



**Midlands Area Consortium for the Homeless  
Ranking Committee Minutes  
August 18, 2017**

**Members Present:** Gregory Sprouse, Norah Rogers, Jeremy Martin

**Staff Present:** Jennifer Moore, Andy Pope

**Welcome**

At 1:35 pm, Gregory called the meeting to order.

**CoC Application Timeline**

Gregory discussed the timeline for the 2017 competition:

- August 29, 2017 – Project Applications due via e-snaps **and** CoC Application Supplement due to [apope@uway.org](mailto:apope@uway.org)
- September 13, 2017 – Ranking Committee results are posted on MACH’s website and applicants notified of inclusion in Consolidated Application, amounts, and ranking. Notification will be made outside of e-snaps.
- September 28, 2017 – Consolidated Application due to HUD

Gregory stated his desire for the committee to meet one additional time (face-to-face or conference call) before the MACH Board of Directors meeting scheduled on August 18, 2017, to have a decision on the ranking tool. He also proposed a minimum of two face-to-face meetings between August 29 and September 13 to complete the ranking activities.

**2017 Supplemental Application Form**

Prior to the meeting the Supplemental Application Form was distributed to the committee for review. The committee stated they are happy with a more detailed form and believe it will help with the ranking process.

**Ranking Tool and Process**

Prior to the meeting the Project Rating and Ranking Tool provided by HUD was distributed to the committee to consider. At the meeting the committee felt the tool was sufficient and, with some modifications, would capture all of the information needed to fairly score the projects. The committee spent the remainder of the meeting going through the tool and discussing the New and Renewal/Expansion Threshold Requirements, along with the sections of the Renewal/Expansion Project Rating Tool that could be customized.

Decisions made regarding the tool:

- New and Renewal/Expansion Threshold Requirements
  - Accepted as Threshold Requirements: Coordinated Entry Participation, Housing First and/or Low Barrier Implementation, Documented, Secured Minimum Match, Project is Financially Feasible, Application is Complete and Data are Consistent, Data Quality at or above 90%, and Bed/Unit Utilization Rate at or above 90%
  - Include Applicant is Active CoC Participant – definition of “Active CoC Participant” is paid member of MACH, who is in good standing.

- The committee requested more data to determine if 'Project has reasonable costs per permanent housing exit, as defined locally' will be included as a Threshold Requirement.
- Renewal/Expansion Project Rating Tool
  - Performance Measures – they will be included in the tool. The committee would like more information before finalizing the Factor/Goal and Max Point Value
  - Serve High Need Populations – the committee would like to use the provided measure of “APR data on ≥ 50% disability/zero income/unsheltered” and has requested more information before determining the Factor/Goal and Max Point Value. In addition, the committee would like to include a measure related to Chronically Homeless.
  - Rural Counties – the committee would like to include points for programs in rural counties to encourage participating across the entire CoC.

Members of the committee had other commitments, therefore the decision was made that each member review the remainder of the tool. A request of the staff was made that they provide a recommendation on the Factor/Goal and Max Point Value, along with what portions of the New Project Rating Tool should be used.

#### **Timeline/Next Steps**

Staff will provide requested information to the committee by Tuesday, August 15 for review. If needed, a conference call will be scheduled to finalize any details prior to the MACH Board Meeting.

#### **Adjourn**