

# HSAC

UNION COUNTY HUMAN SERVICES ADVISORY COUNCIL  
DEPARTMENT OF HUMAN SERVICES, DIVISION OF PLANNING  
ADMINISTRATION BUILDING, ELIZABETH, N.J. 07207  
Office: (908) 527-4843 Fax: (908) 558-2562



TO: Comprehensive Emergency Assistance System and Continuum of Care  
(CEAS/CoC) Committee Members

FROM: Union County Continuum of Care Priority Ranking Committee

DATE: Thursday, September 15, 2022

RE: FY2022 SuperNOFO CoC Application: Projects Accepted

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The Union County Continuum of Care Priority Ranking Committee met on Wednesday, September 14<sup>th</sup>, 2022 to review the FY2022 SuperNOFO Continuum of Care Application.

At this meeting the following FY2022 SuperNOFO Continuum of Care projects were accepted:

- Bridgeway Supportive Housing
- Bridgeway/Elizabeth Housing Authority 14U (NEW)
- Bridgeway/Elizabeth Housing Authority 20U-TRA
- Bridgeway/Elizabeth Housing Authority 45U-TRA
- Bridgeway/Plainfield Housing Authority 11U CH-F-TRA
- Bridgeway/Plainfield Housing Authority 15U-TRA
- Bridgeway/Plainfield Housing Authority 25U-TRA
- Bridgeway/Plainfield Housing Authority 35U-TRA
- Community Access Institute-Colonial/Morse
- Community Access Unlimited-Jaques
- Community Access Unlimited-W. Grand
- Covenant House 6U-RRH
- Elizabeth Housing Authority/BWY-TRA
- Gateway/ECHH TH-PH RRH
- Gateway Family YMCA 14U-CH Family
- Gateway Family YMCA Ind.-PH
- Gateway Family YMCA Madison
- Union County CoC-Planning Project (NEW)
- YWCA Eastern Union County

Should you have any questions, please contact Nicole DeAugustine at (908) 527-4874 or email her at [ndeaugustine@ucnj.org](mailto:ndeaugustine@ucnj.org).

Attachments: FY2022-CoC-Project Ranking-Worksheet

C: FY2021 CoC Application File

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#### Subcommittees:

Executive - Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC) - Legislative Policy & Planning - Resource Allocations & Contract Review - Welfare to Work/Work First New Jersey

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TO: Comprehensive Emergency Assistance System and Continuum of Care  
(CEAS/CoC) Committee Members

FROM: Union County Continuum of Care Priority Ranking Committee

DATE: Thursday, September 15, 2022

RE: FY2022 SuperNOFO CoC Application: Projects Rejected/  
Reduced

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The Union County Continuum of Care Priority Ranking Committee met on Wednesday, September 14<sup>th</sup>, 2022 to review the FY2022 SuperNOFO Continuum of Care Application.

At this meeting the following FY2022 SuperNOFO Continuum of Care Letters of Intent proposals were rejected based on the FY2022 application guidelines, composite evaluation completed by each evaluator, and group discussion on each project:

- Elizabeth Coalition to House the Homeless/JFS – RRH
- Family Promise Union County – RRH

Should you have any questions, please contact Nicole DeAugustine at (908) 527-4874 or email her at [ndeaugstine@ucnj.org](mailto:ndeaugstine@ucnj.org).

CC: FY2022 CoC Application File

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Subcommittees:

Executive - Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC) - Legislative Policy & Planning - Resource Allocations & Contract Review - Welfare to Work/Work First New Jersey

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Office: (908) 527-4843 Fax: (908) 558-2562**



Ms. Linda Flores-Tober, Executive Director  
Elizabeth Coalition to House the Homeless  
118 Division St.  
Elizabeth, NJ 07201-2874

Thursday, September 15<sup>th</sup>, 2022

**Re: Response to FY2022 Continuum of Care (CoC) SuperNOFO New Project  
Application Letter of Intent for Funding**

Dear Ms. Flores-Tober:

On behalf of the Union County Continuum of Care (CoC) Priority Ranking Committee, we regret to inform you that your proposal submitted for the FY2022 Continuum of Care (CoC) SuperNOFO application has not been recommended for funding consideration in this year's grant application.

Please be advised that the recommendations are contingent upon the outcome of an Appeals Process. The CoC Priority Ranking Committee considered the 3 proposals received from 4 providers that were determined to be responsive to the Letter of Intent solicitation and CoC Application guidelines. The Letters of Intent submitted totaled \$521,689 in requested funding or approximately 200.62% of the amount available for distribution. The Committee's recommendations were based on the FY2022 application guidelines, composite evaluation completed by each evaluator, and group discussion on each project.

