Somerville-Arlington (MA 517)

CoC 2018 Project Review, Rating and Ranking
Rating Process and Ranking Plan

Adopted by the CoC at the August 21st, 2018 Meeting

Project Review and Rating

The Somerville-Arlington CoC used the rating and ranking tool provided by HUD to rate and rank renewal and proposed new projects and made some adaptions by customizing fields based on local priorities. The CoC included threshold requirements and most of the HUD ranking criteria with the exception of performance measures for length of stay, and returns to homelessness. The tool is referred to below as the *CoC Rating Tool.*

Project Review

As the first step of project review, the Collaborative Applicant and CoC consultant conducted formal meetings with all project recipients to review renewal projects and discuss any identified issues, including deficits in meeting threshold requirements of the CoC or in expenditures. Projects with a deficiency where the recipient agency had not implemented a strategic plan to cure it would have been recommended for elimination or reduction during that phase of the process.

For renewal projects, the CoC Rating Tool was completed based on the following information:
- **Performance data** from the Annual Performance Reports (APRs) using a date range of 07/01/2017 - 06/30/2018. Projects were given an opportunity to review and update HMIS as part of the process up until July 31, 2018, with technical assistance on updating HMIS data provided by the CoC's HMIS Lead Agency.
- **Financial and monitoring** information provided by the HUD field office program representative for the CoC for the most recent project year ending in 2018.
- **Project applications** were reviewed and compared to performance achieved as per the APRs above.

Reallocation

Based on CoC priorities to preserve permanent housing units and HMIS and Coordinated Entry capacity, no existing projects were reallocated.

Project Rating

Projects were scored on the checked items in the CoC Rating Tool customized rating criteria worksheet and on meeting HUD threshold requirements.

Renewal Projects: The customized rating criteria worksheet includes both CoC threshold requirements and objective criteria (e.g., performance measures such as achieving positive housing outcomes, high

need population, local criteria, and project effectiveness). Bed utilization is included as a rating factor and was scored for having met a threshold step (i.e. 90% or higher, 80% or higher) up to each project's ultimate goal of 100%. Bed utilization represented 40% of the total possible points so that the projects with a higher utilization would be ranked higher than projects with lower bed utilization in the overall project ranking.

When performance measures were not applicable to a particular project (e.g. Coordinated Entry) the project was automatically given the second highest score possible on that rating factor.

A PH renewal project that had not yet had one year of APR performance was given a total score that is the average of all other renewal project scores for CoC.

The CoC voted to rank the Dedicated HMIS project toward the bottom of Tier 1; it was not scored.

New projects: For the 2018 competition a new DV project was proposed to the CoC by an agency that has not previously been a CoC recipient. It received technical assistance to structure the project according to the CoC system's needs. The new project application was reviewed to ensure it met CoC priorities, set achievable performance measures, and had an appropriate budget.

Project Ranking

Once projects were scored, the CoC Project Review Committee met to do final ranking. The committee is comprised of: The City of Somerville Housing Division (the Collaborative Applicant), the Town of Arlington Planning Department, a CoC Consultant through the planning grant project, and a CoC partner agency that does not receive CoC project funds, which this year was Cambridge and Somerville Legal Services. The Committee followed the ranking plan below to develop the ranking list.

Ranking Plan
1. Prioritize renewal PSH, TH and Coordinated Entry projects over new projects, ranked in order of score, in order to preserve housing and prevent homelessness for vulnerable project participants.
2. Rank the Dedicated HMIS project fully within Tier 1 and below other projects ranked fully within that tier.
3. The Review Committee reserves the right to shift a project's ranking either to break scoring ties, or to maximize the number of CoC projects that can be fully funded if placed in Tier 1.