

2024 CoC PSH/RRH/TH-RRH Application Scoring Sheet

Criteria	Points	Points Breakdown	Source Documentation	Score
I. Centralized Intake System				
1. Project must receive referrals ONLY from the Polk County Centralized Intake	Threshold	If answer "Yes", project is eligible for funding; if answer "No", project is not eligible for funding.	CI Participating Agency Report	
2. Through the end of the most recently completed project year, how many CI referrals made to this project were denied admission? Please briefly explain	1	Denied admission is 25% or less of the total referrals received = 1 points Denied admissions more than 25% of the total referrals received = 0 points	CI Referrals Report	
II. Housing First				
Project must operate under a Housing First Model	Threshold	If questions 1-11 are answered "Yes" and policies concur, project is eligible for funding ; If questions 1 -11 are answered "Yes" and policies <u>DO NOT</u> concur, or if all questions <u>aren't</u> answered "Yes", the project is not eligible for funding .	Admittance and Termination Policies Attached	
III. Project Description				
1. Project Design				
(a) Describes targeted population; the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible; Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently; Length of assistance or program length. Demonstrates an understanding of the needs of the clients to be served	2	Answered completely, plan realistic for population being served = 2 points ; answer incomplete and/or plan doesn't meet all the needs/issues of population being served= 1 points ; answer doesn't address the question or plan doesn't meet the needs/issues of the population being served= 0 points ; Serving clients who fall within the VI-SPDAT range for PSH = 2 points :	Project Application	
(b) Specific Population Focus	2	2+ conditions= 2 points ; 1 condition= 1 point ; No conditions= 0 points	Project Application	

Criteria	Points	Points Breakdown	Source Documentation	Score
(d) Housing Type	1.5	Identifies a <u>realistic strategy</u> for building a landlord network and mitigating landlord reluctance to rent to target population= 1.5 points ; Strategy for building a landlord network and mitigating landlord reluctance to rent to target population is incomplete= .5 points ; Does not provide a realistic strategy for building a landlord network and mitigating landlord reluctance to rent to target population= 0 points	Project Application	
(e) Denying admission to or separating family members when they enter, including serving all family members together and in accordance with each family member's self-reported gender?	1.5	Answered No = .5 point ; Admission policies concur = 1 point ; Answered Yes = 0 points	Project Application & Attachment: Admissions Policy	
(f) Project uses a harm reduction model.	1.5	Answered Yes = .5 points ; illustrated using harm reductions = 1 points (Simply stating, for example, that in the case of substance use, an agency encourages participants to not use, is not a specific example.) ; Answered No OR they did not provide a specific example= 0 points	Project Application	
(g) Project has policies and procedures that work to prevent eviction.	1.5	Answered Yes & policies/procedures confirm program works to preven evictions = 1.5 points ; Answered "Yes" but policies and procedures don't concur, or Answered "No" = 0 points	Project Application Eviction Prevention Policy Attached	
(h) Project improves safety of DV survivors being served. (DV RENEWALS)	1.5	Answered completely, strategy to improve safety realistic for the DV survivors being served= 1.5 points ; answer incomplete and/or doesn't meet all the safety needs of survivors being served= .5 points ; answer doesn't address the question or plan doesn't meet the safety needs of the DV survivors being served= 0 points	Project Application	

Criteria	Points	Points Breakdown	Source Documentation	Score
2. Support Services				
(a) Services and Frequency	3	Services identified match the needs of the population described in III(1)(a) = 1.5 points ; not all services selected meet the needs of the population described = .5 points ; Services selected do not meet the needs of the population described = 0 points . All services identified indicate a provider and frequency= 1.5 points ; Provider and frequency not indicated for all identified services= .5 points ; Support services and Frequency chart not completed= 0 points	Project Application	
(b) Project has SOAR trained staff or collaborates with agency who has SOAR trained staff	1	Answered "Yes" = .5 points ; fully completed SOAR staff chart = .5 points ; Answered "No" = 0 points .	Project Application	
(c) Leveraging Medicaid resources	2	Identifies strategy for enrolling participants in Medicaid & describes opportunities to leverage Medicaid- financed services= 2 points ; answer lacks detail on Medicaid enrollment strategy or leveraging Medicaid- financed strategies= 1 points ; neither strategy is described by answer= 0 points	Project Application	
(d.) Collaborate w/ School Districts	2	Applicant has an EHCY policy and designated staff person= 2 points ; Applicant <u>only</u> has EHCY policy= 1 point ; Applicant <u>only</u> has designated staff person = 1 points . Project does not serve families or single adults 21 years old or younger = 2 points .	Project Application and Attached EHCY agency policy	

Criteria	Points	Points Breakdown	Source Documentation	Score
NEW PROJECT - Leveraging Housing Resources	2	<p>2 points - Project is using one of the following sources of funding:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Private organizations <input type="checkbox"/> State or local HOME funding <input type="checkbox"/> State or local American Rescue Plan funding <input type="checkbox"/> Other state or local funding <input type="checkbox"/> Public Housing Agencies <input type="checkbox"/> Federal programs other than the CoC or ESG programs <u>AND</u> demonstrates housing units will <input type="checkbox"/> For PSH, provide at least 25% of the units included in the project for the targeted population described in this application <input type="checkbox"/> For RRH, serve at least 25% of the program participants anticipated to be served by the project <p>1 point - Project is using one of the funding sources listed above, <u>AND</u> demonstrated housing units are less than the thresholds described above. OR</p>	Project Application	

