

Applicant Agency:
Project Name & Type:

Reviewer's Initials:

2021 Scorecard for Northwest NC CoC (NC-516) Funds: New and Renewal Projects

This scorecard will be used by the Northwest CoC Project Ranking and Review Subcommittee to score applications for new and renewal projects. The CoC prioritizes projects that serve households with severe needs and vulnerabilities, including chronic homelessness.

This scorecard has four goals:

- 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).
- Fund projects that reflect the Northwest NC Continuum of Care & HUD's priorities: permanent supportive housing and serving the chronically homeless, veterans, youth under age 25, and families.
- Incentivize agencies to be good partners (participating in community efforts to end homelessness, on HMIS, helping create infrastructure for the community's homeless service system to operate effectively throughout the year).
- Ensure that funded projects are being good stewards of Northwest NC CoC (NC-516) funding and performing to Northwest NC CoC (NC-516) standards.

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

Applicant: _____

Project Name: _____

Project Type:

_____ PH: PSH	_____ PH: Joint TH & PSH-RRH	_____ TH-DV
_____ PH: RRH	_____ SSO-CE	_____ HMIS

Final Score: _____ Rank: _____ Date: _____

The CoC Project Ranking and Review Subcommittee may ask applicant agencies to provide additional information to determine agency capacity to: Implement projects in a timely manner with successful outcomes, score well on the HUD Annual Performance Report (APR), and avoid jeopardizing overall agency stability or future funding in the Northwest NC CoC (NC-516).

Project Quality Requirements: New & Renewal Projects must receive at least the standard and minimum score in each section. Standards and funding priorities will be used in the ranking process. If a standard or minimum is not met, further review will be triggered. After further review, the Project Review Committee will determine potential consequences, including whether the project is ineligible for inclusion in the final Northwest NC CoC (NC-516)

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application or will receive reduced funding. Thresholds must be met for the project to be eligible for funding. Projects that do not meet thresholds will not be put through the next steps in the application process.

Maximum Score Possible (Renewals): 260 PSH, RRH

Minimum Score: 90

Maximum Score Possible (Renewals): 252 TH-RRH, TH (DV)

Minimum Score: 90

Maximum Score Possible (Renewals): 227 SSO-CE, HMIS

Minimum Score: 90

Maximum Score Possible (New): 124

Minimum Score: 40

Project Score:

Section I: General Application		
Possible Points: 21 (Minimum Points Required or Review is Triggered: 6)		
New Projects: Consistency with Mission		
Does the project fit within the mission of the agency? Does the agency currently serve homeless households in their community?	Standard: <ul style="list-style-type: none"> • Met • Unmet • Unmet, documentation not provided 	
Accuracy and Appropriateness of Responses	Possible Score	Project Score
Is the project description completed and accurate? <i>[Proj. App: 3B, Project Application Detailed Instructions]</i>	3	
Are questions regarding services completed and accurate? <i>[Proj. App: 4A, Project Application Detailed Instructions]</i>	3	
Do the questions regarding outreach address all parts of the detailed instructions? <i>[Proj. App: 5 C, Project Application Detailed Instructions]</i>	3	
Are questions regarding housing for participants completed and accurate? [Proj. App: 4B]	3	
Are questions regarding Households and Subpopulations completed and accurate [Proj. App: 5A, 5B]	3	
Are all questions answered thoroughly and consistently?	3	
New & Existing Projects: Does the agency describe prior experience serving homeless persons that has prepared the agency for administering this grant?	Standard: <ul style="list-style-type: none"> • Met • Unmet • Unmet, documentation not provided 	

