

## Before Starting the CoC Application

You must submit all three of the following parts in order for us to consider your Consolidated Application complete:

1. the CoC Application,
2. the CoC Priority Listing, and
3. all the CoC's project applications that were either approved and ranked, or rejected.

As the Collaborative Applicant, you are responsible for reviewing the following:

1. The FY 2023 CoC Program Competition Notice of Funding Opportunity (NOFO) for specific application and program requirements.
2. The FY 2023 CoC Application Detailed Instructions which provide additional information and guidance for completing the application.
3. All information provided to ensure it is correct and current.
4. Responses provided by project applicants in their Project Applications.
5. The application to ensure all documentation, including attachment are provided.

Your CoC Must Approve the Consolidated Application before You Submit It  
- 24 CFR 578.9 requires you to compile and submit the CoC Consolidated Application for the FY 2023 CoC Program Competition on behalf of your CoC.

- 24 CFR 578.9(b) requires you to obtain approval from your CoC before you submit the Consolidated Application into e-snaps.

Answering Multi-Part Narrative Questions

Many questions require you to address multiple elements in a single text box. Number your responses to correspond with multi-element questions using the same numbers in the question. This will help you organize your responses to ensure they are complete and help us to review and score your responses.

### Attachments

Questions requiring attachments to receive points state, "You Must Upload an Attachment to the 4B. Attachments Screen." Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process. Include a cover page with the attachment name.

- Attachments must match the questions they are associated with—if we do not award points for evidence you upload and associate with the wrong question, this is not a valid reason for you to appeal HUD's funding determination.

- We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).

## 1A. Continuum of Care (CoC) Identification

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

**1A-1. CoC Name and Number:** MA-509 - Cambridge CoC

**1A-2. Collaborative Applicant Name:** City of Cambridge Department of Human Service Programs

**1A-3. CoC Designation:** CA

**1A-4. HMIS Lead:** City of Cambridge Department of Human Service Prog

## 1B. Coordination and Engagement–Inclusive Structure and Participation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
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- Frequently Asked Questions

<b>1B-1.</b>	<b>Inclusive Structure and Participation–Participation in Coordinated Entry.</b>	
	NOFO Sections V.B.1.a.(1), V.B.1.e., V.B.1f., and V.B.1.p.	
	In the chart below for the period from May 1, 2022 to April 30, 2023:	
	1. select yes or no in the chart below if the entity listed participates in CoC meetings, voted—including selecting CoC Board members, and participated in your CoC’s coordinated entry system; or	
	2. select Nonexistent if the organization does not exist in your CoC’s geographic area:	

	Organization/Person	Participated in CoC Meetings	Voted, Including Electing CoC Board Members	Participated in CoC’s Coordinated Entry System
1.	Affordable Housing Developer(s)	Yes	Yes	Yes
2.	CDBG/HOME/ESG Entitlement Jurisdiction	Yes	Yes	Yes
3.	Disability Advocates	No	No	No
4.	Disability Service Organizations	No	No	Yes
5.	EMS/Crisis Response Team(s)	Yes	No	No
6.	Homeless or Formerly Homeless Persons	Yes	Yes	No
7.	Hospital(s)	Yes	Yes	No
8.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent	No	No
9.	Law Enforcement	Yes	No	No
10.	Lesbian, Gay, Bisexual, Transgender (LGBTQ+) Advocates	Yes	No	No
11.	LGBTQ+ Service Organizations	Yes	No	Yes
12.	Local Government Staff/Officials	Yes	Yes	Yes
13.	Local Jail(s)	No	No	No
14.	Mental Health Service Organizations	Yes	No	Yes
15.	Mental Illness Advocates	Yes	No	Yes

16.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes	No	Yes
17.	Organizations led by and serving LGBTQ+ persons	Yes	No	Yes
18.	Organizations led by and serving people with disabilities	No	No	No
19.	Other homeless subpopulation advocates	Yes	Yes	Yes
20.	Public Housing Authorities	Yes	Yes	Yes
21.	School Administrators/Homeless Liaisons	No	No	No
22.	Street Outreach Team(s)	Yes	No	Yes
23.	Substance Abuse Advocates	Yes	No	Yes
24.	Substance Abuse Service Organizations	Yes	No	Yes
25.	Agencies Serving Survivors of Human Trafficking	Yes	Yes	Yes
26.	Victim Service Providers	Yes	Yes	Yes
27.	Domestic Violence Advocates	Yes	Yes	Yes
28.	Other Victim Service Organizations	Yes	No	No
29.	State Domestic Violence Coalition	No	No	No
30.	State Sexual Assault Coalition	No	No	No
31.	Youth Advocates	Yes	No	Yes
32.	Youth Homeless Organizations	Yes	No	Yes
33.	Youth Service Providers	Yes	No	Yes
	Other: (limit 50 characters)			
34.				
35.				

By selecting "other" you must identify what "other" is.

1B-2.	Open Invitation for New Members.	
	NOFO Section V.B.1.a.(2)	
	Describe in the field below how your CoC:	
1.	communicated a transparent invitation process annually (e.g., communicated to the public on the CoC's website) to solicit new members to join the CoC;	
2.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and	
3.	invited organizations serving culturally specific communities experiencing homelessness in the geographic area to address equity (e.g., Black, Latino, Indigenous, LGBTQ+, and persons with disabilities).	

(limit 2,500 characters)

1. The CoC has a year-round open invitation process where all interested persons and organizations are welcomed & encouraged to join the CoC & participate in its planning activities. To join the CoC, persons indicate interest to CoC staff through email or verbal communication, attend a CoC meeting, or access the CoC’s membership application available year-round on the CoC’s website: <https://www.cambridgecoc.org/>.
2. The CoC ensures effective communication with persons with disabilities with interpretation services as needed, providing materials in accessible electronic formats, and ensuring CoC meetings are accessible.
3. The CoC and the Board include organizations serving and representatives of culturally specific communities experiencing homelessness. In 2023, CoC staff engaged in dedicated outreach to several organizations and agencies serving culturally specific communities in Cambridge, including: the City of Cambridge’s LGBTQ Commission, the Community Safety Department, Department of Veterans Services, faith-based community, Library Social Work team, McKinney School Liaisons, and the Public Health Department to invite their participation in Governance Charter review work.

1B-3.	CoC’s Strategy to Solicit/Consider Opinions on Preventing and Ending Homelessness.	
	NOFO Section V.B.1.a.(3)	
	Describe in the field below how your CoC:	
1.	solicited and considered opinions from a broad array of organizations and individuals that have knowledge of homelessness, or an interest in preventing and ending homelessness;	
2.	communicated information during public meetings or other forums your CoC uses to solicit public information;	
3.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats; and	
4.	took into consideration information gathered in public meetings or forums to address improvements or new approaches to preventing and ending homelessness.	

(limit 2,500 characters)

1. To solicit and consider opinions from a broad array of organizations and individuals that have knowledge of homelessness or an interest in implementing solutions to homelessness, the CoC: convenes regular CoC and Working Group meetings that are open to the public; participates in a broad range of City hosted public meetings and local committees focused on homelessness; attends local meetings hosted by neighborhood associations, universities & business associations; actively encourages voicing of opinions and feedback by offering multiple formats including in-person meetings, 1:1 conversations and online surveys; and has a Board and membership that represents a broad array of community partners, opinions and expertise.

2. To communicate and advertise public meetings and forums, the CoC maintains a calendar of events and public meetings on its website; encourages participation from the public through the “Get Involved” section of the website and sends meeting reminders and newsletter to CoC members and email subscribers. During meetings introductions are made to introduce new members to the group, as well as time set aside for announcements by attendees as well as the CoC.

3. Information gathered in public forums is taken into consideration to improve CoC system performance and implement new approaches by being presented to the appropriate decision-making body where feedback and opinions are discussed, suggestions are vetted, and actions are agreed upon, delegated and implemented. In 2015 the CoC hosted a 3-day public forum that included local and national experts on homelessness and culminated in a series of recommendations agreed upon by a steering committee of diverse stakeholders. These recommendations resulted in improvements such as dedicated location for mail services, increased prevention funds, successful advocacy to expand inclusionary zoning and continue to guide CoC priorities. From May - November 2021, the CoC in partnership with the City of Cambridge formed an Ad Hoc group to make recommendations on how to improve the response to homelessness in our community. Recommendations are focused on prevention, crisis intervention, long-term solutions and cross-cutting issues. The recommendations from this group of diverse organizations and individuals helped to secure ARPA - State and Local Fiscal Relief Funds for projects to improve the community's approach to preventing and ending homelessness.

1B-4.	Public Notification for Proposals from Organizations Not Previously Awarded CoC Program Funding.	
NOFO Section V.B.1.a.(4)		
Describe in the field below how your CoC notified the public:		
1.	that your CoC will consider project applications from organizations that have not previously received CoC Program funding;	
2.	about how project applicants must submit their project applications—the process;	
3.	about how your CoC would determine which project applications it would submit to HUD for funding; and	
4.	ensured effective communication and access for persons with disabilities, including the availability of accessible electronic formats.	

**(limit 2,500 characters)**

1. The CoC notified the public that it was accepting project application proposals by: posting public notifications to the CoC's website (7/21/2023), emailing funding announcements to the CoC listserv (7/21/2023), and hosting a public meeting to provide instructions and information to interested agencies (7/31/2023). The public notifications explicitly state that the CoC welcomes and encourages applications from all interested organizations, including those that have not previously received CoC program funding. Additionally, the CoC conducts outreach to providers not currently receiving funds to ensure they are aware of funding opportunities and provided technical assistance and 1:1 meetings with agencies to answer questions about application procedures and CoC Program requirements.
2. Notifications include a link to the CoC's publicly posted Local Competition Information document, which includes detailed instructions on how to submit proposals, and a timeline & description of how applications will be reviewed and ranked. The process for submitting applications was described during the public meeting on 7/31 and the recording of the meeting was posted to the CoC's public website for access by those who could not attend the live event.
3. The public was notified about how the CoC determines whether project applications will be included in the CoC's submission to HUD through the procedures detailed in the Local Competition Information document, in the published request for project proposals and during the public meeting.
4. The CoC ensures effective communication with persons with disabilities by utilizing interpretation services as needed, providing materials in accessible electronic formats, and ensuring CoC meeting spaces are accessible.

## 1C. Coordination and Engagement

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

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1C-1.	Coordination with Federal, State, Local, Private, and Other Organizations.	
	NOFO Section V.B.1.b.	
	In the chart below:	
	1. select yes or no for entities listed that are included in your CoC's coordination, planning, and operations of projects that serve individuals, families, unaccompanied youth, persons who are fleeing domestic violence who are experiencing homelessness, or those at risk of homelessness; or	
	2. select Nonexistent if the organization does not exist within your CoC's geographic area.	

	Entities or Organizations Your CoC Coordinates with for Planning or Operations of Projects	Coordinates with the Planning or Operations of Projects?
1.	Funding Collaboratives	Nonexistent
2.	Head Start Program	No
3.	Housing and services programs funded through Local Government	Yes
4.	Housing and services programs funded through other Federal Resources (non-CoC)	Yes
5.	Housing and services programs funded through private entities, including Foundations	Yes
6.	Housing and services programs funded through State Government	Yes
7.	Housing and services programs funded through U.S. Department of Health and Human Services (HHS)	Yes
8.	Housing and services programs funded through U.S. Department of Justice (DOJ)	No
9.	Housing Opportunities for Persons with AIDS (HOPWA)	Yes
10.	Indian Tribes and Tribally Designated Housing Entities (TDHEs) (Tribal Organizations)	Nonexistent
11.	Organizations led by and serving Black, Brown, Indigenous and other People of Color	Yes
12.	Organizations led by and serving LGBTQ+ persons	Yes
13.	Organizations led by and serving people with disabilities	No
14.	Private Foundations	Yes
15.	Public Housing Authorities	Yes
16.	Runaway and Homeless Youth (RHY)	Nonexistent
17.	Temporary Assistance for Needy Families (TANF)	No
	Other:(limit 50 characters)	



18.		
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1C-2.	CoC Consultation with ESG Program Recipients.	
	NOFO Section V.B.1.b.	

Describe in the field below how your CoC:	
1.	consulted with ESG Program recipients in planning and allocating ESG Program funds;
2.	participated in evaluating and reporting performance of ESG Program recipients and subrecipients;
3.	provided Point-in-Time (PIT) count and Housing Inventory Count (HIC) data to the Consolidated Plan jurisdictions within its geographic area; and
4.	provided information to Consolidated Plan Jurisdictions to address homelessness within your CoC's geographic area so it could be addressed in the Consolidated Plan update.

**(limit 2,500 characters)**

1. The City of Cambridge (ESG entitlement recipient) shares the same geography and boundaries as the Cambridge CoC. Planning, coordination, and allocation of ESG & ESG-CV funds is the responsibility of the City's Human Services Dept. in consultation with the CoC Board & members. Staff-including the CoC & ESG planners, HMIS lead, and Coordinated Entry project manager-meet weekly to discuss program performance and to identify program and service gaps in both CoC and ESG programs that inform planning and allocation of funds. Additionally, a staff person from the City department overseeing the jurisdiction's Consolidated Plan sits on the CoC's Board of Directors and participates in CoC meetings and finance staff working on both the ESG and CoC funds meet quarterly.

2. During regular meetings, the CoC and ESG planners, HMIS lead, and Coordinated Entry project manager participate in evaluation of performance of the ESG Program primarily utilizing information input into HMIS by the ESG recipient and subrecipients. Staff strive to consistently address and respond to community needs and performance with both CoC and ESG program evaluation and subsequent program adjustments. Additionally, the HMIS manager and ESG planner work collaboratively with ESG subrecipients to improve data quality throughout the year and to complete the annual CAPER report on performance (and quarterly CAPERs for ESG-CV projects).

3. The CoC ensures local homeless information, including PIT & HIC data, gaps analysis, and system performance data, is communicated and addressed in the Consolidated Plan through active engagement and communication - bi-monthly meetings and frequent email communication - with the City department responsible for generating and updating the Consolidated Plan.

4. CoC staff contributed narrative submissions, HMIS reports and bed utilization data to assist in updating the Consolidated Plan, Annual Action Plan and CAPER reports. Additionally, the CoC ensures relevant information and updates are reflected through advertising public hearings and providing opportunities for feedback from the broad array of CoC partners.

1C-3.	Ensuring Families are not Separated.	
	NOFO Section V.B.1.c.	

Select yes or no in the chart below to indicate how your CoC ensures emergency shelter, transitional housing, and permanent housing (PSH and RRH) do not deny admission or separate family members regardless of each family member's self-reported sexual orientation and gender identity:

1.	Conducted mandatory training for all CoC- and ESG-funded service providers to ensure families are not separated.	No
2.	Conducted optional training for all CoC- and ESG-funded service providers to ensure families are not separated.	No
3.	Worked with ESG recipient(s) to adopt uniform anti-discrimination policies for all subrecipients.	Yes
4.	Worked with ESG recipient(s) to identify both CoC- and ESG-funded facilities within your CoC's geographic area that might be out of compliance and took steps to work directly with those facilities to bring them into compliance.	No
5.	Sought assistance from HUD by submitting questions or requesting technical assistance to resolve noncompliance by service providers.	No

1C-4.	CoC Collaboration Related to Children and Youth—SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate the entities your CoC collaborates with:

1.	Youth Education Provider	Yes
2.	State Education Agency (SEA)	No
3.	Local Education Agency (LEA)	Yes
4.	School Districts	Yes

1C-4a.	Formal Partnerships with Youth Education Providers, SEAs, LEAs, School Districts.	
	NOFO Section V.B.1.d.	

Describe in the field below the formal partnerships your CoC has with at least one of the entities where you responded yes in question 1C-4.

**(limit 2,500 characters)**

The CoC collaborates with youth education providers, LEAs and the Cambridge Public School District McKinney Liaisons through membership and participation in the Homeless Education Providers Committee (HEPC) convened by the Cambridge Public School Department (LEA) to better serve children experiencing homelessness. The HEPC includes key members from education organizations throughout Cambridge. It includes representatives from daycares, schools, afterschool programs, CoC provider staff, Cambridge Multi-Service Center, clothing assistance and food banks. The HEPC meets quarterly and works on coordinating care and support for homeless children across the Cambridge education system. Additional collaboration occurs through attendance at CoC planning and working group meetings, communication related to service provision and resources, and participation in data collection (PIT and MA Youth Count).

1C-4b.	Informing Individuals and Families Experiencing Homelessness about Eligibility for Educational Services.	
	NOFO Section V.B.1.d.	

Describe in the field below written policies and procedures your CoC uses to inform individuals and families who become homeless of their eligibility for educational services.

**(limit 2,500 characters)**

The CoC and ESG Written Standards include policies requiring all providers to inform individuals and families of their rights and eligibility for educational services. All CoC and ESG projects serving households with children must have a staff person designated as the educational liaison that will ensure children are enrolled in school and connected with appropriate services in the community, including early childhood programs such as Head Start, Part C of the Individuals with Disabilities Education Act, and McKinney Vento Title I education services. Additionally, Cambridge Public Schools maintains a resource guide and “Know Your Child’s Rights” pamphlet for families experiencing homelessness on the department’s website that includes general information, FAQs, and contact information for Homeless Service Coordinators and the Homeless Liaison: <https://www.cpsd.us/cms/one.aspx?portalId=3042869&pageId=3508704>.

These resources are linked on the CoC’s website and Resource Guide. Finally, all family shelters operating in the CoC are contractually obligated to inform participants of eligibility through agreements with the State's Emergency Assistance shelter program.

1C-4c.	Written/Formal Agreements or Partnerships with Early Childhood Services Providers.	
	NOFO Section V.B.1.d.	

Select yes or no in the chart below to indicate whether your CoC has written formal agreements or partnerships with the listed providers of early childhood services:

		MOU/MOA	Other Formal Agreement
1.	Birth to 3 years	No	No
2.	Child Care and Development Fund	No	No
3.	Early Childhood Providers	No	Yes
4.	Early Head Start	No	No
5.	Federal Home Visiting Program–(including Maternal, Infant and Early Childhood Home and Visiting or MIECHV)	No	No
6.	Head Start	No	No
7.	Healthy Start	No	No
8.	Public Pre-K	No	No
9.	Tribal Home Visiting Program	No	No
	Other (limit 150 characters)		
10.			

1C-5.	Addressing Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors–Collaboration with Federally Funded Programs and Victim Service Providers.
	NOFO Section V.B.1.e.

In the chart below select yes or no for the organizations your CoC collaborates with:

	Organizations	
1.	state domestic violence coalitions	Yes
2.	state sexual assault coalitions	Yes
3.	other organizations that help this population	Yes

1C-5a.	Collaboration with Federally Funded Programs and Victim Service Providers to Address Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.
	NOFO Section V.B.1.e.

Describe in the field below how your CoC regularly collaborates with organizations indicated in Question 1C-5 to:

1.	update CoC-wide policies; and
2.	ensure all housing and services provided in the CoC's geographic area are trauma-informed and can meet the needs of survivors.

(limit 2,500 characters)

1. The CoC Board -in consultation with Transition House, the CoC’s primary DV service provider- has issued policies and procedures to address the safety concerns and unique needs of those experiencing and/or those who have survived Domestic Violence, Dating Violence, Sexual Assault, and Stalking (DV). The CoC’s website has a dedicated VAWA resource page, which includes information about the CoC’s emergency transfer plan and emergency response protocol for those experiencing DV:  
<https://www.cambridgecoc.org/violenceagainst-women-act-vawa-resources>.

Clients actively fleeing DV are encouraged to develop a safety plan and are referred to Transition House for assistance. Safety plans are used as a guide to determine which services or interventions are best for the client’s unique needs.

2. The CoC, through partnership with Transition House, the CoC’s primary DV service provider works to share information and best practices related to trauma-informed service provision through communication via listserv, resource documents and meetings. CoC subrecipients and partners implement agency level training focused on trauma-informed care, and Transition House is available as a resource to all providers in the community to consult on individual cases and assist in development of safety plans for project participants. In March and September 2022, the CoC hosted full day Trauma-Informed De-Escalation trainings for homeless services providers including CoC and ESG subrecipients.

1C-5b.	Coordinated Annual Training on Best Practices to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
NOFO Section V.B.1.e.		
Describe in the field below how your CoC coordinates to provide training for:		
1.	project staff that addresses best practices (e.g., trauma-informed, victim-centered) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually); and	
2.	Coordinated Entry staff that addresses best practices (e.g., trauma informed care) on safety and planning protocols in serving survivors of domestic violence and indicate the frequency of the training in your response (e.g., monthly, semi-annually).	

(limit 2,500 characters)

1. CoC providers are trained to offer housing and services in a manner that considers unique circumstances of survivors by assessing needs & coordination services while prioritizing safety for the client (case-by-case assessment of appropriate referrals). At this time, the training occurs at the subrecipient agency-level as the CoC has not had capacity in the last year to offer a CoC level training. Information on local, State, and national trainings are shared via the CoC’s website, and annual HIMS trainings cover how staff should assess, collect & record data, and make referrals in ways that protect safety and confidentiality while promoting client autonomy.

2. Coordinated Entry staff, including the Program Manager, Project Coordinator, Housing Navigators, and other partner staff, participate in training upon hire and then periodically throughout the year to review all CE policies and procedures, including trauma-informed care, confidentiality and safety planning protocols when working with survivors of domestic violence. Additionally, CE staff convene bi-weekly case conferencing with cross-agency participation. CE staff are trained to access community resources for safety planning available through Transition House, Legal Services, and the Cambridge Police Department’s Domestic Violence Unit.

1C-5c.	Implemented Safety Planning, Confidentiality Protocols in Your CoC’s Coordinated Entry to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC’s coordinated entry includes:	
	1. safety planning protocols; and	
	2. confidentiality protocols.	

**(limit 2,500 characters)**

1. Cambridge CoC’s Coordinated Entry system – Cambridge Coordinated Access Network (CCAN) – is equipped to address the safety planning needs of domestic violence, dating violence, sexual assault and stalking survivors. CE staff are trained to access community resources for safety planning available through Transition House, Legal Services, and the Cambridge Police Department’s Domestic Violence Unit. CE assessors assist survivors in safety planning primarily by connecting with the local domestic agency’s Community Support Partnership Team. This program offers safety planning and advocacy for survivors. Assessors also assist in connecting survivors to other community resources including counseling and hotlines offering safety planning support, including culturally and/or linguistically targeted services focused on Latino/a/x, Asian-American, and LGBTQ+ populations.

2. The Coordinated Entry system includes confidentiality protocols that align with the CoC’s HMIS Policies and Procedures. Persons who access the CE system seeking shelter or services from non-victim specific providers who are fleeing or attempting to flee domestic violence, dating violence, sexual assault or stalking are entered into the HMIS system anonymously.

1C-5d.	Used De-identified Aggregate Data to Address the Needs of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below:	
	1. the de-identified aggregate data source(s) your CoC used for data on survivors of domestic violence, dating violence, sexual assault, and stalking; and	
	2. how your CoC uses the de-identified aggregate data described in element 1 of this question to evaluate how to best meet the specialized needs related to domestic violence and homelessness.	

**(limit 2,500 characters)**

1. The CoC uses several de-identified data sources to assess the scope of community needs related to domestic violence, dating violence, sexual assault, and stalking. The CoC recognizes that none of these data sources are without flaws as domestic violence needs are frequently underreported, but the CoC utilizes all data sources available to increase understanding of the scope and types of needs in the community. The primary source used to assess the needs related to DV of persons accessing services through the CoC is data from Transition House, the CoC’s primary provider of housing and services for DV survivors. Transition House maintains a comparable HMIS database, which produces deidentified aggregate reports for annual performance assessments for the CoC and ESG programs. The CoC also utilizes data from HMIS to assess the number of clients in different program types who are currently fleeing DV or who have experienced DV in the past.

The CoC also reviews data from the following sources to assess broader community need: the City of Cambridge’s Domestic and Gender Based Violence Prevention Initiative’s Needs Assessment reports; Cambridge Police Department’s Domestic Crime Data (annual statistics about domestic incidents reported to police); Cambridge Public Health Department’s Community Health Assessment; City of Cambridge’s Community Needs Assessment; National Network to End Domestic Violence’s Census; and the statewide SafeLink Domestic Violence Hotline’s reports.

2. The CoC uses de-identified data from the above listed sources to quantify needs and gaps in the homeless services system for persons impacted by domestic violence; determine training needs for the CoC; improve communication of resources available to clients and staff; and engage in policy work to improve overall system coordination and functioning.

&nbsp;

1C-5e.	Implemented Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking Survivors.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC communicates to all individuals and families seeking or receiving CoC Program assistance:	
	1. whether your CoC has policies and procedures that include an emergency transfer plan;	
	2. the process for individuals and families to request an emergency transfer; and	
	3. the process your CoC uses to respond to individuals’ and families’ emergency transfer requests.	

**(limit 2,500 characters)**

1. The CoC has a dedicated Emergency Transfer Plan that identifies tenants who are eligible for an emergency transfer, the documentation needed to request an emergency transfer, confidentiality protections, how an emergency transfer may occur, and guidance to tenants on safety and security. The CoC's policies and procedures for Emergency Transfers is based on a model emergency transfer plan published by HUD.

2. To request an emergency transfer, individuals and families notify the CoC housing program's administrator or management and submit a written request for a transfer. The housing program will provide reasonable accommodations for individuals with disabilities. The written request must include a statement that the tenant reasonably believes that there is a threat of imminent harm from further violence if they stay in the same unit or a statement that the tenant was a sexual assault victim and the assault occurred on the premises during the 90 day calendar period preceding the request for an emergency transfer. The housing program may use HUD forms 5382 and 5383 to document requests for transfers and to document incidents of domestic violence.

