



Erie County's Continuum of Care - PA(605)

Erie County Department of Human Services
154 west 9th Street, 4th Floor
Erie, PA 16501

www.eriecountypa.gov

www.endhomelessnesseriecountypa.org/

Continuum of Care Written Standard Rating and Ranking Policies and Procedures Erie City and County CoC – PA 605

The Erie City and County Continuum of Care's (CoC) policies and procedures require projects to be scored and ranked in a fair, unbiased and transparent process. Projects aligned with HUD and local CoC priorities will be prioritized for funding. The Rating and Ranking sub-committee in coordination with the lead applicant and the planning grant provider are responsible reviewing, amending and approving the new and renewal projects scoring tool and renewal project application addendum required for all renewal projects. The Rating and Ranking sub-committee is also responsible for the scoring and ranking of all projects.

The Rating and Ranking sub-committee consists of non-CoC and ESG funded representatives of the community who are invested in ending homelessness in Erie County. If there are any conflicts of interest with a representative, they will be removed from scoring and ranking the project (s) which have a conflict. The sub-committee shall have at least one representative with lived experience. The Rating and Ranking will meet prior to the NOFO release to determine local needs, including amending the renewal application and the renewal and new project scoring tool based on HUD and local CoC priorities. The Rating and Ranking sub-committee may make further amendments to the application and project scoring tools may be made after the NOFO release based on priorities outlined in the NOFO.

The Rating and Ranking sub-committee will review and score all applications based on the criteria found in the sections, Rating Criteria for Renewal/Expansion projects and Rating Criteria for New Projects below. The lead applicant will provide monitoring reports, annual performance reports, fiscal reports and other pertinent information to the Rating and Ranking sub-committee to verify the accuracy, completeness and quality of applications submitted by agencies. The Rating and Ranking sub-committee is also responsible for rejecting, reducing and accepting projects for submission. In some cases, the Ranking and Scoring Committee may rank a project higher than it scored, if the project is a greater need based on HUD and local CoC priorities.

The governing board of the Continuum of Care may vote to reallocate shifting all or part of funds for a project to another new project based on poor performance, non-compliance, not spending down funds, consistently bad monitoring reports (2 years or more), not aligning with HUD priorities or not meeting HUD or local CoC thresholds. The governing board may also reallocate funds for a project to a new project if the sub-recipient decides they no longer want to manage or renew the project. The reallocation of a project does not have to be done during the NOFO period. If the governing board reallocates a project, they will inform the lead applicant and the ranking and scoring committee. The lead applicant will inform their HUD representative of any reallocation of projects outside the NOFO. All reallocations of project outside of the NOFO must be approved by HUD.



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All HUD grants including Coordinated Entry and HMIS renewal grants will be rated and ranked with the exception of the CoC planning grant. This is a change from the previous year's NOFO where Coordinated Entry and HMIS were automatically ranked 1 and 2 and placed in Tier 1.

An applicant may appeal a decision made by the Rating and Ranking sub-committee by emailing the lead applicant. All appeals will be presented to the CoC governing board. The governing board will set up a meeting to hear the appeal and make a decision. The vote on the slate is final. Appeals will only be considered where the applicant believes there was unfairness or bias specific to the review process and scoring of their application. No appeals specific to the ranking or funding recommendation will be considered. Notices of appeals must be submitted by the application due date. Omissions on applications are not allowed to be appealed.

The project applicant can decide to file a formal appeal through HUD. HUD appeal procedures are detailed in the NOFO. The link for the NOFO is in the Erie County CoC's NOFO funding announcement posted online at <https://www.endhomelessnesseriecountypa.org/> ..

