

## NE Oklahoma Continuum of Care Full Membership Meeting

August 10, 2017

### Meeting Minutes

The NE Oklahoma Continuum of Care full membership met at 12:00 noon, Thursday, August 8, 2017 at Grand Lake Mental Health Center, 111 S. Treaty Road, Miami, Oklahoma.

1. **Attendance:** List of attendees is attached.
2. **Introduction of Guests:** No guests were in attendance.
3. **Updates and Events:** Sarada McGaha reported that the board had elected Donna Grabow to replace Lynn O'Connell on the board of directors for the remaining term. She also reported the board is seeking representatives to replace the McKinney-Vento Homeless Liaison (education representative) and a member to represent Native American Tribes. If anyone knows of someone who would be interested and willing to serve on the board in these positions should send contact information to Terry Schroeder.
4. **Consideration and action regarding July 13, 2017 COC Full Partnership meeting minutes:** Copies of the July 13, 2017 COC Full Partnership minutes were sent to COC partners with the meeting notice and agenda. **Motion by Aletha Redden, Seconded by Samuel Westfall to approve the minutes as presented. Motion carried unanimously.**
5. **Update on 2017 application processes, guidelines, funding and timelines:** Terry Schroeder noted that all applications for 2017 HUD COC funding must be submitted in e-snaps by August 29, 2017. This meets the HUD criteria that COCs establish an internal deadline 30 days before the deadline for submittal of the COC Collaborative Application, which is due by September 28, 2017. Terry noted that he has sent out several notices regarding the availability of funding so everyone should be aware that the application process is now open. Everyone interested in applying for funding should read the Notice of Funding Availability (NOFA) and other documents available on the HUD Exchange very carefully, as there have been changes to this year's applications. Terry noted that the renewal application is mostly the same as last year's, but in order to make any changes to renewal applications, it is necessary to select "make changes" on a screen in the application or e-snaps will not allow changes to be made. Sarada initiated a short discussion on the "DedicatedPlus" category available in this year's application, which allows for a slightly expanded eligibility for Permanent housing, including someone who has been homeless for 12 months but does not meet the 4 or more occurrences in 3 years criteria. An agency could un-dedicate chronic homeless beds and use the DedicatedPlus criteria instead. Terry cautioned careful consideration before doing this, as any reduction in the number of chronically homeless beds in the COC could adversely affect the COC score in the Collaborative application.
6. **Consideration and action regarding revisions to COC funding Application Rating and Review Procedures for HUD COC and Emergency Solutions Grant Programs:** Copies of the revised procedures were sent out with the meeting notices (copy attached). Terry pointed out that this is an annual revision and that the scoring criteria remained the same. Changes to the procedures included the addition of a statement in the ESG review procedures as follows: "If the COC has the option to decide review and scoring processes for the funding applications, it will decide annually whether it desires to review and score ESG funding applications submitted by applicants from within the COC or if it desires to have another COC review and score those applications, unless ODOC establishes other review and scoring processes." This was revised because this year ODOC assigned scoring and the COC did not have the option, but in the event the COC has the choice at a later date, this revision will be relevant. Terry noted that references to sections from the Annual Reports had also been revised in the score sheet to reflect changes in APR format. These references are included on the score sheet to assist evaluators in finding the pertinent sections of the APR for scoring purposes. **Motion by Aletha Redden, seconded by Cindy Bedford to approve the revision to the COC funding Application Rating and Review Procedures for HUD COC and Emergency Solutions Grant Programs. Motion carried unanimously.**