Criteria	Points	Points Breakdown	Source Documentation	Score
NEW PROJECT - Leveraging Healthcare Resources	2	<p>2 points - Project is utilizing healthcare resources which may include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Direct contributions from a public or private health insurance provider or project (e.g., Medicaid) <input type="checkbox"/> Provision of healthcare services by a private or public organization (e.g., Ryan White funded organization) tailored to the program participants of the project <input type="checkbox"/> Other healthcare resource <p><u>AND</u> demonstrates</p> <ul style="list-style-type: none"> <input type="checkbox"/> The value of the assistance being provided is at least an amount equivalent to 25% of the funding being requested for the project which will be covered by the healthcare organization, OR <input type="checkbox"/> In the case of substance abuse treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and chose those services <p>1 point - Project is using one of the healthcare resources listed above, <u>AND</u> demonstrated a commitment of healthcare resources less than the thresholds described above.</p>	Project Application	
IV. Project Quality				
Renewal Application				
Renewal Applicants	10	Automatically receives full points for this section	Indication at top of page 1 of the application that the project is a renewal.	10
New Application				
(a) Demonstrates how the type, scale, and location of the housing fit the needs of the clients to be served	2	Up to 2 points for a detailed description that includes the type, scale and location of the housing and how it fits the needs of the clients; 0 points if answer does not address the question	Project Application	

Criteria	Points	Points Breakdown	Source Documentation	Score
(b) Demonstrates how the type of supportive services offered to program participants will ensure successful retention or help to obtain permanent housing	2	Up to 2 points for a detailed description that includes how specific supportive services will ensure successful retention or help obtain permanent housing; 0 points if answer does not address the question	Project Application	
(c) Accessibility to community amenities - description of accessibility matches degree of accessibility checked	2	Very accessible = 2 points ; Somewhat accessible = 1 points ; Not accessible = 0 points	Project Application	
(d) Description includes specific mainstream resources clients will be assisted in accessing; a plan for accessing each mainstream resource; mainstream resources identified meet the needs of the population being served	2	Up to 2 points for a detailed description that includes the specific mainstream resource, how clients will be assisted in accessing each specific mainstream resource and how it will meet the client's needs; 0 points if answer does not address the question	Project Application	
(e) Describes specific assistance to obtain & remain in permanent housing, and in a manner that fits the client's needs.	2	Up to 2 points for detailed description of assistance that will be provided and how it will be in a manner that fits the client's needs; 0 points if answer does not address the question	Project Application	
V. Project Administration				
1. (a) Findings & corrective action on any previous HUD CoC or ESG grants	2	No or N/A = 2 points ; Yes & corrective action taken = 2 points ; Yes & correct action will be taken = 1 point ; Corrective action not taken = 0 points	Project Application	
1. (b) LOCCS draws completed every month	2	Yes = 2 points No or N/A = 0 points	Project Application	
1. (c) Unspent funds on most recent expired grant	2	Yes = 0 points ; Yes and describes the amount and reason for unspent funds = 1 point . No or N/A = 2 points . PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	Project Application	

Criteria	Points	Points Breakdown	Source Documentation	Score
1. (d) Unspent funds in previous years at grant expiration	2	No or N/A= 2 points ; 1 year checked = 1.5 points ; 2 year checked = 1 point ; 3 years checked = .5 points ; 4 years checked = 0 points ;PSH or RRH programs with unspent rental assistance funds <u>due to the difference between FMR and Rent Reasonableness calculation</u> should be awarded full points	Project Application	
1. (e) Applicant participates in HMIS or DVIMS	Eligibility Threshold	If answer Yes - or No, <u>but agrees to participate</u> in HMIS or DVIMS - project is eligible for funding If answer No, OR not agreeable to participating in HMIS or DVIMS, project is not eligible for funding	Project Application	
VI. Performance Measures				
1(a) Total households served and total positive housing destinations	1	Applicant indicates the number of households served = 1 point ; Applicant has not answered either question = 0 points	Project Application	
Data Timeliness:				
RRH, PSH, TH-RRH, SSO-CI, YHDP-SSO The period of time that elapses between when a client enters a program and when client information is entered into HMIS.	1	Under 7 days average data timeliness = 1 point Over 7 days average data timeliness: <u>Included explanation of how agency plans to improve measure</u> = .5 points ; <u>Did not included explanation of how agency plans to improve measure</u> = 0 points	DSM-Polk CoC Monitoring Report	
Data Completeness				
RRH, PSH, TH-RRH, SSO-CI, YHDP-SSO The percentage of all HMIS data fields which have not been answered in whole or in their entirety.	1	Less than 2% missing (null) values in ServicePoint (HMIS or DVIMS) = 1 points ; Between 2% and 5% missing (null) values in ServicePoint (HMIS or DVIMS) = .5 points ; Higher than 5% missing (null) values in ServicePoint (HMIS or DVIMS)= 0 points ; Included explanation of how agency plans to improve measure = .5 points	DSM-Polk CoC Monitoring Report	
Exit Destination Errors				