Section II: Program Design	
Possible Points: PSH: 18 RRH: 18 TH-RRH: 18 TH-DV: 5 SSO-CE: 5 HMIS: 5	
Minimum Points Required or Review is Triggered: PSH: 18 RRH: 18 TH-RRH: 18 TH-DV: 5 SSO-CE: 5	
Community Need Statement	
<p>New CoC projects must demonstrate that they are meeting an existing need in the community. Projects must describe:</p> <ul style="list-style-type: none"> • What community needs the new project will address, including local data (PIT Count, coordinated entry data, waiting lists, etc.) demonstrating need • How the community has used other resources to address this need 	<p style="text-align: center;">Standard:</p> <ul style="list-style-type: none"> • Met • Unmet • Unmet, documentation not provided
Targeted to Prioritized Subpopulations	
<p>The Department of Housing and Urban Development (HUD) and the Northwest NC CoC (NC-516) prioritize funding for certain homeless subpopulations, including chronically homeless individuals and families, homeless Veterans, people with disabilities, and youth. Projects requesting HUD funding must provide a narrative identifying the subpopulations for which the project will serve and describe the ways in which the project will engage these subpopulations to ensure entry into permanent housing.</p>	<p style="text-align: center;">Standard:</p> <ul style="list-style-type: none"> • Met • Unmet • Unmet, documentation not provided
<p>Does the project have an adequate plan to prioritize households with the longest histories of homelessness?</p>	<p style="text-align: center;">Standard:</p> <ul style="list-style-type: none"> • Met • Unmet • Unmet, documentation not provided
<p>Does the project have an adequate plan to ensure people are moved into housing quickly?</p>	<p style="text-align: center;">Standard:</p> <ul style="list-style-type: none"> • Met • Unmet • Unmet, documentation not provided
Supportive Services Only (SSO) Projects	
<p>SSO projects: Is this a coordinated entry project that will serve the Northwest NC CoC (NC-516)'s 7 counties of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, & Yancey?</p>	<p style="text-align: center;">Threshold</p> <ul style="list-style-type: none"> • Yes • No • N/A
Homeless Management Information Systems (HMIS) Projects	
<p>HMIS projects: Is this a project that will serve the Northwest NC CoC (NC-516)'s 7 counties of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, & Yancey?</p>	<p style="text-align: center;">Threshold</p> <ul style="list-style-type: none"> • Yes • No • N/A

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Permanent Housing	Possible Score	Project Score
Is this a permanent supportive housing (PSH or RRH or TH-RRH) project that is requesting any funds for housing? <i>[Proj. App: 3A, question 5, should say PH; 3A, question 5 should say PSH or RRH or TH-RRH; 6E – leasing or rental assistance funds]</i>		
Yes – PSH or RRH or TH-RRH	10	
No – Transitional for DV or SSO – Coordinated Entry or HMIS	5	
No – Transitional but not special population or SSO (non-Coordinated Entry)	0	
Is this a Housing First project? Must meet all statements below to meet standard (Proj. App: 3B, question 3d; policies and procedures)	Standard (must meet all statements below)	
<p>Does the project ensure that participants are not screened out based on the following?</p> <ul style="list-style-type: none"> • Having too little income or no income • Active or history of substance use • Having a criminal record (with exceptions for state mandated restrictions) • History of domestic violence (e.g. lack of protective order, of separation from abuser, or law enforcement involvement) 	<p>Standard:</p> <ul style="list-style-type: none"> • Met • Unmet • N/A • Unmet, documentation not provided 	
<p>Does the project ensure that participants are not terminated from the program for the following reasons:</p> <ul style="list-style-type: none"> • Failure to participate in supportive services • Failure to make progress on a service plan • Loss of income or failure to improve income • Domestic violence • Any other activity not covered in a lease agreement typically found in the project's geographic area 	<p>Standard:</p> <ul style="list-style-type: none"> • Met • Unmet • N/A • Unmet, documentation not provided 	
Key Elements of Permanent Supportive Housing		
<p>If this project 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)¹?</p> <p><small>1 US Department of Health and Human Services, Substance Abuse and Mental Health Services Administration Center for Mental Health Services. (2010) Permanent Supportive Housing: Building Your Program (Evidence- Based Practices KIT). Retrieved from http://store.samhsa.gov/shin/content//SMA10-4510/SMA10-4510-06-BuildingYourProgram-PSH.pdf</small></p> <p>[Key Elements of PSH form, program eligibility requirements, sample lease, program rules/house rules (if any)]</p>	<p>Standard (must meet all statements below)</p> <p>_____ of 6 met</p>	
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.	Met	<p>Unmet</p> <p>N/A</p> <p>Unmet, documentation not provided</p>