If you choose to appeal this disposition on a procedural matter (see attached), County staff must receive your written request on agency letterhead signed by the agency Executive Director and/or Chief Operating Officer, ***on or before Monday, September 19<sup>th</sup>, 2022 before 12:00pm.*** The appeal request may be transmitted via email to [ctopolosky@ucnj.org](mailto:ctopolosky@ucnj.org) in order to be considered received by the September 19<sup>th</sup> deadline; the original document can be mailed immediately thereafter or hand delivered. The written appeal must state the basis of the appeal and briefly explain it. Please refer to the attached "Notice of Appeal Policy and Appeals Process". The FY2022 CoC SuperNOFO Application recommendations will be presented at the September 22<sup>nd</sup>, 2022 CEAS/CoC Committee meeting.

If you have any questions, please contact Melissa Lespinasse at (908) 527-4862 / [mlespinasse@ucnj.org](mailto:mlespinasse@ucnj.org).

Sincerely,

A handwritten signature in blue ink that reads "S. Sarkar".

Srabanti Sarkar Ph. D. MPM  
CoC Priority Ranking Committee Chair

**Attachment:** Appeal Policy/Process

cc: D. Anderson/K. Dinsmore/M. Lespinasse, C. Topolosky, E. Paskewich, N. DeAugustine, T. Beck-JFS, FY2022 CoC Committee  
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**Subcommittees:**

**Executive - Comprehensive Emergency Assistance System & Continuum of Care (CEAS/CoC) –  
Legislative - Resource Allocations & Contract Review**



# Union County Continuum of Care (CoC) Priority Ranking Committee

## NOTICE OF APPEAL POLICY – FY2022 CoC SuperNOFO Application

It is the policy of Union County that any agency/organization participating in Continuum of Care funding processes shall have the recourse to an appeal **based on procedural matters**. To ensure a uniform and equitable means of applying this policy, the following guidelines shall structure the appeals procedures. Any agency/organization shall have the right to appeal any Union County CPR Committee's funding recommendation on a **Procedural** basis if:

- a) *The funding was not publicized; there was insufficient time to prepare a completed proposal; or the application requirements or processes were inappropriate for the funds requested; or*
- b) *A conflict of interest charge can be substantiated against any Committee member.*

If any agency/organization chooses to appeal the disposition, the agency's Executive Director and/or Chief Operating Office must:

- i. *Contact the Union County Division of Individual & Family Support Services as of the date specified in the letter of disposition in order to formally initiate an appeal. The first contact must be by telephone to (908) 527-4862 to be followed by a formal letter setting forth the reason(s) for the appeal.\*\**
- ii. *Personally appear to present the appeal and submit any documents of evidence or proof of the procedural violation on the day/time of the appeal hearing as set forth by the Appeals Committee.*

*\*\* All appeals must be initiated by telephone (with follow-up letter) on or before the date specified in the notification letter to the Union County Division of Individual & Family Support Services, Administration Building – 4<sup>th</sup> Floor, Elizabeth, NJ 07207, or by email to [ctopolosky@ucnj.org](mailto:ctopolosky@ucnj.org). Program staff will notify the appealing agency of the date, time and location of the appeal hearing by telephone during the afternoon preceding the scheduled appeal hearing.*

### APPEALS PROCESS

1. Agencies applying for funds are advised of "Appeals Process".
2. The Continuum of Care Priority Ranking (CPR) Committee makes tentative decisions regarding agency application disposition.
3. All agencies submitting funding requests are advised of the application disposition in writing. Agencies not recommended are given a brief explanation of the CPR Committee's decision, and are advised of procedures for appeal.
4. The Committee will convene a meeting to hear appeal presentation(s) of agencies (up to 15 minutes allowed per agency). The Committee can reject the agency's appeal which thereby upholds the CPR Committee's original funding recommendations. The Committee can concur with the agency's appeal. In this case, the Committee must return documentation to serve as compelling reasons for the CPR Committee to review its original funding recommendations. In all cases, the final determining authority for all application dispositions shall be the CPR Committee. The resulting recommendations are presented to CEAS/CoC.
5. CEAS/CoC votes on the final recommendations. Persons in conflict shall abstain from the vote.

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Ms. Geleen G. Donovan, Executive Director  
Family Promise Union County  
402 Union Avenue  
Elizabeth, NJ 07208

Thursday, September 15<sup>th</sup>, 2022

**Re: Response to FY2022 Continuum of Care (CoC) SuperNOFO New Project Application Letter of Intent for Funding**

Dear Ms. Donovan:

On behalf of the Union County Continuum of Care (CoC) Priority Ranking Committee, we regret to inform you that your proposal submitted for the FY2022 Continuum of Care (CoC) SuperNOFO application has not been recommended for funding consideration in this year's grant application.