Continuum of Care Review and Ranking Process Erie City and County CoC -PA 605

2025 ERIE COUNTY CoC RATING CRITERIA FOR RENEWAL PROJECTS (Permanent Supportive Housing and Rapid Re-Housing renewing grant to Transitional Housing)

Under the 2025 HUD Continuum of Care process, the Erie County Continuum of Care (CoC) is required to rate and rank all renewal projects. The Erie County CoC will use the criteria in the 2024 HUD Rating and Ranking tool that aligns with the HUD priorities in the 2025 NOFO, as well as other criteria prioritized in the 2025 NOFO that is not in the 2025 scoring tool. was released from HUD was modified to meet local priorities and performance outcomes and is being utilized for the 2025 rating and ranking process. For the 2025 NOFO, no more than 30 percent of the CoC's Annual Renewal Demand (ARD) may be used for permanent housing. In order to meet this threshold, only current permanent supportive housing projects will be considered for renewal. Current Rapid-rehousing projects will only be considered for renewal if they transition to a transitional housing project component. No permanent housing projects will be considered for expansion by the CoC. In order to rate all renewals in a fair and impartial manner, the rating tool consists of an evaluation system based on performance measures, data quality, application accuracy, fund utilization, and grant utilization. The overall score will equal 200 points maximum when a project receives a perfect score for all performance benchmarks and will be weighted to a score of 100. The criteria for the benchmarks were developed from the System Performance Measures and the projects last submitted Annual Performance Report. The benchmarks for other criteria



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were obtained from the individual 2024 project applications, HUD invoices, and monitoring reports submitted by the Erie County Department of Human Services (lead applicant) and HUD. A majority of the Scoring is based on objective criteria. An independent Rating and Ranking committee will review and score new and renewal projects. The benchmarks that were established for the evaluation include the following:

- Length of Stay –On average, participants are placed in housing within 45 days for Permanent Supportive Housing (PSH),. *Maximum Points: 10*
- Length of Stay –On average, participants are placed in housing within 45 days for Rapid-Rehousing (RRH),. *Maximum Points: 10*
- 90% or More of Participants in Permanent Supportive Housing will remain in or move to Permanent Housing. *Maximum Points: 15*
- 75% or More of Participants in Rapid Re-Housing will move to Permanent Housing. *Maximum Points: 15*
- 10% or Less of Participants will return to homelessness within 12 months of exit to Permanent Housing. *Maximum Points 25*
- 10% or More of Participants (Stayers) will Increase Their Earned Income. *Maximum Points: 20*
- 10% or More of Participants (Stayers) Will Increase Their Non-Employment Income. *Maximum Points: 5*
- 15% or More of Participants (Leavers) will Increase Their Earned Income. *Maximum Points: 20*
- 15% or More of Participants (Leavers) will Increase Their Non-Employment Income. *Maximum Points: 5*
- 95% or more of entries came from Coordinated Entry referrals. *Maximum Points: 5*
- 80% or More of Dedicated Beds for Chronic Homelessness with physical/developmental disability were utilized (PSH). *Maximum Points: 10*
- 20% or More of Dedicated Beds for Chronic Homelessness with physical/developmental disability were utilized (RRH). *Maximum Points: 10*
- Fund Utilization – Utilized 90% or More of funds from Previous Year. *Maximum Points: 20*
- Data Quality is 90% or More. *Maximum Points: 10*
- Completeness, Quality and Accuracy of Application. *Maximum Points: 20*
- Quality of Landlord Engagement: *Maximum Points: 10*
- Quality of Supportive Services (includes Agency partnerships, MOU's and case management services). *Maximum Points: 25*

* All Renewal/Expansion projects require an additional renewal project addendum to provide further information on your project for the Ranking and Scoring committee. The Renewal application addendum will align with the 2025 HUD NOFO priorities and be posted with the NOFO and emailed directly to sub-recipients applying for a renewal project.

***Projects will receive full points for criteria met and will receive a graduated reduction in points based on percentages below criteria for maximum points. For example, if scoring criteria was 90% or



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more and project only met 80%, they would only receive 88% of the maximum points (80 divided by 90 = 88%). Points will be rounded to up to the nearest .5 of total points. (In this example, if maximum points received were 20 points, you would multiply 20 by 88% or .88 which equals 17.6 which rounds to 17.5).

