



REQUEST FOR PROPOSALS (RFP) FOR

**FY2024-FY2025 Texas Balance of State Continuum of Care (CoC) Program Funding Competition**

Funding Opportunity Number: FR-6800-N-25

Assistance Listing Number (formerly CFDA Number): 14.267

ISSUE DATE:

Monday, August 12, 2024

9:00:00 AM CDT

PROPOSALS DUE:

Tuesday, September 3, 2024

11:59:59 PM CDT

SUBMIT VIA "APPLY" Application Software

RFP POINT OF CONTACT:

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## Version History

<b>Version</b>	<b>Date Posted</b>	<b>Changelog</b>
Version 1	8/12/2024	Initial posting

## **Appendices**

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

### **Appendix A: FY2024 Renewal Applicant Listing**

### **Appendix B: Application Components**

B.1 Renewal Project Application

B.2 CoC Bonus- New Project

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### **Appendix C: Application Score Cards**

C.1 Renewal Project Score Cards (All)

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C.2.b. CoC Bonus (Permanent Supportive Housing)

C.2.c. CoC Bonus (Transitional Housing & Rapid Re-Housing (Joint Component))

C.3.a Domestic Violence Bonus (Rapid Re-Housing)

C.3.b. Domestic Violence Bonus (Transitional Housing & Rapid Re-Housing (Joint Component))

### **Appendix D: Grievance Policy**

## **I. INTRODUCTION – INVITATION & BACKGROUND**

The Texas Balance of State Continuum of Care, like Texas itself, is unique. The CoC covers 215 of Texas' 254 counties, approximately 84% of the State's landmass and 40% of the State's population lives in the Balance of State. No other CoC nationally compares to the Texas Balance of State in terms of size & scope.

Texas Homeless Network (THN) serves as the Collaborative Applicant (CA), CoC Lead Agency, and Homeless Management Information System (HMIS) Lead Agency for the Texas Balance of State Continuum of Care (TX BoS CoC) The 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 communities and stakeholders dedicated to ending and preventing homelessness across Texas. The over-arching responsibility of the CoC is to ensure community-wide implementation of efforts to end homelessness, this task includes evaluating the programmatic effectiveness of local Continuum of Care program Recipients. Recipients are entities administering CoC Program Funding.

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 Collaborative Application through a Continuum of Care's (CoC's) "local application process." For the TX BoS CoC, THN manages the TX BoS CoC's Local Application Process on behalf of the CoC. The process is described in this RFP and includes soliciting, reviewing, selecting, and ranking Project Applications and then submitting them to HUD as part of a Collaborative Application package.

The FY2024 CoC Annual Process has changed significantly from years prior. HUD is soliciting New and Renewal Projects for FY2024 and Renewal Projects for FY2025 through a single Notice of Funding Opportunity, (NOFO). This year the TX BoS CoC will do the same, all 2024 applications are solicited through a single request from the CoC. That is, New Projects, and Renewal Project solicitations are made through a single Request for Proposals (RFP). Projects selected for Conditional Award as part of the 2024 solicitation, with FY2024 Grant terms that expire in Calendar Year 2026, will be renewed non-competitively in the summer of 2025. As demonstrated above, the CoC Program is complex. The CA has made attempts to simplify the process; however, Applicants are highly encouraged to read this document in its entirety.

Although the processes are intended to be more inclusive, there are still required deadlines that the CA cannot overlook. Please pay close attention to the deadlines in this RFP and seek clarification if you are confused or think you may not understand what is being asked. This is an evolution of an existing process, and requests that may seem similar to a prior year's request may be slightly different, thus requiring the Applicant to revisit and revise past responses.

This funding is not guaranteed year-to-year. Multiple factors influence an application's overall score and chances of funding, including the applicant's administrative and financial capacity, alignment with CoC Priorities, HMIS data quality, the Applicant's (positive) contribution to system performance, the relative strength of the CoC's Collaborative Application, whether the project incorporates a Housing First model, the extent to which the applicant leverages additional housing and healthcare resources and other specific conditions of the Notice of Funding Opportunity (NOFO).

Applicants are strongly encouraged to read this document including the appendices, [the 2024-2025 Notice of Funding Opportunity](#), and ALL *relevant* [HUD collateral materials](#) including the detailed instructions for the project type submitted for consideration under this solicitation.

We invite any eligible applicant, whether you are new to the CoC or well familiar to join us on our journey to make homelessness rare, brief, and non-recurring when it cannot be prevented.

**A. DEFINITIONS**

See Section I.B of the [FY2024-2025 Notice of Funding Opportunity](#) for applicable definitions, the [Code of Federal Regulations at 24 CFR 578](#) and [2 CFR 200](#), as well as the [TX BoS CoC Competition Frequently Asked Questions \(FAQ\)](#) for responses to common questions.

