

TUESDAY, SEPTEMBER 24, 2019
10:00AM TO 11:30AM

SACRAMENTO STEPS FORWARD
1331 GARDEN HIGHWAY, SACRAMENTO, CA 95833

Agenda of Performance Review Committee

Agenda Item	Activity/Outcomes	Status & Timing
1. Welcome & Introductions	<i>Welcome by Co-Chairs (Co-Chairs)</i>	<i>Discussion</i> 10:00 am [5 min]
2. NOFA	<i>Update on Competition (Homebase)</i>	<i>Informational</i> 10:05 am [15 min]
3. RRH Analysis	<i>RRH Analysis (SSF Data Team)</i>	<i>Informational</i> 10:20 am [60 min]
4. Next Steps	<i>Next meeting is October 22, 2019 (Co-Chairs)</i>	11:20 am [5 min]

The Performance Review Committee meets on the fourth Tuesday of the month from 10:00am to 11:30am at Sacramento Steps Forward, 1331 Garden Highway, Sacramento, CA 95833. For more information about this meeting, contact HomeBase at sacramento@homebaseccc.org.

PRC Statement of Principles

The PRC is focused on ending and preventing homelessness. In pursuit of this mission the PRC will:

- Analyze system- and project-level data to identify high impact strategies for improving performance
- Operationalize CoC identified priorities through inclusion in NOFA scoring tools
- Design a transparent CoC competition process that is informed by the will of the community and aligns with federal guidance
- Ensure that limited resources are used most effectively
- Work with the Sacramento homeless system of care and its components to supports it global success
- Support CoC projects to be:
 - Financially stable
 - Compliant with administrative, legal, and funding requirements
 - High performing, including success at obtaining and maintaining housing and income for homeless households
 - Utilizing evidence-based practices

PRC Goals

1. Look at every project and get to know the particulars of each project
2. Continuous improvement
3. Finding where each project fits in our CoC
4. Assessing the needs of our community and funding programs accordingly
5. Reviewing data and moving forward
6. Making our CoC more competitive on a national level
7. Develop Review and Rank and take it to the CoC Advisory Board

PRC Ground Rules

1. Starting and ending on time
2. Receive meeting materials one week in advance
3. Communicate regarding dates/times of meetings
4. Do not talk over others
5. Respect confidentiality – all information will be released by SSF
6. Be respectful of others' opinions
7. Revisit the ground rules

**Sacramento County Continuum of Care
2019 Continuum of Care Final Priority Listing
September 11, 2019**

Annual Renewal Demand	\$20,327,219		
CoC Bonus Funding Available	\$1,016,361	Total CoC Bonus Request	\$ 2,056,840
DV Bonus Funding Available	\$835,225	Total DV Bonus Request	\$ 1,239,761
Total Ranked Funding Available	\$22,178,805		
		Tier 1 Available	\$ 19,149,583
CoC Planning (Not Ranked)	\$609,817	Tier 2 Available	\$ 2,193,997
Total Funding Available (incl. planning)	\$22,788,622	Tier 1 + Tier 2 Total	\$ 21,343,580

