FY2021 HUD COC PROGRAM COMPETITION
NEW/BONUS PROJECT SCORECARD

Applicant and Project Name: _____

Rater Name: _____   Date Reviewed: _____

Project Quality Requirements			
All new and bonus projects must pass threshold requirements before being considered for funding on the merit of the project. Threshold requirements are pass/fail rather than scored. Does the project meet all eligibility and quality threshold requirements? ☐ Yes ☐ No	Maximum Score Possible		162
	Total Project Score		
	Weighted Rating Score **(Total Project Score / Maximum Score Possible x 100)**		

Section I: Project Overview	Possible Points: **30**	Section Score:
1.a. Description of project: Does it meet the needs of the community and persons experiencing homelessness? Score according to how well the project design demonstrates the following criteria (3 pts = Well-demonstrated, 2 pts = Fairly-demonstrated, 1 pt = Poorly-demonstrated; 0 pts = Not at all demonstrated):		
The project serves a HUD-defined high priority population	3	
Understanding of the needs of the focus population to be served	3	
Type, scale, and location of housing fits the needs of those to be served	3	
Type and scale of supportive services, regardless of funding source	3	
How assistance in obtaining mainstream benefits is provided	3	
1.b. Description of the plan to assist participants in securing and maintaining PH that is safe, affordable, accessible, and acceptable to their needs. (5 pts = Extensive Plan; 3 pts = Adequate Plan; 1 pt = Poor Plan; 0 pts = No plan)	5	
1.c. Description of how participants will be assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply to maximize their ability to live independently. (5 pts = Extensive Plan; 3 pts = Adequate Plan; 1 pt = Poor Plan; 0 pts = No plan)	5	
2. Describe how the project aligns with the objectives and goals outlined in the CoC Compass. (5 pts = Thorough Alignment; 3 pts = Some Alignment; 1 pt = Little Alignment; 0 pts = No Details)	5	

Section II: Experience	Possible Points: **42**	Section Score:
3. Experience of the applicant (and any sub-recipients) in working with the proposed population and in providing housing similar to that proposed in the application		
(15 pts = Extensive Experience; 10 pts = Moderate Experience; 5 pts = Limited Experience; 0 pts = No Experience)	15	
4. Description of experience with utilizing a Housing First approach. Score given based on how project design incorporates a complete description of the following criteria (2 pts = Complete description; 1 pt = Incomplete description; 0 pts = No description)		
Eligibility criteria	2	
Process for accepting new participants	2	
Process and criteria for exiting participants	2	
Demonstration that there are no preconditions to entry (substance use, income, criminal records, marital status, familial status, actual or perceived sexual orientation or gender identity)	2	
How project addresses situations that may jeopardize housing or project assistance to ensure that project participation is terminated only in most severe cases	2	
5. Description of applicant experience in utilizing federal funds.		
Score according to how well the applicant can demonstrate past proficiency in utilizing federal funds. (5 pts = Extensive Past Proficiency; 3 pts = Moderate Past Proficiency; 1 pt = Limited Past Proficiency; 0 pts = No Past Proficiency)	5	
6. Description of the determination of type, amount, and duration of rental assistance for participants. Score according to how well the response describes the use of the following philosophies and plans to prevent homelessness:		
Use of the progressive engagement philosophy (2 = Complete description; 1 = Incomplete description; 0 = No description)	3	
Use of the strength-based philosophy (2 = Complete description; 1 = Incomplete description; 0 = No description)	3	
Plans to prevent persons from exiting into homelessness (3 = Well-described plan; 2 = Fairly-described plan; 1 = Poorly-described plan; 0 = No plan described)	3	
Plans to prevent persons from becoming homeless post-project exit (3 = Well-described plan; 2 = Fairly-described plan; 1 = Poorly-described plan; 0 = No plan described)	3	

