Presentation Overview

- Housekeeping

- FY2023 Competition Recap

- Timeline

- Renewal Project Applications and Scoring

- Bonus Points

- Revision to Appeals Policy

- Material Submission & Email Submission Tips

- Questions

Housekeeping

- Feel free to use the chat box or come off mute throughout the meeting.

- Webinar recording and slides will be posted to HAND's website

- Participation in today's webinar is encouraged, but not required

- All of the materials discussed today (and these slides) are or will be posted to HAND's website
    - https://www.handetroit.org/continuum-of-care-funding

FY2023 CoC Competition Recap

FY2023 CoC Awards

- HUD made funding announcements on the FY2023 awards on January 29, 2024

- Awards for project applications submitted last September

- The CoC was awarded a total of $35,005,343 in renewal and new project funding.

  - A 9.3% increase in funding from last year's competition

Project Type	Renewal		New		Total	
	Funding	*Units/Beds*	*Funding*	*Units*	*Funding*	*Units/Beds*
PSH	$24,333,214	1,681	$683,580 *(CoC Bonus + Reallocation)*	35	$25,016,794	1,716
RRH	$4,169,780	219	--	--	$4,169,780	219
TH	$362,392	16	---	---	$362,392	16
TH-RRH	$1,409,265	13 TH beds/ 35 RRH units			$1,409,265	13 TH beds/ 35 RRH units
CE-SSO	$1,806,879	---	$350,000 *(Reallocation)*	---	$2,156,879	---
HMIS	$390,233	---	---	---	$390,233	---
CoC Planning	---	---	$1,500,000	---	$1,500,000	---
TOTAL	**$32,417,763**		**$2,533,580**		**$35,005,343**	

Renewal Projects Awarded

Renewal Projects

- All renewal projects were awarded at the amounts they were submitted for

- Most renewal projects were awarded an increased amount due to adjustments HUD makes every year for Fair Market Rent (FMR) adjustments

New Projects Awarded

Reallocated + CoC Bonus

Agency	Project Type	Award	# of Units	Funding Source
HAND	CE-SSO	$350,000	N/A	Reallocated
Southwest Housing/MiSide	PSH	$230,565	20	Reallocated
Neighborhood Legal Svcs Michigan	PSH	$435,015	15	Reallocated + CoC Bonus

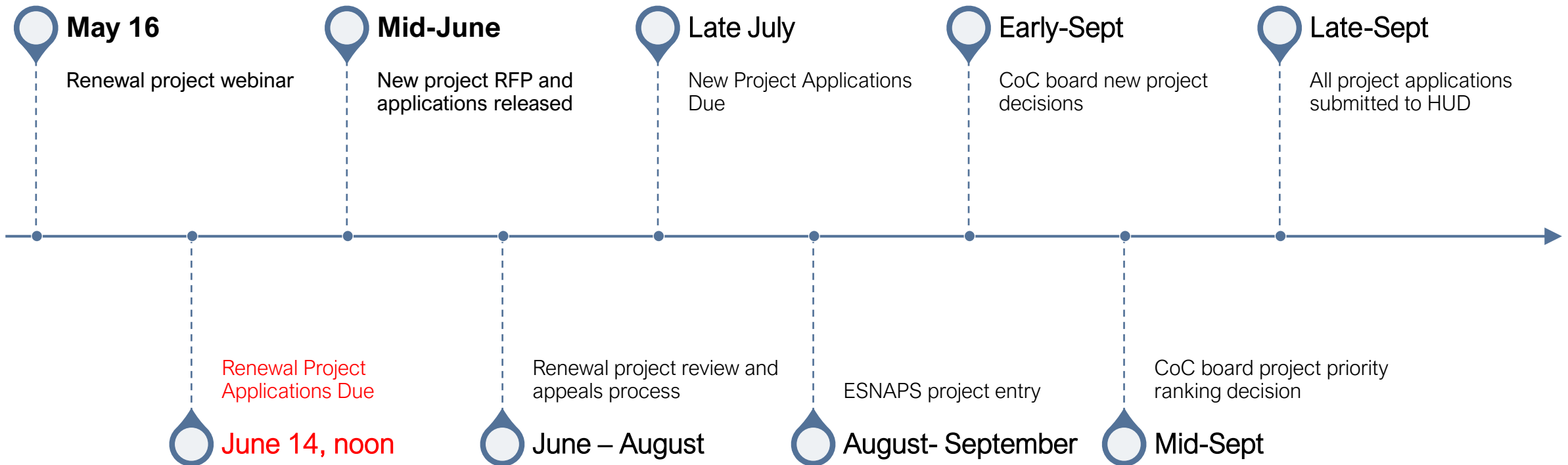# New Projects Not Selected by HUD for Funding

