PA 600 Continuum of Care
Local Competition Review, Ranking and Selection Criteria
2016

The CoC's Homeless Advisory Board (HAB) develops the process for ranking all Projects, both existing (Renewal) and new (Reallocation), and uses that process to determine which Projects to include and prioritize in the CoC's response to the NOFA. As the Collaborative Applicant, DHS performs the administrative functions necessary to prepare for HAB and sub-committee meetings, facilitates the meetings and is responsible for entering the HAB's ranking into eSNAPS. The process below outlines how a Project becomes eligible for inclusion on the ranking list, how the HAB determines the structure of the ranking list and how DHS notifies Projects of their place on the ranking list.

Eligibility for Ranking
Projects that sought renewal for funding in 2016 (Renewals) were required to submit their Performance Worksheet with comments (Appendix A) and their HUD 2015 application with written changes to DHS by June 2, 2016.[1] Beyond submitting required materials by the deadlines outlined by DHS and in the NOFA, Renewals were required to have an executed Grant Agreement from HUD and be in full compliance with all applicable local, state and federal laws and regulations.

Projects that sought to receive reallocation funding in 2016 (Reallocations) were required to submit a complete proposal in response to a Request for Proposals (RFP), issued by DHS and reviewed by a diverse, cross-functional evaluation committee, including members of the HAB, by the date outlined in the RFP. Further, Projects that the RFP evaluation committee recommended for inclusion in the NOFA were required to meet all the criteria for Renewals, as outlined above.

Overall Ranking Strategy
On July 19, 2016 the HAB voted to use the following strategy for ranking Projects for inclusion in the 2016 NOFA (Appendix B).[2] They identified Five Categories of Project rankings, with sub-categories for Renewal and Reallocation Projects in Categories 1 and 3.

Category 1: Housing First, 100% Chronically Homeless, Permanent Supportive Housing (PSH) only
Category 2: HMIS, HMIS Expansion, LINK (Coordinated Entry)
Category 3: Housing First, 100% Chronically Homeless, Rapid Rehousing (RRH) only
Category 4: Housing First, some Chronically Homeless beds prioritized, PSH and RRH
Category 5: Not Housing First
Category 6: Bonus Projects

Within Categories 1, 3, 4, and 5 the order of Projects was determined by their overall average renewal score (Renewals) or their overall average proposal evaluation score (Reallocation).

The HAB designed the ranking strategy to reflect the following CoC priorities:
  • serve the most vulnerable, most specifically ending chronic homelessness;

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[1] The HUD 2015 application was not used in the ranking process; DHS staff used the information from it to complete applications in eNSAPS. Supplemental information was required to be submitted by August 12 for the completion of HUD renewal grants. A meeting was held on July 20 to review what was needed to complete the HUD 2016 in eSNAPS. This information was not considered by the evaluation committee and was collected solely to complete the ESNAPS application. The supplemental information included: Supplemental information form, Federal forms (three separate forms) and a match documentation.
[2] The strategy arrived at on July 19, 2016 was informed by discussions at HAB meetings on June 16 and July 12. Those minutes are also included in Appendix B.

- embrace Housing First;
- be high performing system; and
- respond to the populations' needs

Renewal Scoring

In order to rank all Renewals in a fair and impartial manner, using performance data as recommended by HUD, the CoC Committee developed a 70-point evaluation system, based on performance and grant funding utilization. They developed the system during a series of meetings that occurred January 1, 2016, February 10, 2016 and March 9, 2016 (See Appendix C). The HAB approved the CoC's evaluation system on March 29, 2016 (See Appendix D). The CoC Committee based the criteria in the evaluation system on the Project's last submitted APR to HUD in eSNAPS, the January 27, 2016 Point in Time and the amount of funding that the agency did not utilize during the last APR period (FY 14-15). If Projects received a perfect score for all performance benchmarks, they received the maximum of 65 points. Permanent Housing (PH) Projects could score five bonus points if they utilized Housing First principles. In order for the PH Project to receive 5 bonus points, they had to answer yes to all components in Section 7, Question 4 (see below).

The CoC Committee established benchmarks included:
- Utilization of Beds on the Point in Time on January 27, 2016
- Utilization of Units on the last Wednesday in January, April, July and October.
- 85% of the Consumers in PH will stay at the end of the APR or exit to PH
- 80% of the exiting Consumers in Transitional Housing (TH) will exit to PH (Projects exceeding this HUD goal will receive more points.)
- 75% of the ADULT Consumers will maintain or increase income
- 20% of the ADULT Consumers will be employed
- 50% of the ADULT Consumers will receive one or more non-cash benefit

Please note that the highest possible points in each section did not always correspond to meeting the performance measure, allowing for projects that exceeded benchmarks to receive additional points. For example; 50% having non-cash benefits would receive 3 points. This was an effort to reward Projects whose consumer outcomes were higher than the benchmark. A bonus point could be awarded to agencies whose consumer outcomes were significantly higher than the benchmarks.

Projects were encouraged to answer the questions in Section 7 of the Performance Worksheet. This information was required if the Project was a PH Project (i.e. would qualify for the 5 point bonus).

CoC Committee reviewers utilized the following scoring system; however, they could adjust scoring based on the Project's explanation for under-utilization or lack of performance on certain benchmarks:

Section 1: Utilization of Beds and Units
Utilization of beds on the night of January 27, 2016 (MAX 5 Points)

Percentage	Points
85% and above	5
75% – 85%	4
60% - 74%	3
50% - 59%	2
25% - 49%	1

Percentage	Points
24% and below	0

Utilization rates of units on the last Wednesday in January, April, July and October. This information was reported on Question 11 of the last APR submitted to HUD in eSNAPS. (Each section could receive points-MAX 5 Points per quarter or 20 points overall)

Percentage	Points
85% and above	5
75% – 85%	4
60% - 74%	3
50% - 59%	2
25% - 49%	1
24% and below	0

Section 2: Housing Performance

Housing- PH and TH goal: (MAX 5 Points plus 1 bonus) Projects could answer one of these two questions depending upon whether they were a PH or a TH Project. Projects could receive a bonus point if they were high performing. (APR Question 36.)

    a. Consumers remaining in PSH or exiting to PH must meet at least 85% performance measure in order to receive the full 5 points. Projects with 90% or more performance can receive a bonus point or 6 points.

Percentage	Points
90% and above	5 + 1 Bonus
85% - 89%	5
80% – 84%	4
70% - 79%	3
50% - 69%	2
25% - 49%	1
24% and below	0

    a. Consumers in TH exiting to PH must meet at least 85% performance measure in order to receive the full 5 points. Projects with 90% or more performance could receive a bonus point or 6 points. (APR Question 36)

Percentage	Points
90% and above	5 + 1 Bonus
85% - 89%	5
80% – 84%	4
70% - 79%	3
50% - 69%	2
25% - 49%	1
24% and below	0

Section 3: Income, Employment and Non Cash Benefits

Income (MAX 5 Points + 1 Bonus) Consumer's income remains the same or increases either by employment or other cash benefits. Projects with 80% or more performance could receive a bonus point or 6 points. This information for TH Project is reported in Question 24 b3. For PH this information is reported in Question 36.

Percentage	Points
80% and above	5 + 1 bonus
75% – 79%	5
60% - 74%	3
50% - 59%	2
25% - 49%	1
24% and below	0

Employment (MAX 5 Points plus 1 Bonus). Projects with 40% or more performance could receive a bonus point or 6 points. This information is reported in question 36 or question 24 depending upon Project type.

Percentage	Points
40% or more employed	5+1 bonus
20% -39% employed	5
11%-19% employed	4
6% - 10% employed	3
1%-5% employed	1-2
0	0

Non Cash Benefits (MAX 5 Points) Consumer has at least one or more non-cash benefits. Projects with 85% or more performance could receive a bonus point or 6 points. (APR Question 37)

Percentage	Points
85% or more have non-cash benefits	5+1 Bonus
75% -84% have non-cash benefits	5
65% - 74% have non-cash benefits	4
50% - 64% have non-cash benefits	3
25% - 49% have non-cash benefits	1-2
24% and below have non-cash benefits	0

Section 4: Data Quality
Data Quality is the number of Missing Data Elements on an APR (Question 7).

Percentage	Points
No data elements missing	5
All missing data elements are under 5% or less of the number of total missing or don't know or refused	4
One or more data elements are over 5% but less than 10%	3
One or more data elements are over 10% but less than 25%	2
One or more data elements are missing or don't know or refused over 25%	0-1

Section 5: Budget

1. Amount of Funds under-utilized by grant during Project year reported on final APR.

0-2% return of funds	5
3-4% return of funds	4
5-8 % return of funds	3
9-10% return of funds	2
11-13% return of funds	1
>13% return of funds	0

2. Billings were received on time with appropriate and correct support documentation.

All billings were submitted correctly and with support documentation	5
Two - three billings were submitted late and/or required minor documentation adjustments	4
4-6 billings were submitted late and/or required documentation changes	3
Over 6 billings were submitted late and or required major documentation	2-1
All billings were late and/or incorrect requiring major changes and adjustments	0

Section 6: Project (Program) Specific Measures

Projects answers two Project specific measures. PH Projects should have answered the PH question only. TH Projects should have answered the TH question only. If a Project answered both questions, they were given zero points for not following instructions, with the exception of Safe Haven Projects (technically neither PH nor TH; they could answer either question but not both).

a. PH: This question applied only to PH Projects. Chronic Homeless Points (Max. 5 points): Points were awarded to agencies who dedicated all or a portion of their beds to Chronic Homeless. An existing 100% chronic homeless Project could be awarded a maximum 5 points. If a Project shifted a portion of their overall bed capacity to serving chronic homeless in HUD 2015 application, they could be awarded a portion of the points. A Project in 2016, which is new to prioritizing chronic homeless but did not serve them previously, could be awarded a portion of the chronic homeless points. The chronic homeless question is found on Section 6 of the Performance Benchmark Report. (See scale below)

100% dedicated to serving Chronic Homeless	5
Project committed to prioritizing a portion of their beds to chronic	

homeless in 2015; will commit more turnover beds in 2016	4
Project committed to prioritizing a portion of their beds to chronic homeless in 2015 and the same number of turnover beds will remain for chronic homeless	3
Project is just committing to prioritizing turnover beds to chronic homeless in 2016	2
Project is not prioritizing any turnover beds for chronic homeless previously, currently or in the HUD 2016 application.	0

b. TH: This question applied only to TH Projects. One of the priorities of the HEARTH Act is to reduce the length of time an individual or family remains homeless in a TH Project. For this question the Length of Stay for a Project was reported from the average length of stay of persons exiting on their last HUD eSNAPS submitted APR. (Question 27)

0 to 90 days	5
91- 180 days	4
181-365 days	3
366 – 546 days	2
547 or more	0 - 1

Section 7: Project (Program) Response to Performance Measures:
Projects were encouraged to provide responses to Section 7. The overall scoring utilized data to evaluate performance of each Project. Projects were encouraged to comment on their performance data reported to HUD on their last reported APR as a part of the evaluation process. If the project made no effort to comment, it could be reflected in their overall score.

Bonus Points: PH Projects could receive either 5 or 0 Bonus Points in response to the Housing First questions. If a PH Project did not respond to these questions or responded "no" to any of the questions, the Project was not considered by HUD to be a Housing First Project. The Project received no bonus points for partial answers.

Renewal scores were calculated using the process outlined above. These scores reflect Project performance, based on the benchmarks approved by the HAB on March 29, 2016, and were determined by the Evaluation Committee, which is a subcommittee of the HAB's CoC Program Committee. Every Project was independently reviewed and scored by each member of the Evaluation Committee (See Appendix E). The average of all scores was the final renewal score (See Appendix F).

Reallocation Processes
The CoC arrived at decisions regarding reallocation based on 1.) data on service-use and client need generated throughout the year and 2.) the priorities and perspectives of HUD and the CoC. Analysts from DHS's Office of Data Analysis, Research and Evaluation (DARE) pulled data, from Coordinated Intake (Entry) and HMIS, on clients requesting homeless services over a 6 month period (See Appendix

G). They identified the number of clients calling Coordinated Intake (Entry) and looked at their VI-SPDAT scores. The VI-SPADAT is an assessment utilized by Coordinated Intake (Entry) staff to determine level of need for a person or family entering the homeless system. The assessment generates a score, which places those experiencing homeless within a hierarchy of housing Projects based upon presenting need, history and current housing situation or lack of housing situation. Analysts also identified system capacity at the service levels that corresponded with callers VI-SPDAT scores and turnover rates, so that the HAB could see which services areas had the highest need (service levels corresponding with frequent scores) and where the system needed to build capacity.

The analysis showed that effectively responding to the needs of individuals and families in PA-600 would require more beds across the system and across service-needs (moderate need and high need). Further, national research shows that RRH is an effective and efficient way to house individuals and families experiencing a housing crisis and support them on their path to PH. Based on DHS's data analysis, mindful of HUD's priorities and keeping in line with the priorities already identified by the CoC, the CoC decided to reallocate TH to RRH for moderate service level needs and reallocate RRH to PSH for higher level service on March 29, 2016 (See Appendix D). The Housing First model also informed this decision, as PA-600 moves towards housing vulnerable populations as quickly as possible, eliminating barriers to accessing housing and wrapping services around individuals and families so that they remain successfully housed.

Reallocation of Safe Haven Projects
On March 29, 2016, the HAB voted to reallocate all remaining Safe Haven Projects (3 in total) to PSH and directed DHS to issue an RFP and conduct a formal review process for RFP responses (See Appendix D). The HAB chose to reallocate Safe Havens to PSH to continue low-threshold services to persons experiencing chronic homelessness, while making the beds available as PSH rather than continuing the Safe Haven categorization. HMIS data regarding client length of stay and turnover rates identified that 75% of clients stayed in Safe Haven Projects for over 2 years, indicating that clients required higher periods of support and services effectively available through the PSH model. By reallocating Safe Haven beds, the PA-600 positioned itself to meet the needs of the clients through PH solutions, thus decreasing the time spent homeless.

DHS notified all HUD funded Projects of the HAB's decision on April 13, 2016 (See Appendix H), and on April 28, 2016 DHS issued the [RFP for HUD Permanent Supportive Housing for Chronically Homeless Individuals](#), with the deadline for submission of responses on May 26, 2016. Upon submission, proposals were sent to an RFP evaluation committee for review. Six reviewers, representing various stakeholders in the housing committee and the HAB, scored and reviewed proposals based on criteria outlined in the RFP around (See Appendix I). The Committee convened on Monday, June 20 to compile and discuss their scores (See Appendix J). Based on the results of their scoring and discussion, the RFP Evaluation Committee made a recommendation to the HAB, who voted to accept their recommendation via online vote on June 27, 2016 (See Appendix K).

Reallocation of TH Projects
The 6 month analysis of client level data referenced above indicated a shortage of housing for individuals and families with moderate and high level service needs. To address this shortage, and to use the most effective model for rapidly housing individuals and families experiencing homeless (per HUD recommendation and supported by national research), the HAB voted to reallocate a portion of the TH Projects to RRH and PSH Projects on May 31, 2016 (See Appendix L).

The HAB directed DHS to issue an RFP and conduct a formal review process. Before the RFP was issued (June 2, 2016), DHS notified all TH Projects that TH Projects would not be renewed in the HUD 2016 Process (See Appendix M). DHS issued the [RFP for HUD 2016 Reallocation Funding for Permanent Supportive Housing and Rapid Re-Housing Program](#) on June 10, 2016, with the deadline for submission of responses on July 1, 2016. Upon submission, proposals were sent to an RFP Evaluation Committee for review. Thirteen reviewers, representing various stakeholders in the housing committee and the HAB, scored and reviewed proposals based on criteria outlined in the RFP (See Appendix N). The evaluation committee convened on July 25, 2016 and made a recommendation to the HAB based on their compiled scores and discussion (See Appendix O). On August 5, 2016 the HAB approved the RRH and PSH Projects selected for reallocation by the RFP Evaluation Committee via online vote (See Appendix K). One organization that responded to the RFP, Womanspace East, decided to opt out of their project after the procurement process had been completed and they were selected for reallocation. Per an online vote by the HAB Executive Committee on September 1, the reallocated funds were offered to Chartier's Center.

Both reallocation processes for the Safe Haven and TH Projects followed DHS approved procurement process with formal advertising, availability on the internet and electronic submission (See Appendix P).

Evaluation Committee Oversight
After scoring Renewals and Reallocations using the scoring processes outlined above and ordering Projects using the approved ranking strategy outlined above, the CoC Committee reviewed the ranking list in its entirety, assessing if the list reflected a strong continuum of services, particularly within Tier 1. Within this review, the Committee considered the needs of subpopulations (e.g., youth, individuals and families fleeing domestic violence, etc), the type of housing services, and the overall performance of Projects. The CoC Committee made no adjustments to the ranking list from the review, but did recommend that Bonus Projects be placed at the bottom of the ranking chart by average score before submitted the ranking to the HAB for their approval on August 2, 2016 (See Appendix Q). On August 10, 2016, the HAB approved the final ranking list (See Appendix K).

Notice of Project Ranking
DHS posted the Final Ranking List on its website and notified provider agencies included on the list of their status and of the Appeals Process on August 16, 2016.

Appeals Process
The Appeals Process is used to contend that a Project is not categorized and/or ranked appropriately. The Appeals Process does not serve to alter the ranking strategy used. Only two reasons may be used to appeal a ranking:
- Project should be ranked higher within a category
- Project should be in a different category

When appealing that a Project should be ranked higher within a category, the agencies were asked to provide a justification that included a clear description of why the Performance Worksheet (Renewals) or Proposal Response (Reallocations) did not appropriately reflect Project performance and therefore caused a lower score. Recognizing that Projects were encouraged to provide comment on their performance data within the Performance Worksheet and that new Projects were allotted response space across all review criteria in the Proposal Process, appeal justifications needed to substantially demonstrate validity of evidence to merit an adjustment to the ranking list. Similarly, when appealing that a Project should be categorize differently, the justification must have provided evidence of the Project's fulfillment of all requirements of the category.

Appeal Process and Key Dates
All Projects were notified of their ranking on August 16, 2016. Any Project that disagreed with the rank they receive and wished to appeal must have submitted a completed appeal no later than August 22, 2016 at 5:00pm.

Appeals submitted on time and in full were reviewed by the Appeal Review Team. The Appeal Review Team consists of non-provider members of the CoC Evaluation Committee. One Appeal was received. The Appeal Committee met to discuss the appeal (Appendix R) and adjusted the ranking accordingly (Appendix S). The appealing provider was notified of the decision on August 31, 2016 (Appendix T).

Appeal Submission
For an appeal to be considered, an Appeal Process Form (Appendix U) had to be completed and returned to Hilary Scherer (contact information below), by 5:00pm on August 22, 2016. Appeals received after that time were not considered (none were received). Partial appeals were not considered (none were received).

The Appeal Process Form included agency and Project identifiers and a one (1) page maximum appeal justification. An appeal had to be made within the approved ranking strategy which meant that any justification should have spoken to the Project's score or categorization not being appropriate.

Contact Information
Questions and completed Appeal Process Forms were directed to Hilary Scherer by email (hilary.scherer@alleghenycounty.us).

Final Ranking
 The final ranking document (Appendix V) was posted online on September 9, 2016 (Appendix W).

Appendix A

Allegheny County Department of Human Services

HUD 2016 Renewal Application

Performance Outcomes

Agency:			
Project Name:			
Total Grant Award		Program had no exits	
Type of Program		New Program closed for renovations	
No. of Units			
No. of Beds			
APR PERIOD:			
Persons Served in APR Adults and Children (APR Q 7)			
Total Persons Exiting (APR Q 22a2)		Total Persons Staying(APR Q 22b2)	
Total Adults Exiting (APR Q 22a2)		Total Adults Staying(APR Q 22b2)	

Section 1 to 5 is performance information on the specific program listed above. All data for performance measures were taken from the project's last ESNAPS HUD submitted APR and the 2016 Point in Time. Projects are requested to review the data in sections 1 to 5 and then respond to questions in Sections 6 & 7. Once performance score card is completed, **the project must submit 15 copies of this document plus one copy of the original application** to Allegheny County Department of Human Services, Office of Community Services by the date indicated in the accompanying instructions. Failure to submit the number of copies or information by the due date will result in a reduction of points and low ranking.

Section 1: Utilization

	Utilization Performance	
BED Utilization on Point in Time January 27, 2016		
January Utilization of Units- APR Q 11		
April Utilization of Units-APR Q 11		
July Utilization of Units-APR Q 11		
October Utilization of Units-APR Q 11		

Section2: Housing Performance

	Housing Performance/ Number of Consumers	Percentage
Permanent Supportive Housing: 85% Consumers remaining in PSH or exiting to any HUD-defined permanent housing option (APR Q 36a Measure 1)		#DIV/0!

Transitional Housing: 80% Consumers exiting to any HUD-defined permanent housing option (APR Q 36b Measure 1)		#DIV/0!

Section 3: Income, Employment & Non Cash Benefits	Income, Employment & Non Cash Benefits	% ofConsumer
Adult consumers who maintain or increase income from all sources (APR Q 25)		#DIV/0!
20% of the adult consumers are employed during program APR. (APR Q 36a Measure 3 for PSH or APR Q 36b Measure 3 for TH)		#DIV/0!
50% or more Adult Consumers who received non-cash benefits during program year APR Q 26 or new performance measure Q 37)		#DIV/0!

Section 4: Data Quality

Program had no data quality missing values		

Program had the following number of data quality items missing from record or don't know answers:

Data Quality Category	No. of Persons Missing	%
Social Security Number		#DIV/0!
Ethnicity		#DIV/0!
Race		#DIV/0!
Veteran Status at entry		#DIV/0!
Disabling Condition		#DIV/0!
Income at entry		#DIV/0!
Income at exit		#DIV/0!
Non cash at entry		#DIV/0!
Non cash at exit		#DIV/0!
Chronic Health Condition		#DIV/0!
Residence Prior to Entry		#DIV/0!
Physical Disability		#DIV/0!

