

## Before Starting the Special CoC Application

You must submit both of the following parts in order for us to consider your Special NOFO Consolidated Application complete:

1. the CoC Application, and
2. the CoC Priority Listing.

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The Special Notice of Funding Opportunity (Special NOFO) for specific application and program requirements.
2. The Special NOFO Continuum of Care (CoC) Application Detailed Instructions for Collaborative Applicants which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

CoC Approval is Required before You Submit Your CoC's Special NOFO CoC Consolidated Application

- 24 CFR 578.9 requires you to compile and submit the Special NOFO CoC Consolidated Application on behalf of your CoC.
- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

Attachments

Questions requiring attachments to receive points state, "You must upload the [Specific Attachment Name] attachment to the 4A. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.
- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

# 1A. Continuum of Care (CoC) Identification

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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**1A-1. CoC Name and Number:** MI-501 - Detroit CoC

**1A-2. Collaborative Applicant Name:** Homeless Action Network of Detroit

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** Homeless Action Network of Detroit

1A-5.	<b>New Projects</b>	
	Complete the chart below by indicating which funding opportunity(ies) your CoC applying for projects under. A CoC may apply for funding under both set asides; however, projects funded through the rural set aside may only be used in rural areas, as defined in the Special NOFO.	
1.	<b>Unsheltered Homelessness Set Aside</b>	Yes
2.	<b>Rural Homelessness Set Aside</b>	No

## 1B. Project Capacity, Review, and Ranking–Local Competition

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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<b>1B-1.</b>	<b>Web Posting of Your CoC Local Competition Deadline–Advance Public Notice. (All Applicants)</b>	
	Special NOFO Section VII.B.1.b.	
	You must upload the Local Competition Deadline attachment to the 4A. Attachments Screen.	
	Enter the date your CoC published the deadline for project application submission for your CoC's local competition.	08/19/2022

<b>1B-2.</b>	<b>Project Review and Ranking Process Your CoC Used in Its Local Competition. (All Applicants)</b>	
	Special NOFO Section VII.B.1.a.	
	You must upload the Local Competition Scoring Tool attachment to the 4A. Attachments Screen.	
	Select yes or no in the chart below to indicate how your CoC ranked and selected new project applications during your CoC's local competition:	
	1. Established total points available for each project application type.	Yes
	2. At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	No
	3. At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	No

<b>1B-3.</b>	<b>Projects Rejected/Reduced–Notification Outside of e-snaps. (All Applicants)</b>	
	Special NOFO Section VII.B.1.b.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4A. Attachments Screen.	
	1. Did your CoC reject or reduce any project application(s)?	Yes
	2. Did your CoC inform the applicants why their projects were rejected or reduced?	Yes
	3. If you selected yes, for element 1 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	10/04/2022

1B-3a.	<b>Projects Accepted–Notification Outside of e-snaps. (All Applicants)</b>	
	Special NOFO Section VII.B.1.b.	
	You must upload the Notification of Projects Accepted attachment to the 4A. Attachments Screen.	
	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, list the latest date of any notification. For example, if you notified applicants on 6/26/22, 6/27/22, and 6/28/22, then you must enter 6/28/22.	10/05/2022
1B-4.	<b>Web Posting of the CoC-Approved Special NOFO CoC Consolidated Application. (All Applicants)</b>	
	Special NOFO Section VII.B.1.b.	
	You must upload the Web Posting–Special NOFO CoC Consolidated Application attachment to the 4A. Attachments Screen.	
	Enter the date your CoC posted its Special NOFO CoC Consolidated Application on the CoC’s website or affiliate’s website–which included: 1. the CoC Application, and 2. Priority Listings.	10/17/2022

## 2A. System Performance

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

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<b>2A-1.</b>	<b>Reduction in the Number of First Time Homeless—Risk Factors.</b>	
	Special NOFO Section VII.B.2.b.	
	Describe in the field below:	
	1. how your CoC determined which risk factors your CoC uses to identify persons becoming homeless for the first time;	
	2. how your CoC addresses individuals and families at risk of becoming homeless; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the number of individuals and families experiencing homelessness for the first time or to end homelessness for individuals and families.	

**(limit 2,500 characters)**

1. The Detroit CoC determined risk for first-time homelessness by using diversion and prevention assessment and screening tools (including screening for ERAP) when people first access CE.

- All persons who access CE are asked questions to assist them with identifying other options for safe housing and divert them from shelter. Risk factors include a lack of natural supports and a lack of income.
- Prevention programs prioritize people most at risk of homelessness or eviction. A screening tool is used to determine homeless risk. Eviction risk is determined by where the person is in the court process. This prioritization process ensures the persons facing the most urgent eviction crisis, and most at-risk of eviction, are prioritized first.

2. Strategies used to reduce the number of first time homeless:

- Diversion: Every attempt is made to divert persons seeking ES to a safe housing other than shelter. In CY21, 2,066 households were diverted from shelter an average of 8 households per day. This total represented 26% of people with a CE intake. Data show families were diverted at higher rates than individuals, and only 8% of those diverted needed financial assistance to be diverted.
- Prevention: The past year has seen a record levels of funding to prevent people from becoming homeless. The City of Detroit intends to use \$962,770 in ESG/CDBG funding for prevention programs in the 2022-2023 program year. Over the past year, our CoC received \$120,000,000 in ERAP funding, which has prevented thousands of families from becoming homeless. SSVF also provides prevention funding.
- CE: Screening occurs at CE to determine risk of eviction or homelessness; persons at greater risk are prioritized.
- CE: The Detroit CoC is committed to ensuring the CE system is easily accessible and navigable for those experiencing, or at-risk of, homeless. Ongoing efforts are made to identify how to reduce barriers to CE, such as offering different methods for people to access CE (phone, walk in, etc) in order to better divert people from homelessness.
- The CoC has found that people who are provided legal representation when going through the eviction process are less likely to end up experiencing homelessness and will promote the provision of resources to provide legal representation.

3. CAM Governance committee (diversion)

2A-2.	Length of Time Homeless–Strategy to Reduce. (All Applicants)	
	Special NOFO Section VII.B.2.c.	
	Describe in the field below:	
1.	your CoC's strategy to reduce the length of time individuals and persons in families remain homeless;	
2.	how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.	

**(limit 2,500 characters)**

1. Strategies to reduce the length of time people are homeless:
  - Over the past year the CoC has worked with a Realty company to assist the CoC with recruiting landlords. This work has had some success in increasing the pool of landlords willing to rent to program participants.
  - The CoC is strategic about increasing the supply of housing funded via tax credits or other sources
  - The CoC looks for ways to increase program staff capacity and quality of services, and analyzing on quarterly basis how long it takes to move a person from PSH/RRH referral to move-in to further identify points in the process where improvement is needed.
  - A “Moving Up” strategy is used to move people from PSH/RRH into an HCV, thereby freeing up that PSH/RRH resource for another person experiencing homelessness. The provision of EHV in the CoC over the past 2 years has proven to be help in moving people out of homelessness more quickly.
  - Navigation services are provided to people assessed for PSH to help them exit shelter and access housing more quickly. Navigation services are being expanded to people in ES who may not otherwise receive such services and to people who are unsheltered as a part of our Street Outreach teams. Under the Supplemental NOFO, the CoC is applying for Navigation services targeted to people who are unsheltered, to help move them into housing more quickly.
  - LOT data is provided quarterly to City of Detroit for program monitoring.
  - The CoC will advocate for the reduction of barriers to housing, such as the need for documentation and advocate for increased resources to assist people with acquiring that documentation.

2. The CE assessment tools assess for the length of time a person has been homeless. The first priority for PSH projects is chronically homeless with highest service needs and longest time homeless. The second priority is chronically homeless with the longest time homeless. For RRH, LOT is used as a prioritization tie-breaking factor after prioritizing those who are unsheltered and/or fleeing domestic violence. The CoC continually analyzes its prioritization factors to ensure the most vulnerable and those with the longest lengths of time homeless are prioritized for housing.

3. The following CoC workgroups are responsible for implementing the above strategies: PSH & RRH workgroups, Moving Up, and Chronic and Veterans By-Name-List workgroups, and PSH case consult. The CoC’s Performance and Evaluation Committee oversees the above strategies.

<b>2A-3.</b>	<b>Successful Permanent Housing Placement or Retention. (All Applicants)</b>	
	Special NOFO Section VII.B.2.d.	
	Describe in the field below how your CoC will increase the rate that individuals and persons in families residing in:	
	1. emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations; and	
	2. permanent housing projects retain their permanent housing or exit to permanent housing destinations.	

**(limit 2,500 characters)**

1. The following strategies are to improve ES performance, as ES programs struggle with exits:
- Performance expectations for ES are incorporated into City of Detroit contracts.
  - Monthly ES workgroups a peer-sharing venue to trouble-shoot barriers to housing people.
  - The CoC’s Performance and Evaluation Committee reviews quarterly shelter outcome data to determine what systems changes may be needed to improve performance.
  - Increased HCV targeted to persons in ES, and improved communication related to HCV, increasing person’s ability to exit shelter to permanent housing.
  - Shelters with especially poor performance receive technical assistance; at time their funding may be reallocated to higher-performing providers.
  - Shelter time limits lifted, allowing people to stay in shelter longer and increase chance of PH exit.
  - A new ESG-funded project type developed to provide Navigation services to people in shelter not otherwise eligible for Navigation. Navigation services help increase the person’s ability to exit shelter to permanent housing. The CoC is also applying for Supplemental NOFO projects of this type.

Strategies to address performance in TH, RRH, and SH:

- CoC and ESG RRH is evaluated on PH exit rates.
- CoC TH providers are evaluated on PH exits rates.
- HCV used to transition persons in RRH to a permanent subsidy.
- The CoC will work with the VA to develop strategies to improve outcomes for SH projects (Low Demand GPD).
- TH projects targeted to special populations to successfully address unique needs.

2. PSH performance is high at 99% over the past three years. Strategies to maintain/increase this rate:
- The CoC uses data and gaps analysis to ensure the availability of appropriate, needed models of PSH.
  - PSH projects evaluated on housing retention and Housing First.
  - The CoC has been developing PSH quality standards; projects will be evaluated on those standards. Tech. assist. provided for projects not meeting quality standards.
  - PSH providers receive training on best practices in service provision in PSH.
  - Persons receiving PSH receive navigation services to assist with locating and moving into housing.
  - Clients may be transferred from one PSH project to another to retain housing.
  - Moving Up HCV used to transition persons in PSH to other PH.
  - PSH case consult mtgs to avoid terminations.

<b>2A-4.</b>	<b>Returns to Homelessness—CoC’s Strategy to Reduce Rate. (All Applicants)</b>	
	Special NOFO Section VII.B.2.e.	
	Describe in the field below:	
	1. how your CoC identifies individuals and families who return to homelessness;	
	2. your CoC’s strategy to reduce the rate of additional returns to homelessness; and	



3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the rate individuals and persons in families return to homelessness.
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**(limit 2,500 characters)**

1. People who return to homelessness are identified when accessing CE, re-entering ES, or via contact with Street Outreach. Prior HMIS entries confirm if the person is returning to homelessness.
  
2. The following strategies are used to decrease returns to homelessness:
  - PSH programs are able to receive tech. assist. to build capacity to align services with best practices and quality standards, with the goal of programs being able to retain persons in housing or successful exits for program leavers.
  - Bi-weekly PSH case conference identify strategies to assist persons at risk of losing their housing. If needed, PSH clients are transferred to another PSH provider to prevent loss of housing.
  - As resources allow, providers follow-up after a person exits, allowing for re-engagement if persons become at risk of re-entering homelessness, as data shows persons are more likely to return within 6 months of exit.
  - ES programs have received funding to increase case management capacity and have been trained on case management provision, to assist clients with accessing housing.
  - Increased HCVs will allow persons on RRH or ES to transition to a permanent subsidy, decreasing risk of future homelessness. Further analysis is planned to determine factors that may cause people to lose their HCV and thereby become homeless again.
  - CE diverts people from entering ES.
  - Prevention resources (rental and legal assistance) are targeted to people at-risk of homelessness.
  - If Street Outreach determines an unsheltered person is housed in PSH/RRH, they redirect the client back to housing.
  - The CoC has some projects targeted to special populations to successfully address unique needs.
  - Analysis of the CoC's Stella data shows single adults and persons who only use shelters have the highest rates of returns to homelessness. This analysis will help our CoC better understand where additional strategies are needed.
  - In the coming year, the CoC's newly formed Capacity Building & Training Manager role will help to ensure provider agencies have access to, and receive, training on best practices in service delivery including providing services in a trauma-informed and culturally informed manner. Improving the quality of services provided may reduce the risk of people returning to homelessness.
  
3. Entities responsible for these strategies:
  - Performance & Evaluation Committee, general oversight
  - PSH, RRH, ES, and Prevention Workgroups

2A-5.	Increasing Employment Cash Income–Strategy. (All Applicants)	
	Special NOFO Section VII.B.2.f.	

Describe in the field below:

1.	the strategy your CoC has implemented to increase employment cash sources;
2.	how your CoC works with mainstream employment organizations to help individuals and families increase their cash income; and

3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.
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**(limit 2,500 characters)**

1. In 2019 the CoC developed a partnership between the CoC, Coordinated Entry, and Detroit's Workforce Development Department (Detroit At Work) to create greater alignment between the workforce development system and the homeless service system to create greater access to employment for people who are experiencing homelessness. From July 2020 – Feb 2021, this partnership accomplished:

- Data sharing between Detroit At Work and CE
- Piloting a referral project between CE and Detroit at work, resulting in 25% of referrals connecting to workforce development
- 8 cross-training for workforce development and homeless system staff, resulting in greater understanding of and greater ability for staff to help clients access both systems
- Hired a Workforce & Homeless System Alignment Program Manager, a position dedicated to moving this systems alignment work forward.
- A representative from Detroit At Work was added to the CoC board in 2020. As of 2022, this individual remains on the CoC board and is currently working with an organization connects job seekers with educational and employment opportunities.

Per feedback from stakeholders the following are future strategies the CoC should consider:

- Providing credit repair services.
- Increasing follow up and engagement with people who are connected to employment programs, to better understand what works and doesn't work following referrals.
- Increase resources for basic items people need while job-searching (ids, cell phone, laptops, etc)

2. The partnership begun between CE and Detroit At Work (DAW) in July 2020 continued into 2021. In 2021, CE referred 601 households to DAW. DAW staff then worked with these households to get them connected to employment services. Additionally, the ERAP program in Detroit (known locally as CERA) developed new & improved partnership with the workforce development system. The DAW program connects ready to work Detroiters who are at risk of eviction or recently evicted to employment opportunities. The DAW Career Center quickly links CERA household members to job opportunities. These job opportunities focus on employers with short hiring processes. Housing case managers are utilized to ensure that households follow-up with DAW.

3. The CoC's Performance and Evaluation committee provides general oversight for income and employment outcomes. The CAM Governance committee provides oversight the work of Coordinated Entry, including strategy to refer people accessing CE to workforce development.

	2A-5a.	Increasing Non-employment Cash Income—Strategy. (All Applicants)	
		Special NOFO Section VII.B.2.f.	

	Describe in the field below:
	1. the strategy your CoC has implemented to increase non-employment cash income;
	2. your CoC's strategy to increase access to non-employment cash sources; and
	3. provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.

**(limit 2,500 characters)**

1. The CoC uses several strategies to increase non-employment cash income for persons served in homeless programs:

- All CoC-funded projects are evaluated annually on the extent to which persons served by the project increase their non-employment cash income. Holding projects accountable for this outcome helps to ensure the projects are taking all steps necessary (including reporting accurate data) on how they increase client's non-cash income.
- The CoC HMIS Lead Agency will also continue to stress to agencies the importance of accurate data entry on income sources; data entry training will be provided for those agencies that need this assistance.

2. Strategies to increase access to non-employment cash income include:

- Evaluating CoC funded projects on the extent to which persons served in the project increase their non-employment cash income.
- 100% of CoC project applications submitted in FY2022 indicate program participants have access to SSI/SSDI technical assistance. 78% of project applications indicated the person providing this technical assistance completed SOAR training in the past 24 months; in the coming year the CoC will explore if additional SOAR training is needed for providers and/or promote SOAR training that is available.
- The CoC also provides timely and relevant information to agencies about opportunities for clients to receive new, or increases in, non-employment cash income. This information is shared via the email listserv and at meeting.

3. Position responsible for overseeing your CoC's strategy to increase non-employment cash income: Performance and Evaluation Committee

## 2B. Coordination and Engagement–Inclusive Structure and Participation

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2B-1.	<b>Inclusive Structure and Participation–Participation in Coordinated Entry. (All Applicants)</b>	
	Special NOFO Sections VII.B.3.a.(1)	
	In the chart below for the period from May 1, 2021 to April 30, 2022:	
	1. select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or	
	2. select Nonexistent if the organization does not exist in your CoC’s geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing of CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	Agencies serving survivors of human trafficking	Yes	Yes	Yes
3.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
4.	CoC-Funded Victim Service Providers	Yes	Yes	Yes
5.	CoC-Funded Youth Homeless Organizations	Yes	Yes	Yes
6.	Disability Advocates	Yes	Yes	No
7.	Disability Service Organizations	Yes	Yes	No
8.	Domestic Violence Advocates	Yes	Yes	Yes
9.	EMS/Crisis Response Team(s)	No	No	No
10.	Homeless or Formerly Homeless Persons	Yes	Yes	Yes
11.	Hospital(s)	No	No	Yes
12.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
13.	Law Enforcement	Yes	No	Yes
14.	Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) Advocates	Yes	Yes	Yes
15.	LGBTQ+ Service Organizations	Yes	Yes	Yes
16.	Local Government Staff/Officials	Yes	Yes	Yes
17.	Local Jail(s)	No	No	Yes
18.	Mental Health Service Organizations	Yes	Yes	Yes
19.	Mental Illness Advocates	Yes	Yes	Yes

20.	Non-CoC Funded Youth Homeless Organizations	Yes	Yes	Yes
21.	Non-CoC-Funded Victim Service Providers	Yes	Yes	Yes
22.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	Yes	Yes
23.	Organizations led by and serving LGBTQ+ persons	Yes	Yes	Yes
24.	Organizations led by and serving people with disabilities	Yes	Yes	Yes
25.	Other homeless subpopulation advocates	Yes	Yes	Yes
26.	Public Housing Authorities	Yes	Yes	Yes
27.	School Administrators/Homeless Liaisons	Yes	No	Yes
28.	Street Outreach Team(s)	Yes	Yes	Yes
29.	Substance Abuse Advocates	Yes	Yes	Yes
30.	Substance Abuse Service Organizations	Yes	Yes	Yes
31.	Youth Advocates	Yes	Yes	Yes
32.	Youth Service Providers	Yes	Yes	Yes
	Other:(limit 50 characters)			
33.	Legal Aid providers with homeless preference	Yes	Yes	Yes
34.	workforce development	Yes	Yes	Yes

2B-2.	Open Invitation for New Members. (All Applicants)	
	Special NOFO Section VII.B.3.a.(2), V.B.3.g.	

	Describe in the field below how your CoC:
1.	communicated the invitation process annually to solicit new members to join the CoC;
2.	ensured effective communication with individuals with disabilities, including the availability of accessible electronic formats;
3.	conducted outreach to ensure persons experiencing homelessness or formerly homeless persons are encouraged to join your CoC; and
4.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, other People of Color, persons with disabilities).

(limit 2,500 characters)

1. The CoC has two decision-making bodies: the CoC board and general membership. Membership in the CoC is open to any entity committed to preventing and ending homelessness. The CoC uses social media, enewsletters, and the CoC Lead Agency’s website to inform the public of membership opportunities.
2. All materials are publicly posted in PDF prior to meetings to promote accessibility. Additional formats can be made available upon request. The CoC uses the Accessibility Checker to ensure that accessibility for disabled persons are maximized. Low contrast colors are used for presentations, font size and graphics are carefully considered, and tables are easy to follow.
3. The CoC has 2 seats on the CoC Board for people with lived expertise of homelessness. The CoC also has an active Youth Action Board. Recruitment is set by the youth and is conducted through word of mouth, flyers, local service providers, e-newsletter, social media and at meetings. In 2020, the CoC developed an Advisory Group of people with lived expertise. Currently, the CoC Lead Agency has a staff position dedicated to staffing the Advisory Group and promoting engagement with persons with lived experience. In 2021, the CoC began a public comment time at Board and General Membership meetings, and people with lived experience of homelessness who have otherwise been unknowledgeable of these meetings are now coming to advocate for themselves regarding their experiences with the homeless system in Detroit.
4. The CoC has several organizations heavily engaged in the CoC that serve culturally specific populations. These include an organization whose services are targeted to the Arab-American community; an organization that serves people whose countries of origin are outside of the U.S. and are seeking asylum in the U.S.; and an organization whose services are targeted to the LGBTQ+ community. These organizations give voice to populations underrepresented in the CoC decision making process. During 2020 and 2021, the Detroit CoC engaged National Innovation Service (NIS) to advance its priorities on equity and inclusion. NIS’ work focused on learning from a broad range of stakeholders how Detroit’s homeless response system can move forward more equitably and center persons who have experienced homelessness. As a result of this work, the CoC developed Housing Justice Roadmap and a vision for the Detroit CoC that is grounded in equity.

2B-3.	CoC’s Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness. (All Applicants)	
	Special NOFO Section VII.B.3.a.(3)	

	Describe in the field below how your CoC:	
	1. solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness or an interest in preventing and ending homelessness;	
	2. communicated information during public meetings or other forums your CoC uses to solicit public information; and	
	3. took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.	

**(limit 2,500 characters)**

1. The CoC has two decision-making bodies: the CoC board and general membership. The board and general membership are comprised of service provider organizations, persons with lived experience, public officials, local public housing authorities, and other stakeholders. Membership in the CoC is open to any entity that has a commitment to preventing and ending homelessness. The CoC is committed to transparency and input from all entities. The CoC solicits feedback and opinions via: committee input into document/materials, public comment periods, and focus groups or other meetings. The CoC uses social media, e-newsletters, and the CoC Lead Agency’s website to inform the public of input opportunities. All materials are also posted to the website.

2. Information is communicated at public meetings/forums verbally typically with an accompanying PowerPoint presentation and/or handouts. Materials and minutes from meetings are emailed out before or after the meeting and posted to the CoC Lead Agency’s website. Over this past year, the CoC has incorporated time into Board and General Membership meetings for public comment. People with lived experience of homelessness who have otherwise been unknowledgeable of these meetings are now coming to advocate for themselves regarding their experiences with the homeless system within the Detroit CoC.

3. Policies, governance documents, community procedures and other materials that directly affect homeless service provision are developed with the input of the community. The CoC’s two decision-making bodies also have committees who are the action planning components of the Continuum. Committee membership and/or participation is likewise open to any entity that has a commitment to preventing and ending homelessness. In the committees, strategies which are discussed in the public meetings are developed, deepened and expanded into approved timed workplans and eventual products. Products from the committees are then brought back to the two decision making bodies for further feedback and approval prior to implementation. Public comment periods are also held to receive input from non-committee members. Input from the people with lived experience of homelessness has generated change in CoC Board and General Membership norms and structure. The Detroit Advisor’s Group, which is comprised of persons with lived experience of homelessness, has been instrumental in inciting change in CoC policies, community procedures, and other documents.

2B-4.	Public Notification for Proposals from Organizations Not Previously Funded. (All Applicants)	
	Special NOFO Section VII.B.3.a.(4)	

Describe in the field below how your CoC notified the public:	
1.	that your CoC’s local competition was open and accepting project applications;
2.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;
3.	about how project applicants must submit their project applications;
4.	about how your CoC would determine which project applications it would submit to HUD for funding; and

	5. how your CoC effectively communicated with individuals with disabilities, including making information accessible in electronic formats.
--	---

(limit 2,500 characters)

1. The public was notified applications were being accepted via the CoC's email listserv and by posting the Request for Proposals (RFP) to the Collaborative Applicant's website. The RFP is publicly accessible on the Collaborative Applicant's website. Potential applicants also learn of the opportunity to apply via word-of-mouth from other providers and contact the CoC Lead Agency via phone or email for more details, which are then provided to them. Informational webinars on the RFP and application process are held so any interested applicant can learn more. The date, time, and registration links for these webinars are communicated via the email listserv and posted to the website.
2. The RFP for funding clearly state the CoC accepts applications from agencies that have not previously received CoC funding. For the Supplemental NOFO, the CoC received 4 applications from agencies that have never received CoC funding. This is also reiterated in applicant webinars. In June 2022, the CoC held a special webinar on an introduction to receiving CoC funding. This webinar provided a high-level overview of what an agency could expect if they applied for, and received, CoC funding. The goal of this webinar was to encourage non-CoC funded agencies to apply for CoC funding by helping to build understanding of the CoC program.
3. The RFP and webinars instruct applicants on the process of submitting their applications. Applicants are instructed where to find application materials (on Collaborative Applicant's website), how to submit those materials (via email to Collaborative Applicant staff) and submission deadlines.
4. The RFP details how applications would be selected to be submitted to HUD. All applications are evaluated and scored against criteria published in the RFP. Renewal projects that pass the scoring threshold, or are granted an appeal, are submitted for funding. New projects are evaluated on applicant experience and capacity, project description, and project alignment with CoC needs & priorities. A committee reviews and scores the applications. Based on project scores and amount of funding available, the committee recommends to the CoC board on which new project(s) should be submitted. The CoC board makes final decisions on which applications are submitted. This is all described in the RFP.
5. All materials are made available electronically. Accommodations for persons with disabilities, including materials in other formats, will be provided upon request.



## 2C. Coordination / Engagement—with Federal, State, Local, Private, and Other Organizations

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

2C-1.	<b>Coordination with Federal, State, Local, Private, and Other Organizations. (All Applicants)</b>	
	Special NOFO Section VII.B.3.b.	
	In the chart below:	
1.	select yes or no for entities listed that are included in your CoC’s coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
2.	select Nonexistent if the organization does not exist within your CoC’s geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with Planning or Operations of Projects
1.	Funding Collaboratives	Yes
2.	Head Start Program	Yes
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	Yes
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	Yes
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Yes
17.	Temporary Assistance for Needy Families (TANF)	Yes
	Other:(limit 50 characters)	
18.		

2C-2.	CoC Consultation with ESG Program Recipients. (All Applicants)	
	Special NOFO Section VII.B.3.b.	

Describe in the field below how your CoC:	
1.	consulted with ESG Program recipients in planning and allocating ESG funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in Consolidated Plan update.

**(limit 2,500 characters)**

1. The CoC Lead consulted regularly with the City of Detroit (ESG/ESG-CV recipient) to plan for ESG and ESG-CV funds. Over the past year, one-hour bi-weekly meetings were held to plan for the most strategic use of the funds. The CoC Lead agency is the fiduciary of State ESG and ESG-CV funds, and likewise consulted with stakeholders at these bi-weekly meetings as needed on the use of these funds. The CoC Lead and the City of Detroit also meet monthly to discuss system-level needs in the CoC. Discussions on uses of funds consider data, other funding available, and how funds could meet CoC's strategic priorities. Staff from the CoC Lead agency participate in the annual review of applications for City ESG and CDBG homeless program funding.

2. Starting in 2021, quarterly performance data for all ESG/ESG-CV funded projects was reported to the CoC's Performance and Evaluation committee for review and recommendations. The CoC Lead provides HMIS support for the City of Detroit's monitoring of ESG/ESG-CV subrecipients, including generating quarterly performance reports. The CoC Lead provides feedback to the subgrantees, the State ESG recipient, and the City of Detroit on data quality and completeness. The CoC Lead conducts an annual audit of the subrecipient of the State ESG funds. The CoC Lead assists the State and City of Detroit in their submission of the ESG CAPER. Lastly, the CoC Lead and the City of Detroit jointly developed CoC written standards and policies/procedures for ESG funded shelters and RRH projects. Projects are evaluated against these standards and policies/procedures.

3. PIT and HIC data were provided via email to the City of Detroit, the sole Con Plan Jurisdiction in the CoC. The data is also posted publicly on the CoC Lead Agency's website.

4. The CoC Lead meets with the City of Detroit monthly & participates in the annual Con Plan process. The CoC provides data as requested/needed for the Con Plan. The CoC Lead produces an annual State of the Homelessness Report which is posted publicly on the CoC Lead agency website and provides local homelessness data utilized by the City of Detroit in the Con Plan as well.

2C-3.	Discharge Planning Coordination. (All Applicants)	
	Special NOFO Section VII.B.3.c.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1.	Foster Care	Yes
2.	Health Care	Yes
3.	Mental Health Care	Yes
4.	Correctional Facilities	Yes

2C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts. (All Applicants)
	Special NOFO Section VII.B.3.d.

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	Yes
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

2C-4a.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts—Formal Partnerships. (All Applicants)
	Special NOFO Section VII.B.3.d.

Describe in the field below:

1.	how your CoC collaborates with the entities checked in Question 2C-4; and
2.	the formal partnerships your CoC has with the entities checked in Question 2C-4.

(limit 2,500 characters)

1. Youth Ed. Provider: The CoC works w/our Regional Educational Service Provider (RESA). When families with minor children access CE, they are referred to the RESA to ensure they receive educational services they are eligible for.

SEA & LEA: The LEA works w/the CoC to connect homeless families with needed resources. The LEA keeps the CoC abreast of updates to McKinney-Vento Act & other regulations. They share educational and housing resources at CoC meetings.

School Districts: The Detroit CoC works w/our RESA which provides services & support to Wayne County's school districts. The Detroit CoC has partnered with the Univ. of MI on a project to improve the identification of homeless children in Detroit's schools to ensure they are linked w/necessary educational and housing supports.

2. Youth Ed. Provider: There is a formal partnership between Detroit's CE system, Wayne RESA, and the LEA to maintain & improve Detroit's education/homeless system cross-referral process. Youth education providers participate on the CoC's Committee on Youth Homelessness (CYH) to improve collaboration. A rep. from higher ed. is a member of CoC Board and supports CoC's response to the educational needs of youth.

SEA & LEA: The LEA is intricately involved with the CoC. The LEA works directly with the SEA to identify and support homeless minors. The Detroit CoC's CYH includes representatives from the LEA and SEA. The LEA also participates on our CoC's Shelter Workgroup.

School Districts: The CoC Gov. charter includes an appointed seat on the CoC board for McKinney-Vento Homeless Liaison from local public school district. There is other formal collaboration between Detroit's CE, Wayne RESA, and LEA to maintain & improve Detroit's existing education/homeless system cross-referral process. Various stakeholders are on CoC committees to improve collaboration. Members also attend each other's meetings regularly.

The Detroit CoC developed a Coordinated Community Plan (CCP) to End Youth Homelessness in response to YHDP funding. An educational workgroup was formed to develop a specific education goal in the CCP. The current YHDP Core Team (providing oversight to CCP implementation) includes Wayne RESA and a higher ed. rep. Youth education providers who were a part of the development of the CCP included Detroit Public Schools, Wayne RESA, early childhood educators, & higher ed. reps. The CoC also sought input and collaboration from educational stakeholders through two education convenings.

2C-4b.	CoC Collaboration Related to Children and Youth—Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services. (All Applicants)	
	Special NOFO Section VII.B.3.d.	

Describe in the field below written policies and procedures your CoC adopted to inform individuals and families who become homeless of their eligibility for educational services

**(limit 2,500 characters)**

The Detroit Public School Community District (DPSCD) Liaison - who is a member of the Detroit CoC's YHDP Educational Committee and Shelter Workgroup - places educational rights posters in all of the City of Detroit's Recreation Offices, Libraries, and shelters. Posters are also placed in all DPSCD schools and administrative buildings. The liaison also presents at various CoC meetings to explain the educational rights of homeless children and inform homeless providers on what enrollment assistance the district provides for these students. The CoC communicates with the district liaison regarding any educational matters pertaining to homeless children and youth including unaccompanied homeless and runaway youth.

Additionally, when households with school-aged children (ages 0-26), access Coordinated Entry, they are asked a series of questions related to school enrollment and referred to a local provider to ensure they are linked with the McKinney Vento Homeless Liaison and receive the educational services for which they are eligible. Since beginning this referral process in the Fall of 2019, over 3,000 school aged children entering emergency shelter have been referred for McKinney Vento Homeless Liaison resources. Further, the University of Michigan completed a project in Detroit which makes new data on homelessness among K-12 students available to key stakeholders and policy makers in the City of Detroit and statewide in order to improve program planning and services.