**B. POINT OF CONTACT**

THN has designated a Lead Staff person who is responsible for this Solicitation:

Jim Ward  
Director of Planning,  
[txboscoc@thn.org](mailto:txboscoc@thn.org)

**C. CHANGES TO THE PROCESS THIS YEAR**

In response to extraordinary conditions outside the control of the CoC in 2024, and to streamline the Local Application Process for Project Applicants, the CA has made the following significant changes to the process:

- i. In the structure of this RFP, references to THN, CoC Lead Agency, and Collaborative Applicant have been replaced with CA when referring to actions or activities carried out by THN on behalf of the Texas Balance of State Continuum of Care as the Collaborative Applicant
- ii. The Continuum of Care is soliciting applications for all Projects through this RFP. Renewal Projects are those that are listed on the Grant Inventory Worksheet, Appendix A with a “Y” in Column N. Projects, or more specifically grants, not listed in Appendix A are not eligible for renewal, in FY2024 but may be eligible for renewal in 2025. If you believe this to be the case for your organization, please contact CA staff by emailing [txboscoc@thn.org](mailto:txboscoc@thn.org)
- iii. New in FY2024, the CoC is soliciting “Replacement Grant” applications. A Replacement Grant is a type of reallocation where an application submitted by an eligible Renewal Project Applicant that replaces an eligible renewal project that would otherwise be submitted by the same applicant. Not all Renewal Project Applicants can submit a Replacement Grant application. See Section II of this RFP for more information.
- iv. Although there is a single solicitation (this RFP), there are multiple application paths for an Applicant to select from in the grant application portal. It is the sole responsibility of the Applicant to select and complete the correct application materials. No consideration will be given if an Applicant mistakenly completes the incorrect application or submits non-responsive documentation.
- v. The Threshold Verification stage of the Application has been replaced with an application stage titled “Intent to Apply”. All applicants, new and renewal must complete this stage of the application no later than Wednesday August 21, 2024 at 11:59:59 PM CST.
- vi. The step of the process known as “Threshold Review” occurs during the Full Application Stage, meaning that there is a manual review of all New Project applications during the application submission window. Applicants should plan for this and allow sufficient time for the review of application materials required by CA staff. This manual review process can take 24-72 hours depending on the complexity of the application and the activities that are proposed.
- vii. Scoring of Renewal project applications has always been based on the extent to which applicants are able to demonstrate a positive contribution to System Performance Measures. **This year, Renewal Project application scoring is based entirely on HMIS or Comparable Database data and applicant self-report.** The use of data exclusively, without narrative response removes the need for 3<sup>rd</sup> party review by the Independent Review Team. Instead, applicants will be notified of their scores and given the opportunity to appeal the score on any metric before a final reconciled score is used in the ranking of project applicants.
- viii. All new project applications, except for Replacement Grants, will be scored by the Independent Review Team.
- ix. Due to the timeline mandated by HUD, applicants may find the need for an extension to certain non-scored application components. Some exception may be allowed. See Appendix B for the relevant application type to learn more about exception availability, and the procedure to

request an extension. Under no circumstances will CA staff offer any applicant an extension to any scored component of any application. It is the sole responsibility of the applicant to request an extension. Please be sure to observe any and all extension requirements to ensure an extension request can be granted. Extension requests that do not follow the request format will not be granted.

- x. Previously, Applicants were able to expand eligible Renewal Project using an expansion project application. For FY2024, Applicants intending to expand an eligible renewal project must instead submit as a New Project and consolidate (awarded) applications (non-competitively) in a future competition cycle.
- xi. In general, Applicant and Project eligibility is detailed in this RFP and project-level requirements. Specific information about the requested components of the application will be communicated through the appendices. It is critical that Applicants read and understand all required materials.

Please note, any request for Funding in the Texas Balance of State must align with the [FY2024-25 Texas Balance of State CoC Funding Priorities](#); *how* an applicant demonstrates alignment will be communicated through the appendices.

#### D. **ELIGIBILITY REQUIREMENTS**

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

1. Project Applicants must satisfy all terms in the NOFO including satisfying the requirements in [Section III, III.C](#),
2. Satisfy HUD's [Entity Eligibility Requirements](#)
3. Submit the Full Application in response to this RFP **between Monday August 12, 2024 at 9:00:00 AM and Tuesday September 3, 2024 at 11:59:59 PM CST**. For more details on the contents of the Full Application Contents, please see Section IV and Appendix B of this RFP.
4. Applicants must meet additional entity threshold requirements below
  - i) Applicants may submit one (1) **new** project application in addition to any eligible renewal project application(s) in response to this RFP
  - ii) Applicants and proposed sub-recipients must agree to the expectations outlined in the [FY24-25 CoC Expectations Form](#), if awarded
  - iii) Applicants and proposed sub-recipients must be nonprofit organizations, states or local governments, or instrumentalities of state and local governments, including Public Housing Authorities
  - iv) Applicants and proposed sub-recipients must have an active System for Award Management (SAM) Registration
  - v) Applicants and proposed sub-recipients must have an active Unique Entity Identification Number (UEIN). [UEIN replaced the DUNS number earlier this year](#)
  - vi) The Applicant must have no outstanding delinquent federal debts listed at sam.gov

