Dos Rios Continuum of Care Competition Rating Criteria and Procedure:

Annually an RFP will be released from the Dos Rios Continuum for the purpose of confirming or denying continuing projects for renewal, and to accept and rank new applications for funding, in anticipation of, or following the HUD Continuum of Care Competition NOFA release. Projects selected from this rating and ranking process will be invited to submit a full proposal for the HUD funding. The Colusa-Glenn-Trinity Community Action Partnership (CGTCAP) on behalf of the Dos Rios Continuum of Care submits final ranked new and renewal applications into the HUD "Esnaps" system. CGTCAP is deemed as Dos Rios CoC collaborative applicant through the registration process.

**RATING AND RANKING CRITERIA AND PROCESS:**

Projects submitted in response to the RFP, will be rated and ranked as follows.

1. A neutral committee of three or more individuals will be appointed to rate and rank project submissions, confirm or deny continuation projects, and rank new projects. Committee members should be familiar with housing and homeless needs and be willing to review projects with the best interest of homeless persons in mind (Neutral means individuals who are not employees, staff or otherwise have a business or personal conflict of interest with the applicant organizations).

2. Rating and ranking will be done by the individuals appointed to the committee; the rating and ranking (R&R) committee should select a lead facilitator. Final affirmation and ranking for projects must be put into writing, and signed by members of the R&R committee.

3. Priority should be given to projects which:
   
   a. preserves or expands permanent supportive housing; or
   b. utilizes and maintains capital based projects as a priority over leased units; or
   c. preserves needed beds in the current inventory as a primary priority; or
   d. leverages other funding creating maximum impact.

4. Final ranked project submissions and rating and ranking materials will be reviewed for adherence to process and approved by the steering committee.

Project proposals will be evaluated in two categories, New/Expansion Projects and Renewal Projects.

5. The HUD Pro-Rata will be allocated as follows:
   
   a. The Pro-rata identified for each county or sub-region will be reserved for projects from or benefiting those county jurisdictions or agreed sub-regions; with the exception that up to 15% will be reserved or designated for HMIS administration to meet HUD compliance.
   
   b. Pro-rata balance between counties, or collaborative efforts in the best interest of all counties, must be at the agreement of each county included in the pro-rata sharing agreement, and be submitted in writing from each local county continuum affected.

6. Proposals for new and expansion or renewal (continuing) projects will be processed as follows:
   
   a. Renewal projects will be accepted or rejected. Renewals will not be ranked.
b. New and Expansion projects will be ranked in order of responsiveness to the RFP, available HUD pro-rata fund limits and allocations in #5 above, and the criteria outlined below: (Administrative body is the lead administrative entity for each submitted project)
   i. Administrative body shows demonstrated ability to comply with HUD and Dos Rios requirements
   ii. Administrative body shows demonstrated fiscal ability to support the proposed project with the addition of awarded CoC and other known leveraged funds
   iii. The Administrative body has good experience working and complying with current and prior Dos Rios CoC or HUD funded projects (no adverse findings or performance)
   iv. The Administrative body is a participating member of the Dos Rios Continuum (Has been attending and otherwise active in the respective local continuum)
   v. The project meets an identified homeless/housing population need for the jurisdiction or area申请 on behalf of
   vi. Administrative body is capable and willing to participant within HMIS requirements

7. Ranking
   a. Each proposal will be assessed for meeting the requirements of the RFP.
   b. Each new and/or expansion project will be ranked according to submission requirements and the projects ability to meet the communities homeless needs.
      i. Only one project per rank. No duplicate ranking.
   c. Renewal Projects will be accepted or rejected and not ranked.

8. Protests

Following notification to proposers for full proposal, protests may be submitted to the CoC regarding the RFP process and selection of Project(s). Protests shall be submitted electronically within 48 hours immediately following the recommendation to invite full proposal.

Protests shall be in writing and emailed to Co-chair Elizabeth Kelly at Elizabeth.kelly@colusadhhs.org

Protests shall state the reason for the protest, citing the law, rule, regulation, or practice on which the protest is based. The CoC shall respond in writing to the protestor within 72 hours of the end of the protest period. The response shall include the final decision on the protest and the basis for decision.

9. Disclaimer

The Dos Rios Steering Committee reserves the right to change this process in the best interest of the continuum. Notice of changes will be provided to all organizations who have notified the continuum or their intent to submit a project application. Timeline subject to change:

- Release “Notice of Interest” November 14, 2012
- “Notice of Interest” Due November 28, 2012
- Rating and Ranking Period November 29-3, 2012
- Notification/Invite to “Full Proposal” December 4, 2012
- Protest Period December 4-11, 2012
- “Full Proposal” Due January 7, 2013
- Esnaps Data Entry Due (HRA) January 18, 2013
Resources/Publications