3. The process the CoC uses to respond to emergency transfer requests: the CoC housing program will act as quickly as possible to move a tenant to another unit. If the CoC housing program has no safe and available units for which a tenant who needs an emergency transfer is eligible, the housing program will collaborate with the Coordinated Entry (CE) system to assist the tenant in identifying safe and available units to which the tenant could move. Tenants eligible for an emergency transfer have priority over all other households awaiting referrals through the CE system and retain their original homeless or chronically homeless status for purposes of the transfer. If desired by the individual or family, the CoC housing program will assist in contacting local organizations offering assistance to survivors of domestic violence, dating violence, sexual assault or stalking. The CoC also works closely with the Cambridge Housing Authority for assistance and guidance in managing emergency transfers.

1C-5f.	Access to Housing for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.	
	NOFO Section V.B.1.e.	
	Describe in the field below how your CoC:	
1.	ensures that survivors of domestic violence, dating violence, sexual assault, or stalking have safe access to all of the housing and services available within the CoC's geographic area; and	
2.	proactively identifies systemic barriers within your homeless response system that create barriers to safely house and provide services to survivors of domestic violence, dating violence, sexual assault, or stalking.	

**(limit 2,500 characters)**



1. The CoC works to ensure that survivors have safe access to all of the housing and services available within the CoC’s geographic area through close partnership, collaboration and communication with organizations working with survivors. No person is ever denied access to the CoC’s coordinated entry process on the basis that he or she is or has been a victim of domestic violence, dating violence, sexual assault or stalking. The CoC’s CE system includes survivors in the queue of households awaiting referrals for housing and services by entering data anonymously into the HMIS system. The Coordinated Entry (CE) system is advertised throughout the CoC’s geography and information about the CE process is posted on multiple websites (CoC, City of Cambridge, web-based resource guides, etc.); shared at weekly community meetings with key partners including healthcare providers, substance use providers, social work teams based out of public libraries, police department, and community safety department; and available in printed form through posters and “pocket guides” that are widely distributed throughout the community.

2. The CoC works to proactively identify systemic barriers within the homeless response system that create barriers to safely house and provide services through communication and collaboration with key partners in the community. The CoC’s Board includes the Assistant Director of Transition House, the primary Domestic Violence agency serving the CoC’s geography. The CoC – Collaborative Applicant staff, Board members, and partner agency staff – works with the City of Cambridge’s Domestic and Gender Based Violence Initiative, the Cambridge Police Department’s Domestic Violence Unit, and the City’s newly formed Community Safety Department (non-police crisis response) to identify and address systemic barriers to safely house and provide services to survivors. The overarching barrier to meeting the needs of survivors within the homeless response system is insufficient affordable and supportive housing resources in the CoC’s geography and region. Additionally, there is need for skilled staff to provide trauma-informed services alongside housing support to meet the unique and often complex needs of DV survivors. In 2023, the CoC hosted two training sessions on trauma-informed de-escalation for service providers, and is working to develop and host additional trainings focused on domestic violence in the coming year.

1C-5g.	Ensuring Survivors With a Range of Lived Expertise Participate in Developing CoC-Wide Policy and Programs.	
	NOFO Section V.B.1.e.	

Describe in the field below how your CoC:	
1.	ensured survivors with a range of lived expertise are involved in the development of your CoC-wide policy and programs; and
2.	accounted for the unique and complex needs of survivors.

(limit 2,500 characters)

1. The CoC is currently engaged with HUD-appointed Technical Assistance to improve and enhance the CoC’s governance practices. This work is moving our CoC toward expanded governance to ensure people with a range of lived expertise, including survivors of domestic violence, are involved in the development of CoC-wide policy and programs. The CoC Board approved a Governance Charter Review Committee (GCRC) that met 6 times during summer 2023 to engage in an inclusive community process to enhance CoC governance. Members of the GCRC include people with lived expertise and a broad range of identities of subpopulations represented in the unhoused community in the Cambridge CoC. At the time of writing, the CoC has not yet formalized the changes to CoC governance that will ensure survivors with range of lived expertise are involved in the development of CoC-wide policy and programs but we anticipate this will be accomplished in late 2023 or early 2024.

Transition House, Cambridge’s primary domestic violence agency and one of the CoC’s subrecipient agencies, recently formed a Client Advisory Group that is comprised of survivors and participants in the agency’s DV programs (shelter, transitional housing, PSH, RRH). The group meets monthly and gives direct input on the policies and practices of the agency. Additionally, the agency conducts a bi-annual survey that gathers anonymous input from current clients to inform policies and programs.

2. In the GCRC referenced in element 1, the initial work included a group process for defining group agreements for meetings – ensuring that participants agreed to support one another in respecting different perspectives, methods of participation, and safety in moments of vulnerability. These group agreements were revisited at the start of each session. Additionally, each meeting included introductions with names and pronouns. The work of Transition House referenced in element 1 provides multiple options for safe communication with survivors, including participation in meetings or options for anonymous feedback in multiple languages.

1C-6.	Addressing the Needs of Lesbian, Gay, Bisexual, Transgender and Queer+–Anti-Discrimination Policy and Training.	
	NOFO Section V.B.1.f.	

1.	Did your CoC implement a written CoC-wide anti-discrimination policy ensuring that LGBTQ+ individuals and families receive supportive services, shelter, and housing free from discrimination?	Yes
2.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity (Equal Access Final Rule)?	No
3.	Did your CoC conduct annual CoC-wide training with providers on how to effectively implement Equal Access in Accordance With an Individual's Gender Identity in Community Planning and Development Programs (Gender Identity Final Rule)?	No

1C-6a.	Anti-Discrimination Policy–Updating Policies–Assisting Providers–Evaluating Compliance–Addressing Noncompliance.	
	NOFO Section V.B.1.f.	

Describe in the field below:

1.	how your CoC regularly collaborates with LGBTQ+ and other organizations to update its CoC-wide anti-discrimination policy, as necessary to ensure all housing and services provided in the CoC are trauma-informed and able to meet the needs of LGBTQ+ individuals and families;
2.	how your CoC assisted housing and services providers in developing project-level anti-discrimination policies that are consistent with the CoC-wide anti-discrimination policy;
3.	your CoC's process for evaluating compliance with your CoC's anti-discrimination policies; and
4.	your CoC's process for addressing noncompliance with your CoC's anti-discrimination policies.

(limit 2,500 characters)

1. The CoC is prepared to update the CoC-wide anti-discrimination policy, as necessary, based on feedback from CoC and community partners. Beyond the initial feedback incorporated when the policy was originally developed, the CoC has not yet received feedback that has necessitated updates to the policy.

2. The CoC held meetings describing the Anti-Discrimination policy and expectations for CoC and ESG subrecipients, and has offered to provide assistance to subrecipients in development of project-level anti-discrimination policies. The CoC plans to provide additional training to CoC and ESG subrecipients regarding the Anti-Discrimination Policy in the coming year.

3. Currently, the CoC's process for evaluating compliance with antidiscrimination policies is based on review of project-level policies.

4. The CoC's process for addressing noncompliance with anti-discrimination policies is to consult with the City of Cambridge's Human Rights Commission, which is the city's Human Rights and Fair Housing enforcement agency that investigates and adjudicates complaints of discrimination in the areas of employment, housing, public accommodation and education.

1C-7.	Public Housing Agencies within Your CoC's Geographic Area--New Admissions--General/Limited Preference--Moving On Strategy.	
	NOFO Section V.B.1.g.	
	You must upload the PHA Homeless Preference\PHA Moving On Preference attachment(s) to the 4B. Attachments Screen.	
	Enter information in the chart below for the two largest PHAs highlighted in gray on the current CoC-PHA Crosswalk Report or the two PHAs your CoC has a working relationship with--if there is only one PHA in your CoC's geographic area, provide information on the one:	

Public Housing Agency Name	Enter the Percent of New Admissions into Public Housing and Housing Choice Voucher Program During FY 2022 who were experiencing homelessness at entry	Does the PHA have a General or Limited Homeless Preference?	Does the PHA have a Preference for current PSH program participants no longer needing intensive supportive services, e.g., Moving On?
Cambridge Housing Authority	24%	Yes-HCV	No
Department of Housing and Community Development	12%	Yes-HCV	No

<b>1C-7a.</b>	<b>Written Policies on Homeless Admission Preferences with PHAs.</b>	
	NOFO Section V.B.1.g.	
	Describe in the field below:	
	1. steps your CoC has taken, with the two largest PHAs within your CoC's geographic area or the two PHAs your CoC has working relationships with, to adopt a homeless admission preference—if your CoC only has one PHA within its geographic area, you may respond for the one; or	
	2. state that your CoC has not worked with the PHAs in its geographic area to adopt a homeless admission preference.	

**(limit 2,500 characters)**

1. The CoC has encouraged adoption of a homeless admission preference through regular communication with leadership at the Cambridge Housing Authority (CHA), which is the largest PHA in the CoC's geographic area, and through ongoing work related to mainstream and Emergency Housing vouchers, and joint participation in HUD field office meetings related to PHA & CoC collaboration. The Executive Director of the CHA sits on the CoC's Board of Directors and is actively engaged in the CoC planning and governance processes. Although the CHA's Board has not yet formally adopted a homeless preference through adjustments to the Administrative Plan, the changes are pending and CHA has entered into MOU with the CoC Collaborative Applicant (DHSP) indicating limited preference for Mainstream vouchers. Additionally, CHA works directly with several homeless service nonprofits in the CoC to provide support with sponsor-based voucher programs serving homeless families with children, unaccompanied homeless youth, households fleeing domestic violence, and chronically homeless individuals. The CHA is a critical partner in the CoC's efforts to end homelessness and has demonstrated commitment to the shared goal through use of its Moving to Work designation to support innovative projects dedicated for households moving out of homelessness, through executing MOUs with the CoC related to Section 811 Mainstream Vouchers and Emergency Housing Vouchers that serve households exiting homelessness, and through significant housing development projects targeting households exiting homelessness.

The second largest PHA the CoC works with is the State's Department of Housing and Community Development (DHCD)/Executive Office of Housing and Livable Communities (EOHLC) PHA, which recently adopted a limited homeless preference for a new allocation of Mainstream Vouchers that will serve clients in the CoC's geographic area.

<b>1C-7b.</b>	<b>Moving On Strategy with Affordable Housing Providers.</b>	
	Not Scored—For Information Only	

Select yes or no in the chart below to indicate affordable housing providers in your CoC's jurisdiction that your recipients use to move program participants to other subsidized housing:

	1. Multifamily assisted housing owners		No
	2. PHA		Yes
	3. Low Income Housing Tax Credit (LIHTC) developments		Yes

4.	Local low-income housing programs	Yes
	Other (limit 150 characters)	
5.		

1C-7c.	Include Units from PHA Administered Programs in Your CoC's Coordinated Entry.	
	NOFO Section V.B.1.g.	

In the chart below, indicate if your CoC includes units from the following PHA programs in your CoC's coordinated entry process:

1.	Emergency Housing Vouchers (EHV)	Yes
2.	Family Unification Program (FUP)	No
3.	Housing Choice Voucher (HCV)	No
4.	HUD-Veterans Affairs Supportive Housing (HUD-VASH)	No
5.	Mainstream Vouchers	No
6.	Non-Elderly Disabled (NED) Vouchers	Yes
7.	Public Housing	No
8.	Other Units from PHAs:	
		No

1C-7d.	Submitting CoC and PHA Joint Applications for Funding for People Experiencing Homelessness.	
	NOFO Section V.B.1.g.	

1.	Did your CoC coordinate with a PHA(s) to submit a competitive joint application(s) for funding or jointly implement a competitive project serving individuals or families experiencing homelessness (e.g., applications for mainstream vouchers, Family Unification Program (FUP), other programs)?	Yes
		<b>Program Funding Source</b>
2.	Enter the type of competitive project your CoC coordinated with a PHA(s) to submit a joint application for or jointly implement.	EHV, Sect. 811 NED vouchers

1C-7e.	Coordinating with PHA(s) to Apply for or Implement HCV Dedicated to Homelessness Including Emergency Housing Voucher (EHV).	
	NOFO Section V.B.1.g.	

	Did your CoC coordinate with any PHA to apply for or implement funding provided for Housing Choice Vouchers dedicated to homelessness, including vouchers provided through the American Rescue Plan?	Yes
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1C-7e.1.	List of PHAs with Active MOUs to Administer the Emergency Housing Voucher (EHV) Program.	
	Not Scored—For Information Only	

	Does your CoC have an active Memorandum of Understanding (MOU) with any PHA to administer the EHV Program?	Yes
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	If you select yes to question 1C-7e.1., you must use the list feature below to enter the name of every PHA your CoC has an active MOU with to administer the Emergency Housing Voucher Program.	
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<b>PHA</b>	
	Cambridge Housing...

## 1C-7e.1. List of PHAs with MOUs

**Name of PHA:** Cambridge Housing Authority

## 1D. Coordination and Engagement Cont'd

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1D-1.	Discharge Planning Coordination.	
	NOFO Section V.B.1.h.	

Select yes or no in the chart below to indicate whether your CoC actively coordinates with the systems of care listed to ensure persons who have resided in them longer than 90 days are not discharged directly to the streets, emergency shelters, or other homeless assistance programs.

1. Foster Care	Yes
2. Health Care	Yes
3. Mental Health Care	Yes
4. Correctional Facilities	Yes

1D-2.	Housing First—Lowering Barriers to Entry.	
	NOFO Section V.B.1.i.	

1.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition.	12
2.	Enter the total number of new and renewal CoC Program-funded PSH, RRH, SSO non-coordinated entry, Safe Haven, and Transitional Housing projects your CoC is applying for in FY 2023 CoC Program Competition that have adopted the Housing First approach.	12
3.	This number is a calculation of the percentage of new and renewal PSH, RRH, SSO non-Coordinated Entry, Safe Haven, and Transitional Housing projects the CoC has ranked in its CoC Priority Listing in the FY 2023 CoC Program Competition that reported that they are lowering barriers to entry and prioritizing rapid placement and stabilization to permanent housing.	100%

1D-2a.	Project Evaluation for Housing First Compliance.	
	NOFO Section V.B.1.i.	

You must upload the Housing First Evaluation attachment to the 4B. Attachments Screen.



	Describe in the field below:
1.	how your CoC evaluates every project—where the applicant checks Housing First on their project application—to determine if they are using a Housing First approach;
2.	the list of factors and performance indicators your CoC uses during its evaluation; and
3.	how your CoC regularly evaluates projects outside of your local CoC competition to ensure the projects are using a Housing First approach.

(limit 2,500 characters)

1. The CoC utilizes the local competition’s application form and HMIS data to evaluate Housing First Compliance.
2. The CoC evaluates compliance with Housing First commitments through monitoring of HMIS data that documents referrals from the Coordinated Entry (CE) system, referral status (pending, denied, accepted), and notes/status updates recorded in the HMIS system indicating reasons for denials or delays in accepting clients.
3. The CE Program Specialist meets weekly with HMIS staff to review data dashboards and follows up with housing project staff when there are questions or issues indicated by HMIS data. Bi-weekly case conferencing meetings are another venue by which compliance with Housing First commitments are monitored throughout the year.

1D-3.	Street Outreach—Scope.	
	NOFO Section V.B.1.j.	

	Describe in the field below:
1.	your CoC’s street outreach efforts, including the methods it uses to ensure all persons experiencing unsheltered homelessness are identified and engaged;
2.	whether your CoC’s Street Outreach covers 100 percent of the CoC’s geographic area;
3.	how often your CoC conducts street outreach; and
4.	how your CoC tailored its street outreach to persons experiencing homelessness who are least likely to request assistance.

(limit 2,500 characters)

1. The CoC’s street outreach efforts include multiple dedicated outreach teams and programs that work collaboratively to ensure that all unsheltered persons are identified, engaged with the CoC’s Coordinated Entry system, and connected to needed services. Street outreach targeting unsheltered persons is provided primarily by CASPAR’s First Step Street Outreach team and the City’s Multi-Disciplinary Outreach Team (MDOT), which includes staff from Healthcare for the Homeless, Professional EMS, Cambridge Police Dept Homeless Outreach Unit, Cambridge Public Library social workers, MA Department of Mental Health, PATH Team, recovery coaches, Veterans services, MH crisis intervention staff and other providers. Other agencies in the CoC offer street outreach services, including student-run shelters, the local needle exchange program, youth drop-in center, local Business Improvement District, and faith-based organizations.
2. Street outreach teams cover the CoC’s entire 6 square mile geography, and regularly visit less visible encampments in wooded areas, along the river and train tracks to ensure all unsheltered persons are identified and engaged.
3. The CoC conducts street outreach 7 days/week year-round, publicizes a phone number for the public to call if they encounter a person in need of assistance, and MDOT meets weekly to engage in cross-agency case conferencing focused on people living in unsheltered situations.
4. The CoC has tailored street outreach to persons unlikely to request assistance by persistent, frequent visits and by offering essential items -food, water, toiletries, socks, underwear, transportation assistance, “pocket guides” to available services including meals, showers, health clinics, shelters, etc. - in an effort to develop rapport with persons reluctant to access services and to ensure basic needs are met. ESG-CV CARES Act funds enhanced efforts by including a MD on the street outreach van three shifts per week, bringing critical medical care directly to unsheltered persons. The CoC has worked to extend and expand the medical outreach efforts by securing funding through the ARPA State and Local Fiscal Relief funds and Opioid Abatement funds -- including a Nurse Practitioner, Community Health Worker, and additional street outreach workers to expand daytime hours with a goal to add a supplemental services van to the street outreach fleet in 2024.

<b>1D-4.</b>	<b>Strategies to Prevent Criminalization of Homelessness.</b>	
	NOFO Section V.B.1.k.	

Select yes or no in the chart below to indicate strategies your CoC implemented to ensure homelessness is not criminalized and to reverse existing criminalization policies in your CoC's geographic area:

	Your CoC's Strategies	Ensure Homelessness is not Criminalized	Reverse Existing Criminalization Policies
1.	Engaged/educated local policymakers	Yes	No
2.	Engaged/educated law enforcement	Yes	No
3.	Engaged/educated local business leaders	Yes	No
4.	Implemented community wide plans	No	No

<b>5. Other:(limit 500 characters)</b>			
Homeless Session of District Court	Yes	Yes	

<b>1D-5.</b>	<b>Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.</b>	
	NOFO Section V.B.1.I.	

		HIC Longitudinal HMIS Data	2022	2023
	Enter the total number of RRH beds available to serve all populations as reported in the HIC or the number of households served per longitudinal HMIS data, e.g., APR.	HIC	24	17

<b>1D-6.</b>	<b>Mainstream Benefits–CoC Annual Training of Project Staff.</b>	
	NOFO Section V.B.1.m.	

Indicate in the chart below whether your CoC trains program staff annually on the following mainstream benefits available for program participants within your CoC's geographic area:

	Mainstream Benefits	CoC Provides Annual Training?
1.	Food Stamps	No
2.	SSI–Supplemental Security Income	No
3.	SSDI–Social Security Disability Insurance	No
4.	TANF–Temporary Assistance for Needy Families	No
5.	Substance Use Disorder Programs	No
6.	Employment Assistance Programs	No
7.	Other (limit 150 characters)	

<b>1D-6a.</b>	<b>Information and Training on Mainstream Benefits and Other Assistance.</b>	
	NOFO Section V.B.1.m	

	Describe in the field below how your CoC:
1.	systemically provides up-to-date information on mainstream resources available for program participants (e.g., Food Stamps, SSI, SSDI, TANF, substance abuse programs) within your CoC's geographic area;
2.	works with project staff to collaborate with healthcare organizations, including substance abuse treatment and mental health treatment, to assist program participants with receiving healthcare services; and
3.	works with projects to promote SSI/SSDI Outreach, Access, and Recovery (SOAR) certification of program staff.

**(limit 2,500 characters)**

1. The CoC systematically provides up-to-date information on mainstream resources available to persons experiencing homelessness through updates to the CoC’s web-based Resource Guide for Persons Experiencing Homelessness; regular communication about available resources, updates and trainings disseminated through the CoC’s provider email listserv updates; staff participation in regular regional meetings related to public benefits; and periodic trainings provided by the State’s Disability Determination Service (for SSI/SSDI).
  
2. The CoC relies on MA’s MassHealth system, which provides broad coverage to all MA residents. The CoC coordinates with MassHealth to facilitate ongoing health insurance enrollment for clients through the MA Health Connector - all CoC and ESG funded projects are required to ensure that clients are enrolled for health insurance. The CoC is located in MA, which is a Medicaid expansion state. Several CoC-funded PSH providers utilize the Community Support for People Experiencing Chronic Homelessness (CSPECH) program, which provides Community Support Services Medicaid reimbursement (through the C. 1115 Waiver) for chronically homeless individuals placed in permanent housing. This innovative program reduces supportive service costs for projects serving CH individuals, and helps vulnerable clients maintain tenancies. Additionally, the CoC and subrecipient agencies work to connect project participants to substance use treatment and mental health treatment as part of standard case management practices, utilizing assistance from Healthcare for the Homeless, the Cambridge Health Alliance, and other services available through Accountable Care Organizations (ACOs).
  
3. The CoC shares information about SOAR certification and training opportunities with program staff through listserv communication and CoC/workgroup meetings.

1D-7.	Increasing Capacity for Non-Congregate Sheltering.	
	NOFO Section V.B.1.n.	

Describe in the field below how your CoC is increasing its capacity to provide non-congregate sheltering.

**(limit 2,500 characters)**

The CoC, in partnership with the City of Cambridge and the Commonwealth of Massachusetts, has increased capacity for non-congregate sheltering over the past 2 years. There are currently 2 large non-congregate shelters for individuals operating in the CoC – one funded by the City (58 beds in a converted vacant hospital space) and the other funded by the State (56 beds in a former dormitory space). Additionally, in 2023 a 12-unit non-congregate family shelter opened in the CoC's geography. The expansions of non-congregate sheltering in the CoC have resulted from strong partnerships among multiple entities and through investments by the CoC, the City of Cambridge and the Commonwealth of Massachusetts.

ID-8.	Partnerships with Public Health Agencies—Collaborating to Respond to and Prevent Spread of Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC effectively collaborates with state and local public health agencies to:	
1.	develop CoC-wide policies and procedures to respond to infectious disease outbreaks; and	
2.	prevent infectious disease outbreaks among people experiencing homelessness.	

(limit 2,500 characters)

1. The CoC collaborates with the Cambridge Public Health Department and Healthcare for the Homeless to develop CoC-wide policies and procedures to respond to infectious disease outbreaks through regular communication, information-sharing and consultation with public health staff. The COVID-19 public health emergency prompted more frequent communication and collaboration between the local health department and the CoC that resulted in standard procedures related to screening, testing, quarantine and isolation procedures. Importantly, the crisis facilitated lines of communication that allow for expedient dissemination of information and protocols to respond to the quickly changing nature of updated guidance and protocols related to different infectious disease threats and responses.

2. The CoC collaborates with the Cambridge Public Health Department to prevent infectious disease outbreaks among people experiencing homelessness through coordination of resources such as PPE, test kits, isolation spaces, informational flyers, screening tools and case reporting procedures – ensuring that people experiencing homelessness and the provider staff who work in homeless service settings have access to updated information and resources to effectively prevent and respond to infectious disease outbreaks. The Cambridge Public Health Department was awarded a grant to plan for improved response related to sanitation (access to clean water and hygiene facilities) during emergencies, and is actively engaging with CoC and ESG subrecipients on the project. One highlight of this work in the last year was a "tabletop exercise" where multiple partners - public health officials, epidemiologists, communications staff, street outreach staff, emergency response personnel, city officials and CoC staff - participated in an exercise to test and refine response protocols for an infectious disease outbreak in shelters and encampments.

ID-8a.	Collaboration With Public Health Agencies on Infectious Diseases.	
	NOFO Section V.B.1.o.	
	Describe in the field below how your CoC:	
1.	shared information related to public health measures and homelessness, and	
2.	facilitated communication between public health agencies and homeless service providers to ensure street outreach providers and shelter and housing providers are equipped to prevent or limit infectious disease outbreaks among program participants.	

**(limit 2,500 characters)**

1. The CoC shares information related to public health measures to equip providers to prevent or limit disease outbreaks among program participants through regular email communication and meetings. The Cambridge Public Health Department regularly hosts clinics for vaccination and testing at emergency shelters and other service settings for homeless population, and makes available PPE and test kits to homeless providers.

2. The CoC facilitates communication between public health agencies and homeless service providers to ensure they are equipped to prevent or limit infectious disease outbreaks by hosting regular calls attended by homeless service providers, public health department staff (crisis response staff, public health nurse and epidemiologist), and Healthcare for the Homeless staff. During COVID surges during the past year, the frequency of calls is once per week and drops down to every two weeks or monthly when things are quieter. These standing meetings provide venue for public health staff to share information on protocols, procedures, data trends, testing and vaccine availability and clinic information, etc. It also provides dedicated time and space for providers to report on conditions and challenges at service sites and to ask questions of public health staff, consult on questions related to site-based isolation, incubation periods, etc.

1D-9.	Centralized or Coordinated Entry System–Assessment Process.	
	NOFO Section V.B.1.p.	

Describe in the field below how your CoC's coordinated entry system:

1.	covers 100 percent of your CoC's geographic area;
2.	uses a standardized assessment process; and
3.	is updated regularly using feedback received from participating projects and households that participated in coordinated entry.

**(limit 2,500 characters)**

1. The CoC’s Coordinated Entry (CE) system covers 100% of the CoC’s geographic area, which includes the entirety of the City of Cambridge. Any homeless household presenting within the CoC is eligible for an intake with CE. Operationally, CE is accessible through the entire geographic area by offering both fixed intake sites and mobile intake via outreach staff. The broad array of services and providers in the geography – including ESG and CoC programs, state family shelters, community meal programs, law enforcement community outreach teams, recovery coaches, substance use programs, faith-based providers, and MH crisis intervention teams – engage with the CE system by working together on client cases and directing new clients towards CE.

2. The CE uses a standard assessment process. Clients present at either the Cambridge Multi-Service Center primary access point or access Coordinated Entry intake in the field from designated outreach or shelter staff. Intake staff ascertain the subpopulation that the household belongs to (i.e. homeless individual, family at risk of becoming homeless, etc.) and then either assess them in the event that they are equipped as an access point for that subpopulation, or connect them to the appropriate access point if not (for example, a street outreach worker coming across someone who is housed but at-risk would help them schedule an appointment at the Multi-Service Center, which is the designated access point for that population). Following any needed triage as discussed above, Coordinated Entry intake staff administer the assessment appropriate to that subpopulation and enroll the household in HMIS as appropriate.

