TX-503 Austin/Travis County CoC
New/Expansion/Transition Project Scoring Guide
FY24 Continuum of Care NOFO Competition

We encourage you to utilize this checklist below to ensure all required (& optional) attachments are included as part of your NEW project application.

Checklist of Attachments (*denotes attachment is required):

- [ ] * Copy of e-snaps application

- [ ] * Completed CoC Expectations Form

- [ ] * Board/Leadership/organization staff's demographic info (disaggregated/de-identified) w/ racial/ethnic representation included (Or an explanation of why this is not available)
  - [ ] Optional: additional materials

- [ ] Optional: any policies and procedures relevant to addressing physical and psychological safety concerns for LGBTQ+ clients
- [ ] Optional: any training materials provided to staff in addressing LGBTQ+ safety

- [ ] Optional: turnover rates from 2023 or most recent year, whichever data is available

- [ ] * Project Staffing Plan

The application materials are worth 100% of the overall score of 100 points. If applicable, community ranking priorities, cost effectiveness and prior CoC performance, will be considered in the final ranking in addition to the scoring.

New Project Application: Total Score Summary	
Local Application	MAXIMUM POINTS: 40
e-snaps Application	MAXIMUM POINTS: 60
MAXIMUM TOTAL: 100 points	

Local Application

MAXIMUM POINTS	SCORING SECTION
1. *e-snaps* Application	
P/F	1.1 *e-snaps* application attached
P/F	1.2 *e-snaps application completed*
2. Local Funding Priorities	
6	2.1 Local Funding Priorities
3. Proposed Project	
P/F	3.1 Project Description
5	3.2 Performance Evaluation
4. CoC Program Policies & Standards	
P/F	4.1 CoC Program Expectations
5	4.2 Representation at Agency and Board of Directors
3	4.3 Addressing Racial and Ethnic Disparities
3	4.4 Addressing LGBTQ+ Safety (Non-HMIS Projects Only)
3	4.5 Severity of Barriers
6	4.6 Partnerships for Housing and Healthcare Resources
3	4.7 Harm Reduction
3	4.8 Hiring and Retaining a Competitive Workforce
3	4.9 Project Staffing Plan
40	**TOTAL SCORE**

e-snaps Application

MAXIMUM POINTS	SCORING SECTION
2B. Experience of Applicant: 15 POINTS	
5	1. Experience utilizing funds
5	2. Experience leveraging funds
5	3. Organization and management structure
P/F	4. Unresolved monitoring or audit findings
3B. Project Description: 15 POINTS	
10	1. Narrative – clarity and consistency
5	2. Project milestones
N/A	3. Specific population
P/F	4. Coordinated Entry participation
P/F	5a. Quickly move into permanent housing
P/F	5b. Screen out/low barrier
P/F	5c. Termination reasons
P/F	5d. Follow Housing First approach
	6-8. need to be completed but will not be scored
3C. Service Design Expansion Project: NOT SCORED	
N/A	Ensure all items are completed
4A. Supportive Services: 20 POINTS	
10	1. Housing Preservation Efforts (Maintain Permanent Housing)
10	2. Mainstream Health/Social Services/Employment Programs
P/F	3. Supportive services chart – consistency and accuracy
P/F	4. Transportation assistance
P/F	5. Ensure mainstream benefits are received
P/F	6. Access to SSI/SSDI
N/A	6a. Staff completed SOAR training in past 24 months
	4B. needs to be completed but will not be scored
5. Program Participants	
	5A. & 5B. need to be completed but will not be scored
6. Budgets: 10 POINTS	
P/F	6I. Match
10	6J. Summary Budget
60	**TOTAL SCORE**

Local Application Question and Scoring Criteria

1. *e-snaps* Application	
1.1 *e-snaps* Application Attached *Copy of e-snaps application for the proposed project was attached in the FY24 NOFO Competition webpage.* **Required Attachment:** • *e-snaps* application	**PASS –** Copy of *e-snaps* application for the proposed project is attached in Everest Forms or sent via email. **FAIL –** No attachment is included in Everest Forms or via email by application deadline.
1.2 *e-snaps* Application Complete *e-snaps application is complete with all required items.*	**PASS –** *e-snaps* application is complete. **PASS W/ FINDINGS –** Provides description of cause and or there is some concern that the project application is not complete and needs revisions before submitting. **FAIL –** Information provided confirms that project is <u>not</u> eligible and/or will <u>not</u> be accepted by HUD due to missing or inaccurate information in *e-snaps* application.
2. Local Funding Priorities	
2.1 Meets Local Funding Priorities *Please review* the Austin/Travis County CoC Community Funding Priorities *to ensure the proposed project meets the needs identified by our community. Applications for any New/Bonus funds for the FY2024 Continuum of Care NOFO are encouraged to follow locally established funding priorities approved by the CoC Board, HRS Leadership Council in order to receive full points on this question.*	**6 points –** Applicant has selected PSH as the component type. Response is consistent with *e-snaps* application responses in Project Narrative. **0 points –** Applicant has

Eligible Components/Intervention Types: • *Permanent Supportive Housing (PSH)* *Describe how the proposed project will meet the needs of our community funding priorities. (300-word limit).* **Scoring Criteria:** • Proposed project is: PSH	<u>not</u> selected PSH as the component type *or* response is inconsistent with *e-snaps* application responses in Project Narrative.

3. Proposed Project

3.1 Project Description *Please provide a description of the proposed project. (500-word limit).* *The description must be consistent with other parts of this application and the e-snaps application, and identify:* • *The target population including the total number of clients (single adults and/or families with children) to be served when the project is at full capacity* • *Number and type of units (e.g., tenant-based or project-based) if a PH component type* • *The specific services that will be provided and outreach methods to be used to serve the long-term homeless population* • *Projected outcomes* • *Coordination with partners* • *Project timeline – when units will be developed or leased-up (if a PH component type), or when services will become available*	**PASS** – Project description is included. **FAIL** – Project description is not included or complete.
3.2 Performance Evaluation *Please describe how your organization uses data to determine performance, make decisions, and track spending. Describe how you will use data to implement a system of performance evaluation. (500-word limit).* **Scoring Criteria:** • Different types of data collection are described (e.g., project performance, client feedback, employee evaluations, third-party evaluations, continuous quality improvement (CQI, etc.) • Clear description of data-informed performance evaluation including outcome metrics for proposed projects • Client feedback is specifically mentioned as a mechanism for performance evaluation and decision-making • Data is used to ensure cost-effectiveness of program	**5 points –** All criteria clearly described with examples **4 points –** Applicant utilizes multiple types of data *including* client feedback to inform performance evaluation and to track spending; *and* client feedback is **not** specifically mentioned as a mechanism for decision-making. **3 points –** Applicant

spending	utilizes multiple types of data to inform performance evaluation, make decisions, and track spending *and* does **not** collect client feedback as part of data collection.
	2 points – Applicant utilizes one type of data to inform performance evaluation, make decisions, and track spending *and* does **not** collect client feedback as part of data collection.
	1 point – Applicant does **not** currently collect data to inform performance evaluation, make decisions, and track spending; *and* applicant has a clear plan for collecting and utilizing data.
	0 points – Applicant does **not** currently collect data to inform performance evaluation, make decisions, and track spending; *and* applicant does **not** have a clear plan for collecting and utilizing data.

4 CoC Policies and Standards	
4.1 CoC Program Expectations	**PASS** – Meets criteria.
Please review and complete the CoC Program Expectations form.	**FAIL** – Information provided CONFIRMS

Required Attachments: • Completed CoC Expectations Form **Scoring Criteria:** • Project has completed the CoC Program Expectations document with all items indicating that HUD requirements and CoC expectations will be met and established by the time the grant agreement is signed	that project is not eligible and/or will not be accepted by HUD due to several missing or inaccurate information in e-snaps application.
4.2 Representation at Agency & Board of Directors *73.9% of the population experiencing homelessness in Austin/Travis County identifies as non-white (Asian, Black, Native/Indigenous, Pacific Islander, Hispanic/Latino, two or more races). What percentage of the applicant organization's staff identifies as non-white? What percentage of the applicant organization's board of directors identifies as non-white? What percentage of the applicant organization's leadership (senior managers, directors/administrators, VP's, Executives/C-Suite) identify as non-white?* **Required Attachments:** • Board/Leadership/organization staff's demographic info (disaggregated/de-identified) w/ racial/ethnic representation included (*NOTE: If your agency does not have this info available, please include an explanation as to why) • Optional: additional materials	**5 points** – At least 73.9% of agency staff *and* agency leadership *and* the board of directors identify as non-white. **4 points** – At least 73.9% of agency staff identify as non-white *and* at least 50% of agency leadership identify as non-white *and* at least 50% of members of the board of directors identify as non-white, but the number of agency leadership and board members who identify as non-white falls below 73.9%. **3 points** – Between 50% and 73.8% of agency staff identify as non-white *and* between 50% and 73.8% of agency leadership identify as non-white *and* between 50% and 73.8% of members of the board of directors identify as non-white. **2 points** – Between 50% and 73.8% of agency staff identify as non-white *and*

Comment [EG1]: Revised wording from previously published "staff rosters" (on 8/21/24) to ensure clarity on the types of attachments requested.

	multiple people in agency leadership *and* multiple members of the board of directors identify as non-white.
	1 point – Multiple staff members identify as non-white *and* multiple members of agency leadership *or* multiple members of the board of directors identify as non-white.
	(Note: appropriate attachments backing up the answer provided are required for an agency to receive any score above a zero).
	0 points – No criteria are met
4.3 Addressing Racial & Ethnic Disparities *Describe how your agency demonstrates efforts to identify and reduce racial and ethnic disparities within your agency. (500-word limit).* **Scoring Criteria:** - Clear and effective planning process, including goals, key people, collaborators, and their roles - Evaluation process in place to determine effectiveness of strategies at addressing racial and ethnic disparities - Timeline is mentioned as a planning/implementation tool	**3 points –** Agency clearly demonstrates significant efforts to identify and reduce racial and ethnic disparities among clients served, agency practices, hiring and retention, and program outcomes; *and* description includes timeline *and* evaluation strategies. **2 points -** Agency clearly demonstrates significant efforts to identify and reduce racial and ethnic disparities among

	their clients; agency practices, hiring and retention, and program outcomes; *and* description includes timeline *or* evaluation strategies.
	1 point – Agency demonstrates minimal efforts to identify and reduce racial and ethnic disparities among their clients, agency practices, hiring and retention, and/or program outcomes; *and* has a plan to increase efforts.
	0 points – Agency demonstrates no efforts.
4.4 Addressing LGBTQ+ Safety *For __non-HMIS__ projects ONLY: Provide a narrative describing how your project is addressing these physical and psychological safety concerns for LGBTQ+ clients, specifically in relation to the higher likelihood of experiencing interpersonal violence, and to the impact of experiencing discrimination based on gender identity and sexual orientation when seeking services. (500-word limit).* **Scoring Criteria:** - Trainings provided to staff that aim to address and reduce bias, educate staff on gender and sexuality including updates to language, and identify legal protections for LGBTQ+ clients - Mention grievance policy and process for clients who experience discrimination or mistreatment by staff and other clients - Mention policies and processes in place for ensuring client choice in geographic placement of housing and supportive services provided - Plan for recruitment, hiring, retention, and promotion of LGBTQ+ staff.	**3 points** – Agency provides clear narrative addressing all criteria. **2 points** – Agency provides clear narrative addressing some criteria - **must** include: use of client feedback, *and* staff training, *and* plan for recruitment/hiring/ retention/promotion of LGBTQ+ staff. **1 point** – Agency does not mention client feedback *OR* does not have clear processes or policies for addressing LGBTQ+ safety in service delivery *but* demonstrates a plan for incorporating these. **0 points** – Agency

• Mention client feedback in improving LGBTQ+ safety in service delivery • Mention client feedback in evaluation of program and service delivery • Subcontracting with LGBTQ+ -led organizations for any eligible costs (e.g., outreach, peer support, substance use treatment, case management, housing navigation, and any gender-affirming services) **Attachments:** • *Optional: any policies and procedures relevant to addressing physical and psychological safety concerns for LGBTQ+ clients,* • *Optional: any training materials provided to staff*	demonstrates no efforts.
4.5 Severity of Barriers *What services, policies, partnerships, and practices do your agency either have in place or plan to adopt to address the barriers experienced by program participants in attaining rapid placement in permanent housing and maintaining permanent housing in Austin's competitive market? (500-word limit).* **Scoring Criteria:** • Mention detailed services, policies, partnerships, & best practices in place to address multiple barriers experienced by program participants (e.g., criminal history record, mental illness)	**3 points –** The project has the necessary services, partnerships, policies, or practices currently in place to support participants with severe housing barriers. **2 points –** The project has some services, partnerships, policies, or practices currently in place to support participants with severe housing barriers; *and* has a clear plan for having the necessary services, partnerships, policies, or practices in place if awarded. **1 point –** The project, if awarded, will have the necessary services, partnerships, policies, *or* practices to support participants with severe housing barriers. **0 points –** The

	project, if awarded, will **not** have the necessary services, partnerships, policies, *or* practices to support participants with severe housing barriers.
4.6 Partnerships for Housing and Healthcare Resources *Please describe how your project leverages (or is planning on leveraging) housing or healthcare resources not funded through the CoC or ESG programs (e.g., HOME-ARP, Housing Choice Vouchers, HOPWA) (500-word limit).* **Scoring Criteria:** **Housing Leverage:** • Existing or planned partnerships for housing leverage are clearly described; and • In the case of a PSH project, at least 25% of units are subsidized through sources other than CoC or ESG; or • In the case of a RRH project, non-CoC/ESG units serve at least 25% of project participants OR Healthcare Leverage: • Existing or planned partnerships for healthcare leverage are clearly described; and • For healthcare: Substance abuse treatment or recovery provider provides access to treatment/recovery services for all participants who qualify and choose those services; OR, healthcare assistance funding covers 25% of the funding being requested for the project	**6 points** – Meets all criteria (for either housing leverage or healthcare leverage). **3 points** – Meets 50% of the criteria (for either housing leverage *or* healthcare leverage) **0 points** – No housing or healthcare partnership or leverage is planned.
4.7 Harm Reduction *What services, policies, partnership, and practices do your agency have in place to ensure fidelity to harm reduction practices around drug usage to reduce stigma, promote safety, and increase education and understanding? (500-word limit).* **Scoring Criteria:**	**3 points** – The project has specific examples that include reference to training and education, built space and environment, service delivery, organizational culture, *and* policies and procedures. **2 points** – The project has

• Mentions detailed services, policies, partnerships, & best practices in place to ensure fidelity to harm reduction practices around drug usage • Specific examples provided for best practices within the areas of training and education, built space and environment, service delivery, organizational culture, and/or policy and procedure (Best Practices Guide p. 3-5) • For reference, Harm Reduction (for the purposes of this question) is defined as: "a well-researched, evidence-based approach aimed at addressing substance related harms and minimizing death, disease, and injury. It is a public health and safety measure not unlike other widely accepted safe practices; the use of a seatbelt while in a motor vehicle or free condoms on a college campus are forms of harm reduction. The primary aim is to reduce preventable harm and early mortality. As these examples demonstrate, the definition of harm reduction is expansive and not limited to substance usage. However, for the purposes of this best practices guide for our community of folks experiencing homelessness in Austin TX, the Systems Improvement Committee and its harm reduction workgroup finds it imperative that these best practices focus on harm reduction strategies around drug usage to reduce stigma, promote safety, and increase education and understanding around the unique needs and experiences of persons who use drugs." (Best Practices Guide, p. 1) • For reference, Key Principles of Harm Reduction can be found in the Best Practices Guide (p. 2)	*some* specific examples including at least two of the following: training and education, built space and environment, service delivery, organizational culture, *or* policies and procedures. **1 point** —The project does not have examples of current services, partnership, policies, or procedures, ***but*** outlines a clear plan on implementation if awarded. **0 points** – The project, if awarded, will not have the necessary services, partnerships, policies, or practices to ensure fidelity to harm reduction practices around drug usage.
4.8 Hiring and Retaining a Competitive Workforce *Please describe your agency's methods of measuring and collecting turnover rates as well as your practices and policies used to hire and retain a competitive workforce.* **Attachment (Optional):** turnover rates from 2023 or the most recent year which data is available. **Scoring Criteria:** • Include turnover rate from 2023 • Mention hiring practices to mitigate racial disparities in staff representation (e.g., lived experience or work experience in lieu of formal education)	**3 points** – Meets all scoring criteria including agency turnover rate from 2023. **2 points** – Agency provides clear narrative addressing specific strategies for staff hiring and retention which must include details about livable wages but does not include turnover rate data from 2023.

• Mention of specific strategies for staff retention (e.g., professional development opportunities, pay structure that ensures livable wages, performance management and evaluation systems, etc.)	**1 point** – Agency provides a response, but does not include details about livable wages for staff. **0 points** – Agency demonstrates no specific strategies for staff hiring and retention.
4.9 Project Staffing Plan *Provide an overview of the staffing plan using the attached Project Staffing Plan. This information should match project details provided throughout the application, including information listed in e-snaps.* **Scoring Criteria:** • Roles and relevant experience of working team members are clearly outlined. • Staffing plan includes peer support specialists or other dedicated staff to provide peer mentorship/coaching/support. • Proposed project team is diverse and includes a variety of relevant expertise that will benefit the proposed project. • Proposed team indicates a sufficient quantity of staff and diversity of staff specializations to operate a component efficiently. **Required Attachment:** Project Staffing Plan	**3 points** – Meets all criteria. **2 points** – Meets 50% of criteria, *including* peer support roles. **1 point** – Roles and relevant experience of working team members are clearly outlined; no other criteria met. **0 points** – Does not meet criteria.

e-snaps Application Question and Scoring Criteria

2B. Experience of Applicant	

1. Experience Utilizing Funds
 	
Describe the experience of the applicant and potential subrecipients (if any) in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations.
 	
Criteria to Consider:
● Proposal indicated the applicant, organizational leadership, organizational Board Members, or identified subrecipients:
   ○ have experience supporting households experiencing homelessness or housing instability
   ○ have experience operating and efficiently utilizing other federal grants
   ○ have experience operating other projects of the same component type
   ○ have experience working alongside community partners operating Continuum of Care project
● Proposal indicates the applicant has or has access to experience in creating policies, practices, and internal controls to efficiently execute the proposed component type
● Proposal indicate the applicant has identified funding to meet the Match requirement
	5 points - Exceeds Criteria
	
	3 points - Meets Criteria
	
	0 Points - Does not meet Criteria

2. Experience w/ leveraging funds Describe the experience of the Applicant and potential subrecipients (if any) in leveraging other Federal, State, local, and private sector funds **Criteria to Consider** ● Leverage is the non-match cash or non-match in-kind resources committed to making a CoC Program project fully operational. This includes all resources in excess of the required 25 percent match for CoC Program funds as well as other resources that are used on costs that are ineligible in the CoC Program. Leverage funds may be used for any program related costs, even if the costs are not budgeted or not eligible in the CoC Program. Leverage may be used to support any activity within the project provided by the recipient or subrecipient. ● Proposal indicates the applicant has experience utilizing other funding sources to ensure efficient program operations ● Proposal indicates the applicant has sufficient understanding to avoid duplication of services to participants	**5 points** - Exceeds Criteria **3 points** - Meets Criteria **0 points** - Does not Meet Criteria

● Proposal indicates the applicant has not historically blended multiple permanent housing resource to a participant simultaneously and has access to non-dedicated resources as a source for leverage	

3. Organization and Management Structure Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. **Criteria to Consider:** ● Proposal includes clear evidence that the project applicant and/or its subrecipient(s) have the organizational and management structure to implement the project with clear roles and responsibilities of staff ● Proposal includes evidence of experience coordinating with other community homelessness response system partners ● Applicant identifies growth areas and is seeking technical assistance and training ● Applicant identifies current financial recordkeeping practices in accordance with best practices and community norms	**5 points -** Exceeds Criteria **3 points -** Meets Criteria **0 points -** Does not Meet Criteria
4.and 4a. Unresolved Monitoring and/or Audit Findings Are there any unresolved monitoring or audit findings for any HUD grants (including ESG) operated by the applicant or potential subrecipients? **Criteria to Consider:** **PASS** – Clearly meets expectations shown by having no unresolved monitoring or audit findings **Applicant has unresolved monitoring or audit finding** **PASS W/ FINDINGS** – Adequately meets expectations based on narrative **FAIL** – Does not meet criteria with unresolved findings that have not been addressed and result in risk of losing other funding sources.	**PASS** **PASS W/ FINDINGS** **FAIL**

3B. Project Description	

1. Narrative
        Clarity and Consistency of the narrative
Provides a detailed description of the scope of the project including the target population(s) to be served, project plan for addressing the identified housing and supportive service needs, anticipated project outcome(s), coordination with other organizations (e.g., federal, state, nonprofit), and the reason CoC Program funding is required. Additionally, if the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, describe what those requirements are and how they will be implemented. The information project applicants provide in this narrative must not conflict with information provided in other parts of the project application.
 	
For SSO-CE project application applying for DV Bonus funds, the description must be tailored to include how eligible program participants (paragraph 4 of the homeless definition in 24 CFR 578.3) will be assisted to obtain and remain in permanent housing that addresses their particular needs and includes trauma-informed, victim-centered approaches.
 	
Criteria to Consider:
● Description matches/is consistent with other details in project application.
    ○ Budget
    ○ Number of households/persons served
    ○ Number of units of assistance requested
    ○ Supportive Service Chart
    ○ Project Type
● Rationale for funding and service design explain program strengths
● Clear explanation of all activities with specific details. Narrative corroborates with the other components of the application
   The response utilizes current community data (i.e. PIT Count, system performance measures, etc.) to clearly address the rationale for how the project will address current needs and gaps
	10 Points – Exceeds Criteria
	
	5 Points – Meets criteria
	
	0 Points– Does not Meet Criteria

2. Project Milestones Did the project adequately describe the estimated schedule for the proposed activities, the management plan, and the method for assuring effective and timely completion of all work. Chart should clearly demonstrate how full capacity will be achieved over the term requested in this application. Must be able to begin assistance within 12 months of conditional award. **Criteria to Consider:** ● Chart is completed and shows ability to begin assistance within 12 months of conditional award ● Time frames are realistic throughout chart ● Chart is consistent with other material and information presented throughout the application.	**5 points** – Exceeds Criteria **3 points** – Meets Criteria **0 points** – Unclear or responses indicate the project will not be able to meet statutory requirements for executing grant agreement.
3. Specific Subpopulation If a specific subpopulation was selected, are the selected subpopulations consistent with other information presented in the application?	**Not Scored**
4. Coordinated Entry Will the project participate in the CoC Coordinated Entry Process? **Passing Criteria to Consider:** ● Yes was selected to indicate that the project will use the local Coordinated Entry process. **Fail Criteria:** ● Agency will not participate in Coordinated Entry and narrative does not provide a reasonable response which includes using a comparable CE system for Victim Service Providers approved by the CoC.	**PASS** – Yes **PASS W/ FINDINGS** – Did not participate, but provides description that is exempt through HUD requirements. **FAIL** – No
5. Housing First **5a. Quickly move into Permanent Housing** Did the applicant select items that indicate the project will be Housing First and emphasize the importance of quickly moving participants into permanent housing? ● Will the project be Housing First? All boxes in Q5B and 5c must be checked except NA to be housing first If applicable, describe the proposed development activities and the responsibilities that the applicant and potential subrecipients (if any) will have in developing, operating, and maintaining the property?	**PASS** – Yes **FAIL** – No

5b. Screen Out/Low Barrier Housing First: Will the project ensure that participants are not screened out based on the following items? ● Having too little or little income, ● Active or history of substance use, ● Having a criminal record with exceptions for state-mandated restrictions ● History of victimization (e.g., domestic violence, sexual assault, childhood abuse)	**PASS** – Yes **FAIL** – No
5c. Termination Reasons Will the project ensure that participants are not terminated from the program for the following reasons? Select all that apply. ● Failure to participate in supportive services ● Failure to make progress on a service plan ● Loss of income or failure to improve income ● Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area	**PASS** – Yes **FAIL** – No
5d. Follow Housing First Approach Will the project follow a 'Housing First' Approach?	**PASS** – Yes **FAIL** – No
Questions 6-8	**Not Scored**

3C. Service Design Expansion Project	
Ensure all items are completed. **No scoring attached.**	
4A. Supportive Services	

1. Housing Preservation Efforts (Maintain Permanent Housing). Narrative must clearly describe how participants will be assisted to obtain and remain in permanent housing. **Criteria to consider:** ● acknowledge the needs of the target population include plans to address those needs through current and proposed case management activities and the availability and accessibility of supportive services such as– housing search, primary health services, mental health services, educational services, employment services, life skills, child care services, etc. ● Good strategies should be specifically tailored–as related to this application–for individuals, older adults, youth, families, etc. Example: ● A project specializing in serving young parents might provide a specific service array including parenting classes, education programing and other child care services. ● If program participants will be housed in units not owned by the project applicant, the narrative must also indicate how appropriate units will be identified and how the project applicant or subrecipient will ensure that rents are reasonable. ● Established arrangements and coordination with landlords and other homeless services providers should be detailed in the narrative. ● Housing stability services through specialized case management or landlord engagement.	**10** point– Exceeds Criteria **5** point– Meets Criteria **0** points – Does not meet expectations
2. Mainstream Health/Social Services/Employment Programs 　　Applicant must describe what specific plan the project has to coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible for. **Criteria to consider:** ● Demonstrates a clear plan to help program participants obtain income through employment, self-employment, or non-employment income ● Plan clearly takes into account and addresses the needs of the target population, Narrative describes how service delivery directly leads to program participant employment; how service delivery leads directly to program participants accessing SSI, SSDI, or other mainstream services; and how the requested funds contribute to program participants becoming more independent.	**10** point– Exceeds Criteria **5** points – Meets Criteria **0** points– Does not meet expectations
3. Supportive Service Chart Supportive service chart matches the program design in relation to which services are offered within the agency, the sub-recipient, partner agency, and/or non-partner agency.	**PASS** – Yes **FAIL** – No

4. Transportation Assistance Will you provide transportation assistance to clients to attend mainstream benefit appointments, employment training or job?	**PASS** – Yes **FAIL** – No
5. Ensure mainstream benefits are received Provide regular follow ups with participants to ensure mainstream benefits are received and reviewed	**PASS** – Yes **FAIL** – No
6. Access to SSI/SSDI Project participants have access to SSI/SSDI technical assistance	**PASS** – Yes **FAIL** – No
6a. Staff completed SOAR training in past 24 months The person providing the technical assistance has received SOAR training in the past 24 months	**Not Scored**

4B. Housing Type and Location	
Must be Completed but will not be scored	

5A. Program Participants – Persons and Households	
Must be Completed but will not be scored	

5B. Program Participants - Subpopulations	
Must be Completed but will not be scored	

6. Budgets	

6I. Sources of Match
          Program meets funding requirements for Match.
 	
Attachments (Optional at time of application but required prior to grant execution):
     Memorandum of Understanding (MOU) or match commitment letter
 	
Criteria:
     Match equals 25 percent of the total grant request - excluding leasing costs.
     Attachments are updated and consistent with documenting match commitments needed for competition.
 	
Criteria for not meeting standards:
     Match amount is less than 25%
	PASS – Meets all criteria
	
	PASS W/ FINDINGS – Provides description of cause and or there is some concern that the project is not eligible for HUD funding.
	
	FAIL – Information provided CONFIRMS that project is not eligible for HUD funding

FYI – (All costs paid for with matching funds must be for activities that are eligible under the CoC Program, even if the recipient is not receiving CoC Program grant funds for that activity. All grant funds must be matched with an amount no less than 25% of the awarded grant amount (excluding the amount awarded to the leasing budget line item) with cash or in-kind resources. Match resources may be from public (not statutorily prohibited by the funding agency from being used as a match) or private resources.)	
6J. Summary Budget The budget is reasonable in regard to the work proposed. **All budget items listed are eligible under the CoC Interim Rule** **Criteria to Consider:** ● budget clearly outlines cost projections that are needed for the project type and outcomes ● The budget is easy to understand and provides sufficient detail for clarity about how funds will be used and when expenses will be incurred ● The budget is completely reasonable to the work proposed. ● The numbers accurately reflect the priorities of the project.	**10** – Exceeds Criteria **6** – Meets Criteria **3** – Sufficiently meets Criteria with Some Concerns **0** – Does not meet criteria