Please be advised that the recommendations are contingent upon the outcome of an Appeals Process. The CoC Priority Ranking Committee considered the 3 proposals received from 4 providers that were determined to be responsive to the Letter of Intent solicitation and CoC Application guidelines. The Letters of Intent submitted totaled \$521,689 in requested funding or approximately 200.62% of the amount available for distribution. The Committee's recommendations were based on the FY2022 application guidelines, composite evaluation completed by each evaluator, and group discussion on each project.

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If you have any questions, please contact Melissa Lespinasse at (908) 527-4862 / [mlespinasse@ucnj.org](mailto:mlespinasse@ucnj.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "S. Sarkar", is written over the typed name.

Srabanti Sarkar Ph. D. MPM  
CoC Priority Ranking Committee Chair

**Attachment:** Appeal Policy/Process

cc: D. Anderson/K. Dinsmore/M. Lespinasse, C. Topolosky, E. Paskewich, N. DeAugustine, FY2022 CoC Committee  
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**Subcommittees:**

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Legislative - Resource Allocations & Contract Review**



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5. CEAS/CoC votes on the final recommendations. Persons in conflict shall abstain from the vote.

## FY2022 Continuum of Care Project Ranking

#	Project Name	Expiring Grant #	Project Type	Component Type	Amount Requested	Amount Ranked	Running Total	%	Scoring
1	Elizabeth Housing Authority/BWY TRA	483	Rental Assistance	PSH	\$ 129,673	\$129,673	\$129,673	3%	105.25
2	Bridgeway/Plainfield Housing Authority 35U-TRA	171	Rental Assistance	PSH	\$ 573,057	\$573,057	\$702,730	14%	100.75
3	Bridgeway/Plainfield Housing Authority 11U CH-F-TRA	389	Rental Assistance	PSH	\$ 170,353	\$170,353	\$873,083	17%	98.5
4	Bridgeway/Plainfield Housing Authority 25U-TRA	159	Rental Assistance	PSH	\$ 411,367	\$411,367	\$1,284,450	25%	97.5
5	Bridgeway/Elizabeth Housing Authority 45U-TRA	158	Rental Assistance	PSH	\$ 772,305	\$772,305	\$2,056,755	40%	97.25
6	Gateway Family YMCA 14U-CH Family	311	Leasing	PSH	\$ 505,850	\$505,850	\$2,562,605	50%	97
7	Bridgeway/Elizabeth Housing Authority 20U-TRA	157	Rental Assistance	PSH	\$ 310,438	\$310,438	\$2,873,043	56%	95.5
8	Bridgeway/Plainfield Housing Authority 15U-TRA	271	Rental Assistance	PSH	\$ 236,064	\$236,064	\$3,109,107	61%	94.75
9	Bridgeway Supportive Housing	156	Operations/SS	PSH	\$ 30,149	\$30,149	\$3,139,256	62%	94.75
10	Community Access Institute-Colonial/Morse	334	Operations	PSH	\$ 33,741	\$33,741	\$3,172,997	62%	94
11	YWCA Eastern Union County	174	Leasing	PSH	\$ 281,941	\$281,941	\$3,454,938	68%	93
12	Community Access Unlimited-Jaques	162	Operations/SS/HMIS	PSH	\$ 195,951	\$195,951	\$3,650,889	72%	92
13	Community Access Unlimited-W. Grand	160	Leasing	PSH	\$ 122,323	\$122,323	\$3,773,212	74%	91.25
14	Covenant House 6U-RRH	538	Rental Assistance	PSH-RRH	\$ 113,161	\$113,161	\$3,886,373	76%	89.5
15	Gateway Family YMCA Ind.-PH	173	Leasing	PSH	\$ 339,904	\$339,904	\$4,226,277	83%	89.25
16	Gateway Family YMCA Madison	392	Support Services	PSH	\$ 90,397	\$90,397	\$4,316,674	85%	87
17	Gateway / ECHH TH/PH RRH	563	Rental Assistance	TH/PH-RRH	\$ 294,499	\$294,499	\$4,611,173	90%	86.25
18	Bridgeway/Elizabeth Housing Authority 18U (NEW)	n/a	Rental Assistance	PSH	\$ 304,359	\$304,359	\$4,915,532	96%	n/a
19	Union County CoC-Planning Project (NEW)	n/a	Planning	Planning	\$ 182,616	\$182,616	\$5,098,148	100%	n/a

**Tier 1: \$4,380,614**