## 7. Committee Reports:

- a. **Planning Committee:** Sarada McGaha indicated she has been receiving some information from partners for the COC-wide resource directory. She encouraged all agencies to continue to submit data using the resource directory information form and return it to Terry Schroeder to be forwarded to Sarada for inclusion in the directory.
  - b. **Monitoring and Evaluation Committee:** Report on recommendation from the COC board regarding 2017 ESG funding application process and ranking of ESG applications. It was reported that 3 of the ESG applications have only been scored by 1 out of 2 reviewers, so scoring is not complete in spite of the fact that this was to have been completed by July 21, 2017 (Initial score sheet attached, this was distributed to COC partners present). Terry Schroeder has contacted Rebekah Zahn at ODOC, who is in the process of finding out why the reviewers have not completed scoring the applications and possibly reassigning the reviews to other reviewers. The COC Board considered how it would like to proceed in order to most effectively keep the established timeline, which requires the COC to approve and rank applications by the end of August so ODOC can complete its review in September and contracts can be awarded in October. It was noted that NE OK COC already decided to fund 6 applications at \$38,718.17 each and that one applicant dropped out of the application process, so 5 applications have been received and that the COC has agreed to consider all 5 for funding. Recommendation from the board is to approve funding for all 5 applications at \$38,718.17 and to rank them according to score when the scoring is complete and to allow for modification of the contracts when awarded to allow for an additional \$7,743.63 per awardee, as an equal share of the \$38,718.15 left over from the applicant that dropped out of the funding application process. This would equal an award of \$46,461.80 per grantee without any change to the allocation, which is still based on 2016 allocation amounts as the 2017 allocation is still not known. Terry Schroeder will prepare scoring spreadsheet and distribute it to Monitoring and Evaluation Committee and to full partnership when it is completed. **Motion by Althea Redden, seconded by Melissa Brumley to approve the board's recommendation regarding the 2017 ESG funding.**
  - c. **HMIS:** Melissa Brumley presented samples of the Data Quality Reports and the Annual Performance reports (copies attached) and walked those present through critical elements of those reports. Melissa and Terri Cole presented changes to the submission of Annual Performance Reports and CAPER reports for agencies partnering with NEOCAA to alert partners regarding changes for submission of monthly reports (copy of memo regarding this attached)
8. **Other Business:** None
  9. **Next Meeting Date:** The next scheduled meeting will be held at 12:00 noon on Thursday, September 7, 2017 at Lighthouse Outreach, 1411 West Hensley Boulevard, Bartlesville, OK.

Meeting adjourned at 1:02 p.m.

NORTHEAST OKLAHOMA CONTINUUM OF CARE

SIGN-IN SHEET

DATE: August 10, 2017

NAME	AGENCY	PHONE	EMAIL	MAILING ADDRESS
Terry Sherman	NEOCOA			
Gracie M. Enb	CARD			
Quinn Lively	NEOCOA			
Jackie Kish	CRECS			
Quinn Lead	Support Services			
Christy Beal	The Family			
Melissa Brumley	F-FAC			
Melisa Brumley	United Way Ponca City			
Lisa Leek	VA			
Melissa Wallace	BLUHC			
Sam Westfall	OKDHS			
Judie Rogers	Hope House			
Chris Braden	GLMHC			
Quinn	NEOCOA			
Quinn	GLMHC			
Scott Hammond	LIGHTHOUSE OUTREACH CTR			
Debra Young	CCC			
Bryan Kish	KIPOT			
Debra Young Allen	BKRX4Vets SSUF	918-588-8461	debra.young-allen@brx4vets.com	

cdbrown@glmhk.netk - please add



**Northeast Oklahoma Continuum of Care (OK-505)  
COC Funding Application Rating and Review Procedures  
for HUD COC and Emergency Solutions Grant Programs**

Northeast Oklahoma Continuum of Care adopts the following procedures for the evaluation, scoring and ranking of funding applications submitted to the COC for consideration under the HUD COC Program and the Emergency Solutions Grants. These procedures are adopted as part of the COC Governance Charter and the COC's Written Procedures and Standards for the COC and Emergency Solutions Grant Programs. Procedures to be used for the evaluation, scoring and ranking of project funding applications are as follows:

**1. HUD COC Program Funding Applications:**

- A. Notice of Funding Availability:** When the Notice of Funding Availability (NOFA) is published, Collaborative Applicant staff will send a notice to all COC partners and stakeholders, notifying them of the availability of funding and the publication of the NOFA. This notice will be sent via e-mail notice and will be publicly announced at full COC partnership meetings. Notice may also be posted on the Collaborative Applicant's website. This announcement will contain information regarding the availability of funding for both renewal projects and new projects. Partners and stakeholders will be provided with links to training materials and information regarding funding application processes provided by HUD. New project applicants will submit a summary funding application for consideration so the COC can evaluate all potential new funding applications to ensure they are appropriate and that the total of the funding requests will fit within funding amounts and parameters. If more funding requests for new projects are submitted than can be supported by available funding, contact will be made with interested applicants to negotiate funding amount requests in an attempt to fund the broadest spectrum of projects possible within the funding amounts available. All renewal and new project funding applications must be prepared and submitted via e-snaps in accordance with HUD instructions and guidelines.
- B. Project Funding Application Evaluation, Scoring and Ranking:** The COC has developed and adopted funding project rating scorecards to be used for new and renewal project funding application evaluation and scoring based on HUD priorities, goals and scoring criteria contained in the NOFA (copies attached as attachment A). These scorecards will be evaluated annually and revised to reflect the current priorities, goals and scoring criteria as set forth in the NOFA and this document will be amended annually with the most current scorecards. These COC funding Application Rating and Review Procedures, along with the project rating scorecards will be published annually on the Collaborative Applicant's website in accordance with HUD requirements so that they are available for review by the full COC partnership and stakeholders. Notification of the publication on the website will be sent to all partners and stakeholders via e-mail and an announcement regarding the publication will be made at a full COC partnership meeting. The Collaborative Applicant's e-snaps Authorized Representative, charged with preparation of the Collaborative Application for the COC will retrieve all new and renewal project funding applications from e-snaps and will obtain copies of the most recent Annual Performance Reports (APR) for all renewal projects. The representative will evaluate all projects utilizing project applications and APR data (for renewal projects) and record scores on the new or renewal Project Funding Application scorecard as appropriate.

