

Mendocino County Homeless Services Continuum of Care

FY 2020-2021 Funding Policies State ESG Program

Approved by Mendocino County Homeless Services Continuum of Care on 05/04/2020

I. Introduction

The Emergency Solutions Grant Program (ESG), originally authorized under the Stewart B. McKinney Homeless Assistance Act of 1987 as the Emergency Shelter Grants program and reauthorized under the HEARTH Act of 2009, permits the U.S. Department of Housing and Urban Development (HUD) to make grants to states and units of general local government for homelessness prevention, street outreach, emergency shelter and rapid re-housing services.

The State of California Department of Housing and Community Development (HCD) ESG program provides funding to: (1) engage homeless individuals and families living on the street; (2) improve the number and quality of emergency shelters for homeless individuals and families; (3) help operate these shelters; (4) provide essential services to shelter residents; (5) rapidly re-house homeless individuals and families; and (6) prevent families and individuals from becoming homeless.

In 2015, State HCD changed from a competitive system to a geographic allocation of State ESG funds.

Until otherwise directed, the ESG program will continue to operate under HCD's redesigned process. For non-entitlement areas such as Mendocino County, the ESG program will be administered by HCD under the HEARTH Act through the Balance of State (BoS) Allocation. Under the redesigned ESG program, applicants in the Mendocino County service area may apply for projects in the Noncompetitive Rapid Rehousing Set-Aside and/or Regional Competition as described below.

Role of Continuum of Care (CoC) in the Balance of State Allocation

CoC organizations play an integral role in recommending provider applications to compete for funds within their regional competition. In making these funding recommendations, the CoC must follow a fair and open process which meets the requirements of 25 CCR Section 8404 (s) (2) described in Section D of the NOFA which can be found at: <http://www.hcd.ca.gov/grants-funding/active-funding/esg.shtml>, [2020 ESG Continuum of Care NOFA](#) (PDF)

CoCs will recommend applications for the noncompetitive funding following a similar process to be described in the HCD's Management Memo located here: <https://www.hcd.ca.gov/grants-funding/grants-management-memos/docs/Management-Memo-16-01-AE-Award-Package-documentation.docx>

Additionally, CoC's are responsible for ensuring that the funded activity will:

- Provide eligible sources of matching funds
- Operate consistently with the system-wide written standards described further in Section VII of the NOFA, adopted by the CoC for the proposed activity;

- Enter data into the applicable community wide Homeless Management Information System(HMIS) operated by the CoC; and
- Use the CoC coordinated Entry system in a manner that prioritizes access to people with the most severe need and otherwise promotes consistency with Core practices.

A. Consultation with Continuum of Care

Federal regulations for the Emergency Solutions Grant Program (ESG) that the Mendocino County Homeless Services Continuum of Care (MCHSCoC) be consulted regarding planned activities with ESG funds. The Governing Board will determine how to recommend funding applications for ESG funds each program year; develop performance standards for, and evaluating the outcomes of, projects and activities assisted by ESG funds; and develop funding policies and procedures for the administration and operation of the Homeless Management Information System.

The MCHSCoC will recommend which applications be funded to the State using a process which meets the criteria below:

- a. Conduct fair and open competitions which avoid conflict of interest
- b. Evaluate provider capacity and experience, including the ability to deliver services;
- c. Evaluate eligibility and quality of services, including participation in Coordinated Intake, compliance with Continuum of Care Program Standards, and implementation of Housing First strategies;
- d. Utilize data and consider community input to identify unmet needs;
- e. Prioritize activities that address the highest unmet need, considering other available funding and system-wide performance measures;
- f. Consider project-level performance measures when evaluating proposals;

B. Written Standards for Providing ESG Assistance

The recipient must comply with, and participate in the development of, the MCHSCoC's written standards for the provision of street outreach, emergency shelter, homelessness prevention, and/or rapid re-housing services, as relevant to their projects.

