

Before Starting the Project Listings for the CoC Priority Listing

The CoC Consolidated Application requires TWO submissions. Both this Project Priority Listing AND the CoC Application MUST be completed and submitted prior to the submission deadline stated in the Unsheltered and Rural Homelessness Special NOFO.

The CoC Priority Listing includes:

- Unsheltered Homelessness Set Aside New Project Listing – lists all new project applications applying for funding through the Unsheltered Homelessness Set Aside that were approved and ranked or rejected by the CoC.
- Rural Set Aside Project Listing – lists all new project applications applying for funding through the Rural Set Aside that were approved and ranked or rejected by the CoC.
- UFA Costs Project Listing – applicable and only visible for Collaborative Applicants that were designated as a Unified Funding Agency (UFA) during the FY 2022 CoC Program Registration process. Only 1 UFA Costs project application is permitted and must be submitted by the Collaborative Applicant. The UFA project must be ranked amongst projects submitted on the Unsheltered Homelessness Set Aside New Project Listing.
- CoC Planning Project Listing – Only 1 CoC planning project is permitted per CoC and must be submitted by the Collaborative Applicant. The CoC Planning project must be ranked amongst projects submitted on the Unsheltered Homelessness Set Aside New Project Listing.
- HUD-2991, Certification of Consistency with the Consolidated Plan – Collaborative Applicants must attach an accurately completed, signed, and dated HUD-2991.

Things to Remember:

- All projects must be approved and ranked or rejected on the Project Listings. This includes funding for CoC Planning and UFA Costs, which must be ranked amongst projects submitted on the Unsheltered Homelessness Set Aside New Project Listing.
- Collaborative Applicants are responsible for ensuring all project applications accurately appear on the Project Listings and there are no project applications missing from one or more Project Listings.
- If a project application(s) is rejected by the CoC, the Collaborative Applicant must notify the project applicant(s) no later than 15 days before the CoC Program Competition application deadline outside of e-snaps and include the reason for rejection.
- For each project application rejected by the CoC the Collaborative Applicant must select the reason for the rejection from the dropdown provided.
- If the Collaborative Applicant needs to amend a project application for any reason after ranking has been completed, the ranking of other projects will not be affected; however, the Collaborative Applicant MUST ensure the amended project is returned to the applicable Project Listing AND re-rank the project application BEFORE submitting the CoC Priority Listing to HUD in e-snaps.

Additional training resources are available online on HUD's website.
https://www.hud.gov/program_offices/comm_planning/coc/competition

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this form, please reference the Unsheltered and Rural Homelessness Special NOFO Competition Priority Listing Detailed Instructions and Unsheltered and Rural Homelessness Special NOFO Competition Priority Listing Navigational Guide on HUD's website.
https://www.hud.gov/program_offices/comm_planning/coc/competition.

Collaborative Applicant Name: Apalachee Regional Planning Council

Unsheltered Homelessness Set Aside Listing

Instructions:

Prior to starting the Unsheltered Homelessness Set Aside Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of new projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the Unsheltered Homelessness Set Aside Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make the necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

https://www.hud.gov/program_offices/comm_planning/coc/competition.

EX1_Project_List_Status_field List Updated Successfully

Project Name	Date Submitted	Comp Type	Applicant Name	Budget Amount	Grant Term	Rank	PSH/RRH	Expansion
BBHC Unsheltered ...	2022-10-17 11:56:...	PH	Big Bend Homeless..	\$1,000,000	3 Years	1	PSH	
RRH- Unsheltered	2022-10-18 10:08:...	PH	The Center for In...	\$900,000	3 Years	2	RRH	
SSO Day Services ...	2022-10-19 13:23:...	SSO	CESC, Inc.	\$705,369	3 Years	3		

Rural Set Aside Listing

Instructions:

Prior to starting the Rural Set Aside Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload all project applications submitted to this Project Listing, click the "Update List" button. This process may take a few minutes based upon the number of new projects submitted by project applicant(s) to your CoC in the e-snaps system. You may update each of the Project Listings simultaneously. To review a project on the Rural Set Aside Project Listing, click on the magnifying glass next to each project to view project details. To view the actual project application, click on the orange folder. If you identify errors in the project application(s), you can send the application back to the project applicant to make the necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

https://www.hud.gov/program_offices/comm_planning/coc/competition.

