

2021 NEW PROJECT SCORING TOOL

THRESHOLD CRITERIA

(Required but not scored. If “no” for any threshold criteria, the project is ineligible.)

Item	Maximum Score
HMIS Implementation: Projects that do not participate, or have not agreed to participate, are not eligible for funding, unless it is a victim-service agency, serving survivors of domestic violence. Project has agreed to participate in the DSHS-administered HMIS (ONE System), and signed a local Certification of Intent to participate. Victim-services agencies must utilize a comparable database to HMIS and be able to produce de-identified aggregate data.	N/A
Coordinated Entry: Projects that have not agreed to participate in Coordinated Entry, when it is available for the program type, are not eligible for funding. Victim-service agencies or those serving survivors of domestic violence shall participate with Coordinated Entry while protecting client data and safety to ensure fair and equal access to the coordinated entry process and housing and services opportunities.	N/A
Eligible Applicant: Applicant and subrecipient (if any) are eligible. Eligible project applicants for the CoC Program are nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Project is eligible for bonus, reallocation, or domestic violence bonus funding in the 2021 CoC NOFA.	N/A
Project Shall Meet HUD Timeliness Standards: Project has secured or will secure proof of site control, match, environmental review, and the documentation of financial feasibility within 12 months of the announcement of the award.	N/A
Target Populations: The population to be served meets CoC program eligibility requirements, and the project application must clearly establish eligibility of project applicants.	N/A
Amount of Request: The LHCB retains the right to request that new applicants adjust the amount of their requests.	N/A
Match: The agency has committed to match 25% of the grant except for leasing funds.	N/A
Ineligible Activities for New Projects: In order to best optimize the McKinney-Vento Continuum of Care funds, the LHCB has determined that new projects shall not request funds for construction, rehabilitation, or acquisition.	N/A
Masterleased Units: If units are masterleased, lease is for at least 10 years.	N/A
CoC Strategic Plan Compliance: Project aligns with the San Francisco CoC Strategic Plan.	N/A
Equal Access and Non-Discrimination: The project ensures equal access for program participants regardless of their race, color, national origin, religion, sex, age, familial status or disability. The project complies with all federal and state civil rights and fair housing laws including the Fair Housing Act, Title IV of the Civil Rights Act and the Equal Access Rule.	N/A
Training and Technical Assistance: All projects must agree to be responsive to training and technical assistance from the Collaborative Applicant and the Local Homeless Coordinating Board (LHCB).	N/A
Substantially Changed Systems: All projects agree to inform LHCB and Collaborative Applicant if they have key personnel changes or substantially changed systems (such as changes to client admissions criteria).	N/A
Recent Financial Statement: Projects must provide an up to date (within last 21 months) audited financial statement, and single audit (if applicable).	N/A

SCORED CRITERIA

Scoring Factors		Points
1	Program Description	26
1a	Service Provision and Linkages	
	The agency has a clear plan to link clientele with appropriate services to support housing retention. The plan details services to be provided in-house, versus those provided via referral to partners with consideration for transportation logistics. Services described are of suitable type and scale, and locations are physically accessible. The plan also includes the ordered process by which clients are matched with services. The program description should include whether the project will be leveraging health care resources (proven by attaching written commitment from a health care organization who will provide substance use treatment or recovery services to all interested program participants who qualify OR provide services equal in value to at least 25% of funds being requested).	10
1b	Housing Location Suitability	
	Housing where participants will reside is identified, accessible and appropriate to the program design proposed. The type, scale, and location fit the needs of the proposed client population. Neighborhood amenities (e.g. grocery store, pharmacy) are within reach, especially with consideration for clientele’s particular needs. PSH projects who do not yet have a site identified, and Scattered Sites PSH and Rapid Rehousing Projects, must provide a plan to procure housing units.	11
1c	Housing First Compliance	
	Program will use a “Housing First” approach, offering assistance without preconditions (such as sobriety) and rapid placement/stabilization in permanent housing. For more information on Housing First, please visit the HUD Exchange at https://www.hudexchange.info/news/coc-competition-focus-housing-first/ . Projects are expected to provide narrative that addresses how the project considers the severity of barriers experienced by program participants, including those barriers to participation faced by persons of different races and ethnicities who are overrepresented in the homeless response system.	5

2	Mainstream Resources	5
2a	Client Connection/Access	
	Program’s own policies and procedures ensure incoming clients are screened for mainstream resource eligibility. The policies and procedures dictate that clients will be individually assisted to obtain the benefits of the mainstream health, social, and employment programs for which they are eligible. Policies and procedures further dictate that clients will be individually assisted both to increase their incomes, and foster their independence in a manner accounting for their unique needs and capabilities. Projects must provide outcome data related to increasing participant income in other projects they have run, if applicable. If project has not supported this before, please note.	3
2b	Mainstream Resource Staff Training	
	Program conducts or provides access to training for staff on available mainstream resources for which clients may qualify. Projects must provide outcome data related to successfully connecting participants with mainstream benefits in other projects they have run, if applicable. If project has not supported this before, please note.	2

