glendale CoC's scoring standards which was approved by the Glendale CoC Board and Committee.

Scoring of Renewal Projects is formulated by the Glendale CoC using the CoC Project Rating and Ranking Tool recently amended to model HUD's rating and ranking tool; the tool is largely based on prior year performance on HUD-approved System Performance Measures, project costs, project alignment with Housing First and the applicant's ability to spend the previous year's award.

Ranking Policy

HUD requires Collaborative Applicants to rank all projects in two tiers. Tier 1 is defined by HUD in the NOFO as a percent of the CoC's Annual Renewal Demand (ARD) approved by HUD on the final HUD- approved Grant Inventory Worksheet (GIW). Tier 1 projects are traditionally protected from HUD cuts. Tier 2 is the difference between Tier 1 and the CoC's ARD plus any amount available for bonus (including the Domestic Violence Bonus) as described in the HUD NOFO. Tier 2 projects must compete for funding.

Renewal projects will be scored and ranked according to the HUD CoC Project Rating and Ranking Tool, alignment with Housing First and prior year spending of grant funds, except for Coordinated Entry projects, First Time Renewals including Expansion projects, Change of Project Sponsor or Consolidated projects funded as part of the NOFO competition that have not been in operation for at least one year. These projects will be placed at the bottom of Tier 1 ahead of any Renewal Projects who ranked in Tier 2 and New Projects unless otherwise instructed in the HUD NOFO.

Projects will be ranked as follows:

- Renewal Project applications ranked according to HUD CoC Project Rating and Ranking Tool (Tier 1 and 2)
 - Support Services Only-Street Outreach projects providing Coordinated Entry (Tier 1)
 - Projects funded as part of the NOFO competition that have not been in operation for at least one year including Expansion, Change of Project Sponsor and Consolidation Projects(Tier 1)
 - First Time Renewal Projects (Tier 1)
 - New reallocation, Expansion and Bonus Project applications ranked according to New Project scores that emphasize the HUD priorities outlined in the NOFO (Tier 2)
- The Planning Project is not ranked



COC REVIEW, SCORE, & RANKING PROCEDURES AND REALLOCATION PROCESS

Re-allocation Policy

Under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH), the U.S. Department of Housing and Urban Development (HUD) states that one of the primary responsibilities of the Continuum of Care (CoC) is to develop a reallocation process for projects funded with CoC funds.

Reallocating funds is an important tool used by CoCs to make strategic improvements to their homelessness system. Through reallocation, the CoC can create new, evidence-informed projects by eliminating projects that are underperforming or are more appropriately funded from other sources. Reallocation is particularly important when new resources are not available.

The City of Glendale is committed to maximizing financial resources to house as many individuals and families as possible. Reallocation is a tool that may be used. Reallocation of existing CoC funding will be exercised with prudence.

The City of Glendale's Community Services and Parks Department (CSP) is designated as a Collaborative Applicant (CA) and is responsible for applying for a grant for Continuum of Care planning funds on behalf of the Continuum stated in 24 CFR 578.3. As such, the Glendale CoC assists with determining the priority of submitted projects for inclusion in the Collaborative Application to HUD.

HUD awards a master grant agreement to CSP; projects administered by an applicant will be formalized in a sub-recipient Agreement between the City of Glendale and the eligible applicant agency.

DEFINITION

Reallocation is the process of shifting CoC funds in whole or part from existing eligible renewal projects to create one or more new projects without decreasing the CoC's Annual Renewal Demand (ARD). New projects created through reallocation must meet the requirements set forth in the annual CoC Notice of Funding Opportunity (NOFO), including project eligibility and quality thresholds established by HUD at a minimum. Each year HUD determines eligible reallocation project types in the HUD NOFO. Involuntary reallocation of funds should be considered when projects are determined to be underperforming, not meeting system performance measure standards, obsolete, or do not contribute substantially to meeting the goals of the CoC for preventing and/or reducing homelessness.

GUIDING PRINCIPLES

- All funds are for the betterment of the community, not solely the individual agency.
- Through a coordinated system, agencies are able to use their funds in a more effective and efficient way to better support their clients in reaching permanent housing.
- Failing programs shall be recommended for reallocation.
- Each year, CSP staff, generally in coordination with a grants committee, will carefully review the HUD NOFO when released, and will use the prioritizations noted within the HUD NOFO to guide prioritization and scoring practices for the CoC. Note: Local community priorities, established using local data, gaps analysis, and/or needs assessments, will be given priority consideration and may take precedence over HUD's priorities.



COC REVIEW, SCORE, & RANKING PROCEDURES AND REALLOCATION PROCESS

POLICY

Decisions to reallocate funds shall be evidence-based. Each CoC-funded project will be evaluated using specific information to include, but not be limited to: data entered into the Homeless Management Information System (HMIS), the HUD Annual Performance Report (APR), the Point-in-Time (PIT) Count, Annual Homeless Assessment Report (AHAR), and the Housing Inventory Count (HIC), the CoC project application, cost per household served, HUD CoC system performance measurements and other field-applicable and HUD-recommended data tools. Consideration will also be given to the potential impact that involuntary (performance-based) reallocation may have on increasing homelessness resulting from a reduction in services caused by reallocation. The CoC intends to make data-driven decisions that align with HUD's goals and priorities for CoC funding, federal strategic plans, and local community needs.

