

**Balance of State
Continuum of Care
Score Card – 2008**

Criteria	Previous Points	Proposed New/Different Criteria/Explanations	Recommended Score
ORGANIZATIONAL CAPACITY			<i>Max sub-total score possible: 22</i>
Audit	3	<p>Financial statements will be used to assess fiscal stability of the applicant agency. Financial statements that demonstrate instability may result in agency not meeting threshold requirements.</p> <p>Submit a signed letter from authorized official acknowledging that the agency has an audit and summarizing any findings. Depending on the nature of the findings, the Committee may request copies of the audit and letter to management.</p> <p>If agency doesn't have an audit, submit a copy of the annual financial statements including profit/loss statement and budget from your last fiscal year.</p>	Threshold
Consistency with Mission	1	Does the project logically fit within the mission of the agency	1
Capacity to Provide Needed Services	5	<p>For new projects – does the agency have the capacity to provide the services that would be needed; a) do the services described seem adequate and appropriate and b) is the staffing pattern or subcontract plan adequate and appropriate</p> <p>For existing projects – what does the APR tell us about how well the agency is providing services needed to ensure program participants are meeting established goals.</p>	5

Budget	3	Is the budget developed in a way that gives HUD and the committee all the information needed to evaluate the project for HUD needs and project implementation. Are budget areas not required by HUD but still necessary for successful completion and implementation of the project adequately covered in the project budget? Is the budget adequate to successfully complete the project? Example – are there adequate staff positions, are those positions funded in a way to attract quality staff, are there adequate construction/rehab/operating funds?	5
Capacity to Meet Match	4	Does the agency have the organizational capacity to meet any cash matches that are needed - whether those matches meet the minimum requirement of HUD or need to exceed the minimal HUD requirements to make the project work. For services match – does the agency have the relationships needed to ensure that partners will provide adequate, appropriate services, and provide proof of match (especially for S+C projects)	4
Previous Experience	2	Does the agency have successful previous experience with this type of project with a positive outcome?	2
Completed Similar Projects	2	Does the agency have successful previous experience with completing this type of project (ex. S+C, Perm Housing, operating, construction, Transitional Housing) with a positive outcome? If the project application is awarded 2 points for “previous experience” it would also receive 2 points for “completed similar projects”	2
Agency Stability	1	Does the agency have financial security? Does the agency have adequate staffing outside of the proposed project? Area administrative/executive staff needed for agency stability experienced and skilled in agency administration and fundraising? Does the agency have an active and engaged board of directors?	3
Project Viability		For construction related projects – does agency have site control? Is	Threshold

		site properly zoned? Does agency have documented working relationship with qualified developer/architect/construction firm as needed? Is the construction timeline reasonable to ensure timely spending of HUD funds?	
HUD PRIORITIES			<i>Max sub-total score possible: 40</i>
Chronic	8	What percentage of beds are expected to be filled with persons who meet HUD's definition of chronically homeless individuals?	8
Permanent Housing	8	What percentage of the beds/budget is associated with permanent housing (not including services)?	8
		<p>For new projects - Research shows that transitional housing does not improve housing outcomes over permanent housing programs for the majority of homeless people. If your agency is proposing a transitional housing project you must submit a justification statement clarifying what about the transitional project would make it preferable to a permanent supported housing project.</p> <p>For transitional housing renewals – your agency must submit a justification clarifying any reasons why the existing transitional project is or is not preferable to a permanent supported housing project. Also name if there are any plans to switch your program from transitional to permanent housing. If there are inadequate funds to cover permanent housing requests within the pro-rata available to the BoS CoC, existing transitional housing programs may have renewal amounts moderately reduced.</p>	Threshold

HMIS Participation – (Per federal law - does not apply to domestic violence programs.)	8	For existing projects, what percentage of the project’s beds are being entered into the HMIS system? How completely is that data being entered? Is the agency able to pull accurate APR reports using the data they have entered into the system?	8
		For new or existing projects, if the agency has additional beds (not a part of this project application), are those beds also being entered into the system?	
		For new projects, does the agency commit to enter 100% of the beds into the system (with client consent)?	Threshold
HMIS Project	8	Is this an HMIS project (CHIN funding)	8
Housing over Services	6	What percentage of the budget will be used for housing related costs verses services costs?	6
Energy Star	1	Does/will the project use Energy Star appliances?	1
Correctness of Application	9	Has the applicant completed all portions of the application that are required? Are the questions answered appropriately, completely and correctly? Have the applications – completed on HUD forms – been submitted on a timely basis for the Ranking Committee to review and provide feedback and to ensure fairness to other applicants. Specific dates for deadlines will be clarified as the NOFA timeline is discerned or published. Late applications may be held until the following year.	9

TARGETING			Max Sub-total Score Possible: 5
Targeting those with Greatest Need	5	Does the project target homeless persons with greatest need – especially those with disabilities and/or chronic homeless?	5
SCOPE OF SERVICES			Max Sub-total Score Possible: 8
Service Needs	4	Do services adequately and appropriately meet anticipated service needs?	4
Employment Services	2	Does the project have adequate activities related to employment services? Are there known employment outcomes?	2
Access to Benefits Services	2	Does the project have adequate services to support access to benefits, including implementation of the SOAR initiative?	2
ANNUAL PERFORMANCE REPORT DATA			Max Sub-total Score Possible: 40
APR Scores	20	Does the project meet strategies planning goals established by HUD, as shown in quarterly APRs submitted to the BoS and the annual APR submitted to HUD?	20
		For existing grantees, has the grantee been submitting quarterly APRs and quarterly spending data to BoS on a timely basis?	10

		For existing grantees, is the BoS able to pull accurate APR data from the HMIS system?	10
PROJET QUALITY THRESHOLD – out of 115 points		Existing rojects must receive a minimum score of 70 in the above categories to be eligible for further consideration. New projects must receive a minimum score of 45. This score reflects the quality of the project in and of itself.	Minimum threshold score requirement
REGIONAL PRO-RATA			<i>Max Sub-total Score Possible: 20</i>
Completely Covered by Regional Pro-Rata		What percentage of the project’s budget is covered by the region’s pro-rata share? If more than one project is submitted by a region, the Regional Committee will provide the Ranking Committee with the order of the projects for pro-rata consideration.	20
If not, is the project renewable from outside pro-rata?		If the project does not get the full 20 points for regional pro-rata, and if the project is a Shelter Plus Care project, it will receive 10 points since it is renewable from outside of the pro-rata and will not limit funding for future projects from the region or the whole BoS CoC.	

GEOGRAPHIC PREFERENCE			Max Sub-Total Score Possible: 15
Did your region submit a project last year? If NO	15	Projects submitted from regions that were not funded last year will receive 15 bonus points. These points help ensure regional fairness over time.	15
If your region submitted last year, was it over their pro-rata	-2	If your region received more than its pro-rata share last year, your project will lose 2 points. These points help ensure regional fairness over time.	-2
AGENCY'S RELATIONSHIP TO COMMUNITY			Max Sub-Total Score Possible: 9
Participation in Regional Committee activities	4	Does the agency submitting the project application actively participate in local Regional Committee activities?	4
Participation in BoS activities	4	Does the agency actively participate in BoS activities, which could include the Steering Committee, Permanent Housing Committee, Transitional Housing Committee, Point in Time Coordination, Housing Inventory Coordination and HMIS Coordination?	4
Participation in other Community Coordination Activities	1	Are there other housing/homeless related coalitions/partnerships within the region in which the agency participates?	1