



Lake County Continuum of Care (LCCoC) CA-529

Ranking and Reviewing Policy

1. Purpose

The purpose of this policy is to establish a transparent, objective, and data-driven process for evaluating, scoring, ranking, and recommending projects for inclusion in the Lake County Continuum of Care (LCCoC) Continuum of Care Program Competition.

Funding recommendations shall be based on measurable performance, compliance with HUD requirements, financial and administrative capacity, documented community need, and the ability to improve housing outcomes for unhoused households.

This policy supports the Continuum of Care Program priorities by promoting:

- Reduction of unhoused households through effective permanent housing interventions.
- Increased exits to permanent housing.
- Reduced returns to being unhoused.
- Improved housing stability and participant self-sufficiency.
- Strong coordination with behavioral health, substance use treatment, health care, employment, and mainstream resources.
- High-quality HMIS data and system performance.
- Responsible stewardship of federal funding.

All applicants shall be evaluated using the same published criteria to ensure consistency, fairness, transparency, and accountability.

2. Guiding Principles

The LCCoC shall evaluate all projects using the following guiding principles:

A. Project Performance

Projects shall demonstrate measurable outcomes that improve housing stability, increase permanent housing placements, reduce returns to homelessness, and improve overall system performance.

B. Efficient Use of Federal Resources

Projects should maximize housing outcomes while demonstrating sound financial management, full utilization of project capacity, and timely expenditure of grant funds.

C. HUD Compliance

Projects must comply with all applicable HUD regulations, grant requirements, monitoring standards, HMIS Data Standards requirements, and Coordinated Entry Policies and Procedures.



D. System Collaboration

Projects shall become LCCoC members, actively participate in LCCoC meetings, Coordinated Entry, HMIS, case conferencing, referrals, and other Continuum-wide planning activities that strengthen the homeless response system.

E. Community Need

Funding recommendations shall prioritize projects by the HMIS Lead Agency and the Coordinated Entry Operator agency when projects are specific to HMIS and CE administration, and projects that address documented needs identified through the Point-in-Time Count (PIT), Housing Inventory Count (HIC), System Performance Measures, Coordinated Entry data, Gaps Analysis, and other local planning efforts.

3. Grant Selection Working Group

The Grant Selection Working Group shall conduct the review process using objective scoring criteria.

Working Group members shall:

- Disclose and avoid conflicts of interest.
 - Recuse themselves from reviewing applications where a conflict exists.
 - Apply the scoring criteria consistently.
 - Document scoring decisions.
 - Complete training on the evaluation process prior to scoring.
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4. Application Review

Applications shall be evaluated using objective criteria, including:

- HMIS or Comparable Database reports.
- HUD System Performance Measures.
- Coordinated Entry participation.
- Financial and grant management records.
- Monitoring and audit results.
- Required certifications and supporting documentation.
- Past performance evaluations, if applicable.

Applications shall be scored using standardized criteria established by the LCCoC.

5. Scoring Criteria (130 Points)

The LCCoC shall evaluate all new and renewal projects using objective, measurable criteria aligned with the FY2026 HUD Continuum of Care Program priorities.



Scoring shall include the following categories:

A. Project Performance

Performance shall be evaluated using measurable outcomes, including:

- Exits to permanent housing.
- Housing retention.
- Reduced returns to homelessness.
- Reduced length of time homeless.
- Achievement of project performance goals.

B. System Performance

Projects shall demonstrate meaningful participation in the coordinated homeless response system through:

- Coordinated Entry participation.
- Timely acceptance of referrals.
- Case conference participation.
- Collaboration with community partners.
- Coordination with behavioral health, substance use treatment, health care, employment, and mainstream resources that improve housing stability and self-sufficiency.

C. HMIS and Data Quality

Projects shall maintain high-quality HMIS or Comparable Database records by demonstrating:

- Complete and accurate data.
- Compliance with HUD HMIS Data Standards.
- Timely data entry.
- Low data error rates.
- Accurate APR submissions.

D. Financial and Administrative Capacity

Applicants shall demonstrate the ability to successfully administer federal funding through:

- Timely grant expenditures.
- Compliance with grant agreements.
- Resolution of monitoring findings.
- Sound fiscal management.
- Internal financial controls.