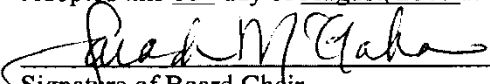
The representative will then prepare the COC project ranking tool utilizing the scores generated on the scorecards, generating a ranking and prioritization of the funding applications. The representative will then distribute copies of the scorecards, the COC project ranking tool, pertinent sections of the funding application and pertinent sections of APRs to the COC Monitoring and Evaluation Committee, which will review the applications, APRs, scorecards and project ranking and prepare a recommendation to the full COC partnership regarding the scoring and ranking of all funding applications. The Monitoring and Evaluation Committee may decide to recommend the ranking and prioritization as presented or modify the ranking based on COC need, populations served or other factors based on HUD or COC priorities, goals or criteria. The Monitoring and Evaluation Committee members appointed for this process will be representatives who are not from agencies submitting funding applications, in order to eliminate any potential conflict of interest. The Monitoring and Evaluation Committee will present its recommendations for a vote of the full COC Partnership which may adopt the recommended scoring and ranking or modify the committee's recommendation based on COC need, populations served or other factors based on HUD or COC priorities, goals or criteria. Following adoption of the project ranking and completion of the Collaborative Application, the full Collaborative Application and the project ranking listing will be published on the Collaborative Applicant's website, along with a copy of the meeting minutes approving the project ranking in accordance with HUD guidelines. All project applicants will receive written communication regarding the acceptance or rejection of their project applications in accordance with HUD requirements in place at the time.

**2. Emergency Solutions Grant Program Funding Applications:**

- A. Notice of Funding Availability:** When the Oklahoma Department of Commerce (ODOC) releases the Request for Funding Applications (RFA) and the COC allocation amount for the Emergency Solutions Grant Program (ESG), Collaborative Applicant staff will send a notice to all COC partners and stakeholders, notifying them of the availability of funding and the publication of the RFA. This notice will be sent via e-mail notice and will be publicly announced at full COC partnership meetings. Partners and stakeholders will be provided with links to training materials and information regarding funding application processes provided by ODOC. The COC will review the COC's ESG allocation amount and will establish appropriate funding limits for project applications based on COC need and to provide the broadest possible funding distribution while still providing adequate funding levels to allow project operation. Project funding applications must be prepared and submitted in OK Grants in accordance with instructions and guidelines established by ODOC in the RFA.
- B. Project Funding Application Evaluation, Scoring and Ranking:** If the COC has the option to decide review and scoring processes for the funding applications, it will decide annually whether it desires to review and score ESG funding applications submitted by applicants from within the COC or if it desires to have another COC review and score those applications, unless ODOC establishes other review and scoring processes. In the event the COC has the choice and desires to score applications from applicants within the COC, the members appointed to the Monitoring and Evaluation Committee to review and score the applications will be representatives of agencies not submitting funding applications to avoid any potential conflict of interest. Scoring of applications will be completed in OK Grants by assigned reviewers in accordance with RFA criteria using score sheets developed by ODOC.

Collaborative Applicant staff authorized by ODOC will retrieve completed funding applications and scoresheets and distribute them to Monitoring and Evaluation Committee members, along with a summary spreadsheet containing the results of the scoring and a project ranking based on those scores. The committee will review the funding applications and the scoresheets and prepare a recommendation to the full COC partnership. The committee may decide to approve or to modify the project ranking based on COC need. The full COC partnership will consider the committee's recommendation and may approve or modify the recommendation based on COC need. Recommendation regarding project ranking and funding will be sent to ODOC according to that agency's instructions. Notification regarding funding of projects will be announced to all COC partners and stakeholders via e-mail and through announcement at a full COC partnership meeting and all applicants will be given written notification regarding the selection or rejection of their funding application.