2C-5.	Mainstream Resources—CoC Training of Project Staff. (All Applicants)	
	Special NOFO Section VII.B.3.e.	

Indicate in the chart below whether your CoC trains project staff annually on the following mainstream resources available for program participants within your CoC's geographic area:

	Mainstream Resource	CoC Provides Annual Training?
1.	Food Stamps	No
2.	SSI—Supplemental Security Income	No
3.	TANF—Temporary Assistance for Needy Families	No
4.	Substance Abuse Programs	No
5.	Employment Assistance Programs	No
6.	Other	

**You must select a response for elements 1 through 6 in question 2C-5.**

2C-5a.	Mainstream Resources—CoC Collaboration with Project Staff Regarding Healthcare Organizations. (All Applicants)	
	Special NOFO Section VII.B.3.e.	

Describe in the field below how your CoC:

1.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF, substance abuse programs) within your CoC's geographic area;
2.	works with project staff to collaborate with healthcare organizations to assist program participants with enrolling in health insurance;
3.	provides assistance to project staff with the effective use of Medicaid and other benefits; and
4.	works with projects to promote SOAR certification of program staff.

**(limit 2,500 characters)**

1. The CoC shares information on mainstream resources via bi-weekly newsletters and at our bi-monthly CoC meetings. The information presented in these newsletters or meetings include information about changes in how people can access resources, new resources available, or other programmatic/policy changes. CoC agencies are also invited to share at our bi-monthly meetings information they may have on mainstream resources. Time-sensitive information is shared via special disbursement of the newsletter outside of regularly scheduled distribution. Phone calls and other direct contact may also be made as necessary. The CoC Lead Agency has hired a Capacity Building & Training Manager. Part of this staff person's role will be to ensure agencies in the CoC receive regular training and communication on how to access mainstream resources for program participants.

2. It is a requirement for new and renewal CoC Project Applicants to demonstrate their ability to connect their clients to mainstream resources including health insurance. Agencies seeking new CoC project funding are asked detailed questions on how they assist their program participants with accessing and navigating the health care system. CoC funded agencies are expected to assist their clients with accessing health care (including substance abuse and mental health treatment) for their clients, to the extent that the clients want such services. The CoC recognizes there are systemic challenges providers are experiencing with access these needed services for their clients and intends to address these challenges in the coming year.

3. Additionally, efforts are underway at the state level to increase access to Medicaid billable services for homeless service providers and training on this initiative will be forthcoming. Recently implemented strategies have resulted in data matching between HMIS and Medicaid data that allow for the identification of overlap between the two systems with the hope of increasing collaboration and the data-informed targeting of services to individuals who indicate a need for specialized intervention.

4. 100% of CoC projects indicated in their applications this year that program participants have access to SSI/SSDI technical assistance. Additionally, 78% of applicants indicated the staff person providing this technical assistance has received SOAR training in the past 24 months. The CoC will consider how it may help to promote additional SOAR training opportunities in the year to come.

### 3A. New Projects With Rehabilitation/New Construction Costs

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

3A-1.	Rehabilitation/New Construction Costs–New Projects. (Rural Set Aside Only).  Special NOFO Section VII.A.	
If the answer to the question below is yes, you must upload the CoC Letter Supporting Capital Costs attachment to the 4A. Attachments Screen.		
Is your CoC requesting funding for any new project(s) under the Rural Set Aside for housing rehabilitation or new construction costs?		No

### 3B. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

The CoC Special NOFO page provides HUD-approved resources to assist you in completing the Special NOFO CoC Application, including:

- Special Notice of Funding Opportunity to Address Unsheltered and Rural Homelessness
- 24 CFR part 578
- Special NOFO CoC Application Navigational Guide
- Section 3 Resources
- Frequently Asked Questions

3B-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only)	
	Special NOFO Section VII.C.	

Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	----

3B-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes. (Rural Set Aside Only)	
	Special NOFO Section VII.C.	
	You must upload the Project List for Other Federal Statutes attachment to the 4A. Attachments Screen.	
	If you answered yes to question 3B-1, describe in the field below:	
	1. how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and	
	2. how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.	

(limit 2,500 characters)



## 4A. Attachments Screen For All Application Questions

Please read the following guidance to help you successfully upload attachments and get maximum points:

- |  |    |   |
|--|----|---|
|  | 1. | You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.  |
|  | 2. | You must upload an attachment for each document listed where 'Required?' is 'Yes'   |
|  | 3. | We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images and reduces file size. Many systems allow you to create PDF files as a Print Option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube. |
|  | 4. | Attachments must match the questions they are associated with.  |
|  | 5. | Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.  |
|  | 6. | If you cannot read the attachment, it is likely we cannot read it either.<br>- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).<br>- We must be able to read everything you want us to consider in any attachment.                           |
|  | 7. | Open attachments once uploaded to ensure they are the correct attachment for the required Document Type.  |

Document Type	Required?	Document Description	Date Attached
1B-1. Local Competition Announcement	Yes	MI-501 Local Comp...	10/05/2022
1B-2. Local Competition Scoring Tool	Yes	MI-501 Local Comp...	10/06/2022
1B-3. Notification of Projects Rejected-Reduced	Yes	MI-501 Notificati...	10/05/2022
1B-3a. Notification of Projects Accepted	Yes	MI-501 Notificati...	10/05/2022
1B-4. Special NOFO CoC Consolidated Application	Yes	MI-501 Special NO...	10/17/2022
3A-1. CoC Letter Supporting Capital Costs	No		
3B-2. Project List for Other Federal Statutes	No		
P-1. Leveraging Housing Commitment	No	MI-501 Leveraging...	10/19/2022
P-1a. PHA Commitment	No	MI-501 PHA Commit...	10/07/2022
P-3. Healthcare Leveraging Commitment	No	MI-501 Healthcare...	10/17/2022
P-9c. Lived Experience Support Letter	No	MI-501 Lived Expe...	10/12/2022
Plan. CoC Plan	Yes	MI-501 CoC Plan	10/17/2022

## **Attachment Details**

**Document Description:** MI-501 Local Competition Deadline

## **Attachment Details**

**Document Description:** MI-501 Local Competition Scoring Tool

## **Attachment Details**

**Document Description:** MI-501 Notification of Projects Rejected-Reduced

## **Attachment Details**

**Document Description:** MI-501 Notification of Projects Accepted

## **Attachment Details**

**Document Description:** MI-501 Special NOFO CoC Consolidated Application

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** MI-501 Leveraging Housing Commitment

## **Attachment Details**

**Document Description:** MI-501 PHA Commitment

## **Attachment Details**

**Document Description:** MI-501 Healthcare Leveraging Commitment

## **Attachment Details**

**Document Description:** MI-501 Lived Experience Support Letter

## Attachment Details

**Document Description:** MI-501 CoC Plan

## Submission Summary

Ensure that the Special NOFO Project Priority List is complete prior to submitting.

Page	Last Updated
1A. CoC Identification	09/02/2022
1B. Project Review, Ranking and Selection	10/17/2022
2A. System Performance	10/06/2022
2B. Coordination and Engagement	10/06/2022
2C. Coordination and Engagement–Con't.	10/11/2022
3A. New Projects With Rehab/New Construction	No Input Required
3B. Homelessness by Other Federal Statutes	10/19/2022
4A. Attachments Screen	10/19/2022
Submission Summary	No Input Required

**Attachment 1B-1: Local Competition Deadline**

**CoC: MI-501**

## Public Posting of Application Deadlines

For the Supplemental NOFO competition, the Detroit CoC published the Request for Proposals on August 19, 2022. This information was posted to the Collaborative Applicant's website on August 19, 2022 as given in the screen shot below. This information was also communicated via the CoC's e-newsletter on August 19, 2022.

Continuum of Care Funding — H x

handetroit.org/continuum-of-care-funding

### CONTINUUM OF CARE

## FY2022 Continuum of Care Competition

### Request for Proposals and Applications for Supplemental Continuum of Care Funding Now Available

Supplemental New Project Funding Available (Applications due September 12, 2022)

The Detroit Continuum of Care (CoC) is releasing a Request for Proposals (RFP) for Supplemental Continuum of Care funding that is available to fund new projects. Full details on this funding opportunity are found in the Request for Proposals, [here](#).

Agencies applying for new project funding must complete and submit the appropriate application, which are listed below. Applications are due by **September 12, 2022**.

Project Applications

The CoC will accept applications for the following project types. Applicants must review the RFP (linked above) to ensure a full understanding of these different types of applications that will be accepted.

- [Permanent Supportive Housing](#)
  - *This application form is to be used to apply for either PSH that provides housing and services or PSH that will provide only services to be paired*

8:08 AM  
8/19/2022

- PATIENTS
- MEMBERSHIP MEETINGS
- DOCUMENTS
- MOVING UP
- HOMELESS PROGRAM FORMS AND POLICIES & PROCEDURES
- COC APPROVED HOMELESS DOC FORMS
- TRAININGS
- COVID-19 COMMUNITY INFORMATION
- CERA
- VETERAN HOUSING FUND

### Project Applications

The CoC will accept applications for the following project types. Applicants must review the RFP (linked above) to ensure a full understanding of these different types of applications that will be accepted.

- **Permanent Supportive Housing**
  - *This application form is to be used to apply for either PSH that provides housing and services or PSH that will provide only services to be paired with a Housing Choice Voucher*
- **Rapid Rehousing**
  - *This application form is to be used to apply for either RRH that provides housing and services or RRH that will provide only services to be paired with a Housing Choice Voucher*
- **Joint Component Transitional Housing-Rapid Rehousing**
- **Street Outreach with a Navigation Component**
- **Stand-Alone Supportive Services Only**
- **Standard Coordinated Entry Supportive Services Only**
- **Dedicated Homeless Management Information System** (Note: Available only to HMIS Lead Agency)
- **CoC Planning** (Note: Available only to CoC Lead Agency/Collaborative Applicant)



COVID-19 COMMUNITY INFORMATION

CERA

VETERAN HOUSING FUND

o *This application form is to be used to apply for either RRH that provides housing and services or RRH that will provide only services to be paired with a Housing Choice Voucher*

- [Joint Component Transitional Housing-Rapid Rehousing](#)
- [Street Outreach with a Navigation Component](#)
- [Stand-Alone Supportive Services Only](#)
- [Standard Coordinated Entry Supportive Services Only](#)
- [Dedicated Homeless Management Information System](#) (Note: Available only to HMIS Lead Agency)
- [CoC Planning](#) (Note: Available only to CoC Lead Agency/Collaborative Applicant)

[New Supplemental CoC Funding Webinar](#)

A webinar for agencies interested in applying for the Supplemental CoC funding will be held on August 24, from 9:30 - 11:30 am. The zoom link for this webinar is [here](#).

Attendance at this webinar was not required for an agency to submit an application. Agencies that were not able to attend the webinar live are strongly encouraged to view it prior to submitting an application.

**FY2022 CoC Competition Timeline**

**From:** Homeless Action Network of Detroit <amanda@handetroit.org>  
**Sent:** Friday, August 19, 2022 8:31 AM  
**To:** Amanda Sternberg  
**Subject:** Supplemental CoC New Project Funding Available

**August 19, 2022**

[{View as Webpage}](#)



**Supplemental Continuum of Care New Project  
Funding Available**  
**Applications due: September 12, 2022**

The Detroit Continuum of Care is seeking applications for Supplemental Continuum of Care (CoC) project funding.

Full details on this funding opportunity are found in the Request for Proposals, which is available [here](#). Additional information on this funding opportunity is available on HAND's website, [here](#).

Applications are due by **September 12, 2022**.

Applications will be accepted for the following types of projects:

- Permanent Supportive Housing (PSH)
- Rapid Rehousing (RRH)
- Joint Component Transitional Housing-Rapid Rehousing (TH-RRH)
- Street Outreach with a Navigation Component
- Stand-Alone Supportive Services Only
- Standard Coordinated Entry Supportive Services Only

- Dedicated Homeless Management Information System
- CoC Planning

See below about an informational webinar being held on August 24 for this opportunity.

## August 24 Webinar on Supplemental CoC New Project Funding 9:30 - 11:30 AM

On Wednesday, August 24, from 9:30 - 11:30 AM, HAND is holding a webinar to discuss the Supplemental CoC New Project RFP and applications. This webinar will cover the following:

- Background on this funding opportunity
- Details on the types of projects agencies may submit applications for, including target populations
- Expectations for funded projects
- The application process

Attendance at this webinar is not required to apply but is strongly encouraged. The registration link for the webinar is [here](#).

Prospective applicants are encouraged to read the Request for Proposals (RFP) prior to this webinar and come to the webinar with questions. The RFP may be accessed from HAND's website [here](#).

For more information, contact Amanda Sternberg at [amanda@handetroit.org](mailto:amanda@handetroit.org), 313-380-1714.

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Visit HAND's Website

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Homeless Action Network of Detroit | 3701 Miracles Blvd, Suite 101, Detroit, MI 48201

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## **Attachment 1B-2: Local Competition Scoring Tool**

**CoC: MI-501**

Attached are the review and scoring tools used for projects submitted under the Supplemental NOFO. The project types include:

- Permanent Supportive Housing
- Rapid Rehousing
- Street Outreach
- Supportive Services Only
- CoC Planning
- Homeless Management Information System

## Scoring Sheet for SNOFO New PSH Projects (Project Based)

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

Reference Application Question	Scoring Component	Score
1. 2. 3. 4.	<p><b><u>Applicant Experience &amp; Capacity (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5</b> points should be awarded if applicant meets all the following:               <ul style="list-style-type: none"> <li>○ A clear description is provided of the applicant and any subrecipients' experience providing the services being proposed in the application (question 1)</li> <li>○ Demonstration of strong organizational and management structure for applicant and subrecipient (question 2)</li> <li>○ If subrecipients are identified (question 3), role of each entity is clearly described</li> </ul> </li> <li>• <b>2 – 4:</b> Points in this range should be awarded if the above items (that apply) are not fully or clearly met</li> <li>• <b>0 – 1:</b> Points in this range should be awarded if very few of the above items (that apply) are met</li> </ul> <p><u>Comments</u></p>	
5.	<p><b><u>Leveraging Experience (2 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant and sub-recipient clearly demonstrate experience leveraging other resources</li> <li>• <b>1:</b> Some, but not a lot, of experience leveraging other resources</li> <li>• <b>0:</b> Applicant states no experience leveraging other funds</li> </ul> <p><u>Comments</u></p>	
6.	<p><b><u>Capacity to Receive New CoC Funding (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response given clearly indicates the agency has the administrative and staffing capacity to take on additional CoC funding. The response describes how the agency will either bring on additional staff to manage the additional funding, or how current staff will be able to absorb the additional work.</li> <li>• <b>2 – 3:</b> Response given does not clearly communicate that the agency has the</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>administrative or staffing capacity to take on new funding, and/or the response given does not clearly communicate how agency capacity will be increased to take on additional funding.</p> <ul style="list-style-type: none"> <li>• <b>0 – 1:</b> Overall, there are significant concerns about the agency’s capacity to expand its project and take on additional CoC funding.</li> </ul> <p><u>Comments</u></p>	
7.	<p><b><u>Experience Ramping Up New Projects (5 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Response clearly describes the most recent experience the agency has had ramping up new or expanded programming (note: response could have described a non-homeless program, if that was the most recent project the agency had to ramp up). The response articulates what challenges, if any, the agency experienced during that project’s ramp-up and steps the agency will take to prevent similar challenges if it receives the requested expansion funding.</li> <li>• <b>2 -3:</b> Response does not clearly describe experience ramping up a project or it is not clear how agency would avoid the same challenges in ramping up this project as it has experienced in the past.</li> <li>• <b>0 – 1:</b> No clear indication agency has any experience ramping up projects or would be able to successfully ramp up if it received the requested expansion funding.</li> </ul> <p><u>Comments</u></p>	
8.	<p><b><u>HMIS Experience and Plan (4 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response indicates agency has extensive experience with HMIS or other client-level data reporting systems. The response indicates the agency has a clear plan for ensuring timeline data entry and reporting, and a clear plan for monitoring project performance and data quality.</li> <li>• <b>2 -3:</b> Response indicates agency has some, but not extensive, experience with HMIS or other client-level data reporting systems. The plan for ensuring timely data entry or monitoring project performance and data quality is not very clear and/or detailed.</li> <li>• <b>0-1:</b> The response does not indicate the agency has much, if any, experience with HMIS or other client-level data reporting. Plan for ensuring timely data entry and monitoring project performance and data quality was lacking.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
9. 10.	<p><b><u>Staff Training (7 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>5 -7:</b> Applicant demonstrates a comprehensive and robust training plan for staff upon their initial hire and on an annual basis. <b>The majority of the training topics</b> in question 9 are selected as being either required or optional, either at initial hire and/or annually. The response to question 10 provides further details on how the agency ensures staff have the tools and skills needed to provide quality care and services.</li> <li>• <b>2 – 4:</b> The responses given in questions 9 and 10 are adequate, but somewhat lacking. <b>Only about half of the training topics</b> in question 9 are selected as being either required or optional. The response given in question 10 provides some, but not a lot, of additional information on how staff are trained.</li> <li>• <b>0 – 1:</b> The responses given in questions 9 and 10 are significantly lacking. There is little evidence that the agency ensures staff receive appropriate training at either initial hire or annually thereafter.</li> </ul> <p><u>Comments</u></p>	
11.	<p><b><u>Recruitment and Retention of People of Color (4 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant clearly describes the agency’s strategy to recruit and retain people of color within various levels in the agency. The response indicates the agency has an intentional strategy to ensure agency staff and board are reflective of the demographics of the people the agency serves.</li> <li>• <b>1 – 2:</b> The response given indicates the agency has some, but not a robust, strategy of recruiting and retaining people of color within various levels in the agency. The applicant references how it intends to ensure staff and board composition are reflective of the people served, but there does not seem to be a clear strategy to ensure this.</li> <li>• <b>0:</b> Response is significantly lacking; no evidence given that the agency has made any attempts to recruit or retain people of color within the agency or to ensure staff/board demographics reflect the people served.</li> </ul> <p><u>Comments</u></p>	
12.	<p><b><u>Past Housing Outcomes (6 maximum)</u></b> <i>Outcome: Assisting tenants to remain stably housed or move to other permanent housing</i> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5- 6:</b> Provides clear description of past successes in keeping people stably housed; data provided is that at least <b>90%</b> of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides a clear and detailed description that demonstrates the agency has been successful in the past with helping people</li> </ul>	



Reference Application Question	Scoring Component	Score
	<p>obtain/retain permanent housing.</p> <ul style="list-style-type: none"> <li>• <b>3- 4:</b> Provides some description of past successes; data provided is that between <b>80% – 89%</b> of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides some description of how the agency has been successful in the past with helping people obtain/retain permanent housing, but this description could have been stronger.</li> <li>• <b>1 - 2:</b> Very little description given of past successes; data provided is that between <b>75 – 79%</b> of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response does not give any indication that the agency has had past success with helping people obtain/retain permanent housing.</li> <li>• <b>0:</b> Regardless of description given, 0 points should be given if data provided is that fewer than <b>75%</b> of persons met this outcome. No narrative description given for how the agency has had past success in this area.</li> </ul> <p><u>Comments</u></p>	
13.	<p><b>Past Income/Employment Outcomes (4 maximum)</b>  <i>Outcome: Assisting tenants with increasing income and employment</i>  Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3- 4:</b> Provides clear description of past successes in helping people increase their income (any cash income - either employment or benefits); data provided is that at least 20% of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides a clear and detailed description that demonstrates the agency has been successful in the past with helping people obtain employment or income.</li> <li>• <b>1- 2:</b> Provides some description of past successes in helping people increase their income (any cash income - either employment or benefits); data provided is that between 10 - 19% of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides some description of how the agency has been successful in the past with helping people obtain employment or income, but this description could have been stronger.</li> <li>• <b>0:</b> Regardless of description given, 0 points should be given if data provided is that fewer than 9% of persons met this outcome. No narrative description given for how the agency has had past success in this area.</li> </ul> <p><u>Comments</u></p>	
14.	<b>Project Description (10 maximum)</b>	

Reference Application Question	Scoring Component	Score
	<p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>8 -10:</b> Response addresses each sub-part in question 14 (a-f) in a clear, concise, yet comprehensive manner; entire scope of the project is addressed; response is consistent with other parts of the application.</li> <li>• <b>4 - 6:</b> Response could have been clearer; some of the sub-parts in question 14 (a-f) not fully addressed; some responses seem contradictory with other parts of the application.</li> <li>• <b>0 - 3:</b> Response is lacking in clarity and description; some of the sub-parts of question 14 (a-f) not addressed at all; no consistency with the rest of the application.</li> </ul> <p><u>Comments</u></p>	
15.	<p><b><u>Service Model Description (8 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>7 - 8:</b> Response addresses each sub-part in question 15 (k-o) in a clear, concise, yet comprehensive manner, and the following are included in the response: <ul style="list-style-type: none"> <li>○ A clear description of the different positions and roles of the staff team (part k)</li> <li>○ The frequency and intensity of services, and the extent that those services are provided in-person (parts l and m)</li> <li>○ Supportive services or on-call crisis staff are available outside of typical business hours (part n)</li> <li>○ The agency has a clear process for tracking and facilitating referrals and for providing transportation as needed (part o)</li> </ul> </li> <li>• <b>4 – 6:</b> The response given meets most, but not all, of the points given in parts k - o as described above.</li> <li>• <b>1 – 3:</b> The response given meets few of the points given in parts k – o as described above.</li> <li>• <b>0:</b> Response is significantly lacking in describing the service model to be used.</li> </ul> <p><u>Comments</u></p>	
16.	<p><b><u>Project Timeline (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Applicant provides a clear description of how the project will be ramped up, including how costs incurred during the ramp up phase will be covered if they cannot be covered by the CoC grant. The estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer. It is not entirely clear that the agency will be able to cover costs during the ramp-up phase with non-CoC funds. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> <li>• <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity. Could. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is greater than 3 months/90 days after the execution of the grant agreement.</li> </ul> <p><u>Comments</u></p>	
17.	<p><b><u>Peer Supports (2 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant clearly demonstrates that peer support specialists are fully integrated into their service delivery model. Response clearly describes how peer support specialists are part of the service team to enhance supports and services to clients. Applicant clearly demonstrates that peer support specialists are provided adequate, on-going training and receive regular supervision and support on the job.</li> <li>• <b>1:</b> Description of how peer support specialists are incorporated into the service delivery model could have been stronger. Description of peer support specialists training and supervision was lacking.</li> <li>• <b>0:</b> No evidence that applicant has incorporated the use of peer support specialists in the delivery of services.</li> </ul> <p><u>Comments</u></p>	
18.	<p><b><u>Inclusion of Persons with Lived Experience (6 maximum)</u></b> Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Responses clearly demonstrate the agency purposefully and intentionally incorporates PWLE throughout the agency, including within decision-making structures.</li> <li>• <b>3 – 4:</b> Some, but not strong, evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>1 – 2:</b> Very little evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>0:</b> No clear evidence that agency incorporates PWLE</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
19.	<p><b><u>Obtaining and Maintaining Permanent Housing (8 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6– 8:</b> Applicant provides strong, clear, detailed, and logical descriptions to the specific items asked in the question and addresses how participants will be assisted to obtain and maintain permanent housing. Applicant clearly describes how they will identify and address barriers to housing, how client choice will be incorporated into the housing search process, and how landlords will be engaged.</li> <li>• <b>3–5:</b> Applicant provides a response to each question, however, some or all of the responses are lacking in detail, clarity, and/or logic. It is not clear the extent to which the applicant has experience providing services that assist clients with accessing/ maintaining permanent housing. Any description of barriers clients may be facing is lacking.</li> <li>• <b>0 – 2:</b> Responses to questions are significantly lacking. There is little to no evidence that the applicant has experience providing services that assist clients with accessing or maintaining permanent housing. Little to no description of barriers faced by clients.</li> </ul> <p><u>Comments</u></p>	
20.	<p><b><u>Increasing Employment/Income (4 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant provides strong, clear, specific description of how they assist clients to increase their employment and/or other income (including SSI/SSDI). It is clear from the response the applicant has experience providing services assisting clients with increasing income.</li> <li>• <b>1 –2:</b> Description given of how clients are assisted to increase employment/income could have been stronger. It is not clear the extent to which the applicant has experience providing services assisting clients with increasing income.</li> <li>• <b>0:</b> No evidence the applicant has experience assisting clients with increasing employment/income.</li> </ul> <p><u>Comments</u></p>	
21.	<p><b><u>Enrolling Clients in Medicaid and Linking to Other Mainstream Resources (3 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly describes specific activities that are in place to ensure clients are enrolled in Medicaid and accessing mainstream resources.</li> <li>• <b>1-2:</b> Description of how clients will be enrolled in Medicaid or access mainstream resources was not clearly described and/or lacked specificity.</li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>0:</b> Response provided little information on a plan or process to assist clients with enrolling in Medicaid or accessing mainstream resources.</li> </ul> <p><u>Comments</u></p>	
22.	<p><b><u>{HCV SERVICES ONLY} Coordination with Public Housing Authorities and Housing Agents (6 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Applicant clearly describes how they will ensure close communication and coordination with Public Housing Authorities and Housing Agents. The response provides specifics on <i>how</i> this communication and coordination will occur, including frequency and method of communication, and steps applicant will take if it seems a different communication strategy is needed.</li> <li>• <b>2 – 4:</b> The response given could be stronger and more specific in how the applicant will ensure communication and coordination with Public Housing Authorities and Housing Agents. It is not clear how the applicant will take steps to improve communication/coordination if/when it becomes apparent the current strategy is not working.</li> <li>• <b>0 – 1:</b> The response given was very vague and general; no specifics given on the how (method, frequency) of communication. The response leaves concerns that the applicant will be able to communicate and coordinate with Public Housing Authorities and Housing Agents.</li> </ul> <p><u>Comments</u></p>	
23.	<p><b><u>{HCV SERVICES ONLY} Agency Voucher Capacity (3 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly indicates the number of housing vouchers they would have the capacity to provide services to; this proposed capacity aligns with the budget request submitted with the application.</li> <li>• <b>1 -2:</b> The applicant provides a response to the housing of vouchers they would have the capacity to provide services to, but the proposed budget does not clearly align with that proposed capacity.</li> <li>• <b>0:</b> The response is significantly lacking; there is no alignment with the proposed capacity and the budget request.</li> </ul> <p><u>Comments</u></p>	
24.	<p><b><u>Client to Case Manager Ratio (5 maximum)</u></b> Suggested Scoring Scale</p>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>5:</b> Caseloads do not exceed 1:20. Staff either have no other clients on their caseloads, or if they do, those clients are also in a PSH program (question 24b).</li> <li>• <b>3:</b> Caseloads do not exceed 1:20. If staff from this project have other clients on their caseloads, those clients are in a program <i>other than PSH</i> (question 24b).</li> <li>• <b>0:</b> Caseloads are greater than 1:20, regardless of the response given in question 24b.</li> </ul> <p><u>Comments</u></p>	
<p>26. Attachments #15- #18 (as applicable)</p>	<p><b><u>Site Description (10 maximum)</u></b> Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>8-10:</b> The responses to parts a – k demonstrate the proposed site seems to be suitable as PSH; a clear plan is given to make provision for any programming/clients at the site currently (if applicable); the description of the units clearly state residents will have private sleeping quarters, private bathing facilities, and a place to prepare and store food. A timeline and funding for rehab work (if needed) is clearly described and funding identified appears to be adequate for work to be done. Applicant demonstrates commitments from other funding sources (attachment #17). Attachment #15 demonstrates applicant has site control via a deed or long-term lease agreement.</li> <li>• <b>4- 7:</b> The responses given parts a – k are answered, but may be a bit lacking in completeness or clarity. If rehab work is needed, the timeline for completing the work and/or funding for completion does not clearly demonstrate work can be completed within a reasonable amount of time. Few or no other sources of funding commit to the project are identified (attachment #17). Attachment #15 demonstrates applicant has site control via a deed or long-term lease agreement.</li> <li>• <b>0 – 3:</b> The responses given to parts a – k do not demonstrate the proposed site would be appropriate for PSH; there is little to no description on provision to be made for programming/clients at the site currently (if applicable); the description of the units does not provide the specifics sought in part g. If rehab work is needed, insufficient funds are identified and/or timeline for completion is unclear. No other sources of funding commit to the project are identified (attachment #17). It is not clear if agency has site control (attachment #15).</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score										
27a.	<p><b><u>Length of Time to Housing: All Clients (4 maximum)</u></b></p> <p>Project will be scored based how the response compares with local community average of 79 days to move-in for CoC funded scattered-site PSH. Scores should be awarded based on following scale based on the average length of time given by the applicant to question 27a. The response given by each applicant has been reviewed by staff, and the score to be earned is already filled in. However, if the reviewer has questions or concerns about this response given by the applicant, they make comments to be taken under additional consideration.</p> <p><b>Agency Response to question 27a or data CoC already has on-hand: _____</b></p> <table border="1" data-bbox="298 541 1065 642"> <tr> <td><b>27a response</b> (avg. days)</td> <td>78 days or less</td> <td>79 – 82</td> <td>83 – 94</td> <td>94+</td> </tr> <tr> <td><b>Points earned</b></td> <td>4</td> <td>3</td> <td>2</td> <td>0</td> </tr> </table>	<b>27a response</b> (avg. days)	78 days or less	79 – 82	83 – 94	94+	<b>Points earned</b>	4	3	2	0	XX
<b>27a response</b> (avg. days)	78 days or less	79 – 82	83 – 94	94+								
<b>Points earned</b>	4	3	2	0								
27b.	<p><b><u>Length of Time to Housing: Unsheltered Clients (6 maximum)</u></b></p> <p>Project will be scored based how the response compares with local community average of 80 days to move-in for CoC funded scattered-site PSH. Scores should be awarded based on following scale based on the average length of time given by the applicant to question 27b. The response given by each applicant has been reviewed by staff, and the score to be earned is already filled in. However, if the reviewer has questions or concerns about this response given by the applicant, they make comments to be taken under additional consideration.</p> <p><b>Agency Response to question 27b or data CoC already has on-hand: _____</b></p> <table border="1" data-bbox="298 1129 1114 1230"> <tr> <td><b>27b response</b> (avg. days)</td> <td>79 days or less</td> <td>80-83</td> <td>84-95</td> <td>96+</td> </tr> <tr> <td><b>Points earned</b></td> <td>6</td> <td>4</td> <td>2</td> <td>0</td> </tr> </table>	<b>27b response</b> (avg. days)	79 days or less	80-83	84-95	96+	<b>Points earned</b>	6	4	2	0	XX
<b>27b response</b> (avg. days)	79 days or less	80-83	84-95	96+								
<b>Points earned</b>	6	4	2	0								
28. Attach. #11	<p><b><u>Leveraging Healthcare Resources (6 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Applicant provides a clear response to each part of this question. The response clearly indicates the amount and source of non-CoC funded healthcare resources being leveraged to this project. This amount is <b>50% or more</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>3 – 4:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>25% – 49%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>1 – 2:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>less than 25%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> </ul>											

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>0:</b> The applicant does not demonstrate it is leveraging any non-CoC funded healthcare resources to the project; or, regardless of the percentage of resources claimed to be leveraged, 0 points should be given if that leveraging is not documented via attachment #11.</li> </ul> <p><u>Comments</u></p>	
<p>29. Attach. #12</p>	<p><b><u>Leveraging Housing Resources (6 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Applicant provides a clear response to each part of this question. The response clearly indicates the amount and source of non-CoC funded housing resources being leveraged to this project. This amount is <b>50% or more</b> of the amount of CoC funded units included in this project application. Applicant provides documentation of this leveraging (attachment #12).</li> <li>• <b>3 – 4:</b> The applicant demonstrates it is leveraging non-CoC funded housing resources to this project; the amount leveraged is <b>25% – 49%</b> of the amount of CoC funding units include in this project application. Applicant provides documentation of this leveraging (attachment #12).</li> <li>• <b>1 – 2:</b> The applicant demonstrates it is leveraging non-CoC funded housing resources to this project; the amount leveraged is <b>less than 25%</b> of the amount of CoC funded units included in this project application. Applicant provides documentation of this leveraging (attachment #12).</li> <li>• <b>0:</b> The applicant does not demonstrate it is leveraging any non-CoC funded housing resources to the project; or, regardless of the percentage of resources claimed to be leveraged, 0 points should be given if that leveraging is not documented via attachment #12.</li> </ul> <p><u>Comments</u></p>	
<p>30. 31. 32. Attach. #3 Attach. #4 Attach. #5</p>	<p><b><u>Housing First (8 maximum)</u></b> The responses to the referenced application questions and attachments should be reviewed for the extent to which they address Housing First, including references to the following:</p> <ul style="list-style-type: none"> <li>• Client agreement to participate in services is not required for housing</li> <li>• Agency describes how it engages with clients who are resistant to receiving services.</li> <li>• Agency describes how it engages with clients who are non-compliant with medication or treatment and/or have behavioral concerns to assist the client with maintaining their housing.</li> <li>• Agency has an eviction prevention policy that clearly demonstrates attempts are made to prevent <b>evictions</b> whenever possible. A distinction should be made between preventing evictions and preventing program terminations. (Attachment #3)</li> </ul>	



Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>Agency has a program termination policy that clearly demonstrates attempts are made to prevent <b>program terminations</b> whenever possible. A distinction should be made between preventing program terminations and preventing evictions. (Attachment #4)</li> <li>Lease/occupancy agreements have no limit on length of stay, nor do they require participation in services. Current PSH providers must provide a copy of a lease or sub-lease agreement for a current client in one of the PSH projects. (Attachment #5)</li> </ul> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li><b>6 -8:</b> Applicant provides a strong description of how Housing First is implemented; all, or almost all, of the points addressed and point to the agency’s experience in providing housing with a Housing First approach. The content of the attachments provides additional evidence the agency embraces and practices Housing First and takes all steps possible to keep clients housed.</li> <li><b>3 - 5:</b> Description of how agency implements Housing First could have been stronger; not clear applicant has fully incorporated a Housing First model within its service delivery; not all of the points above are referenced. Attachments do not clearly support the narrative responses.</li> <li><b>0 - 2:</b> No clear evidence applicant understands or has incorporated Housing First within its service delivery model. Required attachments are either missing or content therein does not support narrative responses.</li> </ul> <p><u>Comments</u></p>	
Budget Charts Attach. #13	<p><b>Budget (8 maximum)</b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li><b>6 -8:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding are expected or committed to the project (as indicated in the budget charts or elsewhere in the application). The budget clearly demonstrates how the project will be able to achieve a 1:20 case manager to client ratio.</li> <li><b>3-5:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project. Little clarity on how the budget will allow the project to achieve a 1:20 case manager to client ratio.</li> <li><b>0-2:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
Budget Charts and Attachments #13	<p><b><u>Match (3 maximum)</u></b> Suggested Scoring Scale: <b>Note: Match documentation was not a required attachment, but additional pts given if included</b></p> <ul style="list-style-type: none"> <li>• <b>3:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>included</b> with application for <b><u>ALL</u></b> matching sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>2:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>may</b> be provided for some or none of the match sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>0-1:</b> Errors in calculating match requirements and no match documentation provided.</li> </ul> <p><u>Comments</u></p>	
Attach #1	<p><b><u>Review of Agency Financial Audit (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year in the agency’s financial audit (not the A-133 audit).</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with CoC Grant (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with CoC grants.</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with Other Federal Grants (besides CoC grants) (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with Federal grants <i>other than</i> CoC grants.</p>	
HAND staff will review based on documents submitted earlier this year	<p><b><u>Review of HUD CoC Program Monitoring (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for findings in the CoC program monitoring report for which no Corrective Action Plan was submitted by HUD’s deadlines, or Correction Action Plan submitted did not meet HUD’s approval.</p>	
Attachments #6 - #10 (if applicable)	<p><b><u>Review of City of Detroit Homeless Program Monitoring (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for findings in the City of Detroit Homeless program monitoring report for which no Corrective Action Plan was submitted by City of Detroit’s deadlines, or Correction Action Plan submitted did not meet City of Detroit’s approval.</p>	

Reference Application Question	Scoring Component	Score
	<p><b><u>Renewal Project(s) Performance: Component #1 (Income &amp; Employment Outcomes)</u></b>  <b>Maximum Possible: 4</b>  This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 4 points possible for this component (XX%).</p>	X
	<p><b><u>Current Project Performance: Component #2 (Housing Outcomes)</u></b>  <b>Maximum Possible: 5</b>  This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 5 points possible for this component (XX%).</p>	X
	<p><b><u>Current Project Performance: Component #3 (Financial Performance)</u></b>  <b>Maximum Possible: 3</b>  This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 3 points possible for this component (XX%).</p>	X
	<p><b><u>Current Project Performance: Component #7 (CAM Participation)</u></b>  <b>Maximum Possible: 3</b>  This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 3 points possible for this component (XX%).</p>	X
	<p><b><u>Per Unit Costs Maximum Possible: 3</u></b>  The per-unit costs for each project will be calculated based on the budgets and number of units proposed. Points will be assigned based on the extent to which the project's per unit cost compares to the average per-unit costs of the other new PSH project applications. HAND staff have calculated these averages and assigned points accordingly. Details on how this score was determined is available here.</p>	X
	<b>TOTAL SCORE</b>	
	<b>Total Points Possible For This Application</b>	

**ADDITIONAL REVIEWER NOTES**

## Scoring Sheet for SNOFO New RRH Projects

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

Reference Application Question	Scoring Component	Score
1. 2. 3. 4.	<p><b><u>Applicant Experience &amp; Capacity (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5</b> points should be awarded if applicant meets all the following:                             <ul style="list-style-type: none"> <li>○ A clear description is provided of the applicant and any subrecipients' experience providing the services being proposed in the application (question 1)</li> <li>○ Demonstration of strong organizational and management structure for applicant and subrecipient (question 2)</li> <li>○ If subrecipients are identified (question 3), role of each entity is clearly described</li> </ul> </li> <li>• <b>2 – 4:</b> Points in this range should be awarded if the above items (that apply) are not fully or clearly met</li> <li>• <b>0 – 1:</b> Points in this range should be awarded if very few of the above items (that apply) are met</li> </ul> <p><u>Comments</u></p>	
5.	<p><b><u>Leveraging Experience (2 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant and sub-recipient clearly demonstrate experience leveraging other resources</li> <li>• <b>1:</b> Some, but not a lot, of experience leveraging other resources</li> <li>• <b>0:</b> Applicant states no experience leveraging other funds</li> </ul> <p><u>Comments</u></p>	
6.	<p><b><u>Capacity to Receive New CoC Funding (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response given clearly indicates the agency has the administrative and staffing capacity to take on additional CoC funding. The response describes how the agency will either bring on additional staff to manage the additional funding, or how current staff will be able to absorb the additional work.</li> <li>• <b>2 – 3:</b> Response given does not clearly communicate that the agency has the administrative or staffing capacity to take on new funding, and/or the response</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>given does not clearly communicate how agency capacity will be increased to take on additional funding.</p> <ul style="list-style-type: none"> <li>• <b>0 – 1:</b> Overall, there are significant concerns about the agency’s capacity to expand its project and take on additional CoC funding.</li> </ul> <p><u>Comments</u></p>	
7.	<p><b><u>Experience Ramping Up New Projects (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Response clearly describes the most recent experience the agency has had ramping up new or expanded programming (note: response could have described a non-homeless program, if that was the most recent project the agency had to ramp up). The response articulates what challenges, if any, the agency experienced during that project’s ramp-up and steps the agency will take to prevent similar challenges if it receives the requested expansion funding.</li> <li>• <b>2 -3:</b> Response does not clearly describe experience ramping up a project or it is not clear how agency would avoid the same challenges in ramping up this project as it has experienced in the past.</li> <li>• <b>0 – 1:</b> No clear indication agency has any experience ramping up projects or would be able to successfully ramp up if it received the requested expansion funding.</li> </ul> <p><u>Comments</u></p>	
8.	<p><b><u>HMIS Experience and Plan (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response indicates agency has extensive experience with HMIS or other client-level data reporting systems. The response indicates the agency has a clear plan for ensuring timeline data entry and reporting, and a clear plan for monitoring project performance and data quality.</li> <li>• <b>2 -3:</b> Response indicates agency has some, but not extensive, experience with HMIS or other client-level data reporting systems. The plan for ensuring timely data entry or monitoring project performance and data quality is not very clear and/or detailed.</li> <li>• <b>0-1:</b> The response does not indicate the agency has much, if any, experience with HMIS or other client-level data reporting. Plan for ensuring timely data entry and monitoring project performance and data quality was lacking.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
9. 10.	<p><b><u>Staff Training (7 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>5 -7:</b> Applicant demonstrates a comprehensive and robust training plan for staff upon their initial hire and on an annual basis. <b>The majority of the training topics</b> in question 9 are selected as being either required or optional, either at initial hire and/or annually. The response to question 10 provides further details on how the agency ensures staff have the tools and skills needed to provide quality care and services.</li> <li>• <b>2 – 4:</b> The responses given in questions 9 and 10 are adequate, but somewhat lacking. <b>Only about half of the training topics</b> in question 9 are selected as being either required or optional. The response given in question 10 provides some, but not a lot, of additional information on how staff are trained.</li> <li>• <b>0 – 1:</b> The responses given in questions 9 and 10 are significantly lacking. There is little evidence that the agency ensures staff receive appropriate training at either initial hire or annually thereafter.</li> </ul> <p><u>Comments</u></p>	
11.	<p><b><u>Recruitment and Retention of People of Color (4 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant clearly describes the agency’s strategy to recruit and retain people of color within various levels in the agency. The response indicates the agency has an intentional strategy to ensure agency staff and board are reflective of the demographics of the people the agency serves.</li> <li>• <b>1 – 2:</b> The response given indicates the agency has some, but not a robust, strategy of recruiting and retaining people of color within various levels in the agency. The applicant references how it intends to ensure staff and board composition are reflective of the people served, but there does not seem to be a clear strategy to ensure this.</li> <li>• <b>0:</b> Response is significantly lacking; no evidence given that the agency has made any attempts to recruit or retain people of color within the agency or to ensure staff/board demographics reflect the people served.</li> </ul> <p><u>Comments</u></p>	
12.	<p><b><u>Past Housing Outcomes (6 maximum)</u></b> <i>Outcome: Assisting tenants to remain stably housed or move to other permanent housing</i> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5- 6:</b> Provides clear description of past successes in keeping people stably housed; data provided is that at least <b>90%</b> of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides a clear and detailed description that demonstrates the agency has been successful in the past with helping people</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>obtain/retain permanent housing.</p> <ul style="list-style-type: none"> <li>• <b>3- 4:</b> Provides some description of past successes; data provided is that between <b>80% – 89%</b> of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides some description of how the agency has been successful in the past with helping people obtain/retain permanent housing, but this description could have been stronger.</li> <li>• <b>1 - 2:</b> Very little description given of past successes; data provided is that between <b>75 – 79%</b> of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response does not give any indication that the agency has had past success with helping people obtain/retain permanent housing.</li> <li>• <b>0:</b> Regardless of description given, 0 points should be given if data provided is that fewer than <b>75%</b> of persons met this outcome. No narrative description given for how the agency has had past success in this area.</li> </ul> <p><u>Comments</u></p>	
13.	<p><b>Past Income/Employment Outcomes (4 maximum)</b>  <i>Outcome: Assisting tenants with increasing income and employment</i>  Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3- 4:</b> Provides clear description of past successes in helping people increase their income (any cash income - either employment or benefits); data provided is that at least 20% of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides a clear and detailed description that demonstrates the agency has been successful in the past with helping people obtain employment or income.</li> <li>• <b>1- 2:</b> Provides some description of past successes in helping people increase their income (any cash income - either employment or benefits); data provided is that between 10 - 19% of persons met this outcome. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides some description of how the agency has been successful in the past with helping people obtain employment or income, but this description could have been stronger.</li> <li>• <b>0:</b> Regardless of description given, 0 points should be given if data provided is that fewer than 9% of persons met this outcome. No narrative description given for how the agency has had past success in this area.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
14.	<p><b><u>Project Description (10 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>8 -10:</b> Response addresses each sub-part in question 14 (a-f) in a clear, concise, yet comprehensive manner; entire scope of the project is addressed; response is consistent with other parts of the application.</li> <li>• <b>4 - 6:</b> Response could have been clearer; some of the sub-parts in question 14 (a-f) not fully addressed; some responses seem contradictory with other parts of the application.</li> <li>• <b>0 - 3:</b> Response is lacking in clarity and description; some of the sub-parts of question 14 (a-f) not addressed at all; no consistency with the rest of the application.</li> </ul> <p><u>Comments</u></p>	
15.	<p><b><u>Service Model Description (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>7 - 8:</b> Response addresses each sub-part in question 15 (a-e) in a clear, concise, yet comprehensive manner, and the following are included in the response: <ul style="list-style-type: none"> <li>○ A clear description of the different positions and roles of the staff team (part a)</li> <li>○ The frequency and intensity of services, and the extent that those services are provided in-person (parts b and c)</li> <li>○ Supportive services or on-call crisis staff are available outside of typical business hours (part d)</li> <li>○ The agency has a clear process for tracking and facilitating referrals and for providing transportation as needed (part e)</li> </ul> </li> <li>• <b>4 – 6:</b> The response given meets most, but not all, of the points given in parts a - e as described above.</li> <li>• <b>1 – 3:</b> The response given meets few of the points given in parts a – e as described above.</li> <li>• <b>0:</b> Response is significantly lacking in describing the service model to be used.</li> </ul> <p><u>Comments</u></p>	
16.	<p><b><u>Project Timeline (5 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Applicant provides a clear description of how the project will be ramped up, including how costs incurred during the ramp up phase will be covered if they cannot be covered by the CoC grant. The estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant</li> </ul>	



Reference Application Question	Scoring Component	Score
	<p>agreement.</p> <ul style="list-style-type: none"> <li>• <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer. It is not entirely clear that the agency will be able to cover costs during the ramp-up phase with non-CoC funds. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> <li>• <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity. Could. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is greater than 3 months/90 days after the execution of the grant agreement.</li> </ul> <p><u>Comments</u></p>	
17.	<p><b><u>Peer Supports (2 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant clearly demonstrates that peer support specialists are fully integrated into their service delivery model. Response clearly describes how peer support specialists are part of the service team to enhance supports and services to clients. Applicant clearly demonstrates that peer support specialists are provided adequate, on-going training and receive regular supervision and support on the job.</li> <li>• <b>1:</b> Description of how peer support specialists are incorporated into the service delivery model could have been stronger. Description of peer support specialists training and supervision was lacking.</li> <li>• <b>0:</b> No evidence that applicant has incorporated the use of peer support specialists in the delivery of services.</li> </ul> <p><u>Comments</u></p>	
18.	<p><b><u>Inclusion of Persons with Lived Experience (6 maximum)</u></b> Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Responses clearly demonstrate the agency purposefully and intentionally incorporates PWLE throughout the agency, including within decision-making structures.</li> <li>• <b>3 – 4:</b> Some, but not strong, evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>1 – 2:</b> Very little evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>0:</b> No clear evidence that agency incorporates PWLE</li> </ul>	

Reference Application Question	Scoring Component	Score
	<u>Comments</u>	
19.	<p><b><u>Obtaining and Maintaining Permanent Housing (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6– 8:</b> Applicant provides strong, clear, detailed, and logical descriptions to the specific items asked in the question and addresses how participants will be assisted to obtain and maintain permanent housing. Applicant clearly describes how they will identify and address barriers to housing, how client choice will be incorporated into the housing search process, and how landlords will be engaged.</li> <li>• <b>3 –5:</b> Applicant provides a response to each question, however, some or all of the responses are lacking in detail, clarity, and/or logic. It is not clear the extent to which the applicant has experience providing services that assist clients with accessing/ maintaining permanent housing. Any description of barriers clients may be facing is lacking.</li> <li>• <b>0 – 2:</b> Responses to questions are significantly lacking. There is little to no evidence that the applicant has experience providing services that assist clients with accessing or maintaining permanent housing. Little to no description of barriers faced by clients.</li> </ul> <p><u>Comments</u></p>	
20.	<p><b><u>Increasing Employment/Income (4 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant provides strong, clear, specific description of how they assist clients to increase their employment and/or other income (including SSI/SSDI). It is clear from the response the applicant has experience providing services assisting clients with increasing income.</li> <li>• <b>1 –2:</b> Description given of how clients are assisted to increase employment/income could have been stronger. It is not clear the extent to which the applicant has experience providing services assisting clients with increasing income.</li> <li>• <b>0:</b> No evidence the applicant has experience assisting clients with increasing employment/income.</li> </ul> <p><u>Comments</u></p>	
21.	<p><b><u>Enrolling Clients in Medicaid and Linking to Other Mainstream Resources (3 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly describes specific activities that are in place to ensure clients</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>are enrolled in Medicaid and accessing mainstream resources.</p> <ul style="list-style-type: none"> <li>• <b>1-2:</b> Description of how clients will be enrolled in Medicaid or access mainstream resources was not clearly described and/or lacked specificity.</li> <li>• <b>0:</b> Response provided little information on a plan or process to assist clients with enrolling in Medicaid or accessing mainstream resources.</li> </ul> <p><u>Comments</u></p>	
22.	<p><b><u>{HCV SERVICES ONLY} Coordination with Public Housing Authorities and Housing Agents (6 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Applicant clearly describes how they will ensure close communication and coordination with Public Housing Authorities and Housing Agents. The response provides specifics on <b>how</b> this communication and coordination will occur, including frequency and method of communication, and steps applicant will take if it seems a different communication strategy is needed.</li> <li>• <b>2 – 4:</b> The response given could be stronger and more specific in how the applicant will ensure communication and coordination with Public Housing Authorities and Housing Agents. It is not clear how the applicant will take steps to improve communication/coordination if/when it becomes apparent the current strategy is not working.</li> <li>• <b>0 – 1:</b> The response given was very vague and general; no specifics given on the how (method, frequency) of communication. The response leaves concerns that the applicant will be able to communication and coordinate with Public Housing Authorities and Housing Agents.</li> </ul> <p><u>Comments</u></p>	
23.	<p><b><u>{HCV SERVICES ONLY} Agency Voucher Capacity (3 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly indicates the number of housing vouchers they would have the capacity to provide services to; this proposed capacity aligns with the budget request submitted with the application.</li> <li>• <b>1 -2:</b> The applicant provides a response to the housing of vouchers they would have the capacity to provide services to, but the proposed budget does not clearly align with that proposed capacity.</li> <li>• <b>0:</b> The response is significantly lacking; there is no alignment with the proposed capacity and the budget request.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
24.	<p><b><u>Client to Case Manager Ratio (5 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5:</b> Caseloads do not exceed 1:25. Staff either have no other clients on their caseloads, or if they do, those clients are also in a RRH program (question 24b).</li> <li>• <b>3:</b> Caseloads do not exceed 1:25. If staff from this project have other clients on their caseloads, those clients are in a program <b>other than RRH</b> (question 24b).</li> <li>• <b>0:</b> Caseloads are greater than 1:25, regardless of the response given in question 24b.</li> </ul> <p><u>Comments</u></p>	
25.	<p><b><u>Relationships with Landlords (13 maximum)</u></b></p> <p>Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>10 – 13:</b> Response clearly demonstrates the applicant has successful experience working with landlords in recruiting their participation to make units available to clients. Response also clearly describes how the applicant successfully ensures on-going, positive relationships and communications with landlords are maintained. Applicant stated they had at <b>least one</b> landlord relationship-building event in 2021.</li> <li>• <b>5 – 9:</b> Response could have been stronger. It is not entirely clear how landlords are recruited to make their units available to clients. The applicant’s ability to maintain on-going, positive relationships and communications with the landlords is not clearly described and/or does not demonstrate that applicant has successful experience in this area. It was not clear whether the applicant had any landlord relationship-building event in 2021.</li> <li>• <b>0 – 4:</b> Response was significantly lacking. Little demonstration of past successful experience in working with landlords.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score										
26a.	<p><b><u>Length of Time to Housing: All Clients (4 maximum)</u></b>            Project will be scored based how the response compares with local community average of 81 days to move-in for CoC funded RRH. Scores should be awarded based on following scale based on the average length of time given by the applicant to question 26a. The response given by each applicant has been reviewed by staff, and the score to be earned is already filled in. However, if the reviewer has questions or concerns about this response given by the applicant, they make comments to be taken under additional consideration.</p> <p><b>Agency Response to question 26a or data CoC already has on-hand: _____</b></p> <table border="1" data-bbox="298 541 1065 642"> <tr> <td><b>26a response</b> (avg. days)</td> <td>80 days or less</td> <td>81 - 84</td> <td>85 – 96</td> <td>96+</td> </tr> <tr> <td><b>Points earned</b></td> <td>4</td> <td>3</td> <td>2</td> <td>0</td> </tr> </table>	<b>26a response</b> (avg. days)	80 days or less	81 - 84	85 – 96	96+	<b>Points earned</b>	4	3	2	0	XX
<b>26a response</b> (avg. days)	80 days or less	81 - 84	85 – 96	96+								
<b>Points earned</b>	4	3	2	0								
26b.	<p><b><u>Length of Time to Housing: Unsheltered Clients (6 maximum)</u></b>            Project will be scored based how the response compares with local community average of 98 days to move-in for CoC funded RRH. Scores should be awarded based on following scale based on the average length of time given by the applicant to question 26b. The response given by each applicant has been reviewed by staff, and the score to be earned is already filled in. However, if the reviewer has questions or concerns about this response given by the applicant, they make comments to be taken under additional consideration.</p> <p><b>Agency Response to question 26b or data CoC already has on-hand: _____</b></p> <table border="1" data-bbox="298 1129 1114 1230"> <tr> <td><b>26b response</b> (avg. days)</td> <td>97 days or less</td> <td>98 - 101</td> <td>102 - 113</td> <td>114+</td> </tr> <tr> <td><b>Points earned</b></td> <td>6</td> <td>4</td> <td>2</td> <td>0</td> </tr> </table>	<b>26b response</b> (avg. days)	97 days or less	98 - 101	102 - 113	114+	<b>Points earned</b>	6	4	2	0	XX
<b>26b response</b> (avg. days)	97 days or less	98 - 101	102 - 113	114+								
<b>Points earned</b>	6	4	2	0								
27. Attach. #11	<p><b><u>Leveraging Healthcare Resources (6 maximum)</u></b>            Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>● <b>5 – 6:</b> Applicant provides a clear response to each part of this question. The response clearly indicates the amount and source of non-CoC funded healthcare resources being leveraged to this project. This amount is <b>50% or more</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>● <b>3 – 4:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>25% – 49%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>● <b>1 – 2:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>less than 25%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> </ul>											

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>0:</b> The applicant does not demonstrate it is leveraging any non-CoC funded healthcare resources to the project; or, regardless of the percentage of resources claimed to be leveraged, 0 points should be given if that leveraging is not documented via attachment #11.</li> </ul> <p><u>Comments</u></p>	
<p>28. Attach. #12</p>	<p><b><u>Leveraging Housing Resources (6 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Applicant provides a clear response to each part of this question. The response clearly indicates the amount and source of non-CoC funded housing resources being leveraged to this project. This amount is <b>50% or more</b> of the amount of CoC funded units included in this project application. Applicant provides documentation of this leveraging (attachment #12).</li> <li>• <b>3 – 4:</b> The applicant demonstrates it is leveraging non-CoC funded housing resources to this project; the amount leveraged is <b>25% – 49%</b> of the amount of CoC funding units include in this project application. Applicant provides documentation of this leveraging (attachment #12).</li> <li>• <b>1 – 2:</b> The applicant demonstrates it is leveraging non-CoC funded housing resources to this project; the amount leveraged is <b>less than 25%</b> of the amount of CoC funded units included in this project application. Applicant provides documentation of this leveraging (attachment #12).</li> <li>• <b>0:</b> The applicant does not demonstrate it is leveraging any non-CoC funded housing resources to the project; or, regardless of the percentage of resources claimed to be leveraged, 0 points should be given if that leveraging is not documented via attachment #12.</li> </ul> <p><u>Comments</u></p>	
<p>29. 30. 31. Attach. #3 Attach. #4 Attach. #5</p>	<p><b><u>Housing First (8 maximum)</u></b> The responses to the referenced application questions and attachments should be reviewed for the extent to which they address Housing First, including references to the following:</p> <ul style="list-style-type: none"> <li>• Client agreement to participate in services is not required for housing</li> <li>• Agency describes how it engages with clients who are resistant to receiving services.</li> <li>• Agency describes how it engages with clients who are non-compliant with medication or treatment and/or have behavioral concerns to assist the client with maintaining their housing.</li> <li>• Agency has an eviction prevention policy that clearly demonstrates attempts are made to prevent <b>evictions</b> whenever possible. A distinction should be made between preventing evictions and preventing program terminations. (Attachment #3)</li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>Agency has a program termination policy that clearly demonstrates attempts are made to prevent <b>program terminations</b> whenever possible. A distinction should be made between preventing program terminations and preventing evictions. (Attachment #4)</li> <li>Lease/occupancy agreements have no limit on length of stay, nor do they require participation in services. Current RRH providers must provide a copy of a lease or sub-lease agreement for a current client in one of the RRH projects. (Attachment #5)</li> </ul> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li><b>6 -8:</b> Applicant provides a strong description of how Housing First is implemented; all, or almost all, of the points addressed and point to the agency’s experience in providing housing with a Housing First approach. The content of the attachments provides additional evidence the agency embraces and practices Housing First and takes all steps possible to keep clients housed.</li> <li><b>3 - 5:</b> Description of how agency implements Housing First could have been stronger; not clear applicant has fully incorporated a Housing First model within its service delivery; not all of the points above are referenced. Attachments do not clearly support the narrative responses.</li> <li><b>0 - 2:</b> No clear evidence applicant understands or has incorporated Housing First within its service delivery model. Required attachments are either missing or content therein does not support narrative responses.</li> </ul> <p><u>Comments</u></p>	
Budget Charts Attach. #13	<p><b><u>Budget (8 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li><b>6 -8:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding are expected or committed to the project (as indicated in the budget charts or elsewhere in the application). The budget clearly demonstrates how the project will be able to achieve a 1:25 case manager to client ratio.</li> <li><b>3-5:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project. Little clarity on how the budget will allow the project to achieve a 1:25 case manager to client ratio.</li> <li><b>0-2:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
Budget Charts and Attachments #13	<p><b>Match (3 maximum)</b> Suggested Scoring Scale: <b>Note: Match documentation was not a required attachment, but additional pts given if included</b></p> <ul style="list-style-type: none"> <li><b>3:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>included</b> with application for <b>ALL</b> matching sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li><b>2:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>may</b> be provided for some or none of the match sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li><b>0-1:</b> Errors in calculating match requirements and no match documentation provided.</li> </ul> <p><u>Comments</u></p>	
Attach #1	<p><b>Review of Agency Financial Audit (up to -2 points)</b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year in the agency’s financial audit (not the A-133 audit).</p>	
Attach #2 (if applicable)	<p><b>Review of Agency A-133 Audit: Findings Associated with CoC Grant (up to -2 points)</b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with CoC grants.</p>	
Attach #2 (if applicable)	<p><b>Review of Agency A-133 Audit: Findings Associated with Other Federal Grants (besides CoC grants) (up to -2 points)</b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with Federal grants <i>other than</i> CoC grants.</p>	
HAND staff will review based on documents submitted earlier this year	<p><b>Review of HUD CoC Program Monitoring (up to -2 points)</b> Up to 2 points may be deducted from the project score for findings in the CoC program monitoring report for which no Corrective Action Plan was submitted by HUD’s deadlines, or Correction Action Plan submitted did not meet HUD’s approval.</p>	
Attachments #6 - #10 (if applicable)	<p><b>Review of City of Detroit Homeless Program Monitoring (up to -2 points)</b> Up to 2 points may be deducted from the project score for findings in the City of Detroit Homeless program monitoring report for which no Corrective Action Plan was submitted by City of Detroit’s deadlines, or Correction Action Plan submitted did not meet City of Detroit’s approval.</p>	



Reference Application Question	Scoring Component	Score
<b>Renewal Project(s) Performance: Component #1 (Income &amp; Employment Outcomes)</b>		
<b>Maximum Possible: 4</b>		
This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 4 points possible for this component (XX%).		X
<b>Current Project Performance: Component #2 (Housing Outcomes)</b>		
<b>Maximum Possible: 5</b>		
This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 5 points possible for this component (XX%).		X
<b>Current Project Performance: Component #3 (Financial Performance)</b>		
<b>Maximum Possible: 3</b>		
This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 3 points possible for this component (XX%).		X
<b>Current Project Performance: Component #7 (CAM Participation)</b>		
<b>Maximum Possible: 3</b>		
This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 3 points possible for this component (XX%).		X
<b>TOTAL SCORE</b>		
<b>Total Points Possible For This Application</b>		

**ADDITIONAL REVIEWER NOTES**

## Scoring Sheet for SNOFO New Street Outreach with Navigation Projects

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

Reference Application Question	Scoring Component	Score
1. 2. 3. 4.	<p><b><u>Applicant Experience &amp; Capacity (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5</b> points should be awarded if applicant meets all the following:                             <ul style="list-style-type: none"> <li>○ A clear description is provided of the applicant and any subrecipients' experience providing the services being proposed in the application (question 1)</li> <li>○ Demonstration of strong organizational and management structure for applicant and subrecipient (question 2)</li> <li>○ If subrecipients are identified (question 3), role of each entity is clearly described</li> </ul> </li> <li>• <b>2 – 4:</b> Points in this range should be awarded if the above items (that apply) are not fully or clearly met</li> <li>• <b>0 – 1:</b> Points in this range should be awarded if very few of the above items (that apply) are met</li> </ul> <p><u>Comments</u></p>	
5.	<p><b><u>Leveraging Experience (2 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant and sub-recipient clearly demonstrate experience leveraging other resources</li> <li>• <b>1:</b> Some, but not a lot, of experience leveraging other resources</li> <li>• <b>0:</b> Applicant states no experience leveraging other funds</li> </ul> <p><u>Comments</u></p>	
6.	<p><b><u>Capacity to Receive New CoC Funding (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response given clearly indicates the agency has the administrative and staffing capacity to take on additional CoC funding. The response describes how the agency will either bring on additional staff to manage the additional funding, or how current staff will be able to absorb the additional work.</li> <li>• <b>2 – 3:</b> Response given does not clearly communicate that the agency has the</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>administrative or staffing capacity to take on new funding, and/or the response given does not clearly communicate how agency capacity will be increased to take on additional funding.</p> <ul style="list-style-type: none"> <li>• <b>0 – 1:</b> Overall, there are significant concerns about the agency’s capacity to expand its project and take on additional CoC funding.</li> </ul> <p><u>Comments</u></p>	
7.	<p><b><u>Experience Ramping Up New Projects (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Response clearly describes the most recent experience the agency has had ramping up new or expanded programming (note: response could have described a non-homeless program, if that was the most recent project the agency had to ramp up). The response articulates what challenges, if any, the agency experienced during that project’s ramp-up and steps the agency will take to prevent similar challenges if it receives the requested expansion funding.</li> <li>• <b>2 -3:</b> Response does not clearly describe experience ramping up a project or it is not clear how agency would avoid the same challenges in ramping up this project as it has experienced in the past.</li> <li>• <b>0 – 1:</b> No clear indication agency has any experience ramping up projects or would be able to successfully ramp up if it received the requested expansion funding.</li> </ul> <p><u>Comments</u></p>	
8.	<p><b><u>HMIS Experience and Plan (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response indicates agency has extensive experience with HMIS or other client-level data reporting systems. The response indicates the agency has a clear plan for ensuring timeline data entry and reporting, and a clear plan for monitoring project performance and data quality.</li> <li>• <b>2 -3:</b> Response indicates agency has some, but not extensive, experience with HMIS or other client-level data reporting systems. The plan for ensuring timely data entry or monitoring project performance and data quality is not very clear and/or detailed.</li> <li>• <b>0-1:</b> The response does not indicate the agency has much, if any, experience with HMIS or other client-level data reporting. Plan for ensuring timely data entry and monitoring project performance and data quality was lacking.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
9. 10.	<p><b><u>Staff Training (7 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>5 -7:</b> Applicant demonstrates a comprehensive and robust training plan for staff upon their initial hire and on an annual basis. <b>The majority of the training topics</b> in question 9 are selected as being either required or optional, either at initial hire and/or annually. The response to question 10 provides further details on how the agency ensures staff have the tools and skills needed to provide quality care and services.</li> <li>• <b>2 – 4:</b> The responses given in questions 9 and 10 are adequate, but somewhat lacking. <b>Only about half of the training topics</b> in question 9 are selected as being either required or optional. The response given in question 10 provides some, but not a lot, of additional information on how staff are trained.</li> <li>• <b>0 – 1:</b> The responses given in questions 9 and 10 are significantly lacking. There is little evidence that the agency ensures staff receive appropriate training at either initial hire or annually thereafter.</li> </ul> <p><u>Comments</u></p>	
11.	<p><b><u>Recruitment and Retention of People of Color (4 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant clearly describes the agency’s strategy to recruit and retain people of color within various levels in the agency. The response indicates the agency has an intentional strategy to ensure agency staff and board are reflective of the demographics of the people the agency serves.</li> <li>• <b>1 – 2:</b> The response given indicates the agency has some, but not a robust, strategy of recruiting and retaining people of color within various levels in the agency. The applicant references how it intends to ensure staff and board composition are reflective of the people served, but there does not seem to be a clear strategy to ensure this.</li> <li>• <b>0:</b> Response is significantly lacking; no evidence given that the agency has made any attempts to recruit or retain people of color within the agency or to ensure staff/board demographics reflect the people served.</li> </ul> <p><u>Comments</u></p>	
12.	<p><b><u>Past Housing Outcomes (6 maximum)</u></b> <i>Outcome: Assisting people to move from the street to either a permanent housing destination or a positive housing destination. Permanent housing destinations are defined as exits to any of the following: housing the client owns or rents (with or without a subsidy, which includes public housing) or living with friends/family on a permanent basis.</i></p> <p><i>Positive housing destinations are defined as: exits to permanent housing as given above, plus exits to emergency shelter, hotel/motel, host home, foster care, HOPWA TH, psychiatric facility, Safe</i></p>	

