



REQUEST FOR PROPOSALS (RFP) FOR

FY 2021 Continuum of Care (CoC) Program Funding

ISSUE DATE:

Wednesday September 2, 2021

12:00:00 AM CST

PROPOSALS DUE:

Wednesday September 22, 2021

11:59:59 CST

SUBMIT VIA "APPLY" Application Software

RFP POINT OF CONTACT:

Jim Ward, Director of Planning

txboscoc@thn.org

(512) 861-2165

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Version History

Version	Date Posted	Changelog
Version 1	9/2/2021	Initial posting

Appendices

The Appendices listed below are for reference only and are not required to be submitted with the application.

Appendix A: FY2021 Grant Inventory Worksheet

Appendix B: Application Components

Appendix C: Application Score Cards

Appendix D: Grievance Policy

I. INTRODUCTION – INVITATION & BACKGROUND

Texas Homeless Network (THN) serves as the Collaborative Applicant, CoC Lead Agency, and Homeless Management Information System (HMIS) Lead Agency for the Texas Balance of State Continuum of Care, which covers 215 counties of Texas’ 254 counties. The Texas Balance of State Continuum of Care (TX BoS CoC) was formed to carry out the responsibilities required under the CoC Program Interim Rule (24 CFR 578). The CoC is comprised of a broad group of stakeholders dedicated to ending and preventing homelessness across Texas. The over-arching CoC responsibility is to ensure community-wide implementation of efforts to end homelessness, including ensuring programmatic and systemic effectiveness of the local continuum of care program.

Applicants for CoC Program funding may not apply to the U.S. Department of Housing and Urban Development (HUD) directly without the approval of the CoC. They must apply as part of a Consolidated Application through a Continuum of Care’s (CoC’s) “local application process”. For the TX BoS CoC, THN is the Lead Agency and Collaborative Applicant, and THN manages the CoC’s Local Application Process. The process is described in this RFP and includes reviewing, selecting, and ranking Project Applications, then submitting them to HUD under a Consolidated Application.

This funding is not guaranteed year-to-year. Multiple factors influence an application’s overall score and chances of funding, including performance, the CoC Application, whether the project incorporates a Housing First model, and other specific conditions of the Notice of Funding Opportunity (NOFO).

A. DEFINITIONS

See Section III.B of the [FY2021 Notice of Funding Opportunity](#) for applicable definitions

B. POINT OF CONTACT

THN has designated a Lead who is responsible for this RFP:

Jim Ward
Director of Planning,
txboscoc@thn.org

C. CHANGES TO THE PROCESS THIS YEAR

In an effort to streamline the Local Application Process for Project Applicants, the CoC Lead Agency has made the following significant changes to the process:

- Project Applicants are required to submit all application materials through the “Apply” application

software. See also Section II.E of this RFP.

- Projects applying to renew without expansion are exempt from completing the Supplemental Project Narrative section of the application, but are instead requested to submit responses to optional narrative prompts, for more information see Appendix B.

D. ELIGIBLE PROJECT APPLICANTS

In order to apply for CoC Program funding, Applicants must:

- Have submitted an Intent to Apply between Monday July 19, 2021, at 9:00 AM, and Friday July 30, 2021, at 4:59 PM CST, or between Monday August 30, 2021 at 12:00:00 AM and Tuesday August 31, 2021 at 11:59:59 PM per public posting at [thn.org/texas-balance-state-continuum-care/](https://www.thn.org/texas-balance-state-continuum-care/)
- Meet the eligibility requirements in Section V.A & V.B of the HUD NOFO <https://www.hudexchange.info/programs/e-snaps/fy-2021-coc-program-nofa-coc-program-competition/>
- Meet the threshold requirements in the Review and Scoring policy for Continuum of Care Program Funds at https://www.thn.org/wp-content/uploads/2020/12/Review-and-Scoring-Policy_11-18-20.pdf
- Propose to serve a county, or counties in the TX BoS CoC listed at <https://www.thn.org/wp-content/uploads/2020/04/TX-BoS-CoC-counties-list-2020.pdf>

II. PROJECT SCOPE OF WORK

THN is seeking proposals from agencies seeking to:

A. Administer New Projects

HUD has made \$7,304,647 of funding available to develop new projects in the Texas Balance of State Continuum of Care under the CoC Bonus and the DV Bonus. New Projects refer to those that have not been funded through the CoC Program in previous competitions; this is inclusive of Expansion Projects, which expand eligible Renewal Projects.

i. CoC Bonus

Available: \$2,304,647

Applicants can apply for the following project components:

- Permanent Housing – Permanent Supportive Housing (PSH)
- Permanent Housing – Rapid Re-Housing (RRH)
- Joint Transitional Housing and Permanent Housing – Rapid Re-Housing (Joint TH and PH-RRH)
- Supportive Services Only – Coordinated Entry (SSO-CE)

CoCs may apply for more than one CoC Bonus project, and Agencies may apply for more than one New Project.

For more information about the CoC Bonus, visit Section V.B.3.e of the HUD CoC Program

Notice of Funding Opportunity.

ii. DV Bonus

Available: \$5,000,000

Applicants can apply for the following project components:

- Permanent Housing – Rapid Re-Housing (RRH)
- Joint Transitional Housing and Permanent Housing – Rapid Re-Housing (Joint TH and PH-RRH)
- Supportive Services Only – Coordinated Entry (SSO-CE)

NOTE: Only one NEW SSO-CE project per CoC will be awarded under the DV Bonus

For more information about the DV Bonus, visit Section V.B.4.a(4) of the HUD CoC Program NOFO.

iii. Types of Projects

There are four (4) types of projects eligible for new project funding through the CoC Bonus or DV Bonus.

- Rapid Re-Housing
- Permanent Supportive Housing
- Joint Transitional Housing and Rapid Re-Housing
- Supportive Services Only-Coordinated Entry

The FY2021 HUD CoC Program NOFO specifies specific threshold factors for all new projects. Those factors can be found in the NOFO at Section 5.C.3.c also excerpted below.

a. RRH Rapid Re-Housing

All new Permanent Housing must meet 3 of the 4 criteria below

- The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
- The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.
- The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
- Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type

of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).

b. PSH Permanent Supportive Housing See Section II.A.iii.a of this RFP

c. TH/RRH Joint Transitional Housing & Rapid Re-Housing

All new Joint TH/RRH must meet 4 of the 6 criteria below

- The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
- The proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid rehousing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
- The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source
- The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply and which meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education)
- Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing)
- The project adheres to a Housing First model as defined in Section III.B.2.o of the HUD CoC Program NOFO

d. SSO-CE Supportive Services Only –Coordinated Entry

New SSO-CE projects must meet two of the 4 criteria below

- The centralized or coordinated assessment system called “Coordinated Entry in the TX BoS CoC” is easily available/reachable for all persons within the CoC’s geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC’s geographic area
- There is a strategy for advertising that is designed specifically to reach homeless persons with the highest barriers within the CoC’s geographic area

- There is a standardized assessment process
- Ensures program participants are directed to appropriate housing and services that fit their needs.

iv. Projects Prioritized by the TX BoS CoC

In addition to all other eligible projects, consistent with Section II.B.4 of the HUD CoC Program NOFO the TX BoS CoC will prioritize through scoring, two (2) types of new projects.

a. Permanent Housing that demonstrates leveraging other housing resources

These points are available for CoCs that apply for at least one new permanent supportive housing or rapid re-housing project that utilizes housing subsidies or subsidized housing units not funded through the CoC or ESG programs. Housing subsidies or subsidized housing units may be funded through any of the following sources:

- Private organizations;
- State or local government, including through the use of HOME funding provided through the American Rescue Plan;
- Public Housing Agencies, including through the use of a set aside or limited preference;
- Faith-based organizations; or
- Federal programs other than the Continuum of Care (CoC) or Emergency Solutions Grant (ESG) programs.

Applicants must demonstrate that;

For PSH, 25% of the units, or for RRH, 25% of the program participants will be supported by another subsidy as described above. Additionally, applicants must submit written documents:

- Applicants must submit letters of commitment, contracts, or other formal written documents that demonstrate the number of subsidies or units being provided to support the project on request by the CoC Lead Agency.

b. Permanent Housing that demonstrates coordination with healthcare organizations

Permanent Supportive Housing or Rapid Re-Housing project that utilizes healthcare resources to help individuals and families experiencing homelessness. Sources of health care resources include:

- Direct contributions from a public or private health insurance provider to the project, and
- Provision of health care services by a private or public organization tailored to the program participants of the project.
- Eligibility for the project must comply with HUD program and fair

housing requirements. Eligibility criteria cannot be restricted by the eligibility requirements of the health care service provider

Applicants must demonstrate through a written commitment from a healthcare organization that the value of the assistance being provided is at least,

- In the case of a substance abuse treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services; or
- An amount that is equivalent to 25 percent of the funding being requested for the project will be covered by the healthcare organization

For more information about these priorities please visit Section VII.B.6 and Section VII.B.7 of the FY2021 HUD CoC Program NOFO

B. Renewing Projects Currently Funded through the CoC Program

HUD makes available to each CoC the amount of funding needed to re-fund all currently funded projects. This amount is called the Annual Renewal Demand (ARD). The TX BoS CoC's FY 2021 estimated ARD is \$9,220,238.

For a complete list of eligible renewal projects please see the FY2021 Grant Inventory Worksheet (Appendix A)

C. Limitations on New Project Funding

To maximize the competitive advantage of the TX BoS CoC in the FY2021 CoC Program Competition, the TX BoS CoC Board, on behalf of the TX BoS CoC has adopted the following limitations and conditions on New Project applications

1. New projects may request no more than a one (1)-year grant term
2. No applications requesting capital costs (i.e., new construction, acquisition, or rehabilitation) will be accepted, considering:
 - a. Those projects must request a minimum of a 3-year grant term and may request up to a 5-year grant term, which, if awarded, would use a considerable portion (or all) of the Bonus funding available to the TX BoS CoC.
 - b. Other funding sources, such as Home Investment Partnerships Program (HOME) and HOME-ARP (American Rescue Plan) funds and U.S. Department of Agriculture's Community Facilities funds, could be used for capital costs.
3. All New Project Applicants must participate in technical assistance with CoC Lead Agency so that applicants are aware of what the CoC Program and the TX BoS CoCs requirements and expectations of projects are and that the applicant can reasonably be expected to meet

them.

D. Grant Terms

New projects in the TX BoS CoC are limited to a 1-year grant term consistent with Section V.B.3.f(1) & Section V.B.3.f(10) of the HUD NOFO.

Renewal projects, including Expansion Projects are limited to a 1-year grant term as specified in Section V.B.3.d of the HUD NOFO

E. APPLY APPLICATION SOFTWARE

Also known as SurveyMonkey Apply, Apply is the type of Grant Management Software used by Texas Homeless Network. For the first time the TX BoS CoC Local Application Process will be hosted entirely within the Apply platform. Applicants are encouraged to make use of the robust Frequently Asked Questions (FAQ) available from Apply. To access the FAQ visit <https://help.smapply.io/hc/en-us/articles/360032514674-General-Account-FAQ>

For questions related to your Apply Account password or user name issues, please contact Apply directly. THN **cannot** reset your password or retrieve your username.

For questions related to the contents of the application, please contact the staff person identified in Section I.B of this RFP. THN may offer limited technical assistance related to the navigation of the site, however, successful navigation of Apply is the responsibility of the applicant alone.

