

Chapel Hill/Orange County Continuum of Care, NC-513

2015 Scorecard for CoC Funds: RENEWAL Projects

This scorecard will be used by the 2015 Unbiased Review Panel – Bebe Smith (School of Social Work, UNC-CH), Marc Strange (UNC Horizons), Matt Kauffman (Community Empowerment Fund) and Jamie Rohe (Homeless Programs Coordinator) to score applications for renewal projects. The scorecard has four main goals:

1. Fund organizations that have the capacity to run effective programs (can manage and administer the program, can operate on reimbursement basis, have experience serving this population or a similar one);
2. Fund projects that reflect the Orange County Continuum of Care & HUD’s priorities: permanent supportive housing and serving the chronically homeless, veterans, and families with children;
3. Incentivize agencies to be good partners (participating in community efforts to end homelessness and on HMIS);
4. Ensure that funded projects are being good stewards of Orange County CoC funding and performing to its standards.

Reviewer:	
Applicant:	
Project Name:	
Project Type (circle one)	PH: PSH
Reviewer Signature:	Date:

Project Quality Requirements

Renewal projects must receive at least the minimum score in each section. If a minimum is not met, further review will be triggered. After further review, the Unbiased Review Panel will determine potential consequences, including whether the project is ineligible for inclusion in the final CoC application or will receive reduced funding.	Maximum Score Possible	PSH: 199
	Total Project Score	

[Note: References in brackets indicate the section of the application that will be used to score each question.]

Combined Scoring

This section is scored by two reviewers, the Homeless Programs Coordinator and one other Unbiased Review Panel member; these two scores are averaged for each question.

Section I: General Application	Possible Points: 15 Minimum: 10	Total Score:
Accuracy and appropriateness of responses	Possible Score	Project Score
Is the project description completed and accurate? <i>[Project Application: 3B]</i>	3	
Are questions regarding services completed and accurate? <i>[Project Application: 4A]</i>	3	
Are questions regarding outreach completed and accurate? <i>[Project Application: 5C]</i>	3	
Are the standard performance measures completed? Are the goals appropriate for the project and are the descriptions complete? (Score includes both required Standard Performance Measures and any optional Additional Performance	4	

Measures) <i>[Project Application: 6A & 6B]</i>		
Is the overall application complete, accurate, and error-free?	2	
Section II: HUD Priorities	Possible Points: PSH: 10 Minimum: 0	Total Score:
Permanent Housing	Possible Score	Project Score
Is this a permanent supportive housing (PSH) project that is requesting any funds for housing? <i>[Project Application: 3A, question 5 (should say PH); 3B, question 6 (should say PSH); 7J (leasing or rental assistance funds)]</i>		
	Yes	10
	No	0
Key Elements of Permanent Supportive Housing	Possible Score	Project Score
If this is a Permanent Supportive Housing project, does it include the following key elements of Permanent Supportive Housing as defined by the Substance Abuse and Mental Health Services Administration (SAMHSA)? <i>[Eligibility requirements, sample lease, program rules, house rules (if any); NC-513 will make a form for applicants to list services and indicate if they are required, optional, etc.] If the standards are not met, the applicant will have six months from the date of the CoC Application submission to comply with the standards to the satisfaction of the Data and Grants Workgroup or its appointed subcommittee.</i>		
Leases or rental agreements do not have any provisions that would not be found in leases held by someone who does not have a disability.	Standard: met, unmet, N/A	
Participation in services is voluntary and tenants cannot be evicted for rejecting services.	Standard: met, unmet, N/A	
House rules, if any, are similar to those found in housing for people who do not have disabilities and do not restrict visitors or otherwise interfere with a life in the community.	Standard: met, unmet, N/A	
Housing is not time-limited, and the lease is renewable at tenants' and owners' option.	Standard: met, unmet, N/A	
Tenants have choices in the support services that they receive. They are asked about their choices and can choose from a range of services, and different tenants receive different types of services based on their needs and preferences.	Standard: met, unmet, N/A	
As needs change over time, tenants can receive more or less intensive support services without losing their homes.	Standard: met, unmet, N/A	
Services Funding Plan		
While services are an important component of supporting households in maintaining their housing, HUD prioritizes using CoC program funds for housing and using other sources of available funding to provide services. Projects requesting HUD funding to provide supportive services must provide a plan on how these services will be funded in the future from alternate sources. Please include these elements: <ul style="list-style-type: none"> • All funding sources that the project is currently using to provide supportive services and if these resources will be expanded. • Other potential sources of funding that the project is working to secure to fund supportive services. • A plan for when the project will reduce its use of CoC funds for services. 	Standard: met, unmet, N/A	

Staff Scoring

The following section is scored by the Homeless Programs Coordinator using standardized scoring methods to ensure fairness.