Developmental Disability (at entry)		#DIV/0!
HIV/AIDS (at entry)		#DIV/0!
Mental Health (at entry)		#DIV/0!
Substance Abuse (at entry)		#DIV/0!
Domestic Violence (at entry)		#DIV/0!
Destination (at exit)		#DIV/0!

Section 5: Budget

		Percentage
Amount of Funds Agency returned at end of grant term/% should be less than 2% of funds		#DIV/0!
2. Billings were received on time with appropriate and correct support documentation (Specific number of months billings were timely and correct meeting HUD standards.)		0%

Section 6: Program Specific Measure. Program Specific Measures are divided into Permanent Supportive Housing and Transitional Housing Program. Please respond to the specific program that applies specifically to your program over a 12 month period.

a. Permanent Supportive Housing Program Chronic Homeless

	No. of Beds	% of Beds
What is the estimated number of turnover beds this project will have in FY 2016-17 for their Permanent Housing Program?		
Does this program currently serve 100% chronic homeless? (If yes, do not answer the next two questions for Chronic Homeless below.)	YES	NO
In the HUD 2015 Application, how many turnover beds were **prioritized** for chronic		#DIV/0!
In the HUD 2016 Application, how many turnover beds does the project plan to **prioritize** for chronic homeless persons?		#DIV/0!

If the project is not going to prioritize any beds for Chronic Homeless in HUD 2015 or HUD 2016, please explain why this decision was made.

b. Transitional Housing Program is allowable for up to a 24 month period. One of the priorities of the HEARTH Act is to reduce the length of time an individual or family remains homeless. HUD would like all transitional housing programs to reduce the length of time an individual or family may remain in transitional housing. As a part of the 2016 Transitional Housing Application the median length of participation in days (Q27) for leavers is listed below. Projects will receive a score by each evaluator based upon the median length of stay for LEAVERS submitted on question 27 in their last

Leavers Median Length of Stay

Does the project plan to shorten the median length of stay in FY 2016-2017?

| YES | NO |

Please explain strategy for either yes or no answer.

Section 7: Response to Performance Measures.

Did the program meet all the Performance Measures listed in Sections 1 to 5?

| yes | no |

If no, please address the following questions in a brief and concise answer:

1. Which benchmark(s) did the program not meet?

List Benchmark	Reason for Not Meeting

2. Further information about this program that may assist the evaluator to understand the challenges or the high performance of your program.

3. What action(s), if any, have been taken to address improving the specific benchmarks that fell below expectations?

4. **Permanent Housing Bonus:** Projects may receive 5 points bonus if their project utilizes or will utilize Housing First principles as established by HUD. To determine whether a Permanent Housing project utilized Housing First principles please complete the following questions. In order for the project to be considered Housing First and receive the Bonus Points, all answers to the below questions must be yes. This question is exclusively for Permanent Housing programs. Transitional Housing programs will not receive any bonus points for this question and should not answer this question.

a. Does the project quickly move participants into Permanent Housing?

Yes   No

b. Does the project <u>ensure that participants are not screened out based on the following items</u>? Select all that apply.

Category	Yes	No
Having too little or no income		
Active or History of substance abuse		
Having a criminal record with exceptions for state mandated restrictions		
History of Domestic Violence (e.g. lack of protective order, period of separation from abuser, or law enforcement involvement		

c. Does the project <u>ensure that participants are not terminated from the program</u> for the following reasons? Select all that apply.

Category	Yes	No
Failure to participate in supportive services		
Failure to make progress on a service plan		
Loss of income or failure to improve income		
Being a victim of domestic violence		
Any other activity not covered in a lease agreement typically found in the project's geographic area		

Appendix B

CoC Bi-Monthly Meeting
July 19, 2016 10:00AM to Noon
Human Services Building
One Smithfield Street, Pittsburgh.

Purpose: The Homeless Advisory Board (HAB) is a public/private partnership formed to assist and recommend to Allegheny County, the City of Pittsburgh, the City of McKeesport and the Municipality of Penn Hills on public policy, programs, activities, data and all other efforts that will eliminate homelessness and improve the wellbeing of persons and families who are homeless.

HAB Member Attendees

Meg Balsamico, Penn Hills

Jerry Cafardi, City of Pittsburgh

Tom Cummings, URA

Jane Downing, Pittsburgh Foundation

Abigail Horn, ACDHS

Linda Kilderry, Michael's Place

Joe Lagana, HCEF

John Lovelace, UPMC

Mary Frances Pilarski, VA

Lenny Prewitt, FamilyLinks

Laurel Randi, McCune Foundation

Richard, Ranii, All. Co. Economic Development

Amy Snider, ACTION Housing

Philip Spina, Light of Life

Adrienne Walnoha, CHS

Guest Attendees

Seth Abrams, ACDHS

Renee Bell, Naomi's Place

Annie Boyd, ACDHS

Andrea Bustos, ACDHS

Joann Cyganovich, Sojourner MOMS

Elizabeth Daniels-Totten, City of Pgh

Nancy Dunkis, All Co. Economic Development

Rob Eamigh, ACDHS

Joe Elliott, ACDHS

Lora Fraire, ACDHS

Angalo Farrara, Salvation Army

Pete Giacalone, WPIC

Erin Gillette, Alle-Kiski Area HOPE Center

Andy Halfhill, ACDHS

Peter Harvey, ACDHS

Kate Holko, ACDHS

Lisa Kessler, ACDHS

Terri Laver, ACDHS

Jessica McKown, ACHDA

Stephanie Meyer, ACDHS

Nicole Molinaro-Karaczan, WC&S

Mary Parks, Sister Place

Emil Pyptyk, ACDHS

LeaEtta Rhodes, Urban League

Rachel Rue, ACDHS

Kelly Russell, City of Pittsburgh

Hilary Scherer, ACDHS

Trishia Silvis, YWCA

Barb Smith, HEARTH

Pat Valentine, ACDHS

Stephanie Villella, Chartiers

Laverne Wagner, HACP

Kyona White, Sojourner MOMS

1. **Welcome & Review of Meeting Minutes—John Lovelace**
   a. The May 31, 2016 meeting minutes were approved.

2. **HAB Member Term Appointments—Hilary Scherer**
   Before the main meeting discussions were started, initial term designations were selected randomly by HAB members. Moving forward terms are 3-years, with members being able to serve 2 terms. However, since a new HAB process was started with the revisions to the Governance Charter in October 2015, the CoC is seeking to avoid having the entire HAB membership leaving at the same time, and has thus implemented shorter initial term limits for 2/3 of the membership (1/3 having a 1 year initial term, and 1/3 having a 2 year initial term). Again, moving forward there will be the standard 3 year term and any member can seek a second term. As such, HAB members who are designated a 1 year initial term can submit a nomination for a second term, and in total serve the HAB for 4 years. Nominations for HAB members will be sought this fall with new members being voted on in January 2017. A list of the initial term periods in provided in Appendix 1.

3. **HUD 2016 NOFA Ranking Strategy—Amy Snider**
   Amy Snider, on behalf of the Evaluation Committee, put forth a recommendation to the HAB on a ranking strategy to be used to rank projects for the 2016 CoC Program NOFA. The Evaluation Committee's proposal for the ranking strategy was designed to be reflective of the following CoC priorities:
   - serve the most vulnerable, most specifically ending chronic homelessness;
   - a system that embraces Housing First;
   - a high performing system; and
   - a system that is responsive to the populations' needs

   As such, the Committee organized projects into the five (5) categories below, and within each category the projects are to be ranked by score (i.e., performance). For any Category that has Renewal and New Projects, the Renewal Projects would be ranked first, followed by New Projects. Within this organization, the entire list then can be reviewed for special consideration around sub-populations and other critical factors (e.g., program operation time to determine if score accurately reflects service performance).

   In reviewing the draft ranking list based on this strategy the Committee found that sub-populations were represented across the Tier 1 projects (Tier 1 reflects 93% of funding). The Tier 2 line would be expected to occur towards the bottom of Category 4, and bonus projects would be places at the end of the entire list (and thus in Tier 2).

   Category 1: Housing First, 100% Chronically Homeless, PSH only
   Category 2: HMIS, HMIS Expansion, LINK
   Category 3: Housing First, 100% Chronically Homeless, RRH only
   Category 4: Housing First, some Chronically Homeless beds prioritized, PSH and RRH
   Category 5: Not Housing First

   Ms. Snider went on to clarify that scores by which Projects would be ranked in each Category. For Renewal Projects, the score is that Project's Renewal Score, which is calculated using the

Renewal Score Process approved by HAB in March 2016, and includes the Performance Worksheet, which Projects submitted by June 2, 2016. For New Projects, the scores reflect the each Project's proposal score, as assigned by the RFP's Evaluation Committee within the competitive RFP process.

Abigail Horn also called the HAB's attention to the NOFA summary provided to them in advance of the meeting, point out that the description Ms. Snider provided falls very nicely in line with what HUD is looking for within a CoC. For example, in regards to Housing First there are points awarded to a CoC if over 75% of the CoC is implementing a Housing First approach. The HAB's decision in May to embrace Housing First, the decision of so many providers to move in that direction, and now how we are ranking with a highlight to Housing First will put us in good standings. Other things noted included:
- System as a safety net to quickly house folks and support towards stability
- Focusing on participants' choice and variety of options
- This is the first year to include significant points around system wide measurements, which will be new for everyone
- And finally, ending of sub-population homelessness—at last meeting we discussed veterans end to homelessness, and next on horizon is CH, which our HOCC is really starting to get ball rolling on thinking through that, but just so HAB is aware of these nationwide initiatives to end homelessness and how they will drive a lot of our discussions over the next few years.

The motion to adopt the proposed ranking strategy was approved.

Following the HAB's approval of the 2016 NOFA Project Ranking Strategy, clarification was provided around "100% Chronic Homeless" referenced in Categories 1 and 3. This designation is for those projects who have dedicated OR prioritized all of their beds to chronically homeless individuals and families. This designation does not mean that all beds will be utilized by individuals and families who have documented chronic homelessness, but rather that if an individual or family is chronically homeless the Project will prioritize them and is prepared to serve them.

4. **Preventing and Ending Homelessness by 2020: Community Strategic Planning Process—Jane Downing**
Jane Downing updated meeting participants on the Community Strategic Planning Process for Preventing and Ending Homelessness by 2020. As a reminder, this Planning Process is a community wide effort to create a strategic plan to: (1) prevent and end homelessness among veterans in 2016; (2) finish the job of ending chronic homelessness in 2017; (3) prevent and end homelessness for families with children and youth in 2020; and (4) set a path to ending all types of homelessness. This means the community will have a systematic response in place that ensures homelessness is prevented wherever possible, or if it cannot be prevented, it is a rare, brief and nonrecurring experience. The HAB Planning Committee selected Housing Innovations from New York as the consultant and hired a local project coordinator, Iris Whitworth to help guide the process. The first site visit for this process is being held from August 3-August 5, 2016, and will begin with a Community Kick-off on the morning of August 3, in the Homestead Grays Conference Room (located at 1 Smithfield St). Following the kick-off a number of initial Focus Groups have been arranged, with participants in those Focus Groups being identified through a

multi-stage planning effort. This is just the first site visit, with subsequent site visits to be scheduled over the coming 6 months.

5. **Homeless System Scorecard—Andy Halfhill**
Prior to the regular Homeless System Scorecard update, John Lovelace informed HAB members and meeting participates that Amy Snider would be stepping into the HAB Co-Chair role for the Data and Planning Committee. Diana Bucco and initially served in that role, but as she has become the President of the Buhl Foundation her time commitments will not allow her to continue. She will remain an active member of the HAB, and the HAB is grateful for the guidance she provided to the start-up of the Data and Planning Committee.

Speaking on behalf of the Data and Planning Committee, Andy Halfhill presented HAB members with a report update around the Homeless Scorecard, reminding members that the Scorecard was developed to provide the HAB with regular updates on how the Allegheny County homeless system is doing towards the goal of making homelessness rare, brief, and non-recurring. The data presented provides an update around 5 core measures so that progress can be regularly tracked.

- Measure 1—Number of persons entering the homeless system for the first time (on an annual interval): What this measure does is show us how the number of people entering the system changes from one year to the next; we have had a 20% decrease in people entering the system since last year (2440 households); the percentage of people homeless has also decreased
- Measure 2—Bed utilization: For different projects in the community this measures shows how many households have been served in last 2 months, 6 months and year, and how many on a given day. What we hope to do with this measure going forward is to show number served on a given day as it relates to capacity.
- Measure 3—Length of stay: This measure shows how long, in terms of median length of stay, individuals and families stay in a program. For ES, median length is 36 days, and we want 75% to be under 30 days so there is a place to move on. Generally leading our performance goals for PSH and TH. Not quite there for RRH, but we only have few current programs for RRH and as we scale up we expect a better analysis
- Measure 4—Exist to permanent destinations: This measures shows of all households who exit, how many go to permanent destination. For ES we have increased over last year. Generally across all programs have been able to achieve higher exists to permanent destinations.
- Measure 5—Recidivism: Generally that rate of return are low.

The Scorecard data will be updated and presented to the HAB at each bi-monthly meeting.

6. **HUD System Performance Measure Submission—Andy Halfhill**
Mr. Halfhill provided an update on HUD System Performance Measures, which are being required by HUD for the first time from all CoC's. In developing the Homeless System Scorecard, the Data and Planning Committee was mindful of HUD's System Performance Measures, and thus there are some overlaps, including first time homeless, exits to permanent housing, and recidivism. The System Performance Measures are due to HUD on August 1, 2016 and DHS is working with the HMIS vendor to diligently test the system and ensure accurate data is submitted by the due date. This submission will serve as a baseline for the CoC, and the goal will

to show improvements each year. Mr. Halfhill clarified that the date submitted reflects the period from October 2014 to November 2015, and through the testing process DHS's DARE Analysts are identifying and fixing any existing data issues so that there is strong data quality moving forward.

7. **Committee Updates**
To begin Committee Updates, Mr. Lovelace announced that Allegheny County CoC was not approved for the United Funding Agency (UFA) status. DHS has requested direction from HUD regarding the lack of approval, and is not aware of how many (if any) CoC's received the UFA designation this year.

Representing the HOCC, Philip Spina noted that the City of Pittsburgh has hired someone to guide a Committee on the City's response and action with persons who are street homeless. The HAB would like to have representation on any such group that is formed, and the efforts should be linked into the Community Strategic Planning process.

8. **Public Comment/Announcements**

   - Barb Smith provided comment on the CoC's responsiveness to families fleeing DV situations
   - Abigail Horn provided comment on the utilization of Section 8 vouchers by those who are homeless
   - Jane Downing provided comment on ending veterans homelessness
   - Elizabeth Daniels-Totten provided comment on processes for making public comment
   - Mary Frances Pilarski provided comment on VA Pittsburgh Healthcare System's 2016 Veterans Community Homelessness Assessment, Local Education and Networking Groups (CHALENG) Forum
   - Nicole Molinaro-Karaczan provided comment on WC&S renovations

Action Items
   - The approved Ranking Strategy will be used to rank all renewal and new projects being applied for in the 2016 CoC Program NOFA.

Next CoC Meeting
Tuesday, September 27—10:00 AM to Noon
Human Services Building
One Smithfield Street, Pittsburgh

July 12, 2016
Attending: Meg Balsamico, Penn Hills
               Nancy Dunkis, Allegheny County Economic Development
               Robert Eamigh, Allegheny County Department of Human Services
               Lora Fraire, Allegheny County Department of Human Services Intern
               Abigail Horn, Allegheny County Department of Human Services
               Terri Laver, Allegheny County Department of Human Services

Kelly Russell, City of Pittsburgh
Hilary Scherer, Allegheny County Department of Human Services
Karen Snair, Allegheny Valley Association of Churches
Amy Snider, ACTION Housing
Lisa Trunick, Bethlehem Haven
Stephanie Villella, Chartiers Center

Terri Laver welcomed everyone to the meeting and served as facilitator. The purpose of the meeting was to review a ranking document created from the strategies developed at the last committee meeting, modify and discuss further strategies or medication and discuss presentation of the adopted strategy to the Homeless Advisory Board on July 19, 2016.

A. Overview of Process
   a. An announcement about the opening of 2016 NOFA was made at the start of the meeting. Staff has not yet been able to access the 2016 NOFA application in ESNAPS as it is locked. It is unknown when HUD will provide further guidance to access the application.
   b. A review of the last meeting's decisions were discussed. A summary of the sub-categories was handed out to all members (See Attachment A). There was a reminder that new projects are currently being reviewed and final recommendations to the HAB have not occurred.
   c. Ranking list was distributed to all present members, as well as electronically displayed in the room. The reallocated safe haven funding that was went through a formal request for proposal process were added to the present raking in their appropriate sub-category per the committee's recommendation. The draft ranking list was used as a talking point, with the understanding that modifications and new projects from reallocation still needed to be added.

B. Discussion of Project Rankings
   a. There was some discrepancy between the 2015 actual HUD application form and the 2016 performance worksheets as to which programs serve 100% chronic homeless. Some projects forgot to answer questions related to this and other answered them incorrectly. Committee made the decision to move all providers who truly served 100% chronic homeless on the HUD 2015 application (regardless of 2016 performance worksheet information) up to category one. A letter would be sent to each of the four providers to indicate that they were being placed in category one based on the 2015 HUD application and would continue to be expected to abide by those rules. The four project/programs were Chartiers-Hestia, CHS-Families United, and PATF-Choice II.
   b. From the beginning, the committee wanted to ensure that tier 1 of the ranking contained a diverse collection of providers, sub-populations, and units. It was determined that this had been achieved and there was no need to make any further adjustments based upon special populations for the current projects reviewed.
   c. Projects currently under review from reallocation will be placed in the appropriate subcategory as established by the committee once the scoring and the decision is made by the HAB to move these projects forward.

C. Next Meeting
   a. For the next meeting, the committee will convene to review and recommend a final ranking recommendation for the HUD 2016 NOFA to the HAB. The committee at that time will discuss any critical strategic considerations such as special needs populations or serving a particular population.

The next meeting of the Evaluation Committee will be August 2, 2016 at 10:00 AM in the Human Services Building, Pittsburgh Room, One Smithfield Street, Pittsburgh.
The meeting adjourned at 10:30 AM.

June 16, 2016

Attending: Liz Daniels-Totten, City of Pittsburgh
              Lora Fraire, Allegheny County Department of Human Services, Intern
              Linda Kilderry, St Vincent de Paul
              Kelly Russell, City of Pittsburgh
              Hilary Scherer, Allegheny County Department of Human Services
              Karen Snair, Allegheny Valley Association of Churches
              Amy Snider, ACTION Housing
              Lisa Trunick, Bethlehem Haven
              James Turner, Allegheny County Department of Human Services PATH Coordinator
              Stephanie Villella, Chartiers Center
              Robert Eamigh, Allegheny County Department of Human Services
              Terri Laver, Allegheny County Department of Human Services

Terri Laver welcomed everyone to the meeting and served as facilitator. An overview of the focus of the meeting was to develop a strategy for ranking projects for the HUD 2016 application and review the scores for renewals from the committee members.

A. Overview of Process
    a. The Homeless Advisory Board vote on May 31, 2016 was again briefly mentioned in relationship to building a strategy for this year's evaluation process. The HAB is emphasizing: serving most vulnerable and adoption of Housing First principles.
    b. Three summaries were distributed for discussion. They were: overall scores, emphasis on serving chronic homeless (most vulnerable population) and utilizing housing. The summaries were not meant to be a final ranking of renewals but rather serve as a discussion point.
    c. The reallocated project funds and bonus project request for proposal has been released by DHS. Applications are due by June 30. Current Evaluators will be contacted by the DARE office to serve on the review of these applications. If an agency is applying for this grant, they cannot be a part of the review process. These projects will be intermixed with the renewal projects by the Evaluation Committee once the selected projects are selected.
B. Discussion of Operating projects that had specific ranking issues
    a. Sojourner MOMS- Sankofa and WPIC New Foundations I had specific issues with their APRs that were issued when the projects were reviewed by the committee. (Sankofa was under construction most of the year and closed to residents, and New Foundations APR was not under WPIC jurisdiction when it was completed.) Since both of these projects now have draft APRs in the system which correct both of the issues listed, the committee agreed to review and re-score these and return scores to Terri Laver by June 20.
    b. HMIS, HMIS Expansion and Allegheny Link (Coordinated Intake) cannot be scored. However, all of these projects are critical to the overall operations of the CoC. If the projects are placed in Tier II funding, they run the risk of being cut by HUD. In the 2015 application, 33 CoCs placed their HMIS grants in Tier II, and 30 of these grants were not renewed by HUD. These CoCs can charge each project a fee to participate. This grant enables ACDHS to not charge each grant for participating in HMIS and provides the

needed staff support to operate HMIS. At one point, Amy suggested that given the importance of HMIS to providing the CoC with needed planning data and monitoring of projects, HMIS be placed first on the ranking. After discussion of the overall ranking process, it was decided to place HMIS, HMIS Expansion and Allegheny Link as the second priority in funding for 2016.

   c. A Step Forward – New Rapid Re Housing not yet operational a year and Bridging the Gap – APR reflects first year of operation. These renewals will be placed where they most appropriately fall within the priority listing despite their low scores due to start-up issues.

   d. Mercy- A Path to New Life- just awarded to Mercy. The APR reflected St Vincent de Paul's performance. It was agreed that the APR will be utilized; however, the committee will give additional points to Mercy since the project going forward will be 100% chronic homeless and utilizes Housing First under Mercy's contract.

   e. Planning Grant cannot be scored- grant is not operational yet. In 2015, the CoC did not have to score this grant and, therefore, the committee assumed if this grant is given again under the HUD 2016 NOFA, then it will not be ranked.