III. TIMELINE

A. SCHEDULE OF EVENTS

	Event	Date
1	Optional Interest Webinar	Friday, July 16, 2021 at 2:30 PM
2	Intent to Apply Opens	Monday, July 19, 2021, at 9:00:00 AM
3	Intent to Apply Closes	Friday, July 30, 2021, at 4:59:00 PM CST
4	Optional Preparation Webinar	Thursday, August 26, 2021 at 9:00 AM
5	Round 2 Intent to Apply Opens	Monday, August 30, 2021 at 12:00:00 AM
6	Round 2 Intent to Apply Closes	Tuesday, August 31, 2021 at 11:59:59 PM

7	Issue of RFP	Thursday, September 2, 2021 at 12:00:00 AM
8	Full Application opens in Apply	Thursday, September 2, 2021 at 12:00:00 AM
9	Required New Project Technical Assistance Begins	Friday, September 3, 2021
10	Optional Question and Answer (Q&A) Webinar & Frequently Asked Questions (FAQ) posted to thn.org	Thursday, September 9, 2021
11	Optional Question and Answer (Q&A) Webinar	Thursday, September 16, 2021
12	Required New Project Technical Assistance Ends	Friday, September 17, 2021
13	Complete Applications Due to THN via Apply	Wednesday, September 22, 2021 at 11:59:59 PM CST
14	Application Threshold Review Complete	Friday, September 24, 2021
15	Application Threshold Corrections Due	Tuesday, September 28, 2021 at 11:59:59 PM CST
16	Project Quality Review Complete	Friday, October 1, 2021
17	IRT Scores Project Application Begins	Monday, October 4, 2021
18	Project Quality Corrections Due	Wednesday, October 6, 2021 at 11:59:59 PM CST
19	Applicants Review IRT Scores	Thursday, October 21, 2021
20	Applications Are Returned to THN to Reconcile IRT Scores	Friday, October 22, 2021 at 11:59:59 PM CST
21	CoC Lead Agency Complete Project Ranking	Tuesday, October 26, 2021
22	The TX BoS CoC Board Ranks Projects and Votes On Priority Listing Ranking;	Wednesday, October 27, 2021
23	Applicants Notified Whether An Application Will Be Submitted With the 2021 Consolidated Application	Wednesday, October 27, 2021
24	Minor Corrections for New and Expansion Projects Due	Monday, November 8, 2021 at 11:59:59 PM CST
25	The TX BoS CoC Board Approves the FY2021 Consolidated Application	Wednesday, November 10, 2021
26	FY2021 Consolidated Application posted on THN's Website & Notice Sent Via the BoS News Listserv	Wednesday, November 10, 2021
27	THN Submits Consolidated Application	Monday, November 15, 2021
28	Consolidated Applications Due to HUD	Tuesday, November 16, 2021 at 8:00:00 PM EST

B. EXPLANATION OF EVENTS

The items in Section III.A are intended to communicate the scope of the TX BoS CoC Local Application process. Items in **bold** font, are intended to draw attention to important dates in the process. A further explanation of key activities in the process is below.

i. INTENT TO APPLY

Applicants to the TX BoS CoC Local Application Process, must submit an intent to Apply. This step can be accessed at <https://thncompetition.smapply.io/prog/lst/>.

ii. INFORMATIONAL WEBINAR

An interest webinar was hosted on Friday July 16, 2021. A second preparation webinar was hosted on Thursday August 26, 2021. These webinars are optional and can be accessed in full by visiting the links below

[Friday July 16, 2021](#)

[Thursday August 26, 2021](#)

iii. ISSUANCE OF RFP

Texas Homeless Network issues the RFP on behalf of the Texas Balance of State Continuum of Care. This document and the Appendices, represent the entirety of the RFP. Any question related to the content or process of this RFP or any part thereof should be directed to the contact person in Section I.B of this RFP

iv. REQUIRED TECHNICAL ASSISTANCE

All New Project Applicants are required to register and attend one (1) 30-minute Technical Assistance session. This requirement applies to all New Project Applicants, including Expansion Applications. That is, any new project, including expansion project, must engage with CoC Lead Agency to clarify understanding of allowable activities and eligible costs under the CoC Program Interim Rule at 24 CFR Part 578_

<https://www.ecfr.gov/cgi-bin/text-idx?SID=72020cc48b05f20b9bf323709523dfdb&mc=true&node=pt24.3.578&rgn=div5>

New Project Applicants may register for any open time by completing this request: <https://calendly.com/jim--tx-607/coc-program-new-project-technical-assistance?month=2021-09&date=2021-09-16>

The agenda for all TA sessions is below.

1. A detailed description of the entire scope of the proposed Project

2. Whether these activities are eligible (24 CFR 578 Subpart D)
3. A detailed description of the proposed Supportive Services
4. Whether the proposed Supportive Services are eligible costs (24 CFR 578.53)
5. How the applicant will meet the matching requirements (24 CFR 578.73)
6. General Technical Assistance related to the Application or CoC Program

Participation in these meetings is a required activity. Any New Project Applicant that does not attend a TA session, and submits an application for review will be rejected at the time of the Threshold Review and will not advance to the remainder of the review, scoring or ranking process. These meetings are intended to support and encourage New Project Applicants to submit high quality, applications eligible for funding, and decrease required corrections after submission.

v. FULL APPLICATION STAGE

The Full Application opens on Thursday, September 2, 2021 at 12:00:00. The components of the full application stage can be found in Attachment B of this RFP. There are two major components of the Full Application, “Apply” and “e-snaps”. For more information on Apply, see Section II.E of this RFP.

E-snaps is the Grant Management Software used by HUD. Applicants must complete an application in e-snaps and then export and upload the completed e-snaps project application to Apply. HUD will evaluate projects based on the Applicant’s e-snaps application and the application’s relative ranking in the CoC’s Priority Listing submitted as part of the CoC’s Consolidated Application. The importance of close attention to detail as it relates to the e-snaps application cannot be overstated. Applicants are highly encouraged to consult reference materials published by HUD on the HUDexchange.

https://www.hud.gov/program_offices/comm_planning/coc/competition

NOTE: Applicants must consult the relevant New or Renewal Project Detailed Instructions for the e-snaps application. The e-snaps application upload to Apply is a **scored** component of the TX BoS CoC Local Application Process. Failure to reference the Detailed Instructions while completing the e-snaps application may result in a lower overall application score in the Local Application Process. Applicants can access the Detailed Instructions at <https://www.thn.org/texas-balance-state-continuum-care/continuum-care-program/>

vi. OPTIONAL Q&A WEBINARS & FREQUENTLY ASKED QUESTIONS

CoC Lead Agency Staff will host two (2) open format Q&A webinars during the Local Application Process. These webinars are optional, and will be recorded and posted to <https://www.thn.org/texas-balance-state-continuum-care/continuum-care-program/#comp-app-materials> for review by all applicants. There is no agenda for these webinars. These webinars are intended to supplement, not replace the required technical assistance for new applicants.

In addition to the Optional Q&A webinars, CoC Lead Agency Staff have published a Frequently

Asked Questions document that can be accessed by following the link below.

<https://docs.google.com/spreadsheets/d/1n2Eg4WpVZvy0A8olk2q1VtTZjhAkdJswEJIW4mtyB3w/edit?usp=sharing>

vii. SUBMISSION OF PROJECT APPLICATIONS

All applicants must submit a completed project application in Apply by Wednesday September 22, 2021. The content in Apply represents the complete project application. THN will not accept late or incomplete submissions. For more details regarding the content of the Apply application portal, please see Appendix B. Applicants should also review Section IV.C of this RFP.

viii. APPLICATION REVIEW PROCESSES

All applications will go through two (2) standard review processes. Those review processes are explained below.

a. Threshold Review

This review occurs in Stages. At the submission of the Intent to Apply, Staff review each application to verify the following,

- Applicants must be nonprofit organizations, states or local governments, or instrumentalities of state and local governments, including Public Housing Authorities
- Applicants must have an active SAM Registration
- Applicants must have an active DUNS Number
- The Applicant must have no outstanding delinquent federal debts

Applicants that do not meet the above criteria will be rejected in Apply and notified in writing that they are ineligible and therefore will not get access to the full application.

Upon submission of the full application, Staff will review the following,

- That the proposed Project will serve a county, or multiple counties in the Texas Balance of State Continuum of Care
- Applicants must have a financial management system that meets Federal standards as described at 2 CFR 200.302, as demonstrated by e-snaps upload
- The Application must contain completed Certification Regarding Lobbying and Disclosure of Lobbying Activities (SF-LLL) as demonstrated by e-snaps upload
- The Application must contain a Code of Conduct or the Applicant's Code of Conduct must be on file with the Federal Government as demonstrated by e-snaps upload

During this review process, CoC Lead Agency Staff will review each application for completeness. Completeness means that all required signatures are present, that the applicant uploaded valid attachments that are responsive to the prompts in Apply, and that there are no obvious discrepancies in the application that would limit the ability of

the Reviewers to score the application. CoC Lead Agency Staff will contact Applicants to request specific corrections consistent with the [TX BoS CoC Review and Scoring Policy](#). Project Applicants with applications requiring corrections must submit corrections in Apply by **Tuesday September 28, 2021 at 11:59:59 PM**. Specific corrective actions and instructions for re-submission will be communicated by Staff, dependent on the deficiency identified.

b. **Project Quality Review**

All projects that pass the Threshold Review will then undergo a Quality Review conducted by CoC Lead Agency Staff. This review focuses on the e-snaps project application upload. Through the Quality Review process, CoC Lead Agency staff are ensuring that the Project Applicant followed the detailed instructions provided by HUD, that there is consistency throughout the Application, and that the Applicant's responses address all parts of the questions.

If staff identify deficiencies in the Project Application or the supporting documents uploaded to Apply during the Quality Review, the Application will be amended back to the Applicant both in Apply, and in e-snaps (if required). Staff will notify both the Authorized Representative and the Person to Contact Regarding the Application in writing to resubmit the Application for consideration. Applicants will have 72 hours to correct the identified deficiencies. The last day for Quality Review corrections to be submitted to THN is Wednesday, October 6, 2021, at 11:59:59 PM

IV. APPLICATION PREPARATION AND SUBMISSION

These instructions outline the guidelines governing the format and content of the application and the approach to be used in its development and presentation.

A. **NUMBER OF RESPONSES**

Eligible entities may submit Project Applications for CoC Program Funding; there is no limit to the number of applications a Project Applicant may submit. The Project Applicant will enter into an agreement with HUD if awarded and will be responsible for the deliverables and terms specified in the agreement(s).

B. **APPLICATION FORMAT**

Project Applicants must submit the Application Packet through Apply. Apply is the TX BoS CoC Grant Management Software used for competitive funding applications. Organizations must have a primary and secondary authorized official in order to submit an application in Apply. There is no cost to create an account in Apply. It is the sole responsibility of the applicant to understand, and plan for challenges that can arise from the use of software-based application processes. Where applicable, attachments must follow the attachment requirements, which are clearly communicated in the software and Attachment B of this RFP.

Application consistency is paramount. Please use the EXACT same naming conventions from e-snaps and in Apply, and on all supporting documentation. For example, if you named the project “Looking Forward” in Apply, there should be a corresponding “Looking Forward” e-snaps application upload. Inconsistency in naming conventions will slow the entire process for all applicants. Please follow the naming conventions for the attachments in e-snaps, where applicable. HUD prescribes naming conventions in the Detailed Instructions, and applications that do not follow these instructions will be returned for corrections.

C. APPLICATION COMPONENTS AND CHECKLIST

NOTE: All Items below must be submitted in Apply during the Full Application stage

i. The Application for **New Project Applicants** Contains:

No.	Component	Format
0.	Intent to Apply	Apply
1	Supplemental Project Narrative	Apply
2	Monitoring Certification	Apply
2a	<i>Optional</i> Monitoring Report	Apply Document Upload
3	Letters of Support	Apply Document Upload
4	Certification of Consistency with the Consolidated Plan	Apply Document Upload
5	e-snaps Applicant Profile	Submitted in e-snaps and Submission exported to Apply
6	e-snaps Project Application, with all required attachments	Submitted in e-snaps and Submission exported to Apply

ii. The Application for **Renewal Project Applicants** contains:

No.	Component	Format
0	Intent to Apply	Apply
1	<i>Optional</i> Supplemental Project Narrative	Apply
2	Monitoring Certification	Apply
2a	<i>Optional</i> Monitoring Report	Apply Document Upload
3	Letters of Support	Apply Document Upload
4	Certification of Consistency with the Consolidated Plan	Apply Document Upload
5	e-snaps Applicant Profile	Submitted in e-snaps and Submission exported to Apply
6	e-snaps Project Application, with all required attachments	Submitted in e-snaps and Submission exported to Apply

D. APPLICATION REQUIREMENTS

All applications must include the information requested in Section IV.C.1 or Section IV.C.2 as applicable. THN may, at its discretion, request additional documentation outside of Apply to validate the response to any question in Apply or in e-snaps.

E. EVALUATION

A. SCORING

Scoring is the primary method of evaluation for all CoC Program Applications in the TX BoS CoC. New Project Applications including expansions are scored using the Application Score Cards (Appendix C) for the project type. Renewal Project Scorecards are also listed in Appendix C, however not all renewal projects are scored. Those renewal projects with less than 12 months of data, or for those that are the only project of the type, are exempted from the scoring process and are “held harmless” as provided for in the TX BoS CoC Review and Scoring Policy. Projects that are held harmless will be included in the FY2021 CoC Program Priority Listing in the FY2019 ranked order as submitted in the [FY2019 TX BoS CoC Priority Listing](#). Projects held harmless are indicated by a “Y” on Column W of Attachment A.

Renewal Projects will be evaluated on a rolling 12 month basis. For the FY2021 TX BoS CoC Local Application Process, the review period is August 1, 2020 –July 31, 2021. CoC Lead Agency Staff will begin the process of completing the Local Application Process Renewal Scorecards Monday October 4, 2021.

B. INDEPENDENT REVIEW TEAM

The Independent Review Team (IRT), is a group of TX BoS CoC Stakeholders assembled for the sole purpose, of reviewing the FY2021 CoC Program Applications in the Balance of State CoC. IRT recruitment is focused on direct service staff, people with lived experience of homelessness, and people that live and/or work in the Balance of State CoC. IRT members sign a Conflict of Interest disclosure prior to review of any application materials and undergo training to successfully carry out this important role. Per the Review and Scoring Policy, each New Project application is reviewed by two (2) IRT members, and their scores are averaged in order to create a final score.

CoC Lead Agency Staff will share the results of the IRT evaluation with Project Applicants via Apply on Thursday October 21, 2021. Project Applicants may request changes to questions that are objective and that the Project Applicant thinks received an incorrect score. For example, the reviewer did not score an applicant response to a question, reducing the average score for that question. CoC Lead Agency Staff will review the applicant response to IRT scoring and reconcile scores where appropriate. CoC Lead Agency Staff will not consider any information that was not included in the applicant’s original response to the question. Requests for reconsideration must be submitted to THN by **Friday October 22, 2021 at 11:59:59 PM CST**

C. RANKING

The TX BoS CoC Staff rank projects using the [TX BoS CoC Ranking Policy](#) and present the proposed ranking scenarios to the CoC Board. When the CoC Board votes on the ranking, the CoC Lead Agency Staff will promptly notify Applicants of the results and whether a specific project will be submitted with the 2021 Consolidated Application.