- vii) Applicants must have a financial management system that meets Federal standards as described at 2 CFR 200.302
  - viii) The Applicant must submit a completed Certification Regarding Lobbying and Disclosure of Lobbying Activities (SF-LLL)
  - ix) The Applicant must comply with Mandatory Disclosure requirements & disclose to the CoC any matter that would trigger mandatory disclosure requirements, through this application
  - x) The Applicant & all Sub-recipients must submit 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 or listing at [hud.gov](http://hud.gov). Note that HUD updates this listing quarterly. Applicants that do not appear in this list and do not submit a code of conduct by the application deadline, will not be reviewed, scored or ranked.
  - xi) A Renewal Project Applicant must appear in the table of Appendix A of this RFP with a "Y" shown in Column N
  - xii) Applicants must propose eligible activities. Submissions that reflect a gross misunderstanding of the purpose of the CoC Program or the allowable uses of CoC Program funds will not be scored or ranked
  - xiii) New Project Applicants must not have open monitoring findings with HUD. There is no distinction between monitoring findings. Any open monitoring finding at the time of submission will result in an automatic disqualification from CoC Bonus or DV Bonus Funding consideration
  - xiv) Applicants to the DV Bonus category of funding must be a Victim Service Provider as defined by HUD at 24 CFR 578.3. That is a private non-profit, whose primary mission must be to serve Survivors of domestic violence, dating violence, sexual assault or stalking. Such Providers may also serve persons fleeing human trafficking, but **may not** exclusively target people fleeing or attempting to flee human trafficking. Similarly, DV Bonus Applicants must be currently participating in a comparable database recognized by HUD as such, at the time of application submission.
4. New Project Applications must adhere to the following requirements, in addition to any other requirement in this RFP or the CoC Program NOFO.
- i) [The proposed Project may only serve counties](#) within the Texas Balance of State Continuum of Care
  - ii) The CoC will not accept applications that contain requests for any of the following activities regardless of the language used to request
    - (1) Construction
    - (2) Acquisition
    - (3) Re-habilitation
    - (4) Stand-alone Transitional Housing



(5) Any funding request or project design, or combination thereof that conflicts with [24 CFR 578.87](#)

For reference, eligible Budget Line Items include:

- (1) Rental Assistance OR Leasing
  - (2) Supportive Services
  - (3) HMIS
  - (4) Admin
  - (5) VAWA Compliance Section III.B.4.A.2
  - (6) Rural Costs Section III.B.4.A.3
- ii) The total request for a project must be equal to or greater than \$200,000 but less than \$1,000,000 excluding the matching requirements
  - iii) All New Project Applications, and associated activities must align with the [CoC's FY2024-25 Funding Priorities](#)
  - iv) The maximum request for HMIS must be no more than 3% of the total of all other budget line requests from HUD, and cannot exceed \$15,000 per application, whichever is less
  - v) Successful New Project Applications will leverage housing or healthcare resources. More information can be found in Section II.D and Appendix B of this RFP
  - vi) A New Project total budget request may not be more than 50% of the most recently approved (by the Board, Membership, Voters, etc.) Agency operating budget
  - vii) Housing Stability Case management is a required activity for all project applications. Therefore, all housing projects must request Supportive Services as a Budget Line Item in the Application
  - viii) No more than 2:1 ratio of supportive services to housing budget is permitted. Example: if Rental Assistance Budget is \$100,000, the maximum Supportive Service Budget Line may be \$200,000
  - ix) All Supportive Services must be reasonable, and necessary to assist participants to obtain, and maintain housing
  - x) Applicants must supply, to the CoC's satisfaction evidence that the Applicant will satisfy the matching requirements of the CoC Program at [24 CFR 578.73](#)

## II. **PROJECT SCOPE OF WORK**

The CA is seeking proposals from agencies wishing to fund housing and service projects targeted to people experiencing homelessness as defined in the FY2024-2025 CoC Program NOFO. Successful applicants will satisfy one or more sections below:

### A. **RENEW CURRENTLY FUNDED PROJECTS**

HUD makes available to each CoC the amount of funding needed to re-fund all currently funded projects eligible for renewal. This amount is called the Annual Renewal Demand (ARD). The TX BoS CoC's FY 2024

estimated ARD is \$15,474,990. To be eligible for renewal funding through the FY2024 competition, the project being renewed must be listed on the final Grant Inventory Worksheet maintained by HUD, authorized by the CoC, and expire in CY2025 (December 31, 2025). In 2025, HUD will automatically renew any project that meets eligibility criteria, eg: selected for conditional award in FY2024 or prior, and has a CoC Program contract expiration date in CY2026

For a complete list of eligible renewal projects please see Appendix A. Note that budgets included in Appendix A may have been previously reduced by Board Action. The amount available to the CoC as a result of full or partial reallocation is \$437,533.

