



Project Scoring Tools for Renewal and New Projects

Renewal Project Scoring Tool	
Eligibility- General Questions- 3 points	Scoring Criteria
1. CoC Engagement: (3 points total, 1 per question) <ul style="list-style-type: none"> • Did your agency participate in a Regional Planning Council between 7/1/22-6/30/23? • Did your agency send a representative to a Development Day event between 7/1/22-6/30/2023? • Did your agency attend an HMIS Coffee Talks, CoC training, office hours, or IRPA training between 7/1/22-6/30/23? 	Yes = 1 point No = 0 points

Project Detail and Funding- 15 points	Scoring Criteria
1. Coordinated Entry: (5 points) <ul style="list-style-type: none"> • Did 100% of new clients enrolled in the project from 1/1/2022-12/31/2022 come from a coordinated entry referral? 	Yes = 5 points No = 0 points
2. Funding Draw down (4 points total, for either option) <ul style="list-style-type: none"> • For direct-HUD funded projects: Did you make a draw at least quarterly in ELOCCS in your last closed-out project year? (FY2020) OR • For IHEDA sub-recipients: Did you make a monthly draw by the 20th of each month in your last closed out project year? (FY2020) <ul style="list-style-type: none"> i. For projects that started late due to contracting delays, you can indicate “yes” for this question. 	Yes = 4 points No = 0 points
3. Report and Grant Agreement Submission (3 points total, 1 per question) <ul style="list-style-type: none"> • Submit signed agreements in a timely manner? • Submit required documentation (match letter, homeless representation, board resolutions) in a timely manner? • Submit required close-out reports by the deadline? 	Yes= 1 point No= 0 points

Housing First-Low Barrier Access- 11 points	Scoring Criteria
Refer to the Housing First Checklist from USICH for more information and references. https://www.usich.gov/resources/uploads/asset_library/Housing_First_Checklist_FINAL.pdf .	
Attach a copy of your organizations Housing First policies. Please provide a copy of your <u>organization’s Housing First policies, or policies and procedures for your program.</u>	Policies Attached= 5 points
a. Will/Does the project require clients to pass a background screening prior to project entry (excluding sexual offender/predator check)?	Yes = 0 points No = 1 points



b. Will/Does the project require all persons with specified criminal convictions on a blanket basis to be excluded from admission (excluding registered sexual offender/predator, and background screening imposed by other funders)?	Yes = 0 points No = 1 points
c. Will/Does the project require participants to be clean and sober for a specified period prior to project entry as a condition for admission?	Yes = 0 points No = 1 points
d. Will/Does the project serve individuals and families regardless of sexual orientation, family composition, or marital status and are transgendered persons served according to the gender with which they identify?	Yes = 1 points No = 0 points
e. Will/Does the project expedite the admission process including assisting in assembling necessary documents to support the application for admission?	Yes = 1 points No = 0 points
f. Does the project actively participate in coordinated entry including attendance at meetings and case conferencing and, if applicable, are all new project entrants being referred through coordinated entry?	Yes = 1 points No = 0 points

Housing First-Housing Retention- 5 points	Scoring Criteria
Refer to the Housing First Checklist from USICH for more information and references. https://www.usich.gov/resources/uploads/asset_library/Housing_First_Checklist_FINAL.pdf .	
a. Will/Does the project terminate participants for failure to participate in treatment or support services including case management?	Yes = 0 points No = 1 points
b. Will/Does the project terminate participants solely for engaging in substance use?	Yes = 0 points No = 1 points
c. Will/Does the project require participants to obtain earned or benefit income as a condition of remaining in the project?	Yes = 0 points No = 1 points
d. Will/Does the project make all efforts to avoid discharging participants into homelessness including referral back to coordinated entry for those who cannot remain in the project.	Yes = 1 points No = 0 points
e. Will/Does project require participants be held to standards/behaviors not found in mainstream leases (such as not being allowed visitors, curfews, required to do chores, or not be allowed to have alcoholic beverages in their unit)?	Yes = 0 points No = 1 points