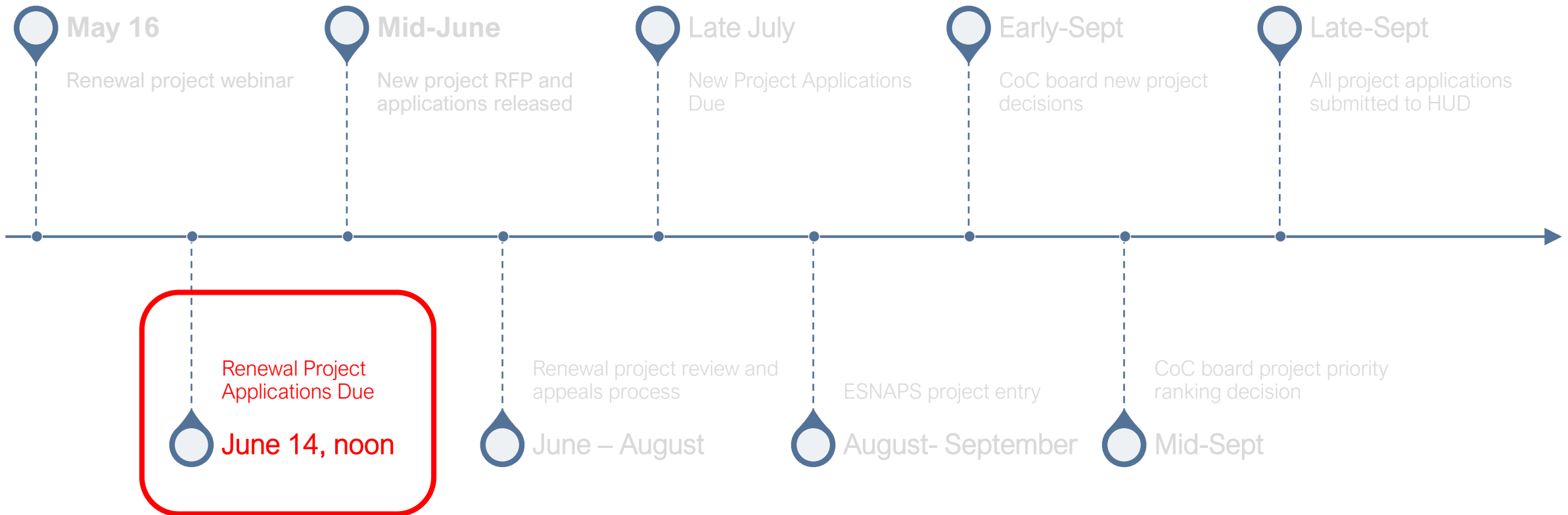| Agency/Project	Project Type	Amount Requested	Number of Beds/Units Requested
AFG/Dr. Maya Angelou Village	PSH	$347,116 *(CoC Bonus)*	Services & Operating Only
NSO/Bell PSH Expansion	PSH	$744,259 *(CoC Bonus)*	Services & Operating Only
Mariners Inn/The Anchor Expansion	PSH	$110,929 *(CoC Bonus)*	Services & Operating Only
WMCAA/Detroit PSH Expansion	PSH	$548,601 *(CoC Bonus)*	33
Black Family Development	RRH	$401,661 *(CoC Bonus)*	14
Freedom House/Freedom Lives	DV TH-RRH	$735,371 *(DV Bonus)*	15 units RRH/3 beds TH
MCEDSV/DV Coord. Entry	CE-SSO	$528,000 *(DV Bonus)*	N/A
TOTAL TIER 2 PROJECTS NOT AWARDED		**$3,415,937**	

FY2023 CoC Competition

- CoC Application Score
  - Received in February
  - An analysis of the score received was presented to the Detroit CoC board in March
  - Overall, the Detroit CoC scored quite well on the application, however there are always areas for improvement

- FY2023 Grant Agreements
  - HUD should be in the process of issuing grant agreements
  - Questions regarding grant agreements should be directed to your HUD Rep.