Projects that were conditionally awarded in a prior competition are subject to the terms and conditions placed on the individual award offer, as well as statutory requirements in the NOFO governing the subject award. All projects must comply with the terms of their conditional award and timeliness standards set by HUD in the Code of Federal Regulations, the Notice of Funding Opportunity, subsequent HUD Notices, and this Request for Proposals.

Renewal Project applications must remain materially similar to prior awards, with limited exceptions for increases to fair market rents(FMR) by HUD. In 2024, HUD will make adjustments to renewal requests to reflect the FMR in place at the time of submission which will be 2025 FMRs. HUD has also authorized a one-time Cost of Living adjustment for Supportive Services and HMIS. These changes will occur **after** submission, and are made by HUD without any action from Applicants. To learn more about these changes unique to FY2024, please see the NOFO section III.B.4.c.

Changes to a Renewal Project's terms, such as a change in a target subpopulation, addition or removal of Budget Line Items, or a reduction in the number of units assisted, are considered "significant changes" and are not allowed using this process. Renewal Project Applicants proposing to alter the content or scope of a renewal project application should contact [txboscoc@thn.org](mailto:txboscoc@thn.org) for guidance **before** making such changes.

In 2024 Renewal Applicants may shift up to 10% of another Budget Line Item (BLI) to create or fund a Violence Against Women Act or VAWA BLI. These changes can be made to help offset the cost of compliance with VAWA regulations, and can also be made during the operating year without a significant amendment. See Section III.B.4.b.2 of the NOFO for more information

Renewal Project Applicants will complete an abbreviated application. For more details regarding the contents of the solicitation, see Section IV and Appendix B of this RFP.

## B. CREATE NEW PROJECTS

In essence, there are three ways for an Applicant to create a new project in the local application process. These processes are described below and in additional detail in the NOFO itself. Applicants are encouraged to consult the NOFO before beginning a new project application. Projects selected for conditional award by HUD and have a FY2024 Contract expiration in CY2026 will be automatically renewed by HUD in CY2025.

### a. Replacement Grants

Replacement Grants are a type of reallocation. These project applications will replace an existing renewal project Application on the CoC's Priority Listing. These projects are submitted by eligible entities listed in Appendix A. Renewal Projects eligible for replacement are those that have been in operation for at least 24 months. Replacement project applications must satisfy several criteria.

1. The Renewal Project being replaced must be eligible for renewal.
2. The Applicant must communicate their intent to replace that application in Apply, and appropriately identify the required applications to the CoC.
3. The Applicant must submit both a renewal project application and a new project application.
4. The New Project Application must satisfy HUD and CoC threshold criteria in Section I of this RFP and the NOFO Section III.
5. The Renewal Project Application will be scored and ranked per the CoC's Ranking Policy.
6. If the New Project Application satisfies Threshold criteria, it will replace the renewal project and take the ranked position of the renewal project in the Priority Listing and the renewal project will be discarded.
7. If the New Project Application does not satisfy Threshold criteria it will be rejected and the renewal project will retain its ranked position in the Priority Listing.
8. Replacement grant Applications may not:
  - a. Exceed the Annual Renewal Amount listed for the Renewal Project as listed in Appendix A
  - b. Change Component Types or Recipients

The CoC **will not** include both the New Project and Renewal Project in the Priority Listing. New Project Replacement Applications will count as the one (1) New Project Application submitted by an Applicant.

Funding for Replacement Grants comes from the Annual Renewal Amount allocated to the Recipient on the Grant Inventory Worksheet (Appendix A) for the Renewal Project being replaced. These project applications are risky to the Applicant because the Renewal Project is eliminated by the CoC in the Local Application Process. If the CoC submits a replacement application on behalf of an Applicant, it cannot be reversed. Applicants interested in this option are encouraged to reach out to seek guidance from the CoC before submission by emailing [txboscoc@thn.org](mailto:txboscoc@thn.org).

b. CoC Bonus Funding

Annually, HUD releases the amounts available to a COC for the creation of new Projects. This is done via an "[Estimated Annual Renewal Demand Report](#)". In FY2024, HUD has made available up to 12% of a CoC's Final Pro Rata Need (FPRN) for new projects using CoC Bonus funding. Using the formulas available in the NOFO and the FPRN from 2023, staff believe that this amount will exceed \$6,500,000. Projects selected for conditional award by HUD and have a FY2024 Contract expiration in CY2026 will be automatically renewed by HUD in CY2025.