C. Centralized or Coordinated Assessment

Each Emergency Shelter and Rapid Re-Housing project must use the Continuum of Care's Coordinated Intake system. The recipient must work with the Continuum of Care to ensure the screening, assessment and referral of program participants are consistent with the written standards.

D. Match Requirements

Each awardee must match the State ESG funding with an equal amount of funds from other, non-McKinney-Vento, non-HEARTH Act funding sources. Match funds must be provided after the date of the grant award.

II. Proposal Submission Process

Details regarding the HCD-ESG application requirements and timelines are included in the application instructions and related materials, including the Notice of Funding Availability (NOFA) released on or about February 28, 2020.

The application process for competitive and non-competitive will be the same for the 2020/2021 funding cycle. Applicants must submit funding proposals to the Mendocino County Homeless Services Continuum of Care by **7:00 AM** on the submission deadline which is **June 1st, 2020**. Project applications must be complete by the deadline date to be considered eligible for funding. Please refer to the Notice of Funding Availability for specific requirements. Proposals may not be revised or submitted after the deadline date. Applications that do not include a required Resolution from the Board of Directors, a current operating budget, a copy of the applicant's most recent financial audit, or complete answers to all applicable questions, will be deemed ineligible for funding.

III. Selection Process for Balance of State funding:

A. Continuum of Care, Continuum of Care Scoring, Review and Selection Criteria

Rating and ranking will be performed by the MCHSCoC Rating and Ranking Committee, as selected by the MCHSCoC Application Review Committee, who will then make a recommendation to the MCHSCoC Governing Board. ESG Rating and Ranking Committee members will be familiar with housing and homeless needs and be willing to review projects with the best interest of homeless persons in mind. Committee members will have no conflict of interest and final ranking and scoring for projects will be put in writing, and signed by all members of the Rating and Ranking Committee. The final rating and ranking signed the Committee will be presented to the MCHSCoC Governing Board. The MCHSCoC Governing Board will then conduct a vote. Members who have a conflict of interest with regard to funding applications may not participate in this vote, as outlined in the MCHSCoC governance charter. Final rating and ranking of projects will be posted publicly on the MCHSCoC website.

The MCHSCoC Rating and Ranking Committee will formulate a recommendation to the MCHSCoC for each program year, and will include a list of projects recommended for funding, the level of funding

recommended, and a list of projects not recommended for funding.

Minimum threshold requirements are:

1. The application was received by the deadline
2. The applicant is an eligible applicant
3. The applicant is an eligible applicant and doing business in Mendocino County
4. The applicant requests not less than \$150,000 and not more than \$200,000
5. The proposed activities are eligible
6. Site control is documented
7. The application agrees to abide by the county wide written standards for the proposed activity adopted by the MCHSCoC
8. The application includes a completed Authorizing Resolution signed by the applicant's governing board, designating a person responsible for executing all documents related to the application of ESG funds
9. For private non-profit organizations proposing ES activities, the applicant includes a Certificate of Local Approval completed and signed by the city or county where the activity is located as required by 24 CFR 576.202 (a) (2)
10. For applications from private nonprofit-organizations, the application contains the organization's current bylaws and articles of incorporation
11. The applicant has identified dollar-for-dollar match for the ESG funding with funds from other public or private sources as required by 24 DFR 576.201

If the above thresholds are not met, the application will not be recommended for funding. If met, the scoring process below will proceed.

Project proposals will be scored in alignment with MCHSCoC Priorities using the following criteria:

1. Capacity, Funding strategy, program viability:
 - a. Degree to which proposal demonstrates the leveraging of other funds and in-kind contributions, and the required 100% match has been met
 - b. Degree to which the applicant demonstrates a continuing effort to locate alternate sources of funding.