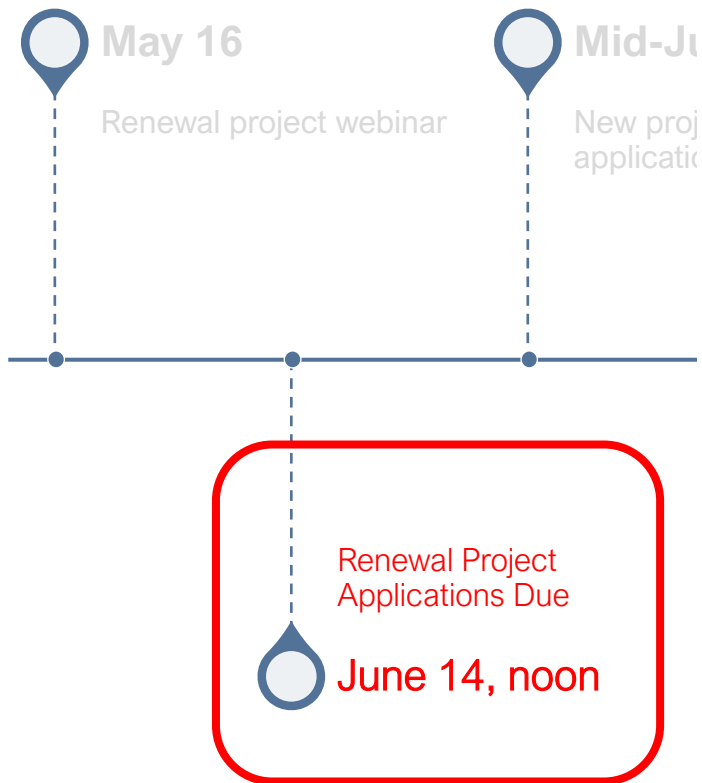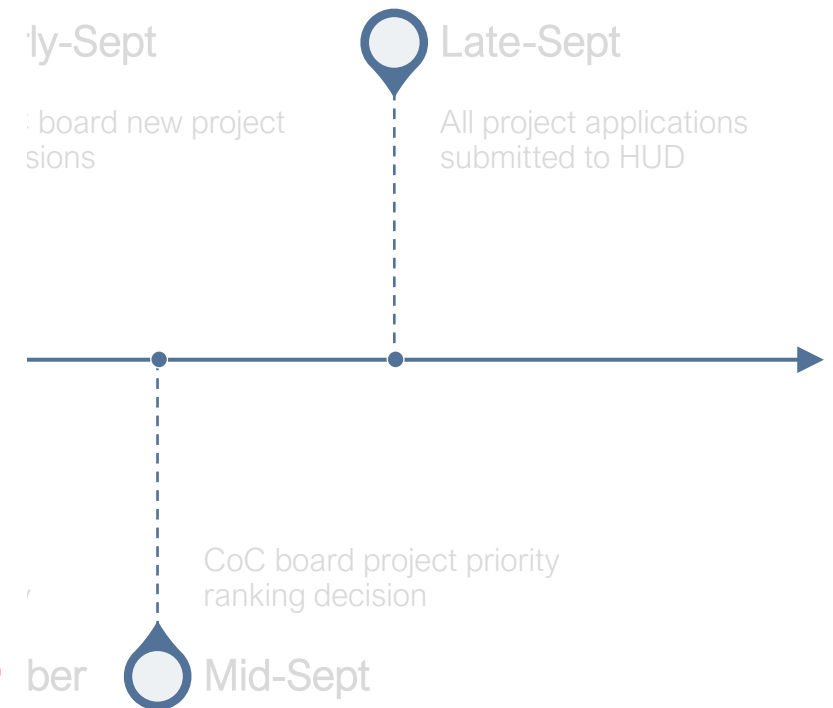# FY2024 CoC Competition Timeline

FY2024 CoC Competition Timeline

May 16
Renewal project webinar

Mid-June
New project RFP and applications released

Late July
New Project Applications Due

Early-Sept
CoC board new project decisions

Late-Sept
All project applications submitted to HUD

Renewal Project Applications Due
June 14, noon

Renewal project review and appeals process
June – August

ESNAPS project entry
August- September

CoC board project priority ranking decision
Mid-Sept

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FY2024 CoC Competition Timeline

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Applications (or parts of applications) received at 12:01 pm will be considered **late and points will be reduced accordingly**.