3	Agency Background/Capacity	27
3a	Past Performance – Management & Compliance	
	Agency has successfully operated at least one program similar to the one proposed for at least two years, and/or demonstrates strong grant management, compliance and performance history. Agencies lacking directly comparable past programming may reference parallel experience providing homeless housing or services, administering rental assistance, and/or as a landlord or property manager. If an applicant cannot demonstrate adequate experience alone, applicant may describe MOUs or contracts with experienced consultants and/or partner agencies. If available, projects should provide narrative/data related to the length of time participants remain homeless before entering their project and the rate of returns to homelessness after participating in their project. DV Bonus RRH and Joint TH-RRH projects: Applicants must demonstrate prior experience serving survivors of domestic violence, dating violence, sexual assault, or stalking, and the ability to house survivors and meet safety requirements. Applicants with demonstrated past performance in permanent housing may partner with agencies who demonstrate such experience.	10
3b	Past Performance – Housing Stability	
	During the previous full operating year, at least 70% of participants obtained or maintained housing stability in housing programs operated by the applicant or an experienced housing provider-partner.	5 pts.* >90% 4 pts. 85-89.9% 3 pts. 80-84.9% 2 pts. 75-79.9% 1 pts. 70-74.9% 0 pts <70%

3c	CoC Community Engagement			
	Agency/collaborative attended the following meetings during the 2020 calendar year:		5 pts.	13+ mtgs.
	(1) Full LHCB Meetings		4 pts.	10-11
	(2) LHCB Funding Committee Meetings		3 pts.	7-9
	(3) CoC Subrecipient Convenings		2 pts.	4-6
			1 pts.	1-3
			0 pts.	0

3 Agency Background/Capacity (continued)				
3d	Compliance Responsiveness and Resolution			
	Agency has been responsive to outstanding or pending HUD monitoring findings, HSH findings, City-wide joint fiscal monitoring findings, financial audit findings, and has no other indication of major capacity issues. Agency must provide an up to date (within last 21 months) audited financial statement, and single audit (if applicable) to document these criteria.			5
3e	Coordinated Entry Compliance			
	Agencies with past CoC grants must have complied with Coordinated Entry requirements. This includes exclusively taking housing referrals from, and posting vacant beds to, the Coordinated Entry System. New agencies without past Coordinated Entry experience receive full points upon agreement to participate.			2

4	Budget and Cost-Effectiveness			22
4a	Budget Efficiency			
	Project budget balances robust, yet cost-effective expenses to support the proposal. No line items appear unnecessary, nor unjustified by the proposal. Staffing is sufficient to the scope of the program, with consideration for the clientele's unique needs.			12
4b	Housing Budget Priority			
	Proposed project uses CoC funding primarily for housing (i.e. leasing, rental assistance, and operations line items; rather than supportive services line item). Housing is new leased or owned units. Housing that is currently funded through local, state, or federal funds cannot be supplanted with CoC funds, however new projects are strongly encouraged to leverage other sources of housing funding in conjunction with funds applied for here. This can be shown by using non-CoC-or-ESG funds for at least 25% of units for PSH or 25% of program participants for RRH and demonstrated by a letter of commitment or other documentation.			10

5	Cultural Competency	12
5a	<p>Client Input</p> <p>Program includes clientele in design and operation of the program, with policies and procedures that ensure client participation in compliance with the HEARTH Act.</p> <p>Applicant should commit to incorporating client feedback in design and operation through strategies including, but not limited to:</p> <ul style="list-style-type: none"> o Lived-experience members of the agency’s board o Regularly-scheduled Consumer Advisory Board convenings o Lived-experience staff member(s) o Regularly-scheduled consumer satisfaction surveys o Client focus groups 	6
5b	<p>Programmatic Cultural Competency</p> <p>Program’s policies and procedures and supplemental materials prioritize cultural competency, especially with regard to service delivery. By design, program activities and literature account for participants' language, culture, and trauma experiences.</p> <p>Projects Serving Children: Written policies and procedures ensure that children’s educational needs will be met, in compliance with the HEARTH Act.</p> <p>DV Bonus Projects: Program incorporates best practices to serve survivors of domestic violence, dating violence, sexual assault, and/or stalking. Program demonstrates staff expertise on VAWA regulations, safety planning, and survivor-specific networks and services.</p>	4
5c	<p>Client Confidentiality</p> <p>Program has written policies regarding client confidentiality, especially for special populations such as survivors of domestic violence.</p>	2

6	Disability Access	8
6a	<p>Physical Accessibility</p> <p>Program is physically accessible to persons with disabilities, including activities that may occur offsite.</p>	4
6b	<p>Communications Accessibility</p> <p>Program provides accessible written and verbal communications to persons with disabilities (e.g. braille, large font, TTY).</p>	2
6c	<p>ADA Disclosures</p> <p>Program has a plan to inform participants of their rights under the ADA.</p>	2
Total:		100