3. The CE system, policies and assessment process are updated using feedback from stakeholders. In 2019 the standardized assessment tool was shortened and streamlined using feedback collected from participants and providers. The CE Working Group is currently engaged in a process mapping endeavor assisted by technical assistance providers to formalize feedback loops and facilitate more expedient updates based on data and feedback from participants and providers.

1D-9a.	Program Participant-Centered Approach to Centralized or Coordinated Entry.	
	NOFO Section V.B.1.p.	

	Describe in the field below how your CoC’s coordinated entry system:
1.	reaches people who are least likely to apply for homeless assistance in the absence of special outreach;
2.	prioritizes people most in need of assistance;
3.	ensures people most in need of assistance receive permanent housing in a timely manner, consistent with their preferences; and
4.	takes steps to reduce burdens on people using coordinated entry.

(limit 2,500 characters)

1. The CE’s mobile access points – street outreach workers and mobile case managers – are designed specifically to reach clients with the highest barriers to accessing assistance. Street outreach workers are trained to engage clients who are not likely to seek services on their own or to present at a traditional service location. They also draw upon their relationships with clients who have historically refused to engage with any other services besides outreach. The fact that outreach workers make up a core component of the CE staff team and are trained assessors means they engage proactively with the most vulnerable households (particularly outdoor sleepers) resulting in intake/assessment of this population on the spot.

2. The CE system prioritizes people most in need of assistance through use of standardized assessment designed to identify those with highest severity of service needs and prioritization of chronically homeless persons with longest duration of homelessness.

3. Resources that are prioritized through CE-including PSH, RRH, and Housing Navigation-are allocated based on dynamic prioritization, ensuring that the clients most in need of these resources receive access to them in as timely a manner as possible. Housing Navigation staff assisting participants prioritized for permanent housing work to understand and honor client preferences throughout their engagement with participants. While the availability of resources directly prioritized through CE is significantly exceeded by the number of clients appropriate for these interventions, assessment staff maintains strong knowledge of local services and collaborations in order to provide referrals to community resources that may be of assistance, so that clients who are not highest prioritized can still receive timely and tangible help.

4. Some recent steps the CE system has taken to reduce burdens on people using CE include:

- increasing access to CE assessment at shelter and service settings – working to meet participants where most convenient;
- adding Housing Navigation staff and resources (utilizing ARPA SLFRF) to increase the capacity for 1:1 assistance in gathering needed documentation, funding to obtain copies of birth certificates, assisting with voucher applications and completing housing search; and
- engaging with technical assistance and participating in Community of Practice to evaluate CE processes and identify areas for improvement and efficiency.

1D-9b.	Informing Program Participant about Rights and Remedies through Centralized or Coordinated Entry–Reporting Violations.	
	NOFO Section V.B.1.p.	

Describe in the field below how your CoC through its centralized or coordinated entry:	
1.	affirmatively markets housing and services provided within the CoC’s geographic area and ensures it reaches all persons experiencing homelessness;
2.	informs program participants of their rights and remedies available under federal, state, and local fair housing and civil rights laws; and
3.	reports any conditions or actions that impede fair housing choice for current or prospective program participants to the jurisdiction(s) responsible for certifying consistency with the Consolidated Plan.



**(limit 2,500 characters)**

1. The CoC’s Coordinated Entry (CE) system operates in accordance with the Cambridge CoC’s Antidiscrimination Policy. The CE system is well-advertised and marketed proactively through a range of avenues available to the CoC, including web communications, CoC meetings, and relationships with staff at provider agencies and community resources. As part of the CoC’s commitment to affirmatively furthering fair housing, the CE system with its attendant housing and supportive services are marketed to all eligible persons regardless of race, color, national origin, religion, sex, age, familial status, disability, actual or perceived sexual orientation, gender identity, or marital status and data collected from the assessment process is not used to discriminate or prioritize households. The CE system is designed to reach all eligible households including those who are least likely to apply in the absence of special outreach.

2. At the point of assessment, program participants are informed of their ability to file a nondiscrimination complaint and the process by which a complaint may be filed. The CoC’s Anti-discrimination policy is also posted on the CoC’s website and includes clear instructions on how to file a complaint – by contacting the Cambridge Human Rights Commission, the City agency responsible for enforcing Fair Housing laws, or by contacting the Massachusetts Commission Against Discrimination.

3. The CoC’s process for reporting observed conditions or actions that impede fair housing includes reporting incidences directly to the Cambridge Human Rights Commission and by having CoC staff and partner agencies participate in the Consolidated Plan jurisdiction (City of Cambridge) planning processes, including participation in the City of Cambridge’s Analysis to Impediments of Fair Housing process that is completed as part of the 5-year Fair Housing Plan.

1D-10.	Advancing Racial Equity in Homelessness—Conducting Assessment.	
	NOFO Section V.B.1.q.	

1.	Has your CoC conducted a racial disparities assessment in the last 3 years?	Yes
2.	Enter the date your CoC conducted its latest assessment for racial disparities.	01/19/2021

1D-10a.	Process for Analyzing Racial Disparities—Identified Racial Disparities in Provision or Outcomes of Homeless Assistance.	
	NOFO Section V.B.1.q.	

Describe in the field below:

1.	your CoC’s process for analyzing whether any racial disparities are present in the provision or outcomes of homeless assistance; and
2.	what racial disparities your CoC identified in the provision or outcomes of homeless assistance.

**(limit 2,500 characters)**

1. The CoC’s process for analyzing whether racial disparities are present in provision or outcomes of homeless assistance relies on data collected in HMIS, PIT count, LSA/Stella tools, and HUD’s Racial Equity tool to compare homeless rates to census data. Additionally, CE data – both assessment rates and scoring results are analyzed to evaluate racial disparities.

2. The CoC identified that Black or African American individuals are overrepresented in the population of people experiencing homelessness in Cambridge, and the overrepresentation is not explained by poverty rates alone. Additionally the CoC identified that Black or African American and Latino/a households are overrepresented in the population of households with children experiencing homelessness. The January 2021 analysis of emergency shelter participants found that the majority of emergency-shelter stayers who had not received a CE assessment were Black or African American, and analysis of CE assessment data found that of individuals who were assessed, Black or African American individuals scored lower than White individuals on the CE assessment tool, meaning that there is disparity in both access to assessment and in the results of the assessment process leading to disparities in access to limited housing opportunities.

1D-10b.	Implemented Strategies that Address Racial Disparities.	
	NOFO Section V.B.1.q.	

Select yes or no in the chart below to indicate the strategies your CoC is using to address any racial disparities.

1.	The CoC’s board and decisionmaking bodies are representative of the population served in the CoC.	No
2.	The CoC has identified steps it will take to help the CoC board and decisionmaking bodies better reflect the population served in the CoC.	Yes
3.	The CoC is expanding outreach in geographic areas with higher concentrations of underrepresented groups.	Yes
4.	The CoC has communication, such as flyers, websites, or other materials, inclusive of underrepresented groups.	No
5.	The CoC is training staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness.	Yes
6.	The CoC is establishing professional development opportunities to identify and invest in emerging leaders of different races and ethnicities in the homelessness sector.	No
7.	The CoC has staff, committees, or other resources charged with analyzing and addressing racial disparities related to homelessness.	No
8.	The CoC is educating organizations, stakeholders, boards of directors for local and national nonprofit organizations working on homelessness on the topic of creating greater racial and ethnic diversity.	No
9.	The CoC reviewed coordinated entry processes to understand their impact on people of different races and ethnicities experiencing homelessness.	Yes
10.	The CoC is collecting data to better understand the pattern of program use for people of different races and ethnicities in its homeless services system.	Yes
11.	The CoC is conducting additional research to understand the scope and needs of different races or ethnicities experiencing homelessness.	No
	Other:(limit 500 characters)	
12.		

1D-10c.	<b>Implemented Strategies that Address Known Disparities.</b>	
	NOFO Section V.B.1.q.	

Describe in the field below the steps your CoC is taking to address the disparities identified in the provision or outcomes of homeless assistance.

**(limit 2,500 characters)**

1. The CoC has piloted a new assessment process for CE that simplifies the scoring, relying more heavily on LOT homeless – an objective measure deduced from HMIS bed stay records and less on self-reported or assessor observed vulnerabilities. This initial step has resulted in more equal scoring results and the CoC is working to build on this work to improve the CE assessment process in the coming year. The CoC is working with technical assistance providers to facilitate an inclusive planning process to work toward a more equitable assessment process. Additionally, the CoC – in partnership with the City of Cambridge – has increased the number of assessors and Housing Navigators available in the CoC to work to eliminate the disparities observed in access to assessment in the January 2021 analysis.

2. CoC Collaborative Applicant staff participate in the Racial Equity Working Group of the MA CoC Association and have participated in the City's dedicated Human Services Racial Equity Initiative that launched in 2018 and includes trainings on Identity, Active Listening, 10Cs of Awareness and Change and monthly learning activities and affinity groups designed to infuse racial equity framework and anti-racist actions into all aspects of the department's work. CoC homeless provider organizations have formed agency-level racial equity committees and some have created new staff positions dedicated to improving racial equity in provision of services. The CoC is working to expand representation of organizations and individuals representing historically marginalized groups on the CoC Board and within Collaborative Applicant staff as we work to fill vacant positions.

1D-10d.	<b>Tracked Progress on Preventing or Eliminating Disparities.</b>	
	NOFO Section V.B.1.q.	

Describe in the field below:

1.	the measures your CoC has in place to track progress on preventing or eliminating disparities in the provision or outcomes of homeless assistance; and
2.	the tools your CoC uses.

**(limit 2,500 characters)**

1. The CoC has worked closely with HMIS Lead staff to develop data dashboards designed to monitor racial disparities in program enrollments (incidence of homelessness) and in CE outcomes (assessment access and scores).
2. The CoC uses the Looker data analysis platform available through the HMIS software (Bitfocus) to develop, access and monitor data to track disparities in the system. The Looker dashboards include multiple charts, tables and visualizations derived from HMIS data. The CoC is working to expand the tracking tools to monitor racial equity outcomes at various phases including assessment, prioritization, referral, navigation, leasing, and retention/recidivism. HUD’s Stella tool is an additional resource used by the CoC and the CoC’s HMIS Working Group to track progress on eliminating disparities in the CoC.

1D-11.	Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking—CoC’s Outreach Efforts.	
	NOFO Section V.B.1.r.	

Describe in the field below your CoC’s outreach efforts (e.g., social media announcements, targeted outreach) to engage those with lived experience of homelessness in leadership roles and decision making processes.

**(limit 2,500 characters)**

The CoC, through partnerships with the City of Cambridge, has worked to involve individuals with lived experience in leadership roles on various committees and working groups focused on improving the City’s response to homelessness and response to substance use in the community. Outreach has included flyers for opportunities to participate in focus groups, communication with trusted service providers, and direct engagement/targeted outreach to individuals known to committee leaders and community partners. The CoC in partnership with the City of Cambridge offered incentive payments for individuals with lived experience to participate in interviews and focus groups to provide feedback and expertise to Ad Hoc Committee formed by City to develop homeless response recommendations.

1D-11a.	Active CoC Participation of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

You must upload the Letter Signed by Working Group attachment to the 4B. Attachments Screen.

Enter in the chart below the number of people with lived experience who currently participate in your CoC under the four categories listed:

	Level of Active Participation	Number of People with Lived Experience Within the Last 7 Years or Current Program Participant	Number of People with Lived Experience Coming from Unsheltered Situations
1.	Included in the decisionmaking processes related to addressing homelessness.	2	1
2.	Participate on CoC committees, subcommittees, or workgroups.	2	1

3.	Included in the development or revision of your CoC's local competition rating factors.	2	0
4.	Included in the development or revision of your CoC's coordinated entry process.	1	0

1D-11b.	Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

Describe in the field below how your CoC or CoC membership organizations provide professional development and employment opportunities to individuals with lived experience of homelessness.

**(limit 2,500 characters)**

CoC member agencies offer professional development and employment opportunities to individuals with lived experience of homelessness. CoC agencies partner with local agencies such as the Mass Rehabilitation Commission to recruit interns with lived experience of homelessness and/or substance use with the goal of integrating individuals with lived experience into the workforce. Additionally, clubhouse programs and recovery centers offer individuals with lived experience opportunities for developing and strengthening professional skills and employment opportunities. The Cambridge Employment Program (CEP) and Cambridge Works transitional jobs program provide career counseling and job placement services to individuals experiencing homelessness in the CoC.

The CoC Collaborative Applicant and CoC member agencies have worked to reduce unnecessary barriers to employment by evaluating the educational requirements for positions - recognizing relevant lived and work experience. Each of the CoCs subrecipient agencies include several staff members with lived experience of homelessness and/or substance use and multiple CoC member agencies include staff in leadership and senior management roles with lived experience.

1D-11c.	Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.	
	NOFO Section V.B.1.r.	

Describe in the field below:

- |    |   |
|----|---|
| 1. | how your CoC routinely gathers feedback from people experiencing homelessness;  |
| 2. | how your CoC routinely gathers feedback from people who have received assistance through the CoC or ESG Programs; and |
| 3. | the steps your CoC has taken to address challenges raised by people with lived experience of homelessness.            |

**(limit 2,500 characters)**

1. The CoC does not currently have an established advisory group comprised of individuals with lived experience and has prioritized formation of such a group in the coming months as part of the technical assistance work we are engaging in related to updating and improving CoC Governance. Absent this formal body, the CoC has gathered feedback from people experiencing homelessness through individuals' participation on the CoC Board and on an Ad Hoc committee tasked with making recommendations to improve homeless response in the city. The Ad Hoc committee also facilitated multiple focus group sessions to gather feedback from individuals currently experiencing homelessness that informed the recommendations of that group.

2. Informal feedback is passed from CoC and ESG subrecipients to the CoC's staff and committees, and CoC and ESG subrecipient routinely collect participant feedback through surveys and/or client feedback sessions. Multiple ESG and CoC subrecipients have formed agency-level advisory boards to gather feedback from current and former program participants.

3. The CoC, in partnership with the City of Cambridge, has worked to address challenges raised by people with lived experience of homelessness by increasing the availability of shower services in the community, increasing the number of housing navigators available to assist with gathering documentation needed for housing opportunities, increasing the availability of meals and water, and working to increase communication related to resources available in the community.

1D-12.	Increasing Affordable Housing Supply.	
	NOFO Section V.B.1.t.	
	Describe in the field below at least 2 steps your CoC has taken in the past 12 months to engage city, county, or state governments that represent your CoC's geographic area regarding the following:	
1.	reforming zoning and land use policies to permit more housing development; and	
2.	reducing regulatory barriers to housing development.	

(limit 2,500 characters)

1. After several years of advocacy efforts and policy negotiations, the City of Cambridge adopted a 100 percent Affordable Housing Overlay (AHO) in October 2020. The AHO is designed to help affordable housing developers create new, permanently affordable homes more quickly, more cost effectively, and in areas of the city where there are currently fewer affordable housing opportunities. The AHO allows the creation of new, permanently affordable housing that is denser than what might be allowed under base zoning, and creates a new streamlined review process through which new affordable housing can be approved more efficiently.

The CoC and CoC Board members supported the efforts to pass the AHO, which both changed zoning and land use policies and reduced barriers to development, and are continuing to advocate for increasing affordable housing supply through utilization of the AHO and through other pathways. In the last 12 months, the CoC had several planning meetings with the Cambridge Housing Authority and the City of Cambridge’s Community Development Department regarding the development of the 116 Norfolk Street property. This project will utilize the AHO to convert and expand the existing 37 SROs into 62 studio apartments for individuals exiting homelessness. The CoC consulted with the planners to develop the tenant selection plan, which will rely on using the CoC’s Coordinated Entry system to fill the units.

In the last 12 months, the CoC has met with the City’s Community Development Department to discuss how the City’s Affordable Housing Trust might include set-asides for people exiting homelessness as part of tenant selection plans for large affordable housing projects.

2. In the last 12 months, the CoC has participated in and supported the statewide Supportive Housing Pipeline Coalition, a group working to advocate for increased housing production at state level by reducing regulatory barriers to housing development and simplifying financing by creating public/private flexible fund to braid existing resources and address funding gaps. The CoC signed onto a support letter for the Pipeline Coalition, staff participated in hearings at the State House, and CoC Consolidated Applicant staff are actively participating in the Coalition's working group meetings.

## 1E. Project Capacity, Review, and Ranking–Local Competition

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

1E-1.	<b>Web Posting of Your CoC’s Local Competition Deadline–Advance Public Notice.</b> NOFO Section V.B.2.a. and 2.g. You must upload the Web Posting of Local Competition Deadline attachment to the 4B. Attachments Screen.	
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1.	Enter your CoC’s local competition submission deadline date for New Project applicants to submit their project applications to your CoC—meaning the date your CoC published the deadline.	07/21/2023
2.	Enter the date your CoC published the deadline for Renewal Project applicants to submit their project applications to your CoC’s local competition—meaning the date your CoC published the deadline.	07/21/2023

1E-2.	<b>Project Review and Ranking Process Your CoC Used in Its Local Competition. We use the response to this question and the response in Question 1E-2a along with the required attachments from both questions as a factor when determining your CoC’s eligibility for bonus funds and for other NOFO criteria below.</b> NOFO Section V.B.2.a., 2.b., 2.c., 2.d., and 2.e. You must upload the Local Competition Scoring Tool attachment to the 4B. Attachments Screen. Select yes or no in the chart below to indicate how your CoC ranked and selected project applications during your local competition:	
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1.	Established total points available for each project application type.	Yes
2.	At least 33 percent of the total points were based on objective criteria for the project application (e.g., cost effectiveness, timely draws, utilization rate, match, leverage), performance data, type of population served (e.g., DV, youth, Veterans, chronic homelessness), or type of housing proposed (e.g., PSH, RRH).	Yes
3.	At least 20 percent of the total points were based on system performance criteria for the project application (e.g., exits to permanent housing destinations, retention of permanent housing, length of time homeless, returns to homelessness).	Yes
4.	Provided points for projects that addressed specific severe barriers to housing and services.	Yes



5.	Used data from comparable databases to score projects submitted by victim service providers.	Yes
6.	Provided points for projects based on the degree the projects identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	No

1E-2a.	Scored Project Forms for One Project from Your CoC's Local Competition. We use the response to this question and Question 1E-2. along with the required attachments from both questions as a factor when determining your CoC's eligibility for bonus funds and for other NOFO criteria below.	
	NOFO Section V.B.2.a., 2.b., 2.c., and 2.d.	

You must upload the Scored Forms for One Project attachment to the 4B. Attachments Screen.  
 Complete the chart below to provide details of your CoC's local competition:

1.	What were the maximum number of points available for the renewal project form(s)?	100
2.	How many renewal projects did your CoC submit?	14
3.	What renewal project type did most applicants use?	PH-PSH

1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.	
	NOFO Section V.B.2.d.	

Describe in the field below:

1.	how your CoC analyzed data regarding each project that has successfully housed program participants in permanent housing;
2.	how your CoC analyzed data regarding how long it takes to house people in permanent housing;
3.	how your CoC considered the specific severity of needs and vulnerabilities experienced by program participants preventing rapid placement in permanent housing or the ability to maintain permanent housing when your CoC ranked and selected projects; and
4.	considerations your CoC gave to projects that provide housing and services to the hardest to serve populations that could result in lower performance levels but are projects your CoC needs in its geographic area.

(limit 2,500 characters)

1. The CoC utilizes data collected in HMIS and reported in Annual Performance Reports (APRs) to evaluate projects' success in rehousing participants.
2. The FY2023 Review and Ranking process did not include analysis of length of time it takes to house people in permanent housing but focused on housing stability/retention.
3. Project scorecards award points for serving vulnerable populations by evaluating the service needs at entry of persons served as reported on the Annual Performance Report. To receive points, at least 50% of the households served in the reporting year must be a population with intensive service needs. Awarding extra points in this way is designed to acknowledge the resource requirements of serving populations with intensive service needs, and to offset the impact serving these populations may have on other scored components such as housing stability and income increases.
4. Project scorecards award points for projects that provide housing and services to hard to serve populations, including chronically homeless, and households with mental illness, substance use, chronic health, and other disabling conditions. Scorecards account for the impact serving chronically homeless clients with criminal histories, particularly sex offenders, has on the length of time to secure a unit and subsequent impact on projects' utilization rates and recaptures of funds by awarding up to 20 points to projects serving chronically homeless participants as the CoC has significant need for PSH dedicated for CH participants in the geography.

1E-3.	Advancing Racial Equity through Participation of Over-Represented Populations in the Local Competition Review and Ranking Process.	
	NOFO Section V.B.2.e.	
	Describe in the field below:	
	1. how your CoC used the input from persons of different races and ethnicities, particularly those over-represented in the local homelessness population, to determine the rating factors used to review project applications;	
	2. how your CoC included persons of different races and ethnicities, particularly those over-represented in the local homelessness population in the review, selection, and ranking process; and	
	3. how your CoC rated and ranked projects based on the degree to which their project has identified any barriers to participation (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	

(limit 2,500 characters)

1. The rating factors used to review project applications were developed and approved by the CoC's Homeless Services Planning Committee (HSPC) and CoC Board, which include persons who identify as races over-represented in the local homeless population. The CoC had a dedicated HSPC meeting to review the scorecards and feedback was encouraged from participants of different races. Feedback was encouraged through multiple communications and CoC staff encouraged HSPC and Board members to provide feedback through whatever format was easiest (phone, written, in-person, etc.).

2. The CoC's Board and Evaluation Panel that reviews, selects and ranks projects includes representation of persons who share identities overrepresented in the local homeless population and of organizations who serve over-represented groups. In 2023, the CoC began work on significant updates to the Governance Charter to increase inclusion and representation of populations over-represented in the homelessness population on the CoC Board and Committees.

3. The 2023 ranking process did not include explicit elements related to the degree to which a project has identified any barriers to participation faced by persons of different races and ethnicities. The CoC plans to adjust scoring and ranking criteria in the coming year, depending upon staffing capacity and filling of key vacant positions, to evaluate project applicants' contributions to reducing barriers to participation and improving racial equity in provision of services. Elements being considered for scoring include demographic information related to acceptance and denials of referrals to evaluate if there are disparities in acceptance of participants referred by CE system and retention/recidivism rates.

<b>1E-4.</b>	<b>Reallocation—Reviewing Performance of Existing Projects.</b>	
	NOFO Section V.B.2.f.	
	Describe in the field below:	
1.	your CoC's reallocation process, including how your CoC determined which projects are candidates for reallocation because they are low performing or less needed;	
2.	whether your CoC identified any low performing or less needed projects through the process described in element 1 of this question during your CoC's local competition this year;	
3.	whether your CoC reallocated any low performing or less needed projects during its local competition this year; and	
4.	why your CoC did not reallocate low performing or less needed projects during its local competition this year, if applicable.	

**(limit 2,500 characters)**

1. A project may voluntarily elect to reallocate funds as part of the project’s local renewal application. For involuntary reallocation, each renewal project is assessed by Collaborative Applicant staff using published criteria to determine if full or partial reallocation should be considered by the CoC Board’s Evaluation Panel. The purpose of the reallocation assessment is to determine if renewal projects are underutilized, underperforming or less needed. Completed reallocation assessments are provided to the Evaluation Panel alongside project scores to inform reallocation decisions. The CoC identifies projects that are low performing by analyzing data in four key areas: recaptures of funds, contribution to the CoC’s progress in improving system level performance and HUD’s policy priorities, alignment with local funding priorities and needs, and the CoC grant fund costs per permanent housing exit/placement.

2. The CoC identified projects with significant recaptures through the reallocation assessment process in the FY23 competition, and one subrecipient agency requested a voluntary full reallocation of a Rapid Rehousing project because the agency is no longer able to provide the service. The CoC worked to identify another subrecipient who might continue the project but was unable to identify a new operator of the project and will work with the current subrecipient to identify alternate resources and housing pathways for the current participants as the funding for the project will end in 2024.

3. The CoC is partially reallocating funds from two projects that are high performing but had significant recaptures. The partial reallocations will not impact the number of participants served or the level of services provided. The CoC is fully reallocating funds from one project described in element 2 of this question.

4. The CoC did not reallocate funds from all low performing projects in the 2023 competition due to the circumstances under which projects operated in the last operating cycle. Many projects were impacted profoundly by the public health emergency experiencing challenges to all aspects of operations, particularly staffing challenges that impacted speed by which vacancies could be filled and overall expenditures. CoC Collaborative Applicant staff will use Reallocation Assessment data to prioritize monitoring, corrective action and technical assistance for subrecipients in the coming year.

1E-4a.	Reallocation Between FY 2018 and FY 2023.	
	NOFO Section V.B.2.f.	

	Did your CoC cumulatively reallocate at least 20 percent of its ARD between FY 2018 and FY 2023?	No
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1E-5.	Projects Rejected/Reduced–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Rejected-Reduced attachment to the 4B. Attachments Screen.	

1.	Did your CoC reject any project application(s) submitted for funding during its local competition?	No
2.	Did your CoC reduce funding for any project application(s) submitted for funding during its local competition?	Yes
3.	Did your CoC inform applicants why your CoC rejected or reduced their project application(s) submitted for funding during its local competition?	Yes
4.	If you selected Yes for element 1 or element 2 of this question, enter the date your CoC notified applicants that their project applications were being rejected or reduced, in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	09/13/2023

1E-5a.	Projects Accepted–Notification Outside of e-snaps.	
	NOFO Section V.B.2.g.	
	You must upload the Notification of Projects Accepted attachment to the 4B. Attachments Screen.	

	Enter the date your CoC notified project applicants that their project applications were accepted and ranked on the New and Renewal Priority Listings in writing, outside of e-snaps. If you notified applicants on various dates, enter the latest date of any notification. For example, if you notified applicants on 06/26/2023, 06/27/2023, and 06/28/2023, then you must enter 06/28/2023.	09/13/2023
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1E-5b.	Local Competition Selection Results for All Projects.	
	NOFO Section V.B.2.g.	
	You must upload the Local Competition Selection Results attachment to the 4B. Attachments Screen.	