D. GRIEVANCES

Project Applicants must adhere to the Grievance Policy below.

Grievances must be written on Applicant's letterhead, addressed to the TX BoS CoC Board, and received by THN at txboscoc@thn.org no later than 24 hours after the notification that indicates that the application will not be included in the CoC's Priority Listing (which is estimated to be Thursday, October 28, 2021 at 4:59:59 PM) See Appendix D Grievance Policy for more information about the remedies available to applicants in the CoC Program Competition.

Grievances should reference a specific policy that was violated, and a proposed remedy. Grievances that do not satisfy these conditions will not be considered. The CoC Board will make the final decision about the Grievance on Monday, November 1, 2021 at 4:59:59 PM. The board's decision regarding any grievance will be communicated to the applicant in writing by Jim Ward, Director of Planning.

E. MINOR CORRECTIONS OR ADDITIONAL INFORMATION

Applicants with projects selected for inclusion in the TX BoS CoC's Priority Listing may be solicited for minor corrections or additional information about the project after applicants are notified whether an application will be submitted with the 2021 Consolidated Application. Examples of minor corrections could be;

- i. A typo in the Project's Certification of Consistency with the Consolidated Plan
- ii. Typos or errors in the e-snaps project application

Regardless of the specifics of the minor correction, or number of corrections required, or information requested, all responses to these requests must be submitted to THN for inclusion in the Priority Listing no later than Monday, November 8, 2021, at 11:59:59 PM.

F. AWARD

HUD will select and notify applicants of the overall outcome of the FY2021 CoC Program Competition via a Notice of Conditional Award. These announcements usually occur anywhere from January-March of the year following the competition. Once applicants are notified by HUD that the project has been selected, CoC Lead Agency Staff will contact the authorized primary and secondary contacts to collect a signature on the CoC Expectations Form, and schedule "Start-up" Technical Assistance.

Satisfying the Terms and Conditions of the Notice of Conditional Award is the sole responsibility of the Applicant, however, CoC Lead Agency Staff are available to provide support and guidance through this process. Often, the post-award phase of the project can take several months or longer depending on the conditions placed on the award. To learn more about the post-award process and what to expect, [please visit this link](#). Given the potentially lengthy nature of the post-award process, applicants that are selected for inclusion in Tier 2 of the CoC's priority listing are encouraged to "Act as-if" and begin preparing for award upon conclusion of the TX BoS CoC Local Application Process. CoC Lead Agency Staff are available to assist with this process if requested

G. APPENDICES

Appendix A

Field Office:	Fort Worth
CoC Number:	TX-607
CoC Name:	Texas Balance of State CoC
CA Name:	Texas Homeless Network
CoC's ARD (Estimated):	\$9,220,238

Applicant and Project Information			Current Budget Line Item Amounts						Unit Configuration		Held Harmless
Applicant Name	Project Name	Project Component	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMIS	Admin	FMR or Actual Rent	Total ARA	
Mid-Coast Family Services, Inc.	Next Step Combined	PH	\$493,933	\$0	\$168,288	\$84,738	\$10,624	\$31,000		\$788,583	
Giving HOPE, Inc.	Turning Point-Combined	PH	\$305,670	\$0	\$100,761	\$3,823	\$0	\$38,346		\$448,600	
Denton County MHMR Center	Connections PSH FY2019 Cor	PH	\$0	\$444,288	\$214,544	\$0	\$0	\$55,280	Actual Rent	\$714,112	
The Gulf Coast Center	FY19 GCC Permanent Housing	PH	\$0	\$371,712	\$201,528	\$0	\$0	\$50,199	FMR	\$623,439	
Neighborhood Development	Homeless to Homes Program	PH	\$0	\$0	\$33,528	\$155,569	\$0	\$7,076		\$196,173	
City of Texarkana	Texarkana Homeless Coalition	PH	\$0	\$139,356	\$68,000	\$0	\$0	\$7,063	FMR	\$214,419	
Women Opting for More Affordable Housing	WOMAN, Inc. Rapid Re-Housing	PH	\$0	\$102,108	\$15,545	\$0	\$0	\$6,943	FMR	\$124,596	
The Salvation Army, a Georgia Affiliate	Project Bridge Rapid Rehousing	PH	\$0	\$185,520	\$99,631	\$0	\$15,600	\$14,763	FMR	\$315,514	
Abilene Hope Haven, Inc.	Hope Housing Services	PH	\$0	\$183,216	\$76,174	\$0	\$1,400	\$15,641	FMR	\$276,431	
Odessa Links, Inc.	Project HOPE FY 2019	PH	\$0	\$239,904	\$51,750	\$0	\$0	\$17,826	FMR	\$309,480	
Families In Crisis, Inc.	FIC_RRH_KILLEEN_FY19_CONTRACT	PH	\$0	\$468,720	\$165,033	\$0	\$0	\$56,501	FMR	\$690,254	
Shelter Agencies For Families	HUD RAPID REHOUSING 3	PH	\$0	\$135,168	\$33,358	\$0	\$0	\$10,687	FMR	\$179,213	
Homeless Network of Texas	TX BoS CoC HMIS Project FY 2019	HMIS	\$0	\$0	\$0	\$0	\$452,200	\$45,218		\$497,418	Y
Lubbock Open Door	Lubbock Open Door PSH Contract	PH	\$0	\$659,700	\$604,825	\$0	\$3,090	\$101,265	FMR	\$1,368,880	
The Salvation Army, a Georgia Affiliate	Transforming Lives	PH	\$0	\$93,264	\$62,500	\$0	\$5,716	\$0	FMR	\$161,480	
Sabine Valley Regional MHMR	Fredonia Homeless and Disasters	PH	\$0	\$154,440	\$73,438	\$0	\$0	\$12,504	FMR	\$240,382	
The Salvation Army - Temple	The Salvation Army - CoC Rapid Rehousing	PH	\$0	\$120,792	\$36,976	\$0	\$0	\$10,834	FMR	\$168,602	
Abilene Hope Haven, Inc.	Hope Housing Services-PSH	PH	\$0	\$124,956	\$77,100	\$0	\$350	\$19,355	FMR	\$221,761	
United Way of Denton County	Denton County Coordinated Entry	SSO	\$0	\$0	\$112,660	\$0	\$0	\$11,266		\$123,926	Y
The Salvation Army - Temple	The Salvation Army - CoC Permanent Housing	PH	\$0	\$98,352	\$39,480	\$0	\$0	\$12,665	FMR	\$150,497	
Mid-Coast Family Services, Inc.	Pathways	Joint TH & PH-RRH	\$65,496	\$91,008	\$73,054	\$18,500	\$10,624	\$24,800	FMR	\$283,482	Y
Housing Authority of the City of Laredo	Laredo Housing Authority Rapid Rehousing	PH	\$0	\$94,656	\$105,823	\$0	\$13,550	\$20,107	FMR	\$234,136	Y
City of San Angelo	COSA Rapid Rehousing	PH	\$0	\$91,440	\$75,000	\$0	\$900	\$15,930	FMR	\$183,270	Y
The Children's Center, Inc	TCCI Pelican Island COC Project	Joint TH & PH-RRH	\$37,056	\$85,728	\$134,839	\$6,766	\$0	\$25,277	FMR	\$289,666	Y
Christian Community Action	Rapid Rehousing and Rescue	PH	\$0	\$312,504	\$73,420	\$0	\$0	\$30,000	FMR	\$415,924	Y

Appendix B

Submission of Project Applications

The use of Grant Management Software is new for the FY2021 TX BoS CoC Program Local Application Process. In prior years, applicants submitted application materials to THN for review and assessment through a variety of methods, almost always involving some back and forth between the parties. This year, the entire application process will be hosted online at <https://thncompetition.smapply.io/prog/>. This site is known as "Apply". Apply will prompt the user for the required application materials, including all required uploads however, it is the responsibility of the Applicant to understand the selections, and how to submit the required materials. THN can assume no responsibility whatsoever for user error, or technical difficulties that may occur. Users can make multiple submissions. The following page details the variety of information that Applicants will be required to complete in Apply, or upload to Apply.

NEW/RENEWAL PROJECT APPLICATION PACKET

Required Application Component	Upload Required?	File Naming Convention	NOTES
Pre-Application			
<p style="text-align: center;">Intent to Apply</p> <p>All Applicants must submit an Intent to Apply in Apply.. The Intent to Apply stage is required to successfully submit a complete application.</p>	No	N/A	<p>Applicants may modify details of the final application from the details given in the Intent to Apply by contacting txboscoc@thn.org. However, an Intent to Apply must be submitted to access the full application</p>
Full Application			
<p>Supplemental Project Narrative</p> <p>All Applicants, regardless of application type are required to submit a Supplemental Project Narrative (SPN).</p> <ul style="list-style-type: none"> • Letters of Support: Applicants must upload either: <ul style="list-style-type: none"> ○ Letter of support from the Local Homeless Coalition (LHC) Chair, OR Where there is no LHC, 2 letters of support from community stakeholders 	Yes	<p>LHC Letter of Support_ Applicant Name_Project Name</p> <p>OR</p> <p>Stakeholder Letter of Support_ Applicant Name_Project Name</p>	<p>The system will display a supplemental Project Narrative based on responses to prompts in the Intent to Apply. If a project changes scope (ie: Component Type) between the Intent to Apply, and the full Application deadline, please contact Jim Ward, Director of Planning at jim@thn.org for assistance</p>
<p>Monitoring Report</p> <p>Applicants that have been monitored by a State or Federal Agency in the last three years, and that monitoring resulted in a finding, are required to upload the monitoring report for review. Applicants without a monitoring or finding in the last 3 years are exempted from this upload.</p>	Optional	<p>Monitoring Report_ Applicant Name_Project Name</p>	<p>Triggered by certain Applicant responses to the Monitoring History Task of the Full Application Stage.</p>

<p>Esnaps Applicant Profile Esnaps is HUD's Grant Management Software Applicants must upload the Agency's submitted Applicant Profile from esnaps into Apply.</p> <p>The Authorized Contact from the Applicant Profile submitted to HUD must be consistent with the information of the Authorized Contact in Apply. Inconsistencies in the information contained in both systems may result in missed communication from THN or HUD or an application returned to the applicant for corrections before advancing to the next stage in the process.</p> <p>All Applicants are asked to add, Eric Samuels, President & CEO, Texas Homeless Network as a registrant. User name: THN Email: Eric@thn.org Please contact Jim Ward Director of Planning, at jim@thn.org if you require assistance or have further questions.</p> <p>All applicants are highly encouraged to utilize available HUD resources to set up, maintain, or update the Applicant Profile. Those resources are linked below:</p> <p>Project Applicant Profile Navigational Guide https://files.hudexchange.info/resources/documents/Project-Applicant-Profile-Navigational-Guide.pdf NOTE: p.38 of the resource above gives instructions to export the Applicant Profile as a PDF</p>	<p>Yes</p>	<p>Applicant Profile Applicant Name_Project Name</p>	<p>Esnaps can be accessed at https://esnaps.hud.gov/grantium/frontOffice.jsf</p> <p>Please be aware that THN does not maintain the esnaps portal, and it has been known to go down, at the <u>worst</u> possible time. Applicants are encouraged to set the Applicant Profile up as soon as possible.</p> <p>All Agencies must have an approved Code of Conduct on file with HUD. If your Agency is not on the list linked below, you must attach a code of conduct to your applicant profile. https://portal.hud.gov/hudportal/HUD?src=/program_offices/spm/gm/omgmt/grantsinfo/conduct</p>
<p>Esnaps Project Application Applicants must upload a submitted esnaps Project Application to Apply.</p> <p>This is a scored section of the CoC's application process, therefore it is critical that the responses to the questions asked in</p>	<p>Yes</p>	<p>Esnaps application_submitted_ Applicant Name_Project Name</p>	<p>Apply will not prevent the applicant from uploading an incomplete esnaps application. It is the responsibility of the applicant to ensure that the esnaps application is</p>

<p>the esnaps Project Application are responsive to the question asked. Applicants must use the esnaps Project Application Detailed Instructions, and Navigational guide to answer questions completely.</p>			<p>complete and submitted prior to uploading and submitting to Apply.</p>
<p>Certification of Consistency with the Consolidated Plan <u>All</u> Applicants are required to submit Certification of Consistency with the Consolidated Plan, HUD-2991 (Appendix E)</p> <p>Blank certificates are available for download in Apply</p>		<p>Certificate_Consistency_ Applicant Name_Project Name</p>	<p>To determine whether a project is in a local Consolidated Planning jurisdiction please visit this link: https://www.hudexchange.info/programs/consolidated-plan/consolidated-plan/aaps-capers/ If a project is located outside of a Consolidated Planning jurisdiction, please contact Elizabeth.yevich@tdhca.state.tx.us</p> <p>NOTE: It is the responsibility of the Applicant to ensure that the Certificate of Consistency is completed correctly. THN will not accept a certificate that is incomplete, unsigned, or contains other errors. THN is unable to submit an application on your behalf without a Certificate of Consistency</p>
<p>Written commitment from other Housing Provider</p>	<p>OPTIONAL</p>	<p>Written_Commitment_Housing_ Applicant Name_Project Name</p>	<p>Optional upload triggered by certain responses in the RRH and PSH New Project Applications</p>
<p>Written commitment from other Healthcare Resource</p>	<p>OPTIONAL</p>	<p>Written_Commitment_Healthcar e_ Applicant name_Project Name</p>	<p>Optional upload triggered by certain responses in the RRH and PSH New Project Applications</p>

Appendix C

IRT - Expansion - Permanent Supportive Housing (PSH)

Section 1- Project Description - Total 20 points

Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0
• 1
• 2

Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0
• 1
• 2
• 3
• 4
• 5
• 6
• 7
• 8

Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0
• 1
• 2

Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0
• 1
• 2
• 3
• 4

Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0
• 1

If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0
• 1
• 2
• 3

Total Score Section 1: {{ SUM(S1_Q1.score) }}

Section 2- Supplemental Project Narrative -


A. Agency Capacity Questions

1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

Organization has been functioning for 5 years • 0
• 1

1 pt for every additional year • 0
• 1
• 2
• 3
• 4

Reviewer notes _____


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Comparable Database data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes _____

 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, there is no LHC in the community, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes _____


 B. Component Specific Questions For Renewal Projects

 1. Please describe how project participants provide input for project design and work to develop the project and services offered throughout the life of the project, not just at implementation

Examples of a robust system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc.. (2 pts)


Score • 0
• 1
• 2

Reviewer notes _____

 2. Calculate the current rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into permanent housing while in the program, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator,(d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing placements for participants.