- c. The applicant demonstrates the administrative capacity to complete the proposed project and will have adequate provisions for long-range maintenance and operations.
 - d. Degree to which new applicants demonstrate a record of administrative and programmatic capacity using federal, state, local and private grant funds from other sources.
 - e. Cost effectiveness of the project.
 - f. The project is appropriate in size, scope, and location to successfully address the identified clientele and defined service area.
2. Projects that provide shelter, housing and/or services for people who are homeless and the degree to which the proposal plans to apply the core practices as identified in the State HCD ESG regulations located at 8409, and the degree to which the project will participate in the MCHSCoC wide coordinated entry process
- a. Degree to which the proposed program participates in the coordinated entry process
 - b. Degree to which the proposal addresses placement in permanent housing.
 - c. Degree to which the proposal uses a Housing First approach that minimizes barriers to entering shelter and housing, and ends homeless episodes as quickly as possible.
 - d. Degree to which the proposal prioritizes those whose lives are most at risk living outside, and who have the lengthiest episodes of homelessness.
 - e. Degree to which the provider participates in the MCHSCoC planning process, including Coordinated Intake and the relevant system-wide program standards development efforts.
 - f. Degree to which the provider contributes to high data quality of the HUD- mandated Homeless Management Information System (HMIS).
3. Housing stability performance measures:
- a. Improve housing stability for persons at risk of homelessness who are still housed.
 - b. Increase the percentage of unsheltered homeless persons who access safe housing of any kind.
 - c. Increase percentage of households exiting emergency shelters

to permanent housing.

- d. Increase the percentage of Rapid Re-Housing participants retaining permanent housing.

The Rating and Ranking Committee will evaluate, score and priority rank project proposals based on the Balance of State Local Scoring Matrix located in Appendix A of this document.

It is anticipated that Rating and Ranking Committee of the MCHSCoC will convene and rate and rank the applications the week of **June 8th, 2020** to make a final recommendation to the MCHSCoC Governing Board. The MCHSCoC Governing Board will make final decisions on the recommendations at its Board meeting on **June 29th, 2020 at 1:30 PM** for the 2020 funding cycle.

IV. Questions?

Please direct questions regarding the MCHSCoC role in the Balance of State Allocation to:

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APPENDIX A: BALANCE OF STATE LOCAL SCORING MATRIX Scoring Criteria (maximum 100 points):

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|-------------------------------|--|------------|--|
| Applicant Experience | Length of experience implementing the proposed project activities or activity similar to proposed project. | 10 | |
| Program Design | Quality of the proposed program in delivering activities to participants. Items such as housing first, reasonableness of program staffing, budget relative to program design, services offered, connection to mainstream resources and collaboration with community partners will be considered. | 20 | |
| Impact & Effectiveness | Current projects will be evaluated based on performance outcomes from prior year. New projects will be evaluated on proposed performance outcomes, along with a reasonable plan to support proposed outcomes. | 20 | |
| Cost Efficiency | Projects will be evaluated based on the average cost per exit to permanent housing based on the total ESG project budget and the number of exits to permanent housing. | 10 | |
| Local Priority | The project is in alignment with MCHSCoC funding priorities. –see Appendix B | 10 | |
| MCHSCoC Participation | Applicant’s organization participates in MCHSCoC governance through (score all that apply): a. Holding a seat on the MCHSCoC Board = 2 points b. Participating in one or more committees = 2 points c. Regularly attending and participating in membership meetings = 2 points d. Applicant does not have regular attendance and participation in MCHSCoC governance = 0 points Applicant’s organization participates, or has participated in the last year, in activities to design, develop or evaluate the local system (score all that apply): a. Participates in planning meetings for developing system design = 2 points b. Participates in monthly case management roundtable = 2 points | 10 | |
| HMIS Participation | HMIS Participation a. Currently participating in HMIS or a comparable database = 10 points b. Prior HMIS experience, but doesn’t currently participate = 5 points c. No HMIS experience = 0 points | 10 | |
| Coordinated Assessment System | Participation in the Coordinated Assessment System, Every Door Open. | 10 | |
| Total Points Available | | 100 | |