

2021 Toledo Lucas County Continuum of Care Review Team Scoring NEW Projects (PSH, RRH, Joint TH-RRH, Expansion, or Other)

Reviewer Name: _____ Date: _____

Project Name: _____

Project Type: PSH; RRH; Joint TH-RRH (is this for an Expansion or DV Bonus?)

Requested Amount (General Information, page 1 of application): _____

Proposed Number of Individuals and/or Families to Serve
(Total number of households, page 10 of application, second chart): _____

Please read each application fully first before scoring. Each scoring section has the question from the application that applies specifically to that scoring criteria. As the individual point amounts may vary slightly, please read each scoring criteria fully prior to assigning a score.

There is a “Comments/Scoring Rationale” box following the scoring chart in each section. It is important that reviewers are able to provide rationalization for each project scoring, therefore, please provide comments on scoring rationale.

Threshold Statements	Possible Points	Yes/No
PSH & RRH Agencies submitting new projects have 8 requirements to meet in order to be considered for this funding, found in the HUD NOFO (Joint TH-RRH must also meet HUD minimum standards**).	All the requirements checked and/or addressed = Yes One or more of the requirements not checked or addressed = No	
Informational Questions	Reviewer Comments	Score
Agency describes how composition reflects the demographics of population served		
Agency describes how it includes individuals with lived experience in project decision-making		N/A Reviewer Feedback Only
Agency describes specific, tangible efforts it has made to adjust operations to be more inclusive, diverse, and accessible		
Agency was responsive to COVID-19 by using available resources to ensure health and safety of program participants and staff		

Project Threshold Criteria	Scoring	Score
Agency meets HUD's eligibility and threshold criteria.	Pass/Fail	
Agency demonstrates adequate capacity to carry out grant (attachments required).*	Pass/Fail	
Project meets eligible costs or activities requirements.	Pass/Fail	
Project sufficiently demonstrates eligible populations will be served.	Pass/Fail	
Project shows required match & sufficient commitments for leveraging to implement project.	Pass/Fail	
Agency does not have serious compliance or performance issues on current projects.	Pass/Fail	
Project demonstrates adequate impact or cost effectiveness.	Pass/Fail	
Project meets HUD Joint TH & PH-RRH Component Minimum Standards (Joint TH-RRH projects only)	Pass/Fail	
Other, as identified by reviewers.	Pass/Fail	
Threshold Statements Comments		
Agency Capacity	Possible Points	Score
<p>Agency demonstrates they have the capacity to carry out and implement the project proposed.</p> <p><u>(20 possible points)</u></p> <p>New project applicants must sufficiently describe experience administering federally funded grants, and submit the most recent financial audit, IRS Form 990, and list of current board members. New projects should also adequately describe how project will reach full operational capacity. New project applications that do not demonstrate capacity to carry out project may be rejected by the review team.</p>	<p>Response is clear and concise; financial statements/IRS Form 990 are current (without concerns); board consists of volunteer/ diverse members; applicant has experience administering federal funds; and there are no match/ leveraging concerns for reaching capacity = 20 Excellent</p> <p>Response is adequate; financial statements/IRS Form 990 are current (any concerns addressed); board consists of volunteer/ diverse members; applicant has experience administering government funds; and there are no match/leveraging concerns for reaching capacity = 15 Good</p> <p>Response unclear and leaves unanswered questions; financial statements and/or IRS Form 990 are not current (with concerns); board consists of local volunteer/diverse members; applicant has experience administering grant funds; and/or there are match/leveraging concerns for reaching capacity = 5 Adequate</p> <p>Response and required documentation does not demonstrate experience or capacity to carry out project = 0 (May be rejected by the review team)</p> <p>Local government applicants (county or municipality) should receive full points for this criteria provided that match has been adequately demonstrated.</p> <p>Applicants with open (unresolved) monitoring findings or concerns from HUD or any other governmental or foundation funder, that doesn't demonstrate a satisfactory corrective plan of action may lose additional points or be determined not to meet threshold.</p>	
TOTAL (20 points maximum)		

