

CoC RENEWAL PROJECT RUBRIC

AGENCY:	PROGRAM:	PROJECT TYPE:
AGENCY LEVEL THRESHOLD		
Agency Level Threshold requires agencies to meet local funding standards and be an active participant in the CoC based on the criteria below.		
THRESHOLD DESCRIPTION	THRESHOLD MET (YES/NO)	
Agency meets the financial audit requirements stipulated under the Human Services Partnership 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.		
PROJECT LEVEL THRESHOLD		
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. <i>Please note: Projects that have not completed a full calendar year will be EXEMPT from this threshold.</i>		
THRESHOLD DESCRIPTION	OUTCOME PERCENTAGE	THRESHOLD MET (YES/NO/EXEMPT)
Program Outcomes: Project attained above 60% 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.	%	
Compliance: Project attained above 70% 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.	%	
HMIS Compliance & Data Quality: Project attained above 85% 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

<p>TARGET POPULATION (check all that apply)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Chronically Homeless <input type="checkbox"/> Veterans <input type="checkbox"/> Youth (under 25) <input type="checkbox"/> Families with Children <input type="checkbox"/> Domestic Violence <input type="checkbox"/> Substance Abuse <input type="checkbox"/> HIV/AIDS <input type="checkbox"/> Other _____ 	<p>PROJECTED HOUSING TYPE (check all that apply)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Scattered-site apartments: Total Units ___ # Agency Owned ___ <input type="checkbox"/> Clustered apartments: Total Units ___ # Agency Owned ___ <input type="checkbox"/> Single Room Occupancy: Total Units ___ # Agency Owned ___ <input type="checkbox"/> Single-family homes/townhouses/duplexes: Total Units ___ # Agency Owned ___ <input type="checkbox"/> Other: _____ Total Units ___ # Agency Owned ___ 	<p>PROJECTED UNITS/BEDS</p> <p>Total Units: ___ (total agency-owned) ___</p> <p>Total Beds: ___</p> <p style="text-align: center;">PROJECTED CLIENTS SERVED</p> <p>Total Households Served: ___</p> <p>Total Persons Served: ___</p> <p>Total Adults: ___</p> <p>Total Accompanied Children (Under 18): ___</p> <p>Unaccompanied Children (Under 18): ___</p>
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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>A) Retention of Permanent Housing or Movement to Other Permanent Housing</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) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance)</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>C) Employment Rate for Leavers and Stayers at Annual Assessment*</p> $\left[\frac{\text{Total no. of Adult (L + S) with earned Y}}{\text{Total no. of Adults served} - \text{Adults on Disability} - \text{Adults over 55}} \right] \times 100\%$	20%	%	20% or > = 4 10-19% = 3 5-10% = 2 Below 5% = 0	/1
<p>D) Leavers and Stayers at Annual Assessment who maintained or increased total income (earned + non-employment income)</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	/9
<p>E) Cost Effectiveness</p> $\left[\frac{\text{Supportive Services } \$ \text{ Total}}{\text{Total Stayers} + \# \text{ of exits to PH}} \right]$	N/A			
SUBTOTAL PSH PROJECT OUTCOMES			/34	

* If a project has a denominator of zero, it will be awarded full points.

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

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ AVAILABLE
<p>A) Exit to Permanent Housing Destinations</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) Leavers with Health Insurance (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>C) Employment Rate for Leavers*</p> $\left[\frac{\text{Total no. of Adult (L + S) with earned Y}}{\text{Total no. of Adults served – Adults on Disability – Adults over 55}} \right]$ <p style="text-align: center;">X 100%</p>	40%	%	40% or > = 4 20-39% = 3 10-19% = 2 Below 10% = 0	/1
<p>D) Leavers who maintained or increased total income (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>	60%	%	60% or > = 6 40-59% = 4 20-39% = 2 Below 20% = 0	/9
<p>E) Cost Effectiveness</p> $\left[\frac{\text{Supportive Services $ Total}}{\text{\# of exits to PH}} \right]$	N/A			
SUBTOTAL RRH PROJECT OUTCOMES			/34	

* If a project has a denominator of zero, it will be awarded full points.