TYPES OF REALLOCATION

VOLUNTARY REALLOCATION

If a provider has determined that a project can better serve the community with changes made through reallocation, the provider may voluntarily submit the project for reallocation at renewal time using the "CoC Certification of Project Renewal" form. A provider's voluntary reduction is merely a proposal, and reallocation may or may not occur during the renewal process. Decisions regarding proposed renewal project for partial reallocations will be evaluated by the CoC Board.

PERFORMANCE-BASED REALLOCATION

Renewal projects scoring low in the below listed areas, not serving an identified community need, found to not meet minimum benchmark scores on performance measures (as determined by HUD and the local community), not utilizing funding effectively, or not meeting statutory, regulatory, threshold and compliance requirements may be considered eligible for reallocation. As part of the CoC Program Competition, new project applications will be sought from interested, eligible providers. New project applications must align with the eligibility requirements published in the HUD NOFO during that funding cycle.

PROCEDURE

COC RELEVANT INFORMATION

The CSP will ensure that the Board members are provided, and familiar with, all relevant information related to:

- the HEARTH Act;
- the Continuum of Care;
- the role of the CoC Board;
- the Policies and Procedures governing the process; and
- the scoring tools and weighting information.

PERFORMANCE RATING

The CSP will evaluate projects eligible for performance-based reallocation based on the scoring tool approved by the CoC Board. The scoring tool can be subject to changes based on the need of the CoC and/or funding requirements. The scoring tool will be reviewed by the CoC Board at least once annually.



COC REVIEW, SCORE, & RANKING PROCEDURES AND REALLOCATION PROCESS

NOTIFICATION OF PROJECT REALLOCATION

Project provider will be notified of the reallocation recommendations to the Board within five (5) business days before the Board meeting. The notification will be sent via e-mail from the CSP. Upon Board decision, project provider will be notified of the reallocation decision within five (5) business days after the Board meeting. The notification will be sent via e-mail from the CSP.

APPEAL PROCESS

Providers whose projects are selected for performance-based reallocation may appeal the decision in writing to CSP within five (5) business days after notification of the decision for reallocation. The written notification should provide documentation supporting continued need for the project in question, and an action plan detailing how the project will meet HUD funding priorities and maintain compliance with all applicable laws and regulations. The CSP will review appeals and provide a final recommendation within thirty (30) business days of receipt of the appeal. The submission shall be emailed to HUD snapsappeal@hud.gov.

The Appeals Process with HUD is found at 24 CFR 578.35. Sections 578.35(b)(3), (b)(4), (c)(1), and (d)(2), which authorize HUD to establish requirements for the form and manner for appeals by applicants.

REALLOCATION OF FUNDS

CoC Program funds made available through performance-based reallocation may be used to develop one or more new projects. Should no viable, new project be identified, CoC Program funds made available through reallocation may be available for the expansion of other eligible renewal project(s), subject to current CoC funding priorities and HUD NOFO requirements.

2023 Glendale CoC Funding Recommendations by the Evaluation Panel

For the Glendale CoC Board to Review

CoC Name	Glendale Continuum of Care (CA-612)
Collaborative Applicant Name:	City of Glendale/Glendale Housing Authority
Renewal Project (Annual Renewal Demand):	\$ 2,661,331.00
COC Planning Project (not ranked):	\$ 133,067.00
Total Funding Available	\$ 2,794,398.00

RANKED: RENEWAL PROJECT APPLICATIONS

Rank	Overall Score	Organization	Project	HUD Grant Number	Project Type	Annual Renewal Demand (ARD)	Tier 1 (93% ARD)	Tier 2 (7% ARD)
1	100%	City of Glendale	Glendale HMIS Project	CA0728L9D122215	HMIS	\$88,577	\$88,577	
2	93%	Home Again Los Angeles	Rapid Rehousing Program	CA1622L9D122206	PH	\$115,776	\$115,776	
3	86%	Ascencia	CES Reallocation	CA1455L9D122207	SSO	\$620,951	\$620,951	
4	84%	Ascencia	Scattered Site PSH Program	CA1271L9D122209	PH	\$248,997	\$248,997	
5	82%	Ascencia	Housing Now PSH Program	CA0733L9D122215	PH	\$423,713	\$423,713	
6	79%	Ascencia	Next Step PSH Program	CA0731L9D122215	PH	\$198,923	\$198,923	
7	80%	The Salvation Army	Chester Street PSH Program	CA0948L9D122213	PH	\$88,382	\$88,382	
8	80%	City of Glendale	Consolidated Grant Shelter Plus Care	CA0724L9D122215	PH	\$876,012	\$689,719	\$186,293
						\$2,661,331	\$2,475,038	\$186,293

NOT RANKED: RENEWAL PROJECT APPLICATIONS

Organization	Project	HUD Grant Number	Project Type	Available Funding	Recommended Funding
City of Glendale	CoC Planning Project	TBD	PLANNING	\$133,067	\$133,607

CoC Board Approved 8/15/2023