Tier 1 Recommended List

Rank	Eligible to Appeal	Score	Project	Applicant	Type	Number of Beds	Number of Units	Population	Grant Amount
1	No	96	Mather Veterans Village	Mercy	PSH	15	15	Adult Singles	\$ 159,508
2	No	94	Boulevard Court (Budget Inn)	SHRA	PSH	14	14	Adult Singles	\$ 143,714
3	No	92.9	Senior Connect- BONUS/NEW	LSS	PSH	35	25	Senior Adult Singles	\$ 471,724
4	No	92.4	Youth Connect- BONUS/NEW	LSS	PSH	20	15	TAY Singles and Families	\$ 338,338
5	No	91.2	Connections Consolidated	LSS	RRH	18	12	TAY Singles and Families	\$ 476,742
6	No	90.6	Achieving Change Together (ACT)	LSS	PSH	33	33	Singles	\$ 361,547
7	No	88.9	Home At Last	Next Move	PSH	22	22	Singles 55+	\$ 333,883
8	No	88.8	Building Bridges Program	LSS	PSH	212	124	Adults, TAY Singles, Families	\$ 369,558
9	No	87.8	Quinn Cottages	Cottage Housing	PSH	75	60	Adult Singles/Families	\$ 318,083
10	No	86.8	Shelter Plus Care TRA	SHRA	PSH	196	130	Adults, TAY Singles, Families	\$ 4,530,711
11	No	85.1	Shasta Hotel	SHRA	PSH	18	18	Adult Singles	\$ 141,531
12	No	82.5	Omega Permanent Supportive Housing	Next Move	PSH	80	37	Adults, Singles, Families	\$ 452,641
13	No	80.5	Step Up Sacramento	Next Move	PSH	196	130	Adults, TAY Singles, Families	\$ 2,554,517
14	No	79.7	Saybrook Permanent Supportive Housing	LSS	PSH	172	56	Adults, TAY Singles, Families	\$ 522,545
15	No	78.4	New Community	SSHH	PSH	60	12	Adult Singles	\$ 722,454
16	No	78.3	RA Consolidation	TLCS	PSH	118	105	Adult Singles	\$ 1,167,434
17	Yes	78.1	ReSTART Permanent Supportive Housing	VOA	PSH	176	132	Adult Singles/Families	\$ 2,718,161
18	Yes	76.3	PACT PHP Expansion II	TLCS	PSH	22	20	Adult Singles/Families	\$ 833,627
19	Yes	76	Mutual Housing at the Highlands	LSS	PSH	66	66	Adult Singles	\$ 349,053
20	No	Auto*	Shared Community	SSHH	PSH	50	13	Adult Singles	\$ 699,973
21	No	Auto*	Possibilities (TH-RRH)	TLCS	TH-RRH	30	22	Adult Singles	\$ 818,246
22	No	Auto*	Sacramento HMIS	SSF	HMIS	N/A	N/A	N/A	\$ 273,194
23	Yes	74.3	Friendship Housing Expansion II	SSHH	PSH	94	20	Adult Singles	\$ 392,399

Tier 2 Recommended List

Rank	Eligible to Appeal	Score	Project	Applicant	Type				Grant Amount
23	Yes	74.3	Friendship Housing Expansion II	SSHH	PSH	See Above	See Above	See Above	\$ 1,014,403
24	Yes	73.9	Casas De Esperanza	Next Move	PSH	18	18	Singles	\$ 361,542
25	Yes	63.7	Building Community	SSHH	PSH	60	10	Adult Singles	\$ 611,753
26	Yes	89.8**	Dignity Village- BONUS/NEW	SSHH	PSH	40	10	Seniors, Adult Singles	\$ 206,299

DV Bonus Funds

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Rank	Eligible to Appeal	Score	Project	Applicant	Type				Grant Amount
27	Yes	84.4	MSH Rehousing Project	My Sister's House	RRH	17	10	DV, Adult Singles/Families	\$ 239,921
28	Yes	77.6	Survivors of Human Trafficking	Opening Doors	TH-RRH	46	28	DV, Adult Singles/Families	\$ 595,304

Not Ranked Per NOFA Guidelines

	Project	Applicant	Type				Grant Amount
	2019 Planning Grant	SSF	Planning	N/A	N/A	N/A	\$ 609,817

Rejected

	Eligible to Appeal	Score	Project	Applicant	Type				Grant Amount
	Yes	58.1	Tapestry Landing	ACFP	TH-RRH	30	8	Adult Singles	\$ 194,211
	Yes	47.8	Transitions Assistance Program	RIL	PSH	50	45	Adult Singles	\$ 407,574
	Yes	72.6	WEAVE SS-CE	WEAVE	SSO-CE	N/A	N/A	N/A	\$ 153,034

*Projects automatically placed in Tier 1 because they are in first year of operation, have less than a year of data, or are HMIS

** Project was originally placed in Tier 1; Agency elected to move project into Tier 2 to offer protection to agency's renewal projects in Tier 2

Dignity Village (current rank 27) received an award less than its original request (units/beds listed above reflect those listed in original request)

MSH Rehousing Project received an amount different than its original request (applicant requested budget amendment)

2019 CoC Competition: Applicant Satisfaction Survey (Part 1)

Summary

In advance of Review and Rank, Homebase sent a satisfaction survey to all new and renewal project applicants, assessing their experience in the 2019 CoC Competition. The survey included general satisfaction questions, along with specific questions around the Kickoff Conference, PRESTO, and technical assistance provided by Homebase.

At the conclusion of the NOFA process, Homebase will send out part 2 of the Applicant Satisfaction Survey, which will focus on assessing the remainder of the provider's experience in the 2019 CoC Competition process. This will include each applicant's experience with the Review and Rank interviews, the appeals process, and the notification of priority listing. A summary of the results of part 2 of the survey will be provided to the PRC in October.