Criteria	Points	Points Breakdown	Source Documentation	Score
RRH, TH-RRH Percentage of those exiting a program (Leavers) where [Destination] is "Client doesn't know," "Client refused," "No exit interview completed," or is missing.	2	Less than 10% = 2 points Higher than 10% = 0 points Included explanation of how agency plans to improve measure = 1 point	DSM-Polk CoC Monitoring Report	
PSH Percentage of those exiting a program (Leavers) where [Destination] is "Client doesn't know," "Client refused," "No exit interview completed," or is missing.	2	Less than 5% = 2 points Higher than 5% = 0 points Included explanation of how agency plans to improve measure = 1 point	DSM-Polk CoC Monitoring Report	
For each performance measure, above (i.e., Timeliness, Completeness & Destination Errors), whose benchmark hasn't been met, please explain how your agency plans to improve in each measure.	2	All bench marks were met or answer includes a reasonable plan for each benchmark not met = 2 points Answer doesn't include a reasonable plan for all benchmarks not met = 1 point Answer does not include a reasonable plan for any of the benchmark not met = 0 points	Project Application	
Income Increases				
RRH, TH-RRH Percentage of all adult participants who increased <u>total income</u> from entry to exit	10	≥25% = 10 Points 24%-20% = 8 Points 19%-15% = 6 points 14%-10% = 4 points 9%-5% = 2 points <5% = 0 points	DSM-Polk CoC Monitoring Report	
PSH Percentage of adults remaining (stayers) who increase <u>total income</u> (Benchmark: Q1: 15%; Q2: 20%; Q3:25%; Q4 30%)	10	Benchmark me for all four quaters = 10 Points Bench mark met for 3 of 4 quarters = 8 Points Benchmark met for 2 of 4 quarters = 6 points Benchmark met for only one quarter = 2 points Benchmark not met for any quarter = 0 points	DSM-Polk CoC Monitoring Report	
Days to Move In (Average length of time from enrollment to permanently housed)				
RRH, PSH, TH-RRH	2	≤90 days = 2 points ; >90 days = 0 points	DSM-Polk CoC Monitoring Report	
Percent of successful exits/retention				

Criteria	Points	Points Breakdown	Source Documentation	Score
RRH, TH-RRH Percentage of successful exits to permanent housing	10	$\geq 72\% = 10 \text{ Points}$ $62-71\% = 5 \text{ Points}$ $<62\% = 0 \text{ Points}$	DSM-Polk CoC Monitoring Report	
PSH Percentage of successful retentions	10	$\geq 93\% = 10 \text{ Points}$ $83 - 92\% = 5 \text{ Points}$ $<83\% = 0 \text{ Points}$	DSM-Polk CoC Monitoring Report	
Describe what the data above is telling you about what is needed and what is working.	1	Description covers all three data points, above & matches the data = 1 point . Description doesn't cover all three data points OR doesn't completely match the data = .5 points . Description doesn't include the three data points nor match the data = 0 points	Project Application	
For each performance measure whose benchmark hasn't been met, please explain how your agency plans to improve in each measure.	1	All bench marks were met or answer includes a reasonable plan for each benchmark not met = 1 point Answer doesn't include a reasonable plan for all benchmarks not met = .5 points Answer does not include a reasonable plan for any of the benchmark not met = 0 points	Project Application	
Percentage of adults or HoH participants that met literally homeless definition prior to entry?				
RRH, PSH, TH-RRH Number of adult participants or head of households (HoH) served that : 1)Has a primary nighttime residence that is a public or private place not meant for human habitation; or 2) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or 3) Is exiting an institution where they has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution	1	$\geq 93\% = 1 \text{ Point}$ $85 - 92\% = .5 \text{ Points}$ $<85\% = 0 \text{ Points}$	DSM-Polk CoC Monitoring Report	
Percentage of chronic individuals served				

Criteria	Points	Points Breakdown	Source Documentation	Score
RRH, TH-RRH (YHDP projects excluded) Percentage of adult participants who met HUD definition of chronically homeless (note: 1 point for youth-focused or DV- focused projects)	1	$\geq 10\% = 1 \text{ Point}$ $5 - 9\% = .5 \text{ Points}$ $< 5\% = 0 \text{ Points}$ YHDP Project = 1 point	DSM-Polk CoC Monitoring Report	
PSH (YHDP projects excluded) Percentage of adult participants who met HUD definition of chronically homeless (note: 1 point for youth-focused projects):	1	$100\% = 1 \text{ Point}$ $95-99\% = .75 \text{ Points}$ $88-94\% = .5 \text{ Points}$ $85-87\% = .25 \text{ Points}$ $< 85\% = 0 \text{ Points}$ YHDP Project = 1 point	DSM-Polk CoC Monitoring Report	
Participants with Disabilities				
PSH Percentage of participants with more than one disability.	1	$\geq 75\% = 1 \text{ Point}$ $65-74\% = .5 \text{ Points}$ $< 65\% = 0 \text{ Points}$	DSM-Polk CoC Monitoring Report	
RRH, TH-RRH Percentage of participants with more than one disability.	1	$\geq 50\% = 1 \text{ Point}$ $40-49\% = .5 \text{ Points}$ $< 40\% = 0 \text{ Points}$	DSM-Polk CoC Monitoring Report	
Income at Entry				
PSH Percentage of participants with zero income at entry.	1	$\geq 70\% = 1 \text{ Point}$ $60-69\% = .5 \text{ Points}$ $< 60\% = 0 \text{ Points}$	DSM-Polk CoC Monitoring Report	