Not scored, informative only

Reviewer notes _____

 3. Calculate the current rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator, (d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing retention for participants.

Not scored, informative only

Reviewer notes _____

 4. Describe how this project works to ensure that participants are assisted to quickly (within 30 days) move into permanent housing.


(3 pts)

Applicant describes assisting participants with housing location services (1pt) • 0
• 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt) • 0
• 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0
• 1


Reviewer notes _____

 5. Does the project serve particularly vulnerable subpopulation(s), and, if so, which subpopulation? How does the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0
• 1
• 2

Reviewer notes _____

 6. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score

- 0
- 1
- 2

Reviewer notes _____

 7. Please describe the project's participation in the Coordinated Entry process.

(3pts)

Participates in Community By Name Client Staffing (1pt)

- 0
- 1


Participated in the Coordinated Entry Planning Entity (1pt)

- 0
- 1

Applicant agrees to only enroll participants referred by the Coordinate Entry Process (1pt)

- 0
- 1

Reviewer notes _____


 8. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access and maintain their housing and connect to other services?(1 pt)

Score

- 0
- 1

Reviewer notes _____


 9. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (2 pts)

Score

- 0
- 1
- 2

Reviewer notes _____


 10. Does the project impose restrictions on length of participation beyond that which would be mandated by HUD? (E.g. less than 24 months of rental assistance for RRH or any restriction on length of project participation for PSH)

Does the project applicant describe restrictions on length of participation? If so, 0 points.

Score


- 0
- 5

Reviewer notes _____

 11. Please describe any service requirements for participants to maintain services. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes _____


 12. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants?(1 pt)

Score

- 0
- 1


Reviewer notes _____

 13. Describe how the project disseminates the availability of mainstream resources and other assistance information to project participants and how often.

Does the project propose a detailed plan to provide information on mainstream resources to participants?(1 pt)

Score • 0
• 1


Reviewer notes _____

 14. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score • 0
• 1

Reviewer notes _____

 15. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.

Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score • 0
• 1

Reviewer notes _____

 Permanent Supportive Housing Specific Questions for Renewal Applicants

 I. Please describe the project's Move Up/ Moving On policy and implementation plan?

(5 pts)

Does the project have an identified Move Up/ Moving On policy to assist participants who no longer need the intensive supportive services offered by PSH? (2 pts) • 0
• 1
• 2

Does the project have an identified source of ongoing permanent housing rental assistance for participant once they exit the project? (3 pts) • 0
• 1
• 2
• 3

Reviewer notes _____


 II. Please describe any formal agreements between your agency and other community partners to meet participant needs.

(4pts)

Does the agency have a formal agreement such as a MOU? If "yes", 1 point (2pts) • 0
• 1
• 2

Does the agency identify how this MOU allows for increased services to participants beyond what the agency offers the general public? (2pts) • 0
• 1
• 2

Reviewer notes _____


 III. Please describe the data and rational used to decide if the project would be "100% Dedicated" or "DedicatedPLUS".Did the project applicant identify specific data sources and data for it's decision to choose 100% Dedicated over Dedicated Plus?

(3 pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes _____

 Please reference the Supplemental Project Narrative for the availability of the following documents, Please attach the project's Housing First policy from Project's Policies and Procedures document and provide the referencing page number
(3 pts)


Evidence of a Housing First Policy? (1pt)

- 0
- 1

Does the policy align with the Project Application answers for questions 3B. 3a-d of the Project Application? (2 pts)

- 0
- 1
- 2


Reviewer notes _____

 Case managers should have access to transportation they can use to assist participants to obtain and sustain their housing. Please attach relevant policies that govern participant transportation by the Agency for both owned and personal vehicles
Evidence that the project staff can provide transportation services to participants? (3 pts)


Score

- 0
- 1
- 2
- 3

Reviewer notes _____

 Please attach the project's participant contract or service agreement.
Not scored, informative only


Reviewer notes _____

 The TX BoS CoC is committed to working to avoid participant terminations whenever possible, and making every effort to avoid homelessness for terminated participants. Please describe when it would appropriate for a project to terminate a participant from services. Please attach relevant policies from the project's Policies and Procedures document.
Not scored, informative only

Reviewer notes _____

 Expansion Project Questions

Project Applicants are prohibited from using the expansion process to provide existing program participants with the same housing and services funded by the CoC Program that they are currently receiving.


 I. How will the expanded project serve new program participants?

Does the applicant describe how the project expansion will enable the project to serve a greater number of participants? (5pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5


Reviewer notes _____

 II. How will the expanded project provide new or existing program participants with an expanded level of services?

Will this expansion enable projects to better serve current participants? Does the project applicant describe which projects will be expanded? (5pts)

- Score
- 0
 - 1
 - 2
 - 3
 - 4
 - 5

Reviewer notes _____

 III. How did the applicant determine that a project expansion was needed to meet or exceed the inflow of individuals experiencing homelessness into their system? What data sources were used to make this determination?

Does the applicant identify the current community needs that justify expansion of their current project and identify data points supporting these needs? (10pts)

- Score
- 0
 - 1
 - 2
 - 3
 - 4
 - 5
 - 6
 - 7
 - 8
 - 9
 - 10


Reviewer notes _____

 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

- Score
- 0
 - 10


Reviewer notes _____


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?

Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

- Score
- 0
 - 10

Reviewer notes _____

 Total Score Section 2: {{ SUM(S2_Q1.score,S2_Q2.score,S2_Q3.score,S2_Q4.score,S2_Q5.score,S2_Q6.score,S2_Q7.score,S2_Q8.score,S2_Q9.score,S2_Q10.score,S2_Q11.score,S2_Q12.score,S2_Q13.score,S2_Q14.score,S2_Q15.score,S2_Q16.score,S2_Q17.score,S2_Q18.score,S2_Q19.score,S2_Q20.score,S2_Q21.score,S2_Q22.score,S2_Q23.score,S2_Q24.score,S2_Q25.score) }}

 Overall Score: {{ SUM(S1_Q1.score,S2_Q1.score,S2_Q2.score,S2_Q3.score,S2_Q4.score,S2_Q5.score,S2_Q6.score,S2_Q7.score,S2_Q8.score,S2_Q9.score,S2_Q10.score,S2_Q11.score,S2_Q12.score,S2_Q13.score,S2_Q14.score,S2_Q15.score,S2_Q16.score,S2_Q17.score,S2_Q18.score,S2_Q19.score,S2_Q20.score,S2_Q21.score,S2_Q22.score,S2_Q23.score,S2_Q24.score,S2_Q25.score,S2_Q26.score,S2_Q27.score) }}

IRT - Expansion - Rapid Re-Housing

Section 1- Project Description - Total 20 points

Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0
• 1
• 2

Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0
• 1
• 2
• 3
• 4
• 5
• 6
• 7
• 8

Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0
• 1
• 2

Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0
• 1
• 2
• 3
• 4

Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0
• 1

If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0
• 1
• 2
• 3

Total Score Section 1: {{ SUM(S1_Q1.score) }}

Section 2- Supplemental Project Narrative -


A. Agency Capacity Questions

1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

Organization has been functioning for 5 years • 0
• 1

1 pt for every additional year • 0
• 1
• 2
• 3
• 4


Reviewer notes _____

 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking (or will take if awarded) from the following list.

1 point per action the organization is taking (5 pts)

- Score
- 0
 - 1
 - 2
 - 3
 - 4
 - 5


Reviewer notes _____

 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

- Score
- 0
 - 1
 - 2
 - 3
 - 4
 - 5


Reviewer notes _____

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

- Evidence of data driven decision making (1pt)
- 0
 - 1
- Point in Time Count (PIT) data (1pt)
- 0
 - 1
- Housing Inventory Count (HIC) (1pt)
- 0
 - 1
- HMIS or Comparable Database data (1pt)
- 0
 - 1
- local data (1pt)
- 0
 - 1

Reviewer notes _____


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.

(4 pts)

- Score
- 0
 - 1
 - 2
 - 3
 - 4


Reviewer notes _____

 B. Component Specific Questions For Renewal Projects

 1. Please describe how project participants provide input for project design and implementation throughout the life of the project. Examples of a robust system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc.. (2 pts)


Score • 0
• 1
• 2

Reviewer notes _____

 2. Calculate the current rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into permanent housing while in the program, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator,(d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing placements for participants.


Not scored, informative only

Reviewer notes _____

 3. Calculate the current rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: (numerator/denominator)x100)= percentage of participants, (c) define the numerator and denominator, (d) explain what data sources were used to identify those amounts, and (e) describe efforts of the project to increase the rate of housing retention for participants. .

Not scored, informative only


Reviewer notes _____

 4. Describe how this project works to ensure that participants are assisted to quickly (within 30 days) move into permanent housing.

(3 pts)

Applicant describes assisting participants with housing location services (1pt) • 0
• 1
Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt) • 0
• 1
Applicant identifies a goal of 30 or fewer days (1pt) • 0
• 1

Reviewer notes _____

 5. Does the project serve particularly vulnerable subpopulation(s), and, if so, which subpopulation? How does the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0
• 1
• 2

Reviewer notes _____

 6. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0
• 1
• 2

Reviewer notes _____

 7. Please describe the project's participation in the Coordinated Entry process.

(3pts)


Participates in Community By Name Client Staffing (1pt) • 0
• 1

Participates in the Coordinated Planning Entity • 0
• 1

Applicant agrees to only enrolled participants referred by the Coordinate Entry Process (1pt) • 0
• 1

Other • 0
• 1


Reviewer Notes _____

 8. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (1 pt)

Score • 0
• 1


Reviewer notes _____

 9. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (2 pts)

Score • 0
• 1
• 2


Reviewer notes _____

 10. Does the project impose restrictions on length of participation beyond that which would be mandated by HUD? (E.g. less than 24 months of rental assistance for RRH or any restriction on length of project participation for PSH)

Does the project applicant describe restrictions on length of participation? If so, 0 points.


Score • 0
• 5

Reviewer notes _____

 11. Please describe any service requirements for participants to maintain services. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes _____


 12. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.

Does the project propose a detailed plan to keep staff informed of mainstream resources for participants?(1 pt)

Score

- 0
- 1

Reviewer notes _____


 13. Describe how the project disseminates the availability of mainstream resources and other assistance information to project participants and how often.

Does the project propose a detailed plan to provide information on mainstream resources to participants?(1 pt)

Score

- 0
- 1

Reviewer notes _____


 14. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.

Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score

- 0
- 1

Reviewer notes _____


 15. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.


Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score

- 0
- 1

Reviewer notes _____

 Rapid Re Housing Specific Questions for Renewal Applicants


 I. Please describe how your project determines the amount of rental assistance to provide participants?

Does the project propose to support participant with a "progressive engagement" model of rental assistance? Does assistance vary over time in order to match the participant needs, as opposed to a set amount throughout the participant's enrollment? If so, points. (5pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(5pts)


Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for application costs, transport participants to meet landlords, cover unit damages (3pts)

- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (2pts)

- 0
- 1
- 2


Reviewer notes _____

 Please reference the Supplemental Project Narrative for the availability of the following documents, Please attach the project's Housing First policy from project's Policies and Procedures document

(3 pts)

- Evidence of a Housing First Policy? (1pts)
 - 0
 - 1
- Does the policy align with the Project Application answers for questions 3B. 3a-d of the Project Application? (2pts)
 - 0
 - 1
 - 2

Reviewer notes _____

 Case managers should have access to transportation they can use to assist participants to obtain and sustain their housing. Please attach relevant policies that govern participant transportation by the Agency for both owned and personal vehicles

Evidence that the project staff can provide transportation services to participants? (3 pts)


- Score
 - 0
 - 1
 - 2
 - 3

Reviewer notes _____

 Please attach the project's participant contract or service agreement.

Not scored, informative only

Reviewer notes _____

 The TX BoS CoC is committed to working to avoid participant terminations whenever possible, and making every effort to avoid homelessness for terminated participants. Please describe when it would appropriate for a project to terminate a participant from services. Please attach relevant policies from the project's Policies and Procedures document.

