

Applicant Scoring Sheet
2018 HUD CoC New Project Proposals or
2017 New Projects that are not yet operating in 2018

AGENCY NAME:

PROGRAM NAME:

REVIEWER NAME:

REVIEW DATE:

166 POSSIBLE POINTS

ALL applicant claims to meet criteria must be confirmed by documentation, including the Operating Year 2016-2017 APR or other HMIS data for similar programs being operated locally or in other Continuum of Cares, monitoring, and/or other agency/program/client records or narrative.

As determined by the Continuum of Care, community priority will be given to these projects in this order: HMIS, Coordinated Entry, and then based on scoring; Permanent Supportive Housing projects serving chronically homeless, and then other Permanent Housing projects.

HUD THRESHOLD REQUIREMENTS		YES	NO
1.	Applicant has Active SAM registration with current information.		
2.	Applicant has valid DUNS number in application		
3.	Applicant has no Outstanding Delinquent Federal Debts – it is HUD policy, consistent with the purposes and intent of 31 U.S.C. 37208 and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: <ul style="list-style-type: none"> a. A negotiated repayment schedule is established and the repayment schedule is not delinquent, or b. Other arrangements satisfactory to HUD are made before the award of funds by HUD. 		
4.	Applicant has no Debarments and/or Suspensions – In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.		
5.	Applicant has Accounting System – HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.		
6.	Applicant disclosed any violations of Federal criminal law – applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, briber, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR§200.338. Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to sub-		

	recipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.		
7.	Applicant demonstrated they are Eligible Project Applicants – Eligible project applicants for the CoC Program Competition are under 24 CFR 578.15, nonprofit organization, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be sub recipients of grant funds.		
8.	Applicant submitted the required certifications as specified in the NOFA.		
9.	Applicant demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.		
10.	Applicant demonstrated they Participate in HMIS – Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or the sub-recipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.		
11.	<p>Applicant demonstrated Project Meets Minimum Project Standards – HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year’s NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new project must meet all of the following criteria:</p> <ul style="list-style-type: none"> a. Project applicants and potential sub-recipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of sub-recipients, regular drawdowns, and timely resolution of any monitoring findings; b. For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and, c. Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS 		

	at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.		
12.	Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) – All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.		
CoC THRESHOLD CRITERIA		YES	NO
13.	Applicant demonstrated project meets the Housing First Model (<i>Data Source: Provider's Housing First/Low Barrier Questionnaire</i>)		
14.	Applicant project is financially feasible (<i>Data Source: Provider's application</i>)		
15.	Applicant's application was received in <i>esnaps</i> , the Supplemental Form and all attachments were received in MFHC office by the deadline and data is consistent (<i>Data Source: esnaps application and log of receipt of Supplemental Forms</i>)		
16.	Applicant documented organizational financial stability (<i>Data Source: Provider's application and required financial documents</i>)		
17.	Applicant participated in the Coordinated Access System – 100% of new entries to projects through the CoC are from CE referrals (<i>Data Source: HMIS Referral Statistics Report & New vs. Re-entry Client Class Report</i>)		
18.	Applicant is a paid member of Mid Florida Homeless Coalition		

Points	Guidance
Maximum points	Fully meets the Scoring Criteria.
Middle points	Partially meets the Scoring Criteria.
No points	Does not meet the Scoring Criteria.

		MAX POINTS	SCORE
EXPERIENCE			
A.	Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application. (<i>Data Source: Provider's application</i>)	15	
B.	Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal state or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases. (<i>Data Source: Provider's application</i>)	10	
C.	Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of sub-recipients (if applicable), regular drawdowns, timely resolution of		

	monitoring findings, and timely submission of required reporting on existing grants. <i>(Data Source: Provider's application)</i>	10	
DESIGN OF HOUSING & SUPPORTIVE SERVICES <i>(Data Source: Provider's application)</i>			
D.	Extent to which the applicant: 1. Demonstrates understanding of the needs of the clients to be served. 2. Demonstrates type, scale, and location of the housing fit the needs of the clients to be served 3. Demonstrates that type and scale of all supportive services, regardless of funding source, meets the needs of clients to be served. 4. Demonstrates how clients will be assisted in obtaining mainstream benefits. 5. Establishes performance measures for housing and income that are objective, measurable, and trackable and meet or exceed any established HUD, HEARTH or CoC benchmarks.	15	
E.	Applicant describes the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.	5	
F.	Applicant describes how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.	5	
TIMELINESS <i>(Data Source: Provider's application)</i>			
G.	Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.	10	
FINANCIAL <i>(Data Source: Provider's application)</i>			
H.	Project is cost-effective – comparing projected cost per person served to CoC average within project type.	20	
I.	Audit: Most recent audit found no exceptions to standard practices, most recent audit identified agency as “low risk”, and most recent audit indicates no findings; or IRS Form 990	10	
J.	Documented match amount.	5	
K.	Budgeted costs are reasonable, allocable, and allowable.	20	
OTHER LOCAL CRITERIA			
L.	Participated in PIT <i>(Data Source: PIT Database)</i>	10	
M.	Organization enters into HMIS for OTHER NON-HUD FUNDED & NON-FUNDED PROGRAMS <i>(Data Source: Data Review by HMIS Administrator)</i>	1	
N.	Organization participates on the Coordinated Entry Committee – <i>(Data Source: Committee Sign-in sheets)</i>	10	
O.	Participated in CoC meetings <i>(Data Source: Sign-in sheets)</i>	10	
P.	Data Quality - Less than 3% of missing, don't know and refused data on universal data elements <i>(Data Source: HMIS APR 6a-6d with no item greater than 3%.)</i>	10	
TOTAL:		166	