EX1_Project_List_Status_field List Updated Successfully

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Rank	PSH/RRH	Comp Type
RRH-Rural	2022-10-18 10:06:...	3 Years	The Center for In...	\$264,960	1	RRH	PH
Big Bend CoC Rura...	2022-10-20 16:16:...	3 Years	Apalachee Regiona...	\$363,544	2		SSO

Continuum of Care (CoC) Planning Project Listing

Instructions:

Prior to starting the CoC Planning Project Listing, review the CoC Priority Listing Detailed Instructions and CoC Priority Listing Navigational Guide available on HUD's website.

To upload the CoC planning project application submitted to this Project Listing, click the "Update List" button. This process may take a few minutes while the project is located in the e-snaps system. You may update each of the Project Listings simultaneously. To review the CoC Planning Project Listing, click on the magnifying glass next to view the project details. To view the actual project application, click on the orange folder. If you identify errors in the project application, you can send the application back to the project applicant to make necessary changes by clicking the amend icon. It is your sole responsibility for ensuring all amended projects are resubmitted, approved and ranked or rejected on this project listing BEFORE submitting the CoC Priority Listing in e-snaps.

Only one CoC planning project application can be submitted and only by the Collaborative Applicant designated by the CoC which must match the Collaborative Applicant information on the CoC Applicant Profile.

https://www.hud.gov/program_offices/comm_planning/coc/competition.

EX1_Project_List_Status_field List Updated Successfully

Project Name	Date Submitted	Grant Term	Applicant Name	Budget Amount	Accepted?	Rank
FL-506 CoC Planni...	2022-10-20 16:20:...	3 Years	Apalachee Regiona...	\$80,580	Yes	4

Funding Summary

Instructions

This page provides the total budget summaries for each of the project listings after the you approved, ranked; or rejected project applications. You must review this page to ensure the totals for each of the categories is accurate. The "Total CoC Request" indicates the total funding request amount your CoC's Collaborative Applicant will submit to HUD for funding consideration. As stated previously, only 1 UFA Cost project application (for UFA designated Collaborative Applicants only) and only 1 CoC Planning project application can be submitted and only the Collaborative Applicant designated by the CoC is eligible to request these funds..

Title	Total Amount
Unsheltered Homelessness Set Aside	\$2,605,369
Unsheltered Homelessness Set Aside - Rejected Amount	\$0
Rural Set Aside	\$628,504
Rural Set Aside - Rejected Amount	\$0
CoC Planning Amount	\$80,580
Total CoC Request Unsheltered Homelessness Set Aside	\$2,685,949
Total CoC Request Rural Set Aside	\$628,504
TOTAL CoC REQUEST	\$3,314,453

Attachments

Document Type	Required?	Document Description	Date Attached
Certification of Consistency with the Consolidated Plan (HUD-2991)	Yes	Certification of ...	10/20/2022
FY 2022 Rank Tool (optional)	No	Local Competition...	10/20/2022
Other	No		
Priority Listing	No		

Attachment Details

Document Description: Certification of Consistency with the Consolidated Plan

Attachment Details

Document Description: Local Competition Scoring Tool

Attachment Details

Document Description:

Attachment Details

Document Description: Project Review Committee Score Sheet Summary

Submission Summary

WARNING: The FY2022 Special NOFO Consolidated Application requires 2 submissions. Both this Project Priority Listing AND the CoC Consolidated Application MUST be submitted.