Not scored, informative only

Reviewer notes _____

Expansion Project Questions


Project Applicants are prohibited from using the expansion process to provide existing program participants with the same housing and services funded by the CoC Program that they are currently receiving.

 I. How will the expanded project serve new program participants?

Does the applicant describe how the project expansion will enable the project to serve a greater number of participants? (5pts)

- Score
 - 0
 - 1
 - 2
 - 3


Reviewer notes _____

 II. How will the expanded project provide new or existing program participants with an expanded level of services?

Will this expansion enable projects to better serve current participants? Does the project applicant describe which projects will be expanded? (5pts)

- Score
 - 0
 - 1
 - 2
 - 3

Reviewer notes

 III. How did the applicant determine that a project expansion was needed to meet or exceed the inflow of individuals experiencing homelessness into their system? What data sources were used to make this determination?

Does the applicant identify the current community needs that justify expansion of their current project and identify data points supporting these needs? (10pts)

- Score
- 0
 - 1
 - 2
 - 3
 - 4
 - 5
 - 6
 - 7
 - 8
 - 9
 - 10


Reviewer notes

 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

- Score
- 0
 - 10


Reviewer notes


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?

Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

- Score
- 0
 - 10


Reviewer notes

 Total Score Section 2: {{ SUM(S2_Q1.score,S2_Q2.score,S2_Q3.score,S2_Q4.score,S2_Q5.score,S2_Q6.score,S2_Q7.score,S2_Q8.score,S2_Q9.score,S2_Q10.score,S2_Q11.score,S2_Q12.score,S2_Q13.score,S2_Q14.score,S2_Q16.score,S2_Q17.score,S2_Q18.score,S2_Q19.score,S2_Q20.score,S2_Q21.score,S2_Q22.score,S2_Q23.score,S2_Q24.score,S2_Q25.score,S2_Q26.score) }}

 Overall Score: {{ SUM(S1_Q1.score,S2_Q1.score,S2_Q2.score,S2_Q3.score,S2_Q4.score,S2_Q5.score,S2_Q6.score,S2_Q7.score,S2_Q8.score,S2_Q9.score,S2_Q10.score,S2_Q11.score,S2_Q12.score,S2_Q13.score,S2_Q14.score,S2_Q16.score,S2_Q17.score,S2_Q18.score,S2_Q19.score,S2_Q20.score,S2_Q21.score,S2_Q22.score,S2_Q23.score,S2_Q24.score,S2_Q25.score,S2_Q26.score,S2_Q27.score,S2_Q28.score) }}


IRT - Joint TH and PH-RRH

Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0
• 1
• 2
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0
• 1
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0
• 1
• 2
- managing basic project operations including a financial accounting system (3pts) • 0
• 1
• 2
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0
• 1
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0
• 1
• 2
• 3
- State and local funding sources (3pts) • 0
• 1
• 2
• 3
- Private funding sources (2pts) • 0
• 1
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0
• 1
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0
• 1
• 2
• 3
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0
• 1
• 2

 Total Score Section 1: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0
• 1
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0
• 1
• 2
• 3
• 4
• 5
• 6
• 7
• 8

- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0
• 1
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0
• 1
• 2
• 3
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0
• 1
• 2
• 3

 Total Score Section 2: {{ SUM(S2_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5

- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
 - 0
 - 1
 - 2

- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
 - 0
 - 1


- Are the supportive services readily available and accessible? (2pt)
 - 0
 - 1
 - 2

- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
 - 0
 - 1
 - 2

- How the project will identify appropriate units; (1 pt)
 - 0
 - 1

- The project's established arrangements with other homeless service providers in the community (1pt)
 - 0
 - 1

- How the project will engage landlords (1 pt)
 - 0
 - 1

 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?

Reference Project Application, Question 4A Q3 (Up to 15 Points)


- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
 - 0
 - 1
 - 2
 - 3

- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
 - 0
 - 1
 - 2
 - 3

- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
 - 0
 - 1
 - 2
 - 3
 - 4

 Total Score Section 3: {{ SUM(S3_Q1.score,S3_Q2.score) }}

 Section 5- Supplemental Project Narrative -


 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
 - 0
 - 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Osnum data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes _____

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes _____

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes _____

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as: $(\text{numerator}/\text{denominator}) \times 100 =$ percentage of participants, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes _____

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: $(\text{numerator}/\text{denominator}) \times 100 =$ percentage of participants, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes _____

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)


- 0
- 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0
• 1


Reviewer notes _____

 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0
• 1
• 2

Reviewer notes _____

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0
• 1
• 2


Reviewer notes _____

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enrolled participants referred by the Coordinate Entry (CE) Process and describes a detailed understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and attending CE-unplugged calls. (2pts)

Score • 0
• 1
• 2


Reviewer notes _____

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (5pts)

Score • 0
• 1
• 2
• 3
• 4
• 5

Reviewer notes _____


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)


Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)
Not scored, informative only


Reviewer notes _____

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., Food Stamps, SSI, TANF) within the geographic area.
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score

- 0
- 1
- 2
- 3


Reviewer notes _____

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score

- 0
- 1


Reviewer notes _____

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.
Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score

- 0
- 1


Reviewer notes _____


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score

- 0
- 1

Reviewer notes _____


 Rapid Re Housing Questions for New Applicants

 I. How do you plan to structure the rental assistance (RRH) component of this project?
Does the applicant specify that they will use a "progressive engagement model"?(3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(4pts)


Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for applicaiton costs, transport participants to meet landlords, cover unit damages (3pts)

- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (1pt)

- 0
- 1

Reviewer notes


 III. Describe how this project will ensure that participants are assisted to quickly (within 30 days for CoC Bonus Projects, and within 60 days for DV Bonus Projects) move into permanent housing.

Does the participant agree with the goal of 60 days to support DV survivors or 30 days for non DV participants and does it have a plan to assist participants quickly? (3pts)


Score

- 0
- 1
- 2
- 3

Reviewer notes

 Joint Transitional Housing - Rapid Re Housing Additional Question for New Applicants

When considering project outcomes and achievements, please remember that participant transitions into the Transitional Housing portion of the project do not count towards participants attaining Permanent Housing. Transitional Housing is crisis housing.


 I. How does the project honor client choice in housing placement between rental assistance or transitional housing?


Does the project provide a plan to support participant choice when considering TH or RRH services? Will projects encourage participants to attain leases in their names and work with pariticipants so that they gain the skills and income to maintian their leases after project exit?(5pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5


Reviewer notes

 Total Score Section 5: {{ SUM(S5_Q1.score,S5_Q2.score,S5_Q3.score,S5_Q4.score,S5_Q5.score,S5_Q6.score,S5_Q7.score,S5_Q8.score,S5_Q9.score,S5_Q10.score,S5_Q11.score,S5_Q12.score,S5_Q13.score,S5_Q14.score,S5_Q15.score,S5_Q16.score,S5_Q17.score,S5_Q18.score,S5_Q19.score,S5_Q20.score) }}

 Overall Score: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score,S2_Q1.score,S3_Q1.score,S3_Q2.score,S5_Q1.score,S5_Q2.score,S5_Q3.score,S5_Q4.score,S5_Q5.score,S5_Q6.score,S5_Q7.score,S5_Q8.score,S5_Q9.score,S5_Q10.score,S5_Q11.score,S5_Q12.score,S5_Q13.score,S5_Q14.score,S5_Q15.score,S5_Q16.score,S5_Q17.score,S5_Q18.score,S5_Q19.score,S5_Q20.score) }}


IRT - Permanent Supportive Housing (PSH)

Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0
• 1
• 2
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0
• 1
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0
• 1
• 2
- managing basic project operations including a financial accounting system (3pts) • 0
• 1
• 2
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0
• 1
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0
• 1
• 2
• 3
- State and local funding sources (3pts) • 0
• 1
• 2
• 3
- Private funding sources (2pts) • 0
• 1
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0
• 1
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0
• 1
• 2
• 3
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0
• 1
• 2

 Total Score Section 1: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0
• 1
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0
• 1
• 2
• 3
• 4
• 5
• 6
• 7
• 8

- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0
• 1
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0
• 1
• 2
• 3
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0
• 1
• 2
• 3

 Total Score Section 2: {{ SUM(S2_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5

- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
 - 0
 - 1
 - 2

- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
 - 0
 - 1


- Are the supportive services readily available and accessible? (2pt)
 - 0
 - 1
 - 2

- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
 - 0
 - 1
 - 2

- How the project will identify appropriate units; (1 pt)
 - 0
 - 1

- The project's established arrangements with other homeless service providers in the community (1pt)
 - 0
 - 1

- How the project will engage landlords (1 pt)
 - 0
 - 1

 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?


Reference Project Application, Question 4A Q3 (Up to 15 Points)

- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
 - 0
 - 1
 - 2
 - 3


- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
 - 0
 - 1
 - 2
 - 3

- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
 - 0
 - 1
 - 2
 - 3
 - 4

 Total Score Section 3: {{ SUM(S3_Q1.score,S3_Q2.score) }}

 Section 5- Supplemental Project Narrative -

 A. Agency Capacity Questions

 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


Organization has been functioning for 5 years

- 0
- 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Osniium data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes _____

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience of homelessness and project participants provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes _____

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes _____

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as: $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes _____

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: $(\text{numerator}/\text{denominator}) \times 100 = \text{percentage of participants}$, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes _____

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)


- 0
- 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0
• 1


Reviewer notes _____

 7. Does the project plan to serve a particularly vulnerable subpopulation, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0
• 1
• 2

Reviewer notes _____

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, minimizing trauma exposure for chronically homeless people. (2pts)

Score • 0
• 1
• 2


Reviewer notes _____

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enroll participants referred by the Coordinate Entry (CE) Process and describes an understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, and participating in local CE planning.(2pts)

Score • 0
• 1
• 2


Reviewer notes _____

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants ? (5pts)

Score • 0
• 1
• 2
• 3
• 4
• 5

Reviewer notes _____


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate the above practices for service delivery? (5pts)


Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)
Not scored, informative only


Reviewer notes _____

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score

- 0
- 1
- 2
- 3


Reviewer notes _____

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score

- 0
- 1


Reviewer notes _____

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.
Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score

- 0
- 1


Reviewer notes _____


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score

- 0
- 1

Reviewer notes _____

 Permanent Supportive Housing Questions for New Applicants

 I. Does your agency have a formal agreement (MOU) with your local Public Housing Authority to allow for housing voucher or units to be provided to participants who no longer need intensive services(Moving Up or Moving On)? If so, please describe.
(4pts)


Does the agency have a formal agreement such as a MOU? If "yes",
1 point

- 0
- 1
- 2

Does the formal agreement with the Public Housing Authority (PHA) allow for housing vouchers or units for participants who no longer need intensive services (Moving Up or Moving On)?

- 0
- 1
- 2

Reviewer notes _____

 II. Are there any formal agreements (MOU) between your agency and other community partners to meet participant needs? If so, please describe the agreement and how the agreement provides for increased access to services beyond what the partner agency offers to the general public.

(4pts)


Does the agency have a formal agreement such as a MOU? If "yes", 1 point

- 0
- 1

Does the agency identify how this MOU allows for increased services to participants beyond what the agency offers the general public?

- 0
- 1
- 2

Reviewer notes _____

 III. Please describe the data and rational used to decide if the project would be "100% Dedicated" or "DedicatedPLUS".

Did the project applicant identify specific data sources and data for it's decision to choose Dedicated Plus over 100% Dedicated?(3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes _____


 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

Score

- 0
- 10

Reviewer notes _____


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

Score

- 0
- 10


Reviewer notes _____

 Total Score Section 5: {{ SUM(S5_Q1.score,S5_Q2.score,S5_Q3.score,S5_Q4.score,S5_Q5.score,S5_Q6.score,S5_Q7.score,S5_Q8.score,S5_Q9.score,S5_Q10.score,S5_Q11.score,S5_Q12.score,S5_Q13.score,S5_Q14.score,S5_Q15.score,S5_Q16.score,S5_Q17.score,S5_Q18.score,S5_Q19.score) }}

 Overall Score: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score,S2_Q1.score,S3_Q1.score,S3_Q2.score,S5_Q1.score,S5_Q2.score,S5_Q3.score,S5_Q4.score,S5_Q5.score,S5_Q6.score,S5_Q7.score,S5_Q8.score,S5_Q9.score,S5_Q10.score,S5_Q11.score,S5_Q12.score,S5_Q13.score,S5_Q14.score,S5_Q15.score,S5_Q16.score,S5_Q17.score,S5_Q18.score,S5_Q19.score,S5_Q20.score,S5_Q21.score) }}


IRT - Rapid Re-Housing

Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts) • 0
• 1
• 2
• 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts) • 0
• 1
• 2
- identifying and securing matching funds from a variety of sources (2pts) • 0
• 1
• 2
- managing basic project operations including a financial accounting system (3pts) • 0
• 1
• 2
• 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts) • 0
• 1
• 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts) • 0
• 1
• 2
• 3
- State and local funding sources (3pts) • 0
• 1
• 2
• 3
- Private funding sources (2pts) • 0
• 1
• 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt) • 0
• 1
- Description of financial accounting system that will be used to administer the grant? (2pts) • 0
• 1
• 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt) • 0
• 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts) • 0
• 1
• 2
• 3
• 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts) • 0
• 1
• 2

