

GRCoC Coordinated Grant Ranking and Review Process

Funding Priorities and Project and System Performance

Description & Purpose	Review	Approval	Public Input/Comment/ Posting
Funding Priorities for coordinated funding to meet client needs and to maximize available funding.	Annually	GRCoC Board	Gaps analysis; public comment period; posted on website & emailed to list-serve.
Project and System Performance Measures establish performance targets.	Annual review by Performance and Ranking Committees.	GRCoC Board	Public comment period; posted on website & emailed to list-serve.
GRCoC Committees provide comments on grantee performance and compliance.	Reviewed by Ranking Committee twice a year prior to state/federal funding processes.		
Project Performance Review - measures progress in meeting targets.	Funded projects receive monthly reports.		
	Project performance reviewed quarterly by Collaborative Applicant for technical issues or capacity-building needs.		
	Project performance reviewed quarterly by Performance Committee.		
	Grantees receive performance summary twice a year showing progress in meeting performance targets.		

Adopted by the GRCoC Board on 07.28.17

Revised: 02.08.18, 05.30.18, 08.31.18

Application Ranking Process and related documents

Description & Purpose	Draft	Approval	Public Input/Comment/ Posting
Notice of Funding Availability (NOFA) released.	Funder priorities are incorporated into ranking process as needed.	GRCoC Board (If changes are needed to approved Funding Priorities).	NOFA and funding priorities are posted on website and emailed to list-serve.
Grant Timeline: schedule of activities/deadlines related to grant preparation/submission.	Drafted by Collaborative Applicant; Reviewed by Ranking Committee.	GRCoC Board	Timeline is posted on website and emailed to list-serve.
Supplemental Project Application: in addition to the application required by the funder (HUD or state), applicant completes supplemental application with questions related to GRCoC Funding Priorities, performance and compliance.	Drafted by Collaborative Applicant. Reviewed by Ranking Committee; Supplemental applications are completed by applicants, submitted to Collaborative Applicant and reviewed by the Ranking Committee.	Ranking Committee	Applications are posted on website, emailed to list-serve, and shared with interested applicants.
Scoring Form: forms used by Ranking Committee to review and score each renewal and new application. Renewal application score based on performance measures. New application score based on applicant capacity, experience & program design.	Drafted by Collaborative Applicant. Reviewed by Ranking Committee. Ranking Committee reviews submitted supplemental/HUD project applications and meets to score/rank each application using the approved scoring forms.	Ranking Committee	Scoring Forms are posted on website, emailed to list-serve, and shared with interested applicants.
Resource Allocation Strategy: Ranking Committee technical document used to develop recommendations meeting funding priorities & funder criteria. Ensures grants are ranked to maximize available funding.	Drafted by Collaborative Applicant based on NOFA instructions and regulatory issues. Reviewed by Ranking Committee.	Ranking Committee working document for internal review and discussion only.	

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Application Scoring/Ranking Process (detailed)

Overall Process for All Applications, renewal and new:
<ul style="list-style-type: none"> ● All applications are reviewed for compliance with threshold requirements by the Collaborative Applicant. Applications that do not meet the requirements will be rejected with a written notice to the applicant providing the basis for rejection. ● All applications are scored and initially ranked based on their numeric score. ● The application ranking may be adjusted to maximize funding and to meet GRCoC Funding Priorities and funder criteria. ● All applicants are provided with their score and notified of the ranking and funding recommendations; denied applicants are provided with justification for Ranking Committee decisions. ● Appeals Process initiated, as needed. The Appeals Committee determines if the appeal meets the threshold requirements and will hear an appeal for all eligible appellants.
Renewal Application Scoring:
<ul style="list-style-type: none"> ● Each application is scored individually by Ranking Committee members based on performance data, information in the supplemental project application, grant spending records, GRCoC Committees input and the independent expert opinion of the committee member. ● Scores are averaged to obtain a single score for each application.
New Application Scoring:
<ul style="list-style-type: none"> ● Each application is scored individually by Ranking Committee members based on applicant capacity, experience and program as described in the supplemental project application. ● Scores are averaged to obtain a single score for each application.
Domestic Violence Application Scoring (Renewal and New)
<ul style="list-style-type: none"> ● Each application is scored individually by Ranking Committee members based on performance data (renewal applications) or based on applicant capacity, experience and program as described in the supplemental project application. (new applications) ● Scoring may be adjusted, at the discretion of the Ranking Committee, to reflect barriers specific to domestic violence or trafficking victims for the following performance measures: Returns to Homelessness and Increased Income-employment.

Grant Submission Process

Description & Purpose	Review	Approvals	Public Input/ Comment/Posting
Consolidated Application: 1) Narrative describing system; 2) project applications; 3) project priority list which shows ranking/funding recommendations.	Narrative drafted by Collaborative Applicant; Project applications prepared by applicants; Project priority list developed by Ranking Committee.	GRCoC Board approves project priority list at least 15 days before HUD deadline.	Public comment period; posted on website and emailed to list-serve.
Consolidated Application submitted.	Ranking Committee reviews public comments and recommends changes.	GRCoC Board- approval of complete Consolidated Application for submission.	Application submitted to funder; posted on website and emailed to list-serve.
Grant Adjustment: Funder may require grant adjustment after approval.	Ranking Committee recommends funding adjustments.	GRCoC Board	Revised grant information posted on website & emailed to list-serve.

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