C. HUD 2015 RRH and PSH not yet operating
   a. The following projects are not yet operational since they were just awarded by HUD in the HUD 2015 competition. None have executed contracts as of today.
      i. Bethlehem Haven- Haven Homes
      ii. Mercy-Home for Good
      iii. Gaudenzia-G-PGH Phase III
      iv. Goodwill Good Start
      v. Mercy Through Open Door
      vi. PATF Integrated RRH Program
      vii. VLP Constitution
      viii. WPIC Soteria
      ix. YWCA Bridges RRH Program
   b. The committee concluded that since all of these projects were scored in the HUD 2015 process utilizing specific criteria related to new projects, that the scores from HUD 2015 be utilized for this year's ranking process. The final score will be utilized for placement within the new projects selected for this year since the scoring process is the same for this year's new project applications.

D. Preliminary Recommendation on strategy for HUD 2016 ranking of projects
   a. After a long discussion of how to rank proposals and the strategic importance of this process, the Committee agreed upon this order for consideration:

Category 1: Housing First, 100% Chronically Homeless, PSH only
   Sub-Category A: Renewal Projects
   Sub-Category B: New Projects

Category 2: HMIS, HMIS Expansion, LINK
   No Sub-Categories
Category 3: Housing First, 100% Chronically Homeless, RRH only
   Sub-Category A: Renewal Projects
   Sub-Category B: New Projects
Category 4: Housing First, some Chronically Homeless beds prioritized, PSH and RRH

Sub-Category A: Renewal Projects
Sub-Category B: New Projects
Category 5: Not Housing First
Sub-Category A: Renewal Projects
Sub-Category B: New Projects

    b. Ranking Scores will be mixed with chronic homeless and Housing First emphasis as a part of the process.

E. Next Meeting

    a. For the next meeting, the above-listed categories will be cross matched against the renewal projects, and space will be held for new projects since the RFP process will not be completed for those until later in July. The HUD 2015 projects that were funded will utilize the scores that were determined by the review committee for HUD 2015 and placed into the appropriate subcategories as renewals/new projects.

The next meeting of the Evaluation Committee will be July 12, 2016 at 9:00 AM in the Human Services Building, Pittsburgh Room, One Smithfield Street, Pittsburgh.

The meeting adjourned at 11:30 AM.

Appendix C

Continuum of Care Committee
March 9, 2016 10 AM to 11:30 AM
Department of Human Services- Steelers Room
1 Smithfield Pittsburgh, PA

The Continuum of Care (CoC) Program Committee analyzes HUD policies and performance measures in order to recommend strategies to the Homeless Advisory Board (HAB) so the PA-600 Continuum of Care's funding applications to HUD will remain competitive. It studies changes in HUD policy specific to project types and shifts in emphasis within the CoC related to projects and policies. The Committee works in conjunction with the Data and Planning Committee to review and develop ranking tools and to recommend housing priorities for our homeless continuum of care. The Committee establishes the Evaluation Subcommittee for the review and ranking of all applications submitted to HUD. The Evaluation Subcommittee then submits their recommended ranking to the HAB for final review and approval. The overarching goal of the CoC Committee is to end homelessness in PA-600 by 2020. All actions are presented to the HAB for approval.

Attendees

Tia Carter	Abigail Horn
OSN Mercy	ACDHS DARE
Jerry Cafardi	Terri Laver
City of Pittsburgh, Planning Dept.	ACDHS OCS
Elizabeth Daniels-Totten	Linda Kilderry
City of Pittsburgh, Planning Dept.	St. Vincent de Paul
Jane Downing	Mary Frances Pilarski
The Pittsburgh Foundation	Veterans Administration Health Care Center
Nancy Dunkis - AC Dept. of Economic Development	Kelly Russell City of Pittsburgh Planning Department
Rob Eamigh	Trishia Silvis
ACDHS OCS	YWCA of Pittsburgh
Lora Fraire	Karen Snair
CMU Student	Allegheny Valley Association of Churches
Kate Holko	Amy Snider
ACDHS-OCS	ACTION Housing
	Lisa Trunick
	Bethlehem Haven

Notes

1. Linda Kilderry called the meeting to order.
    a. Introductions were made and agenda distributed.

2. HUD 2015 Application Process
    a. On March 8, 2016, the Allegheny County Continuum of Care Application for 2015 Tier 1 Award was announced by HUD. The Continuum of Care received $14,592,494 to fund the following projects:

Type of Project	Number of Projects	Number of Units	Number of Beds	Funding
Permanent Housing	35	727	1342	$8,678,219
Safe Haven	3	40	40	$1.052,752
Transitional Housing		92	217	$1,927,843
New Rapid Re-Housing	7	92	129	$1,465,656
Re-Allocation Projects for Permanent Supportive Housing	2	30	30	$244,973
Re-Allocation Project for Coordinated Entry	1	n/a		$68,761
Rapid Re Housing Demonstration Grant	1	20	60	$295,711
Planning Grant	1	n/a	n/a	$527,385
HMIS/HMIS Expansion Grant	2	n/a	n/a	$351,192

b. Tier 1 application consisted of 51 applications equaling 981 units and 1758 beds.

c. HUD has not announced the Tier 2 award. The Continuum of Care is still awaiting the decision on 26 additional grants equaling an additional $4,456,347.

d. HUD is anticipating the release of the HUD 2016 NOFA between April and June. ESG will be releasing their application by the end of March or early April. Linda stated it is important for the committee to finalize the evaluation tools for both ESG and HUD CoC 2016 application today.

3. Performance Measures for ESG
   a. Review and Recommendations for ESG Evaluation Tool Elements
      a. Nancy Dunkis reviewed the ESG evaluation tool and the additions and changes that were made to the Permanent Housing Rapid Re-Housing, Prevention tool, and the Transitional Housing per last meeting. Many of the data elements reflect what is currently utilized by the CoC HUD application. Items that the CoC currently does not collect but plans to implement in the future are:
         1. Length of Time in Program was revised
         2. Recidivism will be based upon the HUD logic for the Systems Performance Measures which was recently released by HUD.
         3. Non-Cash benefits in the future will be divided into non cash benefits and health care benefits since this is now a standard for APR and CAPER.
      b. Street Outreach- after discussing that street outreach has just started reporting data into HMIS this year, the committee will review the data elements and design an evaluation tool for the 2017 ESG application. There is only one provider receiving ESG Street Outreach funding and this began in July 2015.

c. Emergency Shelter Evaluation Tool – The CoC did not have a tool to evaluate projects. For this year's competition, if the information can be secured through using Tableau, the following data elements will be utilized to evaluate projects:

d. Jane Downing suggested, and the committee agreed, that where possible, data elements should be consistently tracked and used to evaluate projects. Specific categories included: recidivism and length of time in program.

4. Evaluation Tool for HUD CoC 2016 Application

a. The committee reviewed the HUD 2015 Performance Outcomes measures. There are many parallels between the ESG tool and this tool. The committee agreed to make the following changes:

1. For Transitional Housing Programs – average length of time for exiting persons will be added as a performance measure and APR question 27 will be utilized to evaluate this component. Projects exiting persons in a year or less will be given more points than projects exiting persons at 18 or 24 months. The reason for this component is, HUD is encouraging to move persons more quickly through Transitional Housing.

2. Chronic Homeless question for Permanent Supportive Housing Programs will remain with some minor adjustments.

3. Bonus Question was added for Permanent Housing Projects which utilize Housing First principles. The project must answer nine specific questions taken from the HUD application. The project must answer yes to all questions. If they do not answer yes or do not complete this section of the performance outcomes worksheet, they will receive 0 points. If they answer yes to all of the questions, they will receive 5 bonus points.

b. Since Tableau cannot be utilized to report all of this information at this time, the last HUD APR that has been filed in the HUD ESNAPS will be utilized to complete the tool and the information from the 2016 Point in Time.

c. The committee discussed the impact of Coordinated Intake on utilization. All projects experience the same issues with Coordinated Intake and changes have been implemented to improve the system. With those changes, the majority of providers are not having issues with coordinated intake. Those who continue to have issues usually have barriers to entering the program (i.e. 90 day clean time) or have additional issues with the system. Rob Eamigh encouraged providers to contact DHS as this occurs and to document the issue with the service desk.

5. Reallocation Recommendations to the HAB

a. Rapid Re-Housing Reallocation projects from HUD 2015 were awarded on March 8. It will take several months before the contracts are released by HUD, signed and implemented. It is unknown at this time what the impact the new RRH projects will have on the CoC housing system. With this conclusion, the committee voted not to recommend reallocation of Transitional Housing Programs to RRH in the HUD 2016 application.

b. Safe Havens have not been available as a new project type by HUD for several years. HUD is encouraging CoCs that have existing Safe Haven to reallocate these projects to a more appropriate housing option for the specific CoC. Safe Haven participants are considered chronically homeless even after residing in the project for many years. They are not considered permanently housed and

under the system performance standards established by HUD in 2015; safe haven length of time homeless is a part of the calculation for emergency shelters. In the HUD 2015 application. 30 beds were removed as Safe Haven category. The continuum at that time sent out an RFP for Permanent Supportive Housing for Chronically Homeless Individuals be issued. Two projects were funded. Three Safe Haven projects remain. In reviewing client entry dates, 75% of the consumers have been in the program 2 or more years. Ten consumers have been in the program prior to 2011 and as early as 2002. With this information, the committee is recommending the HAB to reallocate the remaining Safe Havens to PSH for chronically homeless individuals. This will reduce the length of stay under the systems performance standards.

6. Homeless Advisory Board Recommendation- The CoC Committee approved the following recommendations be taken to the HAB for a vote at the March 29, 2016 meeting:
   a. Adoption of the ESG Performance Outcome Tools for Emergency Shelter, Transitional Housing and Permanent Housing -Rapid Re-Housing and Prevention.
   b. Adoption of the CoC HUD 2016 Performance Outcomes Tool for ranking the renewal projects.
   c. Recommendation that the remaining Safe Haven projects be reallocated to Permanent Supportive Housing for Chronically Homeless Individuals.
7. Linda asked for volunteers to review the 2016 HUD CoC projects. The following persons volunteered: Linda Kilderry, Lisa Trunick, Amy Snider, Lora Fraire and Karen Snair.
8. Committee members were asked to submit agenda items prior to the next meeting.

The Next CoC Committee will be April 13 @ 10:00 am in Steelers Room,
Third Floor, Human Services Building.

Continuum of Care Committee
February 10, 2016 10:00 AM to 11:30 AM
Department of Human Services- Steelers Room
1 Smithfield Pittsburgh, PA

The mission of the Continuum of Care (CoC) committee is to address the complex issues and challenges faced by homeless services providers operating within the Continuum of Care. The CoC committee's goal is to support homeless services providers of Allegheny County, City of Pittsburgh, the City of McKeesport and the Municipality of Penn Hills through the development and implementation of policies and actions that will identify and facilitate best practices and cultivate synergy within the Continuum that results in strong outcomes for homeless programs on the whole as well as the individuals and families experiencing homelessness.

Attendees

Andrea Bustos Allegheny County LINK	Joe Elliott –ACDHS LINK	Jeremy Martin, Community Human Services Corp.
Jerry Cafardi City of Pittsburgh, Planning Dept.	Katie Florack Pittsburgh AIDS Task Force	Stephanie Meyer ACDHS OCS
Chris Roach OSN/Mercy	Kate Holko ACDHS OCS	Mary Frances Pilarski VA Health Care System
Elizabeth Daniels-Totten	Abigail Horn ACDHS DARE	Kelly Russell

City of Pittsburgh, Planning Dept.		City of Pittsburgh, Planning Dept.
Jane Downing The Pittsburgh Foundation	Mary Beth Hoover Allegheny Valley Association of Churches	Trishia Silvis YWCA of Greater Pittsburgh
Nancy Dunkis - AC Dept. of Economic Development	Charles Keenan ACDHS OCS	Sharon Sumansky OSN/Pittsburgh Mercy
Judy Eakin - HEARTH	Linda Kilderry St Vincent de Paul	Lisa Trunick Bethlehem Haven
Rob Eamigh- ACDHS OCS	Terri Laver ACDHS OCS	Rob Willaman Chartiers Center Inc.

Notes

1. Linda Kilderry and Nancy Dunkis called the meeting to order.
   a. Introductions were made and agenda distributed.
   b. Chairpersons for the CoC Committee will be Linda and Nancy for the next term. Terri Laver is now assigned as the Infrastructure person.

2. Street Outreach
   a. Kate Holko demonstrated in training mode the requirements for Street Outreach data requirements (See Attachment requirements from Data Standards.)
   b. Information can be added or changed as the engagement process develops with the specific consumer
   c. The engagement process could take months or years depending upon the client but this record will provide the necessary information to track and document chronic homeless and provide the needed information when the client is ready to be referred to transitional or permanent housing.
   d. Information is not shared between the providers until the client is accepted into a specific program. The information that is shared is limited but adequate to begin to address the specific consumer issues.
   e. A provider can view the specifics within their own agency. An agency providing outreach and inputting data into the system, can also see the client's records within their agency housing programs.
   f. Chronic Homeless documentation report is in the process of being developed in the HMIS system. At this point, a project can contact DHS/OCS to ask for a history to document a specific client's chronic homelessness.
   g. The Involvement tab within HMIS is a useful tool for providers to determine chronic homelessness and should be utilized by each provider.
3. Performance Measures for ESG
   a. Nancy Dunkis distributed draft ESG Performance Measures for Review by the Committee (See Attachments B –E for specific distributed forms at the meeting)
   b. Major discussions lead to the following conclusions:
      a. Adding April utilization rates to Shelter and Transitional
      b. Eliminate return of Funds from all measures since all projects are carefully monitored and no funds are returned.

     c. Elements need to be compared to Tableau to determine which elements can be pulled from HMIS this year utilizing Tableau i.e. recidivism and length of time in program

     d. Involuntary Terminations will be included. Each project will have an opportunity to discuss high rates of terminations.

     e. There was an extensive discussion on benchmarks being average or aiming towards a specific established benchmark. The group decided to ask Nancy to re-write for the next meeting.

  c. Goal for next meeting to review and finalize ESG form. Revisions will be sent out for review before the next meeting.

4. HUD 2015 Application Process

  a. The NOFA was submitted November 18, 2015.

  b. The award has not been announced yet by HUD.   Some provider contracts are currently expired. DHS is working with those providers.

5. Reviewers needed for Permanent Housing Project that is being given up by provider.

  a. Persons planning on submitting an application for review will not be considered for the evaluation committee.

  b. Following persons volunteered: Lisa Trunick, Linda Kilderry, Katie Florack, Nancy Dunkis, Liz Daniels-Totten/Kelly Russell

  c. Anyone else wishing to participate should let Terri Laver know as soon as possible.

  d. Process will probably begin within the next 6 to 8 weeks. The DARE office at DHS has been assigned the RFP process.

6. HUD CoC Application Renewal Evaluation Process

  a. Due to lack of time, this agenda item was moved to March. Copies of the 2015 process will be sent out with the minutes from this meeting.

  b. It is the intent to use Tableau to pull data for the evaluation process for HUD 2016. A cross match of data elements need to be completed before this is finalized. In previous years, APRs were utilized.

7. Next meeting agenda items

  a. Review and Recommendations for ESG Evaluation Tool Elements

  b. Development for Evaluation Tool for HUD CoC 2016 Application

  c. Update on HUD 2015 Application Award

The Next CoC Committee will be March 9 @ 10:00 am in Steelers Room,
Third Floor, Human Services Building.

Continuum of Care Committee
January 13, 2016 10:30 AM to Noon
Department of Human Services- Riverview Room
1 Smithfield Pittsburgh, PA

The mission of the Continuum of Care (CoC) committee is to address the complex issues and challenges faced by homeless services providers operating within the Continuum of Care. The CoC committee's goal is to support homeless services providers of Allegheny County, City of Pittsburgh, the City of McKeesport and the Municipality of Penn Hills through the development and implementation of policies and actions that will identify and facilitate best practices and cultivate synergy within the Continuum that results in strong outcomes for homeless programs on the whole as well as the individuals and families experiencing homelessness.

Attendees

Wendy Allman YWCA of Greater Pittsburgh	Jeremy Martin, Community Human Services Corp.
Elizabeth Daniels-Totten City of Pittsburgh, Planning Dept.	Hilary Marcella YWCA of Greater Pittsburgh
Nancy Dunkis - AC Dept. of Economic Development	Sister Mary Parks Sisters Place
Judy Eakin - HEARTH	Maria Philips PATF
Rob Eamigh- ACDHS OCS	Mary Frances Pilarski VA Health Care System
Joe Elliott –ACDHS LINK	Karen Snair Allegheny Valley Association of Churches
Katie Florack PATF	Amy Snider –ACTION Housing
Charles Keenan ACDHS OCS	Lisa Trunick Bethlehem Haven
Terri Laver ACDHS OCS	Stephanie Villella Chartiers Center, Inc.

Notes

1. Terri Laver called the meeting to order.
   a. Introductions were made and agenda distributed.
   b. Linda Kilderry was ill and was not able to attend the meeting.

2. HUD 2015 Application Process
   a. The NOFA was submitted November 18, 2015, one day prior to the due date. The early submission would allow the CoC application to receive 3 extra points. The application had 78 applications including 3 bonus projects for Rapid Re-Housing. Eleven projects were reallocated into 7 Rapid Re-Housing and 2 Permanent Supportive Housing.
   b. The award has not been announced yet by HUD.   Usually the award occurs at least 60 days after the submission, but it is unknown at this time when the announcement will be made.
3. VISPDAT Update
   a. The VISPDAT tool was implemented in October 2015 for new referrals.
   b. Wait List consumers were contacted and instructed if they still had a housing need to contact the LINK to update their information. Many wait list consumers had resolved their housing issue and no longer needed housing. For those who did not resolve their housing crisis, they were instructed to contact the LINK. If they did not contact the LINK, they were placed in the LINK "Parking Lot". Waiting List persons who contacted the LINK received a VISPDAT and were placed on the waiting list, if appropriate.
   c. The new referral process was rolled out in early January. Referrals are generally being processed. Some issues have been identified in the first week of operation and have been sent to the developers for corrections. One issue identified is some referrals' lack of contact information. Joe Elliot stated the project should contact the LINK if this happens.
4. Performance Measures for ESG
   a. Liz Daniels and Nancy Dunkis handed out the proposed list of ESG Evaluation Criteria for Street Outreach, Emergency Shelter, Case Management, Transitional Housing and

Prevention/Rapid Re-Housing and also distributed selected pages of the ESG Program HMIS Manual for the ESG CAPER.

b. The committee discussed the following measures at length and came to the following conclusions:

  a. Emergency Shelter- The following elements will be revised and a revised version will be prepared for the next meeting:
     1. Successful Housing Placement- 50% persons will exit to some type of transitional or permanent housing. Permanent housing options are programmed into HMIS per the HUD 2015 Reporting Requirements.
     2. Income will be removed.
     3. Length of Time in Program will be cut off at 90 days or more.
     4. Data Quality will utilize the new list per the HUD 2015 Reporting Requirements.

  b. Street Outreach – After a long discussion about street outreach, the committee agreed that a demonstration of the Street Outreach Assessment should be arranged for the next meeting. Street Outreach does not require the same mandatory fields to be completed nor are complete assessments mandatory. The committee did agree on the following:
     1. A successful outcome for Street Homeless is any type of housing placement. A percentage was not finalized although 10% was discussed.
     2. Data Quality elements would be limited since street outreach does not complete a full assessment and does not have the number of mandatory fields that housing programs have.
     3. Based upon the discussion, a revised list will be prepared for the next meeting.

  c. Case Management /Supportive Services
     1. Amy Snider asked,-Would case management fall under street outreach? The answer was clearly no, since the project is not providing street outreach as defined by HUD.
     2. The Performance Requirements for street outreach are different than for supportive services/case management and, therefore, a separate evaluation tool must be created.

c. Once the measures for evaluation are clearly identified, DHS/Economic Development/City of Pittsburgh Planning Department will need to cross match the elements against the new ad hoc reporting system, Tableau, to determine what elements are easily feasible to gather out of HMIS for this year's evaluation process. In order to create an individual score card for each project type, the ESG funder will need to pull the data individually from HMIS utilizing the Tableau system.

5. Next meeting agenda items
   a. Review of the Street Outreach Assessment
   b. Review and Recommendations for ESG Evaluation Tool Elements
   c. Begin Development for Evaluation Tool for HUD CoC 2016 Application

The Next CoC Committee will be February 10 @ 10:00 am in Steelers Room, Third Floor, Human Services Building.

Appendix D

CoC Bi-Monthly Meeting
March 29, 2016 10:00AM to Noon
Human Services Building
One Smithfield Street, Pittsburgh.

Purpose: The Homeless Advisory Board (HAB) is a public/private partnership formed to assist and recommend Allegheny County, the City of Pittsburgh, the City of McKeesport and the Municipality of Penn Hills on public policy, programs, activities, data and all other efforts that will eliminate homelessness and improve the wellbeing of homeless persons and families.

