



Lowcountry Continuum of Care

FY 2021 CoC Competition Appeal Process for the Lowcountry Continuum of Care

ESG:

If submitted request is denied by the committee or a project missed deadlines for endorsement, submissions must provide a detailed account as to why their request should be reviewed by the Lowcountry CoC Endorsement Committee and/or a detailed reply to the reason for denial,

- If it is a late submission, all required documents within 24 hours of notifying CoC
- All requests for appeal must be submitted prior to deadline of endorsement letters being provided
- Request will be reviewed by committee chairperson then submitted to committee for final approval
- Project Applicants that have been found not to meet the funding criteria or the threshold requirements are not eligible for an appeal
- The appeal must be signed by an individual authorized to represent the agency (i.e., Executive Director/Project Applicant).

CoC:

All eligible applicants have the opportunity to appeal both their funding request and preliminary ranking prior to the Lowcountry Continuum of Care (CoC) Project Selection Committee making funding recommendations to the CoC Governing Council for approval. Due to the complexity of the rating and ranking decisions by the committee, late submissions are not allowed. The Project Selection Committee will review and respond to appeals subject to the following:

Appeals of Ranking/Funding Level

The following is a list of items that might cause the Project Selection Committee not to recommend a project for funding or to be funded at a lower level:

- Failure to submit a timely application
- Insufficient information provided in application

- Project consistently fails to meet performance standards
- Applicant fails to actively participate in CoC activities, such as CoC meetings, participating in HMIS, and receiving clients through Coordinated Entry.
- Applicant applying for a new project has an existing project with poor performance
- Insufficient allocation from the funding source to fund all project applications as requested
- Lack of demonstrated capacity to manage grant funding in accordance with the requirements
- and policies of funder. The role of the Project Selection Committee is to read and review only those areas of the application that are being appealed.

Eligible Appeals

A Project Applicant may appeal an application if:

- a) the application received less funding than applied for, or
- b) the agency can show, with evidence, that the process was unfair.

Project Applicants that have been found not to meet the funding criteria or the threshold requirements are not eligible for an appeal. Appeals cannot be based upon the judgment of the Project Selection Committee. Applicants may appeal in writing, with back up documentation, if they can prove their score is not reflective of the application information provided, or if they can describe bias or unfairness in the process, which warrants the appeal. The Appeals Process - Any and all appeals must be received in writing by deadlines posted on CoC website. All notices of appeal must be based on the information submitted by the application due date. No new or additional information will be considered. Omissions to the application cannot be appealed.

All notices of appeal must be e-mailed to: Heather Carver, CoC Program Director, at hcarver@lowcountrycoc.org. The notice of appeal must include a written statement specifying in detail the grounds asserted for the appeal. The appeal must be signed by an individual authorized to represent the agency (i.e., Executive Director/Project Applicant). The notice of appeal must be limited to one single-spaced page in 12-point font. The appeal must also include a copy of the application and all accompanying materials. No additional information can be submitted. All valid appeals will be read, reviewed, and evaluated by the Project Selection Committee. The Committee will meet to deliberate the appeal within three (3) business days of receipt of the appeal. All Project Applicants appealing the Rating - recommended Project Prioritization decision will be timely notified in writing. The Committee will review the rankings made only based on the submitted project application, the one-page appeal and the material

used by the Project Selection Committee. No new information can be submitted by the Project Applicant appealing or reviewed by the Committee. The decision of the Committee must be supported by a simple majority vote. The appealing agency will receive a written decision of the Committee within two (2) business days of the Appeals Committee Meeting. Following this process, the Committee will present the funding recommendations and results of any appeals to the Governing Council for final approval prior to the Collaborative Applicant submitting the Project Priority Listing and Consolidated Application to HUD. In addition, per 24 CFR 578.35(b), HUD CoC grant project applicants who believe they were not allowed to participate in a fair and open process and who were denied funds by the CoC may further appeal the denial directly to HUD by submitting as a Solo Application prior to the application deadline as set forth in the NOFO. Funds awarded by HUD through this process will impact the local funding decision and may result in the loss of funding to locally ranked projects.

Project Selection & Endorsement Committee
June 2021