	Does your attachment include: 1. Project Names; 2. Project Scores; 3. Project accepted or rejected status; 4. Project Rank–if accepted; 5. Requested Funding Amounts; and 6. Reallocated funds.	Yes
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1E-5c.	Web Posting of CoC-Approved Consolidated Application 2 Days Before CoC Program Competition Application Submission Deadline.	
	NOFO Section V.B.2.g. and 24 CFR 578.95.	
	You must upload the Web Posting–CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.	

	Enter the date your CoC posted the CoC-approved Consolidated Application on the CoC’s website or partner’s website–which included: 1. the CoC Application; and 2. Priority Listings for Reallocation forms and all New, Renewal, and Replacement Project Listings.	09/25/2023
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1E-5d.	Notification to Community Members and Key Stakeholders that the CoC-Approved Consolidated Application is Posted on Website.	
	NOFO Section V.B.2.g.	

You must upload the Notification of CoC-Approved Consolidated Application attachment to the 4B. Attachments Screen.

	Enter the date your CoC notified community members and key stakeholders that the CoC-approved Consolidated Application was posted on your CoC's website or partner's website.	09/25/2023
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## 2A. Homeless Management Information System (HMIS) Implementation

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2A-1.	HMIS Vendor.	
	Not Scored—For Information Only	

	Enter the name of the HMIS Vendor your CoC is currently using.	Bitfocus, Inc.
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2A-2.	HMIS Implementation Coverage Area.	
	Not Scored—For Information Only	

	Select from dropdown menu your CoC’s HMIS coverage area.	Single CoC
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2A-3.	HIC Data Submission in HDX.	
	NOFO Section V.B.3.a.	

	Enter the date your CoC submitted its 2023 HIC data into HDX.	04/28/2023
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2A-4.	Comparable Database for DV Providers—CoC and HMIS Lead Supporting Data Collection and Data Submission by Victim Service Providers.	
	NOFO Section V.B.3.b.	

	In the field below:	
1.	describe actions your CoC and HMIS Lead have taken to ensure DV housing and service providers in your CoC collect data in HMIS comparable databases;	
2.	state whether DV housing and service providers in your CoC are using a HUD-compliant comparable database—compliant with the FY 2022 HMIS Data Standards; and	

3. state whether your CoC's HMIS is compliant with the FY 2022 HMIS Data Standards.

(limit 2,500 characters)

1. The HMIS lead, working with the grant manager of our CoC funded DV agency, ensures that staff responsible for data collection and reporting are compliant. This includes ensuring that their software vendor updates data standards and reporting functionality as needed. While their submission of APRs, CAPER and PIT reports serve as means of verification of meeting requirements of a comparable database at different times over the course of the year, the HMIS lead checks in with the database administrator to confirm that their software solution is operating as expected. For additional tech support and monitoring purposes the HMIS lead periodically visits the vendor's website to view their published log of software enhancements, updates and report changes.

2. The DV provider in our CoC is using a HUD-compliant comparable database that complies with the FY 2022 HMIS Data Standards.

3. The Cambridge CoC is compliant with the FY 2022 HMIS Data Standards.

2A-5.	Bed Coverage Rate—Using HIC, HMIS Data—CoC Merger Bonus Points.	
	NOFO Section V.B.3.c. and V.B.7.	

Enter 2023 HIC and HMIS data in the chart below by project type:

Project Type	Total Year-Round Beds in 2023 HIC	Total Year-Round Beds in HIC Operated by Victim Service Providers	Total Year-Round Beds in HMIS	HMIS Year-Round Bed Coverage Rate
1. Emergency Shelter (ES) beds	279	20	259	100.00%
2. Safe Haven (SH) beds	0	0	0	
3. Transitional Housing (TH) beds	67	10	57	100.00%
4. Rapid Re-Housing (RRH) beds	17	6	3	27.27%
5. Permanent Supportive Housing (PSH) beds	467	20	265	59.28%
6. Other Permanent Housing (OPH) beds	221	10	0	0.00%

2A-5a.	Partial Credit for Bed Coverage Rates at or Below 84.99 for Any Project Type in Question 2A-5.	
	NOFO Section V.B.3.c.	

For each project type with a bed coverage rate that is at or below 84.99 percent in question 2A-5, describe:

1.	steps your CoC will take over the next 12 months to increase the bed coverage rate to at least 85 percent for that project type; and
2.	how your CoC will implement the steps described to increase bed coverage to at least 85 percent.



**(limit 2,500 characters)**

For RRH Project Type coverage (#4), 8 beds were not included in our HMIS coverage. These 8 beds represent 3 households that were in family shelters under the State's Emergency Assistance program who exited shelter and were housed on the night of the PIT with HomeBASE Rapid Rehousing funds and services. Since this is a program administered by the State that enters data into the State's HMIS (ASIST), an HMIS coordinator from the State sends all the CoCs in MA the count of HomeBASE households for inclusion in the RRH bed section of the HIC in their respective community (the geography where RRH households were leased up). Because the project does not enter data directly into Cambridge HMIS, we have not counted the inventory as HMIS-participating on the HIC.

For PSH Project Type coverage (#5), the low coverage rate is due to 165 VASH beds not included on the 2023 HIC report. Our HMIS began transfer and upload of VASH data from our local VA provider through HUD VASH- HOMES in November of 2022 but they were excluded from the HMIS participating category on the 2023 HIC due to discrepancies between data upload from VA and records from the Public Housing Authority. HUD VASH data uploads into HMIS are ongoing and the VASH inventory is HMIS-participating and will be indicated as such on the 2024 HIC.

OPH - the HMIS coverage rate is 0% because the EHV inventory and Section 8 Moderate Rehab SRO inventory counted on the HIC are not participating in HMIS. The EHV inventory is listed as non-HMIS participating however the service providers supporting formerly homeless clients in EHV projects are participating in HMIS. HMIS and CoC staff have followed reporting guidance for the EHV inventory and will continue to work with HUD Technical Assistance providers to ensure that the inventory is properly reported on the HIC.

HMIS and CoC staff capacity to encourage HMIS participation by the Section 8 Mod Rehab projects is limited and staffing capacity within these projects is also limited, but staff will continue to communicate the benefits of HMIS participation by these projects in regular meetings with the Cambridge Housing Authority.

2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	
	NOFO Section V.B.3.d.	
	You must upload your CoC's FY 2023 HDX Competition Report to the 4B. Attachments Screen.	
	Did your CoC submit at least two usable LSA data files to HUD in HDX 2.0 by February 28, 2023, 8 p.m. EST?	Yes

## 2B. Continuum of Care (CoC) Point-in-Time (PIT) Count

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

2B-1.	PIT Count Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC conducted its 2023 PIT count.	01/25/2023
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2B-2.	PIT Count Data–HDX Submission Date.	
	NOFO Section V.B.4.a	

	Enter the date your CoC submitted its 2023 PIT count data in HDX.	04/28/2023
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2B-3.	PIT Count–Effectively Counting Youth in Your CoC’s Most Recent Unsheltered PIT Count.	
	NOFO Section V.B.4.b.	

	Describe in the field below how your CoC:	
	1. engaged unaccompanied youth and youth serving organizations in your CoC’s most recent PIT count planning process;	
	2. worked with unaccompanied youth and youth serving organizations to select locations where homeless youth are most likely to be identified during your CoC’s most recent PIT count planning process; and	
	3. included youth experiencing homelessness as counters during your CoC’s most recent unsheltered PIT count.	

**(limit 2,500 characters)**

1. The CoC engages stakeholders serving youth experiencing homelessness through regular meetings and communications throughout the year to inform year-round street outreach efforts, to plan the annual PIT count, and to plan and implement the State's annual count of unaccompanied youth (separate from the annual HUD PIT count). These meetings and communications throughout the year, and lessons learned from the State count of unaccompanied youth, informed the methodology and approach used in the 2023 count.
2. Planning for the 2023 PIT count included current and formerly homeless youth via feedback provided through the State count and survey of unaccompanied youth (primarily implemented by youth ambassadors), and through location information gathered through providers (unaccompanied youth daytime drop-in, seasonal youth shelter, medical outreach for youth), but no youth directly participated in counting efforts in the CoC's 2023 HUD PIT count.
3. Providers serving youth experiencing homelessness provide critical information to the CoC about locations where youth experiencing homelessness are staying and utilizing services, and directly inform the planning for the PIT count. The information resulted in focused coverage of specific geographic locations where youth were most recently reported to camp outdoors, as well as the known service locations of drop-in centers and night-by-night shelters.

2B-4.	PIT Count–Methodology Change–CoC Merger Bonus Points.	
	NOFO Section V.B.5.a and V.B.7.c.	
	In the field below:	
	1. describe any changes your CoC made to your sheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable;	
	2. describe any changes your CoC made to your unsheltered PIT count implementation, including methodology or data quality changes between 2022 and 2023, if applicable; and	
	3. describe how the changes affected your CoC's PIT count results; or	
	4. state "Not Applicable" if there were no changes or if you did not conduct an unsheltered PIT count in 2023.	

**(limit 2,500 characters)**

Not Applicable

There were no methodology changes to sheltered or unsheltered PIT counts between 2022 and 2023.

## 2C. System Performance

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

<b>2C-1.</b>	<b>Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses.</b>	
	NOFO Section V.B.5.b.	
	In the field below:	
	1. describe how your CoC determined the risk factors to identify persons experiencing homelessness for the first time;	
	2. describe your CoC’s strategies to address individuals and families at risk of becoming homeless; and	
	3. provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the number of individuals and families experiencing homelessness for the first time	

**(limit 2,500 characters)**

1. The CoC uses HMIS data collected from its two homelessness prevention programs and its general support program (all operated out of the Multiservice Center for the Homeless (MSC)) to identify risk factors for first-time homelessness. Households at risk of homelessness are identified by presenting as at risk at a Coordinated Entry access point, at walk-in hours at the MSC, at eviction sessions at Cambridge District Court and Eastern Housing Court, and through landlord/property manager referral. Services are advertised throughout the CoC at places likely to be frequented by households at risk of homelessness.

2. The CoC’s strategy to address households at risk of homelessness is through intervention in eviction proceedings for non-payment of rent and lease violations-including hoarding and quiet enjoyment violations-as well as with households experiencing problems that threaten tenancy (sanitary, rent increases, etc.) that are not yet at the eviction stage. Households in these situations may be offered clinical or traditional case management, diversion, mediation services, legal services, financial assistance, and/or rental assistance to prevent homelessness. Additionally, households facing significant rent increases in unsubsidized rental housing (a substantial risk factor for first time homelessness) can apply for an emergency Housing Choice Voucher through the Cambridge Housing Authority that allows the household to remain in their housing unit. The CoC prioritizes households seeking emergency HCVs due to rent increase for funds to clear rental arrears, case management to assist with the HCV application, and mediation and/or legal services to work with landlords to address concerns about working with a PHA. In the Cambridge CoC, 35 households at-risk of homelessness were referred to the Cambridge Housing Authority (CHA) for Emergency Housing Vouchers (EHV).

3. The CoC-through the ESG and CoC Planners in consultation with the CoC Board-is responsible for development of strategies to combat first time homelessness. The Director of the Multiservice Center in partnership with the City Manager’s Housing Liaison Office is responsible for overseeing implementation of strategies to reduce the number of households experiencing homelessness for the first time.

<b>2C-1a.</b>	<b>Impact of Displaced Persons on Number of First Time Homeless.</b>	
	NOFO Section V.B.5.b	

Was your CoC’s Number of First Time Homeless [metric 5.2] affected by the number of persons seeking short-term shelter or housing assistance displaced due to:

1.	natural disasters?	No
2.	having recently arrived in your CoCs’ geographic area?	No

<b>2C-2.</b>	<b>Length of Time Homeless—CoC’s Strategy to Reduce.</b>	
	NOFO Section V.B.5.c.	

In the field below:

1.	describe your CoC’s strategy to reduce the length of time individuals and persons in families remain homeless;
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2.	describe how your CoC identifies and houses individuals and persons in families with the longest lengths of time homeless; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to reduce the length of time individuals and families remain homeless.

**(limit 2,500 characters)**

1. The CoC's strategy to reduce the length-of-time (LOT) individuals and persons in families remain homeless is to prioritize chronically homeless persons with the longest LOT homeless for housing placement. The number of PH vacancies each year is not high enough to meet the demand of clients prioritized for PH, and long waitlists for PH increase the LOT clients spend in homelessness. The CoC works to address this by continuing to seek non-CoC funded PH resources to include in the Coordinated Entry (CE) system to increase the inventory of units available for persons exiting homelessness, and by working to increase Housing Search resources in the CoC. The CoC has increasingly focused on housing search as a measure to reduce LOT. Through a reevaluation of its ESG RRH funding, the CoC was able to create a full time position dedicated to housing search. CoC staff worked with the Cambridge Housing Authority to secure new Section 811 Mainstream vouchers, a portion of which will be dedicated for persons experiencing homelessness. The CoC anticipates that this increase in inventory in addition to the Emergency Housing Vouchers (EHV) will help to reduce the average LOT households remain homeless. The CoC is working with the Cambridge Housing Authority on utilizing the CE system to fill vacancies for the housing authority's SRO inventory, which will further increase inventory of PH available through the CE system.

2. The Coordinated Entry (CE) system identifies and prioritizes households with longest LOT for housing placement, by prioritizing clients who are Chronically Homeless for Permanent Housing and Housing Navigation resources.

3. The CoC's Board of Directors and the City of Cambridge - in its role as the Collaborative Applicant and ESG recipient - are responsible for development of strategies to reduce LOT households remain homeless, and the City's CoC Planner is responsible for overseeing the implementation of these strategies.

2C-3.	Exits to Permanent Housing Destinations/Retention of Permanent Housing—CoC's Strategy	
	NOFO Section V.B.5.d.	

In the field below:

1.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in emergency shelter, safe havens, transitional housing, and rapid rehousing exit to permanent housing destinations;
2.	describe your CoC's strategy to increase the rate that individuals and persons in families residing in permanent housing projects retain their permanent housing or exit to permanent housing destinations; and
3.	provide the name of the organization or position title that is responsible for overseeing your CoC's strategy to increase the rate that individuals and families exit to or retain permanent housing.

**(limit 2,500 characters)**

1. The CoC’s strategy to increase the rate at which households in emergency shelter, safe havens, transitional housing and rapid rehousing exit to permanent destinations includes supporting providers in accessing services for clients (financial assistance for start up costs, housing search, assistance accessing mainstream benefits & document readiness (IDs, birth certificates)); offering Housing First training to CoC providers; implementing regular CoC-wide case conferencing meetings; and improving resources, communication and standardization related to document collection needed to access housing (identification, homeless and chronically homeless verification).

2. The strategy to increase the rate at which households retain permanent housing includes supporting PH providers in offering tenancy supports including on-site case management to ensure clients obtain and retain income and benefits, access treatment if desired, and develop good tenancy practices. The CoC’s strategy also includes accessing funds available to supplement supportive service staffing through Medicaid (Community Supports for Persons Experiencing Chronic Homelessness -CSPECH) and other sources such as ARPA-SLFRF to increase housing stabilization services for EHV recipients. In FY22, the CoC had a 97% PH retention rate.

3. The CoC’s Board of Directors and the City of Cambridge - in its role as the Collaborative Applicant and ESG recipient - are responsible for development of strategies to increase the rate of exits from homelessness into PH, and the City’s CoC Planner is responsible for overseeing the implementation of these strategies.

2C-4.	Returns to Homelessness—CoC’s Strategy to Reduce Rate.	
	NOFO Section V.B.5.e.	
	In the field below:	
1.	describe your CoC’s strategy to identify individuals and families who return to homelessness;	
2.	describe your CoC’s strategy to reduce the rate of additional returns to homelessness; and	
3.	provide the name of the organization or position title that is responsible for overseeing your CoC’s strategy to reduce the rate individuals and persons in families return to homelessness.	

(limit 2,500 characters)

1. The CoC identifies individuals and persons in families who return to homelessness by monitoring HMIS data elements (Prior Residence, Exit Destination) collected by CoC and ESG projects and by the CoC's Coordinated Entry (CE) system.

2. The CoC's strategy to reduce returns to homelessness is utilization of the CoC's prevention services funded by ESG, CDBG and City dollars. The CoC works to reduce returns to homelessness by supporting effective case management and stabilization services through training and technical assistance, with a specific focus on Motivational Interviewing, tenancy skill development, money management, assistance obtaining benefits, and effective referrals to clinical, medical and employment services. Cross-agency collaboration via bi-weekly case conferencing, convened by CE staff, is utilized to strategize supports needed and to connect clients newly housed through CE to above mentioned supports in order to retain housing.

3. The CoC's Board of Directors and the City of Cambridge - in its role as the Collaborative Applicant and ESG recipient - are responsible for development of strategies to reduce the rate of returns to homelessness, and the City's CoC Planner is responsible for overseeing the implementation of these strategies.

2C-5.	Increasing Employment Cash Income—CoC's Strategy.	
	NOFO Section V.B.5.f.	

	In the field below:
1.	describe your CoC's strategy to access employment cash sources;
2.	describe how your CoC works with mainstream employment organizations to help individuals and families experiencing homelessness increase their employment cash income; and
3.	provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase income from employment.

(limit 2,500 characters)



1. The CoC implements the following strategies to increase clients' access to employment income: providing training and resources to CoC providers about the array of projects and programs that can assist with increasing income for clients; regularly disseminating information such as resource guides and career fair announcements. The CoC, through its newsletter, and various meetings, disseminates information about local and regional employment resources, career fairs, and job training programs. Additionally, CoC providers collaborate with the Cambridge Employment Program (local Office of Workforce Development), the Cambridge Works transitional jobs program, MassHire Career Center, and local jobs programs to provide employment assistance, job search, and training to clients in CoC-funded projects.

2. To increase access to employment, CoC providers collaborate with the Cambridge Employment Program (local Office of Workforce Development), MassHire (the local One-Stop Center), and local jobs programs to provide employment assistance, job search, and training to clients in CoC-funded projects. The CoC works closely with public organizations (Cambridge Department of Human Service Programs) to provide meaningful opportunities for education, training, and employment opportunities for PSH residents primarily by promoting information about how to access various programs and training classes available through the Office of Workforce Development and the Community Learning Center, which is an adult education and training organization. Additionally, the CoC promotes opportunities available through private organizations, such as the recently formed MIT Job Connector program, which was created by MIT in 2019 to help connect Cambridge residents to employment programs and opportunities in the Innovation Economy.

3. The CoC's Board of Directors and the City of Cambridge - in its role as the Collaborative Applicant and ESG recipient - are responsible for development of strategies to increase income from employment, and the City's CoC Planner is responsible for overseeing the implementation of these strategies.

2C-5a.	Increasing Non-employment Cash Income—CoC's Strategy	
	NOFO Section V.B.5.f.	
	In the field below:	
	1. describe your CoC's strategy to access non-employment cash income; and	
	2. provide the organization name or position title that is responsible for overseeing your CoC's strategy to increase non-employment cash income.	

(limit 2,500 characters)

1. The CoC implements the following strategies to increase client's access to non-employment cash income: CoC agencies offer and/or facilitate access to training on applying for SSI/SSDI and other public benefits; and providing opportunities to connect with representatives from employment & benefits agencies through the CoC network of providers. Additionally, several CoC funded projects have staff who have completed SOAR training to assist clients in accessing benefits. CoC providers collaborate with the Massachusetts Rehabilitation Commission (vocational rehab & SSI/SSDI eligibility) and the Massachusetts Department of Transitional Assistance (TAFDC, EAEDC, SNAP) to increase access to cash assistance and benefits.

2. The CoC's Board of Directors and the City of Cambridge - in its role as the Collaborative Applicant and ESG recipient - are responsible for development of strategies to increase non-employment cash income, and the City's CoC Planner is responsible for overseeing the implementation of these strategies.

### 3A. Coordination with Housing and Healthcare

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

<b>3A-1.</b>	<b>New PH-PSH/PH-RRH Project–Leveraging Housing Resources.</b>	
	NOFO Section V.B.6.a.	
	You must upload the Housing Leveraging Commitment attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses housing subsidies or subsidized housing units which are not funded through the CoC or ESG Programs to help individuals and families experiencing homelessness?	No
--	--	----

<b>3A-2.</b>	<b>New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.</b>	
	NOFO Section V.B.6.b.	
	You must upload the Healthcare Formal Agreements attachment to the 4B. Attachments Screen.	

	Is your CoC applying for a new PH-PSH or PH-RRH project that uses healthcare resources to help individuals and families experiencing homelessness?	No
--	--	----

<b>3A-3.</b>	<b>Leveraging Housing/Healthcare Resources–List of Projects.</b>	
	NOFO Sections V.B.6.a. and V.B.6.b.	
	If you selected yes to questions 3A-1. or 3A-2., use the list feature icon to enter information about each project application you intend for HUD to evaluate to determine if they meet the criteria.	

Project Name	Project Type	Rank Number	Leverage Type
This list contains no items			

### 3B. New Projects With Rehabilitation/New Construction Costs

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

<b>3B-1.</b>	<b>Rehabilitation/New Construction Costs–New Projects.</b>	
	NOFO Section V.B.1.s.	

Is your CoC requesting funding for any new project application requesting \$200,000 or more in funding for housing rehabilitation or new construction?	No
--	----

<b>3B-2.</b>	<b>Rehabilitation/New Construction Costs–New Projects.</b>	
	NOFO Section V.B.1.s.	

If you answered yes to question 3B-1, describe in the field below actions CoC Program-funded project applicants will take to comply with:

1.	Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u); and
2.	HUD’s implementing rules at 24 CFR part 75 to provide employment and training opportunities for low- and very-low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very-low-income persons.

**(limit 2,500 characters)**

### 3C. Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

3C-1.	Designating SSO/TH/Joint TH and PH-RRH Component Projects to Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

	Is your CoC requesting to designate one or more of its SSO, TH, or Joint TH and PH-RRH component projects to serve families with children or youth experiencing homelessness as defined by other Federal statutes?	No
--	--	----

3C-2.	Serving Persons Experiencing Homelessness as Defined by Other Federal Statutes.	
	NOFO Section V.F.	

You must upload the Project List for Other Federal Statutes attachment to the 4B. Attachments Screen.

If you answered yes to question 3C-1, describe in the field below:

1.	how serving this population is of equal or greater priority, which means that it is equally or more cost effective in meeting the overall goals and objectives of the plan submitted under Section 427(b)(1)(B) of the Act, especially with respect to children and unaccompanied youth than serving the homeless as defined in paragraphs (1), (2), and (4) of the definition of homeless in 24 CFR 578.3; and
2.	how your CoC will meet requirements described in Section 427(b)(1)(F) of the Act.

(limit 2,500 characters)

## 4A. DV Bonus Project Applicants for New DV Bonus Funding

HUD publishes resources on the HUD.gov website at CoC Program Competition to assist you in completing the CoC Application. Resources include:

- Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grants;
- 24 CFR part 578;
- FY 2023 CoC Application Navigational Guide;
- Section 3 Resources;
- PHA Crosswalk; and
- Frequently Asked Questions

4A-1.	New DV Bonus Project Applications.	
	NOFO Section I.B.3.I.	

	Did your CoC submit one or more new project applications for DV Bonus Funding?	No
<b>Applicant Name</b>		
This list contains no items		

## 4B. Attachments Screen For All Application Questions

We have provided the following guidance to help you successfully upload attachments and get maximum points:

1. You must include a Document Description for each attachment you upload; if you do not, the Submission Summary screen will display a red X indicating the submission is incomplete.
2. You must upload an attachment for each document listed where 'Required?' is 'Yes'.
3. We prefer that you use PDF files, though other file types are supported—please only use zip files if necessary. Converting electronic files to PDF, rather than printing documents and scanning them, often produces higher quality images. Many systems allow you to create PDF files as a Print option. If you are unfamiliar with this process, you should consult your IT Support or search for information on Google or YouTube.
4. Attachments must match the questions they are associated with.
5. Only upload documents responsive to the questions posed—including other material slows down the review process, which ultimately slows down the funding process.
6. If you cannot read the attachment, it is likely we cannot read it either.
  - . We must be able to read the date and time on attachments requiring system-generated dates and times, (e.g., a screenshot displaying the time and date of the public posting using your desktop calendar; screenshot of a webpage that indicates date and time).
  - . We must be able to read everything you want us to consider in any attachment.
7. After you upload each attachment, use the Download feature to access and check the attachment to ensure it matches the required Document Type and to ensure it contains all pages you intend to include.
8. Only use the "Other" attachment option to meet an attachment requirement that is not otherwise listed in these detailed instructions.