Criteria	Points	Points Breakdown	Source Documentation	Score
PSH, RRH, TH-RRH Percentage of participants with zero income at entry.	1	<p>≥50% = 1 Point 40-49% = .5 Points < 40% = 0 Points</p>	DSM-Polk CoC Monitoring Report	
Describe what the data above is telling you about the impact on the program from percentage of participants with high needs.	2	Answer includes a specific description of the impact on the program = 2 points ; Answer doesn't provide a specific description = 1 points ; Description is vague or doesn't match the data = 0 points	Project Application	
2. New applicants for RRH	37	New applicant for PSH = 37points	Project Application	
VII. Project Evaluation/Client Input				
1. Describe evaluation plan and incorporation of outcomes into quality improvement process	2	Includes description of both = 2vpoints ; Includes description of only one of the two = 1 point Description doesn't adequately describe either = 0 points	Project Application	
2. Program conducts anonymous client satisfaction surveys or alternative methods of anonymous feedback	1	Yes = 1 points No= 0 points	Project Application	
3. Provides opportunity for feedback from all clients at exit regardless of reason for leaving.	1	Yes = 1 points No= 0 points	Project Application	
4. Presents customer feedback to Board of Directors	1	Yes = 1 points No= 0 points	Project Application	
5. How are people with lived experience included in planning, policy review and decision making processes?	2	2 points if included in <u>planning</u> , <u>policy review</u> and <u>decision making</u> process; 1 point if not included all three areas; If answered "No = 0 points	Project Application	
VIII. Promoting Racial Equity				

Criteria	Points	Points Breakdown	Source Documentation	Score
1. Has your organization in the past three years undertaken an assessment to identify racial disparity in processes and the provision of housing services? If "No", do you plan to do so in the next year?	2	2 points for "Yes" an assessment has been completed; 1 point if assessment hasn't been completed but plan to do one in the next year; 0 points if no assessment has been completed and don't plan to complete one in the next year.	Project Application	
2. How many members of the program's (or organization?) managerial and leadership positions are filled with under-represented individuals (BIPOC, LGBTQ, persons with lived	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	Project Application	
3. How many people on the organization's board of directors have lived experience of	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	Project Application	
4. What steps has your organization taken to a. Remove racial inequities in the delivery of assistance? b. Analyze outcomes through a racial equity lens? c. Eliminate racial barriers to successful exits to housing?	2	Up to 2 points for a detailed description that includes the steps taken to remove racial equities, analyze outcomes and eliminate barriers.	Project Application	
IX. Budget/Cost Effectiveness				
1. Rental Assistance Budget	1	Project eligible for rental assistance & consistent with number of units describe in Project Design (section III 1. (a)): = 1 point ; Project eligible for rental assistance & Not consistent with number of units describe in Project Design (section III 1. (a)) = .5 points ; Project <u>not</u> eligible for rental assistance = 0 points .	Project Application	
2. Operating Budget	1	Project eligible for operational costs & identified costs consistent with Project Design (section III 1. (a)): = 1 point ; Project eligible for operational costs & Identified costs <u>not</u> consistent with Project Design (section III 1. (a)) = .5 points ; Project <u>not</u> eligible for operational costs = 0 points	Project Application	
3. Supportive Services	1	Services selected match services selected in <i>Supportive Services and Frequency</i> chart= 1 point ; Services selected do not match services selected in <i>Supportive Services and Frequency</i> chart= 0 points	Project Application	

Criteria	Points	Points Breakdown	Source Documentation	Score
4. Budget Summary	1	Line item totals equal corresponding budget total & admin doesn't exceed the percent in the project's most recent HUD approved contract = 1 point ; errors in line item budgets, admin calculation or doesn't match the admin amount in the project's most recent HUD approved contract= 0 points	Project Application	
5. Accuracy	3	Up to 3 points based on budget amounts equaling corresponding amounts in the project's approved HUD budget.	Project Application & Approved HUD Budget	
6. Cash and/or In-Kind Match	1	Match at least 25% of Total CoC Request= 1 point ; Match less than 25% of Total CoC Request= 0 points	.25 x Total CoC Request Budget Summary	
Cost Efficiency (Renewal) - Cost per household	1	Costs don't deviate substantially from the local norm for the same type of housing and/or services= 1 point ; Costs deviate substantially from the local norm for the same type of housing and/or services= 0 points	[Total budget] ÷ [# households served] (Project Application)	
Cost Efficiency (Renewal) - Cost of successful outcome	1	Costs don't deviate substantially from the local norm for the same type of housing and/or services= 1 point ; Costs deviate substantially from the local norm for the same type of housing and/or services= 0 points	[# households served] ÷ [# successful outcomes] (Project Application)	
Cost Efficiency (New) - Cost per household	2	Costs don't deviate substantially from the local norm for the same type of housing and/or services= 2 points ; Costs deviate substantially from the local norm for the same type of housing and/or services= 0 points	[Total budget] ÷ [# households served] (Project Application)	
Renewal: PSH/RRH	98.0		TOTAL	
Renewal: TH-RRH	99.0		TOTAL	
Renewal: RRH-DV	99.5		TOTAL	
New: PSH	100.0		TOTAL	

2024 CoC SSO-CI Application Scoring Sheet				
Criteria	Points Possible	Points Breakdown	Documentation	Score
I. Centralized Intake System				
Project must receive referrals ONLY from the Polk County Centralized Intake	N/A	N/A	N/A	
II. Housing First				
Project must operate under a Housing First Model	N/A	N/A	N/A	
III. Project Description				
1. Project Design				
(a.) General Description	10	Answered completely and consistent with CI Policies and Procedures= 10 points ; answer incomplete and/or isn't completely consistent with CI Policies and Procedures= 5 points ; answer not at all consistent with CI Policies and Procedures= 0 points	Project Application Attachment: Collaborating Partners and Roles	
(b.) Describe administrative changes made during the most recently completed project year.	5	Provides complete description = 5 points Answer incomplete = 0-2.5 points	Knowledge of the CI funders and CI Work Team members on the Grant Committee	
(c.) Describe at least two elements that are working	5	Provides complete description = 5 points ; Answer incomplete = 0-2.5 points	Knowledge of the CI funders and CI Work Team members on the Grant Committee	
(d.) Describe at least two elements that aren't working, include steps that could be taken to improve	5	Provides complete description & steps to be taken points = 5 points Incomplete description and/or steps to be taken not included = 0-2.5 points	Knowledge of the CI funders and CI Work Team members on the Grant Committee	