Respondents

9 total responses were received.

Applicant Feedback

Q1: Please provide agency name.

- Next Move Homeless Services
- Sacramento Self Help Housing
- Sacramento Steps Forward
- WEAVE (completed the survey twice)
- Mercy Housing
- Lutheran Social Services
- Sacramento Housing and Redevelopment Agency
- Cottage Housing

Q2: Overall, how would you rate your experience as a 2019 CoC Competition applicant?

- **Excellent (4)**
- Very Good (2)
- Good (2)
- Fair (1)
- Poor (0)

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Q3: What were the strengths of the 2019 Review and Rank process?

- Clear and straightforward assistance through the entire process
- The renewal process was swift and easily navigated. The questions were pared down from last year, which was an added bonus.
- Very organized, clear expectations
- Bidders conference had comprehensive materials for local and HUD processes.
- Expectations were clearly laid out 2. Provided sufficient time to complete the deadline 3. Our recommendations were considered and changes were made as a result 4. The application process was manageable. Did not feel like the CoC application took over my day. 5. As always, Homebase is very responsive 6. My need to get clarification or email Homebase with questions was very minimal (if not just a couple of questions). 7. Overall - a great experience
- It was wonderful to complete the PRESTO before the NOFA came out and FABULOUS that the number of questions were cut down. Thank you!
- *That the supplemental questions were reduced a significant amount *That there was strong support from Homebase whenever needed
- The questions seemed less redundant this year and having few more direct questions was a plus

Q4: What could be improved for the 2020 Review and Rank process?

- We may have had taken points away b/c of a miscommunication about who was submitting (SSF vs Next Move). Unsure at this time.
- Start times for the data pull for the local competition need to be evaluated at a committee level.
- More coordination with new agencies applying for CoC funding for the first time
- It would have been helpful to have a session in advance of bidder's conference for new applicants - especially DV applicants that covered the process. Also, all materials seemed geared towards an assumption of housing being provided and it created confusion when completing different forms about how to response if the agency was not seeking housing funds (in our case the project focused on the coordinated entry and it seemed this option wasn't reflected in the application
- It would be helpful to learn from program who have been successful in receiving HUD funding, especially DV bonus funding. More assistance and guidance on completing the budget would be good since it is so unlike any other grant funder, e.g., government or private.
- If a scoring criteria is to be changed or added- allow time for sponsor to work through the issues. 2. interview process and uncertainty if questions will asked and what will be asked. We end up blocking two days in anticipation of the interview. No other work or commitment can be scheduled. Once we get closer to the date, Homebase communicates the block of time identified for the interview. We sometimes wait as there are delays. We have a team of 6 to 8 that must participate and we sit and wait. This is not a good use of resources. What do other CoC in the area do?

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- I'd like to meet in person with the SSF staff person preparing our esnaps. There was a lot of time wasted struggling with completing esnaps, particularly for new projects, because new windows open when answers are input.
- Maybe more TA on the Esnaps applications- possibly an optional session that providers could come to
- More time is always a plus

Q5: Did the 7/19 CoC Competition Kickoff Conference provide you with the information you needed to be an informed applicant throughout the 2019 Review and Rank process?

- **Yes (8)**
- No (0)
- No answer (1)
- Comments:
 - Overall yes it did but as a first time applicant there were a lot of gaps to try to fill in about the process which is already very complex. Knowing that there was a push around the DV bonus funding it would have been helpful to have more information in advance of the kick off conference to understand the process. The follow up calls were helpful but it felt as if fundamental information about the process was still lacking.
 - The budget is a unique process and more information would have been helpful.
 - But one thing I'm concerned about is that the HUD NOFA had new priorities listed, such as community participation in and integration of vocational services, and I wonder how this question will be answered in the Continuum application without direct feedback from providers.
 - Would have liked a little more info for the esnaps application

Q6: Which of the materials of the Kickoff Conference Packet was the most helpful in preparing to participate in the CoC Competition Review and Rank process?

- HUD TA Handbook (2)
- **Local Competition Handbook (4)**
- HUD e-snaps "salmon" handout (1)
- Eligible cost handout (1)
- Budget template handout (new applicants only) (0)
- No response (1)

Q7: How might the materials provided and/or format of the Kickoff Conference be improved for next year?

- Maybe send the packet via email in advance for review prior to conference? Although, I know that would bring up other concerns.