Document Type	Required?	Document Description	Date Attached
1C-7. PHA Homeless Preference	No	PHA Homeless Pref...	09/25/2023
1C-7. PHA Moving On Preference	No		
1D-11a. Letter Signed by Working Group	Yes	Letter Signed by ...	09/25/2023
1D-2a. Housing First Evaluation	Yes	Housing First Eva...	09/25/2023
1E-1. Web Posting of Local Competition Deadline	Yes	Web Posting of Lo...	09/25/2023
1E-2. Local Competition Scoring Tool	Yes	Local Competition...	09/25/2023
1E-2a. Scored Forms for One Project	Yes	Scored Forms for ...	09/25/2023
1E-5. Notification of Projects Rejected-Reduced	Yes	Notification of P...	09/25/2023
1E-5a. Notification of Projects Accepted	Yes	Notification of P...	09/25/2023
1E-5b. Local Competition Selection Results	Yes	Local Competition...	09/25/2023
1E-5c. Web Posting—CoC-Approved Consolidated Application	Yes		

1E-5d. Notification of CoC-Approved Consolidated Application	Yes		
2A-6. HUD's Homeless Data Exchange (HDX) Competition Report	Yes	HDX Competition R...	09/25/2023
3A-1a. Housing Leveraging Commitments	No		
3A-2a. Healthcare Formal Agreements	No		
3C-2. Project List for Other Federal Statutes	No		
Other	No		



## **Attachment Details**

**Document Description:** PHA Homeless Preference

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** Letter Signed by Working Group

## **Attachment Details**

**Document Description:** Housing First Evaluation

## **Attachment Details**

**Document Description:** Web Posting of Local Competition Deadline

## **Attachment Details**

**Document Description:** Local Competition Scoring Tool

## **Attachment Details**

**Document Description:** Scored Forms for One Project

## **Attachment Details**

**Document Description:** Notification of Projects Rejected-Reduced

## **Attachment Details**

**Document Description:** Notification of Projects Accepted

## **Attachment Details**

**Document Description:** Local Competition Selection Results

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:** HDX Competition Report

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## **Attachment Details**

**Document Description:**

## Submission Summary

**Ensure that the Project Priority List is complete prior to submitting.**

Page	Last Updated
1A. CoC Identification	09/17/2023
1B. Inclusive Structure	09/25/2023
1C. Coordination and Engagement	09/25/2023
1D. Coordination and Engagement Cont'd	09/25/2023
1E. Project Review/Ranking	09/21/2023
2A. HMIS Implementation	09/25/2023
2B. Point-in-Time (PIT) Count	09/25/2023
2C. System Performance	09/25/2023
3A. Coordination with Housing and Healthcare	09/17/2023
3B. Rehabilitation/New Construction Costs	09/17/2023
3C. Serving Homeless Under Other Federal Statutes	09/17/2023

<b>4A. DV Bonus Project Applicants</b>	09/17/2023
<b>4B. Attachments Screen</b>	Please Complete
<b>Submission Summary</b>	No Input Required

# 1C-7: PHA HOMELESS PREFERENCE

- Excerpt from MA Department of Housing and Community Development (DHCD) Administrative Plan
- MOU with Cambridge Housing Authority (CHA) for Emergency Housing Vouchers
- MOU with Cambridge Housing Authority (CHA) for Mainstream Vouchers

## **20.24 PREFERENCES**

The tenant selection plan for the PBV site includes the specific admission preferences used to select applicants from the waiting list. On a case-by-case basis, DHCD or its designee may approve a project sponsor's request to combine preferences, e.g., homeless veterans. These preferences would be subject to approval and outlined in the project's affirmative fair housing marketing plan and tenant selection plan.

### **20.24.1 Pre-Qualifying for Certain Preference Units**

In some instances, it is appropriate to require that applicants pre-qualify for a preference in order to avoid issuing selection letters to applicants who would not otherwise be eligible and delaying the lease-up of the unit. DHCD or its designee will identify these units before the selection process begins. In these instances, upon receipt of an application for units in these projects – where the household size meets the preference units' bedroom size – DHCD or its designee will inform the applicant that if they wish to be considered for these units, they must submit documentation to pre-qualify their eligibility for this priority consideration. The letter to the applicant will include:

1. A description of the preference criteria for priority consideration;
2. A description listing what documentation is required to verify eligibility for this consideration;
3. A list of entities appropriate to verify the applicant's eligibility for the priority consideration.

When making selections for these units, applicants who have been pre-qualified will be selected before all other applicants.

### **20.24.2 Regional Residency Preference**

A regional residency preference will be applied as a ranking preference to all PBV applicants. Applicants may apply to units outside of their region, but they will not be selected until all applicants with a residency preference have been exhausted. A regional residency preference will not apply to PBV projects that have received DHCD approval for an owner-maintained, site-based waiting list.

### **20.24.3 Homeless Preference**

DHCD may approve homeless criteria for occupancy of units that are created to address the issue of homelessness.

An applicant will generally be considered homeless, unless otherwise provided by DHCD, if the applicant lacks a fixed, regular, and adequate nighttime residence and has a primary nighttime residence that is:

- A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing), or
- An institution in which they have been residents for more than 30 consecutive days and no subsequent residences have been identified and they lack the resources and support networks needed to obtain access to housing, or



- A public or private place not designed for, or ordinarily used as, a regular sleeping place for human beings.

#### **20.24.4 Homeless Veterans Preference**

An applicant will generally be considered a veteran, unless otherwise provided by DHCD or its designee, if the applicant:

- Served in the active military, navy, or air service; and
- Was discharged or released from such service under conditions other than dishonorable.

#### **20.24.5 Youth Aging Out Preference**

DHCD may approve a PBV preference for youth aging out of foster care and receiving supportive services.

#### **20.24.6 Preference for Certain Disability Projects**

DHCD may agree to provide a preference for projects serving persons with disabilities who live in institutions or are at risk of institutionalization.

#### Tenant Selection for Community Based Housing (CBH) Units

CBH is a state bond-financed program that provides 0% deferred loans for housing for disabled people who are institutionalized or at risk of institutionalization. Clients of the MA Department of Mental Health (DMH) and the MA Department of Developmental Services (DDS) are not eligible for CBH units (because they are eligible for the state-financed Facilities Consolidation Fund (FCF) program). When CBH development funds are included in any units selected for PBV, priority shall be provided as follows:

- **First Priority:** Persons with disabilities (as that term is defined in 760 CMR 60.02) who are living in institutions or are at risk of institutionalization, and are not eligible for the FCF program as set out in St. 2004, c.290, Line Item 4000-8200. Of all persons eligible for this priority, for units that incorporate special design features, preference shall be given to those persons with a documented need for the special design features.
- **Second Priority:** All persons with disabilities living in institutions or at risk of institutionalization.
- **Third Priority:** All persons with disabilities.

Eligibility for first priority will be documented by a Massachusetts Rehabilitation Commission (MRC)-approved entity.

#### Tenant Selection for Facilities Consolidation Funds (FCF) Units

FCF is a state bond-financed program that funds community-based housing for clients of the MA Department of Mental Health (DMH) and MA Department of Developmental Services (DDS) who

require services. When FCF development funds are included in any unit selected for PBV, priority shall be provided as follows:

- First Priority: FCF-eligible clients who require services in accordance with the criteria outlined below in Preference for Disabled Households Needing Services.
- Second Priority: All other disabled clients requiring services in accordance with the criteria outlined below in Preference for Disabled Households Needing Services.
- Eligibility for first priority in units funded with FCF will be documented by a DMH- or DDS-approved entity.

#### Preference for Disabled Households Needing Services

DHCD may support projects that require preference be given to disabled households that need services offered at a particular project in accordance with the following HUD conditions and criteria:

1. Preference cannot be granted to persons with a specific disability.
2. The project sponsor must document that the applicant has a disability that significantly interferes with their ability to obtain and maintain themselves in housing; and
3. Who, without appropriate services, will not be able to obtain or maintain themselves in housing; and
4. For whom such services cannot be provided in a non-segregated setting (i.e. a tenant-based voucher for an independently selected unit would not meet the needs of the applicant).
5. Disabled residents shall not be required to accept the particular services offered at the project.
6. In advertising the project, the owner may advertise the project as offering services for a particular type of disability; however, the project must be open to all otherwise eligible persons with disabilities who may benefit from the services provided.

#### Tenant Eligibility for Preference for Disabled Households Needing Services

The owner/project sponsor must identify in their application which professional organization and/or independent individual(s) will make the assessment that a disabled applicant meets the HUD criteria listed above. Such professionals could include licensed medical, psychological, or allied mental health and/or human services professionals. Whomever the owner/project sponsor selects to make the assessment must sign a certification form that either attests to or rejects each applicant's need for services in accordance with said section.

Applicant eligibility will be made by the owner/project sponsor.

#### Applicant Referrals for Units with Disability Preference

All disabled applicant referrals will be made from the project's site specific waiting list maintained by DHCD or its designee. The owner/project sponsor will send all applicant referrals written notification of their selection determination, with a copy to DHCD or its designee.

#### **20.24.7 Applicant Right to Appeal Denial of PBV Unit Based on Failure to Demonstrate Need for Services Offered**

Any applicant denied preference consideration for a project providing services must be offered the right to appeal the decision made by the owner/project sponsor. The owner/project sponsor must include in their PBV application to DHCD the specific criteria they will use to assess an applicant's need for services.

#### **20.24.8 Transfer Preference**

##### **MTW Policy**

DHCD or its designee may provide a PBV transfer preference for families who have verified educational opportunities or employment offers that are more than 25 miles from the family's current PB unit and/or for over or under-housed families who are willing to move to another PB unit in another region within DHCD's jurisdiction. The PB transfer preference is subject to availability of another PB unit within a 25-mile radius of the educational opportunity or employment offer. The over-/under-housed PB transfer preference will be consistent with family composition and DHCD occupancy standards.

#### **20.24.9 Other Preferences**

DHCD may establish other tenant selection preferences for its PBV projects, provided these preferences support DHCD's mission. DHCD will amend this PBV plan and announce any new preference(s) on DHCD's website at [www.mass.gov/dhcd/](http://www.mass.gov/dhcd/).

#### **20.25 SCREENING**

When the owner selects from the list of referrals provided by DHCD or its designee in accordance with its approved written tenant selection plan, the owner may screen prospective applicants based in the order in which the applicant contacts the owner, comes to see the unit, and completes the owner's selection requirements.

##### DHCD or Designee Responsibility

DHCD or its designee will not verify an applicant's Section 8 eligibility until after the owner has screened and selected the tenant(s).

DHCD or its designee will inform owners of their responsibility to screen prospective tenants, and will provide owners with the required known name and address information, at the time of the turnover HQS inspection or before. DHCD or its designee will not provide any additional information to the owner, such as tenancy history, criminal history, etc.

##### Owner Responsibility

The owner is responsible for screening and selection of the family to occupy the owner's unit. When screening families the owner may consider a family's background with respect to the following factors:

- Payment of rent and utility bills;
- Caring for a unit and premises;
- Respecting the rights of other residents to the peaceful enjoyment of their housing;

## **Memorandum of Understanding**

This Memorandum of Understanding (MOU) has been created and entered into on July 27, 2021  
by and between:

**Cambridge Housing Authority**  
362 Green Street  
Cambridge, MA 02139

and

**Cambridge Continuum of Care through  
City of Cambridge Department of Human Service Programs**  
51 Inman Street  
Cambridge, MA 02139

and

**Transition House, Inc.**  
P.O. Box 392016  
Cambridge, MA 02139

### **I. Introduction and Goals**

The Cambridge Housing Authority (CHA) has been awarded 128 Emergency Housing Vouchers (EHV) through the American Rescue Plan Act of 2021, also known as the stimulus package. The EHV are effective as of July 1, 2021. The U.S. Department of Housing and Urban Development (HUD) provides CHA with funding to administer the EHV program (Program). The Program requires that CHA execute a Memorandum of Understanding with the Cambridge Continuum of Care (CCoC), through the City of Cambridge Department of Human Service Programs (DHSP), the designated lead agency within the City of Cambridge, and Transition House, Inc. (Transition House), the Victim Service Provider for CCoC.

1. The CHA, DHSP and Transition House are committed to administering the Program in accordance with all HUD requirements.
2. The CHA's goals and standards of success in administering the program include:
  - i. Issue 50% of the vouchers by December 31, 2021
  - ii. Issue 50% of the vouchers by June 30, 2022
  - iii. Achieve 100% leasing of vouchers by December 31, 2022
3. The following staff will serve as the lead Program liaisons:

Lead CHA Liaison:  
Hannah Bolcome  
Director of Leased Housing

Lead DHSP/CCoC Liaison:  
Liz Mengers Magargee  
DHSP Planning and Development Manager

Lead Transition House/Victim Service Provider Liaison:  
Ronit Barkai  
Assistant Director, Transition House, Inc.

## **II. Eligible Populations**

- a. The CCoC's coordinated entry system, Cambridge Coordinated Access Network (CCAN), will refer households (individuals and families) to CHA who meet the following Program eligibility requirements:
  - i. Individuals or families who are experiencing homelessness
  - ii. Individuals or families who are at risk of homelessness
  - iii. Individuals or families who are recently homeless
- b. Transition House will refer homeless households to CHA who are fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking.

## **III. Services**

1. CCoC partnering service providers will support referred individuals and families in completing applications and obtaining necessary supporting documentation to support applications for assistance while aiding households in addressing barriers.
2. CCoC partnering service providers will ensure that appointment notifications from the CHA are delivered to eligible individuals and families and will assist eligible households in keeping appointments with the CHA and responding to document needs of the CHA.
3. The CHA will establish windows of time for EHV applicants to complete intake documents for EHV.

4. CCoC partnering service providers will provide housing search assistance for eligible individuals and families.
5. CCoC partnering service providers will provide counseling on compliance with rental lease requirements.
6. CCoC partnering service providers will assess individuals and families who may require referrals for assistance on security deposits, utility hook-up fees, and utility deposits.
7. CCoC partnering service providers will assess and refer individuals and families to benefits and supportive services, where applicable.

#### **IV. CHA Roles and Responsibilities**

1. Coordinate and consult with DHSP/ CCoC in developing the services and assistance to be offered under the EHV services fee.
2. Accept direct referrals for eligible individuals and families through the CCoC Coordinated Entry System via CES or alternately directly through a victim's services provider.
3. Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.
4. Commit a sufficient number of staff and resources to ensure that inspections of units are completed in a timely manner.
5. Designate a staff member to serve as the lead EHV liaison.
6. Comply with the provisions of this MOU.

#### **V. DHSP/CCoC Roles and Responsibilities**

1. Designate and maintain a lead EHV liaison to communicate with the CHA.
2. In alignment with program goals detailed in Section I.1, refer sufficient eligible individuals and families to the CHA using the coordinated entry system, with the goal of 20 referrals being sent to CHA every 3 weeks.

3. Commit a sufficient number of staff and resources to support eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to the CHA (i.e., self-certifications, birth certificate, social security card, etc.).
4. DHSP/ CCoC or partnering service provider staff will attend EHV participant briefings when needed.
5. Commit a sufficient number of staff and resources to assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
6. Identify and provide supportive services to EHV families. (While EHV participants are not required to participate in services, the DHSP/ CCoC should assure that services are available and accessible.)
7. Comply with the provisions of this MOU.

#### **VI. Transition House Roles and Responsibilities**

1. Designate and maintain a lead EHV liaison to communicate with the CHA.
2. Refer eligible individuals and families who are fleeing or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking to the CHA.
3. Commit a sufficient number of staff and resources to support eligible households in completing and applying for supportive documentation to accompany admissions application to the CHA (i.e., self-certifications, birth certificate, social security card, etc.)
4. Assign staff to attend EHV participant briefings when needed.
5. Assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
6. Communicate and coordinate with DHSP/CCoC on supportive service needs for EHV participants.

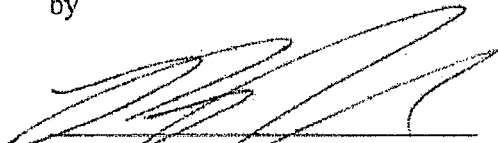
7. Comply with the provisions of this MOU.

**VII. Program Evaluation**

1. The CHA, DHSP/CCoC and Transition House liaisons or their designees agree to meet regularly to monitor Program implementation and adherence to Program goals and standards.
2. The CHA, DHSP/CCoC and Transition House agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor(s) that have been delegated the responsibility of program evaluation protocols established by HUD or HUD-approved contractor(s), including possible random assignment procedures.

**IN WITNESS WHEREOF, the Parties hereto have hereunder set their hands as of the date first written above.**

CITY OF CAMBRIDGE,  
by



Louis A. DePasquale,  
City Manager

Cambridge Housing Authority,  
by



Michael J. Johnston,  
Executive Director

CITY OF CAMBRIDGE DHSP,  
by



Ellen Semonoff,  
Assistant City Manager for Human Services

Transition House, Inc.,  
by



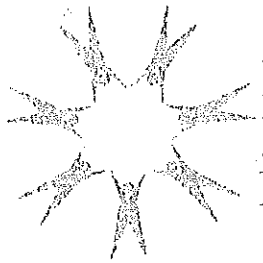
Sarah Gyrog,  
Executive Director

Approved as to form:



Nancy E. Glowa,  
City Solicitor





**Department of  
Human Service Programs**

*Ellen Semonoff, Assistant City Manager*

City of Cambridge  
51 Inman Street  
Cambridge, MA 02139-1102  
askdhsp@cambridgema.gov

voice: 617-349-6200  
tty: 617-492-0235  
fax: 617-349-6248

## MEMORANDUM OF UNDERSTANDING

Cambridge Housing Authority Mainstream Housing Choice Voucher Program Service Partner MOU

### I. Purpose of This MOU

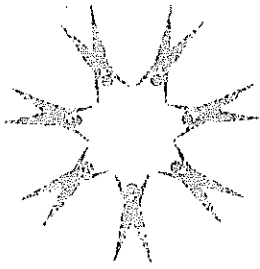
This memorandum of understanding ("MOU") has been created and entered into on March 8, 2021 between the Cambridge Housing Authority ("CHA"), the City of Cambridge Department of Human Service Programs ("DHSP") and HomeStart, Inc. ("the Agency") (collectively, "the Parties") in connection with CHA's application ("the Application") in response to the U.S. Department of Housing and Urban Development (HUD) FY 2017 Mainstream Voucher Program Notice of Funding Availability ("the NOFA"). This MOU outlines the basic agreement between the Parties during operation of the Mainstream Housing Choice Voucher Program, a tenant-based supportive housing program that assists non-elderly persons with disabilities ("the Program").

### II. Program Goal and Definitions

The goal of the Program is to pair housing subsidies with supportive services to provide sustained community-based integrated housing for non-elderly persons with disabilities, with a preference for disabled non-elderly persons who are transitioning out of institutional or other segregated settings, at serious risk of institutionalization, homeless, or at risk of becoming homeless ("the Preference"). CHA shall provide the housing subsidies, DHSP shall identify eligible participants, and the Agency shall provide the supportive services.

### III. Term

This MOU is intended to facilitate the award of Mainstream Voucher Program funding to CHA and utilization of the vouchers by eligible households pursuant to HUD Notice of Funding Availability for FY2017, Docket No. FR-6100-N-43 and shall commence on January 1, 2021 and end on September 30, 2022. It may be amended or extended based upon agreement of the parties.



# Department of Human Service Programs

*Ellen Semonoff, Assistant City Manager*

City of Cambridge  
51 Inman Street  
Cambridge, MA 02139-1102  
askdhsp@cambridgema.gov

voice: 617-349-6200  
tty: 617-492-0235  
fax: 617-349-6248

## IV. Operational Roles and Responsibilities

### A. CHA

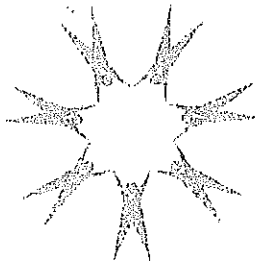
1. Establish a preference for households that qualify for Mainstream vouchers, including those referred by the Agency.
2. Commit a sufficient number of staff and other resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.
3. Commit a sufficient number of staff and other resources to ensure that inspections of units are completed in a timely manner.
4. Hold regular evaluation meetings with Agency staff to monitor and correct issues with such benchmarks as number of referrals received, vouchers issued, units leased/families housed, service coordination and tenancy support provided, lease infraction notices, average length of time in unit, and overall utilization.
5. Maintain releases of information for each participant in the Program to ensure open communication between CHA and the Agency.
6. Designate a staff person to meet with the Agency's representative on a regular basis to exchange updates about participants' housing stability.
7. Notify the Agency's contact person when a participant's housing is at risk due to noncompliance with the Program or their landlord.

### B. DHSP

1. Identify and maintain a single point of contact for communication with CHA.
2. Identify households active in Cambridge shelters and outreach programs who are eligible for the Program and the Preference and provide list of those households to the Agency for further screening.
3. Participate in evaluation meetings with CHA and Agency staff to monitor, support and correct issues with program operations.

### C. The Agency

1. Identify and maintain a single point of contact for communication with CHA.
2. Using list provided by DHSP, identify households who are eligible for the Program and the Preference, and are who are in need of the supportive services provided by the Agency.
3. Obtain releases of information for potential Program households to ensure open communication between the Agency and CHA, as well as with other partner agencies who may be able to provide services to eligible households.



# Department of Human Service Programs

*Ellen Semonoff, Assistant City Manager*

City of Cambridge  
51 Inman Street  
Cambridge, MA 02139-1102  
[askdhsp@cambridgema.gov](mailto:askdhsp@cambridgema.gov)

voice: 617-349-6200  
tty: 617-492-0235  
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4. Assist applicants with application completion, paperwork and verifications, and ensure that the applications are complete prior to the Agency's submission of the application package to CHA.
5. Assist applicants and participants with reasonable accommodations as needed, including securing home modifications and/or disability related accommodations.
6. Attend participant briefings when needed.
7. Provide housing search and move-in services in a manner that affirmatively furthers fair housing to ensure that applicants and participants identify housing units that meet their needs and lease housing prior to the expiration of their voucher. Housing search services may include but are not limited to the following:
  - a. Educate participants and landlords about the Program.
  - b. Visit prospective rental units with voucher holders.
  - c. Counsel participants in communicating effectively with landlords.
  - d. Assist participants in completing rental applications.
  - e. Assist participants with credit check fees and security deposits.
  - f. Arrange for provision of foreign language translation and interpretation services.
  - g. Assist participants in understanding the terms of the lease.
  - h. Allow participants to freely exercise their preferences in selecting neighborhoods and buildings in which they want to live.
  - i. Assist the participant with transitioning into their new unit.
8. Assist participants in identifying their ongoing service needs (e.g. in-home assistance, nutrition assistance, physical and mental health services, transportation assistance, employment training, education assistance, etc.) and make supportive services available to participants for the duration of the Program either directly or by assisting the participants in locating and accessing services from other agencies and systems. While participants are not required to participate in services, the Agency must assure that services are available and easily accessible.
9. Establish and implement methods to identify housing problems for participants as early as possible and engage participants in a change process to prevent a loss of housing, including but not limited to the following:
  - a. Provide assistance in fulfilling Program requirements.
  - b. Provide and/or refer participants to supportive services.
  - c. Engage participants in determining the types of assistance they need.
  - d. Provide interventions with landlords.
10. Maintain excellent service to any landlord with whom participants are applying or leased. The Agency will be available to the landlord not less than during regular business hours.
11. Provide training to applicable Agency staff on an ongoing basis to support operations of the Program and facilitate training and coordination between CHA and Agency.
12. Commit to attending evaluation meetings with CHA and DHSP staff.

# Department of Human Service Programs

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City of Cambridge  
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askdhsp@cambridgema.gov  
voice: 617-349-6200  
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fax: 617-349-6248

## V. Contacts

CHA		Agency	
Name:	Hannah Bolcome	Name:	Kelly Mulligan
Title:	Director of Leased Housing	Title:	Chief Program Officer
Phone:	617-405-5529	Phone:	617.542.0338
E-mail:	hbolcome@cambridge-housing.org	E-mail:	mulligan@homestart.org

DHSP	
Name:	Ellen Semonoff
Title:	Assistant City Manager
Phone:	617-349-6200
E-mail:	esemonoff@cambridgema.gov

## VI. Communication and Media

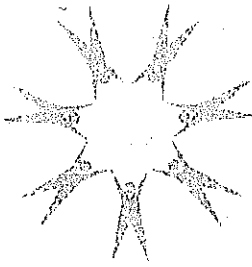
The Parties to this MOU shall acknowledge the others in all public releases of information about the collaboration and the Program.

## VII. Further Cooperation

The Parties hereby commit to cooperating with one another to address issues as they arise and to resolve them based on the agreements stated in this MOU.

## VIII. Privacy and Confidentiality

CHA is covered by M.G.L. c. 66A and 760 CMR 8 relating to Privacy and Confidentiality. CHA is a "holder" of personal data. As defined in M.G.L. c. 66A. The Parties agree to keep confidential any and all personal information and data to which they may have access under this Agreement, and all personal information



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that is received that is related to program participants. Such information and data shall be used only for the purposes of performing the work and shall not be duplicated, used, or disclosed to any third party without the prior written permission of CHA and/or the data subject, unless required by law. The parties further agree that, upon the expiration of this Agreement, any such data collected shall, as CHA directs, be either returned to CHA or destroyed; provided, however, that the parties may retain a copy of such tangible information for compliance and/or archival purposes. The requirements of this section shall remain in effect as long as CHA is a holder of personal data under this Agreement. The parties' responsibilities under this section shall survive the expiration or termination of this Agreement.

## **IX. Records**

The Parties shall maintain financial and programmatic records, supporting documents, statistical records, and other records concerning the Section 811 Mainstream project-based vouchers for three (3) years subsequent to the expiration of this Agreement, unless a longer period is required under applicable statutes, regulations, or Section 811 Mainstream project-based voucher program requirements.

## **XI. No Rights or Privileges**

The provisions of this Agreement shall not create any rights or privileges in any third parties, including without limitation, the right to bring suit to compel the parties to action or abstain from taking action. It is the specific intention of the parties that no express or implied rights or privileges are hereby granted to any Section 811 voucher recipient as a result of the parties' execution of this Agreement.

## **XII. Breach of Agreement**

Either party shall be in breach of this Agreement in the event such party fails to perform or observe any material requirement, term or condition of this Agreement.



Department of  
Human Service Programs

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tty: 617-492-0235  
fax: 617-349-6248

VIII. Signatures

CHA

Agency

Michael J. Johnston

*Kelly Mulligan*

Name

Name Kelly Mulligan

*MJ Johnston*

Chief Program Officer

Title

Title

Mar 22, 2021

3/11/21

Date

Date

DHSP

*Ellen Semonoff*

Name

*Assistant City Manager*

Title

*March 8, 2021*

Date

# 1D-11a: LETTER SIGNED BY WORKING GROUP

The Cambridge CoC does not have a letter signed by a working group to attach to the 2023 Consolidated Application.

The CoC is currently engaged with HUD-appointed Technical Assistance to improve and enhance the CoC's governance practices. This work is moving our CoC toward expanded governance to ensure people with a range of lived expertise are involved in the decision-making of the CoC including development of CoC-wide policy and programs.