Housing First-Participant Engagement- 4 points	Scoring Criteria
Refer to the Housing First Checklist from USICH for more information and references. https://www.usich.gov/resources/uploads/asset_library/Housing_First_Checklist_FINAL.pdf .	
a. Will/Does the project provide participant choice in accessing services and are efforts made to connect participants to community-based services?	Yes = 1 points No = 0 points
b. Will/Does the project provide regular opportunities for program participants to provide input on project policies and operations?	Yes = 1 points No = 0 points
c. Will/Does the project employ Person Centered Planning as a guiding principle of the service planning process? (Person Centered Planning focuses on the individual; what they would like to accomplish in	Yes = 1 points No = 0 points



terms of relationships, community participation, achieving control over their lives, and developing the skills and resources needed to accomplish those goals.)	
d. Are/Will the project staffed be trained in clinical and non-clinical strategies to support participant engagement including harm reduction, motivational interviewing, trauma informed approaches, and strength based?	Yes = 1 points No = 0 points

Performance Questions- 45 points	Scoring Criteria
The following performance questions are based on calculations from the Annual Performance Report (APR) data. Please provide a copy of your APR from 1/1/2022-12/31/2022 with your submission. <i>Note that some questions refer to participants/individuals and others are for households. Please check that you have selected the data from the APR that correctly refers to households or individuals.</i>	
HMIS- 10 points Based on the APR review tool, review the categories below and if the project can answer “yes” then it meets threshold: Q6a- Data Quality: Personally Identifiable Information <ul style="list-style-type: none"> Are all errors rates below 5%? Q6b- Data Quality: Universal Data Elements <ul style="list-style-type: none"> Are all errors rates below 5%? Q6c- Data Quality: Income and Housing Data Quality <ul style="list-style-type: none"> Are all errors rates below 15%? Q6e- Data Quality: Timeliness <ul style="list-style-type: none"> Are all project start records and project exit records completed in fewer than 7 days? 	For all project types: All 4 categories meet threshold= 10 points 3 categories meet threshold= 5 points 2 or fewer categories meet threshold= 0 points
Maintain or Exit to Permanent Housing- 10 points What is the percentage of individual exits to positive housing destination or individuals remaining in permanent housing?	For RRH/TH-RRH: >90% exiting to PH = 10 points 85-89% = 5 points <85% = 0 points For PSH: >95%: 10 points 90-94.99%= 5 points <89.99%= 0 points
Exits to Homelessness- 8 points What is the percentage of households that exited to homelessness or an unknown destination?	For all projects: <5%= 8 points ≥5%= 0 points
Maintain or Increase Income- 7 points What is the percentage of adults (over 18) that maintained or increased any income from project entry to exit/or annual assessment?	For RRH/TH-RRH: >35% gain or maintain their income (all types)= 7 points <34.99%= 0 points For PSH:



	>25% gain or maintain their income (all types)= 7 points <24.99%= 0 points
Utilization- 3 points What was your average utilization of your household capacity on the four PIT dates?	For all projects: Average >90% for the four PIT dates in APR = 3 points
Resources- 7 points What is the percentage of funding that your grant spent in the most recently closed grant term?	For all projects: Total spent >95%= 7 points 94.99%-90%= 3 points <90%= 0 points
Reallocation Policy: If your project did not spend at least 75% of funding in FY2020 then your project is required to complete a resource utilization spending rationale. This form is not scored, but will be submitted alongside your IRPA response. If your project is also planning to voluntarily reallocate in the FY2023 competition, additional information will be collected later in the application to ensure your project receives the appropriate bonus points, in accordance with CoC Policy.	For all projects that did not meet 75% spending requirement. 0 points