Criteria	Points Possible	Points Breakdown	Documentation	Score
(e.) Opportunities and/or concerns over next project year & resources needed to address them	5	Provides complete description of opportunities, concerns and resources needed = 5 points Incomplete description = 0-2.5 points	Knowledge of the CI funders and CI Work Team members on the Grant Committee	
(f.) Specific population focus	5	All populations are selected = 5 points Not all populations are selected = 0 points	Project Application	
2. Support Services				
(a.) Services and Frequency	3	Services identified match the needs of the population described in III(1)(a) = 1.5 points ; not all services selected meet the needs of the population described = .5 points ; Services selected do not meet the needs of the population described = 0 points . All services identified indicate a provider and frequency= 1.5 points ; Provider and frequency not indicated for all identified services= .5 points ; Support services and Frequency chart not completed= 0 points	Project Application	
(b.) Project has SOAR trained staff or collaborates with agency who has SOAR trained staff	1	Answered "Yes" = .5 points ; fully completed SOAR staff chart = .5 points ; Answered "No" = 0 points .	Project Application	
(c.) Leveraging Medicaid resources	2	Identifies strategy for enrolling participants in Medicaid & describes opportunities to leverage Medicaid- financed services= 2 points ; answer lacks detail on Medicaid enrollment strategy or leveraging Medicaid- financed strategies= 1 points ; neither strategy is described by answer= 0 points	Project Application	
(d.) and (e.) Collaborate w/ School Districts	2	Applicant has an EHCY policy and designated staff person= 2 points ; Applicant <u>only</u> has EHCY policy= 1 point ; Applicant <u>only</u> has designated staff person = 1 points . Project does not serve families or single adults 21 years old or younger = 2 points .	Project Application and Attached EHCY agency policy	

Criteria	Points Possible	Points Breakdown	Documentation	Score
IV. Project Quality				
1. Renewal Applicants	10	Automatically receives full points for this section	Indication at top of page 1 of the application that the project is a renewal.	10
V. Project Administration				
1. (a) Findings & corrective action on any previous HUD CoC or ESG grants	2	No or N/A = 2 points ; Yes & corrective action taken = 2 points ; Yes & correct action will be taken = 1 point ; Corrective action not taken= 0 points	Project Application	
1. (b) LOCCS draws completed every month	2	Yes= 2 points No or N/A= 0 points	Project Application	
1. (c) Unspent funds on most recent expired grant	2	Yes= 0 points ; Yes and describes the amount and reason for unspent funds = 1 point . No or N/A= 2 points . PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	Project Application	
1. (d) Unspent funds in previous years at grant expiration	2	No or N/A= 2 points ; 1 year checked = 1.5 points ; 2 year checked = 1 point ; 3 years checked = .5 points ; 4 years checked = 0 points ;PSH or RRH programs with unspent rental assistance funds <u>due to the difference between FMR and Rent Reasonableness calculation</u> should be awarded full points	Project Application	
1. (e) Applicant participates in HMIS or DVIMS	Eligibility Threshold	If answer Yes - or No, <u>but agrees to participate</u> in HMIS or DVIMS - project is eligible for funding If answer No, OR not agreeable to participating in HMIS or DVIMS, project is not eligible for funding	Project Application	
V. Performance Measures				
Data Timeliness:				
RRH, PSH, TH-RRH, SSO-CI, YHDP-SSO The period of time that elapses between when a client enters a program and when client information is entered into HMIS.	1	Under 7 days average data timeliness = 1 point Over 7 days average data timeliness: <u>Included explanation</u> of how agency plans to improve measure = .5 points ; <u>Did not included explanation</u> of how agency plans to improve measure = 0 points	DSM-Polk CoC Monitoring Report	
Data Completeness				

Criteria	Points Possible	Points Breakdown	Documentation	Score
RRH, PSH, TH-RRH, SSO-CI, YHDP-SSO The percentage of all HMIS data fields which have not been answered in whole or in their entirety.	1	Less than 2% missing (null) values in ServicePoint (HMIS or DVIMS) = 1 points ; Between 2% and 5% missing (null) values in ServicePoint (HMIS or DVIMS) = .5 points ; Higher than 5% missing (null) values in ServicePoint (HMIS or DVIMS)= 0 points ; Included explanation of how agency plans to improve measure = .5 points	DSM-Polk CoC Monitoring Report	
VII. Project Evaluation/Client Input				
1. Describe evaluation plan and incorporation of outcomes into quality improvement process	2	Includes description of both = 2vpoints ; Includes description of only one of the two = 1 point Description doesn't adequately describe either = 0 points	Project Application	
2. Program conducts anonymous client satisfaction surveys or alternative methods of anonymous feedback	1	Yes = 1 points No= 0 points	Project Application	
3. Provides opportunity for feedback from all clients at exit regardless of reason for	1	Yes = 1 points No= 0 points	Project Application	
4. Presents customer feedback to Board of Directors	1	Yes = 1 points No= 0 points	Project Application	
5. How are people with lived experience included in planning, policy review and decision making processes?	2	2 points if included in <u>planning, policy review and decision making</u> process; 1 point if not included all three areas; If answered "No = 0 points	Project Application	
VIII. Promoting Racial Equity				
1. Has your organization in the past three years undertaken an assessment to identify racial disparity in processes and the provision of housing services? If "No", do you plan to do so in the next year?	2	2 points for "Yes" an assessment has been completed; 1 point if assessment hasn't been completed but plan to do one in the next year; 0 points if no assessment has been completed and don't plan to complete one in the next year.	Project Application	
2. How many members of the program's (or organization?) managerial and leadership positions are filled with under-represented individuals (BIPOC, LGBTQ, persons with lived experience)?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	Project Application	