HAB Member Attendees

Meg Balsamico, Penn Hills
Jerry Cafardi, City of Pgh
Tom Cummings, URA
Sean DeYoung, PATF
Jane Downing, Pittsburgh Foundation
Anthony Duckett, HSAO
Abigail Horn, ACDHS
Linda Kilderry, Michael's Place
Joe Lagana, HCEF

John Lovelace, UPMC
Mary Frances Pilarski, VA
Lenny Prewitt, FamilyLinks
Laurel Randi, McCune Foundation
Richard, Ranii, All. Co. Economic Development
Amy Snider, ACTION Housing
Philip Spina, Light of Life
Adrienne Walnoha, CHS
James Wyler, UPMC-WPIC

Guest Attendees

Seth Abrams, ACDHS
Sheila Bell, ACDHS
Doug Berry
Will Boden
Annie Boyd, ACDHS
Andrea Bustos, ACDHS
Matthew Cain
Tia Canter, Mercy Behavioral Health
Nancy Dunkis, All Co. Economic Development
Rob Eamigh, ACDHS
Judy Eakin, HEARTH
Joe Elliott, ACDHS
Steve Forrester, WPIC
Pete Giacalone, WPIC
Andy Halfhill, ACDHS
Carol Haley-Smith, POWER
Peter Harvey, ACDHS
Kate Holko, ACDHS
Regina Janov, ACDHS
Chuck Keenan, ACDHS
Terri Laver, ACDHS
Scott Lewis, Salvation Army
Stephanie Meyer, ACDHS
Nicole Molinaro-Karaczun, WC&S

Dinesh Nair, ACDHS
Aimee Plowman, Auberlee
Diana Reichbach, Goodwill SWPA
Kelly Russell, City of Pgh
Hilary Scherer, ACDHS
Trishia Silvis, YWCA
Karen Snair, AVAC
Pat Valentine, ACDHS
Kyle Webster, Proud Haven
Jeff Wilhelm, Reed Smith
Kelly Williams, First Step Recovery Home
Reginald Young, ACDHS
Representative, HACP

Minutes

9. **Welcome & Minutes Review—John Lovelace**
   a. Vote to approve the January 2016 meeting minutes was approved by all HAB members in attendance.
   b. The July meeting will be rescheduled to Tuesday, July 19th, to avoid a conflict with the 2016 National Conference on Ending Homelessness, which is occurring July 26 - 28, 2016 in Washington, D.C.

10. **Overview of Homeless Services—John Lovelace, Adrienne Walnoha, Jane Downing (Attachment 1)**
    As the first meeting of the 2016 appointed HAB, an overview of homeless services was provided. John Lovelace presented a history of the high level actions driving homeless services at the federal and county level, as well as an explanation of the structure of the Allegheny County Continuum of Care (CoC) and how the HAB functions within that continuum. Adrienne Walnoha then provided a summary of the various funding sources that contribute to the CoC, overviewing federal, state, and local resources and the services they support. Finally, Jane Downing reviewed the composition of homeless services in the CoC and advancements made to improve the CoC over the past few year, and connected these items to HUD's policy priorities and the key actions to be taken by the HAB in the coming year.

11. **HAB Discussion on CoC Planning**
    Following the overview HAB members had an opportunity to discuss their role and future directions for planning. Mr. Lovelace summarized the iterative planning process, which includes Committees conducting work and developing recommendations for presentation, discussion, and decision by the HAB. Throughout this process, the intent is to engage all level of stakeholder, as the Committees are open, and public comment portions will always be included in HAB bi-monthly meetings. Additionally, within this process the HAB is positioned to build the system as community stakeholders, and be advocates for the system and its priorities. Mr. Lovelace further noted that the intent was to get the HAB situated in a productive cycle, enabling responsiveness to the HUD requirements while also providing opportunity for the longer term visioning and planning.

    Tom Cummings noted that an Affordable Housing Trust Fund was one of the likely recommendation from the Mayor's Affordable Housing Task Force.

12. **Unified Funding Agency—Michael Lindsey, Chuck Keenan**
    Michael Lindsay, who provides HUD technical assistance through ICF International, and Chuck Keenan provided HAB members with an overview of what Unified Funding Agency (UFA) status would mean for the CoC. Mr. Lindsay explained that in most communities the decision to position themselves to apply for UFA is a big discussion because it requires a significant change to the system and the identification of an organizations that can handle the responsibilities; however, for the Allegheny County CoC, most of the responsibilities of a UFA are already encapsulated in the role of the Infrastructure Organization (IO), which is the Allegheny County Department of Human Services (ACDHS).

    A UFA is a type of collaborative applicant selected by a CoC and approved by HUD to apply for funding for all projects in the CoC's geographic area; to sign agreements and distribute funds to

subrecipients; to oversee the fiscal controls for subrecipients; and to obtain approval for any grant amendments. Through the UFA, HUD may enter into one grant agreement with the UFA for new awards, in addition to one grant agreement for renewals, CoC planning, and UFA costs, if any. These two grants will cover the entire geographic area. Having a UFA also enables the CoC to receive additional funds to support the administrative costs of the UFA, and by working with the local HUD field office, the UFA has unique ability to move funds across all projects, regardless of component type, within the grant, and the only budget changes that require a grant amendment are shifts of more than 10 percent of the total grant award amount from one approved eligible activity category to another activity in a single year.

What this would mean for the Allegheny County CoC is:
- ACDHS would continue to apply for HUD CoC Program funding as it has (application process often referred to as the NOFA), but two grants would be awarded rather than nearly 80 (individual grants per program, as such the number 80 reflects the approximate number of programs, but the specific number changes from year to year). The two grants would include one for new awards, and one for renewals, CoC planning, and UFA costs, but funds would still be identified per specific program, for which ACDHS would monitor both fiscally and programmatically.
- The CoC would be able to make funding adjustments in more real time, rather than waiting to make reallocations in the following year. The process for moving funds would require coordination with the local HUD field office, as well as approval from the HAB as the representative body of the CoC; as such a change to funding allocations would be reflective of decisions put forth by the CoC and would not be an action ACDHS could take outside of the scope of the CoC.
- Ability to access 3% of funding for administration of the UFA, which would provide funding resources for ACDHS to fulfill its responsibility to complete the NOFA and provide fiscal oversight and programmatic monitoring. This 3% is distinct from and in addition to the up to 7% administrative funding received within the NOFA and shared with providers.

Chuck Keenen noted that the UFA registration process is arduous, with less than 5 UFAs identified in the country. Work will need to be done to ensure all necessary documentation is in order to fulfill the requirements of the UFA, including required policy and procedures.

13. **Reallocation—Linda Kilderry**
Linda Kilderry put forth a recommendation from the CoC Committee to request the infrastructure organization issue a Request for Proposal to reallocate the current 40 Safe Haven beds to Permanent Supportive Housing for Chronically Homeless Individuals. Within this reallocation the intent is to continue low-threshold services to persons experiencing chronic homelessness, but to make the beds available as Permanent Supportive Housing, rather than continuing the Safe Haven categorization. Safe Havens have not been available as a new project type by HUD for several years, and HUD is encouraging continuums that have existing Safe Havens to reallocate these projects to a more appropriate housing option for the specific CoC. In the HUD 2015 application, 30 beds were removed as Safe Haven category. The continuum at that time sent out an RFP for Permanent Supportive Housing for Chronically Homeless Individuals, and two projects were funded. Three Safe Haven projects remain with 40 beds. In reviewing client entry dates of participants enrolled in the project on February 12, 2016, 75% of the consumers had been in the program 2 or more years, while ten participants have been in

the program prior to 2011 and as early as 2002. What this indicates is the Allegheny County CoC is providing long-term housing and service support through the Safe Haven programs but the consumers served are not categorized by HUD as being in permanent housing, and without the permanent housing designation there are benchmarks for length of stay. A relocation of the remaining Safe Havens to PSH for chronically homeless individuals will help the competitiveness of our next proposal, but will also guarantee continuation of the low threshold service the residents need.

All HAB members in attendance voted in favor of the reallocation of Safe Haven beds to Permanent Supportive Housing for Chronically Homeless Individuals, with a continuation of the low threshold for entry.

Ms. Kilderry then put forward a recommendation from the CoC Committee to not further reallocate transitional housing programs to rapid re-housing (RRH) so that a review of last year's reallocation, which were just recently awarded, could be completed. Within the HAB's discussion of this recommendation, the following points were made:
- Rob Eamigh reminded HAB members that the reallocation that occurred last year targeted that transitional housing programs that were scattered-site and not targeting a specific subpopulation, such as youth or ex-offenders.
- Abby Horn noted that a change from facility based transitional housing to RRH is more difficult for providers, and while a reallocation would be an open, competitive process, there would need to be consideration around how to make the transition.
- Ms. Walnoha questioned how services for consumers would be affected by moving away from transitional housing, citing that RRH can be applied in many ways, so it is a model that could be used to fulfill the same service needs as transitional housing.
- Ms. Downing reiterated the importance of putting the discussion in our local context and considering the housing needs of the Allegheny County CoC, which should not be limited to just a discussion of RRH, but also PSH.
- Mr. Lindsay noted that the direction heard from HUD is to move to permanent housing.

Based on the HAB discussion, all HAB members in attendance agreed that there is a commitment to move from transitional to permanent housing, and an assessment is needed to determine the specific types of projects that transitional housing should be reallocated to.

14. **Evaluation Tools—Linda Kilderry**
Ms. Kilderry then shared the recommendation from the CoC Committee that the formal review process for ESG and CoC HUD applications be continued through the use of evaluation tools. The Committee recommends that the two funding sources utilize similar or identical performance measures and be in line with the HUD standards, and put forward corresponding evaluation tools for approval by the HAB.

For the HUD CoC 2016 process, the Committee recommends:
- All data with the exception of the Point in Time will be reported from the last submitted APR in e-snaps. The point in time data will be reported from the 2016 data submitted to HUD in HDX.
- After reviewing the CoC 2015 tool, three modifications were made to the tool:

- o Transitional Housing projects will receive a score based upon the average length of time in program for exiting consumers. Since HUD is emphasizing that length of time in a transitional housing program should not be 24 months but a shorter period, projects will be scored based upon the average time consumers who exit were in the program.
- o Permanent Housing Chronic homeless bed question was updated to reflect 2015 application numbers as opposed to 2014 numbers and projecting number of beds in 2016.
- o Bonus points will be given to permanent supportive housing projects who utilize the HUD established definition of Housing First. In order for a project to receive the 5 points, they must answer 9 questions that are asked in the HUD application as yes. If they answer no to one or more of the questions, no points will be given.

For the Emergency Solutions Grant program, tools were developed for emergency shelter, transitional housing, and rapid re-housing (ESG does not fund PSH):
- The committee took the CoC tool and adopted the emergency shelter component.
- The RRH, Homeless Prevention and TH tools had to be modified and incorporate different measures based upon the HUD requirements for the program. The systems performance measure report that HUD issued in May 2015 was reviewed and utilized to establish measures. Example: Emergency Shelter tool measures the number of persons who exit to any type of housing, not just permanent housing since the goal is to move the client to housing.
- A subcommittee of the CoC Committee met last summer after the System Performance Measures were released to discuss specifically RRH and HP. The results of those meetings were incorporated into the tool and included in the discussion in December 2015.

Mr. Lovelace suggested that median be used in place of average length of time, after which all HAB members in attendance voted in support of the CoC and ESG evaluation tools.

15. **Announcements/Public Comments**
- A representative from a group of churches spoke to the desire to identify how they can effectively link to the homeless system when they encounter people who need help. The group also asked for consideration of how people who need housing and services can receive that assistance more quickly, citing the effectiveness of OSN in providing street outreach. The speaker noted issues with coordination with the Link requiring regular access to a phone, and the restrictive hours of the severe weather emergency shelters.
  - o The group was given information about coordinated intake through the Allegheny Link, as well as being invited to participate in the HOCC.
  - o Points about improving coordination and expending resources were welcomed by the HAB and are important for planning. HAB members did note that the expansion of SWES hours specifically, and emergency shelter hours generally, requires access to additional funding/resources.
- Joe Elliott informed meeting participants that a Housing and Healthcare Integration Planning session had taken place in December, and from that an Action Plan was developed and four workgroups were formed. If anyone wants to be involved they can

contact Joe (Joseph.Elliott@AlleghenyCounty.US), Peter Harvey (Peter.Harvey@AlleghenyCounty.US) or Chuck Keenan (Charles.Keenan@AlleghenyCounty.US).

- Abby Horn announced, on behalf of the Unaccompanied Youth Task Force, that the second annual YOUth Count would be taking place from April 29th through May 6th. The YOUth Count is a county wide initiative to identify how many unaccompanied youth there are (young people, 24 years old and younger, who are experiencing housing instability and are not accompanied by an adult). All people under the age of 25 are encouraged to take the survey, through which we can identify how many youth are experiencing homelessness and/or housing instability.
- Peter Harvey announced that a Forum of Workforce Development was taking place on May 2nd, and would begin the dialogue between workforce and housing.

Action Items
- Reschedule the July HAB meeting to July 19, 2016 (10:00am to 12:00pm)
- Issue RFP for reallocation of Safe Haven beds to Permanent Supportive Housing for persons who are chronically homeless
- Review data on housing needs and availability to identify appropriate reallocation of transitional housing.

Next CoC Meeting
Tuesday, May 31st, 10:00 AM to Noon
Human Services Building
One Smithfield Street, Pittsburgh.

Appendix E

PH:Permanent Supportive Housing	PIT Bed	Utilization January	Utilization April	Utilization July	Utilization October	Housing Bench Mark	Consumer Income	Consumer Employment	Consumer Non Cash Benefit	Data Quality	Budget	Billing	PH Serving Chronic Homeless	PH BONUS POINTS	Total Score
Evaluator Scoring Sheet					Evaluator Name:										
ACTION-Housing (Housing Plus II)															0
AVAC Hospitality Homes I															0
Bethlehem Haven Haven Homes															0
Chartiers - Hestia															0
CHS Cultivating Health for Success															0
CHS - Families United															0
CHS- Work toward sustainability															0
EECM Faith House															0
FamilyLinks Community Housing Program															0
HEARTH Permanent Housing (Pride)															0
Gaudenzia - Delores Howze															0
Gaudenzia - Village I															0
Light of Life															0
Mercy Bridging the Gap															0
Mercy Generations															0
Mercy Home for Good															
Mercy Path to New Life															0
Mercy Spectrum I & II															0
Northside Common Ministry															0
PATF - Choice I															0
PATF - Choice II															0
PATF - CHOICE III															0
Sisters Place Permanent															0
Sisters Place - Daylight															0

Permanent Housing:	PIT Bed	Utilization Jan	Utilization April	Utilization July	Utilization Oct	Housing Bench Mark	Consumer Income	Consumer Employment	Consumer Non Cash Benefit	Data Quality	Budget	Billing	PH Serving Chronic Homeless	PH BONUS POINTS	Total Score
Sojourner - Sankofa															0
Sojourner-Open Arms															0
Sojourner House Moms I															0
Sojourner House Moms II															0
VLP-Independence															0
VLP - Liberty															0
VLP - Valor															0
VLP - Victory															0
WPIC Flex 15															0
WPIC Flex 30															0
WPIC Flex 50															0
WPIC Flex 51															0
WPIC -Neighborhood Living Program															0
WPIC New Foundations I															0
YWCA - Chrysalis															0
YWCA - WISH															0

PH: Rapid Re-Housing	PIT Bed	Utilization Jan	Utilization April	Utilization July	Utilization Oct	Housing Bench Mark	Consumer Income	Consumer Employment	Consumer Non Cash Benefit	Data Quality	Budget	Billing	PH Serving Chronic Homeless	PH BONUS POINTS	Total Score
CHS Rapid Re Housing Demonstration															0
Gaudenzia G-PGH Phase 3															
Goodwill Good Start															0
Mercy A Step Forward															0
Mercy Through Open Door															
PATF Integrated RRH Program															
VLP Constitution															0

PH: Rapid Re-Housing	PIT Bed	Utilization Jan	Utilization April	Utilization July	Utilization Oct	Housing Bench Mark	Consumer Income	Consumer Employment	Consumer Non Cash Benefit	Data Quality	Budget	Billing	PH Serving Chronic Homeless	PH BONUS POINTS	Total Score
WPIC Soteria Project															
Ywca Bridges RRH Program															0

Appendix F

Category	Rank Order	Agency / Project	Type of Program	Target Asub-Population	% pf CH in Performance worksheet	Number of Beds Prioritized 2015 on Performance Worksheet	Number of Beds Prioritized 2016 on Performance Worksheet	Turnover beds in 16-17 On Performance Worksheet	HUD 2015 APP CH Beds	HUD 2015 Application %	Target Subpopulation B	Average Score	NOTES
						EvaluationCommittee Ranking Recommendation to the HAB							
Category 1 Housing First, 100% CH, a. renewals	1	WPIC Flex 15	PSH	Mixed Families and Singles	100%	21	21	4	4	19%	MH	69.2	Renewal projects that are Housing First and 100% dedicated beds to Chronic Homeless.
	2	WPIC Flex 51	PSH	Singles	100%	51	51	10	51	100%	MH	67.7	
	3	WPIC Flex 30	PSH	Familes	100%			12	75	100%	MH	67.3	
	4	PATF - CHOICE III	PSH	Mixed Families and Singles	100%	13	13	4	13	100%	HIVAIDS	66.7	
	5	FamilyLinks Community Housing Program	PSH	Mixed Families and Singles	100%			4	21	100%		66.6	
	6	PATF - Choice I	PSH	Mixed Families and Singles	100%	20	20	3	20	100%	HIVAIDS	66.3	
	7	PATF - Choice II	PSH	Mixed Families and Singles	100%	0	0	0	22	100%	HIVAIDS	64.8	
	8	Mercy Generations	PSH	Singles	100%			2	10	100%	Chronic Street Homeless	64.4	
	9	CHS - Families United	PSH	Familes	100%	20	8	8	77	100%		62.1	
	10	CHS Cultivating Health for Success	PSH	Singles	100%	20	20	2	3	27%	Chronic Health	61.3	
	11	Northside Common Ministries	PSH	Singles	100%	11	1	1	11	100%		60.7	
	12	Mercy Path to New Life	PSH	Singles	100%				#REF!	11%	D&A	60.6	
	13	Chartiers - Hestia	PSH	Mixed Families and Singles	100%				97	100%	MH	59.9	
	14	Mercy Spectrum I & II	PSH	Singles	100%	0	0	20	65	100%	MH	55.3	

40

	#	Project	Type	Population	%					%	Target	Score	Notes
	14	Mercy Spectrum I & II	PSH	Singles	100%	0	0	20	65	100%	MH	55.3	
	15	Mercy Bridging the Gap	PSH	Singles	100%			5	17	100%	Chronic Street Homeless	45.5	
	16	Bethlehem Haven Haven Homes	PSH HUD 2015	Singles					16	100.00%		106.9	Ranking was based on 2015 application scores since there was no renewal data to review.
	17	Mercy Home for Good	PSH HUD 2015	Singles					14	100%	Chronic Street Homeless	105.11	
	18	WPIC Next Chapter	PSH	Singles	100%						MH	88.4	The reallocation process for both Safe Havens and Transitional Housing was adjusted to reflect equal scoring. The green projects were reallocated TH funds. The blue project are reallocated Safe Haven Funds.
	19	Sisters Place - Sunrise Permanent Supportive Housing Program	PSH	Families	100%							85.1	
	20	Mercy A River to Home	PSH	Singles	100%							84.4	
	21	ACTION MyPlace PSH	PSH	Singles	100%						Youth	82.1	
	22	Mercy Trail Lane II	PSH	Singles	100%							81.3	
	23	Womanspace East Inc. TOPS Project - (The Opportunities to Permanency and Stability)	PSH	Families	100%							80.6	
	24	EECM Safe Place	PSH	Singles	100%							78.7	
Category 2 HMIS, HMIS Expansion, Allegheny Link	25	Allegheny County HMIS											Committee felt infrastructure was very important to the overall application and
	26	Allegheny County HMIS Expansion											
	27	Allegheny Link											
	28	CHS Rapid Re Housing Demonstration	RRH	Families	100%							62.5	available. Project was not operational for a
	29	Mercy A Step Forward	RRH	Families	100%			2	0	0%		28.1	
	30	WPIC Soteria Project	RRH HUD 2015	Mixed Families and Singles					0	0%	MH	108.1	Ranking was based on 2015 application scores since there was no renewal data to review. Projects are
	31	Goodwill Good Start	RRH HUD 2015	Families					0	0%		107.4	
	32	Mercy Through Open Door	RRH HUD 2015	Singles					0	0%		106.2	
	33	VLP Constitution	RRH HUD 2015	Singles					0	0%	Veterans	104.5	

Category	#	Program	Type	Population							Target	Score	Notes
Category 3, Housing First, 100% Chronic Homeless prioritized, RRH Only	34	PATF Integrated RRH Program	RRH HUD 2015	Singles					0	0%	HIVAIDS	103.9	currently starting up but are considered by HUD as renewals.
	35	Gaudenzia G-PGH Phase 3	RRH HUD 2015	Mixed Families and Singles					0	0	D&A	101.1	
	36	YWCA Bridges RRH Program	RRH HUD 2015	Families					0	0%		98.7	
	37	Center for Victims Housing Plus Program	RRH	Mixed Families and Singles							DV	93.4	New RRH Projects that prioritize Chronic Homeless and using Housing First principles. RRH are not dedicated to CHRONIC Homeless in the HUD appliation. They may prioritize.
	38	Goodwill HARBOR -2- RRH	RRH	Singles							Homeless Ex-offenders	89.6	
	39	Community Human Services "Key" to Success	RRH									89.2	
	40	Mercy Personalize Housing Options	RRH	Singles								88.4	
	41	ACTION-Housing MyPlace RRH	RRH	Singles							Youth	88	
	42	Goodwill Good Start 2	RRH	Families								87.6	
	43	Alle Kiski Hope Ctr SAFE-At-Home	RRH	Families							DV	86.2	
	44	Auberle - At Home	RRH	Mixed Families & Singles							Youth	86	
	45	Gaudenzia - Delores Howze	PSH	Mixed Families and Singles	50%	7	7	4	7	50%	D&A	70.3	
	46	WPIC -Neighborhood Living Program	PSH	Mixed Families and Singles		12	55	10	25	26%	MH	69.2	
	47	AVAC Hospitality Homes I	PSH	Mixed Families and Singles		12	5	5	8	20%		66.2	
	48	Sisters Place Permanent	PSH	Families	23%	0	8	8	8	23%		65.8	

Category	#	Project	Type	Population								Notes
Category 4, Housing First, Prioritize and/or dedicated beds to Chronic Homeless	49	ACTION-Housing (Housing Plus II)	PSH	Singles	36%	3	4	2	3	27%		65.6	PSH Projects that have adopted the Housing First principles and Prioritize and/or dedicated beds to Chronic Homeless
	50	Sisters Place - Daylight	PSH	Families	31%	0	4	4	2	15%		65.3	
	51	WPIC Flex 50	PSH	Families		15	180	15	25	14%	MH	64.9	
	52	CHS- Work toward sustainability	PSH	Singles					13	65%		64.2	
	53	Sojourner-Open Arms	PSH	Mixed Families and Singles	42%	9	9	6	3	14%	D&A	63.8	
	54	Sojourner House Moms II	PSH	Families	26%	6	9	12	6	17%	D&A	63.6	
	55	VLP - Liberty	PSH	Singles	25%	0	2	0	1	12.50%	Veterans	62.6	
	56	Gaudenzia - Village I	PSH	Families	50%	15	15	30	15	50%	D&A	62.1	
	57	Sojourner House Moms I	PSH	Families					3	21%	D&A	61.6	
	58	YWCA - WISH	PSH	Families	2%	0	1	1	10	22%		59.7	
	59	VLP - Valor	PSH	Singles	7%	0	2	0	0	0%	Veterans	58.9	
	60	VLP-Independence	PSH	Mixed Families and Singles	9%	0	2	0	2	9%	Veterans	57	
	61	VLP - Victory	PSH	Families	7%	0	3	0	0	0%	Veterans	57	
	62	Sojourner - Sankofa	PSH	Mixed Families and Singles	16%	6	6	6	6	16%	D&A	56.9	
	63	YWCA - Chrysalis	PSH	Mixed Families and Singles	3%	0	1	1	0	0%		56.9	
	64	WPIC New Foundations I	PSH	Families					12	22%	MH	55.8	
Category 5, No Housing First	65	EECM Faith House	PSH	Families		16	82	3	7	9%		55.8	These projects indicated they were not Housing First by the selection of
	66	HEARTH Permanent Housing (Pride)	PSH	Families	0	0	0	0	4	22	DV	51.4	
	67	Light of Life Dual Diagnosis	PSH	Singles	9%	1	1	5	2	6%		48.8	

Bonus Projects	68	Community Human Services Home At Last	PSH	Singles								89	
	69	FamilyLinks Harmony Housing Program	PSH	Singles								85	
	70	Veterans Leadership Program-Constellation	RRH	Mixed Families & Singles							Veterans	84.2	

Appendix G
ASSESSMENT OF RAPID-REHOUSING AND PERMANENT SUPPORTIVE HOUSING NEED AND SUPPLY FOR 2016 NOFA APPLICATION

The Allegheny County Department of Human Services' Office of Data Analysis, Research and Evaluation (DARE) recently conducted an analysis assessing homeless housing needs and turnover. This information is intended to assist in reallocation decision making for the upcoming HUD NOFA competition. Data from HMIS and Coordinated Intake (Allegheny Link) were analyzed, including information on homeless referrals, VI-SPDAT scores, homeless bed utilization, and other relevant data. Data covering the time period of October 1, 2015 through March 31, 2016 (6 months) was analyzed.

