

## CoC RENEWAL PROJECT RUBRIC

AGENCY:	PROGRAM:	PROJECT TYPE:
<b>AGENCY LEVEL THRESHOLD</b>		
Agency Level Threshold requires agencies to meet local funding standards and be an active participant in the CoC based on the criteria below.		
<b>THRESHOLD DESCRIPTION</b>	<b>THRESHOLD MET (YES/NO)</b>	
Agency meets the financial audit requirements stipulated under the Coordinated Funding Request for Information (RFI).		
Agency has attended at least 1 of 2 CoC All-Membership Meetings in the past 12 months.		
Agency has representation in at least one of the CoC committees ( i.e. WHA Operations Committee, Coordinated Entry Oversight & Evaluation) and has attended at least 75% of meetings convened by the committee.		
Agency has a 75 % attendance rate at Community Housing Prioritization Meetings.		
<b>PROJECT LEVEL THRESHOLD</b>		
Threshold needs to be met as described below for projects to be considered for funding renewal. Projects falling within certain score ranges will need to submit a Corrective Action Plan (CAP), as stated below. <b><i>Please note: Projects that have not completed a full calendar year will be EXEMPT from this threshold.</i></b>		
<b>THRESHOLD DESCRIPTION</b>	<b>OUTCOME PERCENTAGE</b>	<b>THRESHOLD MET (YES/NO/EXEMPT)</b>
<b>Program Outcomes:</b> Project attained above <b>60%</b> of the total score possible. If not, projects scoring between 20-60% will need to submit a CAP and below 20% will not be considered for funding.	%	
<b>Compliance:</b> Project attained above <b>70%</b> of the total score possible. If not, projects scoring between 50-70% will need to submit a CAP and below 50% will not be considered for funding.	%	
<b>HMIS Compliance &amp; Data Quality:</b> Project attained above <b>85%</b> of the total score. If not, projects scoring between 55-85% will need to submit a CAP and below 55% will not be considered for funding.	%	
<i>NOTE: For threshold items that are not met, the agency will need to submit an explanatory letter to the CoC Funding Review Team to request a waiver for each threshold item not met before the project application can be considered for funding.</i>		

# SECTION 1 - PROJECT DESCRIPTION

## PROJECT NARRATIVE (INSERT HERE)

The project narrative addresses the entire scope of the proposed project at full operational capacity. The project description should address the entire scope of the project, including:

- community need
- target population(s)
- the plan for addressing the identified needs/issues of the CoC target population(s)
- projected outcome(s)
- coordination with other source(s)/partner(s) and how participants will be helped to access mainstream services
- reasons why CoC support is needed
- For projects targeting youth ONLY: Information & data about how youth head of households increased life skills and supports system

### TARGET POPULATION

(check all that apply)

- Chronically Homeless
- Veterans
- Youth (under 25)
- Families with Children
- Domestic Violence
- Substance Abuse
- HIV/AIDS
- Other \_\_\_\_\_

### PROJECTED HOUSING TYPE

(check all that apply)

- Scattered-site apartments:** Total Units \_\_\_ # Agency Owned \_\_\_
- Clustered apartments:** Total Units \_\_\_ # Agency Owned \_\_\_
- Single Room Occupancy:** Total Units \_\_\_ # Agency Owned \_\_\_
- Single-family homes/townhouses/duplexes:**  
Total Units \_\_\_ # Agency Owned \_\_\_
- Other:** \_\_\_\_\_ Total Units \_\_\_ # Agency Owned \_\_\_

