

Applicant Scoring Sheet
2018 HUD CoC Renewal Project Proposals

AGENCY NAME:

PROGRAM NAME:

REVIEWER NAME:

REVIEW DATE:

216 POSSIBLE POINTS

ALL applicant claims to meet criteria must be confirmed by documentation, including the Operating Year 2016-2017 APR, other HMIS data, 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 CRITERIA	YES	NO
1. Applicant has active SAM registration with current information.		
2. Applicate 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 USC 3720B and 28 USC 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 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, bribery, 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.		
6. Applicant submitted the required certifications as specified in the NOFA.		
7. Applicant demonstrated the population to be served meets program eligibility requirements as described in the Act, and project application clearly establishes eligibility of project applicants. This includes any additional eligibility criteria for certain types of projects contained in the NOFA.		
8. Applicant agreed to Participate in HMIS – Project applications, except Collaborative		

<p>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 sub recipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a 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.</p>		
<p>9. Applicant met HUD Expectations – When considering renewal projects for award, HUD will review information in eLOCCS; Annual Performance Reports (APRs); and information provided from the local HUD CPD Field Office, including monitoring reports and A-133 audit reports as applicable, and performance standards on prior grants. HUD will also assess renewal projects using the following performance standards in relation to the project’s prior grants:</p> <ul style="list-style-type: none"> a. Whether the project applicant’s performance met the plans and goals established in the initial application, as amended; b. Whether the project applicant demonstrated all timeliness standards for grants being renewed including those standards for the expenditure of grant funds that have been met; c. The project applicant’s performance in assisting program participants to achieve and maintain independent living and records of success, except HMIS-dedicated projects that are not required to meet this standard; and, d. Whether there is evidence that a project applicant has been unwilling to accept technical assistance, has a history of inadequate financial accounting practices, has indications of project mismanagement, has a drastic reduction in the population served, has made program changes without prior HUD approval, or has lost a project site. 		
<p>10. Applicant met HUD financial expectations – If a project applicant has previously received HUD grants, the organization must have demonstrated its ability to meet HUD’s financial expectations. If any of the following have occurred, the project applicant would <u>NOT</u> meet this threshold criteria:</p> <ul style="list-style-type: none"> a. Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon; b. Audit finding(s) for which a response is overdue or unsatisfactory; c. History of inadequate financial management accounting practices; d. Evidence of untimely expenditures on prior award; e. History of other major capacity issues that have significantly affected the operation of the project and its performance; f. History of not reimbursing sub-recipients for eligible costs in a timely manner, or at least quarterly; and g. History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes. 		

11. Applicant 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
12. Applicant demonstrated project meets the Housing First Model (<i>Data Source: Provider’s Housing First/Low Barrier Questionnaire</i>)		
13. Applicant documented, secured minimum match (<i>Data Source: Provider application</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 submitted an Annual Performance Report upon request (<i>Data Source: HMIS Administrator emails</i>)		
18. Applicant participated in the Coordinated Access System – 100% of new entries to project from CE referrals (<i>Data Source: HMIS Referral Statistics report</i>)		
19. 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
PERFORMANCE MEASURES			
A.	Exits to Permanent Housing – minimum percent remain in or move to PH - 90% is HUD recommendation (<i>Data Source: Annual Performance Report for Operating Year 2016-17 – Question 5a, 23a, 23b</i>)	25	
B.	Returns to Homelessness – maximum percent of participants return to homelessness within 12 months of exit to PH – 15% (<i>Data Source: HMIS Outcomes and Recidivism report</i>)	25	
C.	New or Increased Income and Earned Income (<i>Data Source: Annual Performance Report for Operating Year 2016-17 – Question 19a1 & 19a2</i>) - Looking for at least 5% of the adults increased income		
	1. Minimum new or increased earned income for adult project stayers	5	
	2. Minimum new or increased non-employment income for adult project stayers	5	
	3. Minimum new or increased earned income for adult project leavers	5	

	4. Minimum new or increased non-employment income for adult project leavers	5	
D.	Applicant's bed Utilization rate is at or above 90% (<i>Data Source is the 2018 HIC and the Housing Census Report for the 4th Wednesday of October 2017, January 2018, April 2018, and July 2018</i>)	25	
SERVE HIGH NEED POPULATIONS			
E.	Minimum percent of participants with zero income at entry – 80% (<i>Data Source: Annual Performance Report for Operating Year 2016-17 Question 16</i>)	10	
F.	Minimum percent of participants with more than one disability type at entry – 75% (<i>Data Source: Annual Performance Report for Operating Year 2016-17– Question 22a & 22b</i>)	10	
G.	Minimum percent of participants entering project from place not meant for human habitation – 75% (<i>Data Source: Annual Performance Report for Operating Start Year 2015 – Question Q20</i>)	10	
PROJECT EFFECTIVENESS			
H.	Project has reasonable costs per PH exit or maintaining – 5% of average cost per positive housing exit for project type (total project costs/number of exits to permanent housing plus households maintaining permanent housing) (<i>Data Source: Annual Performance Report for Operating Start Year 2015 Question Q7 and Budget</i>)	20	
I.	Housing first and/or Low barrier implementation – CoC assessment of fidelity to Housing First from CoC monitoring or review of project policies and procedures – yes/no (<i>Data Source: Housing First/Low Barrier Questionnaire</i>)	10	
OTHER LOCAL CRITERIA			
J.	Spent down all program funds (<i>Data Source: Annual Performance Report for Operating Year 2016-17</i>)	10	
K.	Participated in the PIT (<i>Data Source: PIT Database</i>)	10	
L.	Data Quality - Less than 3% of missing, don't know and refused data on universal data elements (<i>Data Source: Annual Performance Report for Operating Year 2016-17 – Question 7 & Data Review by HMIS Administrator</i>)	10	
M.	Organization participates on the Coordinated Entry Committee – (<i>Data Source: Committee Sign-in sheets</i>)	10	
N.	Applicant participated in CoC meetings (<i>Data Source: Sign-in sheets</i>)	10	
O.	Coordinated Access - Once a referral is made, the applicant acknowledges referral within 24 hours and enrolls or denies the referral within seven (7) business days of contact. (<i>Data Source: Referral Statistics Report & CAPER from April 10, 2018 forward.</i>)	5	
P.	Coordinated Access - Applicant arranges for move-in within 30 business days. (<i>Data Source: Referral Statistics Report & CAPER from April 10, 2018 forward.</i>)	5	
Q.	Organization enters into HMIS for OTHER NON-HUD FUNDED & NON-FUNDED PROGRAMS (<i>Data Source: Data Review by HMIS Administrator</i>)	1	

		TOTAL:	216	
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