Section III: Project Effectiveness	Possible Points: **30**	Section Score:
7. What would be the prioritization process for households referred to this project? How will it be determined who is most vulnerable and the best fit for any referrals to this project? Provide detail from policy established by the CoC.		
Score according to how well the applicant can demonstrate understanding of prioritization and pairing households based on project eligibility. (5 pts = Extensive Process; 3 pts = Adequate Process; 1 pt = Poor Process; 0 pts = No Process)	5	

8. Will all participating households served in this project be recorded in HMIS or an equivalent database for domestic violence, in accordance with the community's Data Quality Standards? **(Pass/Fail)**	5/0	
9. Description of a plan for rapid implementation of the project, documenting how the project will be ready to begin housing the first participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.		
Score according to how extensive the project plan is (5 pts = Extensive Plan; 3 pts = Adequate Plan; 1 pt = Poor Plan; 0 pts = No Plan)	5	
Score according to how detailed the schedules for proposed activities are (5 pts = Very Detailed; 3 pts = Moderately Detailed; 1 pt = Poorly Detailed; 0 pts = No Details)	5	
10. Describe the training applicant and sub-applicant staff have undergone or will undergo as well as agency policies or procedures related to diversity, equity, and inclusion as it pertains to service provision.		
Score according to the variety and range of training opportunities (5 pts = Numerous Opportunities; 3 pts = Some Varied Opportunities; 1 pt = Few Opportunities; 0 pts = No Details)	5	
Score according to how detailed the policies and procedures are (5 pts = Very Detailed Policies; 3 pts = Moderately Detailed Policies; 1 pt = Poorly Detailed Policies; 0 pts = No Details)	5	

Section IV: Organizational Capacity	Possible Points: **20**	Section Score:
11. Describe agency key staff positions and qualifications of individuals who will carry out the project		
Score according to how detailed key staff descriptions are (5 pts = Very Detailed; 3 pts = Moderately Detailed; 1 pt = Poorly Detailed; 0 pts = No Details)	5	
Score according to how qualified staff are to executive project (5 pts = Very Qualified; 3 pts = Moderately Qualified; 1 pt = Poorly Qualified; 0 pts = Not at all qualified)	5	
12. Describe the agency's financial management system, including financial reporting, record keeping, accounting systems, payment procedures, procurement processes, and audit requirements.		
Score based on completeness of financial management system with respect to each identified component (10 pts = Complete System; 5 pts = Partially-Complete System; 0 pts = None of financial management system components are described)	10	
Section V: Project Budget	Possible Points: **40**	Section Score:
13. Do project costs appear reasonable when compared to project costs of similar project types?		
(5 pts = Very Reasonable; 3 pts = Somewhat Reasonable; 1 pt = Not Reasonable; 0 pts = Completely Unreasonable)	5	
14. Audit		
a. Most recent audit found no exceptions to standard practices **(Pass/Fail)**	3/0	
b. Most recent audit identified agency as "low risk" **(Pass/Fail)**	3/0	
c. Most recent audit indicates no findings **(Pass/Fail)**	4/0	
15. Documented match amount **(Pass/Fail)**	5/0	

16. Budgeted costs are reasonable, allocable, and allowable.		
Reasonable (6 pts = Very Reasonable; 3 pts = Somewhat Reasonable; 1 pt = Not Reasonable; 0 pts = Completely Unreasonable)	6	
Allocable (6 pts= All costs are allocable; 3 pts = Costs are 50/50 allocable and not allocable; 0 pts = Costs are not at all allocable)	6	
Allowable (8 pts = All costs are allowable; 4 pts = Costs are 50/50 allowable and not-allowable; 0 pts = Costs are not at all allowable)	8	

Completion of Application		Possible Points: **0** Deductions: **-15**	Section Score:
Are all required attachments provided?			
	Yes	0	
	No	-5	
Is the application complete and accurate?			
	Yes	0	
	No	-5	
Was the application submitted by the deadline?			
	Yes	0	
	No	-5	