Criteria	Points Possible	Points Breakdown	Documentation	Score
3. How many people on the organization's board of directors have lived experience of homelessness?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	Project Application	
4. What steps has your organization taken to a. Remove racial inequities in the delivery of assistance? b. Analyze outcomes through a racial equity lens? c. Eliminate racial barriers to successful exits to housing?	2	Up to 2 points for a detailed description that includes the steps taken to remove racial equities, analyze outcomes and eliminate barriers.	Project Application	
IX. Budget/Cost Effectiveness				
Supportive Services	1	Services selected match services selected in <i>Supportive Services and Frequency</i> chart= 1 point Services selected do not match services selected in <i>Supportive Services and Frequency</i> chart= 0 points	Project Application	
Budget Summary	1	Line item totals equal corresponding budget total & admin doesn't exceed the percent in the project's most recent HUD approved contract = 1 point ; errors in line item	Project Application	
Accuracy	3	Up to 3 points based on budget amounts equaling corresponding amounts in the project's approved HUD budget.	Project Application	
Cash and/or In-Kind Match	1	Match at least 25% of Total CoC Request= 1 point Match <25% of Total CoC Request= 0 points	Calculate 25% of applicant's Total CoC Request in Budget Summary	
	84.0		TOTAL	

REVIEWER COMMENTS AND THOUGHTS:

2024 CoC YHDP-SSO Renewal Application Scoring Sheet

Criteria	Points	Points Breakdown	Documentation	Score
I. Centralized Intake System				
Project must receive referrals ONLY from the Polk County Centralized Intake	Threshold	N/A	N/A	
2. Through the end of the most recently completed project year, how many CI referrals made to this project were denied admission? Please briefly explain	1	N/A	N/A	
II. Housing First				
Project must operate under a Housing First Model	Threshold	If questions 1-11 are answered "No" and policies concur, project is eligible for funding ; If questions 1-11 are answered "Yes" and policies <u>DO NOT</u> concur, or if all questions <u>aren't</u> answered "Yes", the project is not eligible for funding .	Admittance and Termination Policies	
III. Project Description				
1. Project Design				
(a.) Detailed Description	10	Answered completely, plan realistic = 10 points ; answer incomplete and/or plan not realistic = 5 points ; answer doesn't address the question = 0 points	Project Application	
(b.) Specific population focus	10	2+ conditions= 10 points ; 1 condition= 5 points ; No conditions= 0 points	Project Application	
(c.) Describe plan for addressing the identified needs/strengths of the specific population(s)	5	Provides complete description = 5 points Answer incomplete = 0-2.5 points	Project Application	

Criteria	Points	Points Breakdown	Documentation	Score
(d.) Describe how the project will conduct outreach to specific population(s). How will the organization assess and refer participants to enroll in the project?	5	Provides complete description = 5 points ; Answer incomplete = 0 2.5 points	Project Application	
(e.) Identify collaborating partners and their roles in serving participants in your project.	5	Provides complete description = 5 points ; Answer incomplete = 0 2.5 points	Project Application	
2. Support Services				
(a.) Services and Frequency	3	Services identified match the needs of the population described in III(1)(a) = 1.5 points ; not all services selected meet the needs of the population described = .5 points ; Services selected do not meet the needs of the population described = 0 points . All services identified indicate a provider and frequency= 1.5 points ; Provider and frequency not indicated for all identified services= .5 points ; Support services and Frequency chart not completed= 0 points	Project Application	
IV. Project Quality				
1. Renewal Applicants	10	Automatically receives full points for this section	See page 1 of the application that the project is a renewal	10
V. Project Administration				
1. (a) Findings & corrective action on any previous HUD CoC or ESG grants	2	No or N/A = 2 points ; Yes & corrective action taken = 2 points ; Yes & correct action will be taken = 1 point ; Corrective action not taken= 0 points	Project Application	
1. (b) LOCCS draws completed every month	2	Yes= 2 points No or N/A= 0 points	Project Application	

Criteria	Points	Points Breakdown	Documentation	Score
1. (c) Unspent funds on most recent expired grant	2	Yes= 0 points ; Yes and describes the amount and reason for unspent funds = 1 point . No or N/A= 2 points . PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	Project Application	
1. (d) Unspent funds in previous years at grant expiration	2	No or N/A= 2 points ; 1 year checked = 1.5 points ; 2 year checked = 1 point ; 3 years checked = .5 points ; 4 years checked = 0 points ;PSH or RRH programs with unspent rental assistance funds <u>due to the difference between FMR and Rent Reasonableness calculation</u> should be awarded full points	Project Application	
1. (e) Applicant participates in HMIS or DVIMS	Eligibility Threshold	If answer Yes - or No, <u>but agrees to participate</u> in HMIS or DVIMS - project is eligible for funding If answer No, OR not agreeable to participating in HMIS or DVIMS, project is not eligible for funding	Project Application	
VI. Performance Measures				
Data Timeliness:				
RRH, PSH, TH-RRH, SSO-CI, YHDP-SSO The period of time that elapses between when a client enters a program and when client information is entered into HMIS.	1	Under 7 days average data timeliness = 1 point Over 7 days average data timeliness: <u>Included explanation of</u> how agency plans to improve measure = .5 points ; <u>Did not included explanation of</u> how agency plans to improve measure = 0 points	DSM-Polk CoC Monitoring Report	
Data Completeness				
RRH, PSH, TH-RRH, SSO-CI, YHDP-SSO The percentage of all HMIS data fields which have not been answered in whole or in their entirety.	1	Less than 2% missing (null) values in ServicePoint (HMIS or DVIMS) = 1 points ; Between 2% and 5% missing (null) values in ServicePoint (HMIS or DVIMS) = .5 points ; Higher than 5% missing (null) values in ServicePoint (HMIS or DVIMS)= 0 points ; <u>Included explanation of how agency plans to improve measure =</u> .5 points	DSM-Polk CoC Monitoring Report	
VII. Project Evaluation/Client Input				