E. Community Need

Projects shall demonstrate that they address documented housing and service gaps by:

- Serving populations with the greatest documented need.
- Supporting local strategic priorities.



- Expanding housing opportunities.
 - Improving overall Continuum performance.
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6. Tiered Ranking Structure

Tier 1 – HUD Required System Infrastructure

Homeless Management Information System (HMIS) and Supportive Services Only–Coordinated Entry (SSO-CE) projects shall receive the highest funding priority and be placed in Tier 1 whenever possible.

These projects provide the core infrastructure required for every HUD Continuum of Care to operate an effective homeless response system and Continuum of Care compliance.

HUD requires every Continuum of Care to maintain:

- A Homeless Management Information System (HMIS).
- A Coordinated Entry System.
- Accurate federal reporting and system performance measurement.
- Coordinated assessment, referral, prioritization, and housing placement processes.

HMIS and SSO-CE projects support every project operating within the Continuum and are essential to maintaining compliance with HUD Continuum of Care Program requirements, including:

- Continuum of Care Competition requirements.
- System Performance Measures.
- Annual Homeless Assessment Report (AHAR).
- Point-in-Time Count (PIT).
- Housing Inventory Count (HIC).
- Coordinated Entry compliance.
- HMIS Data Standards.
- Federal grant monitoring and reporting.

Because these projects provide the operational infrastructure necessary for the Continuum to function and support every HUD-funded project, they shall receive the highest funding priority whenever funding is available.

Tier 1 designation recognizes that HMIS and SSO-CE projects:

- Maintain HUD compliance.
- Improve system-wide performance.
- Support coordinated housing referrals.
- Improve data quality.
- Strengthen collaboration among providers.
- Improve housing stability.
- Support participant self-sufficiency.
- Enhance accountability for federal funding.

Tier 1 designation does not guarantee funding if HUD funding levels or federal requirements change.

Tier 2 – Housing and Service Projects

All remaining eligible renewal and new project applications shall be ranked according to their final score and based on community need. If funding remains available after all eligible project applications have been ranked and there is Continuum of Care Program funding for which no eligible applicant has applied, the Collaborative Applicant may submit an application for the remaining funding, consistent with HUD Continuum of Care Program regulations and the applicable Notice of Funding Opportunity (NOFO).

Projects shall be evaluated based upon:

- Project performance.
 - Permanent housing outcomes.
 - Housing stability.
 - Reduced returns to homelessness.
 - Financial and administrative capacity.
 - Community need.
 - Coordinated Entry participation.
 - HMIS compliance.
 - Alignment with current HUD Continuum of Care Program priorities.
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7. Reallocation

The LCCoC may recommend reallocation of funding based upon objective criteria, including:

- Renewal Project exceeds Tier 1 allocation
- Failure to meet HUD performance standards.
- Persistent low project performance.
- Significant unresolved monitoring findings.
- Failure to participate in Coordinated Entry.
- Chronic HMIS data quality deficiencies.
- Failure to demonstrate measurable outcomes.
- Inability to effectively administer federal funding.

Prior to recommending reallocation, the LCCoC may provide technical assistance, establish corrective action plans, and monitor project improvement.

8. Appeals

Applicants may appeal ranking decisions only on procedural grounds.

Appeals shall:

- Be submitted in writing by the established deadline.
- Identify the alleged procedural error.



- Not introduce new information unavailable during the review process.

Appeal decisions shall be final.

9. Final Approval

The CoC Board shall review the final rankings for compliance with this policy.

The Board shall not rescore projects but shall verify that the established procedures were followed.

Approved rankings shall be submitted as part of the HUD Continuum of Care Consolidated Application.

10. Policy Review

This policy shall be reviewed annually and updated as necessary to reflect:

- Changes to HUD Continuum of Care Program regulations.
- Annual Notice of Funding Opportunity (NOFO) requirements.
- Updated HUD performance measures.
- Local system performance.
- Community needs.
- Recommendations from the Ranking and Review Committee or CoC Board.

The LCCoC may amend this policy at any time to remain consistent with federal requirements and to improve the integrity, transparency, and effectiveness of the local competition process.