



NY-510 Ithaca/Tompkins County CoC

**Ranking and Review Process for FY2024
Program Competition**

Ithaca/Tompkins CoC Ranking and Review Process

The Human Services Coalition of Tompkins County, the lead agency for the Ithaca/Tompkins Continuum of Care (CoC), serves as the collaborative applicant for the annual Department of Housing and Urban Development (HUD) competitive grant process for homeless funding. The CoC submits the application requesting funding to support the homeless service providers in the geographic area. As part of this grant process, the CoC calls for project applicants to submit proposals for housing and services dedicated to homeless individuals and families.

For the FY2024 funding round, the CoC is requiring all project applicants to submit the local application available on the HSCTC website ([RENEWAL PROJECT APPLICATION](#)) ([NEW PROJECT APPLICATION](#)) ([YHDP RENEWAL PROJECT APPLICATION](#)) ([YHDP NEW APPLICATION](#)) to the CoC Coordinator at lbargar@hsctc.org **on or before 5pm on Monday, September 23rd to be considered for funding. The local YHDP application deadline has been extended to September 27th at 5:00 PM.** The CoC's Ranking Committee will review new and renewal project applications, and use objective scoring criteria to determine appropriate funding.

New and renewal projects will be reviewed and ranked according to CoC, YHDP and HUD priorities, as well as the overall impact on the CoC system performance. Lower performing renewal projects can be reallocated to higher performing renewals or new projects that advance CoC priorities and have a positive impact on overall system performance. After eligible projects are reviewed and ranked, the Ranking committee submits funding recommendations to the CoC governance committee. The full CoC membership then votes to submit the Collaborative Application and Project Ranking.

Project applicants serving survivors of domestic violence must use a comparable Homeless Management Information System (HMIS) database which will allow submission of project performance data to the Ranking committee.

As part of this competitive grant process, project applicants will be reviewed and ranked using the local application rubrics available on the HSCTC website ([RENEWAL PROJECT RUBRIC](#)) ([NEW PROJECT RUBRIC](#)) ([YHDP RENEWAL PROJECT RUBRIC](#)) ([YHDP NEW PROJECT RUBRIC](#)) which is aligned with the CoC's [Written Standards](#), and [HUD's priorities](#).

Projects applying for CoC Bonus and Renewal Funding will compete for rankings in Tier I (high priority for receiving funding) or Tier II (lower priority for receiving funding). Projects receiving the highest scores during the objective review and ranking process will be placed in Tier I. Lower performing projects will be placed lower in Tier I or in Tier II. Lower performing projects may be reallocated to support higher performing new or renewal projects.

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All applicants will be notified in writing of their project application outcomes on or before October 11th. **Successful applicants will be required to submit an additional application via [E-SNAPS](#) by October 25th to be included as a part of the project priority listing.**

YHDP projects YHDP grant expiring in calendar year 2025 (between January 1, 2025, and December 31, 2025) are eligible for renewal with FY 2024 CoC funding. YHDP applicants may renew or replace their project or the CoC may reallocate an eligible YHDP project to create a new YHDP Reallocation project dedicated to serving the same population. **Applications for YHDP Renewal, YHDP Replacement, and CoC Planning projects are not competitively ranked** and therefore must be excluded from CoC ranking. These non-competitive applications are also excluded from the Tier 1 and Tier 2 selection process and are not part of ARD. The review process for these projects is described below.

All projects must meet the CoC and HUD threshold requirements as outlined in the Project Application Rubrics and CoC Request for Proposals. Applicants should thoroughly read the [Notice of Funding Opportunity](#), [COC RFP](#), and [Project Application Rubrics](#).

Renewal Projects will be scored based on FY24 local applications and last year's Annual Performance Report (APR). The CoC will consider project impact on overall CoC system performance, including the following general categories:

- Serving Intersectional Identities
- Elevating Lived Experience
- Person-Centered Supportive Services
- Connection to Healthcare Services
- Racial Disparities
- Housing First and Trauma-Informed Care
- Utilization Rate
- Vulnerable Populations
- Data Quality
- Coordinated Entry Participation
- Permanent Housing Placement & Retention
- Employment Growth
- Income Growth
- Health Insurance
- Non-Cash Benefits
- Time to Move-in
- Fund Expenditure
- Cost Effectiveness

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- Monitoring

New Projects will not have APRs to consider, but will be ranked based on the project impact on overall CoC system performance and the following general criteria:

- Community Need
- Capacity
- Project Implementation
- Person-Centered Planning
- Racial Equity
- Elevating Lived Experience
- Serving Intersectional Identities
- Housing First and Trauma-Informed Care
- Connection to Healthcare Services
- Employment & Income Growth
- Housing Placement & Retention
- Returns to Homelessness
- Cost Effectiveness
- Special Project Questions

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Tiering:

- Tier 1 is equal to **90%** of the CoC's Annual Renewal Demand (ARD)
- Tier 2 is the difference between Tier 1 and the maximum amount of renewal, reallocation, and CoC Bonus funds the CoC can apply for.
- Bonus funding is available to apply for in the amount of **12%** of the CoC Final Pro Rata Need (FPRN).
- DV Bonus funding is available to apply for in the amount of **15%** of the Preliminary Pro Rata Need (PPRN) (not to be less than \$50,000).

**FY2024 HUD Funding Availability for NY-510 CoC:*

Estimated Annual Renewal Demand (ARD): \$1,231,964

Preliminary Pro Rata Need (PPRN): \$651,457

CoC Bonus: \$147,836

Bonus for projects serving survivors of DV: \$97,719

Total amount of funding available in Tier I: \$ 265,359

Total amount of funding available in Tier II: \$ 147,836

Total amount of funding available for YHDP \$ 966,605

**Does not include DV bonus. Based on ranking of DV projects, the DV bonus can be ranked in Tier I or Tier II*

Funding

Funding is at the discretion of HUD. The CoC is not fully responsible for HUD's decision to eliminate funding based on ARD or Pro Rata Need. The overall CoC performance measure contributes to the amount received, which means higher performing projects are vital to ensuring continued funding through this competition.

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Reallocation

New and renewal projects will compete for Tier I rankings. Renewal projects that are not performing up to the CoC standards can be reduced or entirely eliminated through reallocation and the funds utilized for one or more new projects, or to higher performing renewal projects.

Reallocation can occur under the following circumstances:

- Current funded project declines to renew their project
- Current funded project adjusts their budget to a lower amount
- Current funded project voluntarily reallocates funding to a new project
- Ranking Committee made decision to partially or fully reallocate current funded projects based on performance or HUD priorities

Underperforming projects can be defined as follows:

- Low utilization rate
- Has not participated in Coordinated Assessment
- Not serving the target population
- Has a program that does not align with HUD priorities anymore (i.e., Housing First approach)
- Misuse of federal funds
- Program design has a negative impact on systems performance and overall CoC score

FY2024 YHDP Round 4/5 Review Process

1. Projects will follow the rank and review timeline as listed in this document, and ensure that their application to replace an existing funded project aligns with the goals and mission of the [Coordinated Community Plan](#), available on the lead applicant website.
2. All applications submitted will receive a randomized project and organizational number that will be used to de-identify their application prior to review.
3. De-identified applications will be reviewed by a paid board of at least three youth with lived experience of homelessness.
4. The board will meet over the course of two days, the first day designated for review and discussion of applications, and the second for making funding decisions. **The date of the first review date will be provided to applicants, who should make themselves available to respond to follow-up questions from the board.**
5. Applications will not be ranked, and no scoring outcomes will be provided to projects. Because of this, **decisions regarding YHDP applications are not eligible for appeal.**

Questions about this process can be directed to Simone Gatson (sgatson@hsctc.org) or Liddy Bargar (lbargar@hsctc.org) for further information and clarification.

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Appeals Process

Who may appeal?

An agency may appeal a decision concerning a project application submitted by that agency. The agency, project, and project application must meet the CoC and HUD threshold requirements as outlined in the Project Application Rubrics and CoC Request for Proposals. YHDP Applications will not be ranked, and no scoring outcomes will be provided to projects. Because of this, **decisions regarding YHDP project applications are not eligible for appeal.**

What may be appealed?

The appeals process applies only to project scoring and ranking. There is no appeal for project tiering. An appeal may not be submitted if: all questions on the application were not completed, all required attachments were not submitted with the application, and/or the application was not submitted by the required deadline

What is the timing of the appeal process?

Formal appeals may only be submitted by a project within three (3) business days of a project receiving their ranking. Appeals must be submitted in writing to the Collaborative Applicant, who will then forward to the Ranking Committee. The written appeal must consist of a brief statement no longer than one page, and can be in the form of a letter, memo or email. Any appeal via email must be sent to the Human Services Coalition, the Collaborative Applicant and Lead Agency.

How are appeals decisions made?

The ranking committee and the CoC Governance committee will review all appeals. Appeals are decided by majority vote and may not be overturned by the full CoC.