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Participation in services is voluntary and tenants cannot be evicted for rejecting services	Met	Unmet
	N/A Unmet, documentation not provided	
House rules, if any, are like 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	Met	Unmet
	N/A Unmet, documentation not provided	
Housing is not time-limited, and the lease is renewable at tenants' and owners' option.	Met	Unmet
	N/A Unmet, documentation not provided	
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.	Met	Unmet
	N/A Unmet, documentation not provided	
As needs change over time, tenants can receive more intensive or less intensive support services without losing their homes.	Met	Unmet
	N/A Unmet, documentation not provided	
Additional Permanent Supportive Housing Key Elements (PH, RRH, TH-RRH projects only)		
	Possible Score	Project Score
Before moving into permanent housing, tenants are asked about their housing preference and are offered the same range of choices as are available to others at their income level in the same housing market.	1	
Support services promoting recovery are designed to help tenants choose, get, and keep housing. In all forms of permanent supportive housing, the staff helps tenants establish a household, meet the obligation of tenancy (such as paying rent on time), and get along with neighbors.	1	
The provision of housing and the provision of support services are distinct.	1	
Rapid Re-Housing Performance Benchmarks and Program Standards		
If this project is a rapid re-housing project, does it include the following program standards as defined by the National Alliance to End Homelessness, the U.S. Department of Veteran Affairs (VA), the US Department of Housing and Urban Development (HUD), US Interagency Council on Homelessness (USICH), and ABT Associates 2? http://www.endhomelessness.org/page/-/files/Rapid%20Re-Housing%20Performance%20Benchmarks%20and%20Program%20Standards_2016.pdf [RRH Program Standards Form, program eligibility requirements, sample lease, program policies and procedures]	Standard (must meet all statements below) _____ of 15 met	

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<p>Core Program Standard: Housing Identification</p>	<p>(must meet all statements below) _____ of 4 met</p>
<p>Program designates staff whose responsibility is to identify and recruit landlords and encourage them to rent to homeless households served by the program. Staff have the knowledge, skills, and agency resources to: understand landlords' perspectives, understand land and tenant rights and responsibilities, and negotiate landlord supports. A program may have dedicated staff for whom this is the primary responsibility. If a program does not have a dedicated staff person(s) who performs this function, case manager job descriptions must include responsibilities including landlord recruitment and negotiation and at least some of the program's case managers must be trained in this specialized skill set to perform the recruitment function effectively. (Note: This answer will be scored based on information provided on the RRH Program Standards Form.)</p>	<p>Met Unmet N/A Unmet, documentation not provided</p>
<p>Program has written policies and procedures for landlord recruitment activities, including screening out potential landlord partners who have a history of poor compliance with their legal responsibilities and fair housing practices.</p>	<p>Met Unmet N/A Unmet, documentation not provided</p>
<p>Program offers a standard, basic level of support to all landlords who lease to program participants. This support is detailed in a written policy distributed to landlords. Program can negotiate additional supports, as needed, on a case-by-case basis.</p>	<p>Met Unmet N/A Unmet, documentation not provided</p>
<p>Program has a written policy requiring staff to explain to participants basic landlord-tenant rights and responsibilities and the requirements of their specific lease.</p>	<p>Met Unmet N/A Unmet, documentation not provided</p>
<p>Core Program Standard: Rent and Move-In Assistance</p>	<p>(must meet all statements below) _____ of 3 met</p>
<p>Program staff are trained on regulatory requirements of all rapid re-housing funding streams and on the ethical use and application of a program's financial assistance policies, including, but not limited to, initial and ongoing eligibility criteria, program requirements, and assistance maximums. Program has a routine way to onboard new staff and to keep staff regularly updated on changing regulations and/or program policies.</p>	<p>Met Unmet N/A Unmet, documentation not provided</p>
<p>Program has clearly defined policies and procedures for determining the amount of financial assistance provided to a participant, as well as defined and objective standards for when case management and financial assistance should continue and end. Guidelines are flexible enough to respond to the varied and changing needs of program participants, including participants with zero income.</p>	<p>Met Unmet N/A Unmet, documentation not provided</p>