Agency Capacity Comments	

Agency Experience	Possible Points	Score
<p>PSH: Homeless and Permanent Supportive Housing Experience</p> <p>RRH: Homeless and Rapid Re-housing Experience</p> <p>Joint TH-RRH: Unsheltered and Youth Homeless, Transitional Housing, and Rapid Re-housing Experience</p> <p>(20 possible points)</p> <p>*Weighed heavily due to the importance of the experience*</p>	<p>Response is clear and concise and gives a complete picture of the relevant experience of the applicant = 20</p> <p>Response gives an adequate description of related experience, but the experience is limited = 15</p> <p>Response gives an adequate description of experience, but leaves a few unanswered questions = 10</p> <p>Response unclear and leaves unanswered questions about the experience = 0</p> <p>Response does not describe experience working with people who are homeless and/or managing a similar program type (PSH, RRH, or TH-RRH) = 0</p>	

<p>Leasing, Rental, Support Services, and HMIS Experience</p> <p>(5 possible points)</p>	<p>Response is clear and concise and gives a complete picture of the relevant experience of the applicant and potential subrecipients (if any), for all four aspects = 5</p> <p>Response gives an adequate description of related experience, but the experience is limited for one or two aspects = 3</p> <p>Response gives an adequate description of experience, but the experience is limited for three or four aspects = 2</p> <p>Response unclear and leaves unanswered questions about the experience = 0</p> <p>Response does not describe experience related to leasing, rental assistance, support services and/or HMIS = 0</p>	
<p>TOTAL (25 points maximum)</p>		
<p>Agency Experience Comments</p>		

Program Monitoring	Possible Points	Score
<p>Monitoring Findings or Concerns</p> <p>(4 possible points)</p>	<p>Agency has no open (unresolved) monitoring findings or concerns = 4</p> <p>Agency is currently working to address monitoring findings or concerns, but a response letter has not been received by applicant = 2</p> <p>Agency has open findings or concerns that aren't being addressed, or findings or concerns were of a serious financial or programmatic nature that causes capacity concerns = 0</p>	
<p>TOTAL (4 points maximum)</p>		
<p>Program Monitoring Comments</p>		

General Description	Possible Points	Score
<p>Program Description (8 possible points) (Each checked applicable box = 1 point)</p> <p>Proposed Project Expansions will need to fully demonstrate need</p>	Response has a clear description of how the project meets the community need for housing (or expansion if applicable) = 1	
	Response has a clear description of the target population that will be served = 1	
	Response has a clear description of a plan to address the housing and support service needs of the participants = 1	
	Response has clear proposed outcomes <u>and</u> the proposed outcomes seem reasonable = 1	
	Response includes a description of planned and established partnerships = 1	
	Response is clear in describing why CoC support is necessary for the project = 1	
	Response clearly describes the plan to reach full project capacity in a timely manner = 1	
	Response clearly describes how project will target and prioritize people with higher needs and who are most vulnerable = 1	
<p>Estimated Schedule (6 possible points)</p>	<p>Response is clear and concise and gives a complete picture of the proposed activities, management plan, method for assuring an effective and timely completion of work <u>and</u> includes a plan to reach full capacity = 6</p> <p>Response gives an adequate description of proposed schedule, but does not address all points above = 4</p> <p>Response gives an adequate description of experience, but leaves unanswered questions = 2</p> <p>Response unclear or incomplete = 0</p>	
<p>Harm Reduction and Housing First/Low Barrier (3 possible points)</p>	<p>Description of how the project will incorporate a Harm Reduction and Housing First model is thorough and leaves no unanswered questions = 3 points</p> <p>Description is adequate but leaves some unanswered questions = 1 point</p> <p>Explanation is unclear or does not align with a Housing First design = 0 points</p>	
<p>Housing First (6 possible points)</p>	<p>Agencies were required to check each criteria in which there would be a policy or practice that would prevent project entry (other than state/federal-mandated exceptions) <u>and</u> to provide an explanation to support other requirements based on housing readiness. Points are not automatic; if explanation or other narratives do not back up answer, award zero points for related criteria.</p> <p>Award one point for each criteria that has <u>not</u> been selected.</p> <ul style="list-style-type: none"> • Alcohol Testing/Sobriety Requirements: no check = 1 • Drug Testing/Active Substance Abuse: no check = 1 • Employment Requirements: no check = 1 • Minimum Income Requirements: no check = 1 • Minor Criminal History (other than state/federal-mandated exceptions): no check = 1 • Refusal to Participate in Services: no check = 1 • Other requirements based on "housing readiness": no check or satisfactory explanation = 1 <p>Applicants that selected any of the above policies/practices for not accepting a client into the project should describe the rules that would prevent project entry.</p>	