### PROJECTED UNITS/BEDS

**Total Units:** \_\_\_ (total agency-owned) \_\_\_

**Total Beds:** \_\_\_

### PROJECTED CLIENTS SERVED

Total Households Served: \_\_\_

Total Persons Served: \_\_\_

Total Adults: \_\_\_

Total Accompanied Children (Under 18): \_\_\_

Unaccompanied Children (Under 18): \_\_\_

## SECTION 2 - PROJECT OUTCOMES

SEE APPENDIX A: PROJECT OUTCOME CALCULATIONS FOR DETAILS ABOUT DATA SOURCES AND CALCULATING SCORES IN THIS SECTION

### 2A – PERMANENT SUPPORTIVE HOUSING (PSH) PROJECT OUTCOMES

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/AVAILABLE
<p><b>A) Retention of Permanent Housing or Movement to Other Permanent Housing</b></p> $\left[ \frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}} \right] \times 100\%$	95%	%	95% or > = 20 91-94% = 18 87-90% = 16 83-86% = 14 79-82% = 12 75-78% = 10 70-74% = 5 Below 70% = 0	/20
<p><b>B) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance)</b></p> $\left[ \frac{\text{Total no. of (L + S) with HI}}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}} \right] \times 100\%$	80%	%	80% or > = 4 60-79% = 3 50-59% = 2 40-49% = 1 Below 40% = 0	/4
<p><b>C) Employment Rate for Leavers and Stayers at Annual Assessment</b></p> $\frac{\text{Total no. of Adult (L + S) with earned Y}}{\text{Total no. of Adults served}} \times 100\%$	20%	%	20% or > = 4 10-19% = 3 5-10% = 2 Below 5% = 0	/4
<p><b>D) Leavers and Stayers at Annual Assessment who maintained or increased total income (earned + non-employment income)</b></p> $\left[ \frac{\text{Total no. of Adults (L + S) who maintained or } \uparrow \text{ Total Y}}{\text{Total no. of Adults served}} \right] \times 100\%$	75%	%	60% or > = 6 40-59% = 4 20-39% = 2 Below 20% = 0	/6
<p><b>E) Cost Effectiveness</b></p> $\left[ \frac{\text{Project Grant } \$ \text{ Total}}{\text{Total Stayers} + \# \text{ of exits to PH}} \right]$	N/A			
<b>SUBTOTAL PSH PROJECT OUTCOMES</b>			<b>/34</b>	

## 2B – RAPID RE-HOUSING (RRH) PROJECT OUTCOMES

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ AVAILABLE
<p><b>A) Exit to Permanent Housing Destinations</b></p> $\left[ \frac{\text{No. of leavers exiting to PH types}}{\text{Total no. of leavers served}} \right]$ <p style="text-align: center;">X 100%</p>	80%	%	80% or > = 20 75-79% = 17 70-74% = 15 50-70% = 10 25-50 = 5 Below 25%= 0	/20
<p><b>B) Leavers with Health Insurance</b> (includes Medicaid, Medicare, VA Insurance)</p> $\left[ \frac{\text{No. of leavers with HI}}{\text{Total no. of leavers served}} \right]$ <p style="text-align: center;">X 100%</p>	80%	%	80% or > = 4 60-79% = 3 40-59% = 2 Below 40% = 0	/4
<p><b>C) Employment Rate for Leavers</b></p> $\frac{\text{No. of Adult leavers with earned Y}}{\text{Total no. of Adult leavers served}}$ <p style="text-align: center;">X 100%</p>	40%	%	40% or > = 4 20-39% = 3 10-19% = 2 Below 10% = 0	/4
<p><b>D) Leavers who maintained or increased total income (earned + non-employment income)</b></p> $\left[ \frac{\text{No. of Adult leavers who maintained or } \uparrow \text{ Total Y}}{\text{Total no. of Adult leavers served}} \right]$ <p style="text-align: center;">X 100%</p>	60%	%	60% or > = 6 40-59% = 4 20-39% = 2 Below 20% = 0	/6
<p><b>E) Cost Effectiveness</b></p> $\frac{\text{Project Grant $ Total}}{\text{\# of exits to PH}}$	N/A			
<b>SUBTOTAL RRH PROJECT OUTCOMES</b>			<b>/34</b>	