Reference Application Question	Scoring Component	Score
	<p><i>Haven, staying with friends/family on a temporary basis, substance abuse treatment, transitional housing, and nursing home.</i></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5- 6:</b> Provides clear description of past successes in helping people exit a street outreach program to either a permanent housing destination or a positive housing destination; data provided is that at least <b>39%</b> of people exited to a permanent housing destination or <b>75%</b> of people exited to positive housing destination; <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides a clear and detailed description that demonstrates the agency has been successful in the past with helping people exit unsheltered homelessness and access permanent housing or a positive destination.</li> <li>• <b>3- 4:</b> Provides some description of past successes; data provided is that between <b>29% – 38%</b> of people exited to permanent housing or <b>65% - 74%</b> of people exited to a positive destination. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides some description of how the agency has been successful in the past with helping people exit unsheltered homelessness and access permanent housing or a positive destination.</li> <li>• <b>1 - 2:</b> Very little description given of past successes; data provided is that between <b>24% – 28%</b> of people exited to permanent housing or <b>60% - 64%</b> of people exited to a positive destination. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response does not give any indication that the agency has had past success with helping people exit unsheltered homelessness and access permanent housing or a positive destination.</li> <li>• <b>0:</b> 0 points should be given if data provided is that fewer than <b>24%</b> of persons exited to permanent housing or fewer than <b>60%</b> of people exited to a positive housing destination and there is little to no narrative description given for how the agency has had past success in this area.</li> </ul> <p><u>Comments</u></p>	
13.	<p><b><u>Project Description (10 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>8 -10:</b> Response addresses each sub-part in question 13 (a-f) in a clear, concise, yet comprehensive manner; entire scope of the project is addressed; response is consistent with other parts of the application.</li> <li>• <b>4 - 6:</b> Response could have been clearer; some of the sub-parts in question 13 (a-f) not fully addressed; some responses seem contradictory with other parts of the application.</li> <li>• <b>0 - 3:</b> Response is lacking in clarity and description; some of the sub-parts of question 13 (a-f) not addressed at all; no consistency with the rest of the application.</li> </ul>	

Reference Application Question	Scoring Component	Score
	<u>Comments</u>	
14.	<p><b><u>Service Model Description (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>7 - 8:</b> Response addresses each sub-part in question 14 (a and b) in a clear, concise, yet comprehensive manner, and the following are included in the response: <ul style="list-style-type: none"> <li>○ A clear description of the different positions and roles of the staff team (part a)</li> <li>○ The frequency and intensity of services, the extent that those services are provided in-person, and how services will be adjusted based on the needs of the client (part b).</li> </ul> </li> <li>• <b>4 – 6:</b> The response given meets most, but not all, of the points given in parts a and b as described above.</li> <li>• <b>1 – 3:</b> The response given meets few of the points given in parts a and b as described above.</li> <li>• <b>0:</b> Response is significantly lacking in describing the service model to be used.</li> </ul> <p><u>Comments</u></p>	
15.	<p><b><u>Proposed Outreach Schedule (4 maximum)</u></b> Applicants should earn 1 point for each of the following that is reflected in their outreach schedule (for up to a maximum of 4 points):</p> <ul style="list-style-type: none"> <li>___ Proposes to provide outreach at least 5 out of 7 days a week</li> <li>___ At least one of the days in their schedule is a Saturday or Sunday</li> <li>___ The days scheduled are for at least 8 hours each day</li> <li>___ At least some of the hours proposed are outside of typical business hours (<i>typical business hours defined as 9AM to 5PM</i>)</li> </ul> <p>0 points should be given if the outreach schedule chart is completed in a way that it is not clear what days/times the applicant is proposing to conduct outreach</p> <p><u>Comments</u></p>	
16.	<p><b><u>Coordination (5 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4-5:</b> Applicant clearly describes how they will communicate and coordinate with other outreach teams to ensure the needs of the people served are being met. The response also addresses how they will work to prevent duplication of services.</li> <li>• <b>2-3:</b> Applicant adequately describes how they will communicate and coordinate</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>with other outreach teams, although the response could have been clearer or more detailed. It is not entirely clear that the applicant has a strategy in place to prevent the duplication of services.</p> <ul style="list-style-type: none"> <li>• <b>0-1:</b> Response was significantly lacking. Based on the response, it is not clear that the applicant has considered what type of communication or coordination may be needed to prevent the duplication of services.</li> </ul> <p><u>Comments</u></p>	
17.	<p><b><u>Balancing Hours of Engagement (4 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Applicant provides a clear plan or strategy for how the outreach services will be provided in a way that not only reaches the unsheltered during times of day they are most likely to be located, but also is conducted when mainstream resources and services are readily accessible during typical business hours. Applicant demonstrates a clear plan for finding this balance.</li> <li>• <b>2-3:</b> The description on how the applicant will balance engaging people during “off hours” while still assisting them with accessing mainstream resources/services is not clear or does not seem feasible.</li> <li>• <b>0-1:</b> Very little description or plan provided on how applicant will maintain the balance of engaging people during “off hours” while still assisting them with accessing mainstream resources/services.</li> </ul> <p><u>Comments</u></p>	
18. 20.	<p><b><u>Building Community Awareness and Identification of Detroit Community Districts (8 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6 – 8:</b> Applicant provides a clear and compressive plan for how they will ensure the community is aware of the outreach services provided. The response specifically identifies how Department of Neighborhood officers, community groups, and other partners will be informed of outreach services. In question 20, the applicant has identified at least 2 districts within the City of Detroit in which their outreach teams will be focused.</li> <li>• <b>2 – 5:</b> The response could have been more detailed or comprehensive. The plan given does not clearly community how Department of Neighborhood officers, community groups, and other partners will be made aware of outreach services. In question 20, the applicant has identified at least 2 districts within the City of Detroit in which their outreach teams will be focused.</li> <li>• <b>0 – 1:</b> Response was significantly lacking; it is not clear the applicant has thought through a plan for building community awareness of outreach services. In</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>question 20, the applicant has identified less than 2 districts within the City of Detroit in which their outreach teams will be focused.</p> <p><u>Comments</u></p>	
19.	<p><b><u>Obtaining and Maintaining Permanent Housing (8 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6– 8:</b> Applicant provides strong, clear, detailed, and logical description on the steps they will take to assist a person in leasing up in permanent housing. The response is comprehensive and demonstrates intentional coordination with other partners.</li> <li>• <b>3 –5:</b> Applicant provides a response to the question, however, some or all of the responses are lacking in detail, clarity, and/or logic. More detail could have been provided on the steps the applicant will take to help the person lease up in permanent housing. The was some discussion of coordination with other partners.</li> <li>• <b>0 – 2:</b> Response was significantly lacking. The description of the steps given were not logical and there was little discussion of coordination with other partners.</li> </ul> <p><u>Comments</u></p>	
21.	<p><b><u>Enrolling Clients in Mainstream Resources (3 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly describes specific activities that are in place to ensure clients are enrolled in, and assisted with accessing, mainstream resources such as health, employment, income benefits, and personal identification. The application provides clear examples.</li> <li>• <b>1-2:</b> Description of how clients will be assisted to access mainstream resources was not clearly described and/or lacked specificity. Examples, if given, were not clear.</li> <li>• <b>0:</b> Response provided little information on a plan or process to assist clients with accessing mainstream resources.</li> </ul> <p><u>Comments</u></p>	
22. 23.	<p><b><u>Building Trust and Progressive Engagement (8 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6 – 8:</b> The applicant demonstrates clear strategy, tactics, or interventions to engage with people who are resistant to services to build their trust. Applicant provides a clear description of their experience in this area and demonstrates how this experience will allow them to engage with people to be served via this project. The applicant clearly describes how they will ensure a “warm hand-off”</li> </ul>	



Reference Application Question	Scoring Component	Score
	<p>to an emergency shelter provider when assisting the client with entering shelter.</p> <ul style="list-style-type: none"> <li>• <b>3 – 5:</b> The response given demonstrates the applicant has some, but not an extensive amount, of experience engaging with people who are resistant to services. The applicant provides little in the way of clear strategy or tactics in how they will engage with people. The response on how the “warm hand-off” to an emergency shelter provider could have been clearer.</li> <li>• <b>0 – 2:</b> The response gives little demonstration that the applicant has a plan for how to engage with people who are resistant to services to build their trust. Little to no discussion on how applicant will work with emergency shelter to assist client with accessing shelter.</li> </ul> <p><u>Comments</u></p>	
24.	<p><b><u>Serving Marginalized Communities (8 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6 – 8:</b> The response provides a clear description of how the outreach team identifies and engages with marginalized communities. These communities are specifically identified in the response and are either the communities given in the text of the question or another/additional community. The response gives clear engagement strategies used by the outreach team to specifically engage with these communities. The response describes how the applicant agency ensures the program staff represent the people they serve.</li> <li>• <b>3 – 5:</b> The description given of how the outreach team identifies and engages with marginalized communities could have been clearer and/or stronger. The communities are somewhat, but not clearly, identified in the response and are either the communities given in the text of the question or another/additional community. The response given does not provide clear engagement strategies used by the outreach team to specifically engage with these communities. It is not clear if the applicant agency has taken steps to ensure the program staff represent the people they serve.</li> <li>• <b>0 – 2:</b> Overall, the description of how the outreach team will engage with marginalized communities was lacking. There was very little clarity or detailed given to describe these communities or how the outreach team strategies would be used to engage with them. No indication that the applicant agency ensures program staff represent the people they serve.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
25.	<p><b><u>Working with Behavioral and/or Physical Health Services (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5 – 8:</b> Applicant clearly demonstrates a willingness and ability to partner with street medicine teams and/or behavioral health provider(s) while conducting outreach. The response details what such partnership would look like.</li> <li>• <b>2 – 4:</b> Applicant seems to be interested in partnering with street medicine and/or behavioral health while conducting outreach, but the response lacks details on what such a partnership like this would look like.</li> <li>• <b>0 – 1:</b> Not clear that the applicant has any interest in partnering with street medicine and/or behavioral health while doing outreach. No plan for any such partnership provided.</li> </ul> <p><u>Comments</u></p>	
26.	<p><b><u>Client to Staff Ratio (3 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>2 - 3:</b> Caseloads seem reasonable, in that they are such that it seems the staff will be able to provide quality, focused care to the people being served.</li> <li>• <b>1:</b> Caseloads seem manageable, although there are questions if the case load size will allow the staff to provide quality, focused care.</li> <li>• <b>0:</b> Caseloads seems unreasonable; based on the caseload size, it is doubtful the staff will be able to provide quality, focused care to the people being served.</li> </ul> <p><u>Comments</u></p>	
27.	<p><b><u>Project Timeline (5 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Applicant provides a clear description of how the project will be ramped up, including how costs incurred during the ramp up phase will be covered if they cannot be covered by the CoC grant. The estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> <li>• <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer. It is not entirely clear that the agency will be able to cover costs during the ramp-up phase with non-CoC funds. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity. Could. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is greater than 3 months/90 days after the execution of the grant agreement.</li> </ul> <p><u>Comments</u></p>	
28.	<p><b><u>Peer Supports (2 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant clearly demonstrates that peer support specialists are fully integrated into their service delivery model. Response clearly describes how peer support specialists are part of the service team to enhance supports and services to clients. Applicant clearly demonstrates that peer support specialists are provided adequate, on-going training and receive regular supervision and support on the job.</li> <li>• <b>1:</b> Description of how peer support specialists are incorporated into the service delivery model could have been stronger. Description of peer support specialists training and supervision was lacking.</li> <li>• <b>0:</b> No evidence that applicant has incorporated the use of peer support specialists in the delivery of services.</li> </ul> <p><u>Comments</u></p>	
29.	<p><b><u>Inclusion of Persons with Lived Experience (6 maximum)</u></b> Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Responses clearly demonstrate the agency purposefully and intentionally incorporates PWLE throughout the agency, including within decision-making structures.</li> <li>• <b>3 – 4:</b> Some, but not strong, evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>1 – 2:</b> Very little evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>0:</b> No clear evidence that agency incorporates PWLE</li> </ul> <p><u>Comments</u></p>	
30. Attach. #11	<p><b><u>Leveraging Healthcare Resources (4 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Applicant provides a clear response to each part of this question. The response clearly indicates the amount and source of non-CoC funded healthcare resources being leveraged to this project. This amount is <b>50% or more</b> of the amount of</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</p> <ul style="list-style-type: none"> <li>• <b>3:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>25% – 49%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>1 – 2:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>less than 25%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>0:</b> The applicant does not demonstrate it is leveraging any non-CoC funded healthcare resources to the project; or, regardless of the percentage of resources claimed to be leveraged, 0 points should be given if that leveraging is not documented via attachment #11.</li> </ul> <p><u>Comments</u></p>	
<p>31. 32. Attach. #4</p>	<p><b><u>Housing First (8 maximum)</u></b></p> <p>The responses to the referenced application questions and attachments should be reviewed for the extent to which they address Housing First, including references to the following:</p> <ul style="list-style-type: none"> <li>• Client agreement to participate in services is not required for housing</li> <li>• Agency describes how it engages with clients who are resistant to receiving services.</li> <li>• Agency describes how it engages with clients who are non-compliant with medication or treatment and/or have behavioral concerns to assist the client with maintaining their housing.</li> <li>• Agency has a program termination policy that clearly demonstrates attempts are made to prevent <b>program terminations</b> whenever possible. A distinction should be made between preventing program terminations and preventing evictions. (Attachment #4)</li> </ul> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6 -8:</b> Applicant provides a strong description of how Housing First is implemented; all, or almost all, of the points addressed and point to the agency’s experience in providing housing with a Housing First approach. The content of the attachments provides additional evidence the agency embraces and practices Housing First and takes all steps possible to keep clients housed.</li> <li>• <b>3 - 5:</b> Description of how agency implements Housing First could have been stronger; not clear applicant has fully incorporated a Housing First model within its service delivery; not all of the points above are referenced. Attachments do not clearly support the narrative responses.</li> <li>• <b>0 - 2:</b> No clear evidence applicant understands or has incorporated Housing First</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>within its service delivery model. Required attachments are either missing or content therein does not support narrative responses.</p> <p><u>Comments</u></p>	
<p>Budget Charts Attach. #13</p>	<p><b><u>Budget (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6-8:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding are expected or committed to the project (as indicated in the budget charts or elsewhere in the application).</li> <li>• <b>3-5:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project.</li> <li>• <b>0-2:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> <p><u>Comments</u></p>	
<p>Budget Charts and Attachments #13</p>	<p><b><u>Match (3 maximum)</u></b> Suggested Scoring Scale: <i>Note: Match documentation was not a required attachment, but additional pts given if included</i></p> <ul style="list-style-type: none"> <li>• <b>3:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b><i>included</i></b> with application for <b><i>ALL</i></b> matching sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>2:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b><i>may</i></b> be provided for some or none of the match sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>0-1:</b> Errors in calculating match requirements and no match documentation provided.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
Attach #1	<p><b><u>Review of Agency Financial Audit (up to -2 points)</u></b>            Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year in the agency’s financial audit (not the A-133 audit).</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with CoC Grant (up to -2 points)</u></b>            Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with CoC grants.</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with Other Federal Grants (besides CoC grants) (up to -2 points)</u></b>            Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with Federal grants <i>other than</i> CoC grants.</p>	
HAND staff will review based on documents submitted earlier this year	<p><b><u>Review of HUD CoC Program Monitoring (up to -2 points)</u></b>            Up to 2 points may be deducted from the project score for findings in the CoC program monitoring report for which no Corrective Action Plan was submitted by HUD’s deadlines, or Correction Action Plan submitted did not meet HUD’s approval.</p>	
Attachments #6 - #10 (if applicable)	<p><b><u>Review of City of Detroit Homeless Program Monitoring (up to -2 points)</u></b>            Up to 2 points may be deducted from the project score for findings in the City of Detroit Homeless program monitoring report for which no Corrective Action Plan was submitted by City of Detroit’s deadlines, or Correction Action Plan submitted did not meet City of Detroit’s approval.</p>	
	<b>TOTAL SCORE</b>	
	<b>Total Points Possible For This Application</b>	

**ADDITIONAL REVIEWER NOTES**

## Scoring Sheet for SNOFO New Stand Alone Supportive Services Only Projects

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

Reference Application Question	Scoring Component	Score
1. 2. 3. 4.	<p><b><u>Applicant Experience &amp; Capacity (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5</b> points should be awarded if applicant meets all the following:                             <ul style="list-style-type: none"> <li>○ A clear description is provided of the applicant and any subrecipients' experience providing the services being proposed in the application (question 1)</li> <li>○ Demonstration of strong organizational and management structure for applicant and subrecipient (question 2)</li> <li>○ If subrecipients are identified (question 3), role of each entity is clearly described</li> </ul> </li> <li>• <b>2 – 4:</b> Points in this range should be awarded if the above items (that apply) are not fully or clearly met</li> <li>• <b>0 – 1:</b> Points in this range should be awarded if very few of the above items (that apply) are met</li> </ul> <p><u>Comments</u></p>	
5.	<p><b><u>Leveraging Experience (2 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant and sub-recipient clearly demonstrate experience leveraging other resources</li> <li>• <b>1:</b> Some, but not a lot, of experience leveraging other resources</li> <li>• <b>0:</b> Applicant states no experience leveraging other funds</li> </ul> <p><u>Comments</u></p>	
6.	<p><b><u>Capacity to Receive New CoC Funding (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response given clearly indicates the agency has the administrative and staffing capacity to take on additional CoC funding. The response describes how the agency will either bring on additional staff to manage the additional funding, or how current staff will be able to absorb the additional work.</li> <li>• <b>2 – 3:</b> Response given does not clearly communicate that the agency has the</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>administrative or staffing capacity to take on new funding, and/or the response given does not clearly communicate how agency capacity will be increased to take on additional funding.</p> <ul style="list-style-type: none"> <li>• <b>0 – 1:</b> Overall, there are significant concerns about the agency’s capacity to expand its project and take on additional CoC funding.</li> </ul> <p><u>Comments</u></p>	
7.	<p><b><u>Experience Ramping Up New Projects (5 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Response clearly describes the most recent experience the agency has had ramping up new or expanded programming (note: response could have described a non-homeless program, if that was the most recent project the agency had to ramp up). The response articulates what challenges, if any, the agency experienced during that project’s ramp-up and steps the agency will take to prevent similar challenges if it receives the requested expansion funding.</li> <li>• <b>2 -3:</b> Response does not clearly describe experience ramping up a project or it is not clear how agency would avoid the same challenges in ramping up this project as it has experienced in the past.</li> <li>• <b>0 – 1:</b> No clear indication agency has any experience ramping up projects or would be able to successfully ramp up if it received the requested expansion funding.</li> </ul> <p><u>Comments</u></p>	
8.	<p><b><u>HMIS Experience and Plan (4 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response indicates agency has extensive experience with HMIS or other client-level data reporting systems. The response indicates the agency has a clear plan for ensuring timeline data entry and reporting, and a clear plan for monitoring project performance and data quality.</li> <li>• <b>2 -3:</b> Response indicates agency has some, but not extensive, experience with HMIS or other client-level data reporting systems. The plan for ensuring timely data entry or monitoring project performance and data quality is not very clear and/or detailed.</li> <li>• <b>0-1:</b> The response does not indicate the agency has much, if any, experience with HMIS or other client-level data reporting. Plan for ensuring timely data entry and monitoring project performance and data quality was lacking.</li> </ul> <p><u>Comments</u></p>	



Reference Application Question	Scoring Component	Score
9. 10.	<p><b><u>Staff Training (7 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>5 -7:</b> Applicant demonstrates a comprehensive and robust training plan for staff upon their initial hire and on an annual basis. <b>The majority of the training topics</b> in question 9 are selected as being either required or optional, either at initial hire and/or annually. The response to question 10 provides further details on how the agency ensures staff have the tools and skills needed to provide quality care and services.</li> <li>• <b>2 – 4:</b> The responses given in questions 9 and 10 are adequate, but somewhat lacking. <b>Only about half of the training topics</b> in question 9 are selected as being either required or optional. The response given in question 10 provides some, but not a lot, of additional information on how staff are trained.</li> <li>• <b>0 – 1:</b> The responses given in questions 9 and 10 are significantly lacking. There is little evidence that the agency ensures staff receive appropriate training at either initial hire or annually thereafter.</li> </ul> <p><u>Comments</u></p>	
11.	<p><b><u>Recruitment and Retention of People of Color (4 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant clearly describes the agency’s strategy to recruit and retain people of color within various levels in the agency. The response indicates the agency has an intentional strategy to ensure agency staff and board are reflective of the demographics of the people the agency serves.</li> <li>• <b>1 – 2:</b> The response given indicates the agency has some, but not a robust, strategy of recruiting and retaining people of color within various levels in the agency. The applicant references how it intends to ensure staff and board composition are reflective of the people served, but there does not seem to be a clear strategy to ensure this.</li> <li>• <b>0:</b> Response is significantly lacking; no evidence given that the agency has made any attempts to recruit or retain people of color within the agency or to ensure staff/board demographics reflect the people served.</li> </ul> <p><u>Comments</u></p>	
12.	<p><b><u>Past Housing Outcomes (6 maximum)</u></b> <i>Outcome: Assisting people to move from the street to either a permanent housing destination or a positive housing destination.</i> <i>Permanent housing destinations are defined as exits to any of the following: housing the client owns or rents (with or without a subsidy, which includes public housing) or living with friends/family on a permanent basis.</i></p> <p><i>Positive housing destinations are defined as: exits to permanent housing as given above, plus exits to emergency shelter, hotel/motel, host home, foster care, HOPWA TH, psychiatric facility, Safe</i></p>	

Reference Application Question	Scoring Component	Score
	<p><i>Haven, staying with friends/family on a temporary basis, substance abuse treatment, transitional housing, and nursing home.</i></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5- 6:</b> Provides clear description of past successes in helping people exit a street outreach program to either a permanent housing destination or a positive housing destination; data provided is that at least <b>39%</b> of people exited to a permanent housing destination or <b>75%</b> of people exited to positive housing destination; <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides a clear and detailed description that demonstrates the agency has been successful in the past with helping people exit unsheltered homelessness and access permanent housing or a positive destination.</li> <li>• <b>3- 4:</b> Provides some description of past successes; data provided is that between <b>29% – 38%</b> of people exited to permanent housing or <b>65% - 74%</b> of people exited to a positive destination. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response provides some description of how the agency has been successful in the past with helping people exit unsheltered homelessness and access permanent housing or a positive destination.</li> <li>• <b>1 - 2:</b> Very little description given of past successes; data provided is that between <b>24% – 28%</b> of people exited to permanent housing or <b>60% - 64%</b> of people exited to a positive destination. <b>OR</b> If the agency is newer to this work, and/or does not have outcome data to demonstrate past successes, the narrative response does not give any indication that the agency has had past success with helping people exit unsheltered homelessness and access permanent housing or a positive destination.</li> <li>• <b>0:</b> 0 points should be given if data provided is that fewer than <b>24%</b> of persons exited to permanent housing or fewer than <b>60%</b> of people exited to a positive housing destination and there is little to no narrative description given for how the agency has had past success in this area.</li> </ul> <p><u>Comments</u></p>	
<p>13. 15. 16.</p>	<p><b><u>Project Description (16 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>12 -16:</b> Applicant provides a clear and comprehensive response to questions 13, 15, and 16. The responses given to these questions demonstrate that the applicant has thought through the services needed by people residing in shelter to help improve their ability to move out of shelter and into permanent housing more quickly. The response clearly describes how the requested CoC funding will be used to help people exit shelter more quickly. The applicant demonstrates a willingness and ability to prioritize people with a history of unsheltered homelessness (question 15). Clear, housing-focused outcomes (question 16) are given.</li> <li>• <b>6 -11:</b> Overall, the response was only adequate. The response given to questions 13, 15, and 16 were lacking in clarity and detail. Based on the responses to these</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>questions, there seem to be some gaps in the applicant’s plan for services needed by people residing in shelter to help them move into housing more quickly. The response adequately describes how the requested CoC funding will be used to help people exit shelter more quickly, but this description could have been clearer. The applicant demonstrates a willingness prioritize people with a history of unsheltered homelessness, but it is not clear if they have the ability to identify such individuals (question 15). Outcomes given are not housing-focused (question 16).</p> <ul style="list-style-type: none"> <li>• <b>0 - 5:</b> Overall the response was lacking in its detail and clarity. It is not clear how the proposed services would ultimately assist people with exiting shelter to permanent housing more quickly. Little, or no, indication given of the applicant’s willingness or ability to serve people with a history of unsheltered homelessness (question 15). Outcomes proposed do not make sense for the use of the funding proposed (question 16).</li> </ul> <p><u>Comments</u></p>	
14.	<p><b><u>Shortening Length of Stay and Increasing Exits to Permanent Housing (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6– 8:</b> Applicant provides strong, clear, detailed, and logical description on the steps they will take to assist a person in leasing up in permanent housing. The response clearly communicates how the services to be provided will result in lower stays in emergency shelter and increase the speed at which a client will be able to access permanent housing.</li> <li>• <b>3 –5:</b> Applicant provides a response to the question, however, some or all of the response was lacking in detail, clarity, and/or logic. The response could have more clearly communicated how the services to be provided will ultimately shorten the length of stay in shelter and help the client move into permanent housing more quickly.</li> <li>• <b>0 – 2:</b> Response was significantly lacking. No indication given that the services to be provided would ultimately result in decrease length of time in shelter for the people being served.</li> </ul> <p><u>Comments</u></p>	
17.	<p><b><u>Service Model Description (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>7 - 8:</b> Response addresses each sub-part in question 17 (a and b) in a clear, concise, yet comprehensive manner, and the following are included in the response: <ul style="list-style-type: none"> <li>○ A clear description of the different positions and roles of the staff team (part a)</li> <li>○ The frequency and intensity of services, the extent that those services are provided in-person, and how services will be adjusted based on the needs of the client (part b).</li> </ul> </li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>4 – 6:</b> The response given meets most, but not all, of the points given in parts a and b as described above.</li> <li>• <b>1 – 3:</b> The response given meets few of the points given in parts a and b as described above.</li> <li>• <b>0:</b> Response is significantly lacking in describing the service model to be used.</li> </ul> <p><u>Comments</u></p>	
18.	<p><b><u>Coordination (9 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6-9:</b> Applicant clearly describes how they will communicate and coordinate with other providers (including outreach/Navigation teams, PSH/RRH providers) to ensure the needs of the people served are being met. The response also addresses how they will work to prevent duplication of services.</li> <li>• <b>3-5:</b> Applicant adequately describes how they will communicate and coordinate with other providers, although the response could have been clearer or more detailed. It is not entirely clear that the applicant has a strategy in place to prevent the duplication of services.</li> <li>• <b>0-2:</b> Response was significantly lacking. Based on the response, it is not clear that the applicant has considered what type of communication or coordination may be needed to prevent the duplication of services.</li> </ul> <p><u>Comments</u></p>	
19.	<p><b><u>Enrolling Clients in Mainstream Resources (3 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>3:</b> Applicant clearly describes specific activities that are in place to ensure clients are enrolled in, and assisted with accessing, mainstream resources such as health, employment, income benefits, and personal identification. The application provides clear examples.</li> <li>• <b>1-2:</b> Description of how clients will be assisted to access mainstream resources was not clearly described and/or lacked specificity. Examples, if given, were not clear.</li> <li>• <b>0:</b> Response provided little information on a plan or process to assist clients with accessing mainstream resources.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
20.	<p><b><u>Building Trust and Progressive Engagement (10 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>8 – 10:</b> The applicant demonstrates clear strategy, tactics, or interventions to engage with people who are resistant to services to build their trust. Applicant provides a clear description of their experience in this area and demonstrates how this experience will allow them to engage with people to be served via this project.</li> <li>• <b>4– 7:</b> The response given demonstrates the applicant has some, but not an extensive amount, of experience engaging with people who are resistant to services. The applicant provides little in the way of clear strategy or tactics in how they will engage with people.</li> <li>• <b>0 – 3:</b> The response gives little demonstration that the applicant has a plan for how to engage with people who are resistant to services to build their trust.</li> </ul> <p><u>Comments</u></p>	
21.	<p><b><u>Client to Staff Ratio (3 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>2 - 3:</b> Caseloads seem reasonable, in that they are such that it seems the staff will be able to provide quality, focused care to the people being served.</li> <li>• <b>1:</b> Caseloads seem manageable, although there are questions if the case load size will allow the staff to provide quality, focused care.</li> <li>• <b>0:</b> Caseloads seems unreasonable; based on the caseload size, it is doubtful the staff will be able to provide quality, focused care to the people being served.</li> </ul> <p><u>Comments</u></p>	
22.	<p><b><u>Project Timeline (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Applicant provides a clear description of how the project will be ramped up, including how costs incurred during the ramp up phase will be covered if they cannot be covered by the CoC grant. The estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</li> <li>• <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer. It is not entirely clear that the agency will be able to cover costs during the ramp-up phase</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>with non-CoC funds. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is no more than 3 months/90 days after the execution of the grant agreement.</p> <ul style="list-style-type: none"> <li>• <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity. Could. In the “Project Milestone” table, the number of days given in the line “Participant enrollment in project begins” is greater than 3 months/90 days after the execution of the grant agreement.</li> </ul> <p><u>Comments</u></p>	
23.	<p><b><u>Peer Supports (2 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant clearly demonstrates that peer support specialists are fully integrated into their service delivery model. Response clearly describes how peer support specialists are part of the service team to enhance supports and services to clients. Applicant clearly demonstrates that peer support specialists are provided adequate, on-going training and receive regular supervision and support on the job.</li> <li>• <b>1:</b> Description of how peer support specialists are incorporated into the service delivery model could have been stronger. Description of peer support specialists training and supervision was lacking.</li> <li>• <b>0:</b> No evidence that applicant has incorporated the use of peer support specialists in the delivery of services.</li> </ul> <p><u>Comments</u></p>	
24.	<p><b><u>Inclusion of Persons with Lived Experience (6 maximum)</u></b> Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>5 – 6:</b> Responses clearly demonstrate the agency purposefully and intentionally incorporates PWLE throughout the agency, including within decision-making structures.</li> <li>• <b>3 – 4:</b> Some, but not strong, evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>1 – 2:</b> Very little evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>0:</b> No clear evidence that agency incorporates PWLE</li> </ul> <p><u>Comments</u></p>	
25. Attach. #11	<p><b><u>Leveraging Healthcare Resources (4 maximum)</u></b> Suggested Scoring Scale:</p>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>4:</b> Applicant provides a clear response to each part of this question. The response clearly indicates the amount and source of non-CoC funded healthcare resources being leveraged to this project. This amount is <b>50% or more</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>3:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>25% – 49%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>1 – 2:</b> The applicant demonstrates it is leveraging non-CoC funded healthcare resources to this project; the amount leveraged is <b>less than 25%</b> of the amount of CoC funding requested. Applicant provides documentation of this leveraging (attachment #11).</li> <li>• <b>0:</b> The applicant does not demonstrate it is leveraging any non-CoC funded healthcare resources to the project; or, regardless of the percentage of resources claimed to be leveraged, 0 points should be given if that leveraging is not documented via attachment #11.</li> </ul> <p><u>Comments</u></p>	
<p>26. 27. Attach. #4</p>	<p><b>Housing First (8 maximum)</b> The responses to the referenced application questions and attachments should be reviewed for the extent to which they address Housing First, including references to the following:</p> <ul style="list-style-type: none"> <li>• Client agreement to participate in services is not required for housing</li> <li>• Agency describes how it engages with clients who are resistant to receiving services.</li> <li>• Agency describes how it engages with clients who are non-compliant with medication or treatment and/or have behavioral concerns to assist the client with maintaining their housing.</li> <li>• Agency has a program termination policy that clearly demonstrates attempts are made to prevent <b>program terminations</b> whenever possible. A distinction should be made between preventing program terminations and preventing evictions. (Attachment #4)</li> </ul> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>6 -8:</b> Applicant provides a strong description of how Housing First is implemented; all, or almost all, of the points addressed and point to the agency’s experience in providing housing with a Housing First approach. The content of the attachments provides additional evidence the agency embraces and practices Housing First and takes all steps possible to keep clients housed.</li> <li>• <b>3 - 5:</b> Description of how agency implements Housing First could have been stronger; not clear applicant has fully incorporated a Housing First model within its service delivery; not all of the points above are referenced. Attachments do not</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>clearly support the narrative responses.</p> <ul style="list-style-type: none"> <li>• <b>0 - 2:</b> No clear evidence applicant understands or has incorporated Housing First within its service delivery model. Required attachments are either missing or content therein does not support narrative responses.</li> </ul> <p><u>Comments</u></p>	
<p>Budget Charts Attach. #13</p>	<p><b><u>Budget (8 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6 -8:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding are expected or committed to the project (as indicated in the budget charts or elsewhere in the application).</li> <li>• <b>3-5:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project.</li> <li>• <b>0-2:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> <p><u>Comments</u></p>	
<p>Budget Charts and Attachments #13</p>	<p><b><u>Match (3 maximum)</u></b> Suggested Scoring Scale: <i>Note: Match documentation was not a required attachment, but additional pts given if included</i></p> <ul style="list-style-type: none"> <li>• <b>3:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>included</b> with application for <b>ALL</b> matching sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>2:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as in the summary chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>may</b> be provided for some or none of the match sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>0-1:</b> Errors in calculating match requirements and no match documentation</li> </ul>	