<p>Housing First (6 possible points)</p>	<p>Agencies were required to indicate which, if any, factors that there is a policy or practice that would cause a client to be terminated from the project. Explanation to support other requirements based on housing readiness. Points are not automatic; if explanation or other narratives do not back up answer award zero points for related criteria.</p> <p>Award one point for each factor that is <u>not</u> selected.</p> <ul style="list-style-type: none"> • Failure to participate in supportive services: award 1 point without penalty for participation requirement once a person has been stably housed, unless explanation demonstrates project will not work with a client to avoid termination = 1 • Failure to follow the individual service plan: no check = 1 • Failure to make progress on a service plan: no check = 1 • Loss of income or failure to improve income: no check = 1 • Failed drug and/or alcohol test: no check = 1 • Other violations of project rules (see below): no check or satisfactory explanation = 1 <p>Applicants that selected any of the above policies/practices for termination should describe rule violations that would cause a client to be terminated from the project and any corrective measures taken prior to termination.</p>	
<p>Determinations by Project Type</p> <p>PSH: Prioritization of Chronically Homeless</p> <p>RRH and Joint TH-RRH: Leasing and Rental Assistance Procedure</p> <p>(6 possible points)</p>	<p>PSH projects: Response clearly describes a plan for identifying and prioritizing the people with the most severe needs, <u>and</u> clearly explains the outreach process that will be used to engage people living on the streets and in shelter = 6</p> <p>Response describes a plan for identifying and prioritizing the people with the most severe needs, and explains the outreach process that will be used to engage people living on the streets and in shelter.</p> <p>Response describes a minimal plan for identifying and prioritizing the people with the most severe needs, and may or may not include an outreach process, and leaves unanswered questions = 1</p> <p>Response unclear, incomplete, or severity of needs not considered = 0</p> <p>RRH and Joint TH-RRH projects: Response is clear and describes a consistent plan regarding assistance = 6</p> <p>Response gives an adequate description of the assistance plan, but leaves unanswered questions= 3</p> <p>Response unclear or incomplete = 0me unanswered questions = 4</p>	
<p>Project Expansion Information (Informational Only)</p>	<p>Expansion projects are required to demonstrate that they will increase the number of people served, provide additional supportive services to homeless persons, or replace the loss of non-renewable funding - private, federal, other (excluding state/local government). Expansion projects under the DV bonus must be dedicated solely to victims of domestic violence.</p> <p>This is only applicable if the application is for an Expansion project as defined in the HUD NOFO.</p> <p>If the narrative for this question raises any concerns regarding project design, please note in the comments below.</p>	<p>N/A</p>

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TOTAL
(35 points maximum)