Adopted this 10<sup>th</sup> day of August, 2017 at a regular meeting of the full NE OK COC Partnership.

  
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Signature of Board Chair

Amended 8/10/2017 with new rating scorecards and references to scorecards instead of score sheets and updated information regarding ESG review processes.

**Northeast Oklahoma Continuum of Care (OK-505)  
Renewal Project Scorecard (Rev. 07/28/2017)**

AGENCY NAME	
PROJECT NAME	
REPORTING PERIOD	

**Scorecard Summary**

Rating Category	Maximum Points	Project Score <i>(This section auto-populates as card is completed)</i>
1. Project Type and Funding	20	0
2. Planned Outcomes	15	0
3. Project Actual Performance	24	0
3. HMS and Reporting	17	0
<b>Total Points</b>	<b>76</b>	<b>0</b>

**1: Project Type and Funding**

#	Overview	Where to find information?	Answer	Scoring Mechanism	Maximum Possible Pts	PROJECT SCORE
1.1	Project Type	Application		<ul style="list-style-type: none"> <li>• FH → 5 pts</li> <li>• FFH → 5 pts</li> <li>• HMS → 5 pts</li> <li>• TH → 2 pts</li> <li>• SSO → 1 pt</li> </ul>	5	
1.2	Does Project use funds for Supportive Services?	Application		<ul style="list-style-type: none"> <li>• 0-29% → 5 pts</li> <li>• 26-60% → 3 pts</li> <li>• &gt;60% → 1 pt</li> </ul>	5	
1.3	Has applicant made quarterly draws on previous grants	Applicant fiscal reports		<ul style="list-style-type: none"> <li>• YES → 5 pts</li> <li>• NO → 0 pt</li> </ul>	5	
1.4	Does project propose a low-barrier "Housing First" model?	Application		<ul style="list-style-type: none"> <li>• YES → 5 pts</li> <li>• NO → 0 pts</li> </ul>	5	
<b>Total Project Type and funding</b>					<b>20</b>	<b>0</b>



Northeast Oklahoma Continuum of Care (OK-505) Renewal Project Scorecard (Rev. 07/28/2017)						
2. Planned Outcomes						
#	Overview	Where to find Information?	Answer	Scoring Mechanism	Maximum Possible Pts	PROJECT SCORE
2.1	Planned Number of Beds and cost per bed	Application		Cost Per Bed <ul style="list-style-type: none"> <li>• \$9,001+ → 1 pts</li> <li>• \$2,001-\$9,000 → 2 pts</li> <li>• \$0-\$2,000 → 3 pts</li> </ul>	3	
2.2	Percentage of beds dedicated to Chronically Homeless	Application		<ul style="list-style-type: none"> <li>• 0-10% → 0 pt</li> <li>• 11-50% → 1 pt</li> <li>• 50-75% → 2 pts</li> <li>• &gt;75% → 3 pts</li> </ul>	3	
2.3	Plan to increase % of beds dedicated to Chronically Homeless (if there are PH beds not currently dedicated)	Application		<ul style="list-style-type: none"> <li>• No Increase → 0 pt</li> <li>• Increase by 30% → 1 pt</li> <li>• Increase by 80% → 2 pts</li> <li>• Already 100% → 2 pts</li> </ul>	2	
2.4	Planned number of persons served and cost per person	Application		Cost Per Person Served <ul style="list-style-type: none"> <li>• \$9,001+ → 1 pts</li> <li>• \$2,001-\$9,000 → 2 pts</li> <li>• \$0-\$2,000 → 3 pts</li> </ul>	3	
2.5	Planned services to vulnerable populations (Youth, Domestic Violence victims, Families with children, Individuals with Disabilities, substance abuse)	Application		<ul style="list-style-type: none"> <li>• Yes → 2 pts</li> <li>• No → 0 pts</li> </ul>	2	
2.6	Beds Dedicated to Vets	Application		<ul style="list-style-type: none"> <li>• Yes → 2 pts</li> <li>• No → 0 pts</li> </ul>	2	
<b>Total project planned outcomes</b>					<b>15</b>	<b>0</b>