DO NOT WAIT UNTIL THE LAST MINUTE TO HIT "SEND" ON YOUR EMAIL TO AMANDA.

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board new project
sions

Late-Sept
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June 14, noon

CoC board project priority ranking decision

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Mid-Sept

Renewal Project Applications and Scoring

Renewal Project Applications

- Projects expiring in calendar year 2025 are eligible for renewal

- Renewal funding is not guaranteed

- Projects will be ranked according to the CoC's Project Priority Ranking Policies
  - These policies going to CoC Board at their July board meeting

- Projects must earn at least 70% of the points possible for their project type in order to be submitted to HUD for funding
  - Unless an appeal is granted; appeals will be discussed in greater detail

Renewal Project Applications

- First or Second Time Renewals

  - Projects that either had less than 12 months operation in 2023 or have not yet begun operations at all

  - A renewal application still needs to be submitted for them, as their current (or forthcoming) grant term will end in 2025

  - Appendix B provides a list of all renewal projects that need to be submitted

Renewal Project Scoring

- Performance period under review is calendar year 2023

- Considerations when developing evaluation and scoring criteria:

  - Scoring criteria from 2023 competition (which looked back on 2022)

  - Preliminary data on performance over 2023

  - Recommendations from Housing Innovations

- Public comment period (March 27 – April 17)

  - Comments received, and responses to the comments are posted on HAND's website

Scoring Details and Application Form

Bonus Points

New in 2024: Bonus Points Opportunity

- Component #11
- New this year as a bonus point opportunity
  - May become a scored (non-bonus) points in the future
- 3 bonus points may be earned if an agency submitted all three of the quarterly HMIS Audits on time in 2023
- Dates of the audits and when they were due in application materials (pg. 25)
- On-time submission will be confirmed by HMIS Lead Agency staff

New in 2024: Bonus Points Opportunity

- Bonus points are points that can be earned in addition to the standard points possible for the project.

- This means that if a project may have a score greater than 100%.

- Example:
  - A PSH project may earn up to 131 points.
  - PSH Project X earned 129 out of 131 points (129/131 = 98%)
  - This project also earned the 3 bonus points
  - The final project score is (129 + 3)/131= 101%

Appeals Policy

Appeals Policy

- CoC Board approved updates to the Appeals Policy.
  - Full policy is on HAND's website: www.handetroit.org/continuum-of-care-funding

- One of the significant changes made relates to the appeals process if a project falls under the scoring threshold.