## SECTION 3 - CONSUMER FEEDBACK

CRITERIA	STANDARD	SCORING	AGENCY RATE	POINTS/AVAILABLE
Consumer participation on organization board or other policy making entity. <i>(Mandated by HUD)</i>	Yes, it's currently in place	Yes, it's currently in place = 3 No, but there is an existing plan= 1 No, no plan= 0		/3
Redress and grievance process in place for consumers. <i>(Mandated by HUD)</i>	Yes, it's currently in place	Yes, it's currently in place = 3 No, but there is an existing plan= 1 No, no plan= 0		/3
Feedback collection and response process in place (e.g., clients satisfaction survey, consumer engagement session, etc.).	Yes, it's currently in place	Yes, it's currently in place = 3 No, but there is an existing plan= 1 No, no plan= 0		/3
Client feedback is used to inform service delivery and direct future services	Recent example of utilizing client feedback	Example of utilizing client feedback within past year= 3 No, but there is an existing plan= 1 No, no plan= 0		/3
<b>SUBTOTAL CONSUMER FEEDBACK</b>				<b>/12</b>

## SECTION 4 - COMPLIANCE

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/AVAILABLE	SOURCE
Agency has one or more unresolved monitoring or audit finding(s) for any HUD grants (including ESG) operated by the applicant or potential subrecipients (if any).	No findings or findings addressed in Corrective Action Plan (CAP)		No findings = 5 Findings with CAP submitted = 3 Findings but no CAP = 0	/5	Agency report
Agency has expended funds on this grant in the last two years.	90%		90-100%=5 85% -89%=3 84% and below = 0	/5	Agency report <i>[Amount drawn from LOCCS within 90 days end of project]</i> Total Grant Amount X 100%
Agency has outstanding obligations to HUD that is in arrears or for which a payment schedule has not been agreed upon.	No		No=5 Yes=0	/5	Agency report
Agency has a history of late APR submissions (in the last 3 years or for the duration of this project)	0		0-1 late APRs = 5 2-3 late APRs = 0	/5	Agency report
<b>SUBTOTAL COMPLIANCE</b>				<b>/20</b>	

## SECTION 5 - BUDGET

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ POSSIBLE POINTS	SOURCE	
Budget submitted is clearly filled out and calculated correctly. Budget requests are clear, logical and consistent with the overall activities proposed in the application. Quantity descriptions clearly identify what is included in the requests and are in line with project requirements.	Yes		Yes = 6 No = 0	/6	Agency report	
<b>Optional Narrative:</b>						
<b>SUBTOTAL BUDGET</b>				<b>/6</b>		

## SECTION 6 - HMIS COMPLIANCE & DATA QUALITY

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ POSSIBLE POINTS	SOURCE
<b>*HMIS - % of Universal Data Elements (UDEs) with No or Null Values in HMIS (left blank) for the following criteria:</b>					
Name	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Date of Birth	5% or < *	«DOB»	5% or < = 1 >5% = 0	/1	HMIS Report
Gender	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Social Security Number	10% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Race	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report

Ethnicity	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Veteran Status	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Disabling Condition	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Residence prior to program entry	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Zip code of last residence	5% or < *		5% or < = 1 >5% = 0	«ZIP1_score »/1	HMIS Report
Destination	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Relationship to Head of Household	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
<b>SUBTOTAL HMIS COMPLIANCE &amp; DATA QUALITY</b>				<b>/12</b>	
<b>GRAND TOTAL</b>				<b>/92</b>	