**Northeast Oklahoma Continuum of Care (OK-505)  
Renewal Project Scorecard (Rev. 07/28/2017)**

3 Project Actual Performance						
#	Overview	Where to find information?	Answer	Scoring Mechanism	Maximum Possible Pts	PROJECT SCORE
3.1	Actual Number of Beds and cost per bed	SAGE Bed Inventory, SAGE Financial; Bed Inventory/Expand-cost per		Cost Per Bed <ul style="list-style-type: none"> <li>• \$9,001+ → 1 pts</li> <li>• \$2,001-\$9,000 → 2 pts</li> <li>• \$0-\$2,000 → 3 pts</li> </ul>	3	
3.2	Percentage of beds dedicated to Chronically/Homeless	SAGE Inventory CH beds/total Beds=%		<ul style="list-style-type: none"> <li>• 0-10% → 0 pt</li> <li>• 11-60% → 1 pt</li> <li>• 50-75% → 2 pts</li> <li>• &gt;75% → 3 pts</li> </ul>	3	
3.3	Number of homeless persons served and cost per person	AFR C06a # persons, Sage financial Expenses; Expand C06a-Cost per		Cost Per Person Served <ul style="list-style-type: none"> <li>• \$9,001+ → 1 pts</li> <li>• \$2,001-\$9,000 → 2 pts</li> <li>• \$0-\$2,000 → 3 pts</li> </ul>	3	
3.4	Bed Utilization Rate	AFR C07a (av. Persons per night) # Beds; Average daily utilization rate during operating year.		<ul style="list-style-type: none"> <li>• 95-100% → 3 pts</li> <li>• 91-95% → 2 pts</li> <li>• 85-90% → 1 pts</li> <li>• &lt;85% → 0 pts</li> </ul>	3	
3.5	Service to Vulnerable Populations (Youth, Victims of Domestic Violence, families with children, individuals with disabilities, substance abuse Veterans Served)	AFR C07a; HHWC, C06a Youth; C073a2; Disability, substance abuse; C14a; Domestic Violence		<ul style="list-style-type: none"> <li>• Yes → 2 pts</li> <li>• No → 0 pts</li> </ul>	2	
3.6	Actual Percentage Staying in PH or exiting to PH	AFR C25a		<ul style="list-style-type: none"> <li>• Yes → 2 pts</li> <li>• No → 0 pts</li> </ul>	2	
3.7	Actual Percentage Staying in PH or exiting to PH	AFR C23a & 23b		<ul style="list-style-type: none"> <li>• 1-50% → 1 pt</li> <li>• 50-75% → 2 pts</li> <li>• 80+% → 4 pts</li> </ul>	4	
3.8	Actual Percentage that increased total income	AFR C19a1, a2 & a3		<ul style="list-style-type: none"> <li>• 1-50% → 1 pt</li> <li>• 51%+ → 2 pts</li> </ul>	2	
3.9	Actual Percentage that increased earned income	AFR C19a1, a2 & a3		<ul style="list-style-type: none"> <li>• 1-30% → 1 pt</li> <li>• 31%+ → 2 pts</li> </ul>	2	
<b>Total Actual Performance</b>					<b>24</b>	<b>0</b>

Northeast Oklahoma Continuum of Care (OK-505) Renewal Project Scorecard (Rev. 07/28/2017)						
4: HMS and Reporting						
#	Overview	Where to find information?	Answer	Scoring Mechanism	Maximum Possible Pts	PROJECT SCORE
4.1	Data Completeness What is the projects' percentage of completed values on all HUD required data elements for the last quarter?	ServicePoint>ART HMS Data Completeness Report Card Overall Percentage		Percentage of Completed Values • > 99% → 6 pts • > 97% → 4 pts • > 95% → 2 pt	6	
4.2	Timeliness of Data Entry What is the average lag time for entering entry / exit data into ServicePoint for the last quarter?	ServicePoint > Experience of entry service & referral > Calculate Average of Entry and Exit Lag Times		Average Lag Time for Entry/Exits • 0-5 days → 6 pts • 6+ days → 0 pts	6	
4.3	APR submitted on time? (within 90 days of end of operating year)	APR Confirmation of Project Operating Year		• YES → 5 pts • NO → 0 pts	5	
Total HMS Data Quality					17	0

**Northeast Oklahoma Continuum of Care (OK-505)  
Continuum of Care New Project  
Scorecard (Rev. 07/2020)**

AGENCY NAME	
PROJECT NAME	
REPORTING PERIOD	

**Scorecard Summary**

Rating Category	Minimum Points	Project Score <i>(This section auto-populates as card is completed)</i>
1. Project Type & Funding	45	0
2. Planned Outcomes	31	0
<b>Total Points</b>	<b>76</b>	<b>0</b>