Key findings:
1. 61% of families seeking housing services have moderate service needs, with rapid-rehousing and transitional housing being the most appropriate housing options currently available in the CoC. Analysis indicates a shortage of 98 units between the current demand and capacity to house these families via normal unit turnover. Taking into account project reallocations that have already been made between transitional housing and rapid re-housing programs, a future shortage will remain, but will decrease to 67 units.

2. 60% of singles seeking housing services have moderate service needs, with rapid-rehousing and transitional housing being the most appropriate housing options currently available in the CoC. Analysis indicates a shortage of 305 beds between the current demand and capacity to house these clients via normal bed turnover. Taking into account project reallocations that have already been made between transitional housing and rapid re-housing programs, a future shortage will remain, but will decrease to 298 beds.

3. 35% of families seeking housing services have high service needs, with permanent supportive housing being the most appropriate housing option. Analysis indicates a shortage of 62 units between the current demand and capacity to house these families via normal unit turnover.

4. 28% of singles seeking housing services have high service needs, with permanent supportive housing being the most appropriate housing option. Analysis indicates a shortage of 232 beds between the current demand and capacity to house these clients via normal bed turnover. Taking into account project reallocations decisions already made regarding Safe Haven projects as well as the future opening of a project currently under development, a future shortage will remain, but will decrease to 155 beds.

VI-SPDAT Score Analysis:
DHS began storing VI-SPDAT scores within the Link database in September 2015. We analyzed data from the 6 month time period of October 2015 through March 2016. During this period, there were a total of 1570 households who were experiencing a homeless situation and completed a full VI-SPDAT assessment to receive a score. This included 360 families (households with children) and 1210 singles. The time period we analyzed is relatively small, but is the best proxy of community need that we have currently. Given that 1570 households competed the VI-SPDAT assessment during this period, the sample size is large enough to confidently draw conclusions regarding community need.
Of the 360 families,

- 14 (4%) had a Vi-SPDAT score between 0 and 3 (low service needs), for which emergency shelters and homeless prevention programs are most appropriate.*
- 219 (61%) had a VI-SPDAT score between 4 and 8 (moderate service needs), for which transitional housing and rapid re-housing projects are most appropriate.
- 127 (35%) had a VI-SPDAT score between 9 and 22 (high service needs), which corresponds to eligibility for permanent supportive housing projects.

Clients are eligible for emergency shelters or homeless prevention programs regardless of their VI-SPDAT score

Of the 1210 singles,
- 148 (12%) had a Vi-SPDAT score between 0 and 3 (low service needs), for which emergency shelters and homeless prevention programs are most appropriate.*
- 720 (60%) had a VI-SPDAT score between 4 and 7 (moderate service needs), for which transitional housing and rapid re-housing projects are most appropriate.
- 342 (28%) had a VI-SPDAT score between 8 and 17 (high service needs), which corresponds to eligibility for permanent supportive housing projects.

Clients are eligible for emergency shelters or homeless prevention programs regardless of their VI-SPDAT score

Program Bed/Unit Capacity and Client Exit Analysis:

Transitional Housing and Rapid-Rehousing (moderate service needs):
For the purpose of this analysis, Allegheny County's Continuum of Care:
- Currently 121 family units for transitional housing and 90 family units for rapid-rehousing. These numbers will soon be 103 and 139, respectively, following last year's NOFA reallocation of some transitional housing programs to rapid re-housing. This will result in a capacity of 242 family units for moderate service needs.
- Currently has 466 single beds for transitional housing and 69 single beds for rapid-rehousing. These numbers will soon be 415 and 127, respectively, following last year's NOFA reallocation of some transitional housing programs to rapid re-housing. This will result in 542 single beds for moderate service needs.
- Between October 2015 and March 2016, 121 families and 415 singles exited from transitional housing and rapid-rehousing projects (combined).
- The projected "gap" between this capacity and community need is 67 family units and 298 single beds for households with moderate service needs.
-

Permanent Supportive Housing (high service needs):
For the purpose of this analysis, Allegheny County's Continuum of Care:
- Currently 390 family units for permanent supportive housing.
- Currently has 508 single beds for permanent supportive housing. This number will be 585 following reallocation of Safe Haven projects and the future opening of the Wood Street SRO project.
- Between October 2015 and March 2016, 65 families and 110 singles exited from permanent supportive housing projects.
- The projected "gap" between this capacity and community need is 62 family units and 155 single beds for households with high service needs.

Conclusions:

There is significant gap between recently assessed community need and projected future available capacity to serve families and singles needing homeless services.   The gap for single beds (453) is substantially larger than the gap for family units (129). Overall, the largest gap is for singles with moderate service needs, where rapid-rehousing is most appropriate. However, there is significant need for permanent supportive housing also, particularly for singles. Though the number of singles needing permanent supportive housing is only half of the number needing rapid rehousing, the HAB should consider that persons exit permanent supportive housing programs at a lower rate than rapid re-housing programs.   In fact, the median length of stay for singles in rapid re-rehousing programs is around 7.5 months versus over 21 months for permanent supportive housing. Additionally, these persons have the highest services needs among the homeless population.

Data covers the period of 10/1/15 – 3/31/16

Families									
Project Type	VI-SPDAT Score Range	# of families in VI-SPDAT range	% of families in VI-SPDAT range	Current Capacity (units)	Families exiting (units becoming available)[1]	Current Gap between Need and Exits (Exits-Need)	"Next Year" Capacity (units)[6]	Capacity Change ("Next Year" - Current Year)	Gap adjusted to reflect "Next Year" Capacity
Emergency Shelter/Homeless Prevention[2]	0-3	14	4%						
Transitional/Rapid Rehousing	4 - 8	219	61%	211	121	-98	242	31	-67
Transitional Housing[3]				121	72		103		
Rapid Rehousing[4]				90	49		139		
Permanent Supportive Housing[5]	9-22	127	35%	390	65	-62	390	0	-62
Totals:		360	100%	601	186	-160	632	31	-129

Singles									
Project Type	VISPDAT Score Range	# of singles in VI-SPDAT range	% of singles in VI-SPDAT range	Current Capacity (beds)	Singles exiting (beds becoming available)[1]	Current Gap between Need and Exits (Exits-Need)	Next Year Capacity (beds)[6]	Capacity Change ("Next Year" - Current Year)	Gap adjusted to reflect "Next Year" Capacity
Emergency Shelter/Homeless Prevention[2]	0 - 3	148	12%						
Transitional/Rapid Rehousing	4 - 7	720	60%	535	415	-305	542	7	-298
Transitional Housing[3]				466	303		415		
Rapid Rehousing[4]				69	112		127		
Permanent Supportive Housing[5]	8 - 17	342	28%	508	110	-232	585	77	-155
Totals:		1210	100%	1043	525	-537	1127	84	-453

[1]Includes an estimate for DV program exits based upon recent APR data

[2]Emergency shelter and Homeless Prevention programs accept clients with any VI-SPDAT score; this line indicates those who were eligible ONLY for emergency shelter/homeless prevention

[3]Includes Bridge Housing Programs

[4]Includes Penn Free Bridge programs operating as RRH

[5]Excludes VASH units and exits; Excludes Wood Street SRO which has been in development; Includes SRO and CMI Bridge projects operating as PSH

[6]Adjusted to account for: TH projects already reallocated to RRH and Safe Havens to be reallocated to PSH

Appendix H

Wed 4/13/2016 12:31 PM

Scherer, Hilary

HAB Decision: Reallocation of Safe Haven beds to Permanent Supportive Housing for Chronically Homeless

To Bond, Michelle; Caroline Woodward; Christopher Gessner; Coyle, Sue; Craig Schweiger; Esther Bush; Evanovich, Deana/Brown, Anita; Forrester, Steven; Genesis; Dale, Hannah; Jesse Hayward (jh104mph@yahoo.com); Joann Cyganovich; John P. Lydon; Judy Eakin; Snair, Karen; Karl Vincenti, Laura; Williams, Marilyn; Keith Kondrich; Kelly, Timothy; Larry Swanson; MacDonald, Laurie; Magdeline Jensen; Parks, Mary; Massey, Fred; Michael Glass; Michael Harle; Michael J. Smith; michaelm@eecm.org; 'mlferguson@veteransplace.org'; Naomis Place; Pastor Mike Wurshmidt; Paul Winkler; Ray Wolfe; Regan, Shirl; Sean DeYoung (sdeyoung@patf.org); Higginbothan, Sharon; Soldier On; Susan Rauscher; Thomas Schenk; Three Rivers Youth; Toni Pendleton (tkpendleton@wseinc.org); Walnoha, Adrienne; YMCA

Cc Lovelace, John; Walnoha, Adrienne; Downing, Jane A.; Horn, Abigail; Eamigh, Robert; Holko, Kathryn; Laver, Terri

Good morning,
As recipients of HUD funding for homeless services we wanted to notify you that at the March 29, 2016 meeting of the Homeless Advisory Board (HAB), the HAB formally voted to reallocate funds from the remaining Safe Haven beds to Permanent Supportive Housing for persons who are chronically homeless. As such, an Request for Proposals (RFP) will be released.

Within this reallocation the intent is to continue low-threshold services to persons experiencing chronic homelessness, but to make the beds available as Permanent Supportive Housing (PSH), rather than continuing the Safe Haven categorization. HUD is encouraging continuums that have existing Safe Havens to reallocate these projects to a more appropriate housing option for the specific CoC. In the HUD 2015 application, 30 beds were reallocated from Safe Haven to Permanent Supportive Housing for Chronically Homeless Individuals through a competitive RFP process, and two projects were funded. Three Safe Haven projects remain with 40 beds. 75% of the consumers in those programs have been in the program for 2 or more years. A relocation of the remaining Safe Havens to PSH for chronically homeless individuals will both help the competitiveness of our next proposal while guaranteeing continuation of the long-term, low threshold service the residents need.

The RFP is anticipated this spring so that the identified projects can be included in this year's NOFA.

Thank you,
Hilary

_____
Hilary Scherer
Integrated Programs Specialist
Allegheny County Department of Human Services
One Smithfield Street, Pittsburgh, PA 15222
Hilary.Scherer@AlleghenyCounty.us | 412-350-4938

Appendix I

INSTRUCTIONS: All criteria should be scored on a scale of as detailed in the "Score column" (ex: 0 - Not address in Proposal, 1 - Poor, 2 - Below expectations, 3 - Meets expectations, 4 - Exceeds expectations, 5 - Outstanding). These individual scores will then be subtotaled by section automatically. Total possible points are listed for each section. The final score is automatically totaled at the bottom of the page. Please only type in sections that are green.

Evaluator Name:
Proposer Name:

Evaluators: Please Complete Sections in Green

Section/Criteria	Score	Strengths/Weaknesses
Organizational Experience (25 points possible)	(1-5)	
The organization demonstrates solid experience providing housing and supportive services with at least 85 percent utilization rate		
The organization demonstrates a thoughtful strategy to effectively use funds for performing the scope of services within funding and time limitations		
The organization presents a positive track record in leveraging federal, state, local and private sector funds		
The organization demonstrates strong organizational and management structure including evidence of internal communication, external coordination and an adequate financial accounting system		
The organization has the absence of any unresolved monitoring or audit findings for any HUD grants		
Subtotal Organizational Experience:		
Target Population and Approach (20 points possible)	(1-5)	
The organization presents strong plan for the Program		
The organization presents an appropriate schedule for the proposed activities, management plan and method for assuring effective and timely completion of all work		
The organizations has a strong staffing plan including staff qualifications, recruitment, training and performance management		
The organization presents a well-defined strategy to serve the Target Population		
Subtotal Target Population and Approach:		
Housing Services (10 points possible)	(1-5)	
The organization has an appropriate housing facility that supports Program goals		
The organization demonstrates a clear understanding of the Housing First model		
Subtotal Housing Services:	0	

	(1-5)	
Supportive Services (10 points possible)	(1-5)	
The organization provides a strong plan for coordinating with outside partners	2	Funding was not mentioned at all and is outlined in the question. The question asks for the agency plan. The answer included only that this program will use Hestia models. Again, if a person doesn't know Hestia, there is no real plan outlined.
The organization presents a comprehensive plan to provide a variety of supportive services appropriate for the Target Population with appropriate frequency	3	
Subtotal Supportive Services:	5	
Performance Outcomes (10 points possible)	(1-5)	
The organization has a solid strategy for tracking and achieving HUD performance standards	2	The questions asked for plan to track and achieve the goals. There were tracking strategies but limited information about how they would be achieved. It states assistance will be provided with no detail.
The organization presents appropriate additional performance measures with outcomes that can be tracked and achieved.	3	The charts appear to be fine but again, there were no strategies presented except there will be a service coordinator.
Subtotal Performance Outcomes:	5	
Referral and Outreach (5 points possible)	(1-5)	
The organization demonstrates strong ability to manage referrals and a solid plan for outreach to chronically homeless individuals		
Subtotal Referral and Outreach:	0	
HMIS (5 points possible)	(1-5)	
The organization has capability with HMIS and a solid strategy for managing data with HMIS		
Subtotal HMIS:	0	
Financial Management and Budget (15 points possible)	(1-5)	
The organization demonstrates strong financial health, as evidenced by audits or other supporting financial documentation		
The organization demonstrates fiscal and management capacity to manage program funds in a fiscally responsible manner		
The organization provides a budget and budget narrative that reflect a realistic estimate of the costs associated with implementing PSH		
Subtotal Budget:	0	
TOTAL:		

Appendix J

HUD Permanent Supportive Housing for Chronically Homeless Individuals
Request for Proposal
Meeting Notes- June 20, 2016

<u>Attending:</u> Becky Haberstroh, Adrienne Walnoha, Jim Turner, Bless Jagne, Jane Downing, Rob Eamigh, Kelly Prokop; Rachel Liggett

The meeting opened with introductions and an overview of the proposal process. Each project was discussed in detail and scores compared. The following is a summary of each discussion:

<u>Chartiers</u>

- Housing services – didn't elaborate geographic location of where their scattered sites are – others did a better job of elaborating on this.
- No description of the building(s) they would use (does this matter? Wouldn't they go find someone a place to live somewhere in the county?)
- But overall good job describing the housing plan

No one really addressed housing first, and mostly they said "we'll do what we've always done." "service coordination model." Lots of things not answered bc current providers assume that we know their programs. Written as though Rob is the one reviewing it. Should be more examples of prior experience, outcomes. Some didn't do a very good job of highlighting that they are Housing First providers in their proposals.

Very few organizations did anything with the narrative part - "house people and provide some services." We didn't include the full budget from HUD app – missing line items under operations.

<u>WPIC</u>

- Best job outlining what ancillary services would be provided
- Absorbs a lot of service coordination, etc., and doesn't ask for very much money considering

<u>Mercy</u>

- Budget way higher than WPIC for similar or smaller population – why? (probably economies of scale, WPIC works as a system while OSN is a separate entity and needs to staff programs separately)
- No indication of outside partnerships/external communication
- Relied heavily on "we've done this before."
- Badly written proposal. Did not reflect the excellent reputation
- Need to explain models they refer to: "supportive service model."
- Need to clarify operations budget – no narrative provided, very large
- Did not meet the housing requirement for outcomes / exits / increase income.
- Good organizational experience but wanted more detail on questions

<u>EECM</u>

- Did not meet the leveraging requirement – grossly under. Supposed to be 200%.
- Suffered from the same thing as mercy – not fully answered
- Spelling mistakes, etc. Need to proofread!
- Need to elaborate on recruiting, incentives
- Need to elaborate on procedure for contacting landlords
- Talked about how utilization has dropped, blame the Link

The following is a summary of the overall scores by provider:

	Total			
Ranking	Organization	Total	Average	Median	High/Low
1	Western Psychiatric Institute & Clinic	619	88.43	92	91/69
2	Pittsburgh Mercy	569	81.29	81	93/58
3	East End Cooperative Ministry	551	78.71	79	96/52
4	Chartiers Center	540	77.14	79	95/58

The following is a summary of the scores by reviewer:

	Total			
	Chartiers	EECM	Mercy	WPIC
Adrienne W.	58	52	58	69
Becky H.	79	79	81	87
Bless J.	95	96	93	97
Jane D.	80	71	80	96
Jim T.	90	96	88	92
Rob E.	74	81	93	95
Terri L.	64	76	76	83

The following is a summary of the outcome and recommendation by the committee:

RFP for HUD Permanent Supportive Housing for Chronically Homeless Individuals	
Description	As recommended by the Allegheny County Homeless Advisory Board (HAB), DHS is seeking Proposals from one or more qualified Proposers to provide a HUD-funded Permanent Supportive Housing Program. The Program will deliver housing in a facility and supportive services to chronically homeless adults who have a documented disability.
Budget	$1,052,752
Number of Awards	Multiple awards likely
Department	Housing
Program Lead	Rob Eamigh, Terri Laver
Proposers	1. Chartiers Center 2. East End Cooperative Ministry 3. Pittsburgh Mercy 4. Western Psychiatric Institute & Clinic
Committee Recommendation	1. East End Cooperative Ministry 2. Pittsburgh Mercy 3. Western Psychiatric Institute & Clinic

The committee recommended that the following projects be taken to the Homeless Advisory Board at the July 2016 for a vote to approve submission under the HUD 2016 application under the reallocation process:

1. East End Cooperative Ministry
2. Pittsburgh Mercy
3. Western Psychiatric Institute & Clinic

Name	Affiliation	6/27/16: Do you approve the motion to select East End Cooperative Ministry, Pittsburgh Mercy, and Western Psychiatric Institute & Clinic as the agencies to provide HUD Permanent Supportive Housing for chronically homeless individuals?	8/5/2016: Vote on the recommendation to award the 12 identified projects under the $3.8 million reallocation funds and the 3 identified projects to be included in the application to HUD for bonus funds. Reallocation Fund Projects: Center for Victims RRH, Goodwill HARBOR RRH, Sisters Place PSH, CHS RRH, ACTION-Housing RRH, Mercy PSH, Mercy RRH, Goodwill GoodStart RRH, Alle-Kiski HOPE RRH, ACTION-Housing PSH, Auberle RRH and Womanspace PSH. Bonus Fund Projects: Community Human Services PSH, FamilyLinks PSH, and VLP RRH.	8/10/16: Vote on the Allegheny County CoC project ranking list for the 2016 NOFA application to HUD?
Aggazio, Frank	Allegheny County Housing Authority	Yes	Yes	Yes
Balzamico, Meg	Penn Hills Planning Department	Yes	Yes	Yes
Binion, Caster	Housing Authority of the City of Pittsburgh	Yes		
Bucco, Diana	Buhl Foundation	Yes	Yes	Yes
Cafardi, Jerry	City of Pittsburgh	Yes	Yes	Yes
Cummings, Tom	URA	Yes		Yes
DeYoung, Sean	Pittsburgh AIDS Task Force	Yes	Yes	Yes
Downing, Jane	The Pittsburgh Foundation	Yes	Yes	Yes
Duckett, Anthony	HSAO/Justice Related Services	Yes		Yes
Horn, Abigail	Allegheny Cty. DHS	Yes	Yes	
Kilderry, Linda Rae	Soc. Of St. Vincent de Paul		Yes	Yes
Lagana, Joseph	Homeless Children's Ed. Fund	Yes	Yes (emailed on 8/4/2016)	Yes
Lovelace, John	UPMC Health Plan		*Abstain	Abstain (email on 8/9/2016)
Pilarski, Mary Frances	VA Pittsburgh Healthcare System			
Prewitt, Lenny	Familylinks	Yes	Abstain (called on 8/4/2016)	
Randi, Laurel	McCune Foundation			Yes
Ranii, Richard	Allegheny County Economic Development	Yes	Yes	Yes
Snider, Amy F.	Action Housing	Yes	Abstain	Abstain (called on 8/9/2016)
Spina, Phillip	Light of Life Rescue Mission	Yes	Yes	Abstain (called on 8/10/2016)
Walnoha, Adrienne	Communty Human Services	Yes	Abstain (emailed on 8/2/2016)	Abstain
Wyler, Jim	UPMC Re:Solve Crisis	Abstain	Yes	
		PASS (17 in favor, 1 abstain, 3 no vote)	PASS (12 in favor, 4 abstain, 5 no vote)	PASS (12 in favor, 5 abstain, 5 no votes)

*John Lovelace originally voted in favor (online via survey monkey vote); however, upon additional review he identified that Mercy's submission encompassed Bethlehem Haven, whose Board he sits on. As such, on 8/9/2016 he requested his vote be changed to "abstain"—the final above results reflect this change)

Appendix L

CoC Bi-Monthly Meeting
May 31, 2016 10:00AM to Noon
Human Services Building
One Smithfield Street, Pittsburgh.