## REVIEWER COMMENTS & QUESTIONS

Reviewer: \_\_\_\_\_

# APPENDIX A: PROJECT OUTCOMES CALCULATIONS

## 2A –PSH PROJECT OUTCOMES

CRITERIA	SOURCE & CALCULATION	
<p><b>A) Retention of Permanent Housing or Movement to Other Permanent Housing</b></p> $\left[ \frac{\text{No. of stayers + No. of leavers exiting to PH types}}{\text{Total no. of persons served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q22a1</b> Total stayers  <b>+ B. APR Q23a</b> Permanent Subtotal  <b>+ C. APR Q23b</b> Permanent Subtotal Q23b</p> <p><i>Denominator:</i></p> <p><b>D. APR Q7a</b> Total persons served (inc. children)</p>	$\frac{A + B + C}{D} \times 100\%$
<p><b>B) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated)</b>                      (includes Medicaid, Medicare, VA Insurance)  <i>Total no. of (L + S) with HI</i></p> $\left[ \frac{\text{Total no. of Adults with Annual Assessments and Adult Leavers}}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q21</b> Total at annual assessment with 1 source  <b>+ B. APR Q21</b> Total at annual assessment w/ more than 1 source  <b>+ C. APR Q21</b> Total leavers with 1 source  <b>+ D. APR Q21</b> Total leavers with more than 1 source</p> <p><i>Denominator:</i></p> <p><b>E. APR Q7a</b> Total no. of adults  <b>- F. APR Q21</b> # of stayers not yet required to have an assessment</p>	$\frac{A + B + C + D}{E - F} \times 100\%$
<p><b>C) Employment Rate for Leavers and Stayers at Annual Assessment</b></p> $\frac{\text{Total no. of Adult (L + S) with earned Y}}{\text{Total no. of Adults served}}$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q18</b> Total at annual assessment with 1 source  <b>+ B. APR Q18</b> Total at annual assessment w/ more than 1 source  <b>+ C. APR Q18</b> Total leavers with 1 source  <b>+ D. APR Q18</b> Total leavers with more than 1 source</p> <p><i>Denominator:</i></p> <p><b>E. APR Q18</b> Total adults  <b>+ F. APR Q18</b> Total adult leavers  <b>- G. APR Q18</b> # of stayers not yet required to have an assessment</p>	$\frac{A + B + C + D}{E + F - G} \times 100\%$
<p><b>D) Leavers and Stayers who maintained or increased total income (earned + non-employment income)</b></p> $\left[ \frac{\text{Total no. of Adults (L + S) who maintained or } \uparrow \text{ Total Y}}{\text{Total no. of Adults served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q19a3*</b> Retained income category and same \$  <b>+ B. APR Q19a3*</b> Retained income category and increased \$  <b>+ C. APR Q19a3*</b> Did not have income category and gained income</p> <p><i>Denominator:</i></p> <p><b>D. APR Q19a3*</b> Total adults (including those with no income)                      * Use row "Number of Adults with any Income" in table Q19a3</p>	$\frac{A + B + C}{D} \times 100\%$
<p><b>E) Cost Effectiveness</b></p> $\left[ \frac{\text{Project Grant $ Total}}{\text{\# of Stayers + \# of exits to PH}} \right]$	<p><i>Numerator:</i></p> <p><b>A. Grant Inventory Worksheet Column K</b> Total ARA (Annual Renewal Amount)</p> <p><i>Denominator:</i></p> <p><b>B. APR Q22a1</b> Total stayers  <b>+ C. APR Q23a</b> Permanent Subtotal  <b>+ D. APR Q23b</b> Permanent Subtotal Q23b</p>	$\frac{A}{B + C + D}$