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	Example of utilizing client feedback within past year= 3 No, but there is an existing plan= 1 No, no plan= 0		/3
SUBTOTAL CONSUMER FEEDBACK			/12	

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 $\left[\frac{\text{Amount drawn from LOCCS within 90 days end of project}}{\text{Total Grant Amount}} \times 100\% \right]$
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
SUBTOTAL COMPLIANCE				/20	

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
Optional Narrative:					
SUBTOTAL BUDGET				/6	

SECTION 6 – RACIAL EQUITY

TO BE COMPLETED ONCE PER AGENCY

CRITERIA	STANDARD	Agency Response	SOURCE
Public written commitment to address/eliminate racial and ethnic inequities in guiding documentation (i.e. mission, vision, goals, etc.)	Yes		Website or other public posting
Organization has a racial equity plan or strategy that is regularly monitored	Yes		Submitted plan or strategy
Ongoing evaluation of policy, service, or program impacts and progress towards racial equity	Yes		Agency narrative or submitted evaluation

Internal structures exist to address issues of racial equity (i.e. a functioning equity committee, formal or informal complaint resolution process, caucusing and community advisory body)	Yes		Agency narrative or submitted materials
Racial equity knowledge, skills, and practices are a part of staff job descriptions and work plans	Yes		Submitted job descriptions or work plans
Staff receive training and support around racial equity and how their role is important in addressing institutional racism (i.e. anti-oppression trainings, etc.)	Yes		Names and dates of trainings attended by staff
Management consistently applies a racial equity lens	Yes		Agency narrative or submitted materials
Optional Narrative--Please describe any additional strategies for addressing and responding to racial inequality, and any significant successes or challenges this year:			

SECTION 7 - HMIS COMPLIANCE & DATA QUALITY

CRITERIA	STANDARD	AGENCY RATE	SCORING	POINTS/ POSSIBLE POINTS	SOURCE
*HMIS - % of Universal Data Elements (UDEs) with No or Null Values in HMIS (left blank) for the following criteria:					
Name	5% or < *		5% or < = 1 >5% = 0	/1	HMIS Report
Date of Birth	5% or < *		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
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
Annual Assessments Completed/Required	5% or fewer missing assessment		5% or < = 1 >5% = 0	/1	HMIS APR Q18
SUBTOTAL HMIS COMPLIANCE & DATA QUALITY				/11	
GRAND TOTAL				/91	