Changes to Reallocation Decisions When Project is Under Threshold

Former Policy	New Policy
Based on project appeal, **Appeals Committee recommends** reallocation	Based on project appeal, **Appeals Committee recommends** reallocation
Board decides on Appeals Committee recommendation (ie, a reallocation decision is made).	**Board decides** on Appeals Committee recommendation (ie, a reallocation decision is made). **This is the final decision.**
Agency appeals reallocation decision to Appeals Committee	
Appeals Committee recommends board uphold or modify reallocation decision (second recommendation)	
Board decides on Appeals Committee second recommendation. **This is the final decision.**	
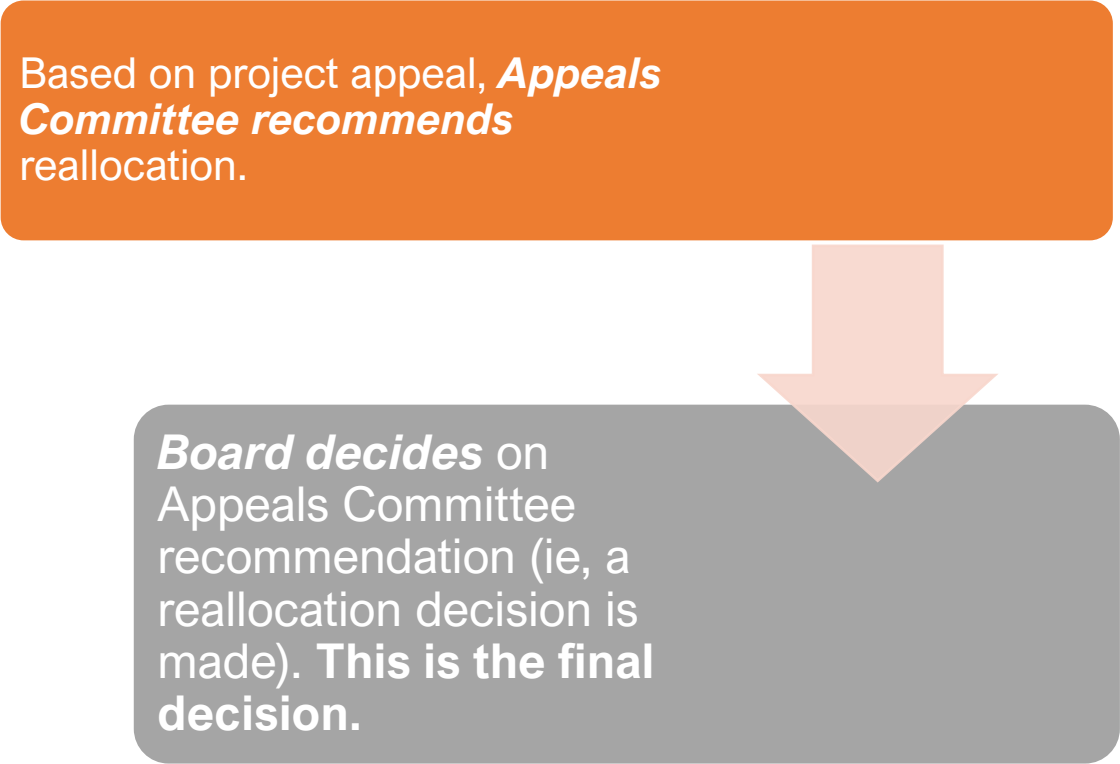
Changes to Reallocation Decisions When Project is Under Threshold

Details and Rationale	New Policy
Details • Appeals Committee recommendations to reallocate must have at least 75% of committee members supporting. • Final decision lies with the board (as with current process). • Eliminates the "second round" appeals process, creating a more streamlined process.	Based on project appeal, ***Appeals Committee recommends*** reallocation. ***Board decides*** on Appeals Committee recommendation (ie, a reallocation decision is made). **This is the final decision.**

Material Submission:
Key Things to Keep in Mind

Losing Points for Incorrect Materials

- Applications have lost points for not submitting all of the correct materials on time.

    - If an entire application is submitted late, it may be mathematically impossible for your project to pass the scoring threshold, regardless of how well it scores on all the scored components

- "Late" means anytime after 12:00 pm (noon) on June 14.

Losing Points for Incorrect Materials

- If an agency does not submit the correct attachment for the application, and HAND staff needs to contact the agency to get this correct attachment, points will be deducted.

- You will receive email confirmation when your application is submitted. This confirmation only confirms receipt of the sent documents. It does not confirm that documents have been reviewed.

Losing Points for Incorrect Materials

- Common ways points are lost for incorrect attachments:
  - Submitting incorrect agency financial audit or A-133 audit
    - "Incorrect" meaning "not most recent"
    - How to prevent this:
      - Review your application submitted to HAND last year to see which financial audit was submitted last year
      - Ask the appropriate people in your agency if a more recent completed audit is available
      - If one is available, submit that one.
      - If the most recent one is the same one submitted last year, you may re-submit that one
  - Example:
    - In last year's competition, an agency submitted their financial audit for fiscal year ending 6/30/2022. In this year's competition, they submit that same audit.
    - When HAND staff reached out to confirm if there was a more recent audit available, the agency realized they had a completed audit for fiscal year ending 6/30/2023, and emailed that to HAND (after June 14).
      - Points will be deducted because the initial audit submitted was not the correct one.