All renewal/expansion projects will receive written notice by emailed letter that the application was rejected, reduced or accepted for submission no later than 15 days before the CoC Program Competition application submission deadline.

2025 ERIE COUNTY CoC RATING CRITERIA FOR THE COORDINATED ENTRY RENEWAL PROJECT

This year, the Coordinated Entry renewal project will be rated and ranked according to HUD and local priorities for Coordinated Entry. The maximum amount of points for Coordinated Entry is 100 points and the score is not weighted. The benchmarks for evaluating the project are listed below:

- Coordinated Entry covers the entire Erie City and County CoC Geographic Area including rural townships in the County.
Maximum points: 10
- Coordinated Entry is accessible to those with disabilities and other barriers (i.e. deaf, no access to phone, etc).
Maximum Points: 15
- Coordinated entry markets to those experiencing homelessness with the highest needs.
Maximum Points 15
- Coordinated entry's strategy to work with Street Outreach to reach persons who are unsheltered to access shelter, housing and other services.
Maximum Points 15
- Coordinated entry has a standardized assessment and their ability to do assessments in a timely manner..
Maximum Points 15
- Coordinated Entry's strategy for referring and coordinating other services outside of housing including employment, mental health and drug/alcohol.
Maximum Points 20
- Coordinated Entry's strategy to coordinate housing programs and service delivery outside of HUD programs.
Maximum Points 10

All renewal/expansion projects will receive written notice by emailed letter that the application was rejected, reduced or accepted for submission no later than 15 days before the CoC Program Competition application submission deadline.



2025 ERIE COUNTY CoC RATING CRITERIA FOR THE HMIS RENEWAL PROJECT

This year, the HMIS renewal project will be rated and ranked according to HUD and local priorities for HMIS. The maximum amount of points for HMIS is 100 points and the score is not weighted. The benchmarks for evaluating the project are listed below:

- HMIS enters projects that cover the entire Erie City and County CoC Geographic Area including rural townships in the County.
Maximum Points: 10
- HMIS works with Coordinated Entry to identify and facilitate access to both HUD and non-HUD funded housing services.
Maximum Points: 10
- HMIS collects Universal Data Elements as set forth in the HMIS Data Standards.
Maximum Points: 15
- HMIS produces all HUD required reports and provides data as needed for HUD reporting in a timely manner.
Maximum Points: 20
- Describe how HMIS data is used to provide better coordination of services and avoid duplication of services for HUD and non-HUD funded housing programs..
Maximum Points: 15
- HMIS is used as a proactive case management tool to identify other services outside of housing including treatment, recovery, and employment services.
Maximum Points: 15
- HMIS data is utilized to better identify housing and other needs at a participant and systems level.
Maximum Points: 15

All renewal/expansion projects will receive written notice by emailed letter that the application was rejected, reduced or accepted for submission no later than 15 days before the CoC Program Competition application submission deadline.

2025 ERIE COUNTY CoC RATING CRITERIA FOR NEW PROJECTS

The Continuum of Care (CoC) NOFO has been released by HUD. Under the 2025 HUD Continuum of Care process, the Erie County Continuum of Care is required to rate and rank all new projects. The 2024 HUD CoC Program Rating and Ranking tool was modified to meet the new 2025 HUD NOFO priorities, local priorities and performance outcomes, and is being utilized for the 2025 Continuum of Care rating and ranking process. The only new projects that will be accepted this year will be for Transitional or Supportive Services Only (SSO) projects including Street Outreach projects. This aligns with HUD's CoC NOFO priorities for these type project components. All new project must participate in HMIS and Coordinated Entry as well as