This "allocation" by HUD is by no means a guarantee of funding. Actual funding amounts will be determined by the strength of the CoC's Application relative to all CoC's in the United States, how many projects the TX BoS CoC puts forward relative to other CoCs, the individual project scoring in the local application process, and in HUD's Quality Review and evaluation. A New Project Application is a new set of activities that work together to promote housing stability for a group of eligible participants.

New Project Applications

CoC Bonus funds can be used to create new housing and service projects designed to move people experiencing literal or chronic homelessness into Permanent Housing as quickly as possible.

These projects must align with one of three eligible housing interventions, (1) Permanent Supportive Housing (PSH), (2) Rapid Re-Housing (RRH), or (3) Joint Transitional Housing & Rapid Re-Housing (TH/RRH). Within these three interventions, an applicant can request a variety of activities, but it is important to note that you cannot mix interventions within the same project application. In addition to housing supports to re-house people experiencing homelessness, the applicant can, and should, request a variety of supportive services as they are listed at 24 CFR 578.53e(1-17). For the purpose of brevity of this document, those services along with the eligible activities within PSH, RRH, and TH/RRH will not be listed here. Rather, it is the obligation of the applicant to determine the allowability of proposed costs and communicate the full scope of the intended use of these funds in the Project Application. All funds requested and their correlating expenditures must align with CoC Program regulations at 24 CFR 578 and United States Generally Accepted Accounting Principles (GAAP).

Please note that new TH/RRH Project Applications must observe a 2:1 ratio of Rapid Re-Housing to Transitional Housing and the Applicant must be able to provide both components at any time during a participants' enrollment.

Applicants are limited to single-year grant terms. To learn more about eligible uses of CoC Program Funds [please visit the HUD Exchange Virtual Binders](#), where HUD details eligible activities and eligible costs. Please note that HUD or the CoC may limit the types of funding available in a given competition year. To learn more please see Section 1.D of this RFP

c. Domestic Violence Bonus Funding (DV Bonus)

While HUD has not made the amounts available for the DV Bonus, HUD has made available the formula to calculate a CoC's DV Bonus Maximum. CA Staff believe there is \$5,000,000 to fund new housing and service projects for the exclusive benefit of Survivors of domestic violence. This funding can be used for 2 (two) interventions: RRH **or** TH/RRH. Projects selected for conditional award by HUD and have a FY2024 Contract expiration in CY2026 will be automatically renewed by HUD in CY2025.

Within these interventions, an applicant can request a variety of activities, but it is important to note that you cannot mix interventions within the same project application. In addition to housing supports to re-house people experiencing homelessness, the applicant can, and should, request a variety of supportive services as they are listed at 24 CFR 578.53e(1-17). For the purpose of brevity of this document, those services along with the eligible activities within RRH and TH/RRH will not be listed here. Rather it is the obligation of the applicant to determine the allowability of proposed costs and communicate the full scope of the intended use of these funds in the Project Application. All funds requested and their correlating expenditures must align with CoC Program regulations at 24 CFR 578 and United States Generally Accepted Accounting Principles (GAAP).

Applicants are limited to single-year grant terms. To learn more about eligible uses of CoC Program Funds [please visit the HUD Exchange Virtual Binders](#), where HUD details eligible activities and eligible costs. Please note that HUD or the CoC may limit the types of funding available in a given competition year. To learn more please see Section 1.D of this RFP.

Please note that new TH/RRH Project Applications must observe a 2:1 ratio of Rapid Re-Housing to Transitional Housing and the Applicant must be able to provide both components at any time during a participants' enrollment.

### C. **RECIPIENTS & SUBRECIPIENTS**

In general, Applicants to the CoC Program are permitted to sub-award CoC Program funding if awarded, with some important caveats. (1) the Subrecipient must be an eligible entity and pass all threshold verification. HUD and the CoC will assess Subrecipient eligibility. For-profit entities are not eligible for sub-award, with no exception. The subrecipient must be identified at the time of the initial application, and sufficient information necessary to determine their eligibility must be disclosed in both Apply and E-snaps.

In situations where all project activities are sub awarded, Applicants are not relieved of their obligation to the Federal Government.. Pass-through entities (Applicants making sub-awards) are subject to additional requirements at 2 CFR 200.331, 200.332 and 200.233. [Please be aware of the distinction between a subrecipient and subcontractor, as there are different implications for the Recipient or pass-through entity.](#)

### D. **LEVERAGING HOUSING OR HEALTHCARE**

A priority for HUD and the Texas Balance of State Continuum of Care is that Applicants will leverage partnerships for Housing or Healthcare assistance as a part of the project application to the greatest extent possible.