Reference Application Question	Scoring Component	Score
	<p>provided.</p> <p><u>Comments</u></p>	
Attach #1	<p><b><u>Review of Agency Financial Audit (up to -2 points)</u></b>  Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year in the agency’s financial audit (not the A-133 audit).</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with CoC Grant (up to -2 points)</u></b>  Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with CoC grants.</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with Other Federal Grants (besides CoC grants) (up to -2 points)</u></b>  Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with Federal grants <i>other than</i> CoC grants.</p>	
HAND staff will review based on documents submitted earlier this year	<p><b><u>Review of HUD CoC Program Monitoring (up to -2 points)</u></b>  Up to 2 points may be deducted from the project score for findings in the CoC program monitoring report for which no Corrective Action Plan was submitted by HUD’s deadlines, or Correction Action Plan submitted did not meet HUD’s approval.</p>	
Attachments #6 - #10 (if applicable)	<p><b><u>Review of City of Detroit Homeless Program Monitoring (up to -2 points)</u></b>  Up to 2 points may be deducted from the project score for findings in the City of Detroit Homeless program monitoring report for which no Corrective Action Plan was submitted by City of Detroit’s deadlines, or Correction Action Plan submitted did not meet City of Detroit’s approval.</p>	
	<b>TOTAL SCORE</b>	
	<b>Total Points Possible For This Application</b>	

**ADDITIONAL REVIEWER NOTES**

## Scoring Sheet for SNOFO CoC Planning Project

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

Reference Application Question	Scoring Component	Score
1.	<p><b><u>Capacity to Receive New CoC Funding (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response given clearly indicates the agency has the administrative and staffing capacity to take on additional CoC funding. The response describes how the agency will either bring on additional staff to manage the additional funding, or how current staff will be able to absorb the additional work.</li>   <li>• <b>2 – 3:</b> Response given does not clearly communicate that the agency has the administrative or staffing capacity to take on new funding, and/or the response given does not clearly communicate how agency capacity will be increased to take on additional funding.</li>   <li>• <b>0 – 1:</b> Overall, there are significant concerns about the agency’s capacity to expand its project and take on additional CoC funding.</li> </ul> <p><u>Comments</u></p>	
2.	<p><b><u>Experience Ramping Up New Projects (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response clearly describes the most recent experience the agency has had ramping up new or expanded programming (note: response could have described a non-homeless program, if that was the most recent project the agency had to ramp up). The response articulates what challenges, if any, the agency experienced during that project’s ramp-up and steps the agency will take to prevent similar challenges if it receives the requested expansion funding.</li>   <li>• <b>2 -3:</b> Response does not clearly describe experience ramping up a project or it is not clear how agency would avoid the same challenges in ramping up this project as it has experienced in the past.</li>   <li>• <b>0 – 1:</b> No clear indication agency has any experience ramping up projects or would be able to successfully ramp up if it received the requested expansion funding.</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
3.	<p><b><u>Experience as CoC Lead Agency and Collaborative Applicant (5 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>4-5:</b> Applicant provides a strong and clear description of the agency’s experience as the CoC Lead Agency and Collaborative Applicant in Detroit. The response clearly articulates how long the agency has served in this role and the success the agency has helped the Detroit CoC achieve.</li> <li>• <b>2-3:</b> Applicant’s response on its experience as the CoC Lead Agency and Collaborative Applicant in Detroit was not as clear as it could have been. The response did not give a comprehensive picture of how long the applicant has served in this role, nor successes the applicant has helped the CoC archive.</li> <li>• <b>0-1:</b> Overall, the applicant’s response on its experience as the CoC Lead Agency and Collaborative Applicant in Detroit was lacking. The response provided little, if any, answer the points to the question (a-b).</li> </ul> <p><u>Comments</u></p>	
4. 5.	<p><b><u>Staff Training (7 maximum)</u></b></p> <p>Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>5 -7:</b> Applicant demonstrates a comprehensive and robust training plan for staff upon their initial hire and on an annual basis. <b><i>The majority of the training topics</i></b> in question 9 are selected as being either required or optional, either at initial hire and/or annually. The response to question 10 provides further details on how the agency ensures staff have the tools and skills needed to provide quality care and services.</li> <li>• <b>2 – 4:</b> The responses given in questions 9 and 10 are adequate, but somewhat lacking. <b><i>Only about half of the training topics</i></b> in question 9 are selected as being either required or optional. The response given in question 10 provides some, but not a lot, of additional information on how staff are trained.</li> <li>• <b>0 – 1:</b> The responses given in questions 9 and 10 are significantly lacking. There is little evidence that the agency ensures staff receive appropriate training at either initial hire or annually thereafter.</li> </ul> <p><u>Comments</u></p>	
6.	<p><b><u>Recruitment and Retention of People of Color (4 maximum)</u></b></p> <p>Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant clearly describes the agency’s strategy to recruit and retain people of color within various levels in the agency. The response indicates the agency has an intentional strategy to ensure agency staff and board are reflective of the demographics of the people the agency serves.</li> <li>• <b>1 – 2:</b> The response given indicates the agency has some, but not a robust,</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>strategy of recruiting and retaining people of color within various levels in the agency. The applicant references how it intends to ensure staff and board composition are reflective of the people served, but there does not seem to be a clear strategy to ensure this.</p> <ul style="list-style-type: none"> <li>• <b>0:</b> Response is significantly lacking; no evidence given that the agency has made any attempts to recruit or retain people of color within the agency or to ensure staff/board demographics reflect the people served.</li> </ul> <p>Comments</p>	
7.	<p><b><u>Inclusion of Persons with Lived Experience (8 maximum)</u></b></p> <p>Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>• <b>6 – 8:</b> Responses clearly demonstrate the agency purposefully and intentionally incorporates PWLE throughout the agency, including within decision-making structures.</li> <li>• <b>3 – 5:</b> Some, but not strong, evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>1 – 2:</b> Very little evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>• <b>0:</b> No clear evidence that agency incorporates PWLE</li> </ul> <p>Comments</p>	
8. 10.	<p><b><u>Description of Proposed Activities (32 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>22-32:</b> Applicant provides a clear and comprehensive description of the proposed activities the requested funding would support (question 8). The applicant also clearly describes how the requested funds will improve or maintain the CoC’s ability to evaluate the outcomes of CoC and ESG funded projects (question 10).</li> <li>• <b>11– 21:</b> Applicant responds to each of the questions (8 and 10), but some parts could have been responded to more comprehensively or clearly.</li> <li>• <b>5 – 10:</b> Applicant responds to most of the elements in each question (8 and 10), but most of the response is significantly lacking in comprehensiveness or clarity.</li> <li>• <b>0 – 5:</b> Very little response given to both of the questions (8 and 10).</li> </ul> <p>Comments</p>	
9.	<p><b><u>Project Timeline (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -5:</b> Applicant provides a clear description of how the project will be ramped up, including a clear estimated schedule for how all of the proposed activities will get underway. Also included is a management plan and method for ensuring all</li> </ul>	

Reference Application Question	Scoring Component	Score
	<p>activities will be completed in a timely fashion.</p> <ul style="list-style-type: none"> <li>• <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer.</li> <li>• <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity.</li> </ul> <p><u>Comments</u></p>	
<p>11. 12. 13. 14. 15.</p>	<p><b><u>Governance and Operations (5 maximum)</u></b> Scoring Scale: Applicant should receive 1 point for each of the following</p> <p>___ Question 11: CoC Conducts meetings of the full membership at least quarterly</p> <p>___ Question 12: Response is “yes”, to membership including at least one homeless/formerly homeless person</p> <p>___ Question 13: At least 2 of the 3 options given are selected for role a homeless/formerly homeless person plays in the CoC</p> <p>___ Question 14: At least 5 of the 7 items in the list have a “yes” response</p> <p>___ Question 15: Response is “no” to having any written complaints</p> <p><u>Comments</u></p>	
<p>Committee Chart</p>	<p><b><u>Committees (5 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4-5:</b> The chart demonstrates the CoC has at least 4 committees, and it is clear these committees meet at least quarterly and play an important role in the CoC for helping to formulate and implement strategic decisions.</li> <li>• <b>2-3:</b> The chart provides information on only 2 to 3 committees, and all the committees meet less than quarterly. It is not clear the role the committees play in the CoC.</li> <li>• <b>0-1:</b> Chart has fewer than 2 committees, all of which meet less than quarterly. No information given on role the committees play in the CoC.</li> </ul> <p>Comments</p>	
<p>16.</p>	<p><b><u>Housing First (6 maximum)</u></b> Suggested Scoring Scale:</p>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>4 -6:</b> Applicant provides a strong description of how Housing First is implemented or embraced even though the applicant does not directly provide housing services. Applicants demonstrates agency policy and protocol if applicant staff do not adhere to the agency’s Housing First policies and expectations.</li> <li>• <b>1 - 3:</b> The applicant’s description of how Housing First is implemented is not very strong or clear. The description of agency policies or protocols for staff that do not adhere to Housing First is lacking.</li> <li>• <b>0:</b> No clear evidence applicant understands or embraced the Housing First philosophy.</li> </ul> <p><u>Comments</u></p>	
Budget Charts	<p><b>Budget (9 maximum)</b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>6 -9:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding committed to the project (as indicated in the budget charts or elsewhere in the application).</li> <li>• <b>3-5:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. Other sources of funding are only expected, not yet committed to the project (as indicated in the budget charts or elsewhere in the application).</li> <li>• <b>1-2:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project.</li> <li>• <b>0:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> <p><u>Comments</u></p>	
Match Chart and Attachments #13	<p><b>Match (3 maximum)</b> Suggested Scoring Scale: <i>Note: Match documentation was not a required attachment, but additional pts given if included</i></p> <ul style="list-style-type: none"> <li>• <b>3:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as line 4 of the budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <i>included</i> with application for <b>ALL</b> matching sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>2:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as line 4 of the budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <i>may</i> be provided for some or none of the match sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>0-1:</b> Errors in calculating match requirements and no match documentation provided.</li> </ul> <p><u>Comments</u></p>	
Attach #1	<p><b><u>Review of Agency Financial Audit (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year in the agency’s financial audit (not the A-133 audit).</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with CoC Grant (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with CoC grants.</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with Other Federal Grants (besides CoC grants) (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with Federal grants <i>other than</i> CoC grants.</p>	
Attachments #6 - #10 (if applicable)	<p><b><u>Review of HUD CoC Program Monitoring (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for findings in the CoC program monitoring report for which no Corrective Action Plan was submitted by HUD’s deadlines, or Correction Action Plan submitted did not meet HUD’s approval.</p>	
Attachments #11 - #15 (if applicable)	<p><b><u>Review of City of Detroit Homeless Program Monitoring (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for findings in the City of Detroit Homeless program monitoring report for which no Corrective Action Plan was submitted by City of Detroit’s deadlines, or Correction Action Plan submitted did not meet City of Detroit’s approval.</p>	
<p><b><u>Current Project Performance: Component #3 (Financial Performance)</u></b> <b><i>Maximum Possible: 3</i></b> This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 3 points possible for this component (XX%).</p>		X
<b>TOTAL SCORE</b>		
<b>Total Points Possible For This Application</b>		

## Scoring Sheet for SNOFO HMIS Projects

Applicant Agency: \_\_\_\_\_

Reviewer Name: \_\_\_\_\_

**Instructions:**

**After reviewing the section of the application, give a score. A range of suggested points is given for each component. Reviewers may award points anywhere along the scale. Reviewers may also award half (½) points if they choose.**

Reference Application Question	Scoring Component	Score
1. 2. 3.	<p><b><u>Applicant Experience &amp; Capacity (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>5</b> points should be awarded if applicant meets all the following:                             <ul style="list-style-type: none"> <li>○ A clear description is provided of the applicant and any subrecipients' experience providing the services being proposed in the application (question 1)</li> <li>○ Demonstration of strong organizational and management structure for applicant and subrecipient (question 2)</li> <li>○ If subrecipients are identified (question 3), role of each entity is clearly described</li> </ul> </li> <li>• <b>2 – 4:</b> Points in this range should be awarded if the above items (that apply) are not fully or clearly met</li> <li>• <b>0 – 1:</b> Points in this range should be awarded if very few of the above items (that apply) are met</li> </ul> <p><u>Comments</u></p>	
4.	<p><b><u>Leveraging Experience (2 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>2:</b> Applicant and sub-recipient clearly demonstrate experience leveraging other resources</li> <li>• <b>1:</b> Some, but not a lot, of experience leveraging other resources</li> <li>• <b>0:</b> Applicant states no experience leveraging other funds</li> </ul> <p><u>Comments</u></p>	
5.	<p><b><u>Capacity to Receive New CoC Funding (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response given clearly indicates the agency has the administrative and staffing capacity to take on additional CoC funding. The response describes how the agency will either bring on additional staff to manage the additional funding, or how current staff will be able to absorb the additional work.</li> <li>• <b>2 – 3:</b> Response given does not clearly communicate that the agency has the administrative or staffing capacity to take on new funding, and/or the response given does not clearly communicate how agency capacity will be increased to take</li> </ul>	



Reference Application Question	Scoring Component	Score
	<p>on additional funding.</p> <ul style="list-style-type: none"> <li>• <b>0 – 1:</b> Overall, there are significant concerns about the agency’s capacity to expand its project and take on additional CoC funding.</li> </ul> <p><u>Comments</u></p>	
6.	<p><b><u>Experience Ramping Up New Projects (4 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4:</b> Response clearly describes the most recent experience the agency has had ramping up new or expanded programming (note: response could have described a non-homeless program, if that was the most recent project the agency had to ramp up). The response articulates what challenges, if any, the agency experienced during that project’s ramp-up and steps the agency will take to prevent similar challenges if it receives the requested expansion funding.</li> <li>• <b>2 -3:</b> Response does not clearly describe experience ramping up a project or it is not clear how agency would avoid the same challenges in ramping up this project as it has experienced in the past.</li> <li>• <b>0 – 1:</b> No clear indication agency has any experience ramping up projects or would be able to successfully ramp up if it received the requested expansion funding.</li> </ul> <p><u>Comments</u></p>	
7.	<p><b><u>Experience as HMIS Lead Agency (5 maximum)</u></b></p> <p>Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>4-5:</b> Applicant provides a strong and clear description of the agency’s experience as the HMIS Lead Agency in Detroit. The response clearly articulates how long the agency has served in this role, the agency’s experiencing in growing the HMIS system in Detroit, and the success the agency has helped the Detroit HMIS implementation achieve.</li> <li>• <b>2-3:</b> Applicant’s response on its experience as the HMIS Lead agency in Detroit was not as clear as it could have been. The response did not give a comprehensive picture of how long the applicant has served in this role, the applicant’s experiencing growing the HMIS implementation, nor successes the applicant has helped the HMIS implementation archive.</li> <li>• <b>0-1:</b> Overall, the applicant’s response on its experience as the HMIS Lead Agency in Detroit was lacking. The response provided little, if any, answer the three points to the question (a-c).</li> </ul> <p><u>Comments</u></p>	

Reference Application Question	Scoring Component	Score
8. 9.	<p><b><u>Staff Training (7 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>5 -7:</b> Applicant demonstrates a comprehensive and robust training plan for staff upon their initial hire and on an annual basis. <b>The majority of the training topics</b> in question 9 are selected as being either required or optional, either at initial hire and/or annually. The response to question 10 provides further details on how the agency ensures staff have the tools and skills needed to provide quality care and services.</li> <li>• <b>2 – 4:</b> The responses given in questions 9 and 10 are adequate, but somewhat lacking. <b>Only about half of the training topics</b> in question 9 are selected as being either required or optional. The response given in question 10 provides some, but not a lot, of additional information on how staff are trained.</li> <li>• <b>0 – 1:</b> The responses given in questions 9 and 10 are significantly lacking. There is little evidence that the agency ensures staff receive appropriate training at either initial hire or annually thereafter.</li> </ul> <p><u>Comments</u></p>	
10.	<p><b><u>Recruitment and Retention of People of Color (4 maximum)</u></b> Suggested scoring scale</p> <ul style="list-style-type: none"> <li>• <b>3 – 4:</b> Applicant clearly describes the agency’s strategy to recruit and retain people of color within various levels in the agency. The response indicates the agency has an intentional strategy to ensure agency staff and board are reflective of the demographics of the people the agency serves.</li> <li>• <b>1 – 2:</b> The response given indicates the agency has some, but not a robust, strategy of recruiting and retaining people of color within various levels in the agency. The applicant references how it intends to ensure staff and board composition are reflective of the people served, but there does not seem to be a clear strategy to ensure this.</li> <li>• <b>0:</b> Response is significantly lacking; no evidence given that the agency has made any attempts to recruit or retain people of color within the agency or to ensure staff/board demographics reflect the people served.</li> </ul> <p><u>Comments</u></p>	
11.	<p><b><u>Description of Proposed Activities and Rationale for New Funding Request (32 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>22-32:</b> Applicant provides a clear and comprehensive description of the proposed activities the requested funding would support (part a). Responses to each of the parts of this question (a – f) are answered completely and thoroughly. Specifically: <ul style="list-style-type: none"> <li>○ Part b: the need for additional HMIS funding is made clear</li> </ul> </li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>○ Part c: If staff are requested, part c clearly describes the importance of those roles to the CoC</li> <li>○ Parts d and e: The benefits the CoC would gain from the proposed activities, and the anticipated outcomes of those activities, are clearly described</li> <li>○ Part f: There is a clear description of coordination with other partners</li> </ul> <ul style="list-style-type: none"> <li>● <b>11– 21:</b> Applicant responds to each of the parts of the question (a-f), but some parts could have been responded to more comprehensively or clearly.</li> <li>● <b>5 – 10:</b> Applicant responds to most or some of the parts of the question (a-f), but most of the response is significantly lacking in comprehensiveness or clarity.</li> <li>● <b>0 – 5:</b> Very little response given to the parts of the question.</li> </ul> <p><u>Comments</u></p>	
12.	<p><b><u>Project Timeline (5 maximum)</u></b></p> <p>Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>● <b>4 -5:</b> Applicant provides a clear description of how the project will be ramped up, including how costs incurred during the ramp up phase will be covered if they cannot be covered by the CoC grant. The estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work. The applicant clearly states project activities will begin within 3 months after the signing of the grant agreement.</li> <li>● <b>2 -3:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work could have been clearer. It is not entirely clear that the agency will be able to cover costs during the ramp-up phase with non-CoC funds. Some question if project activities will begin within 3 months of the signing of the grant agreement.</li> <li>● <b>0 -1:</b> The description of the estimated schedule of proposed activities and a clear plan for ensuring timely completion of the work was significantly lacking in detail and clarity.</li> </ul> <p><u>Comments</u></p>	
13.	<p><b><u>Inclusion of Persons with Lived Experience (8 maximum)</u></b></p> <p>Suggested scoring scale:</p> <ul style="list-style-type: none"> <li>● <b>6 – 8:</b> Responses clearly demonstrate the agency purposefully and intentionally incorporates PWLE throughout the agency, including within decision-making structures.</li> <li>● <b>3 – 5:</b> Some, but not strong, evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> <li>● <b>1 – 2:</b> Very little evidence that agency incorporates PWLE throughout the agency and decision-making structures.</li> </ul>	

Reference Application Question	Scoring Component	Score
	<ul style="list-style-type: none"> <li>• <b>0:</b> No clear evidence that agency incorporates PWLE</li> </ul> <p><u>Comments</u></p>	
14.	<p><b><u>Housing First (6 maximum)</u></b> Suggested Scoring Scale:</p> <ul style="list-style-type: none"> <li>• <b>4 -6:</b> Applicant provides a strong description of how Housing First is implemented or embraced even though the applicant does not directly provide housing services. Applicants demonstrates agency policy and protocol if applicant staff do not adhere to the agency’s Housing First policies and expectations.</li> <li>• <b>1 - 3:</b> The applicant’s description of how Housing First is implemented is not very strong or clear. The description of agency policies or protocols for staff that do not adhere to Housing First is lacking.</li> <li>• <b>0:</b> No clear evidence applicant understands or embraced the Housing First philosophy.</li> </ul> <p><u>Comments</u></p>	
Budget Charts	<p><b><u>Budget (6 maximum)</u></b> Suggested Scoring Scale</p> <ul style="list-style-type: none"> <li>• <b>5 -6:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. The applicant demonstrates that there are other sources of funding committed to the project (as indicated in the budget charts or elsewhere in the application).</li> <li>• <b>3-4:</b> All budget charts are calculated correctly, including the lines in the summary budget. Budget request is clear and logical given the overall application; quantity descriptions given clearly identify what is included in the request, including any FTE requests. Other sources of funding are only expected, not yet committed to the project (as indicated in the budget charts or elsewhere in the application).</li> <li>• <b>1-2:</b> Budget charts may be calculated correctly, but the budget is lacking in logic and connection to the overall application. Details in the “cost description” in the budget charts is lacking. Other funding sources may or may not be committed to the project.</li> <li>• <b>0:</b> Significant deficiencies or unclarity questions about the requested budget.</li> </ul> <p><u>Comments</u></p>	
Match Chart and Attachments	<p><b><u>Match (3 maximum)</u></b> Suggested Scoring Scale: <b><i>Note: Match documentation was not a required attachment, but additional pts given if included</i></b></p>	

Reference Application Question	Scoring Component	Score
#13	<ul style="list-style-type: none"> <li>• <b>3:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as line 4 of the budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>included</b> with application for <b>ALL</b> matching sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>2:</b> Calculated the correct match requirements; amount of match identified in match chart (part 3 of the budget section) are same as line 4 of the budget chart; matching source(s) are clearly identified, all relevant lines in the match chart are completed; written match documentation <b>may</b> be provided for some or none of the match sources. It is anticipated written documentation indicates match would be available for the project in 2023 (ie, match is a source of funding agency typically receives and expects to continue to receive in the future).</li> <li>• <b>0-1:</b> Errors in calculating match requirements and no match documentation provided.</li> </ul> <p><u>Comments</u></p>	
Attach #1	<p><b><u>Review of Agency Financial Audit (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year in the agency’s financial audit (not the A-133 audit).</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with CoC Grant (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with CoC grants.</p>	
Attach #2 (if applicable)	<p><b><u>Review of Agency A-133 Audit: Findings Associated with Other Federal Grants (besides CoC grants) (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for repeat and/or unresolved audit findings from prior audit year associated with Federal grants <i>other than</i> CoC grants.</p>	
Attachments #6 - #10 (if applicable)	<p><b><u>Review of HUD CoC Program Monitoring (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for findings in the CoC program monitoring report for which no Corrective Action Plan was submitted by HUD’s deadlines, or Correction Action Plan submitted did not meet HUD’s approval.</p>	
Attachments #11 - #15 (if applicable)	<p><b><u>Review of City of Detroit Homeless Program Monitoring (up to -2 points)</u></b> Up to 2 points may be deducted from the project score for findings in the City of Detroit Homeless program monitoring report for which no Corrective Action Plan was submitted by City of Detroit’s deadlines, or Correction Action Plan submitted did not meet City of Detroit’s approval.</p>	
<p><b><u>Current Project Performance: Component #3 (Financial Performance)</u></b> <b>Maximum Possible: 3</b> This applicant earned an overall average of XX% of the points possible for this component for its CoC</p>		X

Reference Application Question	Scoring Component	Score
	funded renewal projects. Therefore, this new project application will earn X out of the 3 points possible for this component (XX%).	
	<p><b><u>Current Project Performance: Component #9 (HMIS Lead)</u></b></p> <p><b><i>Maximum Possible: 6</i></b></p> <p>This applicant earned an overall average of XX% of the points possible for this component for its CoC funded renewal projects. Therefore, this new project application will earn X out of the 6 points possible for this component (XX%).</p>	X
	<b>TOTAL SCORE</b>	
	<b>Total Points Possible For This Application</b>	

**ADDITIONAL REVIEWER NOTES**

**Attachment 1B-3: Notification of Projects Rejected-Reduced**

**CoC: MI-501**

**From:** [Amanda Sternberg](#)  
**To:** [Motor City Mitten Mission](#)  
**Subject:** CoC board decision of MCMM application  
**Date:** Monday, October 3, 2022 8:47:00 PM  
**Attachments:** [CoC Board Decision MCMM SNOFO Application.pdf](#)

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Hello,

Please see attached the formal notice of the Detroit CoC board's decision regarding Motor City Mitten Mission's application for Street Outreach with Navigation funding.

**Amanda Sternberg**

Performance Management Analyst  
Homeless Action Network of Detroit  
3701 Miracles Blvd, Suite 101  
Detroit, MI 48201  
Office: 313-964-3666 x104  
Direct: 313-380-1714  
[amanda@handetroit.org](mailto:amanda@handetroit.org)



# Detroit Continuum of Care

Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

October 4, 2022

Gail Marlow  
Motor City Mitten Mission  
24623 Harper Ave.  
St. Clair Shores, MI 48080

**Re: Application for Supplemental Continuum of Care funding**

Dear Ms. Marlow

Thank-you for your application to the Detroit Continuum of Care (CoC) for a Street Outreach with Navigation project in the Supplemental Continuum of Care funding round. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

This project scored 90.7 out of a potential 150 points, for a score of 60.4%. The CoC's Request for Proposals for Supplemental CoC project funding stated that projects needed to score at least 70% in order to be considered for funding. HAND staff will provide detailed feedback on your application following the close of the CoC Competition later in October.

The final listing of all new projects that will be submitted to HUD with the Supplemental CoC funding will posted to HAND's website by mid-October.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. If you have any questions on any of the above, you may contact me at (313) 775-2575 or [cthomas@alternativesforgirls.org](mailto:cthomas@alternativesforgirls.org) or Amanda Sternberg at (313) 380-1714 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Thank you,



Dr. Celia Thomas  
Detroit Continuum of Care Board Chair

Cc:  
Amanda Sternberg (Homeless Action Network of Detroit)

**From:** [Amanda Sternberg](#)  
**To:** [Alicia Elster \(aelster@casscommunity.org\)](mailto:aelster@casscommunity.org); [Erica George \(egeorge@casscommunity.org\)](mailto:egeorge@casscommunity.org)  
**Cc:** [Faith Fowler \(ccumcac@aol.com\)](mailto:ccumcac@aol.com); [Erica George](#)  
**Subject:** Notice of CoC Funding Decision and eSNAPS entry  
**Date:** Tuesday, October 4, 2022 6:22:00 AM  
**Attachments:** [CoC Board Decision\\_Cass SSO SNOFO Application.pdf](#)  
[CoC Board Decision\\_Cass Street Outreach SNOFO Application.pdf](#)  
[Crosswalk eSNAPS and HAND application\\_Cass Street Outreach.docx](#)  
[image001.png](#)  
**Importance:** High



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Hello,

At the October 3 Detroit CoC board meeting, the CoC board approved Cass Community Social Services' application for Street Outreach with Navigation funding to be submitted as a project under the Supplemental NOFO (SNOFO). The CoC Board also supported the recommendation to not submit Cass' application for Supportive Services Only funding. Attached is the formal notification from the board regarding this decision.

This email contains the next steps for you as you enter the Street Outreach application into eSNAPS. As always it seems, we have tight timelines we're operating under, and I'm asking that you get your initial eSNAPS submission done by October 10.

Here's what you now need to do in eSNAPS:

1. Follow  [this guide](#) to set up your project application.
2. The attached Word document is a cross-walk and guide of how I'm suggesting you respond to certain questions in eSNAPS. Some of the narrative questions you've answered in the application you initially submitted to HAND. I would encourage you to refer to those responses when responding to some of the questions in eSNAPS. You may need to tweak some of the responses from your application to HAND, but you also shouldn't have to start from scratch. There are additional other narrative responses you will see in eSNAPS to which I provide recommended text for you to use in this attached Word document.
  - If you have any questions on why I'm recommending certain questions be answered a certain way, please let me know and I'll be happy to provide more information.
3. Lastly, you'll want to have handy  [this guide](#) from HUD. These are HUD's detailed instructions for entering new project applications into eSNAPS.

Please note the following timeline for getting your project application into eSNAPS. I'm hoping this will help you to plan accordingly:

- By October 10: Complete project application entered into eSNAPS
- By October 11: I will review your submission in eSNAPS, and let you know of any edits that may be needed
- By October 17: You've submitted final application in eSNAPS
- By October 20: HAND submits all project applications in eSNAPS to HUD

Please let me know if you have any questions about these steps or run into challenge with eSNAPS.

# Detroit Continuum of Care

## Working to Equitably End Homelessness in Detroit, Highland Park, & Hamtramck

October 4, 2022

Rev. Faith Fowler  
Cass Community Social Services  
11745 Rosa Parks Blvd  
Detroit, MI 48206

**Re: Application for Supplemental Continuum of Care funding**

Dear Rev. Fowler,

Thank-you for your application to the Detroit Continuum of Care (CoC) for a Supportive Services Only projects in the Supplemental Continuum of Care funding round. On behalf of the Detroit CoC Board of Directors, I regret to inform you that this project has not been selected for funding this year.

This project scored 72.7 out of a potential 130 points, for a score of 55.9%. The CoC's Request for Proposals for Supplemental CoC project funding stated that projects needed to score at least 70% in order to be considered for funding. HAND staff will provide detailed feedback on your application following the close of the CoC Competition later in October.

The final listing of all new projects that will be submitted to HUD with the Supplemental CoC funding will posted to HAND's website by mid-October.

The CoC looks forward to continuing to work together on our mutual goals to end homelessness in Detroit. If you have any questions on any of the above, you may contact me at (313) 775-2575 or [cthomas@alternativesforgirls.org](mailto:cthomas@alternativesforgirls.org) or Amanda Sternberg at (313) 380-1714 or [Amanda@handetroit.org](mailto:Amanda@handetroit.org).