Section III: CoC Priorities		Possible Points: 21 Minimum: 11	Total Score:
Energy Star		Possible Score	Project Score
Does the project use Energy Star appliances? <i>[Project Application: 3A, question 6]</i>		1	
Housing Over Services		Possible Score	Project Score
Total \$ request for housing activities (leased units, leased structures, and/or rental assistance): <i>[Project Application: 7J]</i>			
Total assistance plus admin requested (not including match): <i>[Project Application: 7J, line 8 or 9]</i>			
Percentage of total budget devoted to housing activities (housing activities request ÷ total request x 100):			
	Less than 35%	0	
	Between 35% and 54.9%	5	
	Between 55% and 74.9%	10	
	Between 75% and 84.9%	15	
	Between 85% and 100%	20	
Permanent Supportive Housing: Prioritizing Beds for Chronically Homeless Participants		Possible Score	Project Score
What percentage of the project's beds are prioritized for chronically homeless participants?			
	90% or above	Standard: met, unmet, N/A	
Section IV: Match & Leverage		Possible Points: 8 Minimum: standards met	Total Score:
Match and leverage amounts are based on documentation submitted by the applicant by the submission deadline. Information submitted after the deadline will not be included in the scoring of these sections.			
Documentation of Match		Possible Score	Project Score
Do match letters sufficiently document the required match for the project type?		Standard: met/unmet	
Leverage		Possible Score	Project Score
Total leverage: <i>[Project Application: 7I]</i>			
Total \$ request from HUD: <i>[Project Application: 7J, line 8 or 9]</i>			
Ratio of leverage to request (leverage ÷ request):			
	Ratio at least 1.5:1	Standard	
	Ratio 1.5 to 1.99:1	4	
	Ratio 2:1 or more	8	

Section V: Project Performance		Possible Points: PSH: 145 Possible Points deducted: -40 Minimum: PSH: 48	Total Score:
The following project performance scores are based on Annual Performance Reports (APRs) submitted to HUD through eSnaps. If project did not submit the required APR for the previous year, the projects will receive either no points or the most negative points available for each question below.			
Populations Served		Possible Score	Project Score
What percentage of the households served by the project included at least one person with a disability? <i>[Project Application: 5A]</i>			
Less than 100%		0	
100%		8	
What percentage of the adults served by the project were veterans? <i>[Project Application: 5B]</i>			
Less than 25%		0	
25% - 49%		4	
50% - 74%		8	
75% - 99%		12	
100%		16	
What percentage of the people (adults and children) served by the project were chronically homeless? <i>[Project Application: 5B]</i>			
Less than 25%		0	
25% - 49%		4	
50% - 74%		8	
75% - 99%		12	
100%		16	
Performance Data		Possible Score	Project Score
What is the program's unit utilization rate?			
95% or higher		5	
80-94%		0	
0-79%		-5	
Did 100% of program participants enter program from an eligible homeless situation?			
Yes		0	
No		-5	
PSH Programs: what percentage of program participants exited to a permanent housing destination? (if no exits, 10 points is automatically awarded)			
80% or higher		10	
What percentage of program participants exited to a known destination?			
95% or higher		5	
80-94%		0	
0-79%		-5	
What percentage of program participants were employed at program exit?			
Performance met HUD Goal: At least 20%		5	

Performance met CoC Goal: At least 28%	15	
What percentage of program participants were receiving mainstream benefits at program exit? (points are awarded for meeting each goal)		
Performance met HUD Goal: At least 20%	5	
Performance met CoC Goal: At least 75%	15	
Permanent Supportive Housing programs: what percentage of program participants remained in program 6 months or longer?		
Performance met HUD Goal: At least 80%	5	
Performance met CoC Goal: At least 87%	15	
HMIS Participation	Possible Score	Project Score
HMIS Data Completeness: <i>[NC HMIS report]</i>		
81-100%	15	
80%	10	
below 80%	0	
If the agency has additional beds (not a part of this project application), are those beds also being entered into the system? <i>[NC HMIS report; HIC]</i>		
Yes	5	
No	0	
Does the APR that has been submitted to HUD match the APR as pulled from NC HMIS?		
Yes	5	
No	0	
HUD Monitoring Findings	Possible Score	Project Score
Is the recipient free of HUD monitoring findings for all of the agency's projects? If no, findings must be resolved or explained to the satisfaction of the Project Review Committee for the application to meet standards. <i>[Interview with agency]</i>	Standard: Yes/No	
Previous Project Spending Rates: these questions are for projects that have been operating for at least one year at the time of the NOFA release (percentage rounded to the nearest whole number).	Possible Score	Score
Amount Awarded		
Amount spent		
Percentage 90+%	0	
70-89%	-10	
69% and less	-25	
How many grant extensions from HUD were given for a reason other than merging grants? <i>[Interview with agency or information from HUD]</i>		
0	15	
1	0	
2+	Further review	

Section VI: Deductions	Possible Points deducted: -25 Minimum: not more than loss of -15	Total Score
Budget	Possible Score	Project Score
If questions regarding budget are not complete and accurate subtract up to 5 points.	-5	
Deadlines	Possible Score	Project Score
If the on-line application was NOT completed correctly, subtract up to 10 points (specific dates for deadlines will be clarified as the NOFA timeline is discerned or published).	-10	
If required accompanying documents are NOT turned in on time subtract up to 10 points	-10	
If the online application was NOT submitted by the deadline, the Project Review Committee will determine potential consequences including whether the project is ineligible for inclusion in the final CoC application or will receive reduced funding.	Standard: met, not met	