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Page	Last Updated
Before Starting	No Input Required
1A. Identification	10/18/2022
2A. Unsheltered Homelessness Set Aside New Project Listing	10/20/2022
2B. Rural Set Aside Project Listing	10/20/2022
2D. CoC Planning Project Listing	10/20/2022
Funding Summary	No Input Required
Attachments	10/20/2022
Submission Summary	No Input Required

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
with the Consolidated Plan
for the Continuum of Care
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: Apalachee Regional Planning Council (BBCoC), Big Bend Homeless Coalition, Ability 1st, Refuge House

Project Name: 2022 CoC Planning, HMIS, Youth RRH, HomePlate PSH, APCH for Indv. PSH, APCH for Families PSH, APCH EXPANSION and Safe Landing DV-RRH

Location of the Project: City of Tallahassee, Leon, Wakulla, Gadsden, Liberty, Franklin, Jefferson, Madison and Taylor Counties of Florida

Name of

Certifying Jurisdiction: State of Florida

Certifying Official

of the Jurisdiction Name: Shannon Piotrowski

Title: Deputy Director, Office on Homelessness

Signature: [Handwritten Signature]

Date: 10-19-22

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Privacy Act Statement. This form does not collect SSN information. The Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under 24 CFR part 91, 24 CFR Part 578, and is authorized by the McKinney-Vento Act, as amended by S. 896 The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 (42 U.S.C. 11371 et seq.).

HUD considers the completion of this form, including the local jurisdiction(s) authorizing official's signature, as confirmation the project application(s) proposed activities submitted to HUD in the CoC Program Competition are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is a state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. Failure to either submit one form per project or one form with a listing of project information for each field (i.e., name of applicant, name of project, location of project) will result in a technical deficiency notification that must be corrected within the number of days designated by HUD, and further failure to provide missing or incomplete information will result in project application removal from the review process and rejection in the competitive process.



CITY OF
TALLAHASSEE

Certification of Consistency with Consolidated Plan

To: Dr. Kimball Thomas, Director, Housing and Community Resilience

Applicant Name: Apalachee Regional Planning Council, d/b/a Big Bend Continuum of Care

Program: 2022 BBCoC Planning & SSO-CE (Rural), Ability 1st RRH (Rural and Unsheltered), BBHC PSH (Unsheltered), CESC- SSO (Unsheltered)

I have reviewed the project application and abstract for the above-named programs for consistency with the City’s 2020-2024 Consolidated Plan. The activities to be carried out are strategic to carrying out the City’s goals identified in Section SP-60, Homelessness Strategy, the needs identified in Section NA-40, Homeless Needs Assessment, and part of the Institutional Delivery Structure (91.215(k)) as noted in Section SP-40.

Jean Amison, Housing Division Manager

October 20, 2022

Date

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
with the Consolidated Plan
for the Continuum of Care
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: Apalachee Regional Planning Council (BBCoC), Big Bend Homeless Coalition, Ability 1st, Refuge House

Project Name: 2022 BBCoC Planning & SSO-CE (Rural), Ability 1st RRH (Rural and Unsheltered), BBHC PSH (Unsheltered), CESC- SSO (Unsheltered)

Location of the Project: City of Tallahassee, Leon, Wakulla, Gadsden, Liberty, Franklin, Jefferson, Madison and Taylor Counties of Florida

Name of

Certifying Jurisdiction: City of Tallahassee

Certifying Official

of the Jurisdiction Name: Dr. Kimball Thomas

Title: Director, HCR

Signature: _____

Date: _____

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

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2022 HUD Supplemental NOFO NEW Project Scoring Tool For Ranking and Tiering FORM 500-A

REVIEW COMMITTEE MEMBER INITIALS: _____

DATE SCORED: _____

AGENCY NAME: _____

PROJECT NAME: _____

APPLICATION TYPE: Unsheltered Set Aside Rural Set Aside

PROJECT TYPE: PH-PSH PH-RRH Joint TH&PH-RRH SSO-CE Emergency Shelter SSO (Non CE) HMIS Homeless Prevention