Based on feedback in the Participative Planning portion of the CoC Plan to Address Unsheltered Homelessness in the fall of 2022, the CA is further incentivizing relationships between Applicants and a Housing or Healthcare partner.

The CA has incentivized these partnerships through scoring. To earn points for leveraging housing or healthcare, the Applicant will need to submit a written commitment from their partner. In the case of housing, eligible partners for this purpose are Public Housing Authorities (PHA), Community Housing Development Organization (CHDO), or Community Development Corporation (CDC). Healthcare partners may be Local Mental/Behavioral Health Authorities (LMHA/LBHA), Healthcare/Hospital Districts, Public Health Departments, Federally Qualified Healthcare Centers (FQHC), or Healthcare for the Homeless (HCH) Recipients. Applicants that cannot demonstrate this leverage are not excluded from applying.

This means that the competitive Applicant will secure, through firm written commitment, an additional housing or healthcare benefit for the exclusive benefit of the project participants. In order to secure points for these activities, the written commitment must:

- Be in place by Tuesday September 3, 2024.
- Identify the source and description of the benefit.
- Identify the Project **by name**. Please note that the project name must be consistent throughout the application materials.

- Identify the dates the benefit will be available. These dates should align with the dates listed for the Project in the e-snaps upload.
- Quantify the benefit in terms of units added and dollars. Calculate the estimated dollar value of the commitment.
- Explicitly state that these resources will be available to participants in the Project.

While these commitments can be conditional on CoC Program funding, the commitment may not be some other public benefit, such as benefit navigation, or a benefit they would confer to the participant as any other member of the public. Some (non-exhaustive) examples of benefits that would count as leveraged housing or healthcare are given below. Please note that these examples are only intended to clarify the intent of the requirement and simply stating the commitment would not sufficiently document these activities for purposes of the application. Similarly, there is an important distinction between “match” as described in Section IV.D and “leverage” described in this section. Not all leveraged resources will count towards the matching requirements. It is the Applicant’s responsibility to understand both.

### **Housing**

- i. Partnerships with Public Housing Authorities.

For example, mainstream or other Special Purpose Vouchers (including Stability Vouchers) made available to the Applicant by the Public Housing Authority, for a period of one year, to house persons experiencing homelessness, while the Applicant uses CoC Program Supportive Services to support housing stability. The value being the per-unit rental costs absorbed by the PHA on an annual basis as an aggregated total.

### **Healthcare**

- i. Partnerships with Local Mental Health Authorities.

The Local Mental Health Authority (LMHA) has committed to offering enhanced Community-based Mental Health services to participants in this project and will assist with healthcare via a mobile clinic at project sites one day a week, using Community-Based Mental Health workers. The LMHA is committed on an ongoing basis, evaluating the relationship annually. The value of the proposed healthcare services is calculated by the per-unit costs of the services multiplied by the number of participants that are projected to utilize the services.

In order for an applicant to receive points for these metrics, the Reviewers must be able to identify:

1. The Source and specific type of commitment (The specific housing or healthcare resource being leveraged).
2. The dates that the resources will be available.

3. The value that the Applicant has calculated and what percentage of the application's total budget that value represents. This value is calculated as (Total value of leveraged resource/Total HUD request) x100=Percent commitment. More points are available for larger commitments relative to the size of the CoC Program funding request.

Applicants must demonstrate through firm written commitment contracts or other formal written documents that demonstrate the benefits or number of subsidies conferred through the arrangement with the housing or healthcare partner.

The scoring criteria for this requirement is communicated in Appendix C.

#### E. **APPLY APPLICATION SOFTWARE**

SurveyMonkey Apply, formerly known as Momentive, is the Grant Management Software the CoC uses. The TX BoS CoC Local Application Process will be hosted entirely within the Apply platform. That is, all application materials will be solicited in, or uploaded to Apply. The THN Apply site is open to the public and all eligible entities are encouraged to apply. Apply is free for applicants to use. Beware of scams claiming to set up access for a fee or other such services. Applicants are encouraged to make use of the robust Frequently Asked Questions (FAQ) available from **Apply**. [Click here to access the Apply FAQ](#)

To access Apply please [thncompetition.smapply.io](https://thncompetition.smapply.io)

In previous years, Applicants could apply as "individuals", and this resulted in confusion in instances of staff turnover, or in periods of staffing change at the Agency level. In 2024, the CA modified the site to no longer accept applications from Individuals. Now applicants must apply as "Organizations". Applicants must create an Applicant Profile in Apply at the link referenced above. The Organizations account must be managed by a central figure at the Applicant's Organization. Some resources for creating Organizational profiles are given below.

