

FEBRUARY 28, 2018

## PROPOSED PROJECT EVALUATION PROCESS

### ANNUAL PERFORMANCE REPORT (APR) TIMELINE

#### 2016 PROCESS:

Evaluation reports were populated using APR data from the project's most recent operating year that ended on or before December 31, 2016.

#### 2017 PROPOSED CHANGE:

Evaluation reports will be populated using the project's most recent APR data that was due in calendar year 2016. This change is to ensure that we receive all APR data before April 1st (see page 7 of the renewal scoring tool).

### PROJECTS WITH FEWER THAN 20 CLIENTS

#### 2016 PROCESS:

For projects that served fewer than 20 households in the 2014-2015 operating year, prior APRs were included in the evaluation data until the household count was at least 20 to mitigate the effects of outliers.

#### 2017 PROPOSED CHANGE:

For projects that served fewer than 20 households in the 2015-2016 operating year, prior APRs will still be included in the evaluation data until the household count is at least 20 (see page 7 of the renewal scoring tool). However, this will be limited to a maximum of 3 APRs.

### OTHER PROPOSED CHANGES

- The 2017 scoring tool explicitly states that project participants for all housing stability measures exclude deceased clients.
- For renewal projects, the maximum score will be reduced by one point by making the maximum points possible for Section 4, "Community Priority for Permanent Housing", subsection 4a, "Leasing Legacy, Rental Assistance, or Operations", with 4 points instead of 5 points (see page 7 of the renewal scoring tool). This is to make the maximum scores for renewal and new projects equal.

### PROCESS DISCUSSION QUESTIONS:

- 1) Do you have any questions or concerns about the proposed changes, and their effect on project evaluation and ranking?
- 2) Are there other adjustments that would better streamline and focus the project review process for pre-scored criteria?

# SAN FRANCISCO LOCAL HOMELESS COORDINATING BOARD

## PROPOSED SCHEDULE FOR R&R PROCESS DEVELOPMENT

*(contingent on NOFA release)*

Date	Process
February 28, 2017	Funding Committee <ul style="list-style-type: none"> <li>• Debrief</li> <li>• Review proposed changes to the Project Evaluation process</li> <li>• Review scoring tool(s)</li> <li>• Review appeals process</li> </ul>
March	Funding Committee <ul style="list-style-type: none"> <li>• Review any changes to scoring tool(s) and Review and Rank Process</li> <li>• Make recommendations on the scoring tool and Review and Rank Process to the LHCB</li> <li>• HMIS and CE ranking</li> <li>• Scoring for newly operational projects</li> </ul>
April 3, 2017	LHCB Review/Approval of Process and Scoring Tools
April 7, 2017	Distribute RFI – request most recent APRs due in 2016
April 21, 2017	RFI Response Due
May 17, 2017	Distribute Draft Evaluation Reports
June 12, 2017	Project Response to Evaluation Report Due
TBD	NOFA Release