Losing Points for Incorrect Materials

- Common ways points are lost for incorrect attachments:

  - Submitting incorrect signature page (Attachment #15) with the project application

    - Primarily impacts agencies with multiple project applications

    - Attachment #15 has a line for the name of the project the attachment belongs to:

      Agency: _____

      Project Name: _____

      Signed: _____ Date: _____
      (Executive Director or authorized representative)

      Name Printed: _____ _____

    - If the "Project Name" given in Attachment #15 is not the same (or is blank) as the project application it is being associated with, points will be lost

    - A separate Attachment #15 is required for each project application because of what is being affirmed in that attachment for each of the applications (data completeness, regulatory compliance, etc)

Documentation of Participation on Board or Equivalent

Attachment #10: Documentation of PWLE on Board or Equivalent Decision-Making Entity

Acceptable documentation includes one of the following:

1. Board roster

   - *The roster must clearly identify which board member is the person with lived experience. This can be done by highlighting the individual's name or otherwise identifying on the roster that the individual is a person with lived experience. An agency will not be able to earn points if a board roster is submitted with no clear indication of who on the roster is the person with lived experience.*

2. Meeting notes of other policy-making entities within agency

3. If the agency has a policy to not disclose the homeless/formerly homeless status of an individual serving in a decision-making capacity to protect that individual's privacy, agency may submit a letter stating this.

Annual Performance Reports and Other Data

Annual Performance Report (APR)

- Almost all projects will have to submit an APR from HMIS for the project under review
  - See Appendix B to ensure you're submitting an APR for the correct HMIS ID #

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- APR must be submitted for a calendar year: 1/1/2023 – 12/31/2023

  - DO NOT submit an APR for your project term, which is likely different than the calendar year

- *When printing your APR (or saving as PDF) be sure all columns are visible: May have to switch to "landscape" view.*

Annual Performance Reports and Other Data

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Other Data

- APR is the only data you need to run from HMIS and submit

- Other data will be generated by HMIS Lead Agency for review

- These other reports will start being generated now (mid-May)

HMIS Help Desk Requests

- If you need assistance from the HMIS team:
  - Submit request via the HMIS Help Desk
    - Indicate your request is related to your CoC renewal application
- Cannot guarantee requests for assistance received after June 7 will be able to be addressed before June 14
- Plan accordingly

Email Submission Tips

Email Submission Tip #1

- Tip #1: Assemble the completed project application and all attachments in hard-copy and scan all of the documents together as one PDF file. Name that one PDF file something obvious (ex – Agency Name Project Name Renewal Application) and email that one PDF file to Amanda.

Email Submission Tip #2

- Tip #2: Assemble the agency and project applications and attachments into a ZIP file (one for each) and attach each ZIP file separately. See screen shot example:
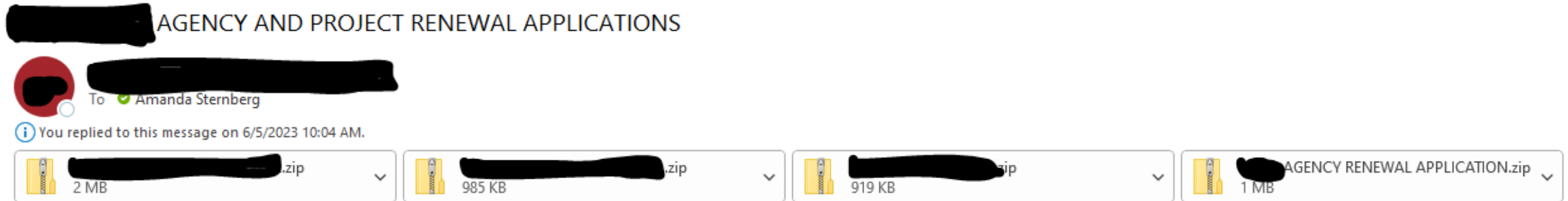
Email Submission Tip #3

- Tip #3: Send multiple emails, clearly identifying how many emails total will be sent and what is included in each email. See screen shot example:

Materials on HAND's Website

Renewal Project Material Submission

- Materials are due by **June 14, by 12:00 pm (noon)**

- To be submitted via email to amanda@handetroit.org

Questions?

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Performance Management Analyst

amanda@handetroit.org

313-380-1714