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- It was lengthy, but the timelines were clear.
- If it's possible to offer time in advance of the kick off specific to new applicants that covered the process and HUD expectations it would have been helpful. I realize there's only so much that can be done in the time frame once NOFA is released but there's some basics about HUD funding and applications that feel they would be constant enough to educate around.
- How to workshop
- I do not have any further comments. I was grateful that Homebase color coded everything. The format of their presentation and the amount of information provided was perfect. They focused on the key points and the must have information. Also appreciated that they highlighted some of the changes and action items. I may have missed some of the new requirements had I not participated in the Kick off meeting. As I worked on the application, I referred back to the handouts and my notes from the conference.
- Materials were helpful, well thought out and colorful.
- n/a
- No response (2)

Q8: Did the technical assistance provided by the Homebase team adequately prepare you to navigate PRESTO (the Project Evaluation and Scoring Tool)?

- **Yes (8)**
- No response (1)

Q9: Did you find the amount of project information request for inclusion in the PRESTO report to be too much, sufficient, or too little?

- Too much (1)
- **Sufficient (5)**
- Too little (1)
- No response (3)

Q10: How might the format of the project PRESTO reports be improved for next year?

- Nothing to note.
- Nothing that stands out at this point.
- I know that character limits are necessary and it's part of the larger restrictions for the full application but the character limits were so short that it was impossible to provide context of our programs, history, etc. effectively.
- better align with that is required for eSNAPS
- Although I found it a little challenging this year as I had to fit my answers within the space provided, I was thankful that the PRESTO questions were not as cumbersome as last year. I was

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worried that I did not provide the necessary information regarding our program. I did feel that we did not have sufficient space to respond to questions that would require a little more narrative but if I had to choose, I prefer 2019 over any other year. I am curious to know what the panel thought about our responses and if we adequately responded or left them with further questions.

- Don't know.
- N/A
- No response (2)

Q11: Is there anything else you'd like to share about your experience of this year's Review and Rank process?

- The process was a lot smoother than I had imagined given the horror stories I've heard. Thank you for your assistance!
- no
- I realize the HUD process is incredibly complex and overall Homebase did an exceptional job educating given just how much information is required. The support received was greatly appreciated.
- Thank you for making changes. Process improved drastically.
- Everything went as smoothly as possible. Thanks for all of your help. Oh - and I loved the pre-PRESTO meeting with Homebase staff. Really useful!
- So far, this has been the least stressful NOFA I have gone through. This is my 4th year. It is really appreciated that the feedback from past experience given to Homebase was listened to and implemented. I am hopeful that the interview process goes well.
- The team from HB was excellent and as always were very quick in responses to any questions we had along the way. You all ROCK! Now if we don't get funded can we change our answers? LOL THANK YOU
- No response (2)

2019 CoC Competition: Enhanced Processes

DV Bonus Applicants – Enhanced Engagement

The CoC initiated outreach to DV providers in advance of the FY2019 NOFA release in an effort to engage new applicants for the DV Bonus Funds in the FY2019 CoC Competition. Initial outreach was conducted in May and a series of conference calls were held in May, June, and July aimed at demystifying the CoC Competition process. In advance of the CoC NOFA release, prospective new applicants were provided with a variety of information and materials, including CoC approved scoring policies and the new project scoring tool. Prospective new applicants were encouraged to attend the Kickoff Conference and invited to participate on a follow up TA call aimed at responding to questions arising from the Kickoff Conference.

- 5 providers participated in the CoC Competition Prep, call series: Opening Doors, WEAVE, My Sister's House, A Community for Peace, Community Against Sexual Harm
- 4 providers submitted applications in the local competition process
- 2 providers were recommended by the Review and Rank Panel

CoC Application – Enhanced Input/Feedback Process

New in 2019, the CoC increased efforts to collect information from a variety of sources to inform responses in the CoC Application. The following stakeholders were consulted as part of this process:

- 11 providers were consulted for feedback on all employment questions
- 4 domestic violence service providers were consulted on domestic violence need questions and their organizational efforts
- 3 providers were consulted around the increased efforts on behalf of homeless transition-aged youth in the past year
- 3 community organizations have been contacted regarding their efforts to connect individuals experiencing homelessness with employment
- 4 individuals have been contacted regarding their contributions to the PIT count

The Advisory Board was intentionally engaged through a series of four *CoC Application Input* meetings, (held in May, June, July, and August) each of which was dedicated to a different section of the CoC Application. A full draft of the CoC Application was circulated to the Advisory Board for review and feedback, in advance of the Sept 17, 2019 meeting where the application was approved.