



Kansas Statewide Homeless Coalition

KS-507 BOS COC

Application Ranking & Review Policy and Procedure for HUD CoC Award Competition

Approved Performance & Compliance Committee: 7.7.2022	Approved Steering Committee: 7.21.2022
Revised Performance & Compliance Committee:	Revised Steering Committee:

POLICY

KS-507 KS Balance of State Continuum of Care (KS BoS CoC) anticipates multiple applications for funding will be submitted each HUD CoC NOF0 cycle and thus utilizes a Rank and Review Panel to evaluate project applications and rank them in priority order, utilizing both HUD and locally defined priorities. The CoC aims to improve the homeless system's performance and therefore welcomes new projects and renewal projects that fill identified data-driven gaps and needs. The CoC establishes specific, consistent guidance on the ranking of several types of applications:

- An HMIS Lead Agency (Homeless Management Information System) project application and a Coordinated Entry System (CES) Lead Agency project application each will be placed as ranked in Tier 1 as community priorities, demonstrating the Continuum of Care's continued commitment for a coordinated entry system that collects useful, usable data;
- Lead Agency requests for HMIS and/or CES expansion will be considered at the recommendation of the Performance and Compliance Committee in accordance with current local data.
- 1st year renewals will be placed in Tier 1 in accordance with HUD guidance. 1st year renewal projects will be ranked against each other utilizing their ranking from the year they were approved for new project funding.
- 2nd year renewals with no APRs yet submitted will be placed in Tier 1 because they cannot be ranked based on performance and should not be negatively affected. 2nd year renewal projects will be ranked against each other utilizing their ranking from the year they were approved for project funding. 2nd year renewals shall be ranked above 1st year renewals
- Any renewal project that has not submitted an APR due to receiving an extension shall submit verification of HUD approved extension.



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Procedures:

1. The Collaborative Applicant- The Kansas Statewide Homeless Coalition (KSHC) staff, and the Performance & Compliance Committee recommend individuals to serve on the Rank and Review Panel, comprised of between 5-15 community members that are not connected with any organizations competing in the NOFO program competition to the Steering Committee for final approval.
2. KSHC staff conducts a technical review of all HUD CoC Program applications submitted.
3. KSHC staff submit all renewal and new projects which meet the technical threshold standards. to the Rank and Review Panel.
4. KSHC staff will inform Rank and Review Panel members of the ranking policy standards; educate on local population data, current CoC Gaps Analyses, and system strengths and weaknesses; and provide technical assistance to the Panel regarding questions that arise. KSHC will also provide the Rank and Review Panel the prepopulated HMIS scorecards for all HUD CoC applicants.
5. Additionally, the KSHC staff, Performance & Compliance Committee, and the Steering Committee may give the Rank and Review Panel instruction regarding community priority projects – these projects should be limited and should provide benefit to all persons served within the CoC.
6. The Rank and Review Panel reads, reviews, and uses HUD and locally defined priorities and a point-based evaluation form to score, rank, and/or reallocate NOFO grant applications. The Rank and Review Panel carefully considers new projects' potential for improving system performance.
7. The Panel comes together via a virtual meeting and, through consensus, ranks projects – including new projects – in accordance with which will most likely enhance system performance. Once the first priority application is established, the remainder of funds available shall be allocated to the second priority application, etc. until all available funds are included in the Ks BoS CoC application for grant funding. HUD uses a tier system, with Tier 1 projects more likely to be funded than Tier 2 projects. The Rank & Review Panel may place a project on the Tier 1 and Tier 2 break, with the understanding of the risk to the portion placed in Tier 2.
8. The Rank and Review Panel submits the priority ranked slate of applications recommended for funding to the Steering Committee for final approval.
9. KSHC staff notify all agencies of the Rank and Review outcomes.