Purpose: The Homeless Advisory Board (HAB) is a public/private partnership formed to assist and recommend to Allegheny County, the City of Pittsburgh, the City of McKeesport and the Municipality of Penn Hills on public policy, programs, activities, data and all other efforts that will eliminate homelessness and improve the wellbeing of persons and families who are homeless.

HAB Member Attendees

Tom Cummings, URA	Mary Frances Pilarski, VA
Sean DeYoung, PATF	Laurel Randi, McCune Foundation
Jane Downing, Pittsburgh Foundation	Richard, Ranii, All. Co. Economic Development
Abigail Horn, ACDHS	Amy Snider, ACTION Housing
Linda Kilderry, Michael's Place	Philip Spina, Light of Life
Joe Lagana, HCEF	Adrienne Walnoha, CHS
John Lovelace, UPMC	

Guest Attendees

Seth Abrams, ACDHS	Terri Laver, ACDHS
Wendy Allman, YWCA	Jennifer Lewis, Auberle
Annie Boyd, ACDHS	Scott Lewis, Salvation Army
Andrea Bustos, ACDHS	Leah Marmo, ACDHS
Val Coleman, Naomi's Place	Nick Martini, City of Pittsburgh
Bret Cogis, EECM	Stephanie Meyer, ACDHS
Mary Jo Dickson, ACDHS	James Morris, Auberle
Nancy Dunkis, All Co. Economic Development	Mary Parks, Sister Place
Rob Eamigh, ACDHS	Diana Reichbach, Goodwill SWPA
Judy Eakin, HEARTH	Angela Reynolds, UWAC
Joe Elliott, ACDHS	Judy Robertson, HEARTH
Kevin Gallagher, OSN	Rachel Rue, ACDHS
Erin Gillette, Alle-Kiski Area HOPE Center	Kelly Russell, City of Pittsburgh
Andy Halfhill, ACDHS	Hilary Scherer, ACDHS
Carol Haley-Smith, POWER	Barb Smith, HEARTH
Kate Holko, ACDHS	Pat Valentine, ACDHS
Ryan Hoy, ACDHS	Iris, Whitworth, Consultant
Brian Johansson, Light of Life	Jeff Wilhelm, Reed Smith
Lisa Kessler, ACDHS	
Tim Kelly, Auberle	

Minutes
16. **Welcome & Review of Meeting Minutes—John Lovelace**
    a. The May 31, 2016 meeting minutes were approved, pending the correction to the spelling of Mary Frances Pilarski and Nicole Molinaro's names.

17. **Reallocation of CoC program in Allegheny County**
To inform the HAB's discussion on reallocation of CoC Program funds, members were reminded of a number of HUD's priorities and presented with data reporting the service level needs of consumers requiring homeless system interventions over a six (6) month period, as well as the system capacity. The details presented can be found in Attachment 1, but generally spoke to the need for resources for both individuals and families across the continuum, and the importance of planning towards a system with low barriers and high performance.

To begin the HAB's discussion on reallocation, Abigail Horn noted that national trends and guidance from HUD clearly indicate a need to move toward a Housing First approach and away from Transitional Housing. With the announcement of the Tier 2 CoC Program funding, HUD noted a $155 million decline in funding for transitional housing projects and over 80 projects weren't funded that would have been if these projects had committed to Housing First practices. This decline in funding, which resulted in at least one CoC losing more than $4 million, comes after years of HUD sharing research on the effectiveness and efficiency of permanent housing over transitional housing, as well as continuing to increase the priority in ranking given to projects supplying permanent housing services. Other HAB members then added the following points in response:

- Desire to get people into permanent housing as quickly as possible and support their ability to maintain housing
- Permanent housing, using a housing first approach, meets people where they are, fulfilling their housing need, from which support services can be wrapped around
  - Rapid rehousing can be used as shorter term assistance, but prioritizes the housing option being long term and without requiring disruptive moves
- Recognition of the priorities of HUD and the need to position the CoC competitively within HUD's funding announcement
  - Each year, the HUD NOFA includes an increase in the ranking priority given to projects supplying permanent housing services
  - HUD cites the effectiveness and efficiency of permanent housing strategies, e.g., Family Options Study
- A decision to reallocate CoC Program Funds away from Transitional Housing would not eliminate Transitional housing in Allegheny County; rather, this housing type would not be part of the HUD CoC Program funding stream, but may continue to be funded in Allegheny County through other sources, including ESG, HAP, and private funds.

The HAB also discussed transitional processes following reallocation decisions; DHS representatives explained HUD contracts have different start dates, so the ending of transitional programs and starting of new permanent housing programs would occur on a rolling basis over the course of 2017, with the earliest programs ending in February.

Jane Downing motioned that for the upcoming NOFA the CoC adopt policy to house the most vulnerable in the housing most appropriate for their needs; adopt a housing first approach; and reallocate transitional housing to permanent housing (permanent supportive housing and rapid re-housing). The motion was seconded and voted in favor by more than two-thirds of HAB members, with one abstaining vote. In response to his abstention, Richard Ranii motioned to have the vote amended to reflect that 95% of transitional housing be reallocated, stating that he had concerns over reallocating all programs and not leaving space for consideration of special

circumstances which would indicate appropriate use of transitional housing. HAB members discussed this perspective, and some noted discomfort with choosing an arbitrate number and suggested a caveat be considered if a specific population was deemed appropriate to retain transitional housing. No population was identified, and the motion to amend the previous vote to change the reallocation of transitional housing for 95% of the programs did not receive enough votes to pass.

As such, the motion that for the upcoming NOFA the CoC adopt policy to house the most vulnerable in the housing most appropriate for their needs; adopt a housing first approach; and reallocate transitional housing to permanent housing was sustained.

18. **RFP for HUD Permanent Supportive Housing Program Recommendation**
Linda Kilderry presented the Evaluation Committee's recommendation to select Mercy to provide permanent supportive housing using the funds reallocated from the Path to New Life. She reminded HAB members that Path to New Life had sought a reallocation of these funds so that the funds could be utilized within the CoC Program, while St. Vincent de Paul continue its mission of serving men exiting jails, and following HAB approval a RFP was released on March 18, 2016 for these funds. Proposals were reviewed by the Evaluation Committee and the group identified Mercy as the strongest candidate.

The motion to approve the selection of Mercy for the RFP for HUD Permanent Supportive Housing Program was approved.

19. **Ending Homelessness Among Veterans**
Jane Downing provided meeting participants with a brief overview of the efforts that had been occurring to meet the Opening Doors priority of ending veteran homelessness by 2015, and explained that last year the United States Interagency Council on Homelessness (USICH) released guidance on how communities could confirm achieving a functional zero for veteran homelessness. As Allegheny County confirms its data to indicate it has achieved the functional zero, the application to USICH will be finalized and HAB support for the submission will be sought. In recognition of timing needs, Ms. Downing requested that the ***HAB delegate support of the submission of the CoC reaching the functional zero for veteran's homeless to the Executive Committee, and this motion was approved.***

Ms. Horn noted that chronic homelessness would be the next area prioritized for reach the functional zero mark.

20. **HOCC Update**
Christopher Roach, Co-Chair of the HOCC, provided meeting participants an update on the Committee, speaking to the Committee's effort in January 2016 to identify priorities, which have been narrowed into three main focus areas:
- Ending Chronic Homelessness
- Collaboration with Law Enforcement: Specifically, Mr. Roach spoke to the Committee's efforts to build relationships with emergency providers and law enforcement, noting that he has had the opportunity to meet with the Chief of Police and Zone Commanders to build collaboration. These connections foster the ability to find long term solutions to appropriately responding to persons living on the street, particularly as they interact with City personnel (e.g., officers, public works staff). With people on the street being

more likely to be the victim of crime than the perpetrator, these relationships are particularly important.
- Transitional Camp Space: Mr. Roach explained current efforts to develop confirmed camp space that can be used to support transitions to permanent housing for people who are living outdoors. Citing the early presentation of data, and the HAB's decision to focus on Housing First and permanent housing solutions, Mr. Roach explained that transitional camp space would provide a safe location where individuals can stay and resources can be provided as they wait to access permanent supportive housing. Such a space would allow the CoC to meet their needs and have access to the individuals; though it is necessary to note the camp would be a transitional space with a time limit of 9 months. Both HOCC Co-Chairs met with the Mayor's Office and the City is interested in exploring best practices and policy for such a camp.

In citing the City's interest around policy and procedure pertaining to persons experiencing street homelessness, Mr. Roach explained that the City has discussed forming a Task Force. Members have not been named for this group but the HOCC is looking to be represented and engaged in any process going forward.

A motion was put forth and approved to have the ***HAB Executive Committee put forth a letter to the City in support of having participation from HAB representatives (such as Philip Spina and/or Chris Roach as HOCC Co-Chairs) participate in the City's Task on policies for working with individuals living outside.***

21. **Data and Planning Update: Homeless Scorecard**
Speaking on behalf of the Data and Planning Committee, Andy Halfhill presented HAB members with the Homeless Scorecard, explaining that the Scorecard was developed to provide the HAB with regular updates on how the Allegheny County homeless system is doing towards the goal of making homelessness rare, brief, and non-recurring. The data presented provides an update on:
- Number of persons entering the homeless system for the first time (on an annual interval)
- Bed utilization
- Length of stay in homeless programs
- Exists to permanent housing destinations
- Recidivism

The Scorecard data will be updated and presented to the HAB at each bi-monthly meeting.

One meeting participant asked for clarification on what "permanent housing destination" included. After the meeting the following list of exit destinations which HUD defines as "permanent destinations" were shared with attendees. These are response options in HMIS. If any client exits a program in HMIS and has one of these as their "destination", and then returns to the homeless system, that is called recidivism.
- Moved from one HOPWA funded project to HOPWA PH
- Owned by client, no ongoing housing subsidy
- Owned by client, with ongoing housing subsidy
- Permanent housing for formerly homeless persons

- Rental by client, no ongoing housing subsidy
- Rental by client, with GPD TIP housing subsidy
- Rental by client, with other ongoing housing subsidy
- Rental by client, with VASH housing subsidy
- Staying or living with family, permanent tenure
- Staying or living with friends, permanent tenure

22. **Severe Weather Emergency Shelter System Considerations**

Kevin Gallagher, supervisor of the Severe Weather Emergency Shelter (SWES) for Operation Safety Net (OSN), spoke to the HAB about discussions that have begun around reorganizing the structure of SWES to increase the continuity of the shelters, better collect data, and increase the ability for the SWES to serve as a base for engagement. These efforts are being considered within the same budget, and include:
- Stabilize the time that SWES are open (e.g., two years ago the SWES were open for 90 days, while this past year they were open for 45 days), including being open beyond winter months
- Consider a SWES network, which would help provide beds beyond the winter months
- Utilize SWES as overflow while being able to more consistently serve people throughout the year

Mr. Gallagher estimated about 90 individuals per night use SWES, and while numbers do fluctuate there are returning individuals both within a season and from year to year.

23. **Public Comment/Announcements**

Judy Eakin, Barb Smith, and Jeffrey Wilhelm, each provided comment in response to the HAB's decision to reallocate CoC Program Funds from transitional housing to permanent housing.

Action Items
- DHS will release an RFP for funds reallocated from transitional housing to permanent housing; this RFP will also include options for bonus project funds
- The HAB Executive Committee will put forward a letter to the Mayor requesting HAB representation on the City Task Force related to serving persons experiencing street homelessness
- The Data and Planning Committee will update the Homeless Scorecard for the July meeting to include the data.

Next CoC Meeting
Tuesday, July 19, 2016—10:00 AM to Noon
Human Services Building
One Smithfield Street, Pittsburg

Appendix M

COUNTY OF ALLEGHENY

RICH FITZGERALD
COUNTY EXECUTIVE

June 2, 2016

RE: Preparation for the 2016 HUD CoC Competition

To all homeless providers under the HUD CoC program:

In an effort to build a stronger continuum of services that moves participants quickly into permanent housing and meets HUD's funding priorities, the Homeless Advisory Board (HAB), in their capacity as the planning body of the Allegheny County Continuum of Care (CoC), voted on May 31, 2016 to:

- House the most vulnerable populations first
- Adopt Housing First
- Reallocate all transitional housing to permanent housing

In making this decision, HAB members cited the need to maintain financial stability of the CoC while continuing to meet the needs of Allegheny County residents. It is responsive to the priorities and guidance provided by HUD, the funding entity of the CoC Program. Given this HAB decision, any pre-applications submitted by transitional housing programs to this year's upcoming CoC competition will not be considered and those funds will be reallocated through a competitive process.

To facilitate the transition and identify new programs for the reallocated funds, Allegheny County Department of Human Services (DHS) will issue a Request for Proposals (RFP) in the coming weeks. The RFP will solicit new programs for either:

- Permanent Supportive Housing for chronically homeless families and/or individuals with a disability, including unaccompanied youth or
- Rapid Re-Housing Programs for families and/or individuals, including unaccompanied youth, those coming directly from the streets or emergency shelter, or fleeing domestic violence situations.

Either type of program must use a Housing First Model.

We are encouraging all homeless providers to apply for this funding, which will assist in serving this vulnerable population of Allegheny County. The most competitive proposals will be included in this year's HUD CoC application.

Please send any questions to Abigail Horn at abigail.horn@alleghenycounty.us.

Thank you,

Marc Cherna, Director

Appendix N

Evaluator Name:

Proposer Name:

Evaluators: Please Complete Sections in Green

Section/Criteria	Score	Strengths/Weaknesses
A. Organizational Experience (40 points possible)	(0-5)	
The organization demonstrates solid experience providing housing and supportive services with at least 85 percent utilization rate		
The organization demonstrates strong organizational and management structure including evidence of internal communication, external coordination and an adequate financial accounting system		
The organization has the absence of any unresolved monitoring or audit findings for any HUD grants		
The organizations has a strong staffing plan including staff qualifications, recruitment, training and performance management		
The organization has capability with HMIS and a solid strategy for managing data with HMIS		
The organization demonstrates a clear understanding of the Housing First model		
The organization presents a positive track record in leveraging federal, state, local and private sector funds		
The organization demonstrates strong financial health, as evidenced by audits or other supporting financial documentation		
Subtotal Organizational Experience:	**0**	
B. Permanent Supportive Housing Program (65 points possible)	(0-5)	
The organization presents strong plan for the PSH Program		
The organization presents an appropriate schedule for the proposed activities, management plan and method for assuring effective and timely completion of all work for the PSH Program		
The organization presents a well-defined strategy to serve the PSH Program Participants		
The organization demonstrates solid experience serving the PSH target population, including any specified subpopulation		
The organization has an appropriate housing facility (including scattered site) that supports PSH Program goals		
The organization provides a strong plan for coordinating with outside partners for the proposed PSH Program		
The organization presents a comprehensive plan to provide a variety of supportive services, with appropriate frequency, appropriate for PSH Program Participants		
The organization has a solid strategy for tracking and achieving HUD PSH Program performance standards		
The organization presents appropriate additional performance measures with outcomes that can be tracked and achieved.		
The organization demonstrates strong ability to manage referrals experiencing homelessness who have a documented disability		
The organization demonstrates a thoughtful strategy to effectively use funds for performing the scope of services within funding and time limitations		
The organization provides a budget narrative that reflect a realistic estimate of the costs associated with implementing the PSH Program		
The organization demonstrates fiscal and management capacity to manage program funds in a fiscally responsible manner		
Subtotal Permanent Supportive Housing Program:	**0**	

C. Rapid Re-Housing Program (65 points possible)	(0-5)		
The organization presents strong plan for the RRH Program			
The organization presents an appropriate schedule for the proposed activities, management plan and method for assuring effective and timely completion of all work for the RRH Program			
The organization presents a well-defined strategy to serve the RRH Program Participants			
The organization demonstrates solid experience serving the RRH target population, including any specified subpopulation			
The organization has an appropriate housing plan that supports RRH Program goals			
The organization provides a strong plan for coordinating with outside partners for the proposed RRH Program			
The organization presents a comprehensive plan to provide a variety of supportive services, with appropriate frequency, appropriate for RRH Program Participants			
The organization has a solid strategy for tracking and achieving HUD RRH Program performance standards			
The organization presents appropriate additional performance measures with outcomes that can be tracked and achieved.			
The organization demonstrates strong ability to manage referrals for individuals and families experiencing homelessness			
The organization demonstrates a thoughtful strategy to effectively use funds for performing the scope of services within funding and time limitations			
The organization provides a budget narrative that reflect a realistic estimate of the costs associated with implementing the RRH Program			
The organization demonstrates fiscal and management capacity to manage program funds in a fiscally responsible manner			
Subtotal Permanent Supportive Housing Program:	0		
		PSH Program Total (105 points possible)	RRH Program Total (105 points possible)
		0	0
Please provide overall comments: No mention of which location will be utilized for RRH programming or how this will be achieved.			

Appendix O

Reallocation and Bonus Project
Request for Proposal Evaluation Committee
Meeting Notes- July 25, 2016

Attending: Abby Horn, Anthony Duckett, Bless Jagne, Diana Bucco, Hilary Scherer, Kelly Russell, Linda Kilderry, Lisa Kessler, Liz Totten-Daniels, Nancy Dunkis, Rob Eamigh, Katie Florack, Joann Cyganovich, Kelly Prokop; Rachel Liggett

The meeting opened with introductions and an overview of the proposal process. The RFP for HUD 2016 Reallocation Funding for Permanent Supportive Housing and Rapid Re-Housing Program closed on Friday, July 1. The following Proposals for Permanent Supportive Housing Programs (PSH) and Rapid Re-Housing Programs (RRH) were received from:

	Proposer	PSH	RRH
1	**ACTION-Housing**	X	X
2	**Auberle**		X
3	**Allegheny Valley Association of Churches**	X	
4	**Bridge to Independence**	X	X
5	**Center for Victims**		X
6	**Chartiers Center**	X	
7	**Community Human Services**	X	X
8	**Familylinks**	X	
9	**Goodwill of Southwestern Pennsylvania**	X	XX
10	**HOPE**		X
11	**Naomi's Place Transitional Housing**		X
12	**Pittsburgh Mercy**	X	X
13	**Sisters Place**	X	
14	**Womenspace East**	X	
15	**Veterans Leadership Program of Western Pennsylvania**		X
16	**YWCA**		X
	Total	10	12

Committee members evaluated the proposals. The chart below shows how the proposed programs ranked based on average score.

	Totals Both Programs							
Ranking	Name	PSH or RRH	Average	Proposed Program Population	Units	Beds	Budget	Per unit cost
1	Center for Victims	RRH	93.4	DV - Scattered	16	43	$205,713.00	$12,857.06
2	Goodwill HARBOR	RRH	89.6	Ex-offenders - Scattered	45	45	$515,505.00	$11,455.67

#	Name	Type	Score	Population - Setting			Budget	Cost
3	Sisters Place	PSH	89.4	Families - Facility	10	20	$177,044.00	$17,704.40
4	CHS	RRH	89.2	Adults, Families - Scattered	35	90	$486,626.00	$13,903.60
5	CHS	PSH	89	Adults, Families - Scattered	30	95	$462,657.00	$15,421.90
6	ACTION-Housing	RRH	88	Adults, youth, families - Scattered	70	75	$859,179.00	$12,273.99
7	Mercy	PSH	88.6	Adults - Scattered	50	50	$569,250.00	$11,385.00
8	Mercy	RRH	88.4	Adults - Scattered	20	20	$232,074.00	$11,603.70
9	Goodwill HARBOR	PSH	88.4	Ex-offenders - Scattered	5	5	$71,734.00	$14,346.80
10	Goodwill GoodStart	RRH	87.6	Families - Scattered	15	35	$253,094.00	$16,872.93
11	Alle-Kiski HOPE	RRH	86.2	All - Scattered	24	54	$322,378.00	$13,432.42
12	ACTION	PSH	86.2	Youth - Scattered	5	5	$60,256.00	$12,051.20
13	Auberle	RRH	86	Youth - Scattered	30	45	$433,502.57	$14,450.09
14	Familylinks	PSH	85	All - Scattered	15	23	$223,955.00	$14,930.33
15	Womanspace	PSH	84.6	Families - Facility	10	20	$325,375.00	$32,537.50
16	VLP	RRH	84.2	Veterans, adults, families - Scattered	19	49	$367,545.00	$19,344.47
17	AVAC	PSH	82.8	Families - Scattered	6	16	$92,416.00	$15,402.67
18	YWCA	RRH	81.4	Adults, families - Scattered	14	33	$232,872.00	$16,633.71
19	Chartiers	PSH	77.6	15 individuals, 20 families - Scattered	35	55	$380,944.90	$10,884.14
20	BTI	PSH	65.2	Families - Facility	8	36	$300,377.00	$37,547.13

| 21 | BTI | RRH | 59.25 | Adults - Scattered | 15 | 30 | $215,612.00 | $14,374.13 |
| 22 | Naomi's Place | RRH | 58.6 | Veterans, adults, youth, families, DV - Facility | 7 | ? | $150,000.00 | $21,428.57 |

The committee based their recommendations on the scoring breakdown, Allegheny County's need based on an analysis of callers to the Link for six months, and the number and types of units lost during the Transitional Housing reallocation (e.g., domestic violence, youth, singles, families). The committee first considered how to award the approximately $3.8 of reallocation funds. Then, they considered which programs to include in DHS's proposal to HUD for bonus funds.