[I already have an Individual Account, how do I register as an Organization? \(linked resource\)](#)

[Introduction to Organization Profiles \(linked resource\)](#)

[Managing your Organization FAQ \(linked resource\)](#)

For questions related to your Apply Account, such as password or user name issues, please contact Apply directly. The CA **cannot** reset your password or retrieve your username. **Additionally, Applicants are highly encouraged to add [noreply@mail.smapply.net](mailto:noreply@mail.smapply.net) to their list of approved emails. The CA cannot be responsible for missed communication between the CoC and the Applicant.**

For questions related to the contents of the application, please contact the staff person identified in Section I.B of this RFP. The CA may offer limited technical assistance related to the navigation of the site;



however, due to the anticipated volume of applicants, successful navigation of Apply is the responsibility of the Applicant.

### III. **TIMELINE**

This is not the usual TX BoS CoC Program Annual Competition timeline; it is complex and condensed, meaning that there will be a number of deadlines for Applicants to manage. That is outside the control of the CA. HUD imposed deadlines require that certain activities occur at specific times. The timeline below represents an attempt to comply with those requirements but also to collaborate with Applicants to ensure successful completion of their Application.

The items in Section III.A are intended to communicate the scope of the TX BoS CoC Local Application process. Items that are **bolded** are intended to draw attention to important dates in the process. A further explanation of key activities in the process is below. All times listed are Central Standard Time unless otherwise noted. Every effort will be made to adhere to these timelines. Due to the nature of these processes, a delay in one stage does not necessarily correlate to a corresponding delay in subsequent stages. Applicants should ensure that they add [noreply@mail.smapply.net](mailto:noreply@mail.smapply.net) to their list of safe email addresses to ensure that there is no missed communication from the CoC. Applicants may also receive communications from [txboscoc@thn.org](mailto:txboscoc@thn.org).

#### A. **SCHEDULE OF EVENTS**

NOTE: All times listed are Central Standard Time unless otherwise notated

1	Issuance of RFP	8/12/2024 9:00:00 AM
2	<b>Intent to Apply Stage Opens in Apply</b>	8/12/2024 <b>9:00:00 AM</b>
3	<b>Full Application Stages Open in Apply</b>	8/12/2024 <b>12:00:00 PM</b>
4	<b>Intent to Apply Stage Closes in Apply</b>	<b>8/21/2024</b> <b>4:59:59 PM</b>
5	<b>Threshold Review Is Complete</b>	<b>8/23/2024</b> <b>4:59:59 PM</b>
6	<b>Full Application Stages Close in Apply. Applications Due</b>	<b>9/3/2024</b> <b>11:59:59 PM</b>
7	<b>CA Completes the Completeness and Quality Review in Apply</b>	<b>9/6/2024</b> <b>11:59:59 PM</b>
8	<b>Independent Review Team Begin New Project Reviews</b>	<b>9/7/2024</b> <b>12:00:00 AM</b>

9	<b>Independent Review Team Returns Applications to CA</b>	<b>9/15/2024 11:59:59 PM</b>
10	Project Application Scores Are Available	9/16/2024 11:59:59 AM
11	<b>The CA Reconciles Application Scoring</b>	<b>9/17/2024 11:59:59 AM</b>
12	The CA Completes Ranking Scenarios for Board Review and Approval	9/20/2024 11:59:59 PM
13	Deadline for Applicants to submit outstanding corrections/ Non-scored Component Extension Deadline	9/20/2024 11:59:59 PM
14	The TX BoS CoC Board selects a Ranking Scenario to become the Priority Listing	9/25/2024 2:00:00 PM
15	Applicants Notified Whether an Application Will Be Submitted with the 2024 Collaborative Application	9/26/2024 4:59:59 PM
16	Applicant Deadline for Grievances	9/27/2024 4:59:59 PM
17	Board Makes Written Response to Grievances	10/4/2024 4:59:59 PM
18	Minor Correction Deadline	10/14/2024 11:59:59 AM
19	The TX BoS CoC Board Approves the FY2024 Collaborative Application	10/23/2024 2:00:00 PM
20	FY2024 Collaborative Application posted on THN's Website & Notice Sent Via the BoS News Listserv	10/24/2024 4:59:59 PM
21	The CA Submits Collaborative Application	10/27/2024 1:00:00 PM
22	Collaborative Applications Due to HUD (National Deadline)	10/30/2024 8:00:00 PM EDT

#### **IV. EXPLANATION OF EVENTS & APPLICATION COMPONENTS**

##### **A. ISSUANCE OF RFP**

Texas Homeless Network issues the RFP on behalf of the Texas Balance of State Continuum of Care. Prior to issuance, this document is reviewed and approved by the TX BoS CoC Board. This document and the Appendices represent the entirety of the solicitation. 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. No CA

staff person can guarantee funding through this process. Applicants are encouraged to seek clarity in writing. Verbal communication is non-binding, and further, in the event of a conflict between the CA and the HUD NOFO, the Code of Federal Regulations, or local HUD Field Office, HUD will prevail.

