Applicant Agency: Reviewer's Name:

Project Name & Type:

North Carolina
Balance of State Continuum of Care

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2013 Scorecard for CoC Funds: Renewal Projects

This scorecard will be used by the Balance of State Project Review Committee to score applications for renewal projects.

This scorecard has five 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 Balance of State Continuum of Care & HUD's priorities: permanent supportive housing and serving the chronically homeless and veterans
- Incentivize agencies to be good partners (participating in community efforts to end homelessness, on HMIS, helping create infrastructure for their community's homeless service system to operate effectively throughout the year)
- Incentivize regional committees to strengthen their performance and capacity
- Ensure that funded projects are being good stewards of BoS CoC funding and performing to BoS CoC standards

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

CORRECTNESS OF APPLICATION: 15 Points Minimum: 10 Points		
Accuracy and Appropriateness of Responses	**Possible Score**	**Project Score**
Is the project description completed and accurate? [Proj. App: 3B]	3	
Are questions regarding services completed and accurate? [Proj. App: 4A]	3	
Are questions regarding outreach completed and accurate? [Proj. App: 5C]	3	
Are the standard performance measures completed? Are the goals appropriate for the project? If the applicant chose to complete additional performance measures, are they appropriate for the project? Are the descriptions complete? [Proj. App: 6A & 6B]	4	
Is the overall application complete, accurate, and error-free?	2	

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HUD PRIORITIES: 71 Points		
Minimum: 42 Points		
Targeting People with Disabilities		
What percentage of the **adults** served by the project are expected to be people with disabilities? *[Proj. App: 5A]*	**Possible Score**	**Project Score**
Less than 100%	0	
100%	8	
Targeting Veterans		
What percentage of the **adults** served by the project are expected to be veterans? *[Proj. App: 5B]*	**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	
Targeting People Who Are Chronically Homeless		
What percentage of the people **(adults and children)** served by the project are expected to be chronically homeless? *[Proj. App: 5B]*	**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	
Permanent Housing		
Is this a permanent supportive housing (PSH) project that is requesting any funds for housing? *[Proj. App: 3A, question 5; 7J]*	**Possible Score**	**Project Score**
Yes	10	
No	0	
Best Practice Models		
Is this a transitional housing (TH) project that operates a transition-in-place model? *[Proj. App: 3A, question 5; 3B, question 1]*	**Possible Score**	**Project Score**
Yes	5	
No	0	

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If this project is a Permanent Supportive Housing project, does it include the following key elements of Permanent Supportive Housing? *[Proj. App: 3B]*	**Possible Score**	**Project Score**
• 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. • Participation in services is voluntary and tenants cannot be evicted for rejecting services. • 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. • Housing is not time-limited, and the lease is renewable at tenants' and owners' option. • 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. • As needs change over time, tenants can receive more intensive or less intensive support services without losing their homes.	Threshold (yes, no)	
Energy Star	**Possible Score**	**Project Score**
Does the project use Energy Star appliances? *[Proj. App: 3A, question 6]*	1	
Housing Over Services		
Total $ request for housing activities (leased units, leased structures, rental assistance): *[Proj. App.: 7J]*		
Total $ assistance request (**not** including match): *[Proj. App.: 7J, line 9]*		
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	
Projects requesting supportive services funding must submit a justification statement that explains why the project is asking for CoC services funding. The statement should include what other funding sources the project utilizes or has worked to secure. The statement should also include a plan for when the project will reduce its use of CoC funds for services.	Threshold (yes, no, n/a)	

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<u>STAFF SECTION ONLY</u>

Because Project Review Committee members from the community do not have access to documents needed to score the criteria below, the following sections will be scored only by staff of NCCEH.

CORRECTNESS OF APPLICATION: Loss of 25 Points

Minimum: Must not lose more than 10 points

Application Budget	Possible Score	Project Score
If questions regarding the budget are not complete and accurate, subtract up to 5 points.	-5	
Meeting of Deadlines	**Possible Score**	**Project Score**
If the on-line application via esnaps was NOT completed correctly and in a timely manner, subtract up to 10 points. (Specific dates for deadlines will be clarified as the NOFA timeline is discerned or published. Late applications may be held until the following year.)	-10	
If required accompanying documents are NOT turned in on time, subtract up to 10 points.	-10	

MATCH & LEVERAGE : 8 Points

Minimum: Threshold

Documentation of Match	Possible Score	Project Score
Do match letters sufficiently document the required match for the project type?	Threshold (yes, no)	
Leverage		
Total leverage: *[Proj. App: 7I]*		
Total $ request from HUD: *[Proj. App: 7J, line 9]*		
Ratio of leverage to request (leverage/request):	**Possible Score**	**Project Score**
Ratio at least 1.5:1	Threshold	
Ratio 1.5 to 1.99:1	4	
Ratio 2:1 or more	8	

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<table>
<tr><td colspan="3">ANNUAL PERFORMANCE REPORT DATA: 85 or Loss of 20 Points
Minimum: 50 Points</td></tr>
<tr><td colspan="3">Project Performance</td></tr>
<tr><td>What is the program's unit utilization rate?</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>95% or higher</td><td>5</td><td></td></tr>
<tr><td>80-94%</td><td>0</td><td></td></tr>
<tr><td>0-79%</td><td>-5</td><td></td></tr>
<tr><td>Did 100% of program participants enter the program from an eligible homeless situation?</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>Yes</td><td>5</td><td></td></tr>
<tr><td>No</td><td>0</td><td></td></tr>
<tr><td>Transitional Housing Programs: what percentage of program participants exited to a permanent housing destination? (points are awarded for meeting each goal)</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>Performance met HUD Goal: At least 65%</td><td>5</td><td></td></tr>
<tr><td>Performance met BoS Goal: At least 82%</td><td>10</td><td></td></tr>
<tr><td>Permanent Supportive Housing Programs: what percentage of program participants exited to a permanent housing destination? (if no exits, 10 points is automatically awarded)</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>80% or higher</td><td>10</td><td></td></tr>
<tr><td>What percentage of program participants exited to a known destination?</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>95% or higher</td><td>5</td><td></td></tr>
<tr><td>80-94%</td><td>0</td><td></td></tr>
<tr><td>0-79%</td><td>-5</td><td></td></tr>
<tr><td>What percentage of program participants were employed at program exit? (points are awarded for meeting each goal)</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>Performance met HUD Goal: At least 20%</td><td>5</td><td></td></tr>
<tr><td>Performance met BoS Goal: At least 28%</td><td>10</td><td></td></tr>
<tr><td>What percentage of program participants were receiving mainstream benefits at program exit? (points are awarded for meeting each goal)</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>Performance met HUD Goal: At least 20%</td><td>5</td><td></td></tr>
<tr><td>Performance met BoS Goal: At least 75%</td><td>10</td><td></td></tr>
<tr><td>Permanent Supportive Housing programs: what percentage of program participants remained in the program for 6 months or longer? (points are awarded for meeting each goal)</td><td>Possible Score</td><td>Project Score</td></tr>
<tr><td>Performance met HUD Goal: At least 80%</td><td>5</td><td></td></tr>
<tr><td>Performance met BoS Goal: At least 87%</td><td>10</td><td></td></tr>
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HMIS Participation (Per federal law - does not apply to domestic violence programs.)		
HMIS Data Completeness: *[CHIN report]*	**Possible Score**	**Project Score**
81-100%	5	
80%	0	
below 80%	-10	
If the agency has additional beds (not a part of this project application), are those beds also being entered into the system? *[CHIN report; HIC]*	**Possible Score**	**Project Score**
Yes	5	
No	0	
Does the agency commit to enter 100% of the beds into the system (with client consent)? *[Will be yes unless data quality is significantly problematic]*	Threshold (yes, no)	
Does the APR that has been submitted to HUD match the APR as pulled from CHIN?	5	
HUD Monitoring Findings	**Possible Score**	**Project Score**
Are there any HUD monitoring findings currently associated with any of the agency's projects? If so, findings must be resolved or explained to the satisfaction of the Review Committee for the application to meet threshold. *[Interview with agency]*	Yes/No	
Previous Project Spending Rates	**Possible Score**	**Project Score**
Has this grantee requested extensions or not spent all of their funding for this project? If yes, the applicant must submit an explanation of spending and a plan for improving spending and show a good faith effort to maximize use of current funds. *[Interview with agency]*	Threshold (yes, no)	

AGENCY'S RELATIONSHIP TO COMMUNITY: 5 or Loss of 8 Points
Minimum: Must not lose more than 3 points

Participation in Regional Committee Activities		
Does the agency submitting the project application actively participate in local Regional Committee activities? *[Conversation with RC lead; RC minutes]*	**Possible Score**	**Project Score**
Actively participate in Regional Committee meetings (75% of meetings in past 6 months)	Threshold	
Presented application to Regional 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 RC on a quarterly basis	-2	
Agency does not have open community referral process for existing project	-2	

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Participation in Balance of State Activities		
Does the agency actively participate in the following BoS activities?	**Possible Score**	**Project Score**
Participate in BoS Steering Committee	1	
Participate in subcommittee meetings (Permanent Supportive Housing, Rapid Re-Housing, Data Quality)	2	
Participated in at least ½ of one subcommittee's meetings	Threshold	
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		
Are there other housing/homeless related coalitions or partnerships within the region in which the agency participates? *[Interview with agency]*	**Possible Score**	**Project Score**
Consolidated Plan	1	
Other	1	
REGIONAL PERFORMANCE: 14 or Loss of 2 Points **Minimum: Threshold**		
Regional Committee Participation in BoS Activities	**Possible Score**	**Project Score**
Does the agency's Regional Committee regularly submit minutes from their meetings?	2	
What percentage of 2013 Steering Committee meetings has the Regional Committee Lead or official alternate participated in?	**Possible Score**	**Project Score**
75% (9 of 12)	Threshold	
75-99% (10-11 of 12)	2	
100% (12 of 12)	4	
Percentage of regions' beds covered and reported in HMIS: *[HIC]*	**Possible Score**	**Project Score**
0- 49%	-2	
50-75%	0	
75-100%	8	

PROJECT QUALITY THRESHOLD	
Minimum Threshold Requirement	Renewal projects must receive a minimum score in each section above. If the minimum is not met, further review will be triggered. After further review, the project may be ineligible for inclusion in final BoS CoC application.	**Maximum Score Possible: 198** **Project Score:**