

2022 Application Outline and Scoring Criteria

Indicator	Criteria	Total Points
<b>Part A: Agency Background and Capacity (100 points)</b>		
<b>HUD Experience Question A-1 (NEW PROJECTS ONLY)</b>	<ul style="list-style-type: none"> <li>- Does the agency discuss its experience with HUD funded programs?</li> <li>- If the agency has no HUD grant experience, does the narrative describe other funding sources?</li> <li>- Does the agency demonstrate an understanding the agency responsibilities under HUD funded grants?</li> <li>- Has the agency been denied or lost HUD funding in the past? If so, are there any concerns that the agency will have similar challenges if it receives CoC funding?</li> </ul>	8
<b>Relevant Experience Question A-2</b>	<ul style="list-style-type: none"> <li>- Does the agency demonstrate a key understanding of the needs and gaps of the priority population?</li> <li>- Does the agency demonstrate a history of working with the priority population?</li> <li>- Does the agency have experience with providing the service it is requesting funding for?</li> <li>- If the agency lacks experience, does the narrative provide a description of steps the agency will take to fill gaps in knowledge?</li> <li>- If the agency has a subgrantee, does the narrative provide a description of the subgrantee agency’s experience and history providing services to the priority population and/or proposed services?</li> </ul>	10
<b>Training Question A-3</b>	<ul style="list-style-type: none"> <li>- Has the agency incorporated adequate training for staff of all levels, including the board of directors and executive leadership on priority populations and service delivery?</li> <li>- Has the agency made changes to service delivery and program design based on trainings?</li> <li>- Is training offered to all levels of staff in order to provide pathways for professional development?</li> </ul>	6
<b>Data Question A-4</b>	<ul style="list-style-type: none"> <li>- Does the agency utilize HMIS or comparable database for data entry?</li> <li>- Does the agency reference HUD Data Quality standards and appear aware of specific data requirements (i.e. data security protocols, timeliness of data entry, required data elements, etc.)?</li> <li>- Does the agency have a clear process for collecting and entering data and evaluating data accuracy and completeness, including timelines and staff?</li> <li>- Does the agency have a data quality improvement plan and an evaluation process in place to review and update, and is the plan communicated throughout the agency?</li> </ul>	8
<b>Diversity, Equity, and Inclusion* Question A-5</b>	<ul style="list-style-type: none"> <li>- Has the agency identified steps to help the board of directors and decision-making bodies better reflect the population served by the program?</li> <li>- Has the agency established professional development opportunities to identify and invest in emerging leaders of different race and ethnicities in the organization?</li> <li>- Is the agency training and educating staff working in the homeless services sector to better understand racism and the intersection of racism and homelessness?</li> <li>- Has the agency reviewed internal policies and procedures with an equity lens and have a plan for developing and implementing equitable policies that do not impose undue barriers?</li> <li>- Is the agency collecting data and/or reviewing HMIS to better understand the pattern of program use for people of different races and ethnicities in its program?</li> <li>- Does the agency use communication, such as flyers, websites or other materials, inclusive of underrepresented groups?</li> </ul>	20
<b>Part B: Project Narrative</b>		

