

**Community Development Housing Organization (CHDO) Operating Assistance
Proposal Evaluation and Review Criteria**

Evaluation Guidelines:

Distribution of HOME funds for CHDO operating assistance must follow the Department of Housing and Urban Development regulations as outlined in 24 CFR 92.208 & 92.300.

Washtenaw County (includes Ann Arbor) CHDO Operating: **\$76,247 (Estimated)** *(Estimate based on 10% anticipated reduction)*

Following is a description of how the funds will be allocated. A review form will be completed by each evaluator for each CHDO proposal. The total score for all of the CHDO's will be added together to determine the total points available. The score of each CHDO will be divided into the total points available to determine the proportion of funds available for that CHDO.

For example: if \$50,000 is available

	# points	% of total	\$ amount
CHDO A:	50 points	33%	\$16,500
CHDO B:	25 points	17%	\$ 8,500
CHDO C:	30 points	20%	\$10,000
CHDO D:	<u>45 points</u>	<u>30%</u>	<u>\$15,000</u>
Total points:	150	100%	\$50,000

WASHTENAW COUNTY

Total Funding Available: \$76,247 (Estimated)

Name	Points	% of total	\$ Amount\$	Requested	\$ Recommending
CHDO A: <u>Avalon Housing, Inc.</u>	<u>71.5</u>	<u>70%</u>	<u>\$54,517</u>	<u>\$50,000</u>	<u>\$50,000</u>
CHDO B: <u>Community Housing Alternatives</u>	<u>30.5</u>	<u>30%</u>	<u>\$23,255</u>	<u>\$40,000</u>	<u>\$26,247</u>
CHDO C: _____	_____	_____	_____	_____	_____
Total	<u>102</u>	<u>100%</u>	<u>\$76,247</u>	<u>\$90,000</u>	<u>\$76,247</u>

****The maximum award amount to a CHDO is \$50,000.***

CHDO Operating Assistance Review Form RFP #6594

Organization Name: **Community Housing Alternatives (CHA)** Request Amt: \$40,000 Reviewer Name: Jennifer Hall and Mirada Jenkins

Indicator	Contract	Contract	Contract	Contract	Contract	Contract	Contract
A. Contract Status: +5 = for each HOME Contract with legislative body approval +3 = for each Contract with legislative body approval with other Community Development funds (non-HOME) +1 = for each Contract application submitted through RFP that does not have legislative body approval	CDBG (DPA) <u>5 Units</u> 1	HOME (HPR) <u>20 Units</u> 1					
B. Units +1 each approved or applied for unit: acquisition, acquisition & rehab, or new construction +5 each approved or applied for unit: rehab only of existing owned property	<u>5 Units</u> 2.5	<u>20 Units</u> 10					
Total Point by Contract	3.5	11					
C. Organizational Capacity – For all contracts executed since 1/1/ 2009: +5 = All contracts completed within budget +3 = 26% - 50% of contracts completed within budget +1 = 25% or less of contracts completed within budget +5 = All contracts completed within 1 year of contract execution +3 = 26% - 50% of contracts completed within 1 year of contract execution +1 = 25% or less of contracts completed within 1 year of contract execution		5					
		1					
D. Organizational Finances – Organizational reserves based on most recent 990, (Line 27 of Part 10: Unrestricted Net Assets / (line 25 of Part 9: Functional Expenses/12) = +5 = more than 3 months reserves +3 = 2 - 3 months of reserves +1 = less than 2 months reserves		5					
E. Staff Capacity +5 = Key staff are all qualified & have 5 or more years experience +3 = Key staff are mostly qualified & experienced +1 = Key staff working with qualified & experienced consultant		5					
Total Organizational Points		16					

Grand Total Points 30.5

CHDO Operating Assistance Review Form RFP #6594

Organization Name: Avalon Housing, Inc. Request Amt: \$50,000 Reviewer Name: Jennifer Hall and Mirada Jenkins

Indicator	Contract	Contract	Contract	Contract	Contract	Contract	Contract
A. Contract Status: +5 = for each HOME Contract with legislative body approval +3 = for each Contract with legislative body approval with other Community Development funds (non-HOME) +1 = for each Contract application submitted through RFP that does not have legislative body approval	Near North <u>5 Units</u> 5	411 Ashley <u>5 Units</u> 5	532 Main <u>1 Unit</u> 1				
B. Units +1 each approved or applied for unit: acquisition, acquisition & rehab, or new construction +5 each approved or applied for unit: rehab only of existing owned property	<u>39 x 1</u> 39	<u>6x1</u> 6	<u>7 x .5</u> 3.5				
Total Point by Contract	44	11	4.5				
C. Organizational Capacity – For all contracts executed since 1/1/ 2009: +5 = All contracts completed within budget +3 = 26% - 50% of contracts completed within budget +1 = 25% or less of contracts completed within budget +5 = All contracts completed within 1 year of contract execution +3 = 26% - 50% of contracts completed within 1 year of contract execution +1 = 25% or less of contracts completed within 1 year of contract execution	1						
D. Organizational Finances – Organizational reserves based on most recent 990, (Line 27 of Part 10: Unrestricted Net Assets / (line 25 of Part 9: Functional Expenses/12) = +5 = more than 3 months reserves +3 = 2 - 3 months of reserves +1 = less than 2 months reserves	5						
E. Staff Capacity +5 = Key staff are all qualified & have 5 or more years experience +3 = Key staff are mostly qualified & experienced +1 = Key staff working with qualified & experienced consultant	5						
Total Organizational Points	12						

Grand Total Points 71.5