General Description Comments

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Supportive Services	Possible Points	Score
<p>Educational Liaison</p> <p>(job title, responsibilities, and services)</p> <p>(5 possible points)</p>	<p>Response identifies a job position that serves as the educational liaison, describes the roles of the position, and has a plan to ensure that children are enrolled in school, McKinney-Vento services, and other related programs = 5</p> <p>Response answers some of the above, but leaves unanswered questions = 3</p> <p>Response is unclear or incomplete = 0</p>	
<p>Permanent Housing Stability</p> <p>(5 possible points)</p>	<p>Response is clear and concise, gives a complete picture of the plan to assist participants in remaining housed, and includes addressing the needs of the target population, through both case management and accessing outside services. If the units are not owned by the applicant, response also includes a clear method for identifying appropriate units, and a plan for coordination between landlords and service providers. = 5</p> <p>Response is clear and concise, gives an adequate picture of the plan to assist participants in remaining housed, and includes addressing the needs of the target population, through both case management and accessing outside services. If the units are not owned by the applicant, response also includes a clear method for identifying appropriate units, and a plan for coordination between landlords and service providers. = 4</p> <p>Response gives an adequate description of proposed plan, but does not address all points above = 3</p> <p>Response gives an adequate description, but leaves unanswered questions = 2</p> <p>Response unclear or incomplete = 0</p>	
<p>Increase in Income</p> <p>(5 possible points)</p>	<p>Response is clear and concise, gives a complete picture of the specific plan to assist participants in increasing their employment and/or income, and includes addressing the needs of the target population, through both case management and coordination with mainstream service programs to ensure participants are assisted in accessing mainstream services. Response also addresses how the service delivery will result in increased employment and/or mainstream benefits, leading participants towards increased financial independence. = 10</p> <p>Response is clear and concise, gives an adequate picture of the specific plan to assist participants in increasing their employment and/or income, and includes addressing the needs of the target population, through both case management and coordination with mainstream service programs to ensure participants are assisted in accessing mainstream services. Response also addresses how the service delivery will result in increased employment and/or mainstream benefits, leading participants towards increased financial independence. = 7</p> <p>Response unclear or incomplete = 0</p> <p>Responses that do not include a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure participants are assisted to obtain benefits from mainstream programs for which they may be eligible will not meet HUD threshold requirements.</p>	

<p>Supportive Services (5 possible points)</p>	<p>Response indicates that at least 11 of 16 services will be offered/provided for the participants in order to implement a comprehensive program, and description of services is clear, frequency is often, and leaves no unanswered questions = 5</p> <p>Response indicates that at least 11 of 16 services will be offered/provided for the participants, but description of services is not clear, frequency is acceptable, or leaves some unanswered questions = 4</p> <p>Response indicates that 7-10 services will be offered/provided for the participants, and description of services is clear, frequency is acceptable, and leaves no unanswered questions = 3</p> <p>Response indicates that 7-10 services will be offered/provided for the participants, but description of services is not clear, frequency is questionable, or leaves some unanswered questions = 1</p> <p>Response indicates that less than 7 services will be offered/provided to the participants = 0</p>	
<p>TOTAL (20 points maximum)</p>		
<p>Supportive Services Comments</p>		
Empty space for comments		

Proposed Performance Measures	Possible Points	Score
<p>Housing Stability (3 possible points)</p> <p>Standard Baseline = 85%</p> <p>(Target #) ÷ (Universe #) X 100 = %</p>	<p>Response indicates that the project will anticipate at least an 85% housing stability rate <u>and</u> the plan to reach that rate is thorough and realistic = 3</p> <p>Response indicates that the project will anticipate between 79-84% housing stability rate <u>but</u> the plan is realistic = 2</p> <p>Response indicates that the project will anticipate a housing stability rate at or below 78% = 0</p>	
<p>Income (3 possible points)</p> <p>Increase in Total Income</p> <p>Standard Baseline = 54%</p> <p>(Target #) ÷ (Universe #) X 100 = %</p>	<p>Response indicates that the project will anticipate at least an 54% increase in all income rate <u>and</u> the plan to reach that rate is thorough and realistic = 3</p> <p>Response indicates that the project will anticipate between 45-53% increase in all income rate <u>and</u> the plan to reach that rate is thorough and realistic = 2</p> <p>Response indicates that the project will anticipate between 35-44% increase in all income rate <u>and</u> the plan to reach that rate is thorough and realistic = 1</p> <p>Response indicates that the project will anticipate an increase in all income rate at below 35% = 0</p>	
<p>19. Project Evaluation (2 possible points)</p>	<p>Description of project and agency evaluation is thorough, realistic, and leaves no unanswered questions = 2</p> <p>Description of project and agency evaluation is thorough, realistic, but leaves some unanswered questions = 1</p> <p>Agency shows no project and agency evaluation, or description is incomplete - 0</p>	
<p>TOTAL (8 points maximum)</p>		
<p>Proposed Performance Measures Comments</p>		

