

Agency Specific Questions

Agency Name:	
Committee Member Name:	
Review Date:	

Renewal Agency Total Score	
Agency Information	0
Agency Capacity	0
Coordinated Entry	0
HMIS	0
Total (out of 100)	0

Agency Information	
Criteria	Y/N
Agency Information is fully filled out including BOD's info.	
Agency has a SAM and DUNS number	
Agency is in good standing	
Agency Information Score Key	Total Score
Y to all = 10 points	
N to one or more = 0 Points	

Agency Capacity

Question 1) What practices does your agency utilize to monitor spending and identify ways to spend funds and avoid unnecessary recapture of funds?

Criteria	Score	Score Key
Agency clearly answers the questions.		3 points max
Agency articulate how they monitor funds.		4 points max
Agency gives examples on what funds they have managed.		4 points max
Agency explains how they avoid funds being recaptured.		4 points max
Total Score	0	15 Max Points

Question 2) Please explain any ways in which this agency utilizes data and reporting in project planning. Include ways HMIS, or other reporting systems, is used in project planning.

Criteria	Score	Score Key
Agency clearly answers the question.		3 points max
Agency uses data in this NOFO application.		4 points max
Agency articulate how project planning is informed by data.		4 points max
Agency identified a reporting system.		4 points max
Total Score	0	15 Points Max

Question 3) To what degree has your agency identified any barriers to participation faced by persons of difference races and ethnicities, particularly those over-represented in the local homeless population, and what steps has your agency taken or will take to eliminate those identified barriers?

Criteria	Score	Score Key
Agency clearly answers the question.		3 points max
Agency clearly lists the barriers persons of different races are currently facing.		4 points max
Agency uses data to answer question.		4 points max
Agency has listed clear steps to address barriers.		4 points max
Total Score	0	15 Points Max

Coordinated Entry

Question 4) Please provide a brief narrative description of your agency's engagement in Coordinated Entry using examples.

Criteria	Score	Score Key
Agency clearly answers the question.		3 points max
Agency describes Coordinated Entry participation.		4 points max
Agency has identified staff to consistently attend Coordinated Entry.		4 points max
Agency includes specific examples of engagement with Coordinated Entry.		4 points max
Total Score	0	15 Points Max

Question 5) Estimate the level of vulnerability of participants referred through Coordinated Entry (CE) and were accepted into your housing project. If you have more than one housing project, please consider an overall average. (select one)

Criteria	Score	Score Key
High		5 points max
Medium		3 points max
Low		1 point max
Total Score	0	5 Points Max

HMIS

Question 6) Estimate how often your agency documents participant changes in income, benefits, insurance status, or disabling conditions using status update assessments in HMIS?

Criteria	Score	Score Key
Every Time (100%)		5 points max
Nearly all the time (75%)		3 points max
Most of the time (50%)		2 points max
Some of the time (25%)		1 point max
Total Score	0	5 Points Max

Question 7) How often does your agency review participant HMIS data and evaluate outcomes?

Criteria	Score	Score Key
Monthly		5 points max
Quarterly		4 points max
Annually		3 points max
Never		2 points max
Other		1 point max
Total Score	0	5 Points Max

Question 8) Please provide a brief narrative of how your agency's assigned Data Partner Agency Liaison (DPAL) engages with staff from the HMIS Lead organization, Community Health Partnership, regarding HMIS data quality and reporting.

Criteria	Score	Score Key
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Agency clearly answers the question.		3 points max
Agency describes how they engage HMIS lead organization.		4 points max
Agency describes focus on data quality.		4 points max
Agency describes focus on reporting.		4 points max
Total Score	0	15 Points Max

Project Specific Questions

Project Information	
No Score for this section. Simply enter info.	
Enter Project Name	
Enter Type of CoC Project	
Enter Requested Funding Amount	\$ -

New Project Total Score	
Project Information	0
Project Capacity	0
Total (Out of 50)	0

Question 1) There is currently no additional funding in the FY 2021 CoC NOFO, but reallocation may occur. If reallocation does occur, please list the project's requested funding amount. This can be less, the same, or more than the current amount in the GIW. If different from the current funding amount, please explain why.	
No Score for this section. Simply list Y/N	Y/N
Agency clearly answers the question.	
Agency provides a clear requested funding amount	
Agency indicates if the requested amount is less, the same, or more than the current amount.	
Agency explains why there is a change in requested amount (if any).	

Question 2) Describe the number of units proposed for FY 2021 and estimated cost per household for one year. How many people did your project serve last year with your awarded CoC funds?		
Criteria	Score	Score Key
Agency clearly explains the estimated cost per household.		3 points max
Agency has a description for units.		2 points max
Total Score	0	5 Points Max

Question 3) What funding source(s) does your agency use for match? Please list all sources for this project including cash and in-kind match.

Criteria	Score	Score Key
Agency has clear sources of match (cash and in-kind).		3 points max
Agency meets the 25% match amount.		2 points max
Total Score	0	5 Points Max

Project Capacity

Question 4) What is the average length of time between client identification in Coordinated Entry for a project and project enrollment? Please estimate the number of days.

Criteria	Score	Score Key
0 -30 Days		5 points max
30 – 60 Days		4 points max
60 – 90 Days		3 points max
90 – 120 Days		2 points max
120+ Days		1 point max
Total Score	0	5 Points Max

Question 5) What is the average length of time between project enrollment and move into housing? Please estimate the number of days.

Criteria	Score	Score Key
0 -30 Days		5 points max
30 – 60 Days		4 points max
60 – 90 Days		3 points max
90 – 120 Days		2 points max
120+ Days		1 point max
Total Score	0	5 Points Max

Question 6) Describe how the project uses a Housing First approach. Include 1) eligibility criteria, 2) process for accepting new clients, 3) process and criteria for exiting clients. Demonstrate that there are no preconditions to project entry and project participants are terminated in only the most severe cases.

Criteria	Score	Score Key
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Agency clearly answers the question.		3 points max
Agency describes eligibility criteria.		3 points max
Agency describes process for accepting new clients and there are no preconditions to project entry.		3 points max
Agency describes process and criteria for exiting clients.		3 points max
Agency will only exit participants for the most severe cases.		3 points max
Total Score	0	15 Points Max

Question 7) List and describe what types of supportive services the housing project offers. Provide specific examples of community partners the housing project connects participants to and explain why these connections help with long-term participant success including opportunities to increase cash and non-cash benefits.

Criteria	Score	Score Key
Agency clearly answers the question.		3 points max
Agency provides a list of the types of supportive services they offer (3 points)		3 points max
Agency provides specific examples of community partners (3 points)		3 points max
Agency describes ways they support clients in increasing cash benefits (3 points)		3 points max
Agency describes ways to they support clients increase non-cash benefits for clients (3 points)		3 points max
Total Score	0	15 Points Max

Annual Performance Report	
No Score for this section. Simply list Y/N	Y/N
Question 8) Average Project Participant Length of Stay in Days for stayers (APR Q22b)	
Question 9) Average Project Participant Length of Stay in Days for leavers (APR Q22b)	
Question 10) Percentage of Exit to Positive Housing (APR Q23c)	
Question 11) Percent of participants with new or increased earned income for project stayers (APR Q19a1)	
Question 12) Percent of participants with new or increased other income for project stayers (APR Q19a1)	
Question 13) Percent of participants with new or increased earned income for project leavers (APR Q19a2)	

Question 14) Percent of participants with new or increased other income for project leavers (APR
Q19a2)