 Total Score Section 1: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1

- Does the Applicant provide a detailed description of the scope of the project including: the target population(s) to be served- (2 pts) • 0
• 1
• 2


- Does the Applicant provide a detailed description of the scope of the project including: project plan for addressing the identified housing and supportive service needs - (8pts) • 0
• 1
• 2
• 3
• 4
• 5
• 6
• 7
• 8

- Does the Applicant provide a detailed description of the scope of the project including: anticipated project outcome(s) - (2 pts) • 0
• 1
• 2

- Does the Applicant provide a detailed description of the scope of the project including: coordination with other organizations (e.g., federal, state, nonprofit) - (4 pts) • 0
• 1
• 2
• 3
• 4

- Does the Applicant provide a detailed description of the scope of the project including: the reason CoC Program funding is required - (1 pt) • 0
• 1

- If the project will implement any service participation requirements or requirements that go beyond what is typically included in a lease agreement, does the applicant describe what those requirements are and how they will be implemented? (3 pts) • 0
• 1
• 2
• 3

 Total Score Section 2: {{ SUM(S2_Q1.score) }}

 Section 3 - Supportive Service for Participants - Total 30 points

 Q1. Describe how participants will be assisted to obtain and remain in permanent housing

Reference: Project Application, Question 2B Q3a

- Does the project applicant provide a plan on how they will move program participants quickly into permanent housing and maintain housing stability? (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5

- Does the project applicant acknowledge the needs of the target population and include plans to address those needs through current and proposed case management activities? (2pts)
 - 0
 - 1
 - 2

- Are the supportive services tailored to the specific needs of the target population proposed? (1pt)
 - 0
 - 1


- Are the supportive services readily available and accessible? (2pt)
 - 0
 - 1
 - 2

- Are the supportive services describe of sufficient quality and quantity to meet the needs of the target population? (2pt)
 - 0
 - 1
 - 2

- How the project will identify appropriate units; (1 pt)
 - 0
 - 1

- The project's established arrangements with other homeless service providers in the community (1pt)
 - 0
 - 1

- How the project will engage landlords (1 pt)
 - 0
 - 1

 Q2. What specific plan does this project have to specifically coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible?

Reference Project Application, Question 4A Q3 (Up to 15 Points)


- how the project will help program participants obtain income (e.g., access to employment programs and educational opportunities) (3pts)
 - 0
 - 1
 - 2
 - 3

- how the supportive services provided will lead directly to program participants gaining employment, accessing SSI, SSDI, or other mainstream income streams (3pts)
 - 0
 - 1
 - 2
 - 3

- how the requested CoC Program funds will contribute to program participants becoming more independent (e.g. accessing Medicare, Medicaid, early childhood education) (4pts)
 - 0
 - 1
 - 2
 - 3
 - 4

 Total Score Section 3: {{ SUM(S3_Q1.score,S3_Q2.score) }}

 Section 5- Supplemental Project Narrative -


 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

- Organization has been functioning for 5 years
 - 0
 - 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes

 4. What data did you utilize when creating your project?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Comparable Database data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes _____

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes _____

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?


Not scored, informative only

Reviewer notes _____

 4. Calculate the rate of Housing Placements for participants. (a) What percentage of participants will be transitioned into housing while in the program, (b) please provide the equation for how to you came to that percentage as: $(\text{numerator}/\text{denominator}) \times 100 =$ percentage of participants, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.


Not scored, informative only

Reviewer notes _____

 5. Calculate the rate of Housing Retention for participants. (a) What percentage of participants will exit the project to permanent, (b) please provide the equation for how to you came to that percentage as: $(\text{numerator}/\text{denominator}) \times 100 =$ percentage of participants, (c) define the numerator and denominator, and (d) explain what data sources were used to identify those amounts.

Not scored, informative only

Reviewer notes _____

 6. Describe how this project will ensure that participants are assisted to quickly (within 30 days) move into permanent housing. (3 pts)

Applicant describes assisting participants with housing location services (1pt)


- 0
- 1

Applicant describes assisting participants with identifying and overcoming housing barriers. (1pt)

- 0
- 1

Applicant identifies a goal of 30 or fewer days (1pt) • 0
• 1


Reviewer notes _____

 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score • 0
• 1
• 2

Reviewer notes _____

 8. Please describe the specific needs of the target subpopulation that were considered when developing the project design.

Does the project applicant adequately explain which needs of the subpopulation were considered during project design? For example, safety planning for DV survivors or victims, exiting foster care for youth, extended trauma exposure for chronically homeless. (2pts)

Score • 0
• 1
• 2


Reviewer notes _____

 9. Please describe the project's participation in the Coordinated Entry process.

Applicant agrees to only enrolled participants referred by the Coordinate Entry (CE) Process and describes a detailed understanding of the local CE System. i.e. accepting referrals only from the CE system, attending CE case conferencing, or participating in the local development of CE.(2pts)

Score • 0
• 1
• 2


Reviewer notes _____

 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access and maintain their housing and connect to other services?(5pts)

Score • 0
• 1
• 2
• 3
• 4
• 5

Reviewer notes _____


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)


Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)
Not scored, informative only


Reviewer notes _____

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.
Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score

- 0
- 1
- 2
- 3


Reviewer notes _____

 15. Describe how the project disseminates the availability of mainstream resources and other assistance information to projects and how often.
Does the project propose a detailed plan to provide information on mainstream resources to staff and participants? (1pt)

Score

- 0
- 1


Reviewer notes _____

 16. Describe how the project works with projects to collaborate with healthcare organizations to assist program participants with enrolling in health insurance.
Does the project propose a detailed plan to connect participants with health insurance? (1pt)

Score

- 0
- 1


Reviewer notes _____


 17. Describe how the project provide assistance with the effective utilization of Medicaid and other health benefits.
Does the project propose a detailed plan to utilize Medicaid and connect participant to health services? (1pt)

Score

- 0
- 1

Reviewer notes _____


 Rapid Re Housing Questions for New Applicants

 I. How do you plan to structure the rental assistance component of this project?
Does the applicant specify that they will use a "progressive engagement model", in which the level of support is matched appropriately to the participants need? (3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes

 II. How does the project support participants experiencing homelessness locate housing as quickly as possible? What supports are provided to landlords partnering with the agency?

(4pts)


Does the application provide a detailed description of how staff will overcome participant housing barriers? i.e. utilize double deposits, pay for application costs, transport participants to meet landlords, cover unit damages (3pts)

- 0
- 1
- 2
- 3

Does the application provide a detailed description of how staff will outreach to new landlords and retain current landlords? i.e. use landlord outreach services, outreach to new landlords, maintain clear communication with current landlords, provide rental payments in a timely manner, support landlords with participant concerns (1pt)

- 0
- 1

Reviewer notes


 III. Describe how this project will ensure that participants are assisted to quickly (within 30 days for CoC Bonus Projects, and within 60 days for DV Bonus Projects) move into permanent housing.

Does the participant agree with the goal of 60 days to support DV survivors or 30 days for non DV participants and does it have a plan to assist participants quickly? (3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes


 New Project Final Details Q3 Does the Applicant leverage other housing resources to support this project?

Does the Applicant propose to serve at least 25% of the project participants with another housing subsidy?(10pts)

Score

- 0
- 10

Reviewer notes


 New Project Final Details Q4 Does the Applicant leverage healthcare resources to support this project?


Does the Applicant match 25% of the project budget with documented healthcare resources via written commitment (upload)?(10pts)

Score

- 0
- 10


Reviewer notes

 Total Score Section 5: {{ SUM(S5_Q1.score,S5_Q2.score,S5_Q3.score,S5_Q4.score,S5_Q5.score,S5_Q6.score,S5_Q7.score,S5_Q8.score,S5_Q9.score,S5_Q10.score,S5_Q11.score,S5_Q12.score,S5_Q13.score,S5_Q14.score,S5_Q15.score,S5_Q16.score,S5_Q17.score,S5_Q18.score,S5_Q19.score) }}

 Overall Score: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score,S2_Q1.score,S3_Q1.score,S3_Q2.score,S5_Q1.score,S5_Q2.score,S5_Q3.score,S5_Q4.score,S5_Q5.score,S5_Q6.score,S5_Q7.score,S5_Q8.score,S5_Q9.score,S5_Q10.score,S5_Q11.score,S5_Q12.score,S5_Q13.score,S5_Q14.score,S5_Q15.score,S5_Q16.score,S5_Q17.score,S5_Q18.score,S5_Q19.score,S5_Q20.score,S5_Q21.score) }}


IRT - SSO-CE

Section 1 Applicant Experience- Total 30 Points

 Q1. Describe the experience of the applicant and potential subrecipients (if any), in effectively utilizing federal funds and performing the activities proposed in the application, given funding and time limitations. (10 points)


Reference: Project Application, Question 2B Q1

- working with and addressing the target population(s) identified housing and supportive service needs (3pts)
 - 0
 - 1
 - 2
 - 3
- developing and implementing relevant program systems, services, and/or residential property construction and rehabilitation (2pts)
 - 0
 - 1
 - 2
- identifying and securing matching funds from a variety of sources (2pts)
 - 0
 - 1
 - 2
- managing basic project operations including a financial accounting system (3pts)
 - 0
 - 1
 - 2
 - 3

 Q2. Describe the experience of the applicant and potential subrecipients (if any) in leveraging other Federal, State, local and private sector funds. (10 points)

Reference: Project Application, Question 2B Q2


- Does the project applicant provide examples of their experience in leveraging all federal, state, local, and private sector funds? (2pts)
 - 0
 - 1
 - 2
- ESG, HOPWA, CDBG, CoC Program, and/or HOME (3pts)
 - 0
 - 1
 - 2
 - 3
- State and local funding sources (3pts)
 - 0
 - 1
 - 2
 - 3
- Private funding sources (2pts)
 - 0
 - 1
 - 2

 Q3. Describe the basic organization and management structure of the applicant and subrecipients (if any). Include evidence of internal and external coordination and an adequate financial accounting system. (10 points)


Reference: Project Application, Question 2B Q3a

- Are staff and board members working together to implement the project? (1pt)
 - 0
 - 1
- Description of financial accounting system that will be used to administer the grant? (2pts)
 - 0
 - 1
 - 2

- Does the applicant state that the accounting system is compliant with the requirements listed in 2 CFR 200? (1pt)
 - 0
 - 1
- Does the applicant have an organization and management structure typical of a 501 (c) 3 Non-Profit? (4pts)
 - 0
 - 1
 - 2
 - 3
 - 4
- Does the organization and management structure seem sufficient for the proposed project? (2pts)
 - 0
 - 1
 - 2


 Total Score Section 1: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score) }}

 Section 2- Project Description - Total 20 points

 Q1. Provide a description that addresses the entire scope of the proposed project. (20 Points)

Reference Project Application, Question 3B Q1 Does the Applicant provide a detailed description of the scope of the project including:

- Project plan for addressing coordinated entry needs (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5
- anticipated project outcome(s) (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5
- coordination with other organizations (e.g., federal, state, and nonprofit) (3 pts)
 - 0
 - 1
 - 2
 - 3
- the reason CoC Program funding is required (2pts)
 - 0
 - 1
 - 2


 Q2. Description of the advertisement strategy for the Coordinated Entry process and how it is designed to reach those with the highest barriers to accessing assistance.

Reference Project Application, Question 3B Q4C

- Does the project applicant detail the advertisement strategy that will ensure that coordinated entry is accessible to households with the highest barriers to accessing assistance? (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5
- Does the project applicant describe how coordinated entry will be made accessible for people with limited English proficiency? (5pts)
 - 0
 - 1
 - 2
 - 3
 - 4
 - 5

Does the project applicant describe how coordinated entry will be made accessible for people with disabilities? (5pts)

- 0
- 1
- 2
- 3
- 4
- 5

 Q3. Describe the referral process and how the coordinated entry process ensures that participants are directed to appropriate housing and/ or services?NOTE: In this section, bullet points instead of full paragraphs is appropriate.

Reference Project Application, Question 3B Q4E

Does the project applicant describe how the referral process for homelessness resources are coordinated across, at minimum, all CoC and ESG providers in their area?

- 0
- 1
- 2

Does the process include a list of all available resources?

- 0
- 1
- 2

Does the process include a uniform decision-making process?


- 0
- 1
- 2


Does the process include participant choice?

- 0
- 1
- 2


Does the process include a process to reconcile unsuccessful or rejected placements?

- 0
- 1
- 2

 Total Score Section 2: {{ SUM(S2_Q1.score,S2_Q1.score,S2_Q3.score) }}

 Section 3- Supplemental Project Narrative -

 A. Agency Capacity Questions

 1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


Organization has been functioning for 5 years

- 0
- 1

1 pt for every additional year

- 0
- 1
- 2
- 3
- 4

Reviewer notes


 2. Racial Equity must be a focus of projects working to end homelessness. Dismantling systemic racism must be a focus of the work that we do. We know that there are disparities associated with Race, Ethnicity & Gender Identity in the TX BoS CoC. Please affirm any of the actions your Organization is taking from the following list.

1 point per action the organization is taking. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____


 3. Consumer or participant involvement is critical to providing services that participants want, need, and will use. Please complete the following lists, by confirming activities that the project does, or will do if awarded.

1 point per activity the project does, or will do. (5 pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 4. What data did you utilize when creating your project or when considering changes to your original grant agreement?