1: Project Type and Funding						
#	Question	Where to find information?	Answer	Scoring Mechanism	Maximum Possible Pts	PROJECT SCORE
1.1	Project Type	Application		Type • FH → 5 pts • RCH → 5 pts • HMS → 5 pts • TH → 2 pts	5	
1.2	Does Project Use Funds for Supportive Services?	Application		• 0-29% → 5 pts • 26-50% → 3 pts • >50% → 1 pt	5	
1.3	Does project describe provision of supportive services meeting needs?	Application		• YES → 6 pts • NO → 0 pts	6	
1.4	Does project provide leverage funds?	Application		• 150% → 5 pts • 100% → 3 pts • NO → 0 pt	5	
1.5	Does applicant participate in Coordinated Entry and HMS?	Application		• YES → 6 pts • NO → 0 pts	6	
1.6	Does project propose a low-barrier "Housing First" model?	Application		• YES → 6 pts • NO → 0 pts	6	
1.7	Does applicant demonstrate adequate experience/capacity?	Application		• YES → 6 pts • NO → 0 pts	6	
1.8	Is budget reasonable and within allowable amounts?	Application		• YES → 6 pts • NO → 0 pts	6	
<b>Total project type and funding</b>					<b>45</b>	<b>0</b>

**Northeast Oklahoma Continuum of Care (OK-605)  
Continuum of Care New Project  
Scorecard (rev. 07/28/2017)**

2. Planned Outcomes						
#	Overview	Where to find information?	Answer	Scoring Mechanism	Maximum Possible Pts	PROJECT SCORE
2.1	Planned Number of Beds and cost per bed	Application		Cost Per Bed <ul style="list-style-type: none"> <li>• \$9,001+ → 1 pts</li> <li>• \$2,001-\$9,000 → 2 pts</li> <li>• \$0-\$2,000 → 5 pts</li> </ul>	5	
2.2	Planned percentage of beds dedicated to chronically homeless	Application		<ul style="list-style-type: none"> <li>• 0-10% → 0 pts</li> <li>• 11-50% → 1 pts</li> <li>• 50-75% → 3 pts</li> <li>• &gt;75% → 5 pts</li> </ul>	5	
2.3	Does applicant prioritize turnover beds to chronically homeless or most in need?	Application		<ul style="list-style-type: none"> <li>• YES → 6 pts</li> <li>• NO → 0 pts</li> </ul>	6	
2.4	Planned number of persons served and cost per person	Application		Cost Per Person Served <ul style="list-style-type: none"> <li>• \$9,001+ → 1 pts</li> <li>• \$2,001-\$9,000 → 2 pts</li> <li>• \$0-\$2,000 → 5 pts</li> </ul>	5	
2.5	Does the project target vulnerable populations? (Youth, Victims of Domestic Violence, families with children individuals with disabilities, substance abuse?)	Application		<ul style="list-style-type: none"> <li>• Yes → 5 pts</li> <li>• No → 0 pts</li> </ul>	5	
2.6	Does the project dedicate beds to veterans?	Application		<ul style="list-style-type: none"> <li>• Yes → 5 pt</li> <li>• No → 0 pts</li> </ul>	5	
<b>Total Planned Outcomes</b>					<b>31</b>	<b>0</b>

NE OK COC  
FY 2017 ESG Application Ranking

Funded Amount	Application ID	Shelter Name	Rev	Average	Total Score	150	Average	Ranking
Max Score Possible								
\$38,718.17	ESG-2017-NEOCOA-00015	Hope House of Cherokee County, Inc	5	Rater 1	139		125.5	
			19	Rater 2	112			
\$38,718.17	ESG-2017-NEOCOA-00004	ARK	32	Average	149		149.0	
				Rater 1				
				Rater 2				
\$38,718.17	ESG-2017-CARD-CAA-00027	Community Action Resource and Development	4	Average	144		140.0	
			7	Rater 1				
				Rater 2	136			
\$38,718.17	ESG-2017-Safenet Services-00035	Safenet Services Inc	25	Average	148		148.0	
				Rater 1				
				Rater 2				
\$38,718.17	ESG-2017-NEOCOA-00014	Community Crisis Center, Inc.	29	Average	150		150.0	
				Rater 1				
				Rater 2				
\$232,309.00	<<< Total Allocated							
\$193,590.85	<<< Total Requested							
\$38,718.15	<<< Total Remaining							
\$46,461.80	Total available per grant for 5 grants							
\$7,743.63	Additional funds available per grant with 5 grants							
\$290.39	Additional Admin per grant	\$290.00						
\$3,097.45	RRH Additional per grant	\$3,098.00						
\$4,355.79	Additional Shelter per grant	\$4,355.63						
	Does not include changes in allocation							