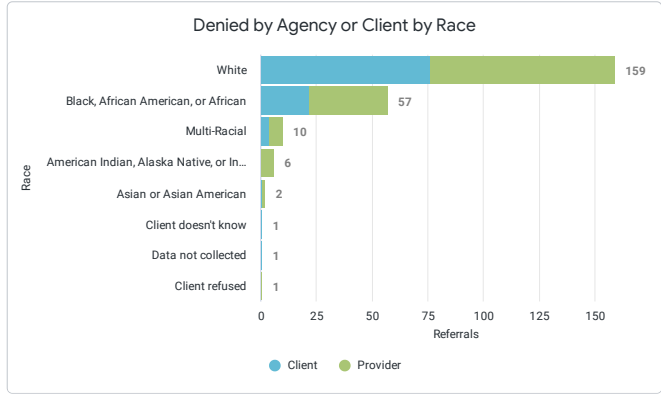
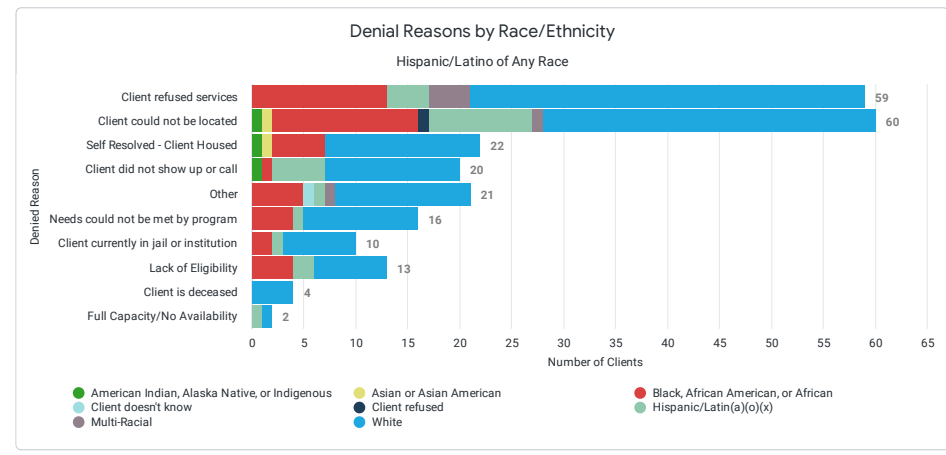
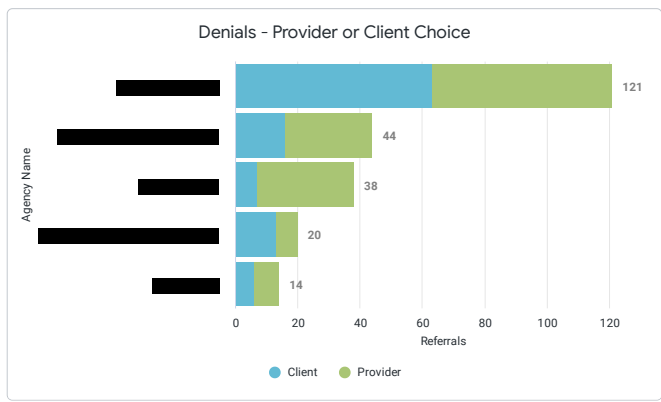
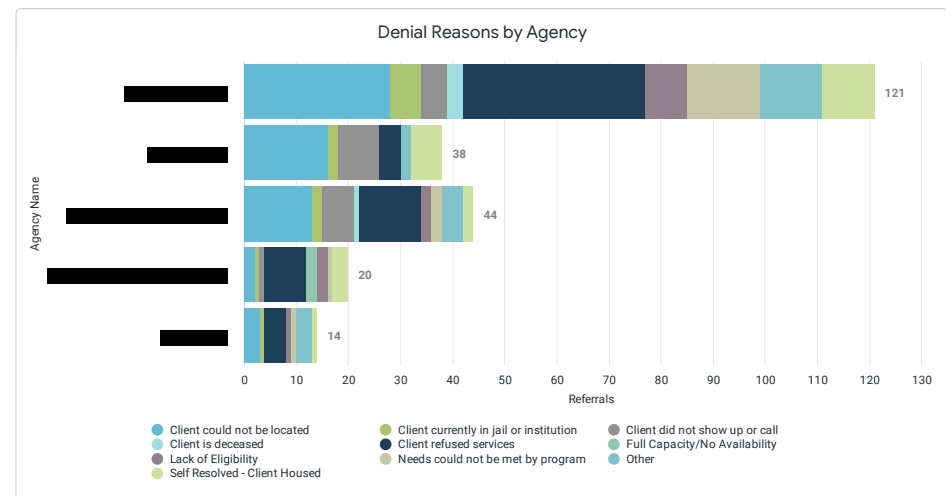
In June 2023, the CoC Board approved a Governance Charter Review Committee (GCRC) that met 6 times during summer 2023 to engage in an inclusive community process to enhance CoC governance. Members of the GCRC include people with lived expertise and a broad range of identities of subpopulations represented in the unhoused community in the Cambridge CoC. The draft changes to the CoC's Governance Charter include formation of a Lived Experience Committee, and expanding the number of CoC Board members with lived expertise (currently the Board includes one member with lived experience).

At the time of writing, the CoC Board has not yet adopted the changes to CoC governance that will formalize a Lived Experience Committee but we anticipate this will be accomplished in late 2023 with formation of the group expected in early 2024.

# 1D-2a. HOUSING FIRST EVALUATION

Sample HMIS reports used to evaluate referral outcomes, specifically denials and reasons for denials from projects accepting referrals from the CE system.





# Referral Statistics - Inbound

Date Range: 01/01/2023 thru 06/30/2023

A direct referral is when a client is referred directly to a program regardless of eligibility criteria. Direct referrals are made from the eligibility determination screen of the clients referral tab or from the referrals tab without going to the eligibility screen. Community Queue Referrals are broken down into two columns - Program (reassigned to a program from the Community Queue) and Unit (reassigned to a unit through Unit Queue functionality).

	Direct	CQ Program	CQ Unit	Total
Number of Agency referrals received	0	52	0	52
<b>Pending Referrals</b>				
Number of pending referrals	0	0	0	0
Oldest pending referral in days	0	0	0	0
Newest pending referral in days	0	0	0	0
Average pending referral in days	0	0	0	0
<b>Pending - In Process Referrals</b>				
Number of pending in process referrals	0	16	0	16
Oldest pending in process referral in days	0	228	0	228
Newest pending in process referral in days	0	9	0	9
Average pending in process referral in days	0	64	0	64
<b>Completed Referrals</b>				
Number of referrals resulting in Program enrollment	0	8	0	8
Longest time to connect a referral in days	0	149	0	149
Shortest time to connect a referral in days	0	59	0	59
Average time to connect a referral in days	0	104	0	104
<b>Expired Referrals</b>				
Number of expired referrals	0	0	0	0
Longest time for a referral to expire in days	0	0	0	0
Shortest time for a referral to expire in days	0	0	0	0
Average time for a referral to expire in days	0	0	0	0
<b>Denied Referrals</b>				
Number of denied referrals	0	28	0	28
Longest time to deny a referral in days	0	294	0	294
Shortest time to deny a referral in days	0	1	0	1
Average time to deny a referral in days	0	99	0	99

<b>Breakdown of the Most Common Denied Referral Reasons</b>	Direct	CQ Program	CQ Unit	Total
Client could not be located	0	8	0	8
Client did not show up or call	0	2	0	2
Client refused services	0	4	0	4

# Referral Statistics - Inbound

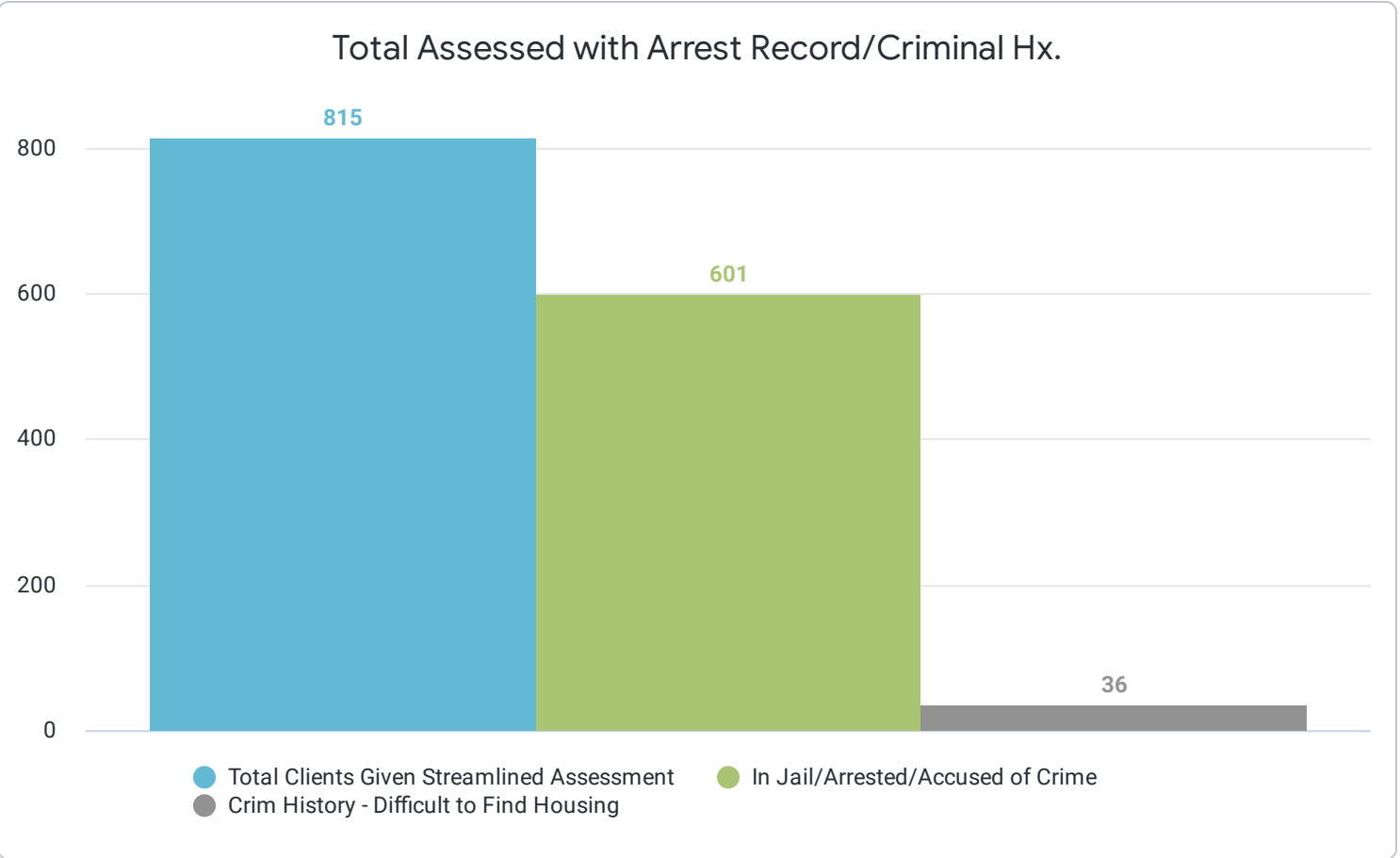
Date Range: 01/01/2023 thru 06/30/2023

Breakdown of the Most Common Denied Referral Reasons	Direct	CQ Program	CQ Unit	Total
Lack of Eligibility	0	6	0	6
Needs could not be met by program	0	4	0	4
Other	0	3	0	3
Self Resolved - Client Housed	0	1	0	1

## Breakdown of Referred to Programs

NOTE: P - Pending; P / I - Pending - In process; A - Accepted; D - Denied; E - Expired.

PH - Permanent Supportive Housing (disability required for entry)						
Agency Name	Program Name	P	P / I	A	D	E
[REDACTED]	[REDACTED]	0	2	2	2	0
[REDACTED]	[REDACTED]	0	6	3	12	0
[REDACTED]	[REDACTED]	0	1	0	1	0
[REDACTED]	[REDACTED]	0	5	1	7	0
[REDACTED]	[REDACTED]	0	1	1	5	0
[REDACTED]	[REDACTED]	0	0	1	0	0
[REDACTED]	[REDACTED]	0	1	0	1	0



### Criminal Hx. and Referrals to Housing and Connected Enrollments

	7. Which of these categories does your criminal history include:	Number of Clients	Cts with Referral to Housing	Cts with Referral Connected Enrollment	Referral Rate	Enrollment Rate
1	Drug offenses or crimes against persons ...	420	171	53	40.7%	12.6%
2	Just a few minor offenses such as movi...	136	41	15	30.1%	11.0%
3	Those that make it extremely difficult to ...	36	21	10	58.3%	27.8%
4	Client doesn't know	11	2	1	18.2%	9.1%
5	Client refused	3	0	0	0.0%	0.0%
6	None	2	0	0	0.0%	0.0%

# 1E-1: LOCAL COMPETITION DEADLINE

- Screenshot of Cambridge CoC website posting on 7/21/2023 announcing the 2023 local competition, including submission deadline of 8/18/2023.



Need Help?

July 21, 2023

# FY 2023 CoC Program Competition

Each year, the Cambridge Continuum of Care (CoC) applies for funds from the U.S. Department of Housing and Urban Development (HUD). This annual grant competition brings over \$5 million to the City's continuum of housing and services.

Please review the [2023 Local Competition Procedures](#) document for details about the Cambridge CoC's competition process, timeline, and project review, reallocation and ranking procedures. **The deadline to submit renewal and new project applications is Friday, August 18, 2023.** All 2023 competition materials, including the New Project Proposal form and instructions, are available on the [CoC website](#).

The [Cambridge CoC meeting on July 31](#) will focus on reviewing the process and procedures for the annual competition. We encourage all organizations interested in applying for new and renewal projects to attend the meeting and submit proposals, even if you have not previously received or applied for funds through the CoC grant program.



# 1E-2: LOCAL COMPETITION SCORING TOOL

- Blank copy of the local competition scoring tool. This is a PDF of an Excel Template with 4 tabs:
  - Source Data (the data entered into this tab populates into the Scorecard tab)
  - Scorecard
  - Reallocation Assessment
  - Summary Data
  
- Local Competition Procedures Document that was posted to CoC website on 7/21/2023 and includes Scorecard for Renewal Projects, Scorecard for New Project Proposals (page 6)

Project Name

Start Date   
End Date

Grant Number   
Name of Person Completing Scorecard

Q2. Total beds/units  
**Total CH beds**  #DIV/0!

ACCESS TO INCOME/BENEFITS  
Q19a. % with increased total income

Q5. Total clients  
Total adults   
Total leavers

Q20b. Total with 1+ source at annual   
Q20b. Total with 1+ source at exit   
Total leavers + stayers w/ 1+ source  0 #DIV/0!

DATA QUALITY (Q6)	dk/r/m	Error Rate
DOB	0	#DIV/0!
Race	0	#DIV/0!
Ethnicity	0	#DIV/0!
Gender	0	#DIV/0!
Veteran Status	0	#DIV/0!
Disabling Condition	0	#DIV/0!
Income (entry)	0	#DIV/0!
Income (exit)	0	#DIV/0!
Relationship to HoH	0	#DIV/0!
Income (annual)	0	#DIV/0!
Destination	0	#DIV/0!

HOUSING STABILITY  
Q23c. Permanent total  Excluded   
Total stayers  0  
% successful exits/retention  0 #DIV/0!

EXPENDITURES  
Q01a. Total Award Amount   
Q28. Total Expenditures   
Unspent funds  \$0 #DIV/0!  
Percent spent  #DIV/0!  
**PRIOR YEAR RECAPTURE**

# of elements <10% error  0

Q8a. HH With Children  #DIV/0!  
Q8a. Total HH Served   
**Avg. daily bed utilization**   
Q11. 18-24, Without Children  #DIV/0!  
Q13a1. Mental Health Disorder  #DIV/0!  
Q13a1. Alcohol + Drug Use  #DIV/0!  
Q13a1. Chronic+HIV+DD+PD  #DIV/0!  
Q14a. DV  #DIV/0!  
Q5a. Veterans  #DIV/0!  
Q5a. CH  #DIV/0!

**PRIORITY POPULATIONS**  
# of populations with 50%+  0  
(at least 50% of HH served meet criteria)

**INTENSIVE SERVICE NEEDS**  
# of populations with 50%+  0  
(at least 50% of HH served meet criteria)



Cambridge CoC - CoC Program Renewal Scorecard FY23 NOFA

0	Data Source	Performance	Max	Scale	Score
<b>CLIENT OUTCOMES</b>					
<b>Housing Stability</b>					
% of clients remaining in PH or exiting to permanent destination	Q23a, Q23b	#DIV/0!	20	> 98%	20
				96 - 97.9%	18
Goal: > 90%				94 - 95.9%	16
				92 - 93.9%	14
				90 - 91.9%	12
				82.5 - 89.9%	10
				75 - 82.4%	8
				67.5 - 74.9%	6
				60 - 67.4%	4
				< 60%	0
<b>Access to income &amp; benefits</b>					
% of adults who increased total income	Q19a3	0%	10	> 40%	10
				40%	8
Goal: > 35%				36 - 39%	6
				32 - 35%	4
				28 - 31%	2
				<28%	0
% of households receiving non-cash benefits	Q20b	#DIV/0!	10	100%	10
				95 - 99.9%	8
Goal: > 85%				90 - 94.9%	6
				85 - 89.9%	4
				80 - 84.9%	2
				< 80%	0
<b>HUD &amp; LOCAL PRIORITIES</b>					
<b>Housing First</b>					
Project must meet Housing First Threshold as indicated in application.	Project application	HF	2	Project is Housing First	2
				Not Housing First	0
<b>Priority populations</b>					
Project can receive 1 point for each priority population served (Chronically Homeless, Veterans, Youth, Households with Children). To receive points, at least 50% of households served during the reporting year must be a priority population.	Q5a, Q8	0	4	4 populations	4
				3 populations	3
				2 populations	2
				1 populations	1
				0 populations	0
<b>Populations with intensive service needs</b>					
Project can receive 1 point for each population with intensive service needs: serious mental illness; substance use; chronic health condition (HIV/AIDS, developmental and physical disability); and domestic violence. To receive points, at least 50% of households served during the reporting year must be a population with intensive service needs.	Q13, Q14	0	4	4 populations	4
				3 populations	3
				2 populations	2
				1 populations	1
				0 populations	0
<b>Dedicated units for Chronically Homeless</b>					
1 points per unit (max 10) plus up to 10 points for percentage of units dedicated (100% = 10, 90%=9, 80%=8, etc.)	HIC / Proj. App.	0	20	# of dedicated CH units	up to 10
		#DIV/0!		% of dedicated units	up to 10
<b>PROJECT CAPACITY</b>					
<b>HMIS Data Quality</b>					
Exits to known destinations	Q6	#DIV/0!	5	< 5%	5
				5 - 20%	4
Maximum points for less than 5% missing destination data. Projects with 0 exits will receive full points.				20 - 40%	3
				40 - 60%	2
				80 - 40%	1
				> 80%	0
Data completeness	Q6	0	10	10 elements <10% error rate	10
Maximum points when error rate is below 10% for each of the following 10 universal data elements: DOB, Race, Ethnicity, Gender, Veteran Status, Relationship to HoH, Disabling Condition, Income at entry, Income at annual assessment, and Income at Exit. Example: 10 points for low error rate on all 10 elements, 7 points for error rate below 10% on 7/10 elements.				9 elements <10% error rate	9
				8 elements <10% error rate	8
				7 elements <10% error rate	7
				6 elements <10% error rate	6
				5 elements <10% error rate	5
				4 elements <10% error rate	4
				3 elements <10% error rate	3
				2 elements <10% error rate	2
				1 element <10% error rate	1
<b>Utilization Rate</b>					
Average daily bed utilization	APR Bed & Unit Report	0%	5	> 90%	5
				85 - 90%	3
				80 - 84.9%	1
				< 80%	0
<b>Reporting deadlines</b>					
Project meets all reporting deadlines.	DHSP records		5	All deadlines met	5
				Any deadline missed	0
<b>Expenditures/Recaptures</b>					
Project expends contracted budget.	DHSP records	#DIV/0!	5	≤ 90% of budget spent	5
				< 90% of budget spent	0
<b>TOTAL SCORE</b>			100		0

FY23 COC REALLOCATION ASSESSMENT

Project Name | 0

1. Has the project had significant recaptures in the past two completed grant cycles?

Recapture amount	<input type="text" value="\$0.00"/>	#DIV/0!
Recapture amount	<input type="text" value="\$0.00"/>	
	\$0.00	

2. Does the project contribute to the CoC's progress in improving System Level Performance?

SPM 4	Percentage of adults who increased total income	<input type="text" value="0%"/>
SPM 7	% successful exits/retention of permanent housing	<input type="text" value="#DIV/0!"/>

3. Does the project contribute to the CoC's progress in meeting HUD Policy Priorities?

Project contributes to at least one of HUD's priority subpopulations	<input type="text" value="Y"/>
Project uses a Housing First Approach	<input type="text" value="Y"/>
Project works to maximize mainstream resources	<input type="text" value="Y"/>
Project contributes to Coordinated Entry and/or promotes client choice	<input type="text" value="Y"/>

4. Does the project align with local funding priorities and CoC programming needs?

5. What are the CoC grant fund costs per permanent housing exit/placement?

$\frac{\text{Contract amount}}{\text{number of successful exits \& retentions}} = \frac{\$0}{0} = \#DIV/0!$
---

Based on responses above, is reallocation recommended?

Project Name	0
<b>CLIENT OUTCOMES</b>	
% of clients remaining in PH	#DIV/0!
% of adults with increased income	0%
% of households receiving benefits	#DIV/0!
<b>HUD &amp; LOCAL PRIORITIES</b>	
Project is Housing First	Yes
# of priority populations served	0
# of populations with intensive service needs	0
# of dedicated units for CH	0
% of dedicated units for CH	#DIV/0!
<b>DATA QUALITY &amp; PROJECT CAPACITY</b>	
% of records missing destination	#DIV/0!
# of elements with <10% error rate	0
Average daily bed utilization	0%
Project met reporting deadlines	Yes
% of budget spent	#DIV/0!
TOTAL SCORE	0
<b>REALLOCATION ASSESSMENT</b>	
Significant recaptures? (>10% of grant)	0
Most recent recapture amount	0
Contribute to improving System Performance?	0
SPM 4 - adults w/ increased income	0%
SPM 7 - successful exits / retention	#DIV/0!
Contribute to HUD Policy Priorities?	0
Align with local funding priorities and needs?	0
Costs per PH exit or placement	#DIV/0!
Reallocation Recommended?	0



# Cambridge CONTINUUM OF CARE

## FFY 2023 Continuum of Care (CoC) Program Competition LOCAL COMPETITION INFORMATION

### CONTENTS

Background, Funding Parameters	2
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## BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) provides federal funding for homeless programming through the Continuum of Care (CoC) Homeless Assistance Program. HUD is making available approximately \$3 billion for the CoC Program through the FY2023 Notice of Funding Opportunity (NOFO). The Cambridge CoC is eligible to apply for up to \$6,742,704, which includes the CoC's Annual Renewal Demand (ARD) of \$5,841,700, \$408,919 in Bonus funds, \$200,000 in Domestic Violence (DV) Bonus funds, and \$292,085 in Planning funds.<sup>1</sup> Please note that only \$5,432,781 of the total eligible amount (93% of Annual Renewal Demand) can be ranked in Tier 1.

The Cambridge Department of Human Service Programs (DHSP) coordinates the annual process and prepares the consolidated application for funding for the Cambridge CoC. This document provides information to Cambridge CoC members, subrecipients and other interested parties about the local process leading up to submission of an application to HUD, including the steps required to submit an application for renewal funding, the steps required to submit a proposal for new funding, and the CoC's procedures for reviewing, scoring, ranking and reallocating projects.

## FUNDING PARAMETERS

Like past years, the 2023 CoC Competition is highly competitive, with HUD placing increasing emphasis on reallocating resources based on performance. The available amount of funding may not be sufficient to fund all submitted project applications, and HUD requires CoCs to competitively rank all projects (except Planning projects) in two tiers.

Maximum application total (renewal, Bonus, DV Bonus, Planning)	\$6,742,704
Tier 1 (93% of Annual Renewal Demand):	\$5,432,781
Tier 2:	\$1,017,838
Planning (not ranked in Tiers)	\$292,085

CoCs may create the following types of new projects by using amounts available through the bonus process or by making funds available through reallocation. Reallocation is when a CoC shifts funds in whole or part from existing renewal projects to create one or more new projects without decreasing the CoC's ARD. CoCs may also apply to expand renewal projects. **The CoC welcomes proposals from existing subrecipients and from agencies that have not previously received CoC Program funds.** All agencies interested in applying for a new project in the 2023 competition must complete and submit a New Project proposal form. The New Project proposal form is available on the [CoC's website](#).

1. CoCs may create new Permanent Supportive Housing (PSH) projects that will serve 100 percent chronically homeless individuals and families (including unaccompanied youth) or that meet the requirements of "DedicatedPLUS" as defined in the NOFO;
2. CoCs may create new Rapid Rehousing (RRH) projects that will serve homeless individuals and families (including unaccompanied youth) coming directly from the streets or emergency shelters, and include persons fleeing domestic violence situations; and
3. CoCs may create new Joint Transitional Housing (TH) and RRH projects that provide TH units and short or medium term tenant-based rental assistance (RRH) in one project.
4. CoCs may create new PH-RRH, TH/RRH and/or SSO-Coordinated Intake projects serving domestic violence survivors through the DV Bonus process.

In the 2023 NOFO, HUD introduced a new Violence Against Women Act (VAWA) Costs Budget Line Item (BLI), "Facilitating and coordinating activities to ensure compliance with [the emergency transfer plan requirement in 34

<sup>1</sup> Please note that the maximum application amount is an estimate based on the language in HUD's published NOFO. The final maximum amount will be determined once HUD publishes the ARD report that will include the specific amount available for DV Bonus project.