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meet all the HUD threshold and local CoC threshold requirements. Agencies applying for new projects may be asked to provide proof of financial capacity (i.e. audit), experience in utilizing public funds, partnerships with supportive service agencies including healthcare, Social Security, employment agencies and other social service agencies, The overall score will equal 200 points maximum when a project receives a perfect score for all performance benchmarks and will be weighted to a score of 100. The benchmarks for other criteria were obtained from the individual 2024 project applications, monitoring reports from the Erie County Department of Human Services. The benchmarks that were established for the evaluation include the following:

- Experience of applicant in working with the homeless population and providing housing.
Maximum Points: 15
- Experience in effectively utilizing federal funds including HUD Grants and other public funding.
Maximum Points: 15
- Experienced in the delivery and coordination of Supportive Services including: (1) Demonstrates type and scale of supportive services. *Maximum Points: 10* (2) Demonstrates how clients will be assisted with accessing mainstream benefits *Maximum Points: 10* (3) Establishes performance measures for housing and income that are objective and measurable. *Maximum Points: 10*
Total Maximum Points: 30
- Describe agency partnerships with Employment Agencies, Educational/Technical Schools and the Office of Vocational Rehabilitation (OVR).
Maximum Points: 15
- Describe agency partnerships with Drug and Alcohol and Mental Health service providers.
Maximum Points: 15
- Plan to assist clients to rapidly secure and maintain safe, affordable permanent housing.
Maximum Points: 10
- Describe how clients will be assisted to increase employment.
Maximum Points: 20
- Project leverages housing resources with housing units not funded through Continuum of Care/ESG funds.
Maximum Points: 5
- Describe how project leverages healthcare resources.
Maximum Points: 10
- Agency has process for receiving and incorporating feedback from persons with lived experience.
Maximum Points: 5
- Describe plan for rapid implementation of project.
Maximum Points: 5
- Coordinated Entry Participation - 95 % of entries come from Coordinated Entry.
Maximum Points: 5
- Describe how project is cost-effective.
Maximum Points: 5
- Audit (1) Most recent audit found no exception to standard practices. *Maximum Points: 5* (2) Most recent audit identified as "low risk": *Maximum 2.5 points* (3) Most recent audit indicates no findings. *Maximum Points: 2.5*



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Total Maximum Points: 10

- Documented Match amount.
Maximum Points: 5
- Budgeted costs are reasonable, allocable and allowable.
Maximum Points: 5
- Completeness, quality and accuracy of application.
Maximum Points: 20
- Landlord partnerships and engagement.
Maximum Points: 5

***Bonus Points: All Mental Health and/or Drug and Alcohol service providers applying for a New Project in the 2025 CoC NOFO will receive an additional 10 points to their application scoring.**

****Agency partnerships with service providers or employment agencies which include Memorandum of Understanding or other contractual agreement will receive an additional 10 points on their application scoring.**

HUD Threshold Requirements

In order for a project to be accepted, the project must meet all HUD threshold requirements below:

- You must follow the applicable provisions in the Administrative, National & Departmental Policy Requirements and Terms for HUD Financial Assistance – 2025. You must comply with these applicable provisions listed starting on pg. 106 of the posted 2025 CoC NOFO.
- Applicant is eligible under the McKinney Vento Act, *24 CFR 578.15, 24 CFR 5.100.*
- CoC Program Eligibility – Project applicants and potential subrecipients meet the eligibility requirements of the CoC Program as described in the Act and the Rule and provide evidence of eligibility required in the application (e.g., nonprofit documentation).
- Financial and Management Capacity: Project applicants and subrecipients demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds.
- Certifications - Project applicants submit the required certifications specified in the NOFO.
- Population Served - The population to be served meets program eligibility requirements as described in the Act, the Rule, and the NOFO.
- Applicant has no Outstanding Delinquent Federal Debts – It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds unless
 - a. A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
 - b. Other arrangements satisfactory to HUD are made before the award of funds by HUD.
- Applicant has no Debarments and/or Suspensions – In accordance with 2 CFR 2424, no award



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of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal government.