Outcome Measure Area	Measure	Where information located	Total Points Available	Range of Points Available	Points Awarded
Administration	Minimum 2 staff with active eSnaps profiles	Application Question 1) and Attachment A	2	2: Completed 1: Initiated or 1 active profile	
Community Need	Documented need for project type and size from the approved sources including BBCoC Homelessness Assistance Plan, HMIS, PIT County Reports, or other HUD Approved Databases.	Application Question 2) and Attachment D	3	3: sources clearly articulate the unmet need for the services proposed in the application 2: data attempts to define the unmet need 0: data does not address the unmet need	
Community Need	Referenced the BBCoC updated HAP indicating how project advances the goals identified in the HAP, citing specific elements to be addressed from the HAP.	Application Question 3) and Attachment E	6	6: The agency has clearly documented how the project has accomplished serving the client population to advance 3 goals in the HAP. 4: advanced 2 goals 2: advanced one goal 0: no goals advanced in past year	
Coordinated Entry	Documentation of participation in Coordinated Entry (CE) is provided.	Application Question 4) and Attachment CE	5	5: Will serve as CE Assess point and only accepts referrals through CE 2: Will use the CE Assessment tool and accept referrals through CE only. 0: Will not use the CE Assessment Tool and takes referrals outside of the CE System.	

Outcome Measure Area	Measure	Where information located	Total Points Available	Range of Points Available	Points Awarded
Racial Equity	Organization demonstrated its ability to analyze racial and ethnicity data for leadership, direct care staff and clients served and has a staff structure that is racially and ethnically representative of the clients they serve.	Application Question 5) and attachment F	5	5: organization has analyzed staff and client racial and ethnic makeup and the staff makeup matches the client demographic makeup within 10%. 2: organization has analyzed staff and client racial and ethnic makeup, but they do not mirror each other within 10% 1: organization has analyzed staff or client racial and ethnic make up 0: no analysis done on either staffing or clients served	
Housing First	Organization’s policies and procedures demonstrate the program does not mandate client participation in services either before obtaining housing or in order to retain housing. Organization’s policies and procedures prioritize rapid placement and stabilization in permanent housing and improvement of economic self-sufficiency.	Application Question 6) and Attachment G	5	5: organization policies and procedures demonstrate operating under Housing First, including allowing previously terminated participants to access services again in the future. Policies and procedures describe in detail how rapid placement and stabilization in permanent housing is measured. 2: policies and procedures are vague and not detailed but show commitment to operation under Housing First model. 0: failure to document how policy was implemented.	
Coordination With Healthcare	Project narrative and attachments clearly demonstrate coordination with at least one healthcare organization and there is commitment from the healthcare organization through an executed MoU and letter of financial or in kind support of the project.	Application Question 7) and Attachment HEALTH	6	6: have commitment for healthcare organization ensure clients are connected to health insurance and health care, includes completed MoU and letter of commitment. 3: has identified healthcare partners but only has an MoU or letter of commitment. 0: has no MoU or letter of commitment	

Outcome Measure Area	Measure	Where information located	Total Points Available	Range of Points Available	Points Awarded
Program Operation	Staffing Plan with Job Descriptions	Application Question 8) and Attachment H if available	5	5: Detailed plan with all relevant job descriptions showing dates of hire and vacancies for each position and detailed job descriptions. 2: plan lacks details requested 0: no detailed plan	
Program Operation	Organization Chart	Application Question 9) and Attachment I	3	3: Organization chart documents all existing staff and any proposed staff to be hired under this project.	
Program Operation	<p>Program Operational Plan clearly demonstrates:</p> <ul style="list-style-type: none"> a. Staffing – Hiring: Provide target dates of hire for each project position, indicate what methods of recruitment will be used to fill the positions. b. Training to be Provided: <ul style="list-style-type: none"> a. New Staff/Orientation b. New Grantee/HUD JAX c. Trauma Informed Care d. Confidentiality and Security e. Conflict Resolution and Grievance P&P c. Adoption of Policies and Procedures <ul style="list-style-type: none"> a. Homeless status and eligibility determination b. Programmatic requirements d. Forms and Documentation <ul style="list-style-type: none"> a. Client screening and eligibility forms b. Data collection forms <p>For maximum points, attach completed policies and procedures as Attachment J.</p>	Application Question 10) and Attachment J if available	15	15: Comprehensive operational plan documenting staffing, at least the 5 types of training mentioned in the question, P&Ps are accurate and complete, forms and documentation are clear, sufficient and established. 10: Has operational plan but details are missing, training plan is inadequate and does not cover all 5 areas, P&Ps, forms and docs are adequate. 5: Has an outline of an operational plan but it lacks details and specificity in areas of staffing, training, P&Ps, forms and documentation 0: there is no operational plan, though the elements of staffing, training, P&Ps, forms and documents may be provided.	

