

Program Evaluation Committee
Final Ranking Report
August 31, 2018
Peggy Russell, Chairman

The Program Evaluation Committee of the Southern Illinois Continuum of Care Network, is responsible for the evaluation and ranking of HUD funded programs for use in preparation of yearly funding applications from HUD. Members of this committee are Peggy Russell, Family Crisis Center, Chairman; Sharon Atchison, The Lighthouse Shelter; and Camille Dorris, Southern Illinois Coalition for the Homeless.

TOOLS

HUD threshold requirements for application were examined and a separate form was prepared with these requirements listed for use with the project evaluation process. (Approved by Continuum vote 5/3/2018)

Southern Illinois Continuum of Care Threshold Requirements included the HUD threshold requirements and items that would need to be examined to ensure complete, accurate applications. (Approved by Continuum vote 5/3/2018)

A Continuum Grant Application was developed to accompany the HUD on-line application. This form also listed documentation that agencies would need to provide to the Committee for the evaluation of each project. (This form was prepared after the HUD NOFA was issued to ensure accuracy and was to accompany the HUD on-line application, as well as the required documentation listed.)

The evaluation tools were revised to include data available from each project APR. Each question evaluated noted a specific item in the APR that was used to supply information for the question. Point values were assigned to reflect project performance in relation to HUD performance goals. (DV projects were allowed to provide in-house, hand prepared, answers to questions.) A separate tool for evaluation of new projects was prepared, not based on an APR. These tools were sent to applicants in advance of the date for information to be sent for evaluation and ranking.

EVALUATION PROCESS

Following HUD's discretionary ability to request information after the submission deadline, agencies were contacted for additional information, as needed.

Applications were examined for accuracy, completeness, and type of project. Bonus and DV Bonus applications were examined to ensure they fell within the available funding for bonus projects.

Each project evaluation form was completed and a score was determined. Committee members did not score their own projects.

Each project was evaluated using all available information provided by the questions on the ranking tools as well as the threshold requirements. Special circumstances were also considered, as allowed by HUD guidelines.

All projects submitted were accepted and ranked.

RANKING

Based on threshold and evaluation tool scores, projects were ranked grouping PSH and TH projects. Reallocation projects were included in their appropriate new group and were not counted as new projects, as their funding amount was being renewed and just their project type had changed.

The Continuum was allotted \$810,521 by HUD in their Annual Renewal Demand amount, with Bonus funds for new projects of \$100,783 and Bonus funds for DV projects of \$167,972. HUD stipulates that 94% of the ARD amount is to be used as Tier 1 and the other 6% plus the amount for Bonus funds be for Tier 2. In the event that all accepted and ranked projects exceed the 94% amount allotted for Tier 1, the project ranked last will "straddle the Tier 1 and Tier 2 funding line".

The Ranking Form was sent to the Board of Directors for their approval.

Each project applicant was notified of their project acceptance and sent a copy of the ranking. The ranking was posted on the Continuum web site.