## B. **APPLICATION STAGES**

The Application opens on Monday August 12, 2024 at 9:00:00 AM. There are three (3) possible applications for Applicants to select from. The Application Portal for each is linked below,

- [FY2024 Renewal Project Application](#)
- [FY2024 CoC Bonus Project Application](#)
- [FY2024 DV Bonus Project Application](#)

Within each application, there are two stages for Applicants to complete in order to submit their application. They are, the Intent to Apply Stage and the Full Application Stage. Please note that the full name of the Full Application Stage listed in Apply is dependent on funding source and Project Type. The Applicant must complete the stages in order of their listing on the timeline in Section III.A of this RFP. The components of the Applications can be found in Appendix B of this RFP. In order to comply with HUD's timing requirements in the NOFO, The Intent to Apply Stage will open on Monday August 12, 2024 at 9:00:00 AM, will remain open for nine (9) calendar days and will close at 11:59:59 PM Wednesday, August 21, 2024. Applicants will receive an automated system message when the Intent to Apply stage is submitted. Following the Intent to Apply stage submission, CA Staff will perform a Threshold Review of the applicant's responses, and either decline the Intent to Apply or move the applicant to the Full Application Stage. This review can take approximately 24 to 72 hours depending on when the applicant submits. Applicants should plan accordingly. Following Threshold Review, Applicants will move forward to the Full Application Stage. This Stage opens at 12:00:00 PM on Monday, August 12, 2024 and will remain open until 11:59:59 PM on Tuesday September 3, 2024.

Applicants must consult materials published on the HUD Exchange, including the relevant Renewal or New Project Detailed Instructions for the e-snaps application to successfully complete an application to the CoC. 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 and other materials at the [HUD website](#).

a) **Threshold Verification:** Closes Friday, August 23, 2024, at 11:59:59 PM

This step of the Application Process is where the CA verifies basic eligibility about the Applicant, and the Project itself. There are no uploads required for this stage of the Application. Applicants must complete this step first, before gaining access to the remainder of the Full Application.

Please note that satisfying the Threshold Verification is the initial step in the Application process. Satisfying this stage does not constitute a completed application, nor is it a guarantee of funding. Applicants that do not complete the next stage in the section below will not be reviewed or included in the Priority Listing.

b) Full Application: Closes Tuesday September 3, 2024, at 11:59:59 PM

There are two major components of the Full Application Stage, “Apply” and “e-snaps”. For more information on Apply, see Section II.C of this RFP. For a link to the relevant Apply Application portal, please see Section IV.B.

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 Applicant Profile and 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 Priority Listing submitted as part of the CoC Collaborative Application. The importance of close attention to detail as it relates to the e-snaps application cannot be overstated.

This stage is where the bulk of the CoC’s data collection about the application occurs and is broken into several tasks that can be completed in any order. Please consult the Appendices for additional details for a particular application path.

The deadline for Applicants to complete these tasks and submit this Stage of the Application is Tuesday September 3, 2024 at 11:59:59 PM. Applicants that do not complete this step will become ineligible for consideration and will not be reviewed, scored or ranked, and will not be included in the Priority Listing of projects recommended to HUD for funding.

c) Non-scored Application Component Extension Deadline: Friday, September 20, 2024 at 11:59:59 PM

This is an optional non-scored application stage. Applicants that request an extension to a non-scored Application component in the Full Application stage *must satisfy all application deficiencies by this stage deadline*. Applications that are not complete as of Saturday September 21, 2024 at 12:00:00 AM will be removed from the CoC’s Priority Listing. Applications listed below them will move up one ranked position on the Priority Listing. This requirement applies to both the Certification of Consistency, and e-snaps Project Applications.

Please note that Applicants must request an extension to an eligible application component. Extensions are not automatically granted, and an application received with non-responsive documentation or documents that otherwise do not follow Application submission requirements will be removed from consideration and will not be reviewed, scored, or ranked and will not be included in the CoC’s Collaborative Application.

### Requesting an extension

This annual competition is similar to the FY2023 Competition but unlike prior application cycles. Applicants can request additional time to complete some parts of the project application; however, the CoC must still do a thorough review and maintain appropriate levels of oversight over the process. Please make note of the deadlines throughout this document and take care not to miss a deadline. The additional time to complete the e-snaps application comes at a cost. CA Staff will be unable to perform multiple rounds of corrections with applicants.

The