## HUD Data Quality Report Framework Summary

Reporting Period: 5/1/2017 - 8/8/2017

Q4. Income and Housing Data Quality		
Data Element	Error Count	% of Error Rate
Income and Sources (4.2) at Entry	47	11.19%
Income and Sources (4.2) at Annual Assessment	19	82.61%
Income and Sources (4.2) at Exit	21	8.20%

Q5. Chronic Homelessness							
Entering Into Project Type	Count of Total Records	Missing Time in Institution (3.917.2)	Missing Time in Housing (3.917.2)	Approx Date (3.917.3) DKR/Missing	Num Times (3.917.4) DKR/Missing	Num Months (3.917.5) DKR/Missing	% of Records Unable to Calculate
ES, SH, Street Outreach	7			0	0	0	0.00%
TH	0	0	0	0	0	0	#DIV/0
PH (all)	10	0	0	0	0	0	0.00%
Total	17						0.00%

Q6. Timeliness		
Time for Record Entry	Count of Entry Records	Count Exit Records
0 days	67	33
1-3 days	139	96
4-6 days	93	74
7-10 days	111	48
11+ days	184	126

Q7. Inactive Records: Street Outreach & Emergency Shelter			
Data Element	Record Count	Inactive Record Count	% Inactive Records
Contact (Adults and Heads of Household in Street Outreach or Emergency Shelter -NbN)	0	0	0
Bed Nights (All Clients in Emergency Shelter-NbN)	0	0	0

# HUD Data Quality Report Framework Summary

Reporting Period: 5/1/2017 - 8/8/2017

Q1. Report Validation Table	
Elements	Client Count
Total Number of Persons Served	594
Number of Adults (age 18 or over)	401
Number of Children (under age 18)	189
Number of Persons with Unknown Age	4
Number of Leavers	380
Number of Adult Leavers	243
Number of Adult and Head of Household Leavers	256
Number of Stayers	214
Number of Adult Stayers	158
Number of Veterans	27
Number of Chronically Homeless Persons	18
Number of Youth Under Age 25	79
Number of Parenting Youth Under Age 25 with Children	36
Number of Adult Heads of Household	401
Number of Child and Unknown-Age Heads of Household	19
Heads of Household and Adult Stayers in the Project More Than 365 Days	23

Q2. Personally Identifiable Information (PII)				
Data Element	Client Doesn't Know / Refused	Information Missing	Data Issues	% of Error Rate
Name (3.1)	84	111	1	33.00%
Social Security Number (3.2)	90	112	3	34.51%
Date of Birth (3.3)	1	4	84	14.98%
Race (3.4)	2	5		1.18%
Ethnicity (3.5)	0	4		0.67%
Gender (3.6)	0	4		0.67%
Overall Score				35.52%

Q3. Universal Data Elements		
Data Element	Error Count	% of Error Rate
Veteran Status (3.7)	2	0.50%
Project Entry Date (3.10)	2	0.34%
Relationship to Head of Household (3.15)	36	6.06%
Client Location (3.16)	1	0.26%
Disabling Condition (3.8)	17	2.86%
Destination (3.12)	26	6.84%



6c - Data Quality: Income and Housing Data Quality

Data Element	Error Count	% of Error Rate
Destination (3.12)	17	4%
Income and Sources (4.2) at Entry	48	12%
Income and Sources (4.2) at Annual Assessment	8	35%
Income and Sources (4.2) at Exit	18	7%

6d - Data Quality: Chronic Homelessness

Entering into project type	Count of total records	Missing time in institution (3.917.2)	Missing time in housing (3.917.2)	Approximate Date started (3.917.3) DK/R/missing	Number of times (3.917.4) DK/R/missing	Number of months (3.917.5) DK/R/missing	% of records unable to calculate
ES, SH, Street Outreach	149			11	7	9	11%
TH	87	0	0	2	0	0	2%
PH(all)	80	0	1	3	1	3	6%
<b>Total</b>	<b>316</b>						<b>7%</b>

