

# Renewal Projects

## Instructions for Applicants:

Beginning on page 3, applicants should read each numbered question carefully and provide answers in the box provided below.

## Instructions for Evaluators:

Beginning on page 3, please read applicants' responses to each question and provide a score in the bolded box beneath the text. Feel free to leave notes or questions on the application.

\*\*PIC will verify participation in CoC and HUD monitoring findings reported by applicants.

## CoC Use only

### CoC Threshold Requirements

- |  |                             |                              |
|--|-----------------------------|------------------------------|
| 1. Program participates in CES.                                  | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| 2. Project utilizes a Housing First and/or Low Barrier approach. | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| 3. Project has documented minimum match.                         | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| 4. Project provided a budget and budget narrative.               | <input type="checkbox"/> No | <input type="checkbox"/> Yes |
| 5. Agency has provided an organizational audit/financial review. | <input type="checkbox"/> No | <input type="checkbox"/> Yes |

If answered "yes" to all of the above, continue to the rating section below.

### I. Submission Requirements

*I.1. Timely submission of project application packets in accordance with RFP requirements. (0-1 point)*

*I.2. Timely submission of project application and all attachments in e-snaps. (0-1 point)*

### II. CoC Monitoring

*II.1. Timely drawdown of the most recent grant expenditures with time expense ratio is  $\leq 10\%$  (% of term expired minus % funds dispersed). (0-5 points)*

*II.2.  $\geq 90\%$  of program entries and exits were entered into HMIS within 3 days. (0-3 points)*

## External Evaluator Scoring & Project Narrative

### III. Project Description

1. Describe the project, including **target population, services provided,** and the project's main **goals**. Include how many people and households the projects estimate serving in the next funding year.

*III.1. Describes project including goals, services provided, and target population. (0-5 points)*

### IV. Project Alignment with Policy & CoC Priorities

1. Explain how this project has/will adhere to a Housing First or Low Barriers model or approach.
  - a. Explain what rules your project has/will have for participants and what happens if clients break these rules.
  - b. Explain the project's process for terminating participants from the program.
  - c. How does/will the project ensure client choice in housing and services?

*IV.1. Degree to which project implements a Housing First approach or philosophy. (0-3 points)*

2. Describe how this program has/will advance racial equity in homelessness service provision. Please also provide the percentage of clients that identify as each racial group. You may use the table provided. Note that percentages should add up to 100%.

Race Group	Number	Percent
Native Hawaiian or Pacific Islander		
White		
Asian or Asian American		
Multiple Races		

Black, African, or African American		
Native American, Alaska Indian, or Indigenous		
Other Race		
Missing or Unknown		
Total		

IV.2. Program advances racial equity in homelessness service provision (including degree to which program racial demographics reflect overall homeless population racial breakdown). (0-3 points)

- How does/will this program consider perspectives from individuals with lived experience in program design, planning implementation, evaluation, etc.?

IV.3. Program considers individuals with lived experience in program design, planning, implementation, evaluation, etc. (0-3 points)

- Describe how this program will work to improve assistance to LGBTQ+ individuals by ensuring privacy, respect, safety, and access for LGBTQ+ individuals and partnering with organizations with expertise in serving LGBTQ+ populations.

IV.4. Program works to improve assistance to LGBTQ+ individuals. (0-3 points)

- How does/will your program work to ensure cost-effectiveness?

IV.5. Program demonstrates cost-effectiveness. (0-3 points)

- Explain how the program works/will work with a broad array of stakeholders, including housing, health, and service agencies. In particular, describe if and how this project a) will work with public

and private healthcare organizations/agencies; b) partner with PHAs and state and local housing organizations; and/or c) Partner with local workforce development centers to improve employment opportunities.

*IV.6. Program works with stakeholders from health, housing, and social services to meet client needs. (0-3 points)*

7. 7. Explain how the project fits within HUD's six pillars to end homelessness for all persons--including three foundations (equity, data, collaboration) and at least one solution (housing & supports, crisis response, and prevention).

*IV.7. Project addresses HUD's six pillars--including three foundations (equity, data, collaboration) and will employ at least one solution (housing & supports, crisis response, and prevention). (0-3 points)*

8. Describe how this program will address unsheltered homelessness if applicable.

*IV.8. Degree to which program addresses unsheltered homelessness. (0-3 points)*

9. Please describe how the agency will ensure project staff retention.

*IV.9. Describes how the agency will ensure project staff retention (e.g., paying a living wage, offering mental health supports, etc.). (0-3 points)*

10. Any additional notes on Program Alignment with Policy & CoC Priorities that you would like evaluators to know.

V. Performance Measures

Applicants: In this section, please provide data on program implementation for the period of 6/1/2022 – 5/1/2023.

Time to Placement

1. What is the average time (in days) from program entry to residential placement for clients in your program?

*V.1. On average, time from project entry to residential placement is 15 days (RRH), 30 days (DV RRH), or 180 days (PSH & TH). (0-8 points)*

Exits to Permanent Housing

2. What percentage of program leavers exited to permanent housing? What percentage of participants remained in the program or moved into permanent housing? In other words, what percentage of participants served remained in housing either by staying in the program or exited to permanent housing

*V.2. ≥90% of participants remain in or move to permanent housing. (0-8 points)*

Recidivism

3. How does your program track homeless recidivism? What percentage of program participants returned to homelessness within 12 months of exit to permanent housing? If your program does not track recidivism, please explain why not.