Thank you,



Dr. Celia Thomas  
Detroit Continuum of Care Board Chair

Cc:

Erica George (Cass Community Social Services)  
Alicia Elster (Cass Community Social Services)  
Amanda Sternberg (Homeless Action Network of Detroit)

**Attachment 1B-3a: Notification of Projects Accepted**

**CoC: MI-501**

**From:** [Amanda Sternberg](#)  
**To:** [Amanda Sternberg](#)  
**Bcc:** [perrya@ccsem.org](#); [propsonp@ccsem.org](#); [foleya@ccsem.org](#); [dgourlay@voami.org](#); [alex@voami.org](#); [pbanks@voami.org](#); [Kiana Harrison](#); [Tasha Gray](#); [evasquez@freedomhousedetroit.org](#); [tduhl@freedomhousedetroit.org](#); [aelster@casscommunity.org](#); [ffowler@casscommunity.org](#); [egeorge@casscommunity.org](#); [abrown@noahprojectdetroit.org](#); [ihogan@firststep-mi.org](#); [lkitchenbuschel@firststep-mi.org](#); [kstephens@blackfamilydevelopment.org](#); [cnmorgan@cotsdetroit.org](#); [cjohnson@cotsdetroit.org](#); [cthomas@alternativesforgirls.org](#); [agood@alternativesforgirls.org](#)  
**Subject:** Final CoC Supplemental NOFO Project Listing  
**Date:** **Wednesday, October 5, 2022 12:54:00 PM**  
**Attachments:** [Supplemental CoC Funding Final Project Listing.pdf](#)

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Hello,

This email, and the attachment, serves as notice that all projects listed on the accompanying project priority listing have been accepted by the Detroit CoC for submission to HUD as a part of the Continuum of Care Supplemental Application to Address Unsheltered Homelessness. These projects will be submitted to HUD by October 20, 2022 in rank order as given in the accompanying list. This list has also been posted on HAND's [website](#).

This information is provided to meet HUD's requirement that projects be informed at least 15 days prior to the close of the CoC competition if projects will be accepted or rejected by the CoC. Projects submitted to the CoC that were not accepted have been informed individually that their projects would not be submitted to HUD.

If you have questions about the project ranking list, feel free to reach out to me for further details.

Thank you.

**Amanda Sternberg**

Performance Management Analyst  
Homeless Action Network of Detroit  
3701 Miracles Blvd, Suite 101  
Detroit, MI 48201  
Office: 313-964-3666 x104  
Direct: 313-380-1714  
[amanda@handetroit.org](mailto:amanda@handetroit.org)



# Supplemental Continuum of Care NOFO Project Priority Ranking List

October 5, 2022

## **Notification of Acceptance of Projects for Submission to HUD**

This document serves as notice that all projects on the accompanying list have been accepted by the CoC for submission to HUD as a part of the Continuum of Care Supplemental Application to Address Unsheltered Homelessness. These projects will be submitted to HUD by October 20, 2022 in rank order as given in the accompanying list. This document was made available on the website of the Collaborative Applicant, the Homeless Action Network of Detroit (HAND) on October 5, 2022, and may be accessed [here](#). This list was also distributed via email to all project applicants.

## **Supplemental NOFO Project Ranking Policies**

The Supplemental NOFO Steering Committee decided on the following ranking order for projects to be submitted under the Supplemental NOFO:

Ranking Order	Project Type
1 <sup>st</sup> Priority	CoC Planning
2 <sup>nd</sup> Priority	HMIS
3 <sup>rd</sup> Priority	PSH or RRH with housing or healthcare leverage letters, by overall project score.
4 <sup>th</sup> Priority	All other project types by project score

## **Acceptance of Projects for Ranking and Submission to HUD**

Applications for Supplemental CoC funding were due to the Collaborative Applicant on September 12, 2022. Project applications were reviewed and scored by a committee according to scoring criteria established in the Request for Proposals (RFP). Recommendations on which projects to submit to HUD were approved by the CoC Board on October 3, 2022

Number of Applications Submitted	Number of Applications Approved for Submission to HUD with Supplemental funding	Number of Applications Rejected
11	<i>9 (plus two applications approved in an earlier round)</i>	2

Earlier in 2022, the CoC held a competition for CoC bonus funding. In that competition, two projects were approved to be submitted with the Supplemental NOFO rather than with CoC bonus funding. These two projects are Catholic Charities RRH and Volunteers of America PSH.

## **Supplemental Funding Available and Requested**

The table below demonstrates the total amount of Supplemental CoC funding available to the CoC and the total amount requested.

Total Amount Available	Total Amount to be Submitted to HUD*	Balance Not Being Requested
\$33,039,468	\$14,797,902	\$18,241,566

\*Final amount to be submitted may be less than the amount given here, to align with HUD's requirement that CoC Planning request not exceed 3% of the total project funding recommended.

### Supplemental CoC Funding Project Priority Ranking List

Ranking Number	Agency Name	Project Name	Project Component	Funding Amount	Final Project Score	Notes
<b>Ranking Order #1: CoC Planning</b>						
1	Homeless Action Network of Detroit	CoC Planning	CoC Planning	\$518,898	95.0%	Final amount submitted may be less than amount given here to align with HUD's requirement that CoC Planning not exceed 3% of total funding requested.
<b>Ranking Order #2: Homeless Management Information System</b>						
2	Homeless Action Network of Detroit	Homeless Management Information System	HMIS	\$563,534	95.3%	
<b>Ranking Order #3: PSH and RRH Projects with Demonstrated Housing or Healthcare Leveraging, by Project Score</b>						
3	AFG	Miller-Grove PSH	PSH	\$1,554,614	90.0%	Final amount to be submitted may be less than amount given here pending budget edits to ensure budget only includes allowable costs.
4	Catholic Charities	RRH at the Center for Works of Mercy	RRH	\$2,139,261	84.6%	
5 <i>(tentative)</i>	Black Family Development	Bridges	RRH	\$2,337,317	77.8%	Pending final ranking of VOA project. If VOA is ranked #5, Black Family Development will be ranked #6.
<b>Ranking Order #4: All Other Projects, by Project Score</b>						
6 <i>(tentative)</i>	NOAH Project	NOAH Project Street Outreach	Street Outreach (Coord. Entry)	\$588,000	91.6%	Pending final ranking of VOA project. If VOA is ranked #5, NOAH will be ranked #7.
7 <i>(tentative)</i>	Freedom House	FHD Supportive Services Program	Supportive Svcs Only	\$1,309,130	89.2%	Pending final ranking of VOA project. If VOA is ranked #5, Freedom House will be ranked #8.
8 <i>(tentative)</i>	COTS	COTS Stabilization Project	Supportive Svcs Only	\$1,209,367	84.0%	Pending final ranking of VOA project. If VOA is ranked #5, COTS will be ranked #9.
9 <i>(tentative)</i>	Volunteers of America (VOA)	VOAMI PSH Program	PSH	\$1,670,460	82.1%	Final documentation of healthcare leveraging still being determined. If leveraging can be documented, project will be ranked as project #5.
10	First Step	Detroit Services Program Expansion	Supportive Svcs Only	\$2,833,479	78.3%	
11	Cass Community Social Services	CCSS Intense Outreach with Navigation Services	Street Outreach (Coord. Entry)	\$255,842	72.4%	

**Attachment 1B-4: Special CoC NOFO Consolidated Application**

**CoC: MI-501**



CONTINUUM OF CARE

- ABOUT THE CONTINUUM OF CARE
- COC BOARD
- CONTINUUM OF CARE FUNDING**
- YHDP FUNDING
- EMERGENCY SOLUTIONS GRANTS FUNDING
- HUD ASSESSMENT FEE PAYMENTS
- MEMBERSHIP MEETINGS
- DOCUMENTS
- MOVING UP
- HOMELESS PROGRAM

## FY2022 Continuum of Care Competition

### Final Supplemental Continuum of Care Application (posted 10/17/2022)

The final Supplemental Continuum of Care Application may be accessed [here](#). This is the Supplemental CoC application approved by the CoC membership on 10/13/2022.

### Final Supplemental Continuum of Care Project Priority Ranking list (posted 10/17/2022)

The final Supplemental CoC Project Priority Ranking list, as will be submitted to HUD, may be accessed [here](#).

### Supplemental Continuum of Care Funding to Address Unsheltered Homelessness

On October 3, 2022, the Detroit CoC board approved the final list of projects to be submitted to HUD for Supplemental CoC funding. This list may be accessed [here](#).

## **Attachment P-1: Leveraging Housing Commitment**

**CoC: MI-501**

**Attached is documentation of the Alternatives for Girls (AFG) Miller Grove PSH project Housing Leveraging Commitment.**

**100% of the 45 units in this project are supported by Low-Income Housing Tax Credits.**

**23 of the 45 units (51%) of the units in this project will receive Project-Based Vouchers.**

**CoC project-based rental assistance is being requested for the remaining 22 units in this project.**



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
LANSING

GARY HEIDEL  
ACTING EXECUTIVE DIRECTOR

November 1, 2021

Carl Kunda  
FCC AFG Burt Road Limited Dividend Housing Association Limited Partnership  
310 S. Peoria Street, Suite 500  
Chicago, IL 60607

**Re: AFG Miller Grove Center (Project # L21033)**

Dear Mr. Kunda:

The Michigan State Housing Development Authority has awarded the above referenced project a Reservation for Low Income Housing Tax Credit in an annual amount up to \$1,450,000. The Reservation document, included with this letter, is to be signed by an authorized representative of your organization, notarized, and returned to this office within ten days. The Reservation will not be considered valid, and the project will not be considered to have Tax Credits, until the signed document is received in our office.

The Reservation is conditional because the Environmental study received a Conditional Go. These conditions, which have been incorporated into the Reservation document, must be corrected for the Reservation to remain in effect. Information demonstrating that the conditions have been met must be submitted and determined to be acceptable by the Authority's LIHTC Allocations Manager and the Authority's Chief Environmental Officer no later than November 1, 2022, or the credit will be rescinded.

**IMPORTANT NOTE on SUBSIDY LAYERING REVIEWS (SLR):** For projects relying on the use of funding from HUD, USDA RD and/or MSHDA – Prior to the project closing on construction debt financing, permanent debt financing, and/or investor equity and starting construction, the applicant is required to complete a SLR Application (found on MSHDA's website) and submit the completed SLR Application to Katy VanHouten at MSHDA. All SLRs should be completed and approved prior to project closings. Please refer to the SLR Memorandum of Understanding (SLR MOU) and related documents on MSHDA's website for information regarding whether a SLR is required for your project and the process for having a SLR completed. According to the SLR MOU, Applicants should expect 30-40 working days to complete an SLR and are encouraged to coordinate and plan accordingly. A SLR will also be conducted at the time of final review after construction completion.

**IMPORTANT NOTE on APPRAISAL REQUIREMENTS:** For all projects having an acquisition cost as a part of the total project costs, please review LIHTC Allocation Policy #8, Real Estate Appraisal Requirements, found in Tab W of MSHDA's Combined Application for Rental Housing Programs, to understand how the acquisition costs included in the transaction will be valued.

735 EAST MICHIGAN AVENUE • P.O. BOX 30044 • LANSING, MICHIGAN 48909  
Michigan.gov/MSHDA • FAX 517-335-4797 • TOLL-FREE 855-MI-MSHDA (855-648-7432)

AFG Miller Grove Center  
November 1, 2021  
Page 2

With regard to future deadlines the project will be expected to meet in order to demonstrate substantial progress, owners should also be reminded that all of the requirements of Section XII of the 2021 Qualified Allocation Plan must be fulfilled within one year of the date of the Reservation. Failure to fulfill these requirements will result in a loss of the tax credit allocation and may result in negative points to the Applicant in future funding rounds.

Also enclosed is the Gross Rent Floor Election form. This form must be signed and returned with the Reservation document.

The Authority charges a fee equal to 6% of the annual tax credit dollar amount awarded. Three percent of the annual tax credit dollar amount, \$43,500, is to be returned with the executed Reservation form. The remaining 3% shall be due at the time of the 10% Test.

All signed documents should be returned to the attention of Carol Thompson in the Low Income Housing Tax Credit Program office at the address below:

MSHDA  
Low Income Housing Tax Credit Program  
735 East Michigan Avenue  
PO Box 30044  
Lansing, MI 48909

If sending via overnight mail, leave out the PO Box and use Zip Code 48912.

If you have any questions regarding this process, please call LIHTC Staff at (517) 335-9802.

Sincerely,

*Elizabeth A Rademacher*

Elizabeth A. Rademacher  
Allocations Manager  
Low Income Housing Tax Credit Program

Enclosure

**Michigan State Housing Development Authority**

**LOW INCOME HOUSING TAX CREDIT PROGRAM**

735 East Michigan Avenue  
PO Box 30044  
Lansing, MI 48909  
(517) 373-6007

**INVOICE  
Reservation Fee**

DATE: November 1, 2021

TO: Mr. Carl Kunda  
FCC AFG Burt Road Limited Dividend Housing Association Limited Partnership

RE: Reservation Fee for AFG Miller Grove Center (Project # L21033)

AMOUNT OF RESERVATION: \$ 1,450,000

6% OF RESERVATION AMOUNT: \$ 87,000

3% OF RESERVATION AMOUNT DUE NOW: \$ 43,500

This fee is to be returned *within 10 days* along with the signed Reservation Document.

DETACH HERE

DETACH HERE

*Retain top portion for your records*

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
LOW INCOME HOUSING TAX CREDIT PROGRAM  
735 East Michigan Avenue, PO Box 30044  
Lansing, MI 48909

Reservation Fee for AFG Miller Grove Center (Project # L21033)

AMOUNT DUE: \$ 43,500

AMOUNT ENCLOSED: \$ 43,500

Please send check or money order made payable to: MSHDA  
(Do Not Send Cash)

**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY**  
735 East Michigan Avenue, PO Box 30044  
Lansing, Michigan 48909

**RESERVATION OF LOW INCOME HOUSING TAX CREDIT**

The Michigan State Housing Development Authority (the "Authority") has completed its review of your Application for Low Income Housing Tax Credit from its 2021 year tax credit authority. Subject to the terms and conditions below, the Authority has reserved tax credit authority (the "Reservation") for the buildings in the project described below.

**OWNER:** FCC AFG Burt Road Limited Dividend Housing Association  
Limited Partnership  
310 S. Peoria Street, Suite 500  
Chicago, IL 60607

**TAXPAYER ID#:** 86-1483516

**PROJECT:** AFG Miller Grove Center  
16711 Burt Road  
Detroit, MI 48219

**Amount of Reservation:** \$1,450,000  
**Number of Buildings:** 1  
**Number of Low-Income Units:** 45/45  
**Authority Set-Aside:** PSH / Nonprofit

**Terms and Conditions**

1. This Reservation has been issued in reliance on the Application submitted, and the information contained therein is considered material. It is conditioned on the Applicant's agreement to submit all required applications, documentation and certifications and comply with all requirements for a Low Income Housing Tax Credit ("LIHTC") imposed by Federal and State laws, rules, and regulations. This Reservation does not bind the Authority to issue an Allocation of tax credit authority.
2. The following minimum set-aside has been elected by the Applicant:

At least forty percent (40%) of the units will be both rent restricted and occupied by tenants whose gross income does not exceed sixty percent (60%) of the area median gross income adjusted for family size.

**3. THIS RESERVATION IS CONDITIONAL DUE TO THE FOLLOWING:**

The Environmental Study received a Conditional Go. The deficiencies listed below must be corrected and determined to be acceptable by the Authority's LIHTC Allocations Manager and the Authority's Environmental Officer within one year of the date this Reservation is issued. If you have questions regarding the requirements, please contact Daniel Lince at (517) 335-0183:

Prior to initial closing, the sponsor will complete items below and submit to MSHDA for review and approval:

1. **Noise** – A HUD noise assessment is required for the subject property and the report provided to MSHDA. If the resultant DNL is above 65, provide documentation signed by the project architect (Figure 19, STraCAT calculation, or equivalent) demonstrating that the affected building envelope will meet interior noise threshold (45db). Describe any additional mitigation measures necessary.
2. **NEPA** – Retain consultant from MSHDA "Group B" qualified consultant list to provide NEPA documentation demonstrating compliance with 24 CFR Part 58 environmental review requirements for the use of federal funds.

**NEPA Review: Environmental Assessment required**

MSHDA Project-Based Vouchers (PBV) have been requested for this project. This new construction activity requires an Environmental Assessment to be prepared in accordance with 24 CFR 58. A MSHDA Group B consultant must be retained to complete the documentation necessary to demonstrate compliance with 24 CFR Part 58 for the PBVs.

Upon successful completion of the Environmental Assessment, MSHDA will publish a Combined Notice for the use of federal funds and request from HUD an Authority to Use Grant Funds letter upon expiration of a public comment period. *Parties to this activity are advised not to take any irreversible or choice limiting actions until the release of funds is received.*

4. This Reservation will be valid for a maximum of one year from the date of issuance, at which time documentation must be submitted to the Authority which verifies that the syndication has closed. However, this Reservation is not a covenant by the Authority that it will make an allocation of tax credit authority to the Applicant.
5. The Authority makes no representations concerning, or guarantee that the Applicant will ultimately be eligible to receive a tax credit. Determination of the Applicant's eligibility to claim the tax credit, once allocated, will be made by the Internal Revenue Service.

6. The Authority is not responsible for any actions taken by the Applicant based on this Reservation.

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

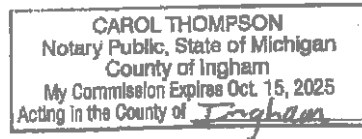
By: *Chad Benson*  
Chad Benson  
Director of Development

Date signed: 11/1/2021

The foregoing instrument was acknowledged before me this 1st day of November, 2021

*Carol Thompson*, Notary Public

Ingham County, Michigan.  
My Commission expires 10/15/2025



◆◆◆

FCC AFG Burt Road Limited Dividend Housing Association Limited Partnership  
(Owner)

By: *Lindsey Haines*  
Signature

November 4, 2021  
Date Signed

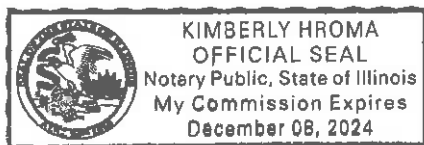
Lindsey Haines  
Typed or Printed Name

Senior Vice President, Full Circle Communities, Inc.  
Sole Member of FCC AFG Burt Road GP, LLC; General Partner of Owner  
Office Held

The foregoing instrument was acknowledged before me this 11 day of November, 2021

Kimberly Hroma *Kimberly Hroma*, Notary Public, Cook County,

Illinois (State). My Commission expires: December 8, 2024





MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
Low Income Housing Tax Credit Program

POLICY STATEMENT

GROSS RENT FLOOR ELECTION

The maximum (gross) rent which a project owner can charge for a LIHTC eligible low income unit is based on the Multifamily Tax Subsidy Program (MTSP) area median gross income (AMGI). Under Section 42 of the Internal Revenue Code, the gross rent for a unit cannot exceed 30 percent of the imputed income limit for a qualified low income household (50 percent or 60 percent of AMGI).

The MTSP AMGI figures are published by the Department of Housing and Urban Development and are revised on an annual basis. As the MTSP AMGI of an area changes, the rent limitation for a particular unit will change; however the Housing and Economic Recovery Act of 2008 indicates that a qualified project's income and rent limits never have to decrease from a prior years applicable limits.

If the AMGI decreases, a reduction in the gross rent may be required. However, the gross rent limitation does not ever need to go below the limitation applicable for the earliest period the building (that contains the unit) was included in the determination of whether the project is a qualified low-income housing project (gross rent floor).

IRS Revenue Procedure 94-57 provides clarification on determining the effective date of the gross rent floor. It states the general rule that the gross rent floor takes effect on the date the credit agency initially allocates tax credit to a building (or date of reservation for Tax-Exempt buildings); however, an owner may elect to have the gross rent floor take effect on a building's placed in service date.

To establish the gross rent floor effective date from this time forward, a project owner will be required to file an election statement with the Michigan State Housing Development Authority (MSHDA Form # LIHTC 023). The project owner may opt to establish the gross rent floor at either the date of allocation (or date of reservation for Tax-Exempt buildings) or at the placed in service date. This election statement must be executed at the time of the issuance of the Reservation and/or Carryover of Low Income Housing Tax Credit. In any event, any election must be made prior to the placed in service date. Once this election is made, it is irreversible. Owners are not required to file any documentation with the IRS to make the election.

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
735 East Michigan Avenue – P.O. Box 30044  
Lansing, Michigan 48909

GROSS RENT FLOOR ELECTION STATEMENT  
LOW INCOME HOUSING TAX CREDIT

As owner of AFG Miller Grove Center located in Detroit  
(Name of Project) (City or Township)

Wayne County, Michigan, I hereby elect the effective date of the gross rent floor  
(County)

for this project to be:

date of allocation (or date of reservation for Tax-Exempt)

placed in service date

FCC AFG Burt Road Limited Dividend Housing Association Limited Partnership

(Name of Ownership Entity)

Lindsey Haines  
(Signature of Authorized Official)

Lindsey Haines

(Typed Name of Authorized Official)

November 4, 2021

(Date)

L21033

(LIHTC Project #)

(MSHDA Project #)

86-1483516

(Federal Taxpayer ID #)

Senior Vice President

(Title)

Full Circle Communities, Inc.

Sole Member of FCC AFG Burt Road GP, LLC

General Partner of FCC AFG Burt Road LDHA, LP

FOR MSHDA/LIHTC USE ONLY:

Date of Allocation: \_\_\_\_\_  
(or date of reservation for Tax-Exempt buildings)

Placed in Service Date: \_\_\_\_\_

LIHTC 023  
Gross Rent Floor Election



STATE OF MICHIGAN

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

GARY HEIDEL  
ACTING EXECUTIVE DIRECTOR

March 23, 2022

VIA EMAIL: Carl Kunda [ckunda@fcommunities.org](mailto:ckunda@fcommunities.org)

Carl Kunda  
Full Circle Communities, Inc.  
310 S Peoria Street, Suite 500  
Chicago, IL 60607

**RE: 2022 PBV Preliminary Determination for the Award of Project-Based Vouchers (PBV) – AFG Miller Grove Center – Wayne County**

Dear Mr. Kunda:

The application for Project-Based Vouchers (PBV) for the development noted above has been received and reviewed. Based on the selection criteria established for Project-Based Vouchers (PBV) awards, as set forth in the Administrative Plan and PBV Policy of the Michigan State Housing Development Authority (MSHDA), **the proposed project for 23 PBVs in Wayne County being requested by FCC AFG Burt Road Limited Dividend Housing Association Limited Partnership meets the MSHDA PHA Administrative Plan criteria.**

**MSHDA Underwriting:** A LIHTC Reservation has been provided; thus, MSHDA's underwriting process has been completed. HUD Subsidy Layering process will be forthcoming.

**PBV Site Selection Criteria,** a requirement of 24 CFR 983.57 has been satisfied and documented within the owner's proposal for a newly constructed housing project.

**Documentation regarding compliance with the Competitive Process,** a requirement of 24 CFR 983.51(b)(2): The project received a 2021 LIHTC Reservation dated November 1, 2021. This date was within the past three years and the competitive selection process did not involve any consideration that the project would receive PBV assistance. The project: therefore, meets the competitive process criteria stated in the HUD PBV regulations. PBV selection criteria provided in the owner proposal was found to be acceptable.

**PBV Project Cap:** Based on 24 CFR 983.56(a), (b)(1) and (2) this project will not exceed the project cap. **The development has a total of 45 units; with 23 PBV units.** The number of units within the project are within HUD requirements of program cap.

**Agreement to Enter into Housing Assistance Payments Contract (AHAP) and Housing Assistance Payment (HAP) Contract:** Once the following conditions are met and subject to HUD appropriations and regulations; MSHDA/PHA will enter into an Agreement and HAP Contract with the owner of the property selected to have project-based vouchers. Current regulations allow MSHDA to enter into initial HAP contracts for a period of twenty years. Within one year prior to expiration, MSHDA may agree to extend the term of the initial HAP contract for an additional term of up to twenty years for a total of 40 years if it is determined an extension is appropriate to

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michigan.gov/mshda • 517-373-8370 • FAX 517-335-4797 • TOLL-FREE 855-MI-MSHDA (855-646-7432)

continue providing affordable housing to extremely low-income families. Any extensions will be subject to conditions set by HUD at the time of the extension.

### CONDITIONS THAT MUST BE MET PRIOR TO THE EXECUTION OF THE AHAP

**NOTE:** The Agreement must be executed prior to the commencement of construction work. *Construction begins when excavation or site preparations (including clearing of the land) begins for the housing. If work begins prior to the execution of the Agreement, MSHDA/PHA will not be able to provide PBV rental assistance to this development.*

- A. **Subsidy Layering:** HUD subsidy layering process must be complete per 24 CFR 983.55. Refer to the following link for guidance and contact information:  
<http://www.michigan.gov/mshda/0,4641,7-141--263960--,00.html>
- B. **Environmental Review:** Procedures per 24 CFR 58 must be completed to include HUD's approval of the environmental certification and request for release of funds. Refer to the following link for guidance and contact information:  
[https://www.michigan.gov/mshda/0,4641,7-141-5587\\_22721---,00.html](https://www.michigan.gov/mshda/0,4641,7-141-5587_22721---,00.html)
- C. **Equal Employment Opportunity and Labor Standards:** EEO and Labor Standards requirements apply to this project. EEO contact James Flanagan at 517.335.5186. Refer to the following link for more information:  
[https://www.michigan.gov/documents/mshda/TAB\\_F\\_-\\_EEO\\_Plan\\_Requirements\\_653229\\_7.pdf](https://www.michigan.gov/documents/mshda/TAB_F_-_EEO_Plan_Requirements_653229_7.pdf). Labor Standards: contact Etta Henderson at 313.456.3605 for guidance needed to address these requirements.
- D. **Relocation Assistance (URA).** 24 CFR 983.7 Uniform Relocation Act. – if URA is triggered; the owner must submit a certification that all URA requirements have been complied with. If you have questions regarding URA requirements you may contact: Geoffrey Ehnis-Clark at 517.241.2996 or [ehnisclarkg@michigan.gov](mailto:ehnisclarkg@michigan.gov). Refer to the following link for further information:  
[https://www.michigan.gov/documents/mshda/Revised\\_URA\\_Guidelines\\_5.18.18\\_623685\\_7.pdf](https://www.michigan.gov/documents/mshda/Revised_URA_Guidelines_5.18.18_623685_7.pdf)
- E. **Work write-up (Rehabilitation Project) and/or work description (Newly Constructed Project) specifications and drawings** must be submitted to MSHDA's Chief Architect for review and compliance with the design and construction requirements of the Fair Housing Act and implementing regulations at 24 CFR 100.205 and the accessibility requirements under section 504 of the Rehabilitation Act of 1973 and implementing regulations at 24 CFR 8.22 and 8.23. Please contact Maryanne Vukonich at 517.373.9478 or [vukonichm@michigan.gov](mailto:vukonichm@michigan.gov) for further information.
- F. **Construction Contract with MSHDA Appendix and required Attachments.** This must be submitted for legal review for all LIHTC deals with no other MSHDA financing other than HCV/PBVs. Projects with MSHDA financing will submit to HDO through the underwriting and review process. Please contact Margaret Meyers at 517.335.2036 or [meyersm@michigan.gov](mailto:meyersm@michigan.gov) for all 9% deals with no other MSHDA funding other than HCV Project based vouchers.

## CONDITIONS TO BE MET PRIOR TO THE EXECUTION OF THE HAP CONTRACT

- A. **Certifications and addition information addressed within the AHAP:** Section 1.8 Work Completion, Section 1.13 Uniform Relocation Act, and Section 1.24 Lobbying Certifications. All certifications must be submitted to MSHDA/RAHS Division.
- B. **Construction Specialist Inspections:** All 9% projects with no other MSHDA financing must be inspected by a MSHDA Construction Specialist. There will be two inspections: one at the rough in stage (before drywall installation); second at projects completion to confirm that all work meets AHAP Exhibit B. NOTE: MSHDA will be reviewing the site, parking lots, walks, exterior, common areas and the specific PBV units that will be include in the HAP contract. The sponsor MUST contact MSHDA to schedule these inspections, timely.
- C. **HQS Inspections:** All PBV units must be physically inspected by the MSHDA contracted Housing Agent and pass HUD Housing Quality Standards (HQS).
- D. **Rents to the Owner:** Final HAP Rents must be determined by MSHDA per 24 CFR 983 Subpart G and documented in the file to ensure rent reasonableness.

## CONDITIONS TO BE MET AFTER EXECUTION OF THE HAP CONTRACT

- A. **Income Eligibility:** At initial admission to the MSHDA HCV/PBV Program, all participants at **AFG Miller Grove Center**, must meet the MSHDA HCV/PBV Program income eligibility requirement of being at or below 30% of the area median income for **Wayne** County based on family size.
- B. **PBV Requirements:** PBV Participants must meet all PBV requirements to continue to occupy the PBV unit.
- C. **PBV Units:** All PBV units must be occupied by eligible PBV participants throughout the term of the HAP contract. If MSHDA finds that these units are not occupied by eligible households the unit(s) may be deleted from the HAP contract and not re-instated.

When this **Newly Constructed Housing Project** is near the time of occupancy, the Division of Rental Assistance and Homeless Solutions (RAHS) will allocate Housing Choice (HCV) Project Based Vouchers (PBV) from our portfolio to this project. At that time, RAHS will assign PBV staff and a contracted housing agent for administration of the vouchers including waiting list, applicant eligibility determinations and income verifications.

Feel free to contact Kathy French at 517.599.6389 (CELL) or [frenchk@michigan.gov](mailto:frenchk@michigan.gov) if you should have further questions or concerns.

Sincerely,



Lisa Kemmis, Director  
Rental Assistance and Homeless Solutions  
Michigan State Housing Development Authority

Cc: MSHDA Staff: Nicholas Shattuck, Daniel Lince, Michael Volick, Etta Henderson, Margaret Meyers, Guy Stockard, Maryanne Vukonich, Elizabeth Rademacher

## **Attachment P-1a: PHA Commitment**

**CoC: MI-501**

Attached are letters of commitment from the two PHAs that operate in Detroit: the Michigan State Housing Development Authority (MSHDA) and the Detroit Housing Commission (DHC).

Both MSHDA and DHC intend to apply for Stability Vouchers and will work with the Detroit CoC to develop a prioritization plan for these vouchers.

September 9, 2022

Ms. Tasha Gray  
Executive Director  
Housing Action Network of Detroit (HAND)  
3701 Miracles Boulevard Suite 101  
Detroit, MI 48201

RE: Letter of Commitment

Dear Ms. Gray:

The Detroit Housing Commission (DHC) is pleased to provide this letter of commitment to the Detroit Continuum of Care in support of its application under Continuum of Care (CoC) Supplemental to Address Unsheltered and Rural Homelessness - FR-6500-N-25S.

DHC is the largest public housing authority in Michigan. In addition to operating a low-income public housing program, DHC also administers a Housing Choice Voucher (HCV) program.

DHC, by this letter, is committing to work with the CoC to pair vouchers with CoC-funded supportive services, including but not limited to:

- work with the CoC and other stakeholders to develop a prioritization plan for a potential allocation of Stability Voucher; or,
- develop a preference for general admission to Housing Choice Voucher program through the coordinated entry process for individuals and families experiencing homelessness, at risk of homelessness, or fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking.

This commitment is dependent upon DHC receiving Stability Vouchers through PIH Notice 2022-24 (HA). Once awarded, DHC will work with the Detroit CoC to coordinate an allocation of vouchers based on need.

If you have any questions regarding the information in this letter, feel free to contact me at [henriquezs@dhcmi.org](mailto:henriquezs@dhcmi.org) or 313-877-8867.

Sincerely,



Sandra B. Henriquez  
Chief Executive Officer



STATE OF MICHIGAN

GRETCHEN WHITMER  
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
LANSING

GARY HEIDEL  
ACTING EXECUTIVE DIRECTOR

August 16, 2022

Tasha Gray, Executive Director  
Housing Action Network of Detroit  
3701 Miracles Blvd; STE 101  
Detroit, MI 48201

RE: Letter of Commitment: MI-501 - Detroit CoC

Dear Ms. Gray,

The Michigan State Housing Development Authority (MSHDA) is providing this letter of commitment for your application submission under Continuum of Care (CoC) Supplemental to Address Unsheltered and Rural Homelessness - FR-6500-N-25S.

