

**FL-501 – Tampa/Hillsborough County CoC – FY18 HUD CoC Program Competition
Questions and Answers**

Question: Please clarify the date the renewal and new project applications are due to THHI (the CoC), as there seems to be some inconsistency in the documents.

Response: We apologize for the confusion and inconvenience. The initial instructions listed the submission date of August 17, 2018 by 3 p.m., and misidentified the day of the week for August 17. The due date is updated and is FRIDAY, August 17, 2018 by 3 p.m.

Question: Please clarify the date range for the HMIS reports related to renewal projects and completing the Renewal Project Scorecard as there is inconsistency between instructions documents.

Response: We apologize for the confusion and inconvenience. The date range for HMIS reports to obtain project data to complete the Renewal Project Scorecard is 10/1/2016-9/30/2017.

Question: Housing Stability % - The scorecard instructions and the actual scorecard shows different ways to calculate the score.

Scorecard instructions:

Add "Total persons exiting to positive housing destinations" From sections 23a and 23b to "Number of Stayers" from section 5a. Divide this number by Line 8 From 5a

Scorecard:

Enter Total number from "**Total persons whose destinations excluded them from the calculation**" From **23a**.

Enter Total number from "**Total persons exiting to positive housing destinations**" From **23a**.

Enter Total number from "**Total persons exiting to positive housing destinations**" From **23b**.

Enter Total number from "**Total persons whose destinations excluded them from the calculation**" From **23b**.

Enter **Line 5** from **5a**.

I'm thinking it should be the number of stayers plus persons with positive destinations divided by the total number served. That would put us in the 94% range. Please clarify as soon as you can.

Response: This question has been updated to better match HUD's specifications as regarding the APR report. The scorecard will now be dividing the total leavers (minus the leavers excluded

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from the calculation) by the number shown in Line 5 from 5a of the canned CoC-APR Report. Please follow the instructions on the scorecard, as this will give you the correct calculation.

Question: On the Basic Entry/Exit report that measures Coordinated Entry participation, our program has a very low score due to no Vi-SPDAT's recorded for most of them at entry. Our project began with a large transfer of household's already in housing from a project that closed, and who entered that project before the CoC's Coordinated Entry process began. How will this situation be handled to ensure fairness?

Response: We understand that there a couple projects that are in this situation and recommend that you submit this report in 2 different ways:

- 1) submit the report as it's generated from UNITY (HMIS)
- 2) Submit a supplemental report, using the original report, including only those that entered that project between 10/1/16 – 9/30/17 that were NOT transfers from another PSH project. Provide a brief, written narrative explaining the situation and request that the Scoring process only score this question based on those that were not PSH-PSH transfers.

THHI staff will present the request to only consider the data based on those that were not PSH-PSH transfers to the CoC Ranking and Review Committee members prior to the start of their scoring process.

Question: Will THHI be obtaining the match MOU with Hillsborough Health Care for the projects for which THHI is the grantee?

Response: Yes. THHI will provide a copy of the MOU's to each of the sub-recipients.

Question: What is needed for match documentation for in-kind and cash match?

Response: Per HUD's detailed instructions for both new and renewal projects, cash match does not require a formal MOU; however in-kind match does.

From the Detailed Instructions:

The "Sources of Match" screen is applicable to all project applications. For detailed information that describes CoC Program match requirements see 24 CFR 578.73. Additionally, HUD strongly encourages project applicants to review the FAQs posted at www.hudexchange.info/coc/faqs , by searching for the keyword "match." Note: Program income generated through CoC Program funds may be used as match.

The match information entered in e-snaps should be based on the current commitments at the time of project application, covering the requested grant operating period (i.e., grant term), and

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NOT FY 2018 CoC Program Renewal Projects Detailed Instructions 38 based on projections. HUD expects the amount(s) listed on this screen to be accurate, with a commitment letter(s) in place that includes at least the same amount(s) as those listed in this screen. Match contributions can be cash, in-kind, or a combination of both. Match must be equal to or greater than 25 percent of the total grant request, including Administration costs but excluding Leasing costs (i.e., Leased Units and Leased Structures).

Question: In the mandatory meeting it was described that you must complete the budget categories in detail, but what I have found is they (HUD) no longer have the categories separated (supportive services, operations); there is just a Summary budget with amounts for each category. Please advise.

Response: Thank you for pointing this out. Yes, the renewal applications only require the renewing amounts in summary and not the detail. The reference at the mandatory meeting was for the completion of the New Project Applications. Renewals applicant should ensure that the amounts in the summary budgets align with the most recent GIW (May 2018) and/or your projects most recently HUD approved budget.

Question: The score card isn't calculating the agency score column. Do you have a different version?

Response: The agency score column is not set up to auto calculate your score. This was done on purpose so that agencies could have control over the score they assign themselves and potentially dispute a reviewer score if there is a difference in scoring.

Question: Participants are "hard to serve" as defined by 2 or more physical/mental health conditions at entry. Our project has a lot of children and by adding them into the "Total Persons" as listed in Section 13a2, it raises the number so high, that it makes it impossible to receive any score but zero. How many children are expected to have 2 or more conditions? Doesn't seem fair.

Response: The APR data is the exact data that HUD uses related to the project's outcomes and is developed to meet HUD's requirements, which is why it was selected to be used in our Renewal Project Scoring process. We have attempted to balance the scoring criteria to capture, as fully as possible, data / outcomes related to determining if a project serves the 'hard to serve' population. The percent of persons served with more than 1 disability, Chronic status, no income at entry, etc. Other questions on the Scorecard address these for a more complete picture of scoring related to serving the 'hard to serve.' Therefore points that you may feel you 'lose' in this question due to serving families with children, may be offset by points scored in other sections.

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Question: Does it matter that the dates requested for the Canned CoC APR for the Project Renewal Scorecard scoring are different than our contract dates?

Response: The date range being used for the Project Renewal Scorecard was determined based on HUD's FY (10/1 - 9/30), for CoC-wide system reports. Therefore, the date range for the Project Renewal Scorecard APR may or may not match your project's grant/contract term. This decision was made by the Ranking and Review Committee in 2017 to ensure all projects were being scored for the same time period, and to align with the System Performance Measurements date range required by HUD.

CoC System Performance Measurements are a highly scored section of the overall Consolidated CoC Application, and therefore a project's performance (high or low) during this data range impacted the overall System Performance Measurements outcomes.

Question: The APR report does not calculate chronic status for persons that transferred in from another PSH or RRH project and/or who enrolled prior to HUD's Chronic Definition change, how will this impact my project's score related to the percent of clients served being determined as chronic?

Response: We tried to take this situation into account and set the highest point value (1 point) for this question at "greater than 50%" to allow for the PSH-PSH transfers, as well as those that entered the project under the previous definition of chronic to not adversely affect projects with these situations. HUD's definition changed in January 2016, therefore we recommend you review your data to ensure that the Living Situation data questions are answered appropriately for the APR to accurately pull those clients as 'chronic.' However, if you feel that the APR data is not fully documenting your project's chronic numbers to obtain full points, you may submit a supplement narrative and data documentation for the Ranking and Review Committee members to review and discuss.