*V.3. ≤15% of participants who exited to permanent housing return to homelessness within 12 months of exit. (0-5 points)*

New or Increased Income

4. What percentage of adult leavers gained or increased income (from any source)? What percentage of adult stayers gained or increased income (from any source)?

*V.4a. At least 8% of project leavers received new or increased income (from any source). (0-1 point)*

*V.4b. At least 8% of project stayers received new or increased income (from any source). (0-1 point)*

Cost-effectiveness

5. How does the program determine progress made toward program goals and assess program outcomes (e.g., internal or external evaluation, review of HMIS data, etc.)?

*V.5. Describes how the project has assessed and will assess project outcomes. (0-4 points)*

6. How many individuals did the program estimate serving? [This number should match the previous application]? How many individuals has the program served?
  - a. What is the cost per person (total number of participants divided by the total budget, including match)?
  - b. What is the cost per positive exit/retention (Number of stayers + leavers who exited to permanent destinations divided by total budget including match)?

V.6. *Costs per positive housing exit (total budget with match/#persons exited to positive locations or still in program) is reasonable for program type. (0-4 points)*

Bed Utilization Rate

7. **Bed utilization rate**—what was the program’s bed utilization rate at each quarter?

VI.7. *Bed/utilization rate has been at or above 90% each quarter. (0-3 points)*

8. Provide any additional notes on Project Performance that you would like evaluators to know.

VI. Equity Factors

Agency Factors

1. Describe the agency’s efforts to advance racial equity within the organization, including
  - a. having under-represented individuals in leadership and managerial positions and
  - b. having reviewed internal policies and procedures from an equity lens and developing a plan to ensure that policies do not impose undue barriers on certain groups.



VI.1.a. Agency has under-represented individuals (BIPOC, LGBTQ+, etc.) in managerial and leadership positions). (0-1 point)

VI.1.b. Agency has reviewed internal policies and procedures with an equity lens and has a plan for implementing equitable policies that do not impose undue barriers. (0-1 point)

2. Describe the agency's efforts to incorporate the perspectives of people with lived experience into organizational policies and practices, including
- a. having representation from multiple individuals with lived experience on the Board of Directors and
  - b. having a process for receiving and incorporating feedback from individuals with lived experience.

VI.2.a. Agency's Board of Directors includes representation from at least one person with lived experience. (0-1 point)

VI.2.b. Agency has relational process for receiving and incorporating feedback from persons with lived experience. (0-1 point)

Program Factors

3. How has your agency reviewed client outcomes through a racial equity lens? Describe how the program has identified any programmatic changes needed to make these outcomes more equitable and what plans are in place to make those changes.

VI.3.a. Program has reviewed participant outcomes with an equity lens, including the disaggregation of data by race, ethnicity, gender identity, age, etc. (0-1 point)

VI.3.b. Program has identified programmatic changes needed to make participant outcomes more equitable and has developed a plan to make those changes. (0-1 point)

VII. HUD Monitoring

1. Are there any unresolved HUD monitoring or audit findings related to this HUD CoC Program project or other HUD funded projects within your agency since 1/1/2019?
- a. If yes, was your agency on a Corrective Action Plan and was the HUD Corrective Action Plan resolved by the deadline?

- b. If the Corrective Action Plan was not resolved by the deadline, why not and what is the current status?
- c. Are you currently on a Corrective Action Plan with HUD or the CoC?

*VII.1. Any HUD monitoring findings and corrective action were minimal. (0-5 points)*

- 2. Provide any additional notes on Monitoring that you would like evaluators to know.

VIII. CoC Participation and Contribution to System Performance

Participation

- 1. Please describe how this program collaborates with other agencies within the CoC and within the larger community.
  - a. Besides General PIC meetings, what other meetings does your agency attend? (e.g., committee meetings).
  - b. How many committee meetings has your agency attended in the last 12 months?

*VIII.1. Agency participates in PIC—e.g., serving on the Board of Directors, committees, and/or workgroups—and collaborates with PIC members. (0-4 points)*

System Needs & Impact

- 2. Please describe how this program fits a need within the CoC and meets its priorities for this RFP.

*VIII.2. Describes how project fits system needs and fits with CoC and HUD policy priorities. (0-3 points)*

3. Provide any additional notes on CoC System Participation & Impact that you would like evaluators to know.

IX. Financial Performance

1. Has your agency been financially audited in the last three years? If not, why not? Describe any findings or exceptions found in your most recent agency financial audit. Please explain them and any corrective action being taken and whether they have been resolved.

*IX.1. Most recent agency financial audit found no exceptions or findings. (0-3 points)*

2. What is the project's average cost per person? Please explain if any costs fall outside the average cost for project type (e.g., serving a high needs population, etc.).

*IX.2. Budget costs are within local average for project type. (0-3 points)*

Project Application Total Points (out of 100 Points)