A progressive approach is used to determine the duration and amount of rent assistance. Financial assistance is not a standard "package" and is flexible enough to adjust to households' unique needs and resources, especially as participants' financial circumstances or housing costs change. Policies detailing this progressive approach include clear and fair decision guidelines and processes for reassessment for the continuation and amount of financial assistance. Policies and procedures also detail when and how rapid re-housing assistance is used as a bridge to a permanent subsidy or permanent supportive housing placement.	Met Unmet, documentation not provided	Unmet N/A
Core Program Standard: Rapid Re-Housing Case Management and Services	(must meet all statements below) _____ of 4 met	
Except where dictated by the funder, program participants direct when, where, and how often case management meetings occur. Meetings occur in a participant's home and/or in a location of the participant's choosing whenever possible. <i>(Note: The intent of this standard is that program participants are involved in creating a mutually agreed upon time, place, and frequency of meetings with the case manager.)</i>	Met Unmet, documentation not provided	Unmet N/A
When case management and service compliance is not mandated by federal or state regulation, services offered by a program have voluntary participation.	Met Unmet, documentation not provided	Unmet N/A
Program has clearly defined relationships with employment and income programs that it can connect program participants to when appropriate.	Met Unmet, documentation not provided	Unmet N/A
Program has clearly defined policies and objective standards for when case management should continue and end. These guidelines are flexible enough to respond to the varied and changing needs of program participants. In instances where cases are continued outside of these defined policies and objective standards, there is a review and approval process.	Met Unmet, documentation not provided	Unmet N/A
Core Program Standard: Program Philosophy and Design		
Program staff are trained on the principles of Housing First and oriented to the basic program philosophy of rapid re-housing. Program has routine way of onboarding new staff that includes training on Housing First and rapid re-housing principles.	Met Unmet, documentation not provided	Unmet N/A
Program has well-defined and written screening processes that use consistent and transparent decision criteria. Criteria do not include screening possible participants out for income or lack thereof.	Met Unmet, documentation not provided	Unmet N/A

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Eligibility criteria for the program do not include a period of sobriety, a commitment to participation in treatment, or any other criteria designed to “predict” long-term housing stability other than willingness to engage the program and work on a self-directed housing plan.	Met	Unmet
	N/A	
	Unmet, documentation not provided	
Leases for program participants are legally binding, written leases. Leases with additional requirements, such as drug testing or program participation, are not allowed.	Met	Unmet
	N/A	
	Unmet, documentation not provided	
Permanent Supportive Housing: Move-on Program	Possible Score	Project Score
Permanent supportive housing should be available indefinitely, if households need it. However, participants in these programs can stabilize to the point that they no longer need the intensive services associated with the program. Move-on programs for permanent supportive housing projects create opportunities for participants who no longer need the supportive part of permanent supportive housing to live independently and sustain their homes after graduation for the program. They usually involve transferring the tenant to another long-term housing subsidy, such as a Housing Choice Voucher (Section 8), public housing, or other affordable housing project. ³		
³ https://www.usich.gov/resources/uploads/asset_library/PHA_MovingUp.pdf		
Does the permanent supportive housing project have a formal move-on program? <i>[program policies]</i>		
Yes	5	
No	0	
Existing & New Projects – Scope of Services		
Possible Points: 8	Possible Score	Project Score
Minimum Points Required or Review is Triggered: 6		
Service Needs: Do services adequately and appropriately meet anticipated service needs? <i>[Proj. App: 4A]</i>	4	
Employment Services: Does the project provide or link participants to employment services? Does the program have employment goals? <i>[Proj. App: 4A]</i>	2	
Access to Mainstream Benefits: Does the project include services to help participants access mainstream benefits, including but not limited to using SOAR caseworkers? <i>[Proj. App: 4A]</i>	2	

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New Projects – Organizational Capacity			
Possible Points: 14		Possible Score	Project Score
Minimum Points Required or Review is Triggered: 8			
Completed Similar Projects: Has the agency successfully implemented a CoC-funded project of the same project type (PSH, RRH, TH-RRH, SSO, HMIS)? <i>[Proj. App: 3B; New Project Form; interview with agency]</i>			
Has successfully implemented the same project type?		8	
Has not implemented the same project type?		0	
If not, has the agency successfully implemented this same type of project (permanent supportive housing, rapid rehousing, coordinated entry) using another funding source? <i>[Proj. App: 3B; New Project Form; interview with agency]</i>		4	
If the answer to either of the questions is yes, are the same staff that were operating the program at that time going to be operating the proposed project? <i>[Proj. App: 3B; New Project Form; interview with agency]</i>		2	
If none of the above, has the agency successfully implemented a different HUD-funded project (ESG, Section 8, HPRP, etc.) or a CoC-funded project of a different type? <i>[Proj. App: 3B; New Project Form; interview with agency]</i>		2	
Agency Stability: Has the agency been in operation for at least three years? <i>[Proj. App: 3B; New Project Form; interview with agency]</i>		Threshold <ul style="list-style-type: none"> • Yes • No • N/A • Unmet, documentation not provided 	
Non-profits only: Did the applicant submit a signed audit letter and a copy of their budget from the most recent fiscal year? (Financial statements will be used to assess fiscal stability of the applicant agency. Financial statements that demonstrate instability may result in the agency not meeting requirements.) <i>[Audit letter and budget]</i>		Threshold <ul style="list-style-type: none"> • Yes • No • N/A • Unmet, documentation not provided 	
Non-profits only: Does the agency have the financial capacity to operate this project on a reimbursement basis? <i>[Budget]</i>		Threshold <ul style="list-style-type: none"> • Yes • No • N/A • Unmet, documentation not provided 	
Non-profits only: Has the agency submitted a list of their board of directors and a copy of the minutes from their three most recent board meetings? Does the agency have an active and engaged board of directors? <i>[Board list and minutes]</i>		Threshold <ul style="list-style-type: none"> • Yes • No • N/A • Unmet, documentation not provided 	