## 2A – RRH PROJECT OUTCOMES

CRITERIA	SOURCE & CALCULATION	
<p><b>A) Exit to Permanent Housing Destinations</b></p> $\left[ \frac{\text{No. of leavers exiting to PH types}}{\text{Total no. of leavers served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q23a</b> Permanent destination subtotal  <b>+ B. APR Q23b</b> Permanent destination subtotal</p> <p><i>Denominator:</i></p> <p><b>C. APR Q5a</b> Total leavers  <b>-D. APR Q23a</b> Total deceased  <b>-E. APR Q23b</b> Total deceased</p>	$\frac{A + B}{C - D - E} \times 100\%$
<p><b>B) Leavers with Health Insurance</b>                      (includes Medicaid, Medicare, VA Insurance)</p> $\left[ \frac{\text{No. of leavers with HI}}{\text{Total no. of leavers served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q21</b> Leavers with 1 source of health insurance  <b>+ B. APR Q21</b> Leavers with more than 1 source of health insurance</p> <p><i>Denominator:</i></p> <p><b>C. APR Q5a</b> Total adult leavers</p>	$\frac{A + B}{C} \times 100\%$
<p><b>C) Employment Rate for Leavers</b></p> $\frac{\text{No. of Adult leavers with earned } Y}{\text{Total no. of Adult leavers served}}$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q18</b> Adult leavers with only earned income  <b>+ B. APR Q18</b> Adult leavers with both earned and other income</p> <p><i>Denominator:</i></p> <p><b>C. APR Q5a</b> Total adult leavers</p>	$\frac{A + B}{C} \times 100\%$
<p><b>D) Leavers who maintained or increased total income</b>                      (earned + non-employment income)</p> $\left[ \frac{\text{No. of Adult leavers who maintained or } \uparrow \text{ Total } Y}{\text{Total no. of Adult leavers served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p><b>A. APR Q19a2*</b> Retained income category and same \$  <b>+ B. APR Q19a2*</b> Retained income category and increased \$  <b>+ C. APR Q19a2*</b> Did not have income category and gained income</p> <p><i>Denominator:</i></p> <p><b>D. APR Q19a2*</b> Total adults (including those with no income)                      * Use row "Number of Adults with any Income" in table Q19a2</p>	$\frac{A + B + C}{D} \times 100\%$
<p><b>A) E) Cost Effectiveness</b></p> $\left[ \frac{\text{Project Grant } \$ \text{ Total}}{\# \text{ of exits to PH}} \right]$	<p><i>Numerator:</i></p> <p><b>A. Grant Inventory Worksheet Column K</b> Total ARA (Annual Renewal Amount)</p> <p><i>Denominator:</i></p> <p><b>B. APR Q23a</b> Permanent destination subtotal  <b>+ C. APR Q23b</b> Permanent destination subtotal</p>	$\frac{A}{B + C}$

## APPENDIX B: ALTERNATE COST EFFECTIVENESS MEASURES

TO BE CALCULATED TO HELP DECIDE WHICH IS MOST USEFUL FOR FUTURE COMPETITIONS

<p style="text-align: center;"><b>A) Total Project Amount</b></p> $\left[ \frac{\text{Project Grant \$ Total}}{\# \text{ of Successful Outcomes}} \right]$	<p><i>Measures the total grant dollars spent per successful outcome.</i></p> <p><i>A successful outcome for PSH is staying or exiting to permanent housing</i></p> <p><i>A successful outcome for RRH is exiting to permanent housing</i></p>	<p>This measure will provide a picture of the entire grant, but will obscure differences in percentage of funds assigned to admin, as well as differences in the costs of rental assistance based on the unit makeup of the project, or other factors, such as client acuity.</p>
<p style="text-align: center;"><b>B) Project Amount less Admin</b></p> $\left[ \frac{\text{Project Grant \$ Total} - \text{Admin \$}}{\# \text{ of Successful Outcomes}} \right]$	<p><i>Measures the grant dollars used for rental assistance and supportive services per successful outcome</i></p>	<p>This measure focuses on the operational dollars of the project by removing admin costs from consideration. It does not account for differences in the costs of rental assistance based on unit makeup of the project or other factors, such as client acuity.</p>
<p style="text-align: center;"><b>B) Supportive Services</b></p> $\left[ \frac{\text{Supportive Services \$}}{\# \text{ of Successful Outcomes}} \right]$	<p><i>Measures the grant dollars used for supportives services per successful outcome.</i></p>	<p>This measure focuses strictly on supportive services, allowing us to look at the cost of providing services independent of rental costs. It does not account for factors such as client acuity.</p>