MSHDA is a statewide Public Housing Agency (PHA) administering the Housing Choice Voucher (HCV) program on behalf of HUD in all eighty-three (83) counties in Michigan. Currently, MSHDA assists nearly 28,000 in its HCV program and offers a homeless preference for individuals and families referred through the CoC Coordinated Entry system meeting the definition of Category 1 - Literally Homeless and Category 2 – Imminent Risk of Homelessness, for those communities that lack emergency shelter for general population homeless.

MSHDA intends to apply for the Stability Vouchers when HUD announces the funding opportunity. If an allocation of vouchers is awarded, MSHDA will work with the CoCs to coordinate an allocation of vouchers based on need across the state. In addition, MSHDA will continue to provide the homeless preference in its HCV program as outlined above.

If you have any questions regarding the information in this letter, feel free to contact me at [kemmisl@michigan.gov](mailto:kemmisl@michigan.gov) or 517-241-2427.

Respectfully,

*Lisa Kemmis*

Lisa Kemmis, Director  
Rental Assistance and Homeless Solutions

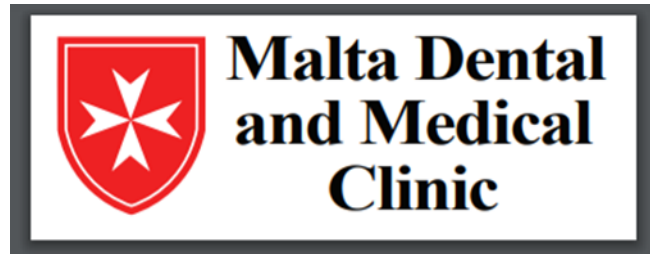


## Attachment P-3: Healthcare Leveraging Commitment

CoC: MI-501

Attached is documentation of healthcare leveraging being leveraged by the following PSH or RRH projects submitted with this application:

Applicant Agency	Project Type	Healthcare Leveraging Source	3-Year Value of healthcare leverage
Catholic Charities	RRH	Malta Dental	\$75,000
Black Family Development	RRH	DWIHN – Outpatient Mental Health	\$75,000
Black Family Development	RRH	DWIHN – Outpatient Substance Abuse treatment	\$75,000
Black Family Development	RRH	DWIHN – Mobile outreach	\$75,000
Alternatives for Girls	PSH	Wayne Health	\$119,988
Volunteers of America	PSH	DCI Certified Community Behavioral Health Clinic	\$62,400



8642 Woodward Ave, Detroit 48202, Clinic # 313-894-2240

*A free dental and medical clinic providing care for the low-income uninsured, Veterans, low-income elderly.*

Malta Dental and Medical Clinic offers these supportive services to Catholic Charities of Southeast Michigan clients at no cost to the client and saves those serviced at least **\$25,000 annually** in current and future dental and medical care.

**Call Nancy Harmon R.D.H, Dental Director for more information 313-288-2362**

**or email [maltadentaldirector@gmail.com](mailto:maltadentaldirector@gmail.com)**

**Black Family Development Inc.'s  
Leveraged Health Resources**

BFDI has familiarity with funding streams whose requirements and priorities may match Detroit's CoC sustainability efforts (including Medicaid) and has 25 years of certified audits (including A-133 audits) with no findings. Building upon these assets and diverse perspectives, BFDI has adequately designed an organizational structure to ensure that its Management Plan meets intended objectives on time, within budget, and with clearly defined responsibilities. These assurances include utilizing objective timelines, sound budgeting and cost principles, a defined organizational structure, a case management longitudinal data tracking system, and strategic asset/resource development, and sustainability planning. Towards the end, BFDI has 46 formal and informal partners to leverage resources for our homeless services including healthcare. BFDI has defined these partnerships in four ways: Leveraged Healthcare Resources, Referral Agreement Partners, Resources Used to Support Program Participants and Regular Participants of BFDI's Building Community Partners meeting. This is illustrated in the tables below.

**Leveraging Healthcare Resources that are Supported by non-CoC Funding**

BFDI's Trauma Informed Integrated Physical Health and Mental Health Care	Detroit Wayne Integrated Health Network – Outpatient Mental Health	\$25,000
BFDI's Trauma Informed Substance Use Disorder	Detroit Wayne Integrated Health Network – Outpatient Substance Use Disorder	\$25,000
BFDI's Mobile Crisis Behavioral Prevention, Early Intervention, Treatment, and Integrated Recovery–Centered Services.	Detroit Wayne Integrated Health Network – Mobile Outreach	\$25,000
Total		\$75,000

**Resources Used to Support Program Participants**

**\*Indicates Referral Agreement Partners**

*Advantage Health Centers	Physical healthcare services and Medicaid enrollment support
*Authority Health	Physical healthcare services and Medicaid enrollment support
Children's Special Health Care Services (CSHCS)	Family Support Meetings

Attachment 11

*Community Health Awareness Group	Early Intervention and Case Management Support to Access and Medical Adherence Through Integrated Prevention and Care Services
*Detroit Recovery Project	Substance Use Disorder Recovery Coaching and Peer Support
*Henry Ford Health System	Physical Healthcare Services and Medicaid Enrollment Support
*National Council of Alcohol and Drug Dependency	Substance Use Disorder Treatment Services
Positive Images	Substance Use Disorder Residential Treatment Center
*Shanle Psychological Services	Psychological Testing
*Sobriety House	Substance Use Disorder Residential Treatment Center
*SHAR House	Substance Use Disorder Residential Treatment Center

**Building Community Partner – Parent Partner Program (BCPP)**  
**Regular Community Resource Meeting Participants**

<b>Organization</b>	<b>Contact Name</b>	<b>Need</b>
Kids Health Connection	Carol Johnson	Healthcare
Detroit Recovery Project	Lauren Hodson	Substance Use Disorder Recovery Coaching and Peer supports



September 7, 2022

Keith Hernandez  
Director  
U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
477 Michigan Avenue  
Detroit, MI 48226

Subject: Letter of Commitment of Health Resources

Dear Mr. Hernandez,  
Wayne Health is please to commit healthcare resources in support of Alternatives For Girls' (AFG) Permanent Supportive Housing(PSH) project within the Detroit Continuum of Care should the Department of Housing and Urban Development fund the project.

Wayne Health is a non-profit, multi-specialty physician practice group affiliated with the Wayne State University School of Medicine in Detroit, Michigan. Wayne Health's mission is to provide integrated 'whole-person' physical and behavioral services, including cultivating and strengthening partnership to address the social determinants of health (poverty, housing, transportation, food insecurity) that affect a person's health and well-being. Wayne Health emphasizes early intervention and preventative care, both in conventional health care settings, and non-traditional community locations.

Wayne Health understands the intersectionality between health and housing. Homelessness is one of the top-ranked social determinants of health as a barrier to health and quality of life. Wayne Health began partnering with Alternatives For Girls in 2022 to host our mobile health unit on site at AFG facilities. The mobile health unit provides free, bi-monthly clinical services including:


- Wellness screenings, including diabetes, cholesterol, kidney function, and blood pressure;
- Urinary tract infection (UTI) and Sexually transmitted infection (STI) screenings;
- Rapid HIV and HEP A screenings
- Behavioral Health resources;
- Primary-care physician and specialist referrals;
- COVID-19 Vaccinations and Boosters (ages 5 and up).

AFG has been a valuable and trusted partner in our efforts to expand care into the community. Wayne Health will commit to provide mobile unit leveraged health resources contingent on funding availability to support AFG PSH residents in improving their long-term health outcomes critical to maintaining permanent housing. Wayne Health's mobile unit will provide various healthcare services using awarded external funding sources valued at \$ 3,333 per month.



Either party may terminate this Letter of Commitment at any time for any reason or no reason. This Letter of Commitment is not intended to impose any legally binding obligations upon either party; rather, it is intended to memorialize the cooperative undertakings the parties intend to pursue with respect to the Project.

Sincerely,

DocuSigned by:  
  
C655107585084B7...  
Jeff Kohlitz  
CFO  
Wayne Health



The goal of Development Centers is to inspire hope and improve lives. One way we do this is through our CCBHC (Certified Community Behavioral Health Clinic). Our clinic provides free group therapy and health education services to Volunteers of America, and other non-profit organizations. Each group therapy session is provided weekly and can be valued at \$400 dollars. Development Centers is committed to continuing to provide support services to those who need it. We also look forward to a long-lasting partnership with Volunteers of America.

Sincerely,

A handwritten signature in black ink that reads "x/Monyca Johnson". The signature is written in a cursive, flowing style.

Monyca Johnson  
Community Engagement Representative

**MEMORANDUM OF UNDERSTANDING BETWEEN  
DEVELOPMENT CENTERS (DCI)  
AND  
VOLUNTEERS OF AMERICA Michigan**

This Memorandum of Understanding (MOU), while not a legally binding document, does indicate a voluntary agreement to assist in the implementation of the plans described by **Development Centers** for their **Certified Community Behavioral Health Clinic (CCBHC)**.

**Overall Project Goals, Services and Outcomes:** **Development Centers CCBHC provides integrated behavioral health treatment and substance use disorder services to individuals who are uninsured or underinsured** primarily in the communities of Wayne, Oakland, and Macomb Counties. Through collaboration and partnership with a variety of entities it is expected that the Development Centers CCBHC will service referral individuals in various project (term) phases. During the project period, we expect to achieve the following goals:

**Term One:** The agreement is renewable yearly, unless either party gives notice of intent to withdraw from the project.

**Term Two: Agency Provisions:** In addition to continuing the ongoing program planning and review process **Development Centers CCBHC will provide the following services in specific support of this:**

1. **Address the health education and behavioral health needs of the population that is serviced by the Volunteers of America Michigan's veteran programs.**
2. **DCI will provide onsite sessions at 253 E Milwaukee St Detroit, MI 48202 for health education and behavioral health needs upon request with a minimum 2-week notice.**

**Term Three: Both DCI and Volunteers of America Michigan Agree To:**

1. Commit to overcoming and removing obstacles that may present themselves in ensuring services are available and accessible when needed.
2. Maintain regular communication to ensure the continuance of an open and mutually beneficial collaborative relationship.
3. Provide relevant and critical agency updates on an ongoing and as needed basis.



**Term Four: Termination:** This MOU may be terminated by either party, for any reason, by giving 30 days written notice.



Development Centers CCBHC



Title-



Date-



Volunteers of America Michigan

President/CEO

Title -

4-7-2022

Date-

**Attachment P-9c: Lived Experience Support Letter**

**CoC: MI-501**

October 07, 2022

Tasha Gray, Executive Director  
Housing Action Network of Detroit (HAND)  
3701 Miracles Blvd; STE 101  
Detroit, MI 48201

RE: Lived Experience Support Letter- (NOFO) to Address Unsheltered and Rural Homelessness

Dear Ms. Gray,

The Detroit CoC Advisory Committee is providing this letter of support for the Detroit Continuum of Care application submission under Continuum of Care (CoC) Supplemental to Address Unsheltered and Rural Homelessness - FR-6500-N-25S.

The Detroit CoC Advisory Committee was established to inform policy and provide feedback on services to support individuals experiencing homelessness, with the overall goal of improving quality and efficiency of the Detroit homeless service system. The members of this committee all have lived experience of homelessness. Ending homelessness remains a priority of the Detroit CoC Advisory Committee as the main component of our ongoing advocacy is to ensure homelessness is rare, brief, and non-recurring.

The Detroit CoC Advisory Committee, through this letter, is committing to support the Detroit Continuum of Care application under Continuum of Care (CoC) Supplemental to Address Unsheltered and Rural Homelessness - FR-6500-N-25S. We, collectively, support the identified priorities to serve individuals and families experiencing homelessness with severe service needs in the Detroit CoC's geographic area outlined in the Special NOFO CoC Application and the Project Application.

If there are any questions regarding the information in this letter, feel free to contact any member of the Advisory Committee listed below, on behalf of the Detroit CoC Advisory Committee.

Respectfully,  
Detroit CoC Advisory Committee

Donna L. Price 10/7/2022

Advisory Member Printed Name /Date

Regina Hentz 10/12/2022

Advisory Member Printed Name /Date

Julisa Abad 10/9/2022

Advisory Member Printed Name /Date

DocuSigned by:  
*Donna L. Price*  
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Signature

DocuSigned by:  
*Regina Hentz*  
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Signature

DocuSigned by:  
*Julisa Abad*  
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Signature

# Detroit CoC Plan for Serving Individuals and Families Experiencing Homelessness with Severe Service Needs

## **P-1. Leveraging Housing Resources** *Special NOFO Section VII.B.4.a.*

### **P-1a. Development of New Units and Creation of Housing Opportunities–Leveraging Housing** *Special NOFO Section VII.B.4.a.1.*

No narrative associated with this element. Please see Leveraging Housing Commitment attachment.

### **P-1b. Development of New Units and Creation of Housing Opportunities–PHA Commitment** *Special NOFO Section VII.B.4.a.1.*

No narrative associated with this element. Please see PHA Commitment attachment.

### **P-1c. Landlord Recruitment** *Special NOFO Section VII.B.4.a.2.*

**P-1c(1) Current Recruitment Strategy-** According to a recent survey of staff across the Detroit Continuum of Care (CoC), a third of respondents identified landlord engagement as one of the most critical areas for additional resources and improvement in our homeless system. In an effort to increase the number of landlords engaged with the homeless system, in 2022 the CoC partnered with an experienced local real estate team - Professional Realty Group. This Landlord Consultant Team was chosen via RFP due to their strong knowledge and experience in the Detroit real estate market and began work at the start of 2022.

The Landlord Consultant Team performed landlord outreach and recruitment to develop a portfolio of 236 immediately available housing units, as of September 2022. Providers can regularly access this list via an online document updated in real time, to identify potential units to look at with tenants. The portfolio includes units that are secure, safe, affordable, and quality housing units in neighborhoods across Detroit. Other key outcomes of the Landlord Consultant work have included:

- Creation of a survey of service providers and landlords, resulting in a better understanding of the needs of supportive service providers in recruiting and maintaining relationships with landlords, as well as the knowledge gaps that landlords have related to housing programs
- Education for private landlords on the various housing programs, financial resources, and supportive services available to tenants
- Targeted engagement to landlords in Hamtramck and Highland Park, geographic areas where the CoC has traditionally struggled with identifying units

In an effort to help Detroit residents gain access to information about affordable housing opportunities, in 2022 the City of Detroit (COD) created Detroit Home Connect. Detroit Home Connect is a website that shows current and future affordable housing properties in the City, shows income-eligibility for these properties, and provides additional information on how to navigate affordable housing. The CoC contributed feedback throughout the development of the website to ensure it met the needs of homeless residents, and case management staff will receive ongoing training to take full advantage of this new resource.

The feedback provided by staff through both the Landlord Consultant Team surveys and the Detroit Home Connect conversations have emphasized that residents are most interested in living in the midtown and downtown areas of Detroit. A recent data-mapping exercise conducted by Homeless Action Network of Detroit (HAND), the Homeless Management Information System (HMIS) lead agency confirms that unsheltered residents in Detroit are highly concentrated in zip codes 48201 and 48226, which makeup the midtown and downtown neighborhoods. In light of this, landlord engagement efforts have concentrated in these areas.

**P-1c(2) New Practices-** The Landlord Consultant Team's engagement uncovered that service providers are not comfortable talking with landlords and, therefore, landlords are not truly familiar with all the benefits of the various housing programs. Based on this finding, the CoC plans to target training to service providers on

landlord engagement and has scheduled a landlord engagement event - including landlords and housing providers - starting in November 2022.

The COVID-19 pandemic presented a variety of health and safety needs for Detroit's homeless population. This, in combination with an influx of Emergency Solutions Grant CARES Act (ESG-CV) and other funds in our community, prompted the CoC to host a Housing Surge effort in November 2021. This event was a time-limited, community collaboration between the CoD, CoC, and community partners with 3 primary goals:

1. **Landlord engagement:** a concentrated effort to bring new landlords into the homeless system;
2. **Housing connection surge:** create a streamlined system to support residents in searching and submitting applications for units acquired through landlord engagement efforts; and
3. **Resource & housing applications fair:** connect residents with medical, educational, workforce, and other community resources and services at the November event; provide one-on-one staffing support to assist residents in locating and applying for housing.

In total, over 250 households attended the event and 120 new properties were made available. The high attendance of active shelter residents demonstrated the need to improve the quality of and capacity for housing-focused case management. It also highlighted the importance of coordinated, CoC-wide efforts to build landlord relationships: extensive landlord outreach revealed that many were interested in, but had little knowledge of, the rental assistance provided by housing providers and Housing Choice Vouchers (HCVs).

Another important lesson learned was the need for time and expertise of dedicated staff for landlord recruitment. Prior to the pandemic, many Permanent Housing (PH) providers had one staff person responsible for resident intake, landlord recruitment, identification of a unit, lease-up, and ongoing case management. Providers found this was too heavy of a workload; over the past three years most PH providers have switched to having dedicated staff for landlord engagement and unit identification, which has allowed them to hire staff with this specific skill set and therefore increase their landlord base. While this is a great interim solution, many of the lessons learned from past initiatives continue to show that a coordinated, strategic CoC landlord engagement plan moves the needle on landlord recruitment. Recognizing the need for additional staff capacity to provide housing search case management and voucher-focused support, in 2023 the CoD will fund a new project type developed to provide Navigation services to support households leasing up with an HCV. The program aims to increase voucher utilization rates, decrease length of time in shelter, and increase exits to PH.

**P-1c(3) Current Strategy-** In the coming months, the CoC will work with the Landlord Consultant Team to analyze the newly-created housing inventory list for system trends. Areas of evaluation include location of the identified landlords and units, as well as gaps in landlord outreach, both in location and in unit size. In addition, we will look at what locations have been most popular among residents. This data will also be broken down to show trends amongst our unsheltered residents and to see if there are any significant differences.

To better determine gaps in CoC landlord engagement efforts, the Landlord Consultant Team's analysis will be combined with 2 other data collection efforts. The first is a system level mapping exercise conducted by HAND: the map visualizes the last permanent address of unsheltered households by zip codes. Sharing this information with housing and shelter providers will ensure that landlord engagement efforts can focus on areas that Detroit's unsheltered residents are familiar and may prefer to live, particularly the midtown and downtown neighborhoods.

The second is coordinating with Michigan State Housing Development Authority (MSHDA) to receive HCV lease-up data, a process which the CoD has been working in 2022. This data focuses on how many households leased-up with HCVs, including what zip code their new residence is in. This will be helpful in understanding 1) which zip codes households are interested in living in and/or 2) which zip codes housing may be more readily available. The data will help inform which zip codes require additional landlord engagement.

Together, these data points will help the CoC determine where to concentrate landlord engagement efforts to better support Detroit residents, with an additional emphasis on the areas preferred by unsheltered residents.

**P-2. Leveraging Healthcare Resources–New PSH/RRH Project Special NOFO Section VII.B.4.b.**

No narrative associated with this element. Please see Healthcare Leveraging Commitment attachment.

**P-3. Current Strategy to Identify, Shelter, and House Individuals and Families Experiencing Unsheltered Homelessness Special NOFO Section VII.B.4.c.**

**P-3.a Current Street Outreach Strategy Special NOFO Sections VII.B.4.c.(1)**

**P-3.a(1) Coordination-** The Detroit CoC has 6 Street Outreach (SO) teams that serve unsheltered residents. Detroit also has 6 “special population” SO teams that target those living with HIV/AIDS, youth, and Veterans. To facilitate collaboration between referral partners, all SO teams are required to enter data into HMIS. In addition to the required universal data elements, SO teams enter detailed case notes and location of each engagement. All street outreach teams attend the Street Outreach Workgroup to coordinate services, locate missing residents, and provide updates on housing status through case conferencing.

Prior to COVID-19, CoD and State funded SO teams were the only ones that participated in the SO Workgroup. When the pandemic hit, the CoC quickly realized that a critical group of outreach providers had been inadvertently left out: street medicine, Supportive Services for Veteran Families (SSVF), and faith-based outreach providers. These teams regularly engaged with the same households as Detroit’s SO teams, and - recognizing the need for coordination - the CoC updated the HMIS release of information (ROI) to expand data-sharing abilities. This has become an essential partnership for coordinating services. For example, one street medicine team provides mobile COVID-19 testing and symptom screening: they can now refer positive households to Detroit’s isolation shelter to help keep encampments safe. Another example of coordination is the use of an encrypted group messaging which allows for real-time communication: SO teams can request a street medicine team accompany them to outreach a resident in need and vice versa.

**P-3.a(2) Frequency-** SO teams are available seven days a week: five days from 7:00am-12:00am and two days from 3:00pm- 12:00am. SO schedules are evaluated annually to ensure adequate coverage. During severe weather, such as extreme heat or snow storms, SO teams extend or shift their hours to ensure shelter is offered to all. Each SO team covers a specific portion of the city to ensure the entire city is served. Street outreach programs funded under this NOFO will increase Detroit’s outreach coverage and hours of operation, with the goal of having SO teams operate daily from 7:00am- 12:00am.

**P-3.a(3) Exit Unsheltered Homelessness-** SO teams assist unsheltered households in exiting homelessness by offering referrals and transport to emergency shelters (ES), inpatient substance use or mental health facilities, and housing navigation for Rapid Rehousing (RRH), HCV, and Permanent Supportive Housing (PSH) through the coordinated entry system (CES). SO teams use the best practice of person-centered planning to help residents identify their strengths and determine what resources they are interested in. Teams use harm reduction principles to offer non-judgmental support and ensure engagement is fully dependent on client choice. SO teams continue to engage with individuals who may be resistant to receiving services to ensure they are offered connections to resources and housing on a regular basis. During extreme heat or cold weather, SO works together to move all unsheltered households into emergency shelter. In CY 2021, 77% of households enrolled in a CoD funded SO program exited to a sheltered destination.

**P-3.a(4) Engagement Strategy-** In 2021, 997 households were engaged by SO teams. To ensure teams engage with residents with the highest vulnerabilities in a culturally sensitive manner, all SO staff are required to attend annual trainings on Housing First, trauma-informed care, harm reduction, and cultural competence. Once a household has been engaged using these methods, they are added to the chronic by name list (CBNL); the list is compiled by CES and uses data entered into HMIS. All teams have access to the CBNL to ensure that those identified as the most vulnerable are being served. SO teams prioritize residents that are identified as one of the following: experiencing chronic homelessness, have an exit from a sheltered location to an unsheltered location, or those currently entered in an outreach program but do not have a referral to a housing provider.

**P-3.a(5) Exits to PH** The primary purpose of SO is to connect those experiencing unsheltered homelessness to permanent housing. SO teams use housing focused case management when engaging with unsheltered households in order to connect them with permanent housing resources through the CES. All outreach teams utilize a low barrier, Housing First approach and do not impose preconditions to services. Teams work with unsheltered individuals on document restoration and connection to mainstream benefits. CoD funded SO teams are required to track and measure performance benchmarks on exits to Permanent Housing (PH). In CY 2021, 29% of residents enrolled in a CoD funded outreach navigation program exited to PH. This number is expected to increase in CY2023 due to a new requirement to have one housing navigator on each outreach team.

**P-3.a(6) PWLEH-** Employing persons with lived experiences is one of the ways SO teams provide culturally responsive services as well as identify and problem solve barriers to housing, draft annual outreach work plans, and participate in the point in time count. The 6 SO teams that serve all populations have people with lived experience of homelessness (PWLEH) staff conducting SO services. One of the core values in the annual ESG NOFA is to “*Lift Up Lived Experience: Expand the inclusion of persons with lived expertise/experience in the design of, planning for and evaluation of projects, services, and programs*”. In addition to lifting up the voices of those with lived experience as a core value, CoD funded agencies were evaluated in their application on whether PWLEH conduct street outreach and if not, how will they do so within 90 days of the contract start date.

**P-3.b. Current Strategy to Provide Immediate Access to Low-Barrier Shelter and Temporary Housing for Individuals and Families Experiencing Unsheltered Homelessness** *Special NOFO Sections VII.B.4.c.(2)*

**P-3.b(1) Current Strategy-** Detroit residents experiencing homelessness access ES through a CES referral or as a walk-in. During CES operating hours, households can call the access hotline or visit an in-person access point. After CES business hours, a household can walk into any ES for a bed. SO teams offer shelter to unsheltered residents, including transport, and recognize that some residents may not initially accept. The team continues to develop rapport and offer shelter using a person-centered, trauma-informed approach.

**P-3.b(2) Providing Low-barrier Shelter-** All ES in the Detroit CoC operate in a Housing First, Equal Access, and low-barrier manner. This means that shelters cannot screen individuals out based on sobriety, medication or treatment compliance, income, or lack of resources. All ES uphold Equal Access by ensuring that families do not have to separate - even in cases with a male head-of-household - and that individuals have access to shelter based on their self-identified gender. ES funded by the CoD are required to train all shelter staff - including front desk, security, and all resident-facing positions - on the above best practices and provide access to required training materials. For instance, the Detroit CoC offers a SOGIE (sexual orientation, gender identity, and gender expression) training twice a year focusing on providing appropriate services to LGBTQ+ households in all CoC programs. Upholding these standards are critical to creating an environment where unsheltered households will be able and willing to comfortably stay.

ES and transitional housing can be accessed by all persons experiencing homelessness, but facilities serve designated populations. The Detroit CoC has ES that serve adults, youth or parenting youth, families, survivors of domestic violence, and Veterans. Transitional housing providers serve asylum seekers, Veterans, survivors of domestic violence, youth and parenting youth. By offering population-specific programs, staff are able to offer culturally appropriate services. An example of this is Veteran-specific ES and TH. By focusing only on Veterans, organizations are able to train staff Veterans specific issues, such as war-related PTSD and navigating the VA health and benefits system. Another example is Freedom House Detroit which operates an ES program for asylum seekers. Their program pairs safe temporary housing with legal assistance, health care, employment, and resettlement aid. Freedom House has bilingual staff that speak French, Spanish, Arabic, and Portuguese. By having a program that offers culturally appropriate services for this population, Freedom House is able to have an average of 90% of affirmative asylum applications granted and 97% of households exit to PH locations.

The CoC has made significant strides in reducing barriers to shelter, but higher quality and quantity of case management services is needed to handle the 3,279 shelter households that our system served in CY 2021, of which 882 were coming directly from an unsheltered prior living situation. The CoC monitors compliance with

low-barrier through the CoC Grievance Process. In CY2021 there were 8 grievances related to shelter access or low-barrier. Grievances are reviewed by the program funders and the CoC Grievance Review Committee. Grievances can result in a corrective action plan and points being deducted from further applications for funding. The NOFO will support three emergency shelters with Supportive Services Only funding so that they further strengthen our CoC's current strategy on accessing low-barrier shelter services with a higher exit to PH.

**P-3.b(3) New practices-**In 2020, the Michigan Department of Health and Human Services (MDHHS) Emergency Shelter Program (ESP) removed their 90 day per diem reimbursement limit. Prior to this change, shelter residents would be required to move between shelters every 90 days, even though the CoD - the other shelter funder - had no time limit. Eliminating the "90-day rule" ensures a more trauma-informed approach to ES. The CoC learned that residents had better engagement with shelter case managers and housing providers had better contact with households. It also relieved a burden on parents, who no longer needed to continuously update case workers and schools as they relocated their children. MDHHS has permanently ended per diem reimbursement, thus allowing this practice to continue for future years.

The COVID-19 pandemic shifted the future of temporary accommodations by highlighting the need for non-congregate shelters. To ensure the safety of residents living in encampments, the CoD opened a non-congregate ES for those experiencing unsheltered homelessness. The ES targeted population was those living in encampments who had existing underlying health conditions and were matched to a CoC housing resource but had not yet located housing. This shelter implemented a "no barrier" strategy, the first to be implemented in Detroit: no curfews, alcohol permitted on site for those of age, pets allowed, around the clock food and beverages, transportation to and from all appointments, and the ability for residents to come and go as they please. A lesson learned from this model was the importance of staff flexibility to provide effective and engaging case management. This shelter model required flexible funding outside what is typically received from federal funds to provide this no-barrier shelter model. Part of the programming under this NOFO will support emergency shelters to provide more in-depth and higher quality case management, focusing on those with a history of unsheltered homelessness.

In addition to the no-barrier ES project, in 2021 and 2022 residents of an encampment in downtown Detroit were offered temporary emergency hoteling. Multiple SO teams worked together to ensure they had an accurate list of all residents living in the encampment, that all who accepted hoteling were safely moved, and storage of their belongings was provided. SO teams then worked with hotel residents to connect them to mainstream resources and PH and 72% of households exited the temporary motel to permanent housing. The lesson learned was that when non-congregate hoteling was offered, 96% of chronically unsheltered households were willing to take advantage of the space. The CoC also learned that targeted, coordinated, and intensive (at minimum once a week) case management provided the level of oversight and coordination needed between SO and PH providers to successfully house clients. Therefore, the CoC is investing in non-congregate shelter space. The last congregate family shelter provider is currently undergoing a major renovation, which will soon offer 75 private bedrooms for families. In addition, HOME-ARP funding has put aside \$3M towards rehabilitation of a congregate shelter into a non-congregate setting for single adults.

### **P-3.c Current Strategy to Provide Immediate Access to Low Barrier Permanent Housing for Individuals and Families Experiencing Unsheltered Homelessness *Special NOFO Sections VII.B.4.c.(3)***

**P-3.c(1) Current Strategy** The CoC uses a standardized assessment, prioritization and referral process for providing immediate access to low-barrier PH for households experiencing unsheltered homelessness. The primary goal is to stabilize the resident in PH as quickly as possible and to provide wrap-around services after the household obtains housing. Unsheltered households are prioritized at the top of both the PSH and RRH Prioritization Lists. While awaiting a housing referral, housing navigation SO teams support unsheltered residents to obtain vital documents and verify chronicity and homelessness. At the point of the housing referral, the SO team provides a warm hand-off to housing providers.

**P-3.c(1a) Housing First** Housing First was implemented in our community when it became a national best practice; all housing providers are required to provide this approach. The CoC incorporated Housing First in its



Policy and Procedures manuals and conducts annual audits to review agencies' compliance. Prior to COVID-19, the CoC offered annual in-person training on the topic. In 2023, the CoC's newly-formed Capacity Building & Training Manager role will help ensure provider agencies have access to, and receive, training on best practices in service delivery including providing services in a trauma-informed and culturally-informed manner.

Resident choice is exercised in the housing referral process whenever possible and requirements are clearly outlined in CoC Policies and Procedures. Navigators address resident needs related to housing - including geographic and provider preferences - prior to the housing referral as well as their right of refusal to a provider. The CoC has a variety of types of housing options, including both project-based and scattered-site units to support residents' choice. Providers with scattered-site units emphasize the importance of resident choice by showing all households a minimum of 3 units. This has been particularly impactful for leasing up Detroit's unsheltered residents, who typically prefer to reside in the downtown or midtown neighborhoods.

**P-3.c(1b) PH Resources-**For projects identified in Section "Leveraging Housing Resources," the CoD, as the ESG and HOME grantee, has worked with the CoC to develop a number of avenues to ensure developers and service providers are aware of and comply with the CoC's PH strategy, including its Housing First requirement. Alternatives for Girls Miller-Grove PSH project is one such project that went through the process outlined below and will be awarded under this NOFO.

Prior to issuing HOME funds, the CoD hosts an informational meeting after the application is published. This meeting provides an overview of CoC requirements including serving chronically homeless households, receiving all referrals through CES, and providing supportive services. After the initial meeting, individual meetings occur for each project that include the CoD staff, the developer, and service providers (if identified) to go in depth about the project and Housing First requirements.

Projects applying for Low Income Housing Tax Credits (LIHTC) through MSHDA must receive a letter of support from the Detroit CoC. To facilitate this process, PSH projects applying for LIHTCs present their plan to the CoC LIHTC Committee, which consists of CoC board members, PWLEH, and service providers. During the presentation, the LIHTC committee reviews the proposed tenant selection plan, target population, and screening criteria. It is the role of this committee to ensure developers and service providers fully understand the service needs requirements and the expectation services be offered in a voluntary and Housing First manner. If the project meets the committee's requirements, a letter of support is provided for their LIHTC application. After a project is awarded a LIHTC award, the CoC works with the development team to develop the referral process and lease up plan.