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Capacity to Provide Needed Services		
Does the agency have the capacity to provide the services that will be needed? a) Do the services described seem adequate and appropriate and b) is the staffing pattern or subcontract plan adequate and appropriate? Do program staff have enough experience and knowledge to effectively run the type of program applied for? [Proj. App: 3B and 4A; organizational chart]		<p style="text-align: center;">Standard</p> <ul style="list-style-type: none"> • Yes • No • N/A • Unmet, documentation not provided
Administrative Capacity: Is the administrative staff separate from the services staff? [Organizational chart]	3	
Is funding for the administrative staff stable? Is there adequate administrative staff to ensure agency stability throughout program implementation? [Budget]	3	
Section III: Equity		
Possible Points: 24		
Minimum Points Required or Review is Triggered: 11		
Does the applicant provide guidelines/program rules in other languages besides English? <i>[Guidelines/Program Rules in another language]</i>	4	
Does the applicant have client-facing bilingual staff? <i>[Org Chart]</i>	4	
Does the applicant contract with interpreter services? <i>[Provide a MOA/MOU or other agreement with interpreter service]</i>	4	
Does the applicant have an Anti-discrimination Policy? <i>[Program policies and procedures]</i>	Standard (met, unmet}	
Does the applicant hold annual trainings on its Anti-Discrimination Policy, as required by the CoC Anti-Discrimination Policy? <i>[Renewal Application Form]</i>	4	
Has the agency sent staff to an external training for Racial Equity or Anti-Discrimination in the last 12 months? Please list the date(s) of training(s) and percentage of staff that have attended an external racial equity/anti-discrimination training in the last 12 months). <i>[Renewal Application Form]</i>	4	
Does the applicant have an equal access hiring clause in job postings? <i>[Example Job Posting]</i>	2	
What percentage of your Board of Directors identify as non-white, bi-racial or multi-racial?		
20% or above	2	
Less than 20%	0	

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Section IV: Northwest NC CoC (NC-516) Priorities			
Possible Points: 20			
Minimum Points Required or Review is Triggered: 11			
Housing Over Services			
Total \$ request for housing activities (leased units, leased structures, and/or rental assistance): [Proj. App.: 6E]			
Total \$ request for supportive services: [Proj. App.: 6E, line 3]			
Total Match \$ [Proj. App.: 6E, line 11]			
Total \$ assistance requested (not including match or admin): [Proj. App.: 6E, line 6]			
Percentage of total budget devoted to housing activities (housing activities request/total request x 100):		Possible Score	Project Score
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	
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.			
Permanent Supportive Housing: Prioritizing Beds for Chronically Homeless Participants		Possible Score	Project Score
Does the project have 100% of their beds prioritized for chronically homeless participants? (Proj. App: 4B, CH beds)		Standard (met, unmet, N/A, unmet, documentation not provided)	

Section V: Project Performance

Possible Points Added: PSH: 150 RRH: 150 TH-RRH: 142 TH (DV): 142

Possible Points Subtracted: PSH: -15 RRH: -15 TH-RRH: -15 TH (DV): -15

Minimum Points Required or Review is Triggered: PSH: 58 RRH: 58 TH-RRH: 58 TH (DV): 58