(5 pts)

Evidence of data driven decision making (1pt)

- 0
- 1

Point in Time Count (PIT) data (1pt)

- 0
- 1

Housing Inventory Count (HIC) (1pt)

- 0
- 1


HMIS or Comparable Database data (1pt)

- 0
- 1

local data (1pt)

- 0
- 1

Reviewer notes _____


 5. Does your agency have the support of the Local Homelessness Coalition (LHC)? Please provide a letter from the LHC Chair if so. If you agency resides outside of the jurisdiction of a LHC, or your LHC cannot provide a letter due to a conflict of interest, please provide 2 letters of support from other community partners.


(4 pts)

Score

- 0
- 1
- 2
- 3
- 4

Reviewer notes _____

 B. Component Specific Questions For New Applicants


 1. Please describe how individuals with lived experience and project participant's provide input for project design and implementation throughout the life of the project.

Examples of a formalized system to incorporate participant voice, examples of how input has changes the project, evidence of annual participant surveys, focus groups, exit surveys, etc..(5 pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 2. How many participants will the project serve when fully operational?


Not scored, informative only

Reviewer notes _____

 3. What is the cumulative number of participants that would be served over a 12 months period, if the project were operating at full capacity?

Not scored, informative only

Reviewer notes _____


 7. Does the project plan to serve a particularly vulnerable subpopulations, and, if so, which subpopulation? How will the project tailor services to the unique needs of this subpopulation?

Does the project applicant identify services or techniques to serve the identified subpopulation beyond what would be available to the general eligible population, such as motivational interviewing, safety planning, trauma informed care, youth focused or victim focused services, or problem solving conversations?(2pts)

Score

- 0
- 1
- 2

Reviewer notes _____


 10. Describe the techniques staff uses to ensure that engagement is regular, participant trust is developed, and outreach is relationship-focused.

Does the project detail how staff strategically engage with participants to access maintain their housing and connect to other services? (5pts)

Score

- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____


 11. How is service delivery (a) tailored to meet the individual needs, (b) strength based, (c) trauma informed, and (d) participant centered?

Does the project applicant describe how it will incorporate evidence-based practices for client engagement? (5pts)

Score


- 0
- 1
- 2
- 3
- 4
- 5

Reviewer notes _____

 13. Please describe any conditional service participation requirements for participants to maintain assistance. (ex. Participants must attend mental health appointments, life skills groups, must meet with the case manager, must gain a job by first 3 weeks, etc.)

Not scored, informative only

Reviewer notes _____

 14. Please describe how the project systematically keeps project staff up-to-date regarding mainstream resources available for program participants (e.g., SNAP, SSI, TANF) within the geographic area.


Does the project propose a detailed plan to keep staff informed of mainstream resources for participants? (3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes _____

 Supportive Services Only - Coordinated Entry New Project Questions


 I. Does the project propose to cover the entire Texas Balance of State Continuum of Care, i.e., all 215 counties?

If "Yes", award points (15pts)

Score

- No
- Yes (15pts)

Reviewer notes _____

 II. Please describe how the addition of this project will support the expansion of Coordinated Entry in one of the 18 Established Coordinated Entry Regions in the TX BoS CoC and identify which established region.

Does the program participant address one of the following situations? If so, award appropriate points. Does the Applicant Specifically describes how the addition of this project will support the expansion of Coordinated Entry in more than 1 of the established 18 Coordinated Entry regions. (3pts)


Does the Applicant Specifically describes how the addition of this project will support the expansion of Coordinated Entry in 1 of the established 18 Coordinated Entry regions. (2pts)

Does the Applicant Specifically describes how the addition of this project will support the expansion of Coordinated Entry in a new Coordinated Entry region that has not been established by the TX BoS CoC. (1pt)(3pts)

Score

- 0
- 1
- 2
- 3

Reviewer notes _____

 III. Please describe the full scope of the project for which you agency will use the funding. Be sure to describe which gaps in your coordinated entry system you plan to fill using this funding and how this funding will improve your Coordinated Entry system.

Does the project applicant address one of the following situations?

The applicant describes multiple gaps in their coordinated entry system and specifically addresses how this funding will fill those gaps (2 pts)

The applicant describes only one gap in their coordinated entry system and specifically addresses how this funding will fill the gap (1 pt)

The applicant does not identify current gaps that exist in their coordinated entry system (0 pts)(2pts)

Score

- 0
- 1
- 2


Reviewer notes _____

 IV. Please describe how this project intends to support the ongoing of implementation of Coordinated Entry.

Does the applicant describe how the project intends to support the ongoing implementation of CE through one of the following situations?(3pts)

- Expand capacity for assessment of service needs through outreach (1pt) • 0
• 1
- Expand outreach services for Coordinated Entry in their region (1pt) • 0
• 1
- Expand Coordinated Entry administration and management • 0
• 1


Reviewer notes _____

 V. Please describe how this project will make access to Coordinated Entry easier to those with disabilities and limited English proficiency.

Award points for the following addressed situations. (4pts)

- The Applicant has a clearly outlined plan of how they will increase access to Coordinated Entry for those with disabilities including but not limited to those who are blind? (2pts) • 0
• 1
• 2
- The Applicant has a clearly outline plan and identified organizations that will increase access to Coordinated Entry for those with Limited English Proficiency including but not limited to sign language? (2pt) • 0
• 1
• 2


Reviewer notes _____

 VI. Please describe what type of advertising campaigns this project will use to reach people who have the highest barriers within the geographic area this project intends to serve.

Description specifically states how the applicant will affirmatively market this process to eligible participants regardless of race, color, national origin, religion, sex, age, familial status, marital status, handicap, actual or perceived sexual orientation, or gender identity.(2pts)

- Description specifically states how they will affirmatively market this process to eligible participants regardless of race, color, national origin, religion, sex, age, familial status, marital status, handicap, actual or perceived sexual orientation, or gender identity. (2pts) • 0
• 1
• 2


Reviewer notes _____

 VII. How will this project ensure that participants are connected to and engaged in services while they are waiting to be enrolled in a housing project?

(3pts)

- Their participating in ongoing case conferencing meetings or something similar where they staff the by name list or housing priority list. (2pts) • 0
• 1
• 2
- Their participation in the monthly Coordinated Entry Planning Entity Meetings (1pt) • 0
• 1

Reviewer notes _____

 VIII. Please describe the project's plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits from the mainstream programs for which they may be eligible (e.g., Medicare, Medicaid, SSI, SNAP, local Workforce office, early childhood education).

Award points for the following addressed situations. (3pts)


States how persons experiencing homelessness will be referred through the Coordinated Entry process to mainstream health, social services, and/or employment programs they may be eligible for including but not limited to Medicare, Medicaid, SSI, Food Stamps, Local Workforce Office, Early Childhood education) (2pts)


- 0
- 1
- 2

States how they are working or will work to recruit mainstream service providers to become participating agencies within the coordinated entry process (1pt)

- 0
- 1

Reviewer notes

 Total Score Section 3: {{ SUM(S3_Q1.score,S3_Q2.score,S3_Q3.score,S3_Q4.score,S3_Q5.score,S3_Q6.score,S3_Q7.score,S3_Q8.score,S3_Q9.score,S3_Q10.score,S3_Q11.score,S3_Q12.score,S3_Q13.score,S3_Q14.score,S3_Q15.score,S3_Q16.score,S3_Q17.score,S3_Q18.score,S3_Q19.score,S3_Q20.score,S3_Q21.score) }}

 Overall Score: {{ SUM(S1_Q1.score, S1_Q2.score, S1_Q3.score,S2_Q1.score,S2_Q1.score,S2_Q3.score,S3_Q1.score,S3_Q2.score,S3_Q3.score,S3_Q4.score,S3_Q5.score,S3_Q6.score,S3_Q7.score,S3_Q8.score,S3_Q9.score,S3_Q10.score,S3_Q11.score,S3_Q12.score,S3_Q13.score,S3_Q14.score,S3_Q15.score,S3_Q16.score,S3_Q17.score,S3_Q18.score,S3_Q19.score,S3_Q20.score,S3_Q21.score) }}

2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

Agency Name:	Project Name:	PSH
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						0	30	

2 Access to Income-Stayers -PSH

SPM 4.1-4.3

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points G22 <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-50% = 5 points <50-35% = 2.5 points <35% = 0 points	0	5		
2.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-59% = 5 points <59-45% = 2.5 points <45% = 0 points	0	5		
<i>Section Subtotal</i>						0	15	

3 Access to Income-Leavers -PSH

SPM 4.4-4.6

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-17% = 5 points <17-12% = 2.5 points <12% = 0 points	0	5	
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5	

3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column "9" Percent of Persons who accomplished this measure"		100-50% = 5 points <50-40% = 2.5 points <40% = 0 points	0	5		
<i>Section Subtotal</i>						0	15		
<i>Access to Income and Benefits Total Score</i>						0	30		
6 Housing Stability									
	Scored Category	Goal	Where to Reference	Your Answer	Scoring Instructions	Score	Total Possible Points	Notes	
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0		
6.3	PSH: Percent participants who remained in project as of the end of the operating year or exited to PH during the operating year	≥95%	System Performance Measure 7b2 '% of Successful Exits'		100=95% = 20 points <95-92% = 10 points <92% = 0 points	0	20		
			N/A						0%
			N/A						
<i>Housing Stability Total Score</i>						0	20		
7 Returns to Homelessness									
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10		
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10		
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10		
<i>Returns to Homelessness</i>						0	30		
8 Meeting Community Need									
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10		
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10		
			APR: Q08b "April" Total						
			APR: Q08b "July" Total						
			APR: Q08b "October" Total						
<i>Meeting Community Need Total Score</i>						0	20		
9 Cost Effectiveness									
	Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater then 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term						
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No				Yes = -10 points No = 0 points	0	0	
			APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1' Total			0-10% = 15 points			

9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23b "Total persons exiting to Permanent Housing Destinations" Column 1 "Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater"	#DIV/0!	>10-13% = 7.5 points >13% = 0	0	15	
<i>Cost Effectiveness Total Score</i>						0	35	
10 HMIS Data Quality								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						0	30	
11 Coordinated Entry Participation								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	10	
12 Continuum of Care Engagement								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	20	
13 General Administration								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						0	0	
Prioritization Fidelity								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						0	10	
Total Score						0	235	
Cumulative Score out of %100						0.00%	100%	

2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

Agency Name:	Project Name:	PSH-DV
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>85%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-85% = 10 points <85-80% = 7.5 points <80% = 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						0	30	

2 Access to Income-Stayers -PSH

SPM 4.1-4.3

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	13-15%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-13% = 5 points <13-08% = 2.5 points <08% = 0 points	0	5		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	40-50%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5		
2.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	45-59%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-45% = 5 points <45-35% = 2.5 points <35% = 0 points	0	5		
<i>Section Subtotal</i>						0	15	

3 Access to Income-Leavers -PSH

SPM 4.4-4.6

Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
3.1 Percent participants age 18 or older with increased earned income at exit	≥17%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-13% = 5 points <13-08 = 2.5 points <08% = 0 points	0	5	
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥46%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-30% = 5 points <30-20% = 2.5 points <20% = 0 points	0	5	

3.3	Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at project exit	≥46%	APR: Q19a2, Row 5, Column "9" Percent of Persons who accomplished this measure"			100-40% = 5 points <40-30% = 2.5 points <30% = 0 points	0	5	
<i>Section Subtotal</i>							0	15	
<i>Access to Income and Benefits Total Score</i>							0	30	
6 Housing Stability									
	Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"			100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.3	PSH: Percent participants who remained in project as of the end of the operating year or exited to PH during the operating year	≥95%	N/A			100-95% = 20 points <95-92% = 10 points <92% = 0 points	0	20	
			APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'		0%				
			APR 23b 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'						
<i>Housing Stability Total Score</i>							0	20	
8 Meeting Community Need									
	Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total			Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days = 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		0.0%	100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total						
			APR: Q08b "July" Total						
			APR: Q08b "October" Total						
<i>Meeting Community Need Total Score</i>							0	20	
9 Cost Effectiveness									
	Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term						
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No				Yes = -10 points No = 0 points	0	0	
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'		#DIV/0!	0-10% = 15 points >10-<13% =7.5 points >13% = 0	0	15	
			APR 23b 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'						
			Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater						
<i>Cost Effectiveness Total Score</i>							0	35	
10 HMIS Data Quality									
	Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number			0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	

10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						0	30	
11 Coordinated Entry Participation								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	10	
12 Continuum of Care Engagement								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	20	
13 General Administration								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						0	0	
Prioritization Fidelity								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						0	10	
Total Score						0	205	
Cumulative Score out of %100						0.00%	100%	

2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

Agency Name:	Project Name:	RRH
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>95%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						0	30	

4 Access to Income-Stayers -RRH

SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
4.1 Percent participants age 18 or older with increased earned income at Annual Assessment	15-17%	APR: Q19a1, Row 1, Column '9" Percent of Persons who accomplished this measure"		100-17% = 5 points <17-11% = 2.5 points <11% = 0 points	0	5		
4.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20-25%	APR: Q19a1, Row 3, Column '9" Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
4.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	25-30%	APR: Q19a1, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-30% = 5 points <30-20% = 2.5 points <20% = 0 points	0	5		
<i>Section Subtotal</i>						0	15	