<b>Question B-2</b>	<ul style="list-style-type: none"> <li>- Does the project address a gap that the CoC has identified as a need?</li> <li>- Has the agency identified other programs that provide similar services and collaborated with those agencies to reduce duplication of effort and maximize services and supports offered to the community?</li> <li>- Has the agency demonstrated that the project aligns with the mission of its own agency AND the mission of the CoC?</li> </ul>	<p>6</p>
<b>Outcomes and Objectives Question B-3</b>	<ul style="list-style-type: none"> <li>- Does the agency include all elements of a SMART (specific, measurable, attainable/achievable, realistic, time-focused/timebound) goal in the response?</li> <li>- Does the agency include in the SMART objectives and outcomes that are relevant to the target population?</li> <li>- Does the agency include projected outcomes for number of households to be served?</li> <li>- Does the agency include projected outcomes for number of households linked to training, employment and/or benefits and mechanisms for such linkages?</li> <li>- Does the agency include system performance metrics and/or data-based outcomes?</li> <li>- Does the agency provide an objective related to tracking consumer outcomes post-discharge?</li> </ul>	<p>12</p>
<b>Activities and Services of the Project Question B-4</b>	<ul style="list-style-type: none"> <li>- Does the agency provide a SMART plan for connecting people to permanent housing?</li> <li>- Does the agency provide a plan for ensuring that consumers can maintain permanent housing once achieved?</li> <li>- Does the agency include language that describes individualized service planning, plan maintenance and consumer empowerment?</li> <li>- Are the activities/services provided relevant to the needs of the populations served?</li> <li>- Does the plan for activities/services demonstrate the staff responsible for carrying them out?</li> <li>- Does the agency have activities/services related to assessing and linking consumers to employment services, mainstream benefits and healthcare services and insurance?</li> <li>- Does the agency have collaborations and partnerships with organizations that provide complementary services and/or reflect the activities/services listed?</li> <li>- If the agency is utilizing subgrantees, partnerships or collaborations to provide activities and services, are these roles and responsibilities outlined in this section?</li> </ul>	<p>16</p>
<b>Program Evaluation Question B-5</b>	<ul style="list-style-type: none"> <li>- Does the agency have a plan for monitoring program objective and outcomes that includes frequency of review and staff roles and responsibilities?</li> <li>- Does the agency utilize data-driven measurement tools to determine program effectiveness and quality?</li> <li>- Does the agency include consumer focus groups, questionnaires and/or surveys that measure consumer satisfaction of the progress on ISP goals and activities?</li> <li>- Does the agency monitoring and evaluation plan include a description of how quality improvement goals are determined and by whom?</li> <li>- Does the agency quality improvement plan include a PDSA model, or other data driven model for improving program performance and service quality?</li> </ul>	<p>10</p>
<b>Target Population Question B-6</b>	<ul style="list-style-type: none"> <li>- Are at least 100% of beds dedicated to the agency's target population?</li> <li>- Are at least 80% of beds dedicated to the chronically homeless?</li> </ul>	<p>4</p>
<b>Coordinated Entry Question B-7</b>	<ul style="list-style-type: none"> <li>- Are the agency's referral and intake processes integrated with the CoC's Coordinated Entry System and Housing Prioritization List?</li> </ul>	

<b>Operationalizing housing first model Question B-8</b>	<ul style="list-style-type: none"> <li>- Do program policies and procedures reflect a Housing First philosophy?</li> <li>- Do all levels of staff go through Housing First training?</li> <li>- Has the agency received any guidance or consultation to become Housing First?</li> <li>- Is there a clear implementation plan for Housing First in this program?</li> <li>- Is the Housing First philosophy apparent in processes used during this program implementation?</li> </ul>	10
<b>Low-barrier criteria Questions B-9 and B-10</b>	<ul style="list-style-type: none"> <li>- Is access to this program contingent on a criminal or credit background check, documentation submission, attendance in certain services or based upon income received?</li> <li>- Are service and/or treatment plans voluntary?</li> <li>- If there is a “yes” to any of the above questions, is there an explanation and does the explanation describe why there are these barriers?</li> <li>- Is there a plan for implementing a Housing First philosophy into the next year?</li> </ul>	8
<b>Overcoming challenges and barriers Question B-11</b>	<ul style="list-style-type: none"> <li>- If applicable, does the agency provide a list of detailed barriers to implementing a Housing First philosophy and are there detailed strategies listed to address these barriers?</li> <li>- If applicable, are the barriers listed agency-level barriers or are they system-level barriers? (agency will not lose points for system-level barriers identified)</li> <li>- Does the agency have a plan to avoid returns to homelessness?</li> </ul>	6
<b>Part C: Budget Worksheet</b>		
<b>Match Budget Worksheet</b>	<ul style="list-style-type: none"> <li>- Does the project provide a letter of commitment for any a firm match commitment of cash or in-kind support with a total value of 25% of the proposed project budget request, minus leasing costs?</li> </ul>	2
<b>Part D: Renewal Projects Only</b>		
<b>Most recent monitoring findings Question D-1</b>	<ul style="list-style-type: none"> <li>- What was the project’s most recent Monitoring and Performance Review Score?</li> </ul>	10
<b>Fiscal Narrative Question D-2</b>	<ul style="list-style-type: none"> <li>- Is the CoC funding request reasonable and appropriate for the project type?</li> <li>- Is the project financially feasible?</li> <li>- Is there a feasible long-term plan to sustain the project should there be a decrease in HUD funding?</li> <li>- If applicable, is there a plan to modify the project due to a projection of unused funds?</li> <li>- Does the project funding request match the total budget on the most 2022 Grant Inventory Worksheet?</li> </ul>	10

Total Points Received: \_\_\_\_\_

Total Applicable Max Points: \_\_\_\_\_

Application Score (%): \_\_\_\_\_