Community Action Pioneer Valley’s Three County CoC

***Ranking and Evaluation Committee***

**Friday, March 25th, 10:30-12pm**

Present: Keleigh Pereira, CoC; Deb McPartlan, Wayfinders; Michele Lafleur, CoC; teri Koopman, CoC; Dave Chrostopolis, Hilltown CDC; Kim Croce, Greenfield Housing

**Three County CoC FY21 funding Update**

## For FY21, The Three County CoC has been awarded, $3,051,996. We were on the front page of the recorder today!

* + <https://www.recorder.com/Three-County-Continuum-of-Care-receives-$3M-to-support-housing-services-45631858>

***New projects:***

* Coordinated Entry Expansion Project to meet the need of survivors of domestic violence, including funding to provide housing navigators at the entrance to homelessness for survivors and system efforts to consider the specific needs for safety/confidentiality, etc. – $124,850
  + Have begun meeting with DV & CE partners to begin a strategy around creating this plan
  + **Housing Navigation** Placed within Victims Service Provider agency/programs​
  + **Connection** between CES partners and survivor’s case workers/Cross training on housing and Trauma care.​
  + **Alternative CE processes/Model of Access** for people fleeing DV while adhering to the same requirements *(will need to determine level of integration).*​
  + **Addressing Data Collection & Reporting** concerns/requirements
  + **Innovation for improving core components of CES** to address safety, confidentiality, & autonomy to this population from crisis​
  + **Ensuring/Improving EQUAL equitable access for survivors** of domestic and sexual violence to safe housing options & support services.​
  + **Identifying and Addressing additional needs** identified by People with Lived Expertise/VSP.​
  + **Continous Quality Improvement**
* Permanent Supportive Housing through Independent Housing Solutions – 16 units with onsite medical/mental health support in Northampton – $145,433
  + 16 units for medically and mental health support (onsite care)
    - Working with Manna for food delivery
    - Working with Eliot services for case management
    - Working with Cooley to prepare for fiscal capacity

***Concerns:***

* SN Shelter Plus Care Project reduction/needs
  + Working on securing other vouchers to keep the project in tact – likely 10-11 units/beds for individuals
  + Meeting regularly with SN to prepare and work together on strategies
* Still awaiting contracts for Feb/March grants
  + Keleigh is moving forward with subrecipient contracts
* Unsure of start dates for new projects (planning for July 1st start date)
* Still need to have consolidation move forward (two projects: LH Northern Berkshire PSH/Construct’s Project Reach – new subrecipient is already now LH)
* Final budgets unknown (though contract amounts are available)
* Possibility that CHD may end their contract with us at the same time as new projects begin (7/1) – working on preparing for that possibility.

**Site Monitoring final needs/Plans:**

Rapid Rehousing:

* + Length of time between project start and move in..should this be longer? ( This might be different for RRH versus PSH – there are no apartments..can we increase the expected length of time..less control in this project type)
  + RRH/NAV project – are there areas that we want to think about differently for RRH?
  + Bed utilization – we are supposed to know – how many beds on one particular day are people housed. (What percentage of their available beds are they utilizing? Is this just a back up scenario? - we might not want to give them negative pts. )
  + Populations served

HMIS: HUD expects at least 95% (in general agencies data quality is really good at this point.)

* + Cornerstones of Data quality
    - Completeness – (may also give full points in this area as well this year.)
    - Timeliness – want to score on this but because of the HMIS transition/blackout periods, and the data migration errors/reentering data. (provide all agencies with full points.)
    - Accuracy – difficult to check (recommended that spot checks happen annually)

Increased income (change to since entering project?)

* + Historically we have done increased income over the reporting period and we wonder about since enrollment began versus just that annual term.

Equity in Data

* + This year, we will not score projects based on actual disparities identified in data/will concentrate on areas of effort (may include scoring in this area next year or if NOFO for Fy22 requires).

***Discuss final fiscal plans/areas of concentration***

* Match documentation
* Reviewing indirect processes (including required modified rate review)- only a few projects using indirect now outside of the admin line.
* Spot check some Payments to landlords
* Full project budget (including all match and leverage)

· ***Requesting from projects:***

* Board minutes for their board that have financial impacts (December 2021/or January 2022, or most recent prior (voting to accept the mins))
* Fiscal department - December 2021 evaluation – will be reviewing (may request additional information)
* Accounting policies and procedures (fiscal policy manual for the agency).

***Share final documents for site monitoring/schedule planning***

* HMIS Protocols form - shared
* Final policy expectations document - shared
* ***Site monitoring doc will be updated to reflect further policy development and HMIS protocols/any scoring changes.***
* Scoring tool still in process/ will concentrate on scoring numbers to provide in the monitoring document.
* Currently have begun scheduling off-site monitoring
  + Will plan to schedule onsite visits (in those visits will want to see physical spaces (units), will want to address questions we haven’t been able to for the two years of COVID – like locked cabinets for client and fiscal files/witnessing privacy measures/witnessing documents posted.
  + Documents will be sent early next week (including the self evaluation form which this year will incorporate the equity questions from the time of the NOFO)
  + YHDP project – first time experiencing site monitoring (so will include client file docs).

**Next meeting planning** –group identified June 30th, 11:30-1pm – Keleigh will send calendar invitation and zoom link.

*Will send around final preliminary ranking tool if there are changes.*

**Upcoming Events/Registrations:**

May 6th – Western Mass Network to End Homelessness Annual Event. We will be joined by our Western Massachusetts Legislative Delegation, Mayors and other local leaders, and now just recently confirmed two special guests: DHCD Undersecretary Jennifer Maddox and the newly appointed Executive Director of the US Interagency Council on Homelessness Jeff Olivet. And stay tuned for more <https://www.westernmasshousingfirst.org/network/2022/sign-up-for-the-networks-annual-event-may-6-dhcd-undersecretary-jennifer-maddox-and-more/>