The evaluation committee recommends the following proposed programs be awarded under the $3.8 million reallocation funds: Center for Victims RRH, Goodwill HARBOR RRH, Sisters Place PSH, CHS RRH, ACTION-Housing RRH, Mercy PSH, Mercy RRH, Goodwill GoodStart RRH, Alle-Kiski HOPE RRH, ACTION-Housing PSH, Auberle RRH and Womanspace PSH. (In the chart below, these programs are highlighted in pink and yellow. Domestic violence and youth units are in yellow; all others are pink).
The evaluation committee recommends the following proposed programs be included in DHS's proposal to HUD for bonus funds: CHS PSH, Familylinks PSH and VLP RRH. (In the chart below, these programs are highlighted in green).

The evaluation committee recommended that DHS allocate program budgets and number of units so that the $3.8 million covers all recommended programs and that the recommended programs best meet the needs of Allegheny County. Rob Eamigh did an analysis to determine the best way to meet this recommendation. The chart below shows this analysis with some of the proposed program units and budgets lowered.

Totals Both Programs							
Ranking	Name	PSH or RRH	Average	Proposed Program Population	Units	Budget	Per unit cost
1	Center for Victims	RRH	93.4	DV - Scattered	16	$256,322.00	$16,020.13
2	Goodwill HARBOR	RRH	89.6	Ex-offenders - Scattered	45	$528,879.00	$11,752.87
3	Sisters Place	PSH	89.4	Families - Facility	10	$166,332.00	$16,633.20
4	CHS	RRH	89.2	Adults, Families - Scattered - 20 singles	35	$486,746.00	$13,907.03
5	CHS	PSH	89	Adults, Families - Scattered - 11 singles	22	$317,129.00	$14,414.95

	Program	Type	Score	Subpopulation	Units	Amount	Per Unit
6	ACTION-Housing	RRH	88	Adults, youth, families - Scattered	65	$798,923.00	$12,291.12
7	Mercy	PSH	88.6	Adults - Scattered	41	$494,101.00	$12,051.24
8	Mercy	RRH	88.4	Adults - Scattered	20	$245,794.00	$12,289.70
9	Goodwill GoodStart	RRH	87.6	Families - Scattered	15	$245,794.00	$16,386.27
10	Alle-Kiski HOPE	RRH	86.2	All - Scattered	16	$256,103.00	$16,006.44
11	ACTION	PSH	86.2	Youth - Scattered	5	$60,256.00	$12,051.20
12	Auberle	RRH	86	Youth - Scattered	10	$120,513.00	$12,051.30
13	Familylinks	PSH	85	All - Scattered - 9 singles	15	$206,778.00	$13,785.20
14	Womanspace	PSH	84.6	Families - Facility	10	$152,857.00	$15,285.70
15	VLP	RRH	84.2	Veterans, adults, families - Scattered - 3 singles	19	$323,293.00	$17,015.42

The chart below shows the number units, housing type and subpopulations from the chart above. The programs in red are bonus funds programs.

Program	RRH-Singles	RRH-Family	PSH-Single	PSH-Family
CFV	5	11		
Goodwill-Harbor/Good Start	45	15		
Sisters Place				10
CHS	20	15	11	11
ACTION (RRH and PSH)	60	5	5	
Mercy	20		41	
Alle-Kiski	4	12		
VLP	3	16		
WSE				10
Auberle	10			
FamilyLinks	9	6		
TOTAL	176	80	57	31
REALLOCATION	164	58	46	20
BONUS	12	22	11	11

Populations	RRH	PSH
DV	32	
Youth	75	5
Vets	19	

SUMMARY OF THE DISCUSSION

Each project was discussed in detail and scores compared by the committee. The following is a summary of each discussion:

Eliminate bottom 4 scorers: Chartiers, BTI x 2, Naomi's Place

Nancy on BTI: all they have is Transitional...would close their doors. In braddock where there aren't other places. ACED funds them (92k supplementing CoC funds). Political reason to keep them on the list? What about their employees?

Abby: there are other constructive things they could do with their buildings in Braddock

Rob: we've talked to them about revamping them into different kinds of housing, and re: HUD, their program just doesn't hold up

Katie: what are options for Naomi's place facility?

Abby/Rob: they could rent out the apartments...they don't understand RRH. We will be ready to work with BTI and Naomi's Place to help them figure out what their options are/may be

Hillary: Chartiers – left some blanks in their application "insert text" - lowered their scores overall

Reframe discussion – think in terms of 3.8 million
ACTION's 70 units is close to what they are losing – combined three transitional programs. Confident that they can keep doing scattered site and work with landlords
One of the Mercy program's is Bethlehem Haven, the other will be operated by operation safety net
Skip number 9, Goodwill's 5 bed "extra program"
Alle-Kiske came in with 16 DV units and 8 singles (but they are a DV shelter...why did they do this?)

Could we ask them to just do the 16 DV units? If we do that they'd fit into the reallocation budget (if we skip goodwill's 5 PSH beds)
Number 12 is ACTION's 5 PSH beds for Youth – if we are giving them 70 RRH units they should understand not funding these 5.

Linda: but youth is a specific population for PSH – if ACTION has expertise should we try to keep the youth with them?
Could we keep 10 of Auberle's RRH for youth (proposed 30 but they are only losing 10)
To try to get Auberle in – who above the line is not losing a program? Just CHS
Bonus: better to put in one project or multiples? Doesn't matter
Want to replace beds and then look at needs – special populations (vets, youth, DV)
Not discussing anything below number 16 – VLP. Ok?

Chartiers – the scores they reported are good. People like their program, but their proposal is not strong. Justification for bumping them up over the number 17 and 18 providers? Don't think so...but their cost per unit is really low. Cost could be a justification for pulling them up

Womanspace over Familylinks – all family (10) rather than mixed with family links (6 out of 15 family)

Bonus: CHS PSH, VLP, Familylinks PSH

HUD Contract Procurement Process

**Allegheny County
Department of
Human Services**

One Smithfield Street
Pittsburgh, PA 15222
PHONE: 412-350-5701
FAX: 412-350-4004

[signature]

APPROVED BY

11/23/15

EFFECTIVE DATE

PROCEDURE

Procedure

1. Initiating the Request For Proposals (RFP)

a. The Homeless Advisory Board (HAB) votes to reallocate funding for a project to a new provider agency or to apply for bonus funding.

b. The Allegheny County Department of Human Services (DHS) Bureau of Homeless Services (BHS) relays this information to the DHS Procurement Unit, which sits in the DHS Office of Data Analysis, Research and Evaluation (DARE). The DHS Procurement Unit supports BHS in drafting the RFP, issues the RFP and facilitates the evaluation of responses to RFPs, on behalf of the HAB.

2. Drafting the RFP

a. Using the DHS Standard RFP Template, BHS drafts an RFP, outlining the HUD and CoC-specified parameters and performance goals of the project, and sends it to DHS Procurement for review.

b. If BHS needs to deviate from the RFP template, staff must contact DHS Procurement before making changes. All RFPs must contain the following sections:

i. Definitions
ii. The Basics
iii. Section 1: Key Information
iv. Section 2: Our Requirements
v. Section 3: The Selection Process
vi. Section 4: Contract Information

c. To ensure a competitive procurement process, an evaluation committee comprised of diverse stakeholders, including members of the HAB, will analyze and score the proposals to determine the successful proposer(s). During the drafting process, DHS Procurement and the BHS staff will define the evaluation criteria that the evaluation committee will use to analyze and score proposals. The RFP will state the evaluation criteria and the point breakdown. The maximum score a proposal can receive is usually 100 points.

d. The DHS standard RFP Response Form will be submitted by RFP respondents. The Response Form's questions reflect the services and qualifications sought as described in the RFP. The Evaluation committee will analyze and score Proposers' answers based on the defined evaluation criteria. The Response Form presents a standard set of questions that allows each Proposer to provide similar information, thus promoting fairness in the evaluation process. If BHS needs to deviate from the RFP Response Form, the Program Lead must contact DHS Procurement before making changes. All RFP Response Forms must contain the following sections:

i. Proposer Information
ii. Proposal Information
iii. References

        iv. Requirements
        v. Attachments
        vi. Certification

   e. DHS Procurement creates the Evaluation Tool for the RFP. The Evaluation Tool requires evaluators to award points to a Proposer's Response Form answers based on the RFP evaluation criteria. If necessary, a question can have a weighted score if its answer is especially important to the RFP's program success. The scores are automatically calculated in the Evaluation Tool to give the Proposer a total score. The Evaluation Tool is usually an Excel document with a tab for each Proposer.

   f. DHS Procurement and BHS staff will establish a timeline and state it in the RFP, including dates for:
        i. RFP Posting
        ii. Deadline for Questions (usually five business days prior to Submission Deadline)
        iii. Submission Deadline (approximately 30 days after RFP Posting)
        iv. Estimated Award Decision/Notification

   g. DHS Procurement will send a draft of the RFP and the Response Form to DHS DARE's Writing and Communications unit for style editing.

   h. DHS Procurement will send a draft of the RFP and the Response Form to legal for compliance editing.

   i. DHS Procurement compiles all edits and will make the final versions of the RFP, Response Form and Evaluation Tool documents.

3. **Distributing the RFP**
   a. DHS Procurement will coordinate the distribution of the RFP.
   b. DHS Office of Community Relations (OCR) webmasters will post the RFP and Response Form to the DHS' Active Solicitations webpage with a short description about the RFP.
   c. OCR will post the RFP announcement on DHS social media.
   d. OCR will advertise the RFP announcement in local newspapers.
   e. OCR emails the RFP announcement to DHS-maintained mailing lists including DHS staff, Providers and other lists, including all members of the CoC, HAB, and current providers.
   f. DHS Procurement emails the RFP announcement to the email list maintained by DHS Procurement.
   g. DHS Procurement posts the RFP announcement on the Pennsylvania Purchasing Group BidNet website.

4. **Active Solicitation Period**
   a. An RFP should remain active for a minimum of 30 calendar days to allow for Proposer response. The active solicitation time may be adjusted, in coordination with DHS Procurement, based on the subject matter and urgency of the RFP.
   b. Proposals are to be submitted to the DHSProposals@alleghenycounty.us email address. Proposals must be received at that email address prior to the submission deadline date and time listed on the RFP or they will not be considered. The submission deadline closes the active solicitation period.
   c. DHS Procurement will compile all documents related to the solicitation and maintain them in the Solicitations document library for reference and Right-to-Know requirements. The saved documents should include, but are not limited to, the following items:
        i. RFP drafts and final document
        ii. Response form drafts and final document
        iii. Advertisement
        iv. Q&A documents
        v. Completed evaluation tools
        vi. Sign-in sheets for any related meetings

  vii. All Submissions

  viii. Evaluation committee COI statements

 d. Answering RFP Questions

  i. Proposers may ask questions about the RFP throughout the active solicitation period up to five business days of the submission deadline.

  ii. The email address DHSProposals@alleghenycounty.us is the only point of contact for all Proposer inquires. DHS Procurement will monitor and respond to all inquiries to the email address. DHS Bureau of Housing staff and all other parties involved in the planning or writing the RFP should direct Proposers who ask them questions through other channels (e.g., verbally or through direct email) to DHSProposals@alleghenycounty.us. It is important that all communication come through the email account, in writing, so that answers are uniform and approved and that all Proposers have access to the same information.

  iii. DHS Procurement will work with the BHS staff to address Proposer questions. BHS staff must be available to provide subject matter expertise throughout the active solicitation period.

  iv. DHS Procurement will create a Q&A document that will be posted underneath the RFP on the DHS Active Solicitation webpage. The Q&A document will be updated as questions are received and answers will be posted on the website within five business days of receipt of the question. The final document containing the last questions received must be posted within one business day prior to the submission deadline.

 e. Developing the Evaluation Committee

  i. DHS Procurement and the BHS staff will work together to develop a list of potential evaluators.

  ii. The evaluation committee is comprised of internal DHS staff and external individuals such as subject matter experts, partner agencies that are not responding to the RFP, consumers, etc. Representatives from the CoC, HAB and ESG will be included. The evaluation committee should have approximately ten individuals from diverse backgrounds. Some evaluation committees may have more or fewer people depending on the RFP subject matter. A staff member from DHS's Office of Administrative and Information Management Services (AIMS) should be recruited to deeply analyze the Proposers' budgets and financial audits. The Deputy Director of the DARE Office will approve the final evaluation committee list to ensure the evaluators have a wide range of experience and backgrounds.

  iii. Committee members must be unbiased and must not have a personal or professional interest in the Proposal. All evaluators must agree to and sign the DHS Proposal Evaluator Confidentiality and Conflict of Interest Statement.

 f. Preparing Evaluators

  i. DHS Procurement will email potential evaluators to confirm their participation in the evaluation committee.

  ii. DHS Procurement will share important dates related to the RFP and may send calendar invites for the:

   1. Evaluator orientation

   2. Day evaluators will receive proposals

   3. Deadline to submit evaluations and DHS Proposal Evaluator Confidentiality and Conflict of Interest Statement

   4. Evaluation meeting

 g. DHS Procurement will host an Evaluator Orientation meeting for each RFP to inform evaluators about the RFP project, to clarify the evaluation process and timeline and to define evaluators' role in the

process. The orientation is not mandatory. Evaluators have an option of attending in person or via webinar. The orientation meeting should occur close to the RFP Proposal submission deadline.

5. **Coordinating the Evaluation Process**
   a. The day of the submission deadline, DHS Procurement will send an email to the, Director of DHS, Deputy Director of DARE, BHS staff and any other relevant person informing them of the number of Proposals received and the name of the Proposers.
   b. The day after the submission deadline, DHS Procurement will send out an email to evaluation committee members with instructions that the evaluation process has begun. The email should have all documents related to the RFP attached, including:
      i. Evaluator orientation PowerPoint
      ii. The final RFP
      iii. RFP Q&A
      iv. The Evaluation Tool
      v. The Proposals
   c. DHS Procurement will field questions from evaluators throughout the evaluation process.
      i. DHS Procurement cannot advise evaluators on how to score a proposal. Evaluators should score according to their best judgment of how the Proposal meets the evaluation criteria. They can provide notes in the Evaluation Tool comments section to justify the score as needed.
      ii. At any time during the review process, DHS Procurement may contact a Proposer to discuss any areas of the Proposal needing clarification or further explanation.
      iii. DHS Procurement must share any additional or clarified information with all evaluators so that each evaluator has the same information.
   d. Evaluators should submit completed Evaluation Tools to DHS Procurement on or before the predetermined deadline. DHS Procurement will send out reminder emails one week and one day before the deadline.
   e. DHS Procurement will make a master scoring summary that compiles all evaluator scores. The total number of points awarded and its average, median and high/low scores will be calculated from each section in the Evaluation Tool and from the overall total. DHS Procurement will then rank Proposers based on the totals for each section. DHS Procurement will have someone cross check the master scoring summary to ensure there are no input mistakes or miscalculations.
   f. Hosting the evaluation meeting
      i. At the evaluation meeting, DHS Procurement will provide all evaluators with a hardcopy of the Evaluation Committee Meeting Ground Rules which outlines the purpose of the meeting and expected evaluator role and conduct.
      ii. If DHS Procurement is still missing an evaluator's DHS Proposal Evaluator Confidentiality and Conflict of Interest Statement, they will ask the evaluator to sign a hardcopy at the meeting.
      iii. DHS Procurement will share the master scoring summary breakdowns and rankings with evaluators in a hardcopy handout and as a presentation.
      iv. RFP Evaluation Committee members will discuss their scoring and opinions of the Proposers with one another. They will decide the next steps for the evaluation and procurement processes. All decisions are made by consensus. Next steps can include but are not limited to:
         a. The committee can agree to recommend one or more Proposers for the RFP award to the CoC's HAB

      b. The committee can come to consensus to invite one or more Proposers to DHS for formal oral presentations to clarify items in their proposal and answer questions.

      c. During the evaluation meeting, the evaluation committee will develop specific questions for each Proposer to address in their oral presentation.

      d. The committee can be divided between two or more Proposals and need to ask a few questions to each Proposer to help guide the committee's final decision. DHS Procurement will email these questions to each Proposer and share their responses with the evaluation committee. Then, the evaluation committee will take a vote via email on which Proposer(s) to recommend for the RFP contract.

  v. DHS Procurement will take detailed notes on evaluators' discussions, questions and decisions.

g. Hosting Optional Oral Presentations

  i. DHS Procurement will email the Executive Director of DHS, the Deputy Director of DARE, the BHS staff and other relevant staff to inform them of the evaluation committee's recommendation for oral presentations. Approval of the Director of DHS is needed before moving forward.

  ii. DHS Procurement will invite presenting Proposers and evaluators to the presentation.

  iii. DHS Procurement will email Proposers the questions the evaluation committee developed during the evaluation meeting. Proposers will be asked to address those questions in their presentation. Proposers will be invited to email a PowerPoint presentation to DHS Procurement prior to the presentations so that visual presentations may run smoothly. DHS Procurement will set up the PowerPoint visualizations for the Proposers at the presentations. Proposers are not required to use PowerPoint presentations.

  iv. DHS Procurement will create an agenda for the presentations. DHS Procurement will schedule 15 minutes with the evaluation committee at the beginning of the meeting to discuss the presentation process and rescoring procedure. Each Proposer should have the same time allotted, (i.e. ten minutes to present and 15 minutes to answer questions from evaluators). The evaluators should have five to ten minutes to rescore. DHS Procurement will schedule approximately 30 minutes to an hour at the end of the presentations for the evaluators to debrief and make their final decisions. A lunch break can be included as necessary.

  v. DHS Procurement will compile an individualized hardcopy packet for each evaluator for the oral presentations that will include:

    1. Oral presentation ground rules
    2. Handout with the master scoring summary breakdowns and rankings
    3. Copy of the evaluator's completed evaluation tool for each presenting Proposer

  vi. After each presentation, evaluators will re-score the Proposer. Using their copy of the completed evaluation tool, the evaluator will cross out any score they want to change based on the presentation. Scores can be increased, decreased or stay the same. DHS Procurement will collect the rescored tools and use the master scoring summary spreadsheet to calculate how a Proposer's score changes.

  vii. During the debrief with the evaluators after the presentations are over, DHS Procurement will share the Proposers' original and new scores. Then, evaluators will discuss and decide the next steps for the procurement process. Next steps can include but are not limited to:

    4. The committee can agree to recommend one or more Proposers for the contract award to the HAB.

    5. The committee can be divided between two or more Proposals and need to ask a few questions to each Proposer to help guide the committee's final decision. DHS

Procurement will email these questions to each organization and share their responses with the evaluation committee. Then, the evaluation committee will take a vote via email on which Proposer(s) to recommend for the RFP contract.

6. **Originating Contract**
   a. DHS Procurement will email the HAB, Executive Director of DHS, the Deputy Director of DARE, the BHS staff and other relevant staff to inform them of the evaluation committee's recommendation of which Proposers should receive the RFP contract.
   b. Upon the HAB and the DHS Director's approval of the evaluation committee's recommendation, DHS Procurement will send a notification email to finance, contracts and BHS. DHS Procurement will find the Successful Proposer's DHS Fiscal and Contract contact in MPER and copy them on the notification email.
   c. BHS staff will initiate the Executive Action (EA) for the contract- an internal process that requires sign off from key administrators at DHS.
   d. Once the EA is complete and HAB approval is granted, each Successful Proposer will be sent a signed letter from the Executive Director of DHS notifying them that, on behalf of the HAB, they have been selected for contract award. DHS Procurement will coordinate the mailing of that letter.
   e. DHS Procurement will email unsuccessful Proposers informing them they were not selected for the contract.
   f. Results from the evaluation committee cannot be disclosed or discussed until the EA is complete. DHS Procurement will email the finance, contracts, Program Lead and any other relevant person once the EA is complete.

7. **Coordinating the Feedback Procedure**
   a. Proposers who were not awarded the contract may request feedback on why they were not successful. DHS Procurement will arrange for a 20 minute phone call with the Proposer, BHS staff and DHS Procurement.
      i. The Proposer may ask as many questions as time allows.
      ii. DHS Procurement and BHS staff will answer the questions to the best of their ability but may need to defer to County attorneys on some questions.
      iii. DHS Procurement will tell the Proposer how many Proposals were received and how many were selected. They will tell the Proposer about the evaluation team and if there were any oral presentations.
      iv. DHS Procurement will describe some of the reasons why the evaluation committee liked the Proposer and some of their concerns about the Proposal.

8. **Concluding the Procurement Process**
   a. Upon contract execution, DHS Procurement will create a post for the RFP in the Solicitation Archive on the DHS website. The post will include:
      i. The title of the RFP
      ii. A summary of the RFP
      iii. The Successful Proposer(s)
      iv. Links to the RFP final document and its Q&A
      v. Contract information including the date of execution, award amount and length of contract

Procedure History

Please update the policy history, including any changes or reviews to the policy. List what you changed, the date of the change, who approved the new version of the procedure, and the current version number.

Date	Approved By	Indicate Action (Effective, Review, Revision, Update, etc.)