**P-c.3(2) Low-Barrier Access-** PH providers are required to report all vacancies to CES within 2 business days of a vacancy becoming available, quickly opening up PH opportunities for households while keeping vacancy rates low. After the CES refers a household, PH providers meet with a resident wherever is most comfortable and convenient for them. In 2022, SO teams provided trainings to PSH and RRH workgroups on engaging unsheltered residents, the importance of meeting residents in their preferred location, and collaborating to locate a resident. The trainings helped reinforce the collaboration between SO teams and PH providers to ensure a warm handoff between teams: following these trainings, we have found that PH providers are better engaging with unsheltered households in their preferred locations. If a PH provider needs to return a referral, the CoC P&P ensures that it only happens in very limited circumstances, primarily when the resident cannot be contacted after several different attempts- including going to the locations where they are known to sleep or frequent, contacting the navigator, and contacting emergency contacts as available.

Another CoC workgroup, the PSH Consult Group, supports collaboration between PH, housing navigation SO, and other relevant staff after referral. The group meets every 2 weeks and providers are required to attend anytime a household in their program is on the list. As a result of the ongoing success of PSH Consult Group, the CoC plans to initiate a similar group with RRH Providers.

**P-c.3(3) Evidence -** The CoC's P&Ps, CoD ESG Manual, and CES Manual outline the CoC's approach to low-barrier PH. This includes Housing First requirements, unsheltered prioritization policies, and the role of

navigators and housing providers in supporting all households to lease up in PH. In 2021, unsheltered households had - on average - lower lengths of time from housing referral to move-in than sheltered households. We contribute this success in part to the housing navigation SO teams in supporting residents in chronic documentation and their CES role in our system. This success can also be attributed to the system policies and procedures that require agencies to adhere to housing first: agencies can, for example, move in residents who don't have any form of ID because they have no documentation requirements beyond what HUD requires.

**P-c.3(4) New Initiatives-** The CoC used case conferencing in numerous initiatives over the last 3 years. In an effort to increase Detroit's low HCV lease-up rates, in 2019 the CoD created a new HCV Policies and Procedures Manual, provided trainings to RRH provider and Shelter workgroups on the HCV process, and began case conferencing with RRH and shelter providers to support households with the longest lengths of time since their pull from the HCV waitlist. Since this work began in 2019, staff have reported feeling more comfortable supporting residents in their voucher process and have committed to providing more training as new case management staff onboard.

In 2020, the CoD funded the "Shelter Type 3" pilot program, which provided unsheltered households very low-barrier temporary shelter as well as navigation and housing case management in an accelerated time period, including weekly case conferencing meetings. The initiative showed great success in exits to PH: 70% of those in Shelter Type 3 exited to PH, compared to 18% exits to PH for other single adult shelters.

Recognizing the successes of the more intensive case management provided by both of these initiatives, in 2023 the CoD will fund a new ESG-funded project type developed to provide Navigation services to support households without another housing referral in leasing up with an HCV. The program aims to increase voucher utilization rates, decrease length of time in shelter, and increase exits to PH.

To support Detroit PSH providers in providing low-barrier PH, CSH is providing a 12-part training series built around the CSH Dimensions of Quality. The training builds knowledge and skills for staff and agencies to explore how to enhance their programs to be of the highest quality, flexible, and tenant centered. Each training includes homework and additional resources for each PSH agency to explore implementation strategies. Some of the training topics include providing services and housing in a trauma-informed and culturally-humble way, specifically understanding the impact of interpersonal, structural, and systemic racial trauma for households experiencing unsheltered homelessness; harm reduction; and tenant social support. There has been representation at the trainings from almost all PSH providers, with roughly 25-30 participants at each training.

#### **P-4. Updating the CoC's Strategy to Identify, Shelter, and House Individuals Experiencing Unsheltered Homelessness with Data and Performance** *Special NOFO Sections VII.B.4.d.*

**P-4(1)a SO Performance and Expansion-**The CoC has several ways it reviews and updates strategies to identify, shelter, and house those experiencing unsheltered homelessness. HAND utilizes System Performance Measures, custom data reports, and other HUD reporting tools to evaluate the homeless system. This work is done in conjunction with the CoD's performance measures, which also provide insight into the health of the CoC. Each program component - SO, ES, RRH, and PSH - has monthly workgroups which providers are required to attend. In these workgroups best practices, challenges, and trends are reviewed to highlight what is working well and what should be shifted, including topics specifically related to housing unsheltered residents.

Data for all program components is reviewed in the CoC's Performance and Evaluation Committee. System-wide data is tabulated and evaluated to identify successes and gaps in services. These gaps are brought back to the provider workgroups and other CoC committees where recommendations are drafted. Anything that requires systematic changes, such as a shift in the prioritization process, is brought to the CoC Board for approval. These approved changes are then implemented through the workgroups.

In 2019, the CoD, through partnership with HAND, began incorporating performance-based contracting for all ESG-funded programs: SO, ES, and RRH. Using the calendar year HMIS Annual Performance Reports (APR), the CoD calculates performance baselines for each program component using the same method applicants are required to use in the grant application. Benchmarks are calculated by increasing the annual baselines by

approximately 10% each year. Each program component focuses on length of time homeless and exits to PH. In addition to the NOFA, the CoD monitors program performance on a quarterly basis through a performance benchmark report. If a program does not meet performance benchmarks, the CoD provides one-on-one technical assistance. Additionally, the CoC's Performance and Evaluation Committee reviews quarterly shelter outcome data to determine what system changes are needed to improve performance. Lastly, HAND and the CoD jointly developed CoC written standards and policies and procedures for ESG-funded shelters and RRH projects. Projects are evaluated against these standards and policies and procedures.

In 2022, SO teams began a new practice of entering in the zip code of outreach engagement. When a SO team engages with a resident, no matter if it is the first time or a follow-up visit, they enter the zip code of the engagement into HMIS. As this is a new practice, data is being collected for a full calendar year before reporting and analysis. However, the CoC does have comprehensive data on the last permanent zip codes of all residents from HMIS. In 2021, 50% of unsheltered residents were last housed in just 29% of Detroit's 34 zip codes. Zip code data helps guide outreach engagement throughout Detroit.

These data points, as well as those described in the following section, will be used to improve the performance of SO, access to low-barrier shelter and temporary accommodations, and rapidly house households who have histories of unsheltered homelessness within the Detroit CoC. Project applications under this NOFO increase outreach capacity and will be required to adhere to the CoC's established data and performance standards as well as best practices. There are two SO teams which, if funded, will bring an additional 3 FTEs into our system. The 3 staff will solely focus on connecting unsheltered households with housing.

**P-4(1)b SO CES-** SO teams operate in two capacities: basic needs SO and housing navigation SO. All federally funded SO teams are required to participate in HMIS. Non-federally funded SO teams, such as street medicine and faith-based groups, make referrals to SO housing navigation to connect residents with housing services. Basic needs SO teams develop relationships and connect households with resources including shelter through the CES, substance use or mental health treatment, mainstream benefits, and vital docs. These teams are essential for initial engagement and rapport building.

Housing navigation SO acts as a mobile CES program and follows the CES workflow in HMIS. SO navigation utilizes the VI-SPDAT and SPDAT to help determine appropriate housing referrals for each household. Once an assessment is complete, SO navigation refers the resident to the CES lead agency to be prioritized for a housing referral. If a household is chronically homeless and refuses shelter, they are prioritized for continued support with SO navigation. However, in 2021, more than half of unsheltered households (56%) were not connected to an outreach navigation team. To improve connection to these services, the CoD revised its 2023 strategy to combine the two SO types. Starting in 2023, all SO teams will be required to have at minimum one full-time housing navigator on their team. The CoC will continually review and update this strategy to determine if this shift improves exits to PH. New project applicants funded under this NOFO will support this model, thus further increasing our capacity to serve the unsheltered in a targeted and housing focused manner.

**P-4(1)c SO New Partners-** In CY 2021, 24% of those experiencing unsheltered homelessness reported having a substance use disorder and 55% reported a mental health disorder. SO teams suspect this number is much higher but due to the stigma, many residents choose not to disclose. In order to meet the needs of those with the highest service needs, the Detroit Homeless Outreach Team (DHOT) pilot program was created in March 2021. The goal of this program is to serve unsheltered households who may be experiencing mental health disorders with both housing and behavioral resources. The Detroit Police Department (DPD) coordinates with DHOT when they engage someone who is unsheltered, thereby connecting residents with trauma-informed outreach services instead of the criminal justice system. Services and referrals are offered on a person-centered basis and not as a condition to receive services or housing. The CoC plans to expand this partnership with DPD to ensure all police officers are trained on the homeless response system and how to best assist residents experiencing homelessness. The CoD will create a training video to use when onboarding new DPD officers. The training video will give an overview of the Detroit CoC, CES, and SO. Additionally, the CoC would like to expand DHOT services to all police precincts in Detroit.

During COVID-19, the CoC increased partnerships with street medicine teams and drop-in centers to provide basic and medical needs. Faith-based providers offered weekly health clinics, hand washing stations, and mobile vaccine and testing clinics. Coordination between SO teams, drop-in centers, and street medicine will continue to strengthen by adding agency participation in HMIS to allow for case conferencing. When SO teams and street medicine conduct outreach together, they build better rapport with extremely vulnerable households. This partnership, as well as increased collaboration with drop-in centers, will help ensure residents have access to emergency shelter and connection to PH.

In addition to these relationships, a revised partnership with the Downtown Detroit Partnership (DDP) was created in 2022 to help the public better understand how to access the homeless response system. DDP is made up of business and community leaders in downtown Detroit and operates the Downtown Ambassador Program, which regularly engages with unsheltered residents in the downtown area. DDP has been coordinating with SO for some time, but in 2022 they received a philanthropic grant to hire a social worker focused on connecting unsheltered residents with SO teams. This partnership provides a vital connection to the business community to not only help them understand homelessness better but also how to best assist the unsheltered through connection to services.

**P-4(2)a Using Data to Improve Access to ES-**The CoC is committed to improving access to low-barrier and culturally competent ES and which will be expanded through this funding opportunity. In addition to benchmarks listed earlier, the following funding priorities are outlined in the CoD's ESG NOFAs:

- Strong housing-focused case management that is resident-centered and trauma-informed;
- Demonstrated success in exits to PH;
- Demonstrated success in connecting residents to mainstream benefits;
- Onsite programs and amenities that go beyond basic needs.
- Flexible, participant-driven, and strengths-based service delivery; and
- Shelters that don't require participants to leave the building during daytime hours.

The other major funder of ES is the MDHHS Emergency Shelter Program (ESP). In 2019 the CoD and MDHHS began combining monitoring visits to ensure continuity of programming and service expectations. The two funders began having regular communication about shelter performance and have even co-drafted shelter corrective action plans when necessary. This has not only been helpful for implementation and oversight at the funder level but has been helpful for providers as they have consistent and uniform standards for services.

The people served by the system play a vital role in driving improvements. In 2018, the CoC's formal grievance process was incorporated into ESG funded programs, thus allowing ES residents a pathway for making formal complaints to the funder, who then investigates the situation. Substantiated grievances may result in an on-site monitoring, corrective action plan, or contract violation. Substantiated grievances are incorporated into both the CoC project applications and the CoD's NOFA. These steps are taken to ensure corrective action is implemented. If a common theme is identified, such as restricted access to shelter due to drug or alcohol use, the funder may trigger a corrective action plan. Common themes are also discussed during the monthly ES Workgroup. Open discussion and peer sharing allow shelters to learn from one another on how to best implement a low-barrier service model.

**P-4(2)b Expansion-** The CoC added ES beds when COVID first hit Detroit so that all congregate ES providers could reduce and space out their beds to prevent the spread of the illness. In April 2020 a separate COVID isolation shelter was also set up for households who were COVID positive. The expansion beds and isolation shelter are still in operation and will be as long as ESG-CV funding is available. Beyond these programs, the CoC is not looking to expand the number of beds provided. Instead, the CoC is focused on strengthening ES services so that it is accommodating to the unsheltered and has higher and faster exits to PH. It is critical that shelter staff are well trained in evidence-based best practices so shelters can be a welcoming place, especially for those coming in from the streets. Stand Alone Support Service project applications under this NOFO are

focused on increasing case management services, which is critically needed in our shelter system. These case management services will focus on households with a history of unsheltered homelessness.

The CoC also recognizes the need for increasing non-congregate shelter beds, which was ranked as a high priority during the HOME-ARP public participation process. Therefore, the CoD allocated \$3M of its HOME-ARP funding for the rehab/acquisition of a non-congregate ES. The CoC has a strong desire to move as many ES beds into non-congregate settings for both the good of public health and also to create more welcoming settings for the unsheltered population. An example of this was shown during the height of the COVID pandemic with the pilot program, Shelter Type 3. This program moved unsheltered individuals into a temporary, “no-barrier” shelter, and worked to permanently house them in an accelerated time-frame. This strategy resulted in unsheltered chronically homeless individuals who had previously refused shelter being willing to come inside and work with providers on housing. The CoC believe the additional non-congregate beds coupled with increased case management focused on serving the unsheltered under this NOFO will allow Detroit to expand the quantity and quality of shelter services.

**P-4(2)c New practices-** Under this NOFO, ES agencies will receive Supportive Services Only funding, something that has not been previously supported with CoC funding. This additional funding will support case management with a focus on those with a history of unsheltered homelessness. ES costs are high and operational support is often the first thing funding is used for. However, case management is the key to moving people out of homelessness. Applicants awarded under this NOFO will utilize specialized case managers that will coordinate with each other yet be skilled in services such as identification restoration, HCVs, housing search, and employment, as these systems can be difficult to navigate.

**P4(3)a Improve PH-** The CoC uses data to improve performance through the Renewal and New Project applications. For these applications, at least 20 percent of the total points are based on system performance criteria for the project application (e.g., exits to PH destinations, retention of PH, length of time homeless, returns to homelessness). All CoC-funded projects are evaluated annually on these measures. Holding projects accountable for these outcomes helps ensure projects are taking all steps necessary (including reporting accurate data) for these measures. Additionally, HAND provides data support for the CoD’s monitoring of ESG subrecipients, including generating quarterly performance reports. The CoC uses data and gaps analysis to ensure the availability of appropriate, needed models of PH.

The CoC excels at prioritizing unsheltered households for PH. However, we have not yet looked at data for those that may be currently sheltered but have a history of unsheltered homelessness. The CoC knows anecdotally from PWLEH that households cycle in and out of shelter based on the weather and other factors but what remains unclear is the magnitude of households that have these experiences. In 2023, the CoC will begin gathering both quantitative and qualitative data on this population to understand what interventions can be implemented to better serve this group. Our existing performance measures and best practices will continue to be used and evaluated to determine if they are the most appropriate for supporting exits to PH and retention.

**P-4(3)b Expand-** Expansion of services is directly related to funding. This NOFO allows our CoC the opportunity to not only expand PH programs but adds an additional funding source for ES and SO, something that is desperately needed when working with the unsheltered. The housing projects being submitted under this NOFO will, if funded, increase RRH units by 68 and PSH units by 38. According to the CoC’s current prioritization, unsheltered households, especially those who are also chronically homeless, will be prioritized for these units. Each provider was required to outline their ramp-up plan, how they would incorporate best practices, including Housing First, peer supports, and PWLEH into their program, as well as meet data and performance requirements. Programs extend Housing First principles of resident choice to other aspects of the resident's recovery program, including alternative therapy options, choice of healthcare service providers and more. When residents are in the drivers' seat, making decisions about their living situation and future goals, participation and outcomes improve drastically.

**P-5. Identify & Prioritize Households Experiencing or with Histories of Unsheltered Homelessness**  
*Special NOFO Sections VII.B.4.e.*

**P-5.(1) CoC Strategy-** Under this NOFO, 11 agencies will prioritize and serve unsheltered households, including those who have a history of unsheltered homelessness, through SO, ES, RRH and PSH programs. SO teams exclusively serve households experiencing unsheltered homelessness, and operate in two capacities: providing basic needs services and housing navigation. The SO strategy is to first develop a trusting relationship with unsheltered households, which is often done by first addressing their basic needs. Once a household is willing to engage, the SO provider begins working on housing by first moving them through the CES system, including submitting them to the Chronic By-Name List (CBNL). Despite its name, the CBNL is a list compiled of all unsheltered households regardless of chronicity. This is a comprehensive list that feeds into the PH prioritization lists. The only requirement to be added to the PH prioritization lists is to have documented homelessness and a VI or Full SPDAT score. From that point, households are prioritized first for a PH resource due to their unsheltered status. During this process, the SO teams continue to work with the household to obtain vital documents and verify chronicity status, if applicable.

This NOFO will fund 2 new SO teams that will expand coverage hours and increase housing focused case management for households experiencing unsheltered homelessness. Current PH programs already prioritize unsheltered homelessness for these programs, thus operating as the CoC's primary way to reduce unsheltered homelessness. Additional PH programs under this NOFO will increase our capacity to serve an additional 68 RRH units and 38 PSH units, all of which will be prioritized for unsheltered residents.

**P-5.(2)a Program Eligibility-** The CoC currently prioritizes unsheltered households for PH and all outreach programs work solely with this population. However, as a result of this NOFO, the CoC is discussing how to add those with a history of unsheltered homelessness to the current prioritization process, something that is not currently taken into account when prioritizing referrals. Over the next year, the CoC will work with the appropriate decision making committees to discuss how the system can amend the CES P&P. Current conversations have shown that the CoC is open to making this amendment. Under this NOFO, the CoC expects to not only prioritize those currently unsheltered but also incorporate those with a history of this type of homelessness. In addition, Supportive Services Only ES programs will also prioritize households with a history of unsheltered homelessness, so that those households will receive more intensive case management services.

**P-5.(2)b Coordinated Entry-** The CES uses a standardized assessment, prioritization and referral process for providing immediate access to low-barrier PH. SO teams operate as the "mobile" CES for unsheltered households - these programs will expand under this NOFO. Unsheltered residents are met "where they're at" - SO teams follow the CES process, including using the VI-SPDAT as an initial triage tool to identify households for additional assessment under the Full SPDAT, and to recommend a housing tract. Beyond verifying the households' literally homeless status and their assessment score, no further information is needed for an unsheltered household to be added to the housing prioritization lists; unsheltered households are prioritized at the top of both the PSH and RRH Prioritization Lists. As mentioned above, the CES will examine how those with a history of unsheltered homelessness can be incorporated into the prisonization process in 2023.

**P-5.3 Connection to Housing Resources-** SO teams are often the first providers an unsheltered household interacts with. They focus on developing relationships with households and assisting them in connection to resources - including shelter, health, and mainstream benefits - based on the residents' interests and needs. For households that do not want emergency shelter but are interested in housing, the SO team will work with the household to connect them to housing resources. SO teams move the household through the CES process as they act as a mobile CES unit. Outreach staff help households obtain vital documents, verify chronicity, and homeless status. All SO Teams, including those funded under this NOFO, will have at least one housing navigator on staff that will focus solely on the housing process. Once a household is referred to a PH provider, the SO teams play a critical role in ensuring a warm hand-off. SO and PH providers case conference to ensure households doesn't get lost in the system, especially if they move locations or don't have a phone.

**P-5.4a Identification** All new and renewal ESG and CoC project applicants - including those funded under this NOFO - must demonstrate their ability to connect households to mainstream resources, including identification. SO teams work with the Michigan Secretary of State to access free- or low-cost state IDs to those experiencing

unsheltered homelessness. A popular drop-in day center frequented by unsheltered residents provides an address to use on IDs and for collecting mail. SO teams assist households with obtaining social security cards and birth certificates, as these items may be needed to access other mainstream resources such as social security income, HCVs, and employment. In addition, service providers participate in the State ID Task Force which brings together the Secretary of State, Social Security Office, MI Vital Records Office, and other homeless providers across the state to discuss and remove barriers to obtaining vital docs. This information is then disseminated to the rest of the CoC through workgroups and committees.

**P-5.4b Housing Navigation-**The primary purpose of housing navigation SO is to connect unsheltered individuals with PH resources through housing focused case management. If an unsheltered individual does not qualify for PSH, the SO team focuses on connection to other housing resources, such as HCV, RRH, or other affordable housing options in the community. The Michigan State Housing Development Authority (MSHDA) has a homelessness preference for their HCVs and has provided a letter of commitment for Stability Vouchers. If a household qualifies for RRH, the SO team completes the HCV pre-application to place them on the waitlist. If a household is pulled off the waitlist while unsheltered, the outreach provider assists them with additional steps in the HCV process, including searching for housing. Finally, in the rare event that an unsheltered household does not qualify for any PH programs, the SO teams help them apply for other affordable housing options. SO teams play an essential role in moving households off the streets and into PH.

**P-5.4c Health Care & Other Supportive Services** Access to health care is particularly important for Detroit's unsheltered residents, who are at risk of adverse health outcomes. Agencies seeking new ESG and CoC project funding are asked detailed questions on how they assist their program participants with accessing and navigating the health care system. CoC funded agencies are expected to assist their residents with accessing health care (including substance use and mental health treatment) for their residents, to the extent that the residents request such services.

Programs funded under this NOFO have a strong emphasis on connecting unsheltered residents to health services. One outreach program will have a dedicated staff role for an "outreach medical caseworker," to provide medical case management to unsheltered households and strengthen partnerships with other medical providers and SO teams. A PSH program will partner with a local non-profit to provide on-site mobile health clinics. Another RRH program will be able to provide outpatient mental health services, substance use services, and mobile crisis outreach on-site.

To further assist agency capacity to provide these supports, the CoC Lead Agency has hired a Capacity Building & Training Manager. Part of this staff person's role will be to ensure agencies in the CoC receive regular training and communication on how to access mainstream resources for program participants.

## **P-6. Involving Individuals with Lived Experiencing of Homelessness in Service Delivery & Decision Making** *Special NOFO Sections VII.B.4.f.*

**P-6.A.1 Outreach Efforts-** In 2020 the CoC committed to develop a system that centers PWLEH. Therefore, the CoC engaged National Innovation Services (NIS), a consultant firm, to reimagine ending homelessness in Detroit through purposeful and intensive community engagement, centering on the voices of PWLEH. NIS, in partnership with the Detroit CoC Board, HAND, the CoD, and the local VA, engaged in a community-driven process to define what housing justice means for Detroit and, using that definition as a basis, chart the path to a system rooted in justice. From this work, the CoC created Detroit's Housing Justice Roadmap which has one ultimate goal: transforming Detroit's city-wide response to homelessness through a housing justice lens. In creating this Housing Justice Roadmap, NIS conducted extensive community engagement, which included more than 30 interviews with homeless service providers, community organizers and advocates outside of the traditional homelessness sector. To ensure that the public provided direction to the Housing Justice Roadmap, the process also included two community-wide workshops. Both meetings were well attended by a variety of local stakeholders and community members, with over 120 people at the first meeting and 60 at the second.

In addition to the Housing Justice Roadmap, NIS identified PWLEH to both lead the community outreach mentioned above, and provide direction and leadership on CoC work. This process led to the formation of a new CoC Committee - The Detroit Advisor's Group (DAG) - which is composed of 8 PWLEH, including 5 who have experienced unsheltered homelessness, and represents the homelessness population in race and gender identity. DAG is the first organized and integrated committee of individuals with lived experience in the Detroit CoC. The work of this committee is highly valued and the CoC has committed to compensate individuals accordingly for their time spent outside and during the committee.

Detroit's 2020 Youth Homelessness Demonstration Program (YHDP) award was another notable event that elevated the voices of PWLEH youth in our CoC. Detroit Youth - including the Youth Action Board (YAB) - were central visionaries and decision-makers in the entire YHDP application, Coordinated Community Plan (CCP) development, and project design process. Over the course of 8 months, a core team of community stakeholders, led by the YAB, conducted extensive community engagement to inform the development of the CCP, including 18 listening sessions, 3 stakeholder convenings, and 2 focus groups for youth actively receiving programming in the CoC.

**P-6.A.2 Decision Making Structure** - The DAG began with the co-design of the Housing Justice Roadmap and continues today: since its inception in October 2020, the DAG has guided the work of the CoC to ensure that the priorities of those most impacted by homelessness and housing instability in Detroit are centered and represented throughout the process.

In 2021 the Detroit CoC amended their Governance Charter to formalize the DAG as an official committee. Part of their work included raising concerns about their representation on the CoC Board, which resulted in an increase from 2 to 3 seats. The DAG established the requirements and election process for these seats - advisors directly elect PWLEH to participate on the board, and composition - at least 1 seat should be a youth with the remaining seats prioritized for persons of color, LGBTQ+ persons, persons with HIV+ diagnoses, survivors of domestic violence, or those who have experienced chronic homelessness. These seats support the foundation of the Detroit CoC and ensure that PWLEH are at the decision-making table.

The DAG has and will continue to participate in local funding decisions. Members reviewed and scored both CoC Project Applications as well as the City's ESG applications, and have been on both the Steering Committee and Review Committee for this NOFO process. The CoC's Values and Funding Committee, which is tasked with developing funding priorities, project rankings, and other critical decisions needed for the local competitions, has a minimum of 3 seats (20%) dedicated to PWLEH. In early 2023 this committee will be revamped to also include the CoD's ESG funding priorities, thus ensuring that PWLEH are at every level of the decision-making table. From the CoC Board to committees, the CoC has committed to ensuring PWLEH have the same voting and decision-making authority as service providers and funders. Similarly, a Core Team of stakeholders drove the planning efforts of the YHDP process. It was the YAB - consisting of PWLEH youth that played the central role in the planning process. The vision for ending youth homelessness in Detroit was developed and designed in full by youth.

**P-6.B.3 PWLEH in Service Delivery**- The Detroit CoC promotes and encourages services providers to hire PWLEH through the CoC and ESG NOFA processes. In 2021, the CoD incorporated funding values in their NOFA competition and has continued this trend in future grant applications. One of the core values and funding priorities highlighted is to *"Expand the inclusion of persons with lived expertise/experience in the design of, planning for and evaluation of projects, services, and programs."* The application describes the importance of PWLEH to guide work and prioritizes agencies that create employment for PWLEH to deliver program services, specifically positions with opportunity for linear promotion. As such, agencies were required to provide detailed information on PWLEH feedback in service delivery and employment and outline how they use or will use peer supports in their delivery model. For CoC funding, agencies were awarded points based on participation of a PWLEH on the agency's board of directors or equivalent policy-making entity. The application further required agencies to describe how they ensure meaningful participation of PWLEH within their homeless programming. In their response, they described:



- How persons served by homeless/housing projects (not just the project receiving CoC funding) are invited to provide feedback and input into the programming;
- How the agency responds to this feedback and input;
- How PWLEH are incorporated into the decision-making structures within the organization;
- The extent to which the agency intentionally hires PWLEH within their homeless programming; and
- At least one change the agency has made to homeless programming over the past two years in response to the input received from PWLEH.

**P-7. Supporting Underserved Communities and Supporting Equitable Community Development Special NOFO Sections VII.B.4.g.**

**P-7.(1) Identify** The use of data has been instrumental in identifying populations not served by the Detroit homelessness system. Homelessness in Detroit impacts Black and African American residents at a higher rate than any other racial or ethnic group. According to the 2020 US Census, Black or African American residents make up 77% of the City’s population but 87% of those experiencing homelessness. In comparison, non-Black or African American racial groups make up approximately 33% of the population, but only 13% of the homeless population. These statistics show clear gaps in our current service model.

HAND recently analyzed the last permanent address of households engaged with SO teams: this provided a visualization of the startling gaps in services for residents based on their location and break down by racial demographics. For example:

- The average number of unsheltered households per zip code was 56;
- Detroit’s three zip codes with the highest Latine population averaged 22 unsheltered households; and
- Detroit’s two zip codes with the highest Arab American population averaged 11 unsheltered households.

This data, published in September 2022, will be used to inform policy changes for SO teams, including ensuring that SO teams have the cultural and linguistic expertise needed to support diverse populations and building stronger relationships with community partners.

The DAG also plays a critical role in identifying underrepresented populations in our system and providing guidance on the best ways to support. For instance, this group has been instrumental in advocating for diverse and higher quality services for the unsheltered transgender population. Individuals who identify as transgender or non-binary comprise less than 1% of Detroit’s homeless population and are therefore deeply underrepresented in the system. Also, anecdotally the CoC knows this group doesn’t always feel safe in the shelter system. The DAG has been clear that the CoC needs to find ways to serve this population with the respect and dignity they deserve. Further integrating PWLEH into our CoC will help not only identify underserved populations but also help develop culturally appropriate and person-led interventions and programming.

**P-7.(2) Interact-** Underserved populations in the Detroit CoC include the LGBTQ+, Latine, and Arab American populations. Each of these populations interact with the homelessness system in their own way. While Detroit has a number of youth-serving ES, SO, and drop-in centers, it’s unclear how many LGBTQ+ youth access the homelessness system due to a lack of data. In January of 2021, the CES began asking households their sexual orientation/gender identity to identify gaps in services. LGBTQ+ adults, particularly the trans population, report not feeling safe and welcome in the shelter system. While shelter providers are required to adhere to the Equal Access Rule, including training all staff, this is still an area of continuous improvement. One resource for training has been through the Ruth Ellis Center who has provided biannual SOIGE trainings for all homeless service providers. Despite better monitoring, enforcement, and training, our CoC still faces gaps in equitably serving this population.

Latines make up nearly 8% of Detroit’s population, yet only 3% access the homeless system. Future efforts to serve this population include adding Spanish speakers to SO teams, as well as more targeted outreach in areas with a high Latine census. Detroit also has a large Arab American population. As a result of poor data collection

on ethnicity in HMIS, the CoC does not have data that captures how well this population is supported by homeless services, though they are likely underrepresented. One way the CoC is working to better understand the needs of this group is through a new partnership with a local non-profit partner, ACCESS (Arab Community Center for Economic and Social Services). ACCESS is the largest Arab American community nonprofit in the United States and offers a wide range of social, economic, health and educational services to a diverse population. Incorporating ACCESS into CoC committees and discussions will help the CoC better identify and serve Arab Americans experiencing homelessness.

**P-7.(3) Provide Services-** With the influx of Coronavirus Relief funds, outreach coverage in Detroit has increased significantly over the past three years. Multiple pilot programs were initiated with the goal of identifying and supporting households that are underserved.

One such pilot program brought together a SO provider, DPD, and Detroit Wayne Integrated Health Network, a health care safety net organization that provides behavioral health services, to form a new type of service model. The goal of this program, DHOT, is to target unsheltered residents with a mental health disability to provide both housing and behavioral resources while the person is living on the streets. DPD coordinates with this team when they engage with unsheltered residents, connecting them to services instead of penalizing them for their homelessness. This partnership has supported the team in engaging with hard-to-reach households, especially those living in abandoned structures. This pilot has been in operation since spring of 2021, with the goal of expanding services to all Detroit police precincts, thus connecting with even more households who have remained hidden from services. The CoD plans on creating a training video that can be used when onboarding new DPD officers that will give an overview of the Detroit CoC, CES, and SO.

As mentioned above, the use of zip code data for the last permanent address has shown potential disparities in outreach efforts. The CoC has been working on expanding services beyond well-known areas to serve all unsheltered households. One such way of doing this is through better partnerships with the CoD's Department of Neighborhood officers, block clubs, local community groups and churches. For instance, an outreach provider, in coordination with the CoD, has begun reaching out to these groups and presenting information on how they can connect neighbors with homelessness services. These presentations provide a foundation to building better relationships and identify additional residents experiencing homelessness. This work began in the summer of 2022 and will continue as a standard practice. In addition, the CoD developed an outreach request form on their website which allows any resident to submit an outreach request. This request goes directly and privately to the CoD Housing and Revitalization Department (HRD), a main funder of outreach services. HRD then assigns a SO team to engage and connect the households to services. To date, there have been 173 requests for outreach services since its creation in September 2020.

One key PH strategy has been to expand housing programs with nonprofits that work with populations experiencing homelessness that are not being served at the same rate. Examples of this can be seen with a number of CoC RRH and PSH providers. In 2020 the CoD funded the Ruth Ellis Center for Rapid Re-Housing; Ruth Ellis is well known in the LGBTQ+ community as providing safe, culturally competent services. In addition to RRH, in 2022 the Ruth Ellis Center started a new program with 34 units of PSH. The building includes community space as well as a Health and Wellness Center where residents can access medical care and behavioral health services. Another provider, Freedom House, which serves asylum seekers, has applied for Stand-Alone Supportive Services under this NOFO. They were also submitted for a new Joint Component TH-RRH DV bonus project in the FY2022 CoC competition. These potential service expansions will help ensure that some of Detroit's most vulnerable residents are assisted with culturally competent programming. Finally, starting in 2023, ACCESS will launch a RRH program for domestic violence survivors, their first homeless program in Detroit. This programming will allow better identification and coordination with the Arab American community.