- Pre-selection Review of Performance - If your organization has delinquent federal debt or is excluded from doing business with the Federal government, the organization may be ineligible for an award. In addition, before making a Federal award, HUD reviews information available through any OMB-designated repositories of government-wide eligibility qualification or financial integrity information, such as Federal Awardee Performance and Integrity Information System (FAPIIS), and the “Do Not Pay” website. HUD reserves the right to
 - a. Deny funding, or with a renewal or continuing award, consider suspension or termination of an award immediately for cause;
 - b. Require the removal of any key individual from association with management or implementation of the award; and
 - c. Make provisions or revisions regarding the method of payment or financial reporting requirements
- Sufficiency of Financial Management System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets Federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received Federal financial assistance, where HUD Program officials have reason to question whether a financial management system meets Federal standards, or for applicants considered high risk based on past performance or financial management findings
- False Statements - A false statement in an application is grounds for denial or termination of an award and may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment. Recipient or applicant confirms all statements are truthful.
- Mandatory Disclosure Requirement - Recipients or applicants disclose in writing to the awarding program office at HUD all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award within ten days after learning of the violation. Recipients that have received a Federal award including the term and condition outlined in Appendix XII to 2 CFR part 200—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in § 200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321, and S.C. 2313.)
- 14. Prohibition Against Lobbying Activities - Applicants are subject to the provisions of Section 319 of Public Law 101-121, 31 U.S.C. 1352, (the Byrd Amendment), and 24 CFR part 87, which prohibit recipients of federal awards from using appropriated funds for lobbying the executive or legislative branches of the Federal government in connection with a Federal award. All applicants submit with their application the signed Certification Regarding Lobbying included in the Application download from Grants.gov. In addition, applicants disclose, using Standard Form LLL (SFLLL), “Disclosure of Lobbying Activities,” any funds,



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other than federally appropriated funds, that will be or have been used to influence federal employees, members of Congress, or congressional staff regarding specific awards..

- Equal Participation of Faith-Based Organizations in HUD Programs and Activities – Projects ensure that all projects meet the requirements under 24 CFR 5.109. On April 4, 2016, HUD amended 24 CFR 5.109 consistent with E.O. 13559, entitled Fundamental Principles and Policymaking Criteria for Partnerships with Faith-Based and Other Neighborhood Organizations (75 Fed. Reg. 71319 (Nov. 22, 2010)). (See 81 FR 19355). These regulations apply to all HUD programs and activities, including all of HUD's Native American Programs, except as may be otherwise provided in the respective program regulations, or unless inconsistent with the respective program authorizing statute.

CoC Threshold Requirements

In order for a project to be accepted, the project must meet all CoC threshold requirements below:

- Coordinated Entry Participation
- HMIS Project Entry
- Documented, secured minimum match
- Project has reasonable costs per permanent housing exit, as defined locally
- Project is financially feasible
- Acceptable organizational audit/financial review

* Exceptions could be granted with Ranking and Scoring Committee approval vote.



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2025 PSH & RRH Renewal Ranking Tool

Organization Name:	
Project Type:	
Rating Criteria	Pts. Available
Length of Stay	
Placed in housing within 45 days of project start date for PSH projects.	10
Placed in housing within 30 days of project start date for RRH projects.	10
Exits to Permanent Housing	
90% remain in or move to other Permanent Housing for PSH projects.	15
75% move to other Permanent Housing for RRH projects.	
Returns to Homelessness	
10% or less return to homelessness within 12 months of exit to Permanent Housing	25
New or increased income and earned income	
10% or more project stayers will increase employment income	20
10% or more project stayers will increase non-employment income	5
10% or more project leavers will increase employment income	20
10% or more project leavers will increase non-employment income	5
Serves High Need Populations	
95% or more of entries come from Coordinated Entry	5
80% or more of beds dedicated to chronically homeless with a physical and/or developmental disability (PSH)	10
20% or more of beds dedicated to chronically homeless with a physical and/or developmental disability (RRH)	10
Project Effectiveness	
Project utilized 90% of funds	20
Project's data quality is above 90%	10
Other and Local Criteria	
Completeness, Quality and Accuracy of Renewal Application	20
Quality of Landlord Engagement	10
Quality of Supportive Services (including case management, agency partnerships, MOU's, educational/vocational partners)	25
Total Maximum Points	200
Total Weighted Points	100