U.S.C. 12491(e)] and monitoring compliance with the confidentiality protections of [the confidentiality requirement in 34 U.S.C. 12491(c)(4)].” Renewal projects seeking to add this BLI can request a budget modification or expansion funds during the competition process.

## HUD’S SELECTION PROCEDURES

As described above, the 2023 competition requires CoCs to rank a portion of the total amount eligible for the application in Tier 2. It is likely that projects ranked in Tier 1 will be conditionally awarded by HUD if they pass eligibility and threshold reviews. HUD will select projects ranked in Tier 2 by point value and in order of CoC score. All projects ranked in Tier 2 are at risk of nonrenewal.

As in prior competitions, projects will be allowed to “straddle” tiers. If a project application straddles the Tier 1 and Tier 2 funding line, HUD will conditionally select the project up to the amount of funding that falls within Tier 1, and may fund the Tier 2 portion of the project depending on the CoC score and other factors. If HUD does not fund the Tier 2 portion of the project, HUD may award project funds at the reduced amount provided the project is still feasible with reduced funding.

### CoC Scoring

HUD will score CoCs on the following items. CoC level scores impact likelihood of Tier 1 and Tier 2 projects being selected for funding.

1.	Coordination and Engagement	85
2.	Project Ranking, Review and Capacity	27
3.	Homeless Management Information System	9
4.	Point-in-Time Count	5
5.	System Performance	60
6.	New PH projects with leveraged housing and healthcare resources	14

### Tier 2 Scoring

HUD will assign point values to all projects ranked in Tier 2. Projects will be selected by point value and in the order of CoC score.

1.	CoC Score	Up to 50 points
2.	CoC Project Ranking	Up to 40 points
3.	Commitment to Housing First	Up to 10 points

## HELPFUL RESOURCES

Please utilize the following websites for important documents and updates, and please reach out to DHSP staff with any questions related to the 2023 competition.

Cambridge CoC’s NOFO Page:

<https://www.cambridgecoc.org/coc-program>

HUD’s NOFO Competition Page:

[https://www.hud.gov/program\\_offices/comm\\_planning/coc/competition](https://www.hud.gov/program_offices/comm_planning/coc/competition)

<https://www.hudexchange.info/programs/e-snaps/fy-2023-coc-program-nofa-coc-program-competition/>

## COMPETITION TIMELINE

7-05-2023	HUD published FFY2023 NOFO
7-21-2023	Local Competition Procedures, Renewal Applications and New Project Proposal forms distributed and posted to CoC website
7-31-2023	CoC Meeting – NOFO Overview and Q&A; 2 – 3:30 PM
8-18-2023	Renewal and New Project Application forms due to CoC staff
8-31 – 9-11	Evaluation panel meets to review project scores, select new project proposals, and determine project rankings
9-13-2023	Projects notified of score & rank; rankings posted to CoC website
9-25-2023	Collaborative Application and Priority Listing posted to CoC website
9-28-2023	Final submission deadline

## PROJECT REVIEW, SCORE & RANKING PROCEDURES

The CoC Program regulations and the 2023 CoC Program NOFO requires CoCs to evaluate and rank all project applications as part of the annual application process. The Cambridge CoC via the Board's Evaluation Panel will evaluate all new and renewal projects based on quality and performance to strategically allocate resources available to the CoC through the 2023 competition.

### Process & Responsibilities

To review, score and rank projects, the CoC will follow the following process, designed to be fair, inclusive and transparent. The CoC Board's Evaluation Panel is responsible for making final decisions related to project ranking and reallocation. Project scores, ranking, and reallocation decisions will be disseminated to all project applicants by DHSP staff by September 13, 2023.

Procedure for Renewal Projects		Responsible Party	Deadline
1.	Local Renewal Application submitted to DHSP staff	Subrecipient agency	8/18
2.	Match letters submitted to DHSP staff	Subrecipient agency	8/18
3.	esnaps forms completed	DHSP CoC staff	8/25
4.	Complete Project Scoring & Reallocation Assessment – each project scorecard will be reviewed by 2 DHSP/CoC staff members	DHSP CoC staff	by 8/30
5.	Evaluation Panel meets to review and approve renewal project scoring & determine final rankings	CoC Evaluation Panel	8/31 -9/11
6.	Subrecipients agencies notified of score & rank	DHSP CoC staff	9/13
7.	Submit Renewal Application with Collaborative Application & Priority Listing to HUD	DHSP CoC staff	9/28

Procedure for New Projects		Responsible Party	Deadline
1.	New Project Application submitted to DHSP staff	Subrecipient agency	8/18
2.	Match and commitment letters submitted to DHSP staff	Subrecipient agency	8/25
3.	Complete Project Scoring	CoC Evaluation Panel	8/31 -9/11
4.	Evaluation Panel meets to determine final score & ranking	CoC Evaluation Panel	8/31 -9/11
5.	Subrecipients agencies notified of score & rank	DHSP CoC staff	9/13
6.	Complete esnaps forms	DHSP CoC staff	9/21
7.	Submit New Project Application & Priority Listing to HUD	DHSP CoC staff	9/28

## Data Sources for Evaluating Projects

The Cambridge CoC will rank all projects using objective criteria to evaluate past performance, and assessments of the degree to which projects improve the CoC's system performance, progress toward meeting Federal Strategic Plan goals, and contributions to local funding priorities. The following components will be considered by the CoC Board's Evaluation Panel when evaluating new and renewal projects: Project Score (NOFA Scorecard); CoC Funding Priority Recommendations; and Reallocation Assessments.

1. Project Score (NOFA Scorecard) – the Collaborative Applicant (DHSP staff) will complete a NOFA Scorecard for each renewal project. Each project's NOFA Scorecard will be checked for accuracy by a second reviewer to ensure accuracy. The NOFA Scorecard includes objective data agreed upon by the CoC's Homeless Services Planning Committee and the CoC's Evaluation Panel. Data sources include projects' Annual Performance Report (APR), and DHSP's records related to timely submission of data reports. ***Projects operated by victim service providers will be evaluated using non-identified APR data generated from a comparable database.*** NOFA Scorecards including performance goals for each project type are included at the end of this section for reference. First time renewals, HUD mandated projects (CE and HMIS), and projects without a full year of performance data will be assigned the median score and if necessary will be ordered based on Evaluation Panel scores from their original application for funding. Project scores for new project proposals will be completed by the Evaluation Panel based on submitted proposals using the criteria published in the New Project proposal form.
2. CoC Funding Priority Recommendations – Members of the CoC indicate preferences and recommendations related to local funding priorities and ranking strategy in an annual survey administered during the CoC competition. The CoC Board's Evaluation Panel considers these local funding priority recommendations when determining project rankings.
3. Reallocation Assessments - Each Renewal Project will be assessed by Collaborative Applicant staff using the following criteria to determine if reallocation should be considered by the CoC Board's Evaluation Panel. The purpose of the Reallocation Assessment is to determine if renewal projects are underutilized or underperforming while also considering the special needs of subpopulations served by each project. Completed Reallocation Assessments will be provided to the Evaluation Panel for review and to inform Reallocation decisions. Reallocation Assessments include information related to projects' contributions to policy priorities and system performance collected through local Renewal Applications, and helps the CoC to consider the severity of needs and vulnerabilities experienced by project participants.

Question	Data Source
1. Has the project had significant recaptures in the past two completed grant cycles? If so, what amounts have been recaptured?	NOFA Scorecard; Annual Performance Report (APR)
2. Does the project contribute to the CoC's progress in improving System Level Performance?	NOFA Scorecard; APR
3. Does the project contribute to the CoC's progress in meeting HUD's Policy Priorities?	Local Renewal Application
4. Does the project align with local funding priorities and CoC programming needs?	Local Renewal Application; CoC Funding Priorities Survey
5. What are the CoC grant fund costs per permanent housing exit/placement?	APR

## NOFA Scorecards by Project Type

The following pages show the NOFA Scorecards for renewal and new projects, including data sources and point values.



2023 Cambridge CoC Program Competition

NOFA Scorecard - Renewal Projects	Data Source (new APR)	Data Source (old APR)	Max	Scale	Score
<b>CLIENT OUTCOMES</b>					
<b>Housing Stability</b>					
% of clients remaining in PH or exiting to permanent destination	Q23a, Q23b	Q29a1, Q29a2	20	> 98%	20
				96 - 97.9%	18
Goal: > 90%				94 - 95.9%	16
				92 - 93.9%	14
				90 - 91.9%	12
				82.5 - 89.9%	10
				75 - 82.4%	8
				67.5 - 74.9%	6
				60 - 67.4%	4
				< 60%	0
<b>Access to income &amp; benefits</b>					
% of adults who increased total income	Q19a3	Q24b3	10	> 40%	10
				40%	8
Goal: > 35%				36 - 39%	6
				32 - 35%	4
				28 - 31%	2
				<28%	0
% of households receiving non-cash benefits	Q20b	Q26a2, Q26b2	10	100%	10
				95 - 99.9%	8
Goal: > 85%				90 - 94.9%	6
				85 - 89.9%	4
				80 - 84.9%	2
				< 80%	0
<b>HUD &amp; LOCAL PRIORITIES</b>					
<b>Housing First</b>					
Project must meet Housing First Threshold as indicated in application.	Project application	Project application	2	Project is Housing First	2
				Not Housing First	0
<b>Priority populations</b>					
Project can receive 1 point for each priority population served (Chronically Homeless, Veterans, Youth, Households with Children). To receive points, at least 50% of households served during the reporting year must be a priority population.	Q5a, Q8	Q8, Q16, Q21	4	4 populations	4
				3 populations	3
				2 populations	2
				1 populations	1
				0 populations	0
<b>Populations with intensive service needs</b>					
Project can receive 1 point for each population with intensive service needs: serious mental illness; substance use; chronic health condition (HIV/AIDS, developmental and physical disability); and domestic violence. To receive points, at least 50% of households served during the reporting year must be a population with intensive service needs.	Q13, Q14	Q18, Q19	4	4 populations	4
				3 populations	3
				2 populations	2
				1 populations	1
				0 populations	0
<b>Dedicated units for Chronically Homeless</b>					
1 points per unit (max 10) plus up to 10 points for percentage of units dedicated (100% = 10, 90%=9, 80%=8, etc.)	HIC / Proj. App.	HIC / Proj. App.	20	# of dedicated CH units	up to 10
				% of dedicated units	up to 10
<b>PROJECT CAPACITY</b>					
<b>HMIS Data Quality</b>					
Exits to known destinations	Q6	DQ report	5	< 5%	5
				5 - 20%	4
				20 - 40%	3
Maximum points for less than 5% missing destination data. Projects with 0 exits will receive full points.				40 - 60%	2
				80 - 40%	1
				> 80%	0
Data completeness	Q6	DQ report	10	10 elements <10% error rate	10
Maximum points when error rate is below 10% for each of the following 10 universal data elements: DOB, Race, Ethnicity, Gender, Veteran Status, Relationship to HoH, Disabling Condition, Income at entry, Income at annual assessment, and Income at Exit. Example: 10 points for low error rate on all 10 elements, 7 points for error rate below 10% on 7/10 elements.				9 elements <10% error rate	9
				8 elements <10% error rate	8
				7 elements <10% error rate	7
				6 elements <10% error rate	6
				5 elements <10% error rate	5
				4 elements <10% error rate	4
				3 elements <10% error rate	3
				2 elements <10% error rate	2
				1 element <10% error rate	1
<b>Utilization Rate</b>					
Average daily bed utilization	Q2	Q10, 11	5	> 90%	5
				85 - 90%	3
				80 - 84.9%	1
				< 80%	0
<b>Reporting deadlines</b>					
Project meets all reporting deadlines.	DHSP records	DHSP records	5	All deadlines met	5
				Any deadline missed	0
<b>Expenditures/Recaptures</b>					
Project expends contracted budget.	DHSP records	DHSP records	5	≤ 90% of budget spent	5
				< 90% of budget spent	0
<b>TOTAL SCORE</b>			100		0

## NEW PROJECT SCORECARD

Component	Maximum Points	Points Awarded
<b>Experience</b>		
Proposal demonstrates that the applicant is experienced in working with the target population and in providing housing similar to that proposed in the application. Application provides concrete examples showing experience and expertise in working with and addressing the target population's housing and supportive service needs.	15	
Proposal demonstrates that the applicant is experienced with effectively utilizing federal funds and/or other public funding. Application provides concrete examples showing experience in managing basic organization operations including capacity to submit required reports on existing grants, and financial accounting systems to ensure timely expenditures of grant funds.	10	
<b>Project Design and Activities</b>		
Housing First – proposal indicates a clear commitment to a Housing First program design and includes required assurances related to screening and termination, and includes applicant's experience operating or contributing to a Housing First program.	10	
Application clearly describes proposed activities and target population; demonstrates the community's need for the proposed project activities; and demonstrates an understanding of the needs of the clients to be served.	10	
Application demonstrates that the type and location of the housing proposed will fit the needs of the clients to be served. If another entity is providing the housing or subsidy, a letter of commitment must be included with the proposal form.	5	
Application demonstrates a clear plan to assist clients to rapidly secure and maintain housing that is safe, affordable, accessible, and meets their needs.	5	
Application clearly describes how clients will be assisted in obtaining mainstream benefits.	5	
Application clearly describes how clients will be assisted to increase employment and/or income.	5	
Application clearly describes the types of supportive services that will be offered to clients, including the role of project staff and coordination with other providers, to maximize positive outcomes for clients.	5	
Proposal describes client outcome goals that will improve the CoC's progress toward meeting Federal Strategic Plan goals and improving system-level performance.	5	
<b>Financial</b>		
Budget request is reasonable and appropriate, items align with project activities; and costs are within funding guidelines.	15	
Match amount is documented and meets requirements.	5	
<b>Timeliness</b>		
Application clearly describes a plan for rapid implementation of the project, including a schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.	5	
<b>Bonus Points</b>		
Up to 10 points for applications that include letters of commitment for housing (5) and healthcare (5) funding to support proposed project.	10	
<b>Total</b>	<b>110</b>	

## PROCESS FOR REALLOCATION

### Voluntary Reallocation

Subrecipient agencies must complete a local Renewal Application form for each project for which they are seeking renewal funding. The local Renewal Application includes a section on Voluntary Reallocation that will provide agencies with an opportunity to voluntarily reallocate funds. CoC Board Evaluation Panel members will be responsible for determining how to reallocate funds based on project scores and the CoC's Funding Priorities recommendations.

### Involuntary Reallocation

Each Renewal Project<sup>2</sup> will be assessed by Collaborative Applicant staff using the following criteria to determine if reallocation should be considered by the CoC Board's Evaluation Panel. The purpose of the Reallocation Assessment is to determine if renewal projects are underutilized or underperforming. Completed Reallocation Assessments will be provided to the Evaluation Panel alongside Project Scores for review and to inform Reallocation decisions.

#### Reallocation Assessment

Question		Data Source
1.	Has the project had significant recaptures in the past two completed grant cycles? If so, what amounts have been recaptured?	NOFA Scorecard; Annual Performance Report (APR)
2.	Does the project contribute to the CoC's progress in improving System Level Performance?	NOFA Scorecard; APR
3.	Does the project contribute to the CoC's progress in meeting HUD's Policy Priorities?	Local Renewal Application
4.	Does the project align with local funding priorities and CoC programming needs?	Local Renewal Application; CoC Funding Priorities Survey
5.	What are the CoC grant fund costs per permanent housing exit/placement?	APR

### Applying for New Projects using Reallocated Funds

New and existing agencies are encouraged to apply for new projects using reallocation funds. Interested agencies should review materials posted on the CoC's website, and should reach out to DHSP staff to discuss any questions related to the process.

All agencies interested in submitting an application for a new project in the 2023 competition must complete and submit a New Project proposal form. The CoC Board's Evaluation Panel will evaluate and score all New Project proposals. Depending on the number of proposals received and the amount of reallocation funds available, the Panel will determine whether New Projects will be submitted as PH Bonus Projects or as Reallocation projects.

<sup>2</sup> First time renewal projects cannot be reallocated.

# 1E-2a: SCORED FORMS FOR ONE PROJECT

- Completed Scored Forms for one PSH Renewal Project

Project Name **Heading Home: Cambridge Homeless to Housing PSH**

Start Date **7/1/2022** Grant Number **MA0156L1T092013**  
 End Date **6/30/2022** Name of Person Completing Scorecard **Thomas Percoco**

Q2. Total beds/units **26**  
**Total CH beds** **26** **100%**

ACCESS TO INCOME/BENEFITS  
 Q19a. % with increased total income **72%**

Q5. Total clients **23**  
 Total adults **23**  
 Total leavers **3**

Q20b. Total with 1+ source at annual **11**  
 Q20b. Total with 1+ source at exit **3**  
 Total leavers + stayers w/ 1+ source **14** **61%**

DATA QUALITY (Q6)	dk/r/m	Error Rate
DOB	1	4%
Race	0	0%
Ethnicity	0	0%
Gender	0	0%
Veteran Status	0	0%
Disabling Condition	0	0%
Income (entry)	0	0%
Income (exit)	0	0%
Relationship to HoH	0	0%
Income (annual)	0	0%
Destination	1	4%

HOUSING STABILITY  
 Q23c. Permanent total **1** Excluded **1**  
 Total stayers **20**  
 % successful exits/retention **21** **95%**

EXPENDITURES  
 Q01a. Total Award Amount **\$406,413**  
 Q28. Total Expenditures **\$371,543**  
 Unspent funds **\$34,870** **9%**  
 Percent spent **91%**  
**PRIOR YEAR RECAPTURE** **\$46,339.05**

# of elements <10% error **0** **10**

Q8a. HH With Children **0** **0%**  
 Q8a. Total HH Served **22**  
**Avg. daily bed utilization** **83%**  
 Q11. 18-24, Without Children **0** **0%**  
 Q13a1. Mental Health Disorder **22** **96%**  
 Q13a1. Alcohol + Drug Use **18** **78%**  
 Q13a1. Chronic+HIV+DD+PD **20** **87%**  
 Q14a. DV **6** **26%**  
 Q5a. Veterans **0** **0%**  
 Q5a. CH **20** **87%**

**PRIORITY POPULATIONS**  
 # of populations with 50%+ **1**  
 (at least 50% of HH served meet criteria)

**INTENSIVE SERVICE NEEDS**  
 # of populations with 50%+ **3**  
 (at least 50% of HH served meet criteria)

Cambridge CoC - CoC Program Renewal Scorecard FY23 NOFA

Heading Home: Cambridge Homeless to Housing PSH	Data Source	Performance	Max	Scale	Score
<b>CLIENT OUTCOMES</b>					
<b>Housing Stability</b>					
% of clients remaining in PH or exiting to permanent destination	Q23a, Q23b	95%	20	> 98%	20
				96 - 97.9%	18
Goal: > 90%				94 - 95.9%	16
				92 - 93.9%	14
				90 - 91.9%	12
				82.5 - 89.9%	10
				75 - 82.4%	8
				67.5 - 74.9%	6
				60 - 67.4%	4
				< 60%	0
<b>Access to income &amp; benefits</b>					
% of adults who increased total income	Q19a3	72%	10	> 40%	10
				40%	8
Goal: > 35%				36 - 39%	6
				32 - 35%	4
				28 - 31%	2
				<28%	0
% of households receiving non-cash benefits	Q20b	61%	10	100%	10
				95 - 99.9%	8
Goal: > 85%				90 - 94.9%	6
				85 - 89.9%	4
				80 - 84.9%	2
				< 80%	0
<b>HUD &amp; LOCAL PRIORITIES</b>					
<b>Housing First</b>					
Project must meet Housing First Threshold as indicated in application.	Project application	HF	2	Project is Housing First	2
				Not Housing First	0
<b>Priority populations</b>					
Project can receive 1 point for each priority population served (Chronically Homeless, Veterans, Youth, Households with Children). To receive points, at least 50% of households served during the reporting year must be a priority population.	Q5a, Q8	1	4	4 populations	4
				3 populations	3
				2 populations	2
				1 populations	1
				0 populations	0
<b>Populations with intensive service needs</b>					
Project can receive 1 point for each population with intensive service needs: serious mental illness; substance use; chronic health condition (HIV/AIDS, developmental and physical disability); and domestic violence. To receive points, at least 50% of households served during the reporting year must be a population with intensive service needs.	Q13, Q14	3	4	4 populations	4
				3 populations	3
				2 populations	2
				1 populations	1
				0 populations	0
<b>Dedicated units for Chronically Homeless</b>					
1 points per unit (max 10) plus up to 10 points for percentage of units dedicated (100% = 10, 90%=9, 80%=8, etc.)	HIC / Proj. App.	26	20	# of dedicated CH units	up to 10
				% of dedicated units	up to 10
		100%			10
<b>PROJECT CAPACITY</b>					
<b>HMIS Data Quality</b>					
Exits to known destinations	Q6	4%	5	< 5%	5
				5 - 20%	4
Maximum points for less than 5% missing destination data. Projects with 0 exits will receive full points.				20 - 40%	3
				40 - 60%	2
				80 - 40%	1
				> 80%	0
Data completeness	Q6	10	10	10 elements <10% error rate	10
Maximum points when error rate is below 10% for each of the following 10 universal data elements: DOB, Race, Ethnicity, Gender, Veteran Status, Relationship to HoH, Disabling Condition, Income at entry, Income at annual assessment, and Income at Exit. Example: 10 points for low error rate on all 10 elements, 7 points for error rate below 10% on 7/10 elements.				9 elements <10% error rate	9
				8 elements <10% error rate	8
				7 elements <10% error rate	7
				6 elements <10% error rate	6
				5 elements <10% error rate	5
				4 elements <10% error rate	4
				3 elements <10% error rate	3
				2 elements <10% error rate	2
				1 element <10% error rate	1
<b>Utilization Rate</b>					
Average daily bed utilization	APR Bed & Unit Report	83%	5	> 90%	5
				85 - 90%	3
				80 - 84.9%	1
				< 80%	0
<b>Reporting deadlines</b>					
Project meets all reporting deadlines.	DHSP records		5	All deadlines met	5
				Any deadline missed	0
<b>Expenditures/Recaptures</b>					
Project expends contracted budget.	DHSP records	91%	5	≤ 90% of budget spent	5
				< 90% of budget spent	0
<b>TOTAL SCORE</b>			100		78

FY23 COC REALLOCATION ASSESSMENT

Project Name | Heading Home: Cambridge Homeless to Housing PSH

1. Has the project had significant recaptures in the past two completed grant cycles?

No

Recapture amount	\$34,869.87	9%
Recapture amount	\$46,339.05	
	\$81,208.92	

2. Does the project contribute to the CoC's progress in improving System Level Performance?

Yes

SPM 4	Percentage of adults who increased total income	72%
SPM 7	% successful exits/retention of permanent housing	95%

3. Does the project contribute to the CoC's progress in meeting HUD Policy Priorities?

Yes

Project contributes to at least one of HUD's priority subpopulations	Y
Project uses a Housing First Approach	Y
Project works to maximize mainstream resources	Y
Project contributes to Coordinated Entry and/or promotes client choice	Y

4. Does the project align with local funding priorities and CoC programming needs?

Yes

5. What are the CoC grant fund costs per permanent housing exit/placement?

$$\frac{\text{Contract amount}}{\text{number of successful exits \& retentions}} = \frac{\$406,413}{21} = \$19,353$$

Based on responses above, is reallocation recommended?

No

Project Name Home: Cambridge Homeless to Housing PSH

#### CLIENT OUTCOMES

% of clients remaining in PH	95%
% of adults with increased income	72%
% of households receiving benefits	61%

#### HUD & LOCAL PRIORITIES

Project is Housing First	Yes
# of priority populations served	1
# of populations with intensive service needs	3
# of dedicated units for CH	26
% of dedicated units for CH	100%

#### DATA QUALITY & PROJECT CAPACITY

% of records missing destination	4%
# of elements with <10% error rate	10
Average daily bed utilization	83%
Project met reporting deadlines	Yes
% of budget spent	91%
TOTAL SCORE	78

#### REALLOCATION ASSESSMENT

Significant recaptures? (>10% of grant)	No
Most recent recapture amount	34869.87
Contribute to improving System Performance?	Yes
SPM 4 - adults w/ increased income	72%
SPM 7 - successful exits / retention	95%
Contribute to HUD Policy Priorities?	Yes
Align with local funding priorities and needs?	Yes
Costs per PH exit or placement	19353
Reallocation Recommended?	No



# 1E-5: NOTIFICATION OF PROJECTS REJECTED-REDUCED

- Email sent to applicant providing notification that 2 renewal applications submitted were reduced through partial reallocation.

**From:** [Mengers, Elizabeth](#)  
**To:** [Kelly Mulligan](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#); [Tabatabai, Fakhrossadat Golnaz](#)  
**Subject:** 2023 Cambridge CoC rankings: HomeStart  
**Date:** Wednesday, September 13, 2023 9:26:00 AM  
**Attachments:** [FY23\\_HS\\_Going Home PSH\\_Scorecard.xlsx](#)  
[FY23\\_HS\\_Key PSH\\_Scorecard.xlsx](#)  
[2023\\_HomeStart\\_budgets.xlsx](#)

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Hi Kelly,

I'm writing to update you on the decisions made by the CoC Board's Evaluation Panel for the 2023 CoC Program competition. The Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Each of your agency's project applications have been accepted and will be ranked on the CoC's Priority Listing.

The scoring workbooks for each of your agency's renewal projects are attached to this email and the full 2023 Project Ranking List is available on the CoC's website here:

[https://www.cambridgecoc.org/s/20230912\\_2023\\_CoC-Rankings.pdf](https://www.cambridgecoc.org/s/20230912_2023_CoC-Rankings.pdf)

Please note that the ranked amounts for the HomeStart Key and Going Home PSH projects reflect a partial reallocation of funds. These amounts are the amounts proposed to be added to DHSP Admin line. The attached workbook shows that budgets include both the requested BLI shift from Leasing to HomeStart Admin and partial reallocation of the amounts proposed to increase DHSP Admin lines.