Budget	Possible Points	Score
Budget (10 possible points)	The budgets and rationale for the requested amounts are complete, accurate, and realistic, and leave no questions = 10 The budgets and rationale for the requested amounts are complete, accurate, and realistic, but leave unanswered questions = 7 The budgets and rationale for the requested amounts are acceptable, but leave unanswered questions = 5 The budgets and rationale for the requested amounts are not clear, complete, accurate, or realistic, and/or leave too many unanswered questions = 0	
TOTAL (10 points maximum)		

Budget Comments

Project Match	Possible Points	Score
Match (Cash or In-Kind Resources)* New projects must demonstrate required match resources equal to at least 25% of the total requested HUD funding, including project and administrative costs. *New project applicants must attach agency commitments for match (specifically dedicated to this project).	Match: Well defined = 5 Acceptable = 3 Unacceptable = 0 (commitments required)	
TOTAL (5 points maximum)		

Match and Leveraging Comments

TOTAL APPLICATION POINTS: _____
(127 maximum points)

Bonus Points	Possible Points	Score
Veteran Prioritization - Bonus points available to project applications that exclusively dedicate beds for Veterans. (5 possible points)	Yes = 5 No = 0 ** Application **	
Youth Prioritization - Bonus points available to project applications that exclusively dedicate beds for youth-headed households (aged 18-24 yrs. old). (5 possible points)	Yes = 5 No = 0 ** Application **	
Chronic Prioritization - Bonus points available to project applications that exclusively dedicate beds for chronically homeless households. (5 possible points)	Yes = 5 No = 0 ** Application **	
Family Prioritization - Bonus points available to project applications that exclusively dedicate beds for family households. (5 possible points)	Yes = 5 No = 0 ** Application **	
<u>Project will be committed to using a Housing First Model:</u> Project will use a Housing First Model that follows a low barrier approach in that it will allow entry to participants that includes: low or no income, current or past substance abuse, criminal records (with the exception as noted in NOFA), and history of domestic violence. In addition, project will not terminate participants for failure to participate in supportive services without making good faith attempt to work with participant before termination, make progress on service plan, loss of income/failure to improve income, failed drug/alcohol tests, or other. (10 possible bonus points)	Yes = 10 No = 0 **Application & Certification**	

<p>Point in Time Count Participation – Bonus points available to project applications submitted by an agency that actively participated in Point in Time Count efforts in January 2020.</p>	<p>Yes = 5 No = 0 **Continuum of Care Records**</p>	
<p>Leveraging Amounts - The CoC goal for all leveraged resources 125% of the grant amount (above and beyond the match amount). To receive bonus points, agencies should have reported leveraged resources (cash or in-kind) outside of the match resources listed above to insure no duplication. Applicants must attach agency commitments as documentation for leverage (specifically dedicated to this project to receive points.</p>	<p>Leveraging outside of match: 125% or more = 10 100-124%=6 90-99%=3 Less than 90%=0</p>	
<p style="text-align: center;">TOTAL BONUS POINTS (45 maximum bonus points)</p>		

Total Application Points (127 maximum): _____
 +
 Total Bonus Points (45 maximum): _____
 =
 Total Points (172 maximum): _____

Overall Comments, Concerns, or Recommendations