Renewals Project Performance – the following project performance scores are based on Annual Performance Reports (APRs) submitted to HUD through Esnaps. If renewal projects 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			
PSH projects: What percentage of households served by the project were composed of at least one person with a disability? (Project Application) <i>[Proj. App: 5A]</i>		Possible Score	Project Score
	Less than 100%	0	
	100%	8	
RRH projects: What percentage of households served by the project were composed of at least one person with a disability? (Project Application) <i>[Proj. App: 5A]</i>		Possible Score	Project Score
	Less than 100%	0	
	100%	8	
What percentage of the adults served by the project were veterans? <i>[Proj. App: 5B]</i>		Possible Score	Project Score
	Less than 25%	0	
	Between 25% and 49%	4	
	Between 50% and 74%	8	
	Between 75% and 99%	12	
	100%	16	
What percentage of adults served by the project were chronically homeless? (Project Application or Self Report) <i>[Proj. App: 5B]</i>		Possible Score	Project Score
	Less than 10%	0	
	Between 10% and 24%	2	
	Between 25% and 49%	4	
	Between 50% and 74%	8	
	Between 75% and 99%	12	
	100%	16	
What is the program's unit utilization rate? (compare actual units in HMIS vs. application projections for all 4 Quarters & take average)			
	0-49%	-5	
	50-59%	0	
	60%-94%	3	
	95% or higher	5	

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Did 100% of program participants enter the program from an eligible situation? (if participants found ineligible, will follow up with grantee to determine eligibility)	Possible Score	Project Score
Yes	0	
No	-5	
Transitional Housing Applicants: what percentage of program participants exited to a permanent housing destination? (points are awarded for meeting each goal)	Possible Score	Project Score
Performance met HUD Goal: At least 65%	5	
Performance met Northwest NC CoC (NC-516) Goal: At least 84%	10	
Permanent Supportive Housing & Rapid Rehousing Programs: what percentage of program participants exited to a permanent housing destination? (if no exits, 10 points is automatically awarded)	Possible Score	Project Score
80% or higher	10	
Below 80%	0	
What percentage of program participants exited to a known destination?	Possible Score	Project Score
95% or higher	5	
80-94%	0	
0-79%	-5	
What percentage of program participants were employed at program exit? (points are awarded for meeting each goal)	Possible Score	Project Score
Performance met HUD Goal: At least 20%	5	
Performance met Northwest NC CoC (NC-516) Goal: At least 25%	15	
What percentage of program participants were receiving mainstream benefits at program exit? (points are awarded for meeting each goal)	Possible Score	Project Score
Performance met HUD Goal: At least 20%	5	
(Above HUD Goal but below NWCoC (NC-516 Goal): At least 40%	10	
Performance met Northwest NC CoC (NC-516) Goal: At least 60%	15	
PSH Projects: what percentage of program participants remained in the program for 6 months or longer? (points are awarded for meeting each goal)	Possible Score	Project Score
Performance met HUD Goal: At least 80%	5	
Performance met Northwest NC CoC (NC-516) Goal: At least 85%	15	

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HMIS Participation or Comparable Database (Per federal law – domestic violence programs are prohibited from using HMIS and must use a comparable database instead.)			
HMIS Data Completeness: [NC HMIS report; Comparable Database aggregate report]		Possible Score	Project Score
0-10%		15	
Above 10%		10	
If the agency has additional beds (not a part of this project application), are those beds also being entered into the system? [NC HMIS report; HIC; Comparable Database aggregate report]		Possible Score	Project Score
Yes		5	
No		0	
Did the program submit their APR on or before the designated deadline?			
Yes		5	
No		0	
Did program staff adhere to the APR review process with the CoC Project Ranking and Review Subcommittee?			
Yes		5	
No		0	
HUD Monitoring Findings		Possible Score	Project Score
Is the recipient free of HUD monitoring findings for any agency's projects? If not, findings must be resolved or explained to the satisfaction of the CoC Project Ranking and Review Subcommittee for the application to meet standards. <i>[Interview with agency]</i>		Standard (met, unmet)	
Coordinated Entry and Prioritization			
Does the program only take referrals through the Coordinated Entry process?		Standard: Met Unmet	
Permanent Supportive Housing: Has the program adopted HUD's prioritization policy as outlined in HUD Notice CPD-16-011 and added it to their program policies? (program policies)		Standard: Met Unmet	

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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	Project Score
Amount awarded:		
Amount spent:		
% spent:		
Percentage 90+% Projects that fall below the standard will trigger review by CoC Project Ranking and Review Subcommittee. The review will determine potential consequences, including whether some funding should be reallocated to new projects		Standard: Met Unmet
How many grant extensions from HUD were given in for a reason other than merging grants? (Interview with agency or information from HUD)		
0	15	
1	0	
2+	Further review	
Does the program only take referrals through the Coordinated Entry process?		Standard: Met Unmet
Permanent Supportive Housing: Has the program adopted HUD's prioritization policy as outlined in HUD Notice CPD-16-011 and added it to their program policies? (program policies)		Standard: Met Unmet

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Section VI: Application Deadlines and Documentation: Section V Score
Possible Deductions: -25
Minimum Points Required or Review is Triggered: not more than loss of -15

Application Budget		Possible Score	Project Score
What does the APR tell us about how well the agency is providing services needed to ensure program participants are meeting established goals? (Most Recent APR)		5	
Budget & Match		Possible Score	Project Score
If questions regarding the budget are not complete and accurate, subtract up to 5 points.		-5	
Do match letters sufficiently document the required match for the project type? [Match 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.]		Standard (met, unmet)	

Applicant Agency:
Project Name & Type:

Reviewer's Initials:

Deadlines	Possible Score	Project Score
If 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 were NOT completed correctly, subtract up to 10 points.	-10	
The application and accompanying documents must be submitted by the deadline. If not, the CoC Review & Ranking Subcommittee will determine potential consequences, including whether the project is ineligible for inclusion in final Northwest NC CoC (NC-516) Project Priority Listing or will receive reduced funding.	Standard (met, unmet, N/A)	

AGENCY'S RELATIONSHIP TO COMMUNITY: 5 or Loss of 8 Points

Minimum: Must not lose more than 3 points

Participation in Regional Committee Activities		
	Possible Score	Project Score
Does the agency submitting the project application actively participate in the Northwest NC CoC (NC-516) Steering Committee activities? <i>[Conversation with Northwest NC CoC (NC-516) lead; NC-516 minutes]</i>		
Actively participate in Steering Committee meetings (75% of meetings in past year)	Threshold	
Presented application to Steering Committee to be reviewed	Threshold	
Participated in regional ESG application process	Threshold	
The agency has existing project and does not present a project update to Steering Committee	-2	
Agency does not have open community referral process for existing project	-2	
Participation in Northwest NC CoC (NC-516) Activities		
	Possible Score	Project Score
Does the agency actively participate in the following Northwest NC CoC (NC-516) activities?		
Participate in Northwest NC Steering Committee	1	
Participate in subcommittee meetings (Permanent Supportive Housing, Transitional Housing/Rapid Re-Housing, Families, Data Quality)	2	
Participated in at least half of one subcommittee's meetings	Standard (met, not met)	
Did not submit Point-in-Time and Housing Inventory data by deadline	-2	
Does not submit reports for existing projects in a timely manner	-2	
Participation in Other Community Coordination Activities		
	Possible Score	Project Score
Are there other housing/homeless related coalitions or partnerships within the region in which the agency participates? <i>[Interview with agency]</i>		
Consolidated Plan	1	
Other	1	

Applicant Agency:
 Project Name & Type:

Reviewer's Initials:

NORTHWEST NC COC (NC-516) PERFORMANCE: 14 or Loss of 2 Points		
Minimum: Threshold		
Sub-Committee Participation in Northwest CoC Activities	Possible Score	Project Score
Has the applicant agency participated in at least one Sub-Committee in last year (September 2020-August 2021) at least 50% of the time?	2	
What percentage of Steering Committee meetings has the applicant agency participated in over last year (September 2020-August 2021)?	Possible Score	Project Score
75% (9 of 12)	Standard (met, not met)	
75-99% (10-11 of 12)	2	
100% (12 of 12)	4	
Percentage of regions' beds covered and reported in HMIS (non-DV applicant agencies) or HMIS-Comparable system for DV Applicant agencies: <i>[HIC]</i>	Possible Score	Project Score
0- 49%	-2	
50-75%	0	
75-100%	8	

Applicant Agency:
Project Name & Type:

Reviewer's Initials:

Applicant: _____

Project Name: _____

Project Type:

_____ PH: PSH

_____ PH: Joint TH & PSH-RRH

_____ TH-DV

_____ PH: RRH

_____ SSO-CE

_____ HMIS

Reviewer: _____

Reviewer Signature: _____ Date: _____