5 Access to Income-Leavers -RRH

SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
5.1 Percent participants age 18 or older with earned income at exit	15-18%	APR: Q19a2, Row 1, Column '9" Percent of Persons who accomplished this measure"		100-18% = 5 points <18-12% = 2.5 points <12% = 0 points	0	5		
5.2 Percent participants age 18 or older with increased non-employment income at exit	20-25%	APR: Q19a2, Row 3, Column '9" Percent of Persons who accomplished this measure"		N/A-RRH ONLY	0	5		
5.3 Percent participants age 18 or older who <u>maintained or increased</u> their total income (from all sources) as of the end of the operating year or project exit	20-25%	APR: Q19a2, Row 5, Column '9" Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
<i>Section Subtotal</i>						0	15	

Access to Income and Benefits Total Score						0	30	
6 Housing Stability								
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.2	RRH: Percentage of participants who exited to Permanent Housing Destinations	≥79%	System Performance Measure 7b1"% of Successful Exits		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20	
			N/A					
			N/A					
Housing Stability Total Score						0	20	
7 Returns to Homelessness								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
7.1	What percentage of participants returned to homelessness in the last 2 years?	≤15%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
7.2	Of participants exiting in the last 12 months, what percentage returned to homelessness?	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
			"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0-5% = 10 points >05% - <10% = 7.5 points >10% = 0 points	0	10	
Returns to Homelessness						0	30	
8 Meeting Community Need								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤ 30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days = 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total		0.0%	0	10	
			APR: Q08b "April" Total					
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
Meeting Community Need Total Score						0	20	
9 Cost Effectiveness								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term		#DIV/0!	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No			Yes = -10 points No = 0 points	0	0	
9.3	RRH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a "Total persons exiting to Permanent Housing Destinations" 'Column 1' Total		#DIV/0!	0	15	
			APR 23b "Total persons exiting to Permanent Housing Destinations" 'Column 1' Total					
			Total Support Service BLI or 25% of the Total 2018 Award, whichever is greater					

<i>Cost Effectiveness Total Score</i>						0	35	
10 HMIS Data Quality								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						0	30	
11 Coordinated Entry Participation								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	10	
12 Continuum of Care Engagement								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	20	
13 General Administration								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						0	0	
Prioritization Fidelity								
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
	Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?	Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						0	10	
Total Score						0	235	
Cumulative Score out of %100						0.00%	100%	

2021 Texas Balance of State Continuum of Care Renewal Project Score Sheet

Agency Name:	Project Name:	RRH-DV
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	Where to Reference on APR	Your Answer
Total number of Persons Served	APR: Q5a	
Total number of adults	APR: Q5a	
Total leavers	APR: Q5a	
Total number of adult leavers	APR: Q5a	
Number of Households to be served at a Point in Time from the 2019 Project Application	Reference FY19 Project Application	

1 Targeting Hard to Serve

Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
1.1 Percent of adults with entries from homeless situations	>85%	APR: Q15, "Total", minus "Subtotal" from "Other Locations"		0%	100-85% = 10 points <85-80% = 7.5 points <80% = 0 points	0	10	
1.2 Percentage of Participants coming from unsheltered locations	>40%	APR: Q15 "Place not meant for habitation" Column 1 Row 3 "Total"		0%	100-40% = 10 points <40-30% = 7.5 points <30% = 0 points	0	10	
1.3 Percent of adults with no income at entry	>60%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points <50-40% = 7.5 points <40% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						0	30	

4 Access to Income-Stayers -RRH

SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
4.1 Percent participants age 18 or older with increased earned income at Annual Assessment	15-17%	APR: Q19a1, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-08% = 2.5 points <08% = 0 points	0	5		
4.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20-25%	APR: Q19a1, Row 3, Column '9' Percent of Persons who accomplished this measure"		100-20% = 5 points <20-10% = 2.5 points <10% = 0 points	0	5		
4.3 Percent participants age 18 or older who <u>increased</u> their total income (from all sources) at Annual Assessment	25-30%	APR: Q19a1, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-25% = 5 points <25-15% = 2.5 points <15% = 0 points	0	5		
<i>Section Subtotal</i>						0	15	

5 Access to Income-Leavers -RRH

SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
5.1 Percent participants age 18 or older with earned income at exit	15-18%	APR: Q19a2, Row 1, Column '9' Percent of Persons who accomplished this measure"		100-15% = 5 points <15-10% = 2.5 points <10% = 0 points	0	5		
5.2 Percent participants age 18 or older with increased non-employment income at exit	20-25%	APR: Q19a2, Row 3, Column '9' Percent of Persons who accomplished this measure"		N/A-RRH ONLY	0	5		
5.3 Percent participants age 18 or older who <u>maintained or increased</u> their total income (from all sources) as of the end of the operating year or project exit	20-25%	APR: Q19a2, Row 5, Column '9' Percent of Persons who accomplished this measure"		100-20% = 5 points <20-12% = 2.5 points <12% = 0 points	0	5		
<i>Section Subtotal</i>						0	15	

Access to Income and Benefits Total Score						0	30	
6 Housing Stability								
Scored Category	Goal	Where to Reference	Your Answer		Scoring Instructions	Score	Total Possible Points	Notes
6.1	Percentage of participants that exited the Project successfully prior to 3 months	≤95%	APR: Q23b , Last Row "Percentage", 1st Column "Total"		100-95% = 0 points <95- 90% = -5 points <90% = -10 points	0	0	
6.2	RRH: Percentage of participants who exited to Permanent Housing Destinations	≥79%	N/A		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20	
			APR 23a 'Total persons exiting to Positive Housing Destinations' 'Column 1 'Total'	0%				
			APR 23b 'Total persons exiting to Positive Housing Destinations' 'Column 1 'Total'					
Housing Stability Total Score						0	20	
8 Meeting Community Need								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
8.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	≤30 Day Average	APR: Q22c Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 10 points Avg 31-60 Days = 7.5 points Avg ≥60 Days= 0 points	0	10	
8.2	What is the Project's Average Daily bed utilization	≥95%	APR: Q08b "January" Total	0.0%	100-95% = 10 points <95-90% = 7.5 points <90% = 0 points	0	10	
			APR: Q08b "April" Total					
			APR: Q08b "July" Total					
			APR: Q08b "October" Total					
Meeting Community Need Total Score						0	20	
9 Cost Effectiveness								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
9.1	Does the total amount of unspent program funds from the most recently completed grant term total greater then 10% of total project awards?	≤5% unspent funds	Verify in Sage: Total funds awarded from the most recent grant term	#DIV/0!	0-5% = 20 points 5-10% = 5 points <10% = 0 points	0	20	
			Verify in Sage: Total amount of funds unspent during the last grant term					
9.2	Money Recaptured by HUD via monitoring with in the last project year?	No			Yes = -10 points No = 0 points	0	0	
9.3	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	>25%	APR 23a 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'	#DIV/0!	0-10% = 15 points >10-<13% =7.5 points >13% = 0	0	15	
			APR 23b 'Total persons exiting to Permanent Housing Destinations' 'Column 1 'Total'					
			Total Support Service BLI or 25% of the Total 2017 Award, whichever is greater					
Cost Effectiveness Total Score						0	35	
10 HMIS Data Quality								
Scored Category	Goal	Where to Reference	Your Answer		Point Criteria	Score	Total Possible Points	Notes
10.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	No	APR: Q06a, and 06b. The Data element with the largest error rate should be used for this metric. Ignore Social Security Number		0% = 7.5 points >0-2% = 5 points >2-5% = 2.5 points >5% = 0 points	0	7.5	
10.2	Any missing Financial Assessment at Project Entry?	No	APR: Q06c "Income and Sources at Start" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	

10.3	Any missing Financial Assessment at Annual Assessments?	No	APR: Q06c "Income and Sources at Annual Assessment" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
10.4	Any missing Financial Assessment at Project Exit?	No	APR: Q06c "Income and Sources at Exit" "Error Count"		0 = 7.5 points 1 = 5 points 2-4 = 2.5 points 5+ = 0 points	0	7.5	
<i>HMIS Data Quality Total Score</i>						0	30	
11 Coordinated Entry Participation								
Scored Category		Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
11.1	All participants enrolled from January 23rd, 2018 have a VI-SPDAT Score	100%	HMIS Report		100%-76% = 10 Points 75%-51% = 5 points 51%-25% = 2.5 points 24%-0% = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	10	
12 Continuum of Care Engagement								
Scored Category		Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
12	Did the Project Applicant attend a majority of the TX BoS CoC General Meeting?	51%	General Meeting Logs		100% - 80% = 10 points 79% - 50% = 5 Points 49% - 0% = 0 Points	N/A	10	
12	Submitted all Quarterly Performance Score Cards	Yes	QPSC Submission Results		Yes = 10 Points No = 0 Points	0	10	
<i>Coordinated Entry Participation Total Score</i>						0	20	
13 General Administration								
Scored Category		Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
13.1	Applicant had findings in a HUD or TDHCA audit in the last 3 years	0%	Monitoring Certification		0 findings = 0 Points 1-3 findings = -5 Points 4+ findings = -10 Points	0	0	
<i>Supplemental Project Narrative Total Score</i>						0	0	
Prioritization Fidelity								
Scored Category		Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
Does the Applicant have access to the Coordinated Entry workflow in HMIS or the equivalent DV workaround in HMIS?		Yes			Yes = 10 No = 0	0	10	
<i>Prioritization Fidelity Total Score</i>						0	10	
Total Score						0	205	
Cumulative Score out of %100						0.00%	100%	

Appendix D

FY2021 CoC Program Grievance Procedure

Purpose

The purpose of the grievance procedure is to settle any disagreement between an Applicant Organization for the HUD Continuum of Care (CoC) Program funding and the Texas Balance of State Continuum of Care (TX BoS CoC) as quickly and impartially as possible, to ensure an efficient, transparent, and fair competition.

Eligibility

A grievance may be filed by any Applicant Organization that claims it has been adversely affected by:

- Improper application of rules, regulations, and/or procedures concerning participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
 1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
- Improper interpretation of rules, regulations, and/or procedures concerning participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
 1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care

- Disparity in the application of rules, regulations, and/or procedures regarding participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
 1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
- Violation of rules, regulations, and/or procedures concerning participation in the TX BoS CoC's FY 2021 CoC Program application process, as outlined in the FY 2021 Request for Proposals (RFP) or;
 1. 2021 Ranking Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 2. 2021 Review and Scoring Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 3. 2021 Reallocation Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care
 4. 2021 Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds in the Texas Balance of State Continuum of Care

Procedure for Filing Grievances and Grievance Appeals

The following steps must be taken, in the order given. Time limits shall begin on the end of the first day after the applicable occurrence, filing, appeal, response, or recommendation. Due to the nature and time constraints of the CoC Program competition, working days shall include weekends and City, County, State and/or Federal holidays.

Step 1

In order to be considered, a grievance must be filed in writing with the CoC Lead Agency, Texas Homeless Network (THN), within twenty-four (24) hours of notification of preliminary

ranking results and whether or not the organization's application will be included in the CoC's Consolidated Application. An email clearly stating the issue and the policy which the Applicant Organization believes was violated, and a proposed resolution is sufficient to serve as a written grievance, although use of the attached form is strongly encouraged. The Applicant Organization's grievance email should be sent to the attention of TX BoS CoC Board Chair, Daphne Adams, at txboscoc@thn.org

Step 2

The TX BoS CoC Board has forty-eight (48) hours to investigate and respond in writing, using the attached official form. Applicant Organization should expect to receive the response via email. The Board's decision/response is final and binding.

Step 3

If the Applicant Organization is not satisfied with the TX BoS CoC Board's response, depending on the type of appeal, the Applicant Organization may file an appeal with HUD, as outlined in 24 CFR 578.35. Details can be found in [Section X of the 2021 CoC Program NOFO](#)

1. The initial grievance must be submitted in writing to the TX BoS CoC within the allowable time frame in order to be considered. Email is strongly preferred.
2. The Grievance Appeal Forms provided by the TX BoS CoC (attached) must be used in pursuing a grievance appeal.
3. To expedite the process the Applicant Organization should cite the applicable sections of the RFP, NOFO, and/or the relevant CoC policy pertaining to their grievance.

**TX BoS CoC's FY 2021 CoC Program Local Application Process
Grievance Appeal Form**

Applicant Organization: _____

Applicant Organization's Address: _____

Applicant Organization's Phone Number: _____

Applicant Representative: _____ Job Title: _____

Applicant Representative's Email Address: _____

We have received a response to our organization's grievance from the CoC Director (or designated staff person, in his/her absence) on (date)_____. Because this answer is unacceptable to us, we wish to file a formal grievance appeal.

Nature of grievance appeal. Explain how your organization was unfairly treated, including names and dates, and cite the specific applicable sections of the RFP, NOFA and/or Re-Allocation P&P. (Use additional pages if needed.)

We believe a just and fair resolution of our grievance appeal is:

Empty box for providing a just and fair resolution of the grievance appeal.

Date

Signature

TX BoS CoC FY 2021 CoC Program Application Process
Grievance Appeal Form – The TX BoS CoC Board Response

Applicant Organization: _____

Applicant Representative: _____

The TX BoS CoC Board Response to Applicant Organization's Grievance Appeal:

If the Applicant Organization is not satisfied with the Board's response, depending on the type of grievance appeal, the Applicant Organization may file an appeal with HUD as outlined in 24 CFR 578.35. Details can be found in Section X of the 2021 NOFO:

Printed Name

Date

Signature