Several projects in the Cambridge CoC had sizeable recaptures (unspent grant funds returned to HUD) in recent grant cycles. The impact of the COVID emergency on staffing levels throughout the continuum contributed to these recaptures and the Evaluation Panel considered these impacts in the 2023 competition. To ensure limited grant funds are utilized, expenditure levels will continue to be evaluated and recaptured funds will be at risk of reallocation in future competitions. CoC staff are committed to working with partners to address issues impacting recaptures and improving system level performance.

Thank you for your ongoing partnership and work to serve the Cambridge community. Please contact us if you have questions or would like to discuss the rankings in more detail.

Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209

# 1E-5a: NOTIFICATION OF PROJECTS ACCEPTED

- Public posting on CoC website on 9/12/2023 of ranked projects
- Individual emails sent to project applicants on 9/13/2023 that included completed scorecards for projects and link to public posting on CoC website of project ranking list

**From:** [Mengers, Elizabeth](#)  
**To:** [Sue Nohl](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#); [Tabatabai, Fakhrossadat Golnaz](#)  
**Subject:** 2023 Cambridge CoC rankings: CHA  
**Date:** Wednesday, September 13, 2023 9:26:00 AM  
**Attachments:** [FY23\\_PRA\\_YMCA\\_SRO\\_Scorecard.xlsx](#)  
[FY23\\_TRA\\_Consolidated\\_Scorecard.xlsx](#)

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Hi Sue,

I'm writing to update you on the decisions made by the CoC Board's Evaluation Panel for the 2023 CoC Program competition. The Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Each of your agency's project applications have been accepted and will be ranked on the CoC's Priority Listing.

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Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209

**From:** [Mengers, Elizabeth](#)  
**To:** [Lisa Schorr Kaplan](#); [Gretchen Carleton](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#); [Percoco, Thomas](#); [Tabatabai, Fakhrossadat Golnaz](#)  
**Subject:** 2023 Cambridge CoC rankings: Heading Home  
**Date:** Wednesday, September 13, 2023 9:27:00 AM  
**Attachments:** [FY23\\_PRA\\_YMCA\\_SRO\\_Scorecard.xlsx](#)  
[FY23\\_HH\\_Stepping\\_Stone\\_PSH\\_Scorecard.xlsx](#)  
[FY23\\_HH\\_Solid\\_Ground\\_PSH\\_Scorecard.xlsx](#)  
[FY23\\_HH\\_Homeless\\_to\\_Housing\\_PSH\\_Scorecard.xlsx](#)  
[FY23\\_TRA\\_Consolidated\\_Scorecard.xlsx](#)

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Hi Lisa and Gretchen,

I'm writing to update you on the decisions made by the CoC Board's Evaluation Panel for the 2023 CoC Program competition. The Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Each of your agency's project applications have been accepted and will be ranked on the CoC's Priority Listing.

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Thank you for your ongoing partnership and work to serve the Cambridge community. Please contact us if you have questions or would like to discuss the rankings in more detail.

Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209

**From:** [Mengers, Elizabeth](#)  
**To:** [Kelly Mulligan](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#); [Tabatabai, Fakhrossadat Golnaz](#)  
**Subject:** 2023 Cambridge CoC rankings: HomeStart  
**Date:** Wednesday, September 13, 2023 9:26:00 AM  
**Attachments:** [FY23\\_HS\\_Going Home PSH\\_Scorecard.xlsx](#)  
[FY23\\_HS\\_Key PSH\\_Scorecard.xlsx](#)  
[2023\\_HomeStart\\_budgets.xlsx](#)

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Hi Kelly,

I'm writing to update you on the decisions made by the CoC Board's Evaluation Panel for the 2023 CoC Program competition. The Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Each of your agency's project applications have been accepted and will be ranked on the CoC's Priority Listing.

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Several projects in the Cambridge CoC had sizeable recaptures (unspent grant funds returned to HUD) in recent grant cycles. The impact of the COVID emergency on staffing levels throughout the continuum contributed to these recaptures and the Evaluation Panel considered these impacts in the 2023 competition. To ensure limited grant funds are utilized, expenditure levels will continue to be evaluated and recaptured funds will be at risk of reallocation in future competitions. CoC staff are committed to working with partners to address issues impacting recaptures and improving system level performance.

Thank you for your ongoing partnership and work to serve the Cambridge community. Please contact us if you have questions or would like to discuss the rankings in more detail.

Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209

**From:** [Mengers, Elizabeth](#)  
**To:** [sarah@transitionhouse.org](mailto:sarah@transitionhouse.org); [Ronit Barkaj](#); [Jassie Senwah](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#); [Percoco, Thomas](#)  
**Subject:** 2023 Cambridge CoC rankings - Transition House  
**Date:** Wednesday, September 13, 2023 9:27:00 AM  
**Attachments:** [FY23 T-House RRH Scorecard.xlsx](#)  
[FY23 T-House PSH Scorecard.xlsx](#)

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Hi Sarah, Ronit and Jassie,

I'm writing to update you on the decisions made by the CoC Board's Evaluation Panel for the 2023 CoC Program competition. The Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Each of your agency's project applications have been accepted and will be ranked on the CoC's Priority Listing.

The scoring workbooks for each of your agency's renewal projects are attached to this email and the full 2023 Project Ranking List is available on the CoC's website here:

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Please note the RRH project "straddles" Tier 1 and Tier 2. In most recent competitions, projects that straddle tiers have been fully funded by HUD. We are hopeful this will be the case in the 2023 competition and the panel recommended partial reallocations of other projects to minimize the amount of renewal funds in Tier 2. In the event that Tier 2 is not funded, the RRH project will still be viable as less than \$2,000 falls into Tier 2.

Several projects in the Cambridge CoC had sizeable recaptures (unspent grant funds returned to HUD) in recent grant cycles. The impact of the COVID emergency on staffing levels throughout the continuum contributed to these recaptures and the Evaluation Panel considered these impacts in the 2023 competition. To ensure limited grant funds are utilized, expenditure levels will continue to be evaluated and recaptured funds will be at risk of reallocation in future competitions. CoC staff are committed to working with partners to address issues impacting recaptures and improving system level performance.

Thank you for your ongoing partnership and work to serve the Cambridge community. Please contact us if you have questions or would like to discuss the rankings in more detail.

Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209

**From:** [Mengers, Elizabeth](#)  
**To:** [Holly Boginski](#); [Sarah Coombs](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#); [Woods, Anthony](#); [Percoco, Thomas](#)  
**Subject:** 2023 Cambridge CoC rankings: CASPAR/Bay Cove  
**Date:** Wednesday, September 13, 2023 9:27:00 AM  
**Attachments:** [FY23\\_SHEH\\_Scorecard.xlsx](#)  
[FY23\\_BayCoveBridgePSH\\_Scorecard.xlsx](#)

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Hi Holly and Sarah,

I'm writing to update you on the decisions made by the CoC Board's Evaluation Panel for the 2023 CoC Program competition. The Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Each of your agency's project applications have been accepted and will be ranked on the CoC's Priority Listing.

Please note that the FY22 RRH to PSH transition grant is ranked in Tier 2. This means that the funding for the 2024-2025 grant is not certain. We are hopeful that the Tier 2 projects will be awarded as they were in the 2022 competition and will work with Bay Cove to explore how we can move forward with the project in the event that CoC funds are not awarded.

The scoring workbooks for each of your agency's renewal projects are attached to this email and the full 2023 Project Ranking List is available on the CoC's website here:

[https://www.cambridgecoc.org/s/20230912\\_2023\\_CoC-Rankings.pdf](https://www.cambridgecoc.org/s/20230912_2023_CoC-Rankings.pdf)

Several projects in the Cambridge CoC had sizeable recaptures (unspent grant funds returned to HUD) in recent grant cycles. The impact of the COVID emergency on staffing levels throughout the continuum contributed to these recaptures and the Evaluation Panel considered these impacts in the 2023 competition. To ensure limited grant funds are utilized, expenditure levels will continue to be evaluated and recaptured funds will be at risk of reallocation in future competitions. CoC staff are committed to working with partners to address issues impacting recaptures and improving system level performance.

Thank you for your ongoing partnership and work to serve the Cambridge community. Please contact us if you have questions or would like to discuss the rankings in more detail.

Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209



**From:** [Mengers, Elizabeth](#)  
**To:** [Daniel, Hannah](#); [Colangelo, Marianne](#); [MacInnes-Barker, Neil](#); [Harris, Cynthia](#); [Melo, Maria](#); [Keith Wales](#); [Susan Keyes](#)  
**Cc:** [Bass Briggs, Shayla-Kinyon](#)  
**Subject:** 2023 Cambridge CoC rankings  
**Date:** Wednesday, September 13, 2023 9:28:00 AM

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Good morning,

Thank you for your work to submit renewal and/or expansion funding requests in the 2023 CoC competition. The CoC's Evaluation Panel met last week to work through the difficult strategic resource allocation decisions required for the 2023 submission to HUD. Renewal projects supporting mandated functions (HMIS and C-CAN) and those without a full year of performance data were assigned the average score, and expansion requests were ranked in Tier 2.

The 2023 Project Ranking List is available on the CoC's website here:

[https://www.cambridgecoc.org/s/20230912\\_2023\\_CoC-Rankings.pdf](https://www.cambridgecoc.org/s/20230912_2023_CoC-Rankings.pdf)

Thank you for your ongoing partnership and work to serve the Cambridge community. Please contact us if you have questions or would like to discuss the rankings in more detail.

Liz

Liz Mengers Magargee (she, her, hers)  
Planning & Development Manager  
City of Cambridge Department of Human Service Programs  
617-349-6209

# 1E-5b: LOCAL COMPETITION SELECTION RESULTS

- Final Project Scores for All Projects

**2023 CoC Program Competition  
Project Scores and Ranks**

Rank	Project Name	Type	Status	Score	Requested Funding		Cumulative Total	
					Reallocation	Amount		
1	HomeStart: Going Home PSH	PH - PSH	Accepted	85	\$18,915	\$836,162	\$836,162	
2	HomeStart: Key PSH	PH - PSH	Accepted	82	\$28,245	\$1,151,980	\$1,988,142	
3	Heading Home: Solid Ground PSH	PH - PSH	Accepted	82		\$134,086	\$2,122,228	
4	Heading Home: Cambridge Stepping Stone PSH	PH - PSH	Accepted	79		\$721,946	\$2,844,174	
5	Heading Home: Cambridge Homeless to Housing PSH	PH - PSH	Accepted	78		\$406,413	\$3,250,587	
6	Transition House: T-House PSH	PH - PSH	Accepted	73		\$443,923	\$3,694,510	RANKING PRIORITIES
7	TRA Consolidated	PH - PSH	Accepted	73		\$357,067	\$4,051,577	1. PSH Renewal
8	Bay Cove: Supportive Housing Ending Homelessness	PH - PSH	Accepted	60		\$192,029	\$4,243,606	2. HUD Mandated Projects
9	PRA: YMCA SRO Project	PH - PSH	Accepted	52		\$253,878	\$4,497,484	3. RRH Renewal
10	Bay Cove: Bridge PSH	PH - PSH	Accepted	60		\$130,877	\$4,628,361	4. PH Services Only
11	Cambridge Coordinated Intake	SSO - CI	Accepted	69		\$515,075	\$5,143,436	5. Expansion Projects
12	Cambridge Dedicated HMIS	HMIS	Accepted	69		\$35,000	\$5,178,436	
13	Transition House: Rapid Rehousing Project	PH - RRH	Accepted	41		\$254,345	\$5,432,781	\$5,432,781 Tier 1
13	Transition House: Rapid Rehousing Project	PH - RRH	Accepted	41		\$1,656	\$5,434,437	\$502,668 Tier 2
14	Bay Cove: Cambridge PSH	PH - PSH (Services Only)	Accepted	69		\$195,937	\$5,630,374	
15	CCAN Expansion	SSO - CI	Accepted	69		\$211,325	\$5,841,699	
16	HMIS Expansion	HMIS	Accepted	69		\$93,750	\$5,935,449	
	Youth Rapid Rehousing	PH-RRH	Voluntary Reallocation		\$164,165	\$0.00		
<b>Reallocated Total</b>					<b>\$211,325</b>			
<b>Ranked Total</b>						<b>\$5,935,449</b>		
Planning Grant (not ranked)		Planning				\$292,085		
Tier 1 Maximum (93% of Annual Renewal Demand)						\$5,432,781		
Tier 2						\$502,668		
Ranked Total						\$5,935,449		
Planning Grant						\$292,085		
<b>TOTAL Application Request</b>						<b>\$6,227,534</b>		

## 2A-6: HDX COMPETITION REPORT

2023 HDX Competition Report  
**PIT Count Data for MA-509 - Cambridge CoC**

**Total Population PIT Count Data**

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count	501	411	440	474
Emergency Shelter Total	346	259	295	334
Safe Haven Total	0	0	0	0
Transitional Housing Total	92	63	70	66
Total Sheltered Count	438	322	365	400
Total Unsheltered Count	63	89	75	74

**Chronically Homeless PIT Counts**

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of Chronically Homeless Persons	216	206	180	214
Sheltered Count of Chronically Homeless Persons	174	145	139	156
Unsheltered Count of Chronically Homeless Persons	42	61	41	58

# 2023 HDX Competition Report

## PIT Count Data for MA-509 - Cambridge CoC

### Homeless Households with Children PIT Counts

	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Households with Children	49	38	42	50
Sheltered Count of Homeless Households with Children	49	38	42	50
Unsheltered Count of Homeless Households with Children	0	0	0	0

### Homeless Veteran PIT Counts

	2011 PIT	2020 PIT	2021 PIT *	2022 PIT	2023 PIT
Total Sheltered and Unsheltered Count of the Number of Homeless Veterans	41	10	13	12	13
Sheltered Count of Homeless Veterans	36	7	8	9	6
Unsheltered Count of Homeless Veterans	5	3	5	3	7

\*For CoCs that did not conduct an unsheltered count in 2021, 2020 data were used.

# 2023 HDX Competition Report

## HIC Data for MA-509 - Cambridge CoC

### HMIS Bed Coverage Rates

Project Type	Total Year-Round, Current Beds	Total Current, Year-Round, HMIS Beds	Total Year-Round, Current, Non-VSP Beds*	HMIS Bed Coverage Rate for Year-Round Beds	Total Year-Round, Current VSP Beds in an HMIS Comparable Database	Total Year-Round, Current, VSP Beds**	HMIS Comparable Bed Coverage Rate for VSP Beds	Total Current, Year-Round, HMIS Beds and VSP Beds in an HMIS Comparable Database	HMIS and Comparable Database Coverage Rate
ES Beds	279	259	259	100.00%	20	20	100.00%	279	100.00%
SH Beds	0	0	0	NA	0	0	NA	0	NA
TH Beds	67	57	57	100.00%	10	10	100.00%	67	100.00%
RRH Beds	17	3	11	27.27%	6	6	100.00%	9	52.94%
PSH Beds	467	265	447	59.28%	20	20	100.00%	285	61.03%
OPH Beds	221	0	96	0.00%	10	10	100.00%	10	4.52%
Total Beds	1,051	584	870	67.13%	66	66	100.00%	650	61.85%

2023 HDX Competition Report  
HIC Data for MA-509 - Cambridge CoC



# 2023 HDX Competition Report

## HIC Data for MA-509 - Cambridge CoC

**Notes**

\*For OPH Beds, this does NOT include any beds that are Current, Non-VSP, Non-HMIS, and EHV-funded.

\*\*For OPH Beds, this does NOT include any beds that are Current, VSP, Non-HMIS, and EHV-funded.

In the HIC, "Year-Round Beds" is the sum of "Beds HH w/o Children", "Beds HH w/ Children", and "Beds HH w/ only Children". This does not include Overflow ("O/V Beds") or Seasonal Beds ("Total Seasonal Beds").

In the HIC, Current beds are beds with an "Inventory Type" of "C" and not beds that are Under Development ("Inventory Type" of "U").

### PSH Beds Dedicated to Persons Experiencing Chronic Homelessness

Chronically Homeless Bed Counts	2020 HIC	2021 HIC	2022 HIC	2023 HIC
Number of CoC Program and non-CoC Program funded PSH beds dedicated for use by chronically homeless persons identified on the HIC	153	181	179	179

### Rapid Rehousing (RRH) Units Dedicated to Persons in Household with Children

Households with Children	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH units available to serve families on the HIC	10	15	7	5

### Rapid Rehousing Beds Dedicated to All Persons

All Household Types	2020 HIC	2021 HIC	2022 HIC	2023 HIC
RRH beds available to serve all populations on the HIC	46	50	24	17

2023 HDX Competition Report  
HIC Data for MA-509 - Cambridge CoC

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Summary Report for MA-509 - Cambridge CoC

#### Measure 1: Length of Time Persons Remain Homeless

This measures the number of clients active in the report date range across ES, SH (Metric 1.1) and then ES, SH and TH (Metric 1.2) along with their average and median length of time homeless. This includes time homeless during the report date range as well as prior to the report start date, going back no further than October, 1, 2012.

**Metric 1.1:** Change in the average and median length of time persons are homeless in ES and SH projects.  
**Metric 1.2:** Change in the average and median length of time persons are homeless in ES, SH, and TH projects.

a. This measure is of the client's entry, exit, and bed night dates strictly as entered in the HMIS system.

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2021	FY 2022	Submitted FY 2021	FY 2022	Difference	Submitted FY 2021	FY 2022	Difference
1.1 Persons in ES and SH	765	1089	157	121	-36	71	48	-23
1.2 Persons in ES, SH, and TH	858	1165	224	156	-68	98	56	-42

b. Due to changes in DS Element 3.17, metrics for measure (b) will not be reported in 2016.

This measure includes data from each client's "Length of Time on Street, in an Emergency Shelter, or Safe Haven" (Data Standards element 3.17) response and prepends this answer to the client's entry date effectively extending the client's entry date backward in time. This "adjusted entry date" is then used in the calculations just as if it were the client's actual entry date.

NOTE: Due to the data collection period for this year's submission, the calculations for this metric are based on the data element 3.17 that was active in HMIS from 10/1/2015 to 9/30/2016. This measure and the calculation in the SPM specifications will be updated to reflect data element 3.917 in time for next year's submission.

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

	Universe (Persons)		Average LOT Homeless (bed nights)			Median LOT Homeless (bed nights)		
	Submitted FY 2021	FY 2022	Submitted FY 2021	FY 2022	Difference	Submitted FY 2021	FY 2022	Difference
1.1 Persons in ES, SH, and PH (prior to "housing move in")	780	1105	859	804	-55	360	308	-52
1.2 Persons in ES, SH, TH, and PH (prior to "housing move in")	881	1183	872	818	-54	399	340	-59

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 2: The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness

This measures clients who exited SO, ES, TH, SH or PH to a permanent housing destination in the date range two years prior to the report date range. Of those clients, the measure reports on how many of them returned to homelessness as indicated in the HMIS for up to two years after their initial exit.

	Total # of Persons who Exited to a Permanent Housing Destination (2 Years Prior)	Returns to Homelessness in Less than 6 Months		Returns to Homelessness from 6 to 12 Months		Returns to Homelessness from 13 to 24 Months		Number of Returns in 2 Years	
		FY 2022	% of Returns	FY 2022	% of Returns	FY 2022	% of Returns	FY 2022	% of Returns
Exit was from SO	23	1	4%	1	4%	1	4%	3	13%
Exit was from ES	101	5	5%	2	2%	2	2%	9	9%
Exit was from TH	30	0	0%	0	0%	0	0%	0	0%
Exit was from SH	0	0		0		0		0	
Exit was from PH	71	1	1%	0	0%	1	1%	2	3%
TOTAL Returns to Homelessness	225	7	3%	3	1%	4	2%	14	6%

### Measure 3: Number of Homeless Persons

#### Metric 3.1 – Change in PIT Counts

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

This measures the change in PIT counts of sheltered and unsheltered homeless person as reported on the PIT (not from HMIS).

	January 2021 PIT Count	January 2022 PIT Count	Difference
Universe: Total PIT Count of sheltered and unsheltered persons	411	440	29
Emergency Shelter Total	259	295	36
Safe Haven Total	0	0	0
Transitional Housing Total	63	70	7
Total Sheltered Count	322	365	43
Unsheltered Count	89	75	-14

### Metric 3.2 – Change in Annual Counts

This measures the change in annual counts of sheltered homeless persons in HMIS.

	Submitted FY 2021	FY 2022	Difference
Universe: Unduplicated Total sheltered homeless persons	862	1168	306
Emergency Shelter Total	769	1092	323
Safe Haven Total	0	0	0
Transitional Housing Total	103	85	-18

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

### Measure 4: Employment and Income Growth for Homeless Persons in CoC Program-funded Projects

Metric 4.1 – Change in earned income for adult system stayers during the reporting period

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	166	150	-16
Number of adults with increased earned income	5	1	-4
Percentage of adults who increased earned income	3%	1%	-2%

Metric 4.2 – Change in non-employment cash income for adult system stayers during the reporting period

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	166	150	-16
Number of adults with increased non-employment cash income	67	56	-11
Percentage of adults who increased non-employment cash income	40%	37%	-3%

Metric 4.3 – Change in total income for adult system stayers during the reporting period

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults (system stayers)	166	150	-16
Number of adults with increased total income	72	56	-16
Percentage of adults who increased total income	43%	37%	-6%

# 2023 HDX Competition Report

## FY2022 - Performance Measurement Module (Sys PM)

Metric 4.4 – Change in earned income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	32	20	-12
Number of adults who exited with increased earned income	7	1	-6
Percentage of adults who increased earned income	22%	5%	-17%

Metric 4.5 – Change in non-employment cash income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	32	20	-12
Number of adults who exited with increased non-employment cash income	11	8	-3
Percentage of adults who increased non-employment cash income	34%	40%	6%

Metric 4.6 – Change in total income for adult system leavers

	Submitted FY 2021	FY 2022	Difference
Universe: Number of adults who exited (system leavers)	32	20	-12
Number of adults who exited with increased total income	15	9	-6
Percentage of adults who increased total income	47%	45%	-2%



## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

#### Measure 5: Number of persons who become homeless for the 1st time

Metric 5.1 – Change in the number of persons entering ES, SH, and TH projects with no prior enrollments in HMIS

	Submitted FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH or TH during the reporting period.	608	887	279
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	195	204	9
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time)	413	683	270

Metric 5.2 – Change in the number of persons entering ES, SH, TH, and PH projects with no prior enrollments in HMIS

	Submitted FY 2021	FY 2022	Difference
Universe: Person with entries into ES, SH, TH or PH during the reporting period.	666	940	274
Of persons above, count those who were in ES, SH, TH or any PH within 24 months prior to their entry during the reporting year.	238	245	7
Of persons above, count those who did not have entries in ES, SH, TH or PH in the previous 24 months. (i.e. Number of persons experiencing homelessness for the first time.)	428	695	267

2023 HDX Competition Report  
**FY2022 - Performance Measurement Module (Sys PM)**

**Measure 6: Homeless Prevention and Housing Placement of Persons defined by category 3 of HUD’s Homeless Definition in CoC Program-funded Projects**

This Measure is not applicable to CoCs in FY2022 (Oct 1, 2021 - Sept 30, 2022) reporting period.

**Measure 7: Successful Placement from Street Outreach and Successful Placement in or Retention of Permanent Housing**

Metric 7a.1 – Change in exits to permanent housing destinations

	Submitted FY 2021	FY 2022	Difference
Universe: Persons who exit Street Outreach	187	329	142
Of persons above, those who exited to temporary & some institutional destinations	37	72	35
Of the persons above, those who exited to permanent housing destinations	33	29	-4
% Successful exits	37%	31%	-6%

Metric 7b.1 – Change in exits to permanent housing destinations

## 2023 HDX Competition Report

### FY2022 - Performance Measurement Module (Sys PM)

	Submitted FY 2021	FY 2022	Difference
Universe: Persons in ES, SH, TH and PH-RRH who exited, plus persons in other PH projects who exited without moving into housing	513	804	291
Of the persons above, those who exited to permanent housing destinations	134	96	-38
% Successful exits	26%	12%	-14%

#### Metric 7b.2 – Change in exit to or retention of permanent housing

	Submitted FY 2021	FY 2022	Difference
Universe: Persons in all PH projects except PH-RRH	274	345	71
Of persons above, those who remained in applicable PH projects and those who exited to permanent housing destinations	260	335	75
% Successful exits/retention	95%	97%	2%

# 2023 HDX Competition Report FY2022 - SysPM Data Quality

## MA-509 - Cambridge CoC

	All ES, SH			All TH			All PSH, OPH			All RRH			All Street Outreach		
	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022	Submitted FY2020	Submitted FY2021	FY2022
1. Number of non-DV Beds on HIC	233	282	228	105	67	65	575	572	663	41	44	20			
2. Number of HMIS Beds	233	282	228	105	67	65	300	293	270	36	23	4			
3. HMIS Participation Rate from HIC ( % )	100.00	100.00	100.00	100.00	100.00	100.00	52.17	51.22	40.72	87.80	52.27	20.00			
4. Unduplicated Persons Served (HMIS)	1334	771	1092	117	103	85	325	285	367	71	99	82	502	372	450
5. Total Leavers (HMIS)	1108	493	837	54	40	30	49	47	45	33	55	36	336	198	337
6. Destination of Don't Know, Refused, or Missing (HMIS)	718	168	278	12	2	8	0	9	4	3	1	1	23	54	163
7. Destination Error Rate (%)	64.80	34.08	33.21	22.22	5.00	26.67	0.00	19.15	8.89	9.09	1.82	2.78	6.85	27.27	48.37

2023 HDX Competition Report  
**FY2022 - SysPM Data Quality**

# 2023 HDX Competition Report

## Submission and Count Dates for MA-509 - Cambridge CoC

### Date of PIT Count

	Date	Received HUD Waiver
Date CoC Conducted 2023 PIT Count	1/25/2023	

### Report Submission Date in HDX

	Submitted On	Met Deadline
2023 PIT Count Submittal Date	4/28/2023	Yes
2023 HIC Count Submittal Date	4/28/2023	Yes
2022 System PM Submittal Date	2/27/2023	Yes