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2025 New Project Transitional Housing Ranking Tool

Experience with Homeless population and Public funding	
Experience of applicant in working with the homeless population and providing housing.	15
Experience in effectively utilizing federal funds including HUD Grants and other public funding.	15
Experienced in the delivery and coordination of Supportive Services	
Demonstrates type and scale of supportive services	10
Demonstrates how clients will be assisted with accessing mainstream benefits	10
Establishes performance measures for housing and income that are objective and measurable	10
Design of Housing and Supportive Services	
Plan to assist clients to rapidly secure and maintain safe, affordable permanent housing.	10
Describe how clients will be assisted to increase employment.	20
Project leverages housing resources with housing units not funded through Continuum of Care/ESG funds.	5
Describe how project leverages healthcare resources.	10
Agency has process for receiving and incorporating feedback from persons with lived experience.	5
Describe agency partnerships with Employment Agencies, Educational schools, Technical Schools and the Office of Vocational Rehabilitation (OVR).	15
Describe agency partnerships with Drug and Alcohol and Mental Health service providers.	15
Project Effectiveness	
Describe plan for rapid implementation of project.	5
Coordinated Entry Participation - 95 % of entries come from Coordinated Entry.	5
Describe how project is cost effective.	5
Financial	
Most recent audit found no exception to standard practices	5
Most recent audit identified as "low risk":	2.5
Most recent audit indicates no findings.	2.5
Budgeted costs are reasonable, allocable and allowable.	5
Documented Match amount	5
Other and Local Criteria	
Completeness, quality and accuracy of application.	20
Landlord partnerships and engagement	5
Total Maximum Points:	200
Total Weighted Points:	100



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2025 SSO Coordinated Entry Ranking Tool

Coordinated Entry Access

Coordinated Entry covers the entire Erie City and County CoC Geographic Area including rural townships in the County.	10
Coordinated Entry is accessible to those with disabilities and other barriers (i.e. deaf, no access to phone, etc).	15
Coordinated entry marketing to those experiencing homelessness with the highest needs.	15
Coordinated entry strategy to work with Street Outreach in reaching those persons least likely to have access to service systems. .	15

Quality and Timeliness of Assessment

Coordinated entry has a standardized assessment and their ability to do assessments in a timely manner.	15
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Coordinated Entry Strategies for Coordinating and referring for other services and non-HUD Housing

Coordinated Entry's strategy for referring and coordinating other services outside housing including employment, mental health and drug/alcohol.	20
Coordinated Entry's strategy to coordinate housing programs and service delivery outside of HUD programs.	10

Total Maximum Points (no weighted score)	100
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2025 HMIS Project Ranking Tool

HMIS Access

HMIS enters projects that cover the entire Erie City and County CoC Geographic Area including rural townships in the County.	10
HMIS works with Coordinated Entry to identify and facilitate access to both HUD and non-HUD funded housing services.	10

Data Collection and Reporting

The HMIS collects Universal Data Elements as set forth in the HMIS Data Standards.	15
HMIS produces all HUD required reports and provides data as needed for HUD reporting in a timely manner.	20

HMIS Data Utilization for Housing and Other Services

HMIS enters non-HUD funded housing project in the CoC Geographic Area to provide better coordination of services and avoid duplication of services.	15
HMIS is used as a proactive case management tool to identify other services outside of housing including treatment, recovery, and employment services.	15
HMIS data is utilized to better identify housing and other needs at a participant and systems level.	15

Total Maximum Points (no weighted score)	100
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