REVIEWER COMMENTS & QUESTIONS

Reviewer: _____

APPENDIX A: PROJECT OUTCOMES CALCULATIONS

2A –PSH PROJECT OUTCOMES

CRITERIA	SOURCE & CALCULATION	
<p>A) Retention of Permanent Housing or Movement to Other Permanent Housing</p> $\left[\frac{\text{No. of stayers} + \text{No. of leavers exiting to PH types}}{\text{Total no. of persons served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p>A. APR Q22a1 Total stayers + B. APR Q23c Permanent Subtotal</p> <p><i>Denominator:</i></p> <p>C. APR Q7a Total persons served (inc. children) - D. APR Q23c Total Deceased</p>	$\frac{A + B}{C - D} \times 100\%$
<p>B) Leavers and Stayers at Annual Assessment with one or more type of Health Insurance (de-duplicated) (includes Medicaid, Medicare, VA Insurance)</p> $\left[\frac{\text{Total no. of } (L + S) \text{ with HI}}{\text{Total no. of Adults with Annual Assessments and Adult Leavers}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p>A. APR Q21 Total at annual assessment with 1 source + B. APR Q21 Total at annual assessment w/ more than 1 source + C. APR Q21 Total leavers with 1 source + D. APR Q21 Total leavers with more than 1 source</p> <p><i>Denominator:</i></p> <p>E. APR Q7a Total no. of adults - F. APR Q21 # of stayers not yet required to have an assessment</p>	$\frac{A + B + C + D}{E - F} \times 100\%$
<p>C) Employment Rate for Leavers and Stayers at Annual Assessment</p> $\frac{\text{Total no. of Adult } (L + S) \text{ with earned } Y}{\text{Total no. of Adults served} - \text{Adults on disability} - \text{Adults 55 and over}}$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p>A. APR Q18 Total at annual assessment with earned income + B. APR Q18 Total at annual assessment w/both earned and other income + C. APR Q18 Total leavers with earned income + D. APR Q18 Total leavers with both earned and other income</p> <p><i>Denominator:</i></p> <p>E. APR Q18 Total adults + F. APR Q18 Total adult leavers - G. APR Q18 # of stayers not yet required to have an assessment - H. From provider # of adults <55 on disability - I. APR Q11 # of adults 55 or older</p>	$\frac{A + B + C + D}{E + F - G - H - I} \times 100\%$
<p>D) Leavers and Stayers who maintained or increased total income (earned + non-employment income)</p> $\left[\frac{\text{Total no. of Adults } (L + S) \text{ who maintained or } \uparrow \text{ Total } Y}{\text{Total no. of Adults served}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i></p> <p>A. APR Q19a1* Retained income category and same \$ + B. APR Q19a1* Retained income category and increased \$ + C. APR Q19a1* Did not have income category and gained income + D. APR Q19a2* Retained income category and same \$ + E. APR Q19a2* Retained income category and increased \$ + F. APR Q19a2* Did not have income category and gained income</p> <p><i>Denominator:</i></p> <p>G. APR Q19a1* Total adults (including those with no income) + H. APR Q19a2* Total adults (including those with not income)</p> <p><i>* Use row "Number of Adults with any Income" in table Q19a3</i></p>	$\frac{A + B + C + D + E + F}{G + H} \times 100\%$

<p style="text-align: center;">E) Cost Effectiveness</p> $\left[\frac{\text{Supportive Services \$ Total}}{\# \text{ of Stayers} + \# \text{ of exits to PH}} \right]$	<p><i>Numerator:</i> A. Grant Inventory Worksheet Column H Supportive Services Total <i>Denominator:</i> B. APR Q22a1 Total stayers + C. APR Q23c Permanent Subtotal</p>	$\frac{A}{B + C}$
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2A – RRH PROJECT OUTCOMES

CRITERIA	SOURCE & CALCULATION	
<p>A) Exit to Permanent Housing Destinations</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> A. APR Q23c Permanent destination subtotal <i>Denominator:</i> B. APR Q5a Total leavers -C. APR Q23c Total deceased</p>	$\frac{A}{B - C} \times 100\%$
<p>B) Leavers with Health Insurance (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> A. APR Q21 Leavers with 1 source of health insurance + B. APR Q21 Leavers with more than 1 source of health insurance <i>Denominator:</i> C. APR Q5a Total adult leavers</p>	$\frac{A + B}{C} \times 100\%$
<p>C) Employment Rate for Leavers</p> $\left[\frac{\text{No. of Adult leavers with earned Y}}{\text{Total no. of Adult leavers served} - \text{Adults on disability} - \text{Adults 55 and over}} \right]$ <p style="text-align: center;">X 100%</p>	<p><i>Numerator:</i> A. APR Q18 Adult leavers with only earned income + B. APR Q18 Adult leavers with both earned and other income <i>Denominator:</i> C. APR Q5a Total adult leavers D. From provider Total adults <55 on disability E. APR Q11 Total adults 55 or over</p>	$\frac{A + B}{C - D - E} \times 100\%$
<p>D) Leavers who maintained or increased total income (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> A. APR Q19a2* Retained income category and same \$ + B. APR Q19a2* Retained income category and increased \$ + C. APR Q19a2* Did not have income category and gained income <i>Denominator:</i> D. APR Q19a2* 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>A) E) Cost Effectiveness</p> $\left[\frac{\text{Supportive Services \$ Total}}{\# \text{ of exits to PH}} \right]$	<p><i>Numerator:</i> A. Grant Inventory Worksheet Column H Supportive Services Total</p> <p><i>Denominator:</i> B. APR Q23c Permanent destination subtotal</p>	$\frac{A}{B}$
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