Appendix Q

Evaluation Committee
August 2, 2016

Attending: Meg Balsamico, Penn Hills
Liz Daniels-Totten, City of Pittsburgh
Nancy Dunkis, Allegheny County Economic Development
Robert Eamigh, Allegheny County Department of Human Services
Lora Fraire, Allegheny County Department of Human Services Intern
Abigail Horn, Allegheny County Department of Human Services
Terri Laver, Allegheny County Department of Human Services
Linda Kilderry, St Vincent de Paul
Kelly Russell, City of Pittsburgh
Hilary Scherer, Allegheny County Department of Human Services
Amy Snider, ACTION Housing
Jim Turner, Allegheny County Department of Human Services
Lisa Trunick, Bethlehem Haven
Maria Wallace, Allegheny County Department of Human Services
Stephanie Villella, Chartiers Center

Terri Laver welcomed everyone to the meeting and served as facilitator. An overview of the focus of the meeting was to finalize the ranking recommendation based on the strategies approved by the HAB.

A. Review of Process
   a. The Homeless Advisory Board (HAB) voted to approve the committee's ranking strategy on July 19, 2016.
   b. The RFP review committee made a recommendation to the HAB as to which new projects the Continuum should reallocate to. While the HAB had not yet approved the recommendation, the new projects have been added to the ranking in anticipation of being approved.
   c. An updated ranking list with the recommended new projects was distributed to all present members, as well as electronically displayed in the room. This ranking list was used as a talking point, not as a final product.

B. Discussion of Project Rankings
   d. An explanation as to how the new projects were scored was presented. Projects were independently scored by reviewers and a final average score was assigned. In order to keep consistency, all renewal projects and safe haven reallocation projects had an average score calculated.
   e. Discussion around how the reallocated safe haven projects and the reallocated new projects in category 1 should be ranked. It was decided that because the safe haven projects were scored out of 100 points and the new projects were scored out of 105 points each project's average score should be divided by total points to create a new percentage score. Once a percentage score is calculated, safe haven and new projects will be ranked according to their score.
   f. In this final draft, the committee wanted to ensure that tier 1 of the ranking contained a diverse collection of providers, sub-populations, and units. It was determined that this goal had still managed to be achieved and no further adjustments needed to be made.

C. Next Meeting
   g. There is no immediate meeting planned. Committee members will be notified via e-mail if for any reason the final proposed recommendation is not approved by the HAB.

The meeting adjourned at 11:00 AM.

Appendix R

2016 NOFA Ranking List Appeal Review Team
August 25, 2016 10 AM to 11:30 AM
Department of Human Services- Riverview Room
1 Smithfield Pittsburgh, PA

On August 16, 2016 all new and renewal projects within PA 600's 2016 NOFA Application were notified of the Ranking List, which was approved by the Homeless Advisory Board (HAB) on August 10, 2016. Along with the Ranking List, Projects received full descriptions of the Renewal Scoring, Reallocation, and Ranking Processes, Policies, and Procedures. Projects were given until August 22, 2016 to appeal their ranking, on grounds that they were in the wrong category or were not ranked appropriately within a category. On August 25, 2016 the Appeal Review Team met to discuss appeals. The Team was comprised of members of the Evaluation Committee who were not providers included in the 2016 Ranking List.

Attendees

Elizabeth Daniels-Totten City of Pittsburgh, Planning Dept.
Nancy Dunkis Allegheny County Department of Economic Development
Linda Kilderry St Vincent de Paul
Kelly Russell City of Pittsburgh, Planning Department
Terri Laver ACDHS DARE
Hilary Scherer ACDHS Integrated Program Services

Notes
1. Hilary Scherer and Terri Laver facilitated the meeting as non-contributory participants (e.g., they presented the information, provided references from previous HAB and Committee meetings, and took notes).
   a. Appeal Review Team members were informed that 1 appeal had be received, as North Hills Affordable Housing dba HEARTH had appealed that PRIDE Permanent Supportive Housing should be ranked within Category 4 (Housing First, some prioritized or dedicated CH beds, PSH and RRH) instead of Category 5 (not Housing First)
   b. Appeal Review Teams members were provided the following documentation:
      - Timeline of PA-600 decisions and submissions regarding the 2016 NOFA
      - HEARTH PRIDE's appeal form
      - HEARTH PRIDE's appeal documentation (Housing First questions from the 2016 Supplemental Information Form[3])
      - HEARTH PRIDE's Performance Worksheet

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[3] The Supplemental Information Form is a form developed by DHS to complete Project Applications for the NOFA. This form parallels the questions required within the NOFA for each Project application to HUD.

2. The Appeal Review team then discussed the appeal:
    a. Various perspectives were considered in determining if this appeal should be accepted or not. Concerns were raised about the fairness of allowing a project to shift its model after the review process, with Team members additionally noting that there were other projects that were not inclined to adopt Housing First on their own but recognized the direction of the CoC and made the necessary adjustments so that they could file their Performance Worksheet as Housing First. However, the Appeal Review Team ultimately decided that the intent of the CoC is to fully adopt Housing First and that allowing a project to update itself as Housing First is a more pragmatic way of facilitating that adoption than to require them to maintain a non-Housing First approach. ***As such, the Appeal Review Team determined it would recommend that HEARTH's appeal to be placed within Category 4 be accepted in a good faith effort that supports the CoC's embrace of Housing First.***

    b. In addition to considering PRIDE's categorization, the Appeal Review Team examined PRIDE's renewal score. Within the renewal scoring process, which was approved by the HAB on March 29, 2016, 5 points were available to Housing First Projects. The Appeal Review Team discussed if additional points should be attributed to PRIDE's score and ultimately decided that they would recommend ***adding 3 points to PRIDE's score***; this score adjustment would reflect the incorporation of Housing First while also acknowledging that contradictory information had been submitted beyond the scope of the Evaluation Committee's review, and that there are concerns around HEARTH's implementation of Housing First within their existing programmatic philosophies.

    c. Finally, the Appeal Review Team considered the expectations of the PRIDE project in light of this recommendation. The Team decided that along with the recommendation to the HAB to approve the appeal, ***HEARTH should be informed that it is expected that PRIDE, like all Housing First projects, will be held to the requirements of Housing First and monitored as such. HEARTH should continue working with DHS's Bureau of Homeless Services to ensure the program and its components (e.g., acceptance and retention procedures, program agreements, etc) are in accordance with Housing First principles.***

Next Steps
Following the conclusion of the Appeal Review Team meeting, the HAB will be presented with the recommendation to adjust HEARTH's PRIDE Program ranking from Category 5 (Not Housing First) to Category 4 (Housing First, some Chronically Homeless beds prioritized, PSH and RRH) and reflect partial points received for Housing First. These changes would update PRIDE's ranking from 65th to 64th.

Appendix S

PA 600 Continuum of Care
2016 Local Competition Ranking Appeal

Appeal Review Team Recommendation: Adjust HEARTH's PRIDE Program ranking from Category 5 (Not Housing First) to Category 4 (Housing First, some Chronically Homeless beds prioritized, PSH and RRH) and reflect partial points received for Housing First.

Recommendation Implications: By moving HEARTH's Pride Program from Category 5 to Category 4 and adding Housing First points to their renewal score, the program's ranking would be 64 (currently 65) and East End Cooperative Ministry's FAITH Program would become 65 (currently 64). This change would not result in any change in terms of which projects fall within Tiers 1 and 2.

Appeal Process Summary: On August 16, 2016 all new and renewal projects within PA 600's 2016 NOFA Application were notified of the Ranking List, which was approved by the HAB on August 10, 2016 (Appendix 3). Projects were given until August 22, 2016 to appeal their ranking, on grounds that they were in the wrong category or were not ranked appropriately within a category. An appeal was received regarding HEARTH's PRIDE program on August 16, 2016 and reviewed by the Appeal Review Team on August 25, 2016 (Appendix 2).

HEARTH PRIDE Appeal Background: As is described in the Review and Ranking Process Document[4], renewal projects were required to submit a Performance Worksheet with comments by June 2, 2016. This worksheet was reviewed and evaluated by the Evaluation Committee to determine ranking. Within the Performance Worksheet, HEARTH's PRIDE project did not identify itself as Housing First; indicating that it requires 90 days clean time for program acceptance, and it does not ensure participants will not be terminated for failure to participate in supportive services (Appendix 1). Due to these responses, PRIDE was placed within Category 5 (Not Housing First). However, on August 11, 2016, HEARTH submitted the Supplemental Information Form for PRIDE, which is a form developed by DHS to complete the NOFA. Within the Supplemental Information Form are questions pertaining to Housing First, which HEARTH completed with indication of being Housing First.

Recommendation Rationale: The Appeal Review Team discussed various perspectives in determining if this appeal should be accepted or not. Concerns were raised about the fairness of allowing a project to shift its model after the review process, with Team members additionally noting that there were other projects that were not inclined to adopt Housing First on their own but recognized the direction of the CoC and made the necessary adjustments so that they could file their Performance Worksheet as Housing First. However, the Appeal Review Team ultimately decided that the intent of the CoC is to fully adopt Housing First and that allowing a project to update itself as Housing First is a more pragmatic way of facilitating that adoption than to require them to maintain a non-Housing First approach. As such, the Appeal Review Team is recommending that HEARTH's appeal to be placed within Category 4 is accepted in a good faith effort that supports the CoC's embrace of Housing First. Should this recommendation be approved by the HAB, it is expected that PRIDE, like all Housing First projects, will be held to the requirements of Housing First and monitored as such. HEARTH should continue working with DHS's

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[4] Review and Ranking Process Document synthesizes the decisions around the review and rankings of projects for the 2016 NOFA application, including renewal scoring (approved by the HAB on March 29, 2016) and ranking strategy (approved by the HAB on July 19, 2016).

Bureau of Homeless Services to ensure the program and its components (e.g., acceptance and retention procedures, program agreements, etc) are in accordance with Housing First principles.

In addition to considering PRIDE's categorization, the Appeal Review Team examined PRIDE's renewal score. Within the renewal scoring process, which was approved by the HAB on March 29, 2016, 5 points were available to Housing First Projects. The Appeal Review Team recommends adding 3 points to PRIDE's score; this score adjustment would reflect the incorporation of Housing First while also acknowledging that contradictory information had been submitted beyond the scope of the Evaluation Committee's review, and that there are concerns around HEARTH's implementation of Housing First within their existing programmatic philosophies.

Incorporating these two adjustments, HEARTH's PRIDE project's ranking categorization would change from Category 5 to Category 4, and its rank would change from 65th to 64th.

Appendix T

Allegheny County Homeless Advisory Board
Department of Human Services
Bureau of Community Services
One Smithfield Street
Pittsburgh, PA 15222

August 31, 2016

Judith Eakin
Executive Director
North Hills Affordable Housing
Pittsburgh PA

Dear Ms. Eakin,

On behalf of the Homeless Advisory Board and Allegheny County Continuum of Care (CoC), I am pleased to advise you that North Hills Affordable Housing *dba* HEARTH appeal regarding the ranking categorization of PRIDE Permanent Supportive Housing in the 2016 CoC Program NOFA Project Ranking has been accepted. Accordingly, the PRIDE project is moved from Category 5 (Not Housing First) to Category 4 (Housing First, some Chronically Homeless beds prioritized, PSH and RRH) and has accrued additional points within the renewal scoring because of this modification.

As a result, the PRIDE program moves from 65th to 64th within the 2016 CoC Program NOFA Project Ranking.
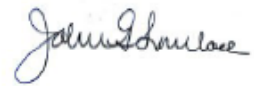
The original ranking of PRIDE in Category 5 was based on the project's Performance Worksheet submitted June 2, 2016; that submission did not identify PRIDE as Housing First program. That submission noted that the project requires 90 days clean time for program acceptance, and did not ensure participants are not be terminated for failure to participate in supportive services. Neither of these conditions is consistent with Housing First criteria.

The Appeal Review Team reviewed the Supplemental Information Form, which was submitted on August 11, 2016 and which indicated PRIDE would be utilizing a Housing First approach, and that the PRIDE program would not require 09 days clean time for admission, nor would the PRIDE program terminate individuals for failure to participate in supportive services. The Appeal Review Team accepts these good faith assurances and recommended re-categorization of the PRIDE program. We do appreciate HEARTH's work in amending the proposal to support the Allegheny County CoC's embrace of Housing First.

With the acceptance of this appeal it is expected that PRIDE, like all Housing First projects, will be held to the requirements of Housing First and monitored against those requirements. HEARTH should continue working with the Allegheny County Department of Human Services (DHS) Bureau of Homeless Services to ensure the project and its components (e.g., acceptance and retention procedures, program agreements, and other program elements) are in accordance with Housing First principles. Please feel free to address any questions or concerns regarding these to DHS.

The change to PRIDE's ranking will be reflected in the final 2016 CoC Program NOFA Project Ranking.

Sincerely,

Allegheny County Homeless Advisory Board
John G. Lovelace
Chair

CC: Hilary Scherer, DHS

Appendix U

Appeal Process for the 2016 Notice of Funding Availability Ranking Process Form

Submit this completed form by 5:00pm on Monday, August 22, 2016 and return to Hilary Scherer at
hilary.scherer@alleghenycounty.us

Agency Name:	
Project Name:	
Contact Name:	
Contact Email:	
Contact Phone:	

Reason for Appeal:
(select one)

☐　Project should be ranked higher within category

☐　Project should be in a different category

Project Reallocation Justification
Provide a one (1) page maximum summary that clearly articulates why the project should be scored higher within a category or should be in a different category. When appealing that a project should be ranked higher within a category, the justification should include a clear description of why the Performance Worksheet (renewal projects) or Proposal Response (new projects) did not appropriately reflect Project performance and therefore cause a lower score. Recognizing that Projects were encouraged to provide comment on their performance data within the Performance Worksheet and that new projects were allotted response space across all review criteria in the Proposal Process, appeal justifications will need to substantially demonstrate validity of evidence to merit an adjustment to the ranking list. Similarly, when appealing that a project should be categorize differently, the justification must provide evidence of the projects fulfillment of all requirements of the category.

Appendix V

PA 600 CoC Projects
2016 NOFA Ranking List

	Rank Order	Agency	Project	Type of Program	UNITS	BEDS	Target Population	Target Subpopulation
	Tier 1 (93% of Annual Renewal Demand)							
	1	UPMC/Western Psychiatric Institute & Clinic	Flex 15	PH/PSH	15	20	Mixed Families and Singles	MH
	2	UPMC/Western Psychiatric Institute & Clinic	Flex 51	PH/PSH	51	51	Singles	MH
	3	UPMC/Western Psychiatric Institute & Clinic	Flex 30	PH/PSH	37	106	Familes	MH
	4	Pittsburgh AIDS TaskForce	CHOICE II	PH/PSH	26	37	Mixed Families and Singles	HIVAIDS
Category 1a: Housing First, 100% CH, PSH Only, Renewals	5	FamilyLinks Community Housing Program	Familylinks Community Housing Program	PH/PSH	12	21	Mixed Families and Singles	
	6	Pittsburgh AIDS TaskForce	Choice I	PH/PSH	15	24	Mixed Families and Singles	HIVAIDS
	7	Mercy Life Center	Generations	PH/PSH	10	10	Singles	Chronic Street Homeless
	8	Community Human Services Corporation	Families United	PH/PSH	22	77	Familes	
	9	Community Human Services Corporation	Community Human Services Shelter Plus Care Program	PH/PSH	47	47	Singles	Chronic Health
	10	Northside Common Ministries	Northside Common Ministries Permanen	PH/PSH	11	11	Singles	

			t Housing Program					
	11	Mercy Life Center	Path to New Life	PH/PSH	9	9	Singles	D&A
	12	Chartiers Center	Hestia Project	PH/PSH	80	97	Mixed Families and Singles	MH
	13	Mercy Life Center	Spectrum I	PH/PSH	65	65	Singles	MH
	14	Mercy Life Center	Bridging the Gap	PH/PSH	17	17	Singles	Chronic Street Homeless
	15	Bethlehem Haven	Haven Homes	PH/PSH	16	16	Singles	
	16	Mercy Life Center	Home for Good	PH/PSH	14	14	Singles	Chronic Street Homeless
Category 1b: Housing First, 100% CH, PSH Only, New Projects	17	UPMC/Western Psychiatric Institute & Clinic	Next Chapter	PH/PSH	14	14	Singles	MH
	18	Sisters Place	Sunrise Permanent Supportive Housing Program	PH/PSH	10	25	Families	
	19	Mercy Life Center	A River to Home	PH/PSH	41	41	Singles	
	20	ACTION Housing Inc.	MyPlace PSH	PH/PSH	5	5	Singles	Youth
	21	Mercy Life Center	Trail Lane II	PH/PSH	16	16	Singles	
	22	Chartiers Center	ATLAS	PH/PSH	15	15	Singles	
	23	East End Cooperative Ministry	Safe Place	PH/PSH	10	10	Singles	
Category 2: Infrastructure	24	Allegheny County HMIS	Allegheny County HMIS	HMIS			Infrastructure	
	25	Allegheny County HMIS Expansion	Allegheny County HMIS Expansion	HMIS			Infrastructure	

	26	Allegheny Link	Allegheny Link	SSO			Infrastructure	
Category 3a: Housing First, 100% CH, RRH Only, Renewals	27	CHS Rapid Re Housing Demonstration	Rapid Re-Housing for Families Demonstration Pro	PH/RRH	24	54	Families	
	28	Mercy Life Center	A Step Forward	PH/RRH	12	26	Families	
	29	UPMC/Western Psychiatric Institute & Clinic	Soteria Project	PH/RRH	17	25	Mixed Families and Singles	MH
	30	Goodwill Good Start	Good Start	PH/RRH	5	10	Families	
	31	Mercy Life Center	Through Open Door	PH/RRH	15	15	Singles	
	32	Veterans Leadership Program	VLP Constitution	PH/RRH	22	22	Singles	Veterans
	33	Pittsburgh AIDS TaskForce	Integrated Rapid Re-Housing Program	PH/RRH	10	10	Singles	HIVAIDS
	34	Gaudenzia Errie	G-PGH Phase 3	PH/RRH	14	24	Mixed Families and Singles	D&A
	35	YWCA	YW Bridges Rapid Re-Housing Program	PH/RRH	9	21	Families	
Category 3a: Housing First, 100% CH, RRH Only, New Projects	36	Center for Victims	Center for Victims Housing Plus Program	PH/RRH	16	38	Mixed Families and Singles	DV
	37	Goodwill of SW PA	HARBOR -2-RRH	PH/RRH	45	45	Singles	Homeless Ex-offenders
	38	Community Human Services Corporation	"Key" to Success	PH/RRH	35	64	Singles /Families	
	39	Mercy Life Center	Personalize Housing Options	PH/RRH	20	20	Singles	

Category	#	Provider	Program	Type			Population	
	40	ACTION-Housing	MyPlace RRH	PH/RRH	65	70	Singles/Families	Youth
	41	Goodwill of SW PA	Good Start 2	PH/RRH	15	35	Families	
	42	Alle Kiski Hope Center	SAFE-At-Home	PH/RRH	16	36	Families	DV
	43	Auberle	At Home	PH/RRH	10	10	Mixed Families & Singles	Youth
Category 4: Housing First, Some CH	44	Gaudenzia Erie	Delores Howze Program	PH/PSH	6	14	Mixed Families and Singles	D&A
	45	UPMC/Western Psychiatric Institute & Clinic	Neighborhood Living Program	PH/PSH	64	97	Mixed Families and Singles	MH
	46	Allegheny Valley Association of Churches	Hospitality Homes I	PH/PSH	20	49	Mixed Families and Singles	
	47	Sisters Place	Sisters Place Permanent Housing Program	PH/PSH	15	35	Families	
	48	ACTION-Housing	Housing Plus 2	PH/PSH	11	11	Singles	
	49	Sisters Place	Sisters Place Day Light Permanent Housing Program	PH/PSH	5	12	Families	
	50	UPMC/Western Psychiatric Institute & Clinic	Flex 50 Families	PH/PSH	510	18	Families	MH
	51	Community Human Services Corporation	Work Towards Sustainability from Crisis	PH/PSH	20	20	Singles	
	52	Sojourner MOMS	Open Arms	PH/PSH	9	21	Mixed Families and Singles	D&A

	53	Sojourner MOMS	Moms II	PH/PSH	15	45	Families	D&A
	54	Veterans Leadership Program	Liberty	PH/PSH	8	8	Singles	Veterans
	55	Gaudenzia Erie	Village I	PH/PSH	10	28	Families	D&A
	56	Sojourner House	MOMS I	PH/PSH	6	21	Families	D&A
	57	YWCA	YWCA WISH Program	PH/PSH	24	55	Families	
	58	Veterans Leadership Program	Valor	PH/PSH	12	23	Mixed Families and Singles	Veterans
	59	Veterans Leadership Program	HUD Independence Program	PH/PSH	12	22	Mixed Families and Singles	Veterans
	60	Veterans Leadership Program	Victory	PH/PSH	16	41	Families	Veterans
	61	Sojourner House MOMS	Sankofa	PH/PSH	12	37	Mixed Families and Singles	D&A

Tier 2 (7% of Annual Renewal Demand, and Permanent Housing Bonus Projects)

	62	YWCA	YWCA Chrysalis	PH/PSH	19	35	Mixed Families and Singles	
	63	UPMC/Western Psychiatric Institute & Clinic	New Foundations I	PH/PSH	25	70	Families	MH
	64	HEARTH	HEARTH Permanent Housing	PH/PSH	6	18	Families	DV
Category 5: Not Housing First	65	East End Cooperative Ministry	FAITH	PH/PSH	27	82	Families	
	66	Light of Life	Dual Diagnosed Program	PH/PSH	11	11	Singles	
Bonus Projects	67	Community Human Services Corporation	Home At Last	PH/PSH	25	47	Singles & Families	

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	68	FamilyLinks	Harmony Housing Program	PH/PSH	16	24	Singles & Families	
	69	Veterans Leadership Program	Constellation	PH/RRH	22	53	Mixed Families & Singles	Veterans
Not Ranked: Planning Grant							
	Not Ranked	Allegheny County Department of Human Services	Allegheny County CoC Planning Grant	Planning			Infrastructure	

Appendix W