Equity and Representation Questions- 20 points The following performance questions are based on calculations from the Annual Performance Report (APR) data and agency information. Please provide a copy of your APR from 1/1/2022-12/31/2022 with your submission.	Scoring Criteria
Survivors of Domestic Violence- 5 points (reported at entry) 1. Households served in the project have a history of domestic violence.	For all projects: >25% history of DV= 5 points
Severe Service Needs- 3 points (reported at entry) 1. Persons served in the project have at least one member that have 3+ mental or physical health conditions.	For RRH & TH-RRH projects: >15% households have 3+ condition= 3 points For PSH projects: >85% households have 3+ condition= 3 points
Understanding Disparity and Equity Education- 4 points (yes/no) 1. Has your agency hosted or attended training on issues related to equity and inclusion between 7/1/22-6/30/23 to: <ul style="list-style-type: none"> • board, (1 point) • agency leadership (1 point) and • direct service staff (1 point) 2. Does your organization track outcomes for households or individuals based on their demographics? (yes/no)	For all projects: 3 points max 1 point: the agency has hosted or attended training on equity and inclusion for their board. 1 point: the agency has hosted or attended training on equity and inclusion for leadership. 1 point: the agency hosted or attended training on equity and inclusion for direct service staff. For all projects: 1 point If yes, an organization tracks outcomes based on demographics.



<p>Ensuring Representation- 8 points (drop down/narrative)</p> <p>Lived Experience of Homelessness</p> <ol style="list-style-type: none"> 1. How many people with lived experience are on your board or staff? (3 points) 2. Does your agency leadership include an individual with lived experience? (3 points) <i>Agency leadership would include any supervisors or directors.</i> 3. How many of them have a recent experience of homelessness (7 years)? (2 points) 	<p>For all projects:</p> <p>3 points: agency has 1 representative with lived experience on board or staff.</p> <p>3 points: agency leadership includes an individual with lived experience.</p> <p>2 points: at least one (or their only one) representative has a recent experience (last 7 years).</p>
<p>Bonus: Lived Experience, Representation, & Addressing Disparities (+10 Additional Points)</p>	<p>The following bonus points can be added to increase application points.</p>
<p>BONUS: Lived Experience and Representation (4 points)- narrative</p> <p>Please describe how your board, agency leadership and direct service staff is reflective of the population served? (3 points)</p> <p>Is client voice included in the operations of your organization? (1 point)</p> <p>BONUS: Addressing Disparities (6 points)</p> <p>Does your organization have diversity and inclusion policies? (1 point)</p> <p>What policies does your organization have that support equity for staff and clients? (2 point) To score maximum points, please list/describe diversity and inclusion policies, anti-discrimination policies, anti-racism policies, etc.</p> <p>Are you gathering feedback in the areas of equity and inclusion from clients and staff? (1 point)</p> <p>What has the feedback told you about the areas of equity and inclusion within the organization or its programs? (2 point)</p>	<p>For all projects:</p> <p><i>4 points total. 1 point for each of the following as it relates to the board, agency leadership, and direct service staff:</i></p> <p>1 point: agency board membership is representative,</p> <p>1 point: agency leadership is representative,</p> <p>1 point: agency direct service staff is representative of population served.</p> <p>1 point: if yes, agency has mechanism to receive feedback from clients.</p> <p>For all projects:</p> <p><i>6 points total.</i></p> <p>1 point: agency has diversity and inclusion policies.</p> <p>2 points: agency can describe policies they have in place that are anti-racist, or intended to prevent discrimination, and support accountability.</p> <p>1 point: agency is collecting feedback from clients and staff on the areas of equity and inclusion.</p> <p>2 points: agency can describe feedback (positive or negative) they have received about the issues of equity and inclusion in the agency or its programs.</p>
<p>BONUS: Reallocation (+15 Bonus Points)</p> <p>Is your agency voluntarily reallocating funding in this competition? How much funding are you reallocating?</p>	<p>For all projects</p> <p>Projects reallocating funding receive 15 bonus points</p>



