

KS-507 BOS COC
FY23 Application Ranking & Review Policy and Procedure for HUD CoC Award Competition

Approved Performance & Compliance Committee: 7.7.2022	Approved Steering Committee: 7.21.2022
Revised Performance & Compliance Committee: 6.1.2023	Revised Steering Committee: 6.16.2023

POLICY

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

- An HMIS Lead Agency (Homeless Management Information System) renewal project application will be ranked as 1st and a Coordinated Entry System (CES) Lead Agency renewal project application will be ranked as 2nd in Tier 1 as community priorities, demonstrating the Continuum of Care’s continued commitment for a HMIS and coordinated entry system that collects useful, usable data.
- HMIS and CES expansions would cause a larger renewal in the following COC competition, all HMIS and CES expansion projects would require the approval of the COC Steering Committee to enter the competition for the CoC Competition Award year.
- 1st and 2nd year renewal projects without a submitted APR will be ranked against each other by score utilizing the new project rank and review processes for that CoC Competition funding year.
- Any renewal project that has not submitted an APR due to receiving an extension shall submit verification of HUD approved extension.
- All renewal, new, and expansion project applications will be reviewed and ranked by score based upon CoC scoring Tool and defined CoC Competition Award and local priorities.
- Projects applying for CoC Bonus Funding will be placed in Tier 2.

Procedures:

1. The Collaborative Applicant- The Kansas Statewide Homeless Coalition (KSHC) staff, and the Performance & Compliance Committee recommend individuals to serve on the Rank and Review Panel to the Steering Committee for final approval.
 - The Rank and Review Panel is comprised of between 5-15 community members that are knowledgeable about the CoC award competition process, and CoC services BUT are not connected with any organizations competing in the NOF0 program competition.
2. KSHC staff conducts a technical review of all HUD CoC Program applications submitted.
3. KSHC staff submit all renewal and new projects which meet the technical threshold standards to the Rank and Review Panel.
4. KSHC staff will inform Rank and Review Panel members of the ranking policy standards; educate on local population data, current CoC Gaps Analyses, and system strengths and weaknesses; and provide technical assistance to the Panel regarding questions that arise. KSHC will also provide the Rank and Review Panel the prepopulated HMIS scorecards for all HUD CoC applicants.
5. The long-term goal and priority of the COC is that each region has at least one funded COC permanent housing project capable of serving that regional geographic service area.
6. Additionally, the KSHC staff, Performance & Compliance Committee, and the Steering Committee may give the Rank and Review Panel instruction regarding regional community priority projects – project applications should provide benefit to eligible persons served within the Region.
 - Below are the identified regional priority projects identified by the 2023 Regional Plans.
 - Northwest Region
 - RRH
 - ES
 - PSH
 - Outreach
 - Southwest Region
 - PSH
 - Outreach
 - North Central Region
 - Outreach
 - RRH
 - PSH
 - South Central Region
 - PSH
 - Outreach
 - Northeast Region:
 - Outreach

- Rapid Rehousing
 - Douglas County Region
 - RRH
 - PSH
 - Southeast Region
 - PSH
 - Outreach
 - ES
 - Flint Hills Region
 - PSH
 - RRH
7. The Rank and Review Panel reads, reviews, and uses HUD and locally defined priorities and a point-based evaluation form to score, rank, and/or reallocate CoC Competition Award grant applications. The Rank and Review Panel carefully considers new projects' potential for improving system performance.
 8. The Rank and Review Panel comes together via a virtual meeting and, through consensus, ranks projects – including new projects – in accordance with which will most likely enhance system performance. Once the first-priority application is established, the remainder of funds available shall be allocated to the second-priority application, etc. until all available funds are included in the Ks BoS CoC application for grant funding. HUD uses a tier system, with Tier 1 projects more likely to be funded than Tier 2 projects. The Rank & Review Panel may place a project on the Tier 1 and Tier 2 break, with the understanding of the risk to the portion placed in Tier 2.
 9. The Rank and Review Panel submits the priority ranked slate of applications recommended for funding to the Steering Committee for final approval. In accordance to the CoC Conflict of Interest Policy the Steering Committee is responsible for reviewing and approving the final KS-507 Project Rankings.
 10. KSHC staff will publish the Rank and Review outcome information publicly on the KSHC website.