Outcome Measure Area	Measure	Where information located	Total Points Available	Range of Points Available	Points Awarded
Program Operation	Client Eligibility is clearly defined in the written policies and procedures and is inclusive of sending and receiving referrals through the BBCoC Coordinated Entry process. The policies and procedures include detail on how clients will be connected to mainstream benefits promoting economic self-sufficiency.	Application Question 11) and Attachment K	15	15: Client Eligibility is clearly defined, understood, included process for sending and receiving referrals through Coordinated Entry and includes process on connecting clients to mainstream benefits promoting economic self-sufficiency. 10: Client eligibility is clearly defined but does not reference both the use of Coordinated Entry and referral for mainstream benefits 5: client eligibility is not clearly defined though their may be referenced to use of CE and referrals for mainstream benefits. 0: no explanation of client eligibility	
System Performance Measures	Narrative and data presented demonstrate how 2 or more SPMs will be improved for the CoC because of this project and it's outcomes.	Application Question 12) and Attachment L	10	10: Clearly demonstrates the applicants understanding of the CoC goals, and has documented how it will improve at least 2 of those measures. 5: Only documents improvement in 1 measure. 0: does not document how it will improve any SPM.	
Project Outcomes/Deliverables	Narrative demonstrates clear outcomes and deliverables for project, how they will be measured, tracked and documented.	Application Question 13) and Attachment M	5	5: response clearly outlines number of individuals/households assisted in 12 month time frame, explains how project will improve system performance, demonstrates knowledge and commitment to use of HMIS (or comparable DB for DV) used for measurement, tracking and documentation. 2: response outlines quantity in deliverables, does not address measurement, tracking, documentation or improvement of measures.	

Outcome Measure Area	Measure	Where information located	Total Points Available	Range of Points Available	Points Awarded
Budget	Budget demonstrates allocation of requested funds including cost per person/per household served and the breakdown of the amount and percent of costs to be spent on housing assistance, supportive service, HMIS and administration.	Application Question 14) and Attachment N	5	5: provided eSnaps Budget detail as well as cost per person/household breakdown, an percent of costs spent on housing assistance, support services, HMIS and Admin. 2: only provided the eSnaps generated Budget page	
Cost Effectiveness	The cost per Household/Individual for 12 months of assistance is at or below the BBCoC provided amounts per project type.	Application Question 14) and Attachment N, as well as BBCoC generated cost effectiveness worksheet	5	5: provided per household/individual cost breakdown and it is at or below amounts indicated on CoC WS. 2: provided breakdown but is no more than 10% above amounts indicated on WS and comes with an explanation for increased cost.	
Match Commitment	There is a commitment of 25% match for the project from an allowable source for the projects proposed operation dates.	Application question 16) and Attachment O	5	5: match commitment documentation is for 25%, is for activities related to this project and from an allowable match source specifically for the project operation dates 2: match commitment is for previous year operation but is expected to continue	
Total Points Available			100		
Points Awarded					

100-point scale

- 100-92** Excellent
- 91-83** Satisfactory
- 82-74** Needs Improvement - provide TA/Support (1st year)
- Below 74** Corrective Action Needed (1st year)
- Below 74** Consider Reallocation (2nd year)