New Project Application Scoring Tool	
<i>Section: Project Information</i> Please describe your experience and plans for your new project by responding to the narrative and yes/no questions listed in the application.	
Question Type	Scoring Criteria
PIT count involvement- objective	Up to 5 points for participating in PIT count activities
Transportation provided to clients- objective	1 point for providing transportation
SSI/SSDI (SOAR) utilization- objective	1 point for offering connection to SOAR
SOAR training and technical assistance- objective	1 point for staff with training in SOAR in the last 24 months
Listing of services the project could offer through their agency, partnership, or other- objective	Up to 20 points (1 point per service selected) for services offered by the project
<i>Section: Project Funding and Financial Information</i> Please describe your financial experience with federal funds, and the experiences of partners in the narrative and yes/no questions listed in the application.	
Question Type	Scoring Criteria
Questions pertaining to the financial experiences and capacity of the organization	1 point for experience in utilizing federal funds- objective (-1) point for any project with history of returning funds to HUD or IHCD- objective Up to 4 points for projects that have experience in utilizing funds to perform activities in the grant Up to 4 points for experience in leveraging other funds with federal resources
<i>Section: Project Type and Compliance</i> Please describe your project type, how it will increase units of permanent housing, and your agency's plans to comply with requirements in the narrative and yes/no questions listed in the application.	
Question Type	Scoring Criteria
Information on how project will apply and the type of project- objective	2 points for either an expansion project that adds units or a transition project that adds units 4 points for any project type that adds permanent housing units
Projects have experience with and agree to take referrals from coordinated entry and comply with standards- objective	5 points awarded to projects that will accept referrals from CE and follow program written standards
Projects commit to completing reports, agreements, and claims on-time- objective	Up to 4 points for projects that will meet commitments of receiving funding
<i>Section: Project Set-up and Design</i> Please describe your project set-up, design for services, and coordination with other systems in the narrative and yes/no questions listed in the application.	
Question Type	Scoring Criteria
Projects provide information on start-up	2 points for completing the chart for the project



timeline- objective	
Project describes how participants will be engaged to obtain and maintain permanent housing	Up to 6 points for projects that can 1) describe services designed to obtain and ensure housing retention especially connection to mainstream benefits 2) describe how services will be tailored to fit client needs, experience the applicant has with the Housing First model, and how projects connect to hard-to-serve clients from the moment of referral to support successful transition to permanent housing, and building strong relationships with landlords.
Coordinate and integrate with health providers	Up to 2 points for demonstrating how the applicant will partner with healthcare and mental health services
Projects follow-up to ensure benefits are received/renewed- objective/performance	1 point if yes
Tracking enrollment to move-in- objective/performance	3 point if yes
Tracking income- objective/performance	3 point if yes
Results of income tracking- performance	Up to 5 points for projects that observe improvements in income
Tracking obtaining and maintaining housing- objective/performance	4 points if tracking
Results of obtaining and maintaining housing- performance	Up to 5 points for projects that report improvements in attaining and maintaining housing
Client feedback- performance	Up to 2 points for projects that engage clients in their program, especially specific examples of how that feedback is used
Housing stability for those with disparities in outcomes- performance	Up to 3 points for projects that are evaluating their local community for eviction risks and taking appropriate measures to prepare and train staff to meet those needs and address barriers
Housing First Compliance- objective	Up to 6 points for projects that comply with Housing First
Housing First implementation-objective	Up to 5 points for projects that implement policies and practices aligned with Housing First philosophy
Healthcare partnerships	Up to 5 points for projects that engage healthcare partners and can provide documentation of their partnership
Housing partnerships	Unscored, agency can provide a letter of unit or rental assistance commitment
Equity training-objective	Up to 3 points if an agency has trained staff, leadership and board on issues of equity and inclusion
Bonus Points	
Narrative and yes/no question on experiences in promoting and addressing issues of equity and inclusion in their agency, within their services, etc	Up to 9 points for projects that demonstrate that the agency has set policies to address disparities in outcomes for clients, that they are aware of the populations served by the project and are actively promoting a culture that is reflective of that population and inclusive of their needs
Narrative to describe how feedback is being used to change policy	Up to 1 point for the description of how client feedback is used to address policy or program issues