6e - Data Quality: Timeliness

Time For Record Entry	Number of Project Entry Records	Number of Project Exit Records
0 days		31
1 - 3 days	139	91
4 - 6 days	88	76
7 - 10 days	111	48
11+ days	196	137

6f - Data Quality: Inactive Records: Street Outreach and Emergency Shelter

	# of Records	# of Inactive Records	% of Inactive Records
Contact (Adults and Heads of Household in Street Outreach or ES - NBN)	0	0	0%
Bed Night (All clients in ES - NBN)	0	0	0%

7a - Number of Persons Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Adults	408	303	102		3
Children	192		169	21	2
Client Doesn't Know/Client Refused	0	0	0	0	0
Data not collected	4	0	0	0	4
<b>Total</b>	<b>604</b>	<b>303</b>	<b>271</b>	<b>21</b>	<b>9</b>

7b - Point-in-Time Count of Persons on the Last Wednesday

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	91	66	23	2	0
April	203	136	62	5	0
July	237	146	79	9	3
October	54	37	15	2	0

8a - Number of Households Served

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
Total Households	389	283	86	18	2

8b - Point-in-Time Count of Households on the Last Wednesday

	Total	Without Children	With Children and Adults	With Only Children	Unknown Household Type
January	69	62	7	0	0
April	150	127	20	3	0
July	169	138	25	6	0
October	42	37	5	0	0

9a - Number of Persons Contacted

	All Persons Contacted	First Contact was at a place not meant for human habitation	First contact was at a non-residential service setting	First contact was at a residential service setting	First contact place was missing
Once	0	0	0	0	0
2-5 Times	0	0	0	0	0
6-9 Times	0	0	0	0	0
10+ Times	0	0	0	0	0
<b>Total Persons Contacted</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

9b - Number of Persons Engaged

	All Persons Contacted	First Contact was at a place	First contact was at a non-	First contact was at a	First contact place was
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**Report Options**

Provider Type:  Provider \*  Reporting Group  
 Reporting Group \*: NEOCO ALL  
 Q4a Provider \*: NE OK 2016 Non ESG Funds (11719)  
 Program Date Range \*: 05/01/2017 to 08/09/2017  
 Entry/Exit Types \*:  Basic  Basic Center Program  HUD  PATH  Quick Call  RHY  Standard  Transitional Living Program  Entry/Exit  VA  HPRP (Retired)

**CoC-APR Report Results**

4a. Project Identifiers in HMIS	
Organization Name	NE OK 2016 Non ESG Funds
Organization ID	11719
Project Name	NE OK 2016 Non ESG Funds
Project ID	11719
HMIS Project Type	PH - Rapid Re-Housing (HUD)
Method of Tracking ES	
<b>If HMIS Project ID = 6 (S Only)</b>	
Is the Services Only (HMIS Project Type 6) affiliated with a residential project?	
<b>If 2.4, Dependent A = 1</b>	
Identify the Project ID's of the housing projects this project is affiliated with	

5a. Report Validation Table	
<b>Report Validation Table</b>	
1. Total Number of Persons Served	604
2. Number of Adults (age 18 or over)	408
3. Number of Children (under age 18)	192
4. Number of Persons with Unknown Age	4
5. Number of Leavers	383
6. Number of Adult Leavers	244
7. Number of Adult and Head of Household Leavers	257
8. Number of Stayers	221
9. Number of Adult Stayers	164
10. Number of Veterans	26
11. Number of Chronically Homeless Persons	20
12. Number of Youth Under Age 25	48
13. Number of Parenting Youth Under Age 25 with Children	13
14. Number of Adult Heads of Household	370
15. Number of Child and Unknown-Age Heads of Household	19
16. Heads of Households and Adult Stayers in the Project 365 Days or More	23

6a. Data Quality: Personally Identifiable Information				
Data Element	Client Doesn't Know/Client Refused	Information Missing	Data Issues	% of Error Rate
Name (3.1)	84	196	1	33%
SSN (3.2)	90	115	1	34%
Date of Birth (3.3)	0	0	85	14%
Race (3.4)	2	5		1%
Ethnicity (3.5)	0	4		1%
Gender (3.6)	0	4		1%
<b>Overall Score</b>				<b>35%</b>

6b. Data Quality: Universal Data Elements			
Data Element	Error Count	% of Error Rate	
Veteran Status (3.7)	6	1%	
Project Entry Date (3.10)	0	0%	
Relationship to Head of Household (3.15)	35	6%	
Client Location (3.16)	1	0%	
Disabling Condition (3.8)	16	3%	