

***OR-505 BOS CoC/Rural Oregon Continuum of Care
Annual NOFA Review, Ranking, Reallocation
Renewal and New Projects***

Rating/Ranking System

BOS CoC NOFA Review Team began developing its updated CoC renewal pre-application document and comprehensive scoring criteria and card in summer 2013. All projects seeking renewal are required to submit pre-applications for review against objective criteria – including information directly from APRs and data completeness report cards – listed on the criteria document to score and rank CoC funding applications in the CoC’s consolidated priority listing document.

Project scores by alphabet of agency determine the final CoC rank order with exception of BOS CoC’s HMIS project, which the CoC holds harmless in the ranking and scoring process due to overall importance to BOS CoC of retaining this project. Full disclosure, reminder, and opportunity for additional discussion are completed during each monthly meeting leading up to initiation of the pre-application review and ranking process and through final decision-making and ranking.

Scoring Criteria

Scoring criteria used in the 2015 pre-application process are included in Tab 4 of this document.

Final BOS CoC Ranking

The final BOS CoC ranking document is included in Tab 7 of this document. The preliminary ranking not only includes BOS CoC as determined by score and then alphabet but also includes space for anticipated HUD ranking based on the priority outline in the NOFA.

Reallocation

Reallocation is the process by which BOS CoC shifts funds, in whole or in part, from existing eligible renewal projects to create on or more new projects within the CoC’s annual renewal demand for CoC Program funds. During the comprehensive reviews of renewal projects, the BOS CoC NOFA Review Team will use the pre-determined/approved scoring criteria and selection priorities to determine the extent to which each project is still necessary and address policy priorities; e.g. ending chronic homelessness, rapid re-housing of families with children, etc.

The BOS CoC NOFA Review Team will reallocate funds to new projects whenever such reallocations would reduce homelessness or address an underserved homeless population. To minimize the risk of homeless participants being displaced as a result of reallocation, the BOS CoC NOFA Review Team will approach the reallocation decision as follows:

Current Notice of Funding Available (NOFA)

Determine immediate (current NOFA) reallocation at current grant term ending through reallocation of funds to new project as follows:

- a) Project has unresolved on-site monitoring or financial issues as determined in the initial review and ranking process;
- b) Project is extreme low performer – does not meet established BOS and/or HUD performance goals and wouldn't pass HUD threshold review;
- c) Participants can be served by another program within the CoC so as not to create a displacement of current program participants.

Appeals

The CoC grantee (sub-grantees) may appeal the BOS CoC NOFA Review Team decision for renewal reallocation and/or new project selection as follows:

- a) The CoC grantee or new project applicant will submit a written appeal of the decision to the CoC Collaborative Applicant and the Chair of the BOS CoC NOFA Review Team.
- b) The Chair will convene the BOS CoC NOFA Review Team to receive and review the appeal statement.
- c) The CoC grantee or new project applicant will attend the meeting to answer questions the BOS CoC NOFA Review Team may have in reviewing the filed appeal.
- d) The BOS CoC NOFA Review Team will make a decision that will be recorded in minutes, and the CoC Collaborative Applicant will proceed with filing the CoC Program application in accordance with this policy and the determination of the BOS CoC NOFA Review Team. Should the CoC grantee or new project applicant seek to appeal the decision to a higher authority, the CoC membership will hear the matter at the next monthly meeting of the Rural Oregon Continuum of Care (ROCC).

The BOS CoC NOFA Review Team's decision to make real location decisions to be implemented in "future NOFA" cycles will support the transition of homeless participants as well as reduce the need for appeal hearings during a very tight application submittal timeframe.

Code of Conduct and Recusal

The implementation of a Code of Conduct for the BOS CoC NOFA Review Team is an essential element that supports the inclusive, collaborative, and objective goals of the BOS CoC NOFA Review Team [CoC Program 24 CFR 578.95].

- a) Meetings will be open to the public.
- b) Members will provide information that is truthful and accurate.
- c) Members will be respectful to others at all times.
- d) Decision-making process will:
 - a. Be made by consensus at scheduled meetings.
 - b. For non-funding decisions, all members present will have an option to participate in the voting, e.g. – selection of chair, co-chair, or other general membership decisions.
 - c. For decisions involving funding, one vote per member organization (required attendance of at least 6 meetings in past 12 months) and one vote per community at-large member.
 - d. *Conflict of Interest.* Members will withdraw/excuse themselves from participating in decision-making (voting) process concerning awards of grants or provisions of financial benefit to which such member or his/her organization could have a future hold or benefit, especially including any projects and/or opportunities presenting from within that member's local service area.