Criteria	Points	Points Breakdown	Documentation	Score
1. Describe evaluation plan and incorporation of outcomes into quality improvement process	2	Includes description of both = 2vp points; Includes description of only one of the two = 1 point Description doesn't adequately describe either = 0 points	Project Application	
2. Program conducts anonymous client satisfaction surveys or alternative methods of anonymous feedback	1	Yes = 1 points No= 0 points	Project Application	
3. Provides opportunity for feedback from all clients at exit regardless of reason for	1	Yes = 1 points No= 0 points	Project Application	
4. Presents customer feedback to Board of Directors	1	Yes = 1 points No= 0 points	Project Application	
5. How are people with lived experience included in planning, policy review and decision making processes?	2	2 points if included in <u>planning</u> , <u>policy review</u> and <u>decision making</u> process; 1 point if not included all three areas; If answered "No = 0 points	Project Application	
VIII. Promoting Racial Equity				
1. Has your organization in the past three years undertaken an assessment to identify racial disparity in processes and the provision of housing services? If "No", do you plan to do so in the next year?	2	2 points for "Yes" an assessment has been completed; 1 point if assessment hasn't been completed but plan to do one in the next year; 0 points if no assessment has been completed and don't plan to complete one in the next year.	Project Application	
2. How many members of the program's (or organization?) managerial and leadership positions are filled with under-represented individuals (BIPOC, LGBTQ, persons with lived experience)?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	Project Application	
3. How many people on the organization's board of directors have lived experience of homelessness?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	Project Application	

Criteria	Points	Points Breakdown	Documentation	Score
4. What steps has your organization taken to a. Remove racial inequities in the delivery of assistance? b. Analyze outcomes through a racial equity lens? c. Eliminate racial barriers to successful exits to housing?	2	Up to 2 points for a detailed description that includes the steps taken to remove racial inequities, analyze outcomes and eliminate barriers.	Project Application	
IX. Budget/Cost Effectiveness				
Supportive Services	1	Services selected match services selected in <i>Supportive Services and Frequency</i> chart= 1 point Services selected do not match services selected in <i>Supportive Services and Frequency</i> chart= 0 points	Project Application	
Budget Summary	1	Line item totals equal corresponding budget total & admin doesn't exceed the percent in the project's most recent HUD approved contract = 1 point ; errors in line item budgets or	Project Application	
Accuracy	3	Up to 3 points based on budget amounts equaling corresponding amounts in the project's approved HUD budget.	Project Application	
Cash and/or In-Kind Match	1	Match at least 25% of Total CoC Request= 1 point Match <25% of Total CoC Request= 0 points	Calculate 25% of applicant's Total CoC Request in Budget Summary	
	80		TOTAL	

2024 HMIS Renewal Application Scoring Sheet

Question	Points Possible	Points Breakdown	Score
1. Review and approval of HUD required policies and frequency of policy review by CoCB.	10	All current HUD required policies have been reviewed by the CoCB and policy in place for at least an annual review of policies = 10 points ; Policies have been reviewed but latest review is greater than 12 months ago = 5 points ; Policies have not been reviewed = 0 points	
2. All end users have completed initial trainings and relevant agency agreements are on file. Vendor Agreement complies with relevant HMIS policies.	10	All initial trainings completed, relevant agreements on file & Vendor Agreement complies with relevant HMIS policies = 10 points ; Not all initial trainings are completed, 100% of relevant agreements are not on file or Vendor Agreement doesn't comply with relevant HMIS policies = 0 points	
3. Measures taken and frequency in which they are conducted to ensure data quality and integrity.	10	Data quality reports and measures conducted monthly = 10 points ; Data quality reports and measures conducted bi-monthly = 5 points ; No data quality measures conducted = 0 points	
4. Staff attended relevant professional development trainings or conferences (National Alliance to End Homelessness, National Human Services Data Consortium, etc.).	10	Des Moines HMIS System Administrators and Staff Analyst attended at least one professional development training or conference during the program year = 10 points ; DSM HMIS System Administrator attended at least one professional development training or conference = 5 points . No staff attended professional development training or conference = 0 points	
5. Provided tools for monitoring project performance in meeting performance measures as well as setting and monitoring system performance measures.	10	One or more examples of tools provided = 10 points ; No examples of tools provided = 0 points	
6. Examples of evaluation of local programs and/or system activities as well as assessing the needs of the homeless.	10	One or more examples provided = 10 points ; No examples provided = 0 points	
7. Role in the continued implementation and monitoring of the PCCoC centralized intake.	10	Provided all reports requested to monitor CI = 10 points ; Some reports still under development = 5 points ; No reports provided to date = 0 points	
8. Supports data collection for non-HUD funded projects.	10	Providing support to all non-HUD funded projects identified by CoCB = 10 points ; Providing support to at least 50% of non-HUD funded projects identified by CoCB = 5 points ; Providing no support to non-HUD funded projects = 0 points	
9. HIC was accurate and posted on HDX on a timely basis with overall bed coverage of at least 86%.	10	Accurate & timely posted HIC with bed coverage $\geq 86\%$ = 10 points ; Accurate & timely posted HIC with bed coverage $< 86\%$ = 5 points ; HIC not accurate or not submitted on time = 0 points	

Question	Points Possible	Points Breakdown	Score
10. Accurate and complete information provided to HUD for LSA which was submitted on time.	10	LSA accurate, complete and submitted on time = 10 points ; Errors in submitted LSA but submitted on time = 5 points ; LSA not submitted on time = 0 points	
11. Type and frequency of training and technical assistance provided to end users.	10	Trainings offered monthly = 10 points ; Trainings not offered monthly = 5 points ; No trainings offered this year = 0 points	
12. Steps taken to ensure ease of use of HMIS.	10	Reports can be run independently, frequency of system down time hasn't impeded provider use and average response time for assistance ≤ 24 hours = 10 points ; Reports can't be run independently, frequency of system down time has impeded provider use or average response time for assistance > 24 hours = 0 points	
Promoting Racial Equity			
13. (a) How many members of the program's (or organization?) managerial and leadership positions are filled with under-represented individuals (BIPOC, LGBTQ, persons with lived experience)?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	
13. (b) How many people on the organization's board of directors have lived experience of homelessness?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	
Project Administration			
14. (a) Findings & corrective action on any previous HUD CoC or ESG grants	2	No or N/A = 2 points; Yes & corrective action taken = 2 points; Yes & correct action will be taken = 1 point; Corrective action not taken = 0 points	
14. (b) LOCCS draws completed every month	2	Yes = 2 points No or N/A = 0 points	
14. (c) Unspent funds on most recent expired grant	2	Yes = 0 points; Yes and describes the amount and reason for unspent funds = 1 point. No or N/A = 2 points. PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	
14. (d) Unspent funds in previous years at grant expiration	2	No or N/A = 2 points; 1 year checked = 1.5 points; 2 year checked = 1 point; 3 years checked = .5 points; 4 years checked = 0 points ;PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	

Question	Points Possible	Points Breakdown	Score
Project Budget			
15. Provide budget delineating federal funds and local match. Describe the impact on HMIS of a decrease in CoC funds. Describe how an increase in CoC funding would be used.	5	Requested budget attached and complete = 1 point ; Described impact of reduction in funds = up to 2 points ; Described how an increase in funds would be used = up to 2 points	
16. Accuracy	3	Up to 3 points based on budget amounts equaling corresponding amounts in the project's approved HUD budget.	
	140	TOTAL	

REVIEWER COMMENTS:

2024 YHDP-HMIS Renewal Application Scoring Sheet

Question	Points Possible	Points Breakdown	Score
1. Staff attended relevant professional development trainings or conferences .	10	YHDP staff attended at least one professional development training or conference during the program year = 10 points ; No staff attended professional development training or conference = 0 points	
2. Examples of evaluation of local programs and/or system activities as well as assessing the needs of the homeless.	10	One or more examples provided = 10 points ; No examples provided = 0 points	
3. Type and frequency of training and technical assistance provided to end users.	10	Trainings offered monthly = 10 points ; Trainings not offered monthly = 5 points ; No trainings offered this year = 0 points	
4. Steps taken to ensure ease of use of HMIS.	10	Reports can be run independently, frequency of system down time hasn't impeded provider use and average response time for assistance ≤24 hours = 10 points ; Reports can't be run independently, frequency of system down time has impeded provider use or average response time for assistance >24 hours = 0 points	
Promoting Racial Equity			
5 (a). How many members of the program’s (or organization?) managerial and leadership positions are filled with under-represented individuals (BIPOC, LGBTQ, persons with lived experience)?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	
5 (b). How many people on the organization’s board of directors have lived experience of homelessness?	2	2 or more = 2 points ; 1 = 1 point ; 0 = 0 points	
Project Administration			
6 (a). Findings & corrective action on any previous HUD CoC or ESG grants	2	No or N/A = 2 points; Yes & corrective action taken = 2 points; Yes & correct action will be taken = 1 point; Corrective action not taken= 0 points	
6 (b). LOCCS draws completed every month	2	Yes= 2 points No or N/A= 0 points	

6 (c). Unspent funds on most recent expired grant	2	Yes= 0 points; Yes and describes the amount and reason for unspent funds = 1 point. No or N/A= 2 points. PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	
6 (d). Unspent funds in previous years at grant expiration	2	No or N/A= 2 points; 1 year checked = 1.5 points; 2 year checked = 1 point; 3 years checked = .5 points; 4 years checked = 0 points ;PSH or RRH programs with unspent rental assistance funds due to the difference between FMR and Rent Reasonableness calculation should be awarded full points	
Project Budget			
5. Provide budget delineating federal funds and local match. Describe the impact on HMIS of a decrease in CoC funds. Describe how an increase in CoC funding would be used.	5	Requested budget attached and complete = 1 point ; Described impact of reduction in funds = up to 2 points ; Described how an increase in funds would be used = up to 2 points	
6. Accuracy	3	Up to 3 points based on budget amounts equaling corresponding amounts in the project's approved HUD budget.	
	60		TOTAL

REVIEWER COMMENTS: