

## **SCORING – RANKING – SELECTION**

HUD expects CoCs to implement a thorough review and oversight process at the local level for new and renewal project applications submitted in the FY 19 CoC Program Competition. All complete, timely, and eligible new and renewal applications will be scored by the CoC Review and Ranking Committee using the TX-624 Rating and Ranking Tool FY19-New Applications and TX-624 Rating and Ranking Tool FY19-Renewal Applications. Due to the competitiveness of the CoC Grant, submission of projects in e-snaps does not guarantee that a project will be accepted and ranked. Applicants who believe they were denied the opportunity to participate in the local CoC process or who were rejected or reallocated may appeal directly to HUD by submitting a Solo Application.

For new projects, the scoring and ranking evaluates the applicant's aptitude to operate the project, cost effectiveness of the proposed project, quality of the application, and addressing identified needs. Renewal projects are evaluated on past performance, cost effectiveness, and performance measures. Planning projects are not included in ranking. All CoC funded projects must align with HUD's policy priorities which include but are not limited to ending homelessness, allocating and strategic use of available resources, increasing income and methods to become self-sustaining.

All applications, New and Renewal, must:

- Meet submission deadlines (failure to meet submission deadlines will result in project not being accepted)

The CoC Review and Ranking will be included in the CoC application submitted to HUD.

## NEW PROJECTS THRESHOLD REQUIREMENTS

Project Name: \_\_\_\_\_

*Completed projects will be moved to the bottom of the list*

Organization Name: \_\_\_\_\_

New Projects

Project Type: \_\_\_\_\_

Threshold Review Complete

Project Identifier: \_\_\_\_\_

*If you would like to change the project type, please do so in the HIC and re-copy the data to the RAW HIC DATA tab, or do so in the LIST OF PROJECTS TO BE REVIEWED.*

0%

### THRESHOLD REQUIREMENTS

YES/NO

Stakeholders should NOT assume all requirements are fully addressed through this tool. CoC Program application requirements change periodically and annual NOFAs may provide more detailed guidance. The CoC collaborative applicant and project applicants should carefully review the annual NOFA criteria each year.

Yes to all

### HUD THRESHOLD REQUIREMENTS

1. Applicant has Active SAM registration with current information.
2. Applicant has Valid DUNS number in application.
3. Applicant has no Outstanding Delinquent Federal Debts- It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 37208 and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:
  - (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or
  - (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.
4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 24.24, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.
5. Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.
6. Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.
7. Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are, under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.
8. Submitted the required certifications as specified in the NOFA.
9. Demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.
10. Demonstrated they Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC Planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.
11. Demonstrated Project Meets Minimum Project Standards - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year's NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:
  - (a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+G, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings.

## NEW PROJECTS THRESHOLD REQUIREMENTS

Project Name: \_\_\_\_\_  
 Organization Name: \_\_\_\_\_  
 Project Type: \_\_\_\_\_  
 Project Identifier: \_\_\_\_\_

*Completed projects will be moved to the bottom of the list*

*If you would like to change the project type, please do so in the HIC and re-copy the data to the RAW HIC DATA tab, or do so in the LIST OF PROJECTS TO BE REVIEWED.*

New Projects

Threshold Review Complete

0%

### THRESHOLD REQUIREMENTS

(b) For expansion projects, project applicants must clearly articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources; and,

(c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.

12. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant Jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.

### CoC THRESHOLD REQUIREMENTS

*For each requirement, select "Yes" if the project has provided reasonable assurances that the project will meet the requirement, has been given an exception by the CoC or will request a waiver from HUD. Otherwise select "No".*

Coordinated Entry Participation	
Housing First and/or Low Barrier Implementation	
Documented, secured minimum match	
Project has reasonable costs per permanent housing exit, as defined locally	
Project is financially feasible	
Applicant is active CoC participant	
Application is complete and data are consistent	
Data quality at or above 90%	

YES/NO

## NEW PROJECTS RATING TOOL

Project Name: \_\_\_\_\_  
 Organization Name: \_\_\_\_\_  
 Project Type: \_\_\_\_\_  
 Project Identifier: \_\_\_\_\_

Print Blank Template

Print Report Card

New Projects  
Rating Complete

0%

[Instructions on Awarding Points](#)

RATING FACTOR	POINTS AWARDED	MAX POINT VALUE
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### EXPERIENCE

A. Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.	<input style="width: 100%;" type="text"/>	out of 15
B. Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases.	<input style="width: 100%;" type="text"/>	out of 10
C. Describe experience in effectively utilizing federal funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.	<input style="width: 100%;" type="text"/>	out of 5
<b>Experience Subtotal</b>	<b>0</b>	out of <b>30</b>

### DESIGN OF HOUSING & SUPPORTIVE SERVICES

A. Extent to which the applicant		
1. Demonstrate understanding of the needs of the clients to be served.	<input style="width: 100%;" type="text"/>	out of 15
2. Demonstrate type, scale, and location of the housing fit the needs of the clients to be served		
3. Demonstrate type and scale of the all supportive services, regardless of funding source, meet the needs of the clients to be served.		
4. Demonstrate how clients will be assisted in obtaining and coordinating the provision of mainstream benefits		
5. Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks.		
B. Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.	<input style="width: 100%;" type="text"/>	out of 5
C. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.	<input style="width: 100%;" type="text"/>	out of 5
<b>Design of Housing &amp; Supportive Services Subtotal</b>	<b>0</b>	out of <b>25</b>

### TIMELINESS

A. Describe plan for rapid implementation of the program documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.	<input style="width: 100%;" type="text"/>	out of 10
<b>Timeliness Subtotal</b>	<b>0</b>	out of <b>10</b>

### FINANCIAL

A. Project is cost-effective - comparing projected cost per person served to CoC average within project type.	<input style="width: 100%;" type="text"/>	out of 5
B. Audit		
1. Most recent audit found no exceptions to standard practices	<input style="width: 100%;" type="text"/>	out of 5
2. Most recent audit identified agency as 'low risk'	<input style="width: 100%;" type="text"/>	out of 5
3. Most recent audit indicates no findings	<input style="width: 100%;" type="text"/>	out of 5
C. Documented match amount	<input style="width: 100%;" type="text"/>	out of 5
D. Budgeted costs are reasonable, allocable, and allowable	<input style="width: 100%;" type="text"/>	out of 20
<b>Financial Subtotal</b>	<b>0</b>	out of <b>45</b>

### PROJECT EFFECTIVENESS

Coordinated Entry Participation- 95% of entries to project from CE referrals	<input style="width: 100%;" type="text"/>	out of 5
<b>Project Effectiveness Subtotal</b>	<b>0</b>	out of <b>5</b>

### OTHER AND LOCAL CRITERIA

<b>Other and Local Criteria Subtotal</b>	<b>0</b>	out of <b>0</b>
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<b>TOTAL SCORE</b>	<b>0</b>	out of <b>115</b>
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<b>Weighted Rating Score</b>	<b>0</b>	out of <b>100</b>
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### PROJECT FINANCIAL INFORMATION

CoC funding requested	<small>NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab</small>	\$ -
Amount of other public funding (federal, state, county, city)		<input style="width: 100%;" type="text"/>
Amount of private funding		<input style="width: 100%;" type="text"/>
<b>TOTAL PROJECT COST</b>		<b>\$ -</b>

# TX-624 CoC Scoring Tool for Renewal Applications

APPLICANT	
PROJECT NAME	
PROJECT TYPE	

The TX-624 CoC Grant Review Committee will use the following criteria to rate the renewal project applications for the U.S. Department of Housing and Urban Development (HUD) 2019 Continuum of Care (CoC) Program Competition funding. This scoring tool has four main determinants:

- Organizations have demonstrated the ability to run effective programs (can manage and administer a HUD-funded program, can operate on reimbursement basis, have experience servicing this or a similar population)
- The projects reflect the goals and priorities established as part of HUD's priorities for permanent supportive housing and serving the chronically homeless
- Actively participate in the local CoC and actively input data into the HMIS system.
- Demonstrated that funded projects have utilized previous funding according to HUD's financial expectations for program guidelines

## APPLICATION THRESHOLD REQUIREMENTS:

For each requirement, "Yes" will be selected if the project has provided reasonable assurance that the project will meet or has been given an exception from HUD or the CoC. Each Yes equals 5 points; No equals zero points.

	Yes	No	N/A
1. Applicant has active SAM registration with current information and valid DUNS number in application.			
2. Applicant has no Outstanding Delinquent Federal Debts – It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 37208 and 28 U.S.C. 3201 (e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless: <ul style="list-style-type: none"> <li>a. A negotiated repayment schedule is established and the repayment schedule is not delinquent, or</li> <li>b. Other arrangements satisfactory to HUD are made before the award of funds by HUD.</li> </ul>			

<p>3. Applicant has no Debarments and/or Suspensions – in accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.</p>			
<p>4. Disclosed any violations of Federal criminal law – Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving bribery, or gratuity violations potentially affecting the Federal aware. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338. Remedies for noncompliance including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.</p>			
<p>5. Submitted the required certifications as specified in the NOFA.</p>			
<p>6. Demonstrated the population to be served meets program eligibility requirements as described in the Act, and project application clearly establishes eligibility of project applicants. This includes any additional eligibility criteria for certain types of projects contained in the NOFA.</p>			
<p>7. Agreed to participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.</p>			

<p>8. Met HUD Expectations – When considering renewal projects for award, HUD will review information in eLOCCS; Annual Performance Reports (APRs); and information provided from the local HUD CPD Field Office, including monitoring reports and A-0133 audit reports as applicable, and performance standards on prior grants. HUD will also assess renewal projects using the following performance standards in relation to the project's prior grants:</p> <ul style="list-style-type: none"> <li>a. Performance met the plans and goals established in the initial application, as amended;</li> <li>b. Demonstrated all timeliness standards for grants being renewed, including those standards for the expenditure of grant funds that have been met;</li> <li>c. Performance in assisting program participants to achieve and maintain independent living and records of success, except HMIS-dedicated projects that are not required to meet the standards; and</li> <li>d. There is evidence the applicant has previously been unwilling to accept technical assistance and/or has a history or inadequate financial accounting practices</li> </ul>			
<p>9. Met HUD financial expectations. Failure to meet expectations would include:</p> <ul style="list-style-type: none"> <li>a. Outstanding obligation to HUD that is in arrears or for which a payment schedule has not been agreed upon</li> <li>b. Audit findings(s) for which a response is overdue or unsatisfactory</li> <li>c. History of inadequate financial management account practices</li> <li>d. Evidence of untimely expenditures on prior award</li> <li>e. History of other major capacity issues that have significantly affected the operation of the project and its performance</li> </ul>			

<p>f. History of not reimbursing subrecipients for eligible costs in a timely manner, or at least quarterly</p> <p>g. History of serving ineligible program participants, expending funds on ineligible costs, or failing to expend funds within statutorily established timeframes.</p>			
<p>10. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.</p>			

**PROJECT PERFORMANCE SCORING:**

Population	Possible Points	Project Score
<p><b>Length of time between project start date and housing move-in-date</b> What is the percentage of program participants placed in PSH housing within 30 days that meet chronically homeless</p>	<p>100% - 80% = 10            79% - 60% = 8            59% - 40% = 6            39% - 20% = 4            19% or less = 0</p>	
<p><b>Exits to permanent housing</b> Did 90% or more program participants remain in PSH or move from PSH to PH?</p>	<p>90% or more = 25            89% - 85% = 20            84% - 80% = 15            79% - 75% = 10            74% - 70% = 5            69% or less = 0</p>	
<p><b>Returns to Homelessness</b> Did 15% or less program participants return to homelessness within 12 months of exit to PH?</p>	<p>15% or less = 15            16% - 20% = 5            21% or more = 0</p>	
<p><b>*New or increased income and earned income</b> For program participants who remained in the program, did 8% or more increase their income?</p>	<p>15% or less = 15            16% - 20% = 5            21% or more = 0</p>	



<p><b>*New or increased income and earned income</b> For program participants who remained in the program, did 10% or more increase their non-employment income?</p>	<p>10% or more = 5 Less than 10% = 2.5</p>	
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**\* Note: This question does not apply to DV applications and should not be included in their final score.**

**EFFECTIVENESS OF PROJECT:**

Housing First	Yes - 10 No - 0	
Did 80% or more of program participants enter the program with zero earned income	80% or more -10 79% or less - 0	
What percentage of the project's PSH beds are dedicated for chronically homeless Participants?	100% - 10 points 99% and below: 0 pts	

**CoC STATUS:**

Active participating member of the CoC	Yes - 10	No - 0 pts		
Utilizes Coordinated Entry	Yes - 20	No - 0 pts		

**TOTAL SCORING:**

**Total Possible Scoring:**

\*Scoring is calculated for the applicable renewal project: PSH

Application Threshold: Total Points = 30

Project Performance: Total Points = 70

Effectiveness of Project: Total Points = 30

CoC Status: Total Points = 30

Score: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*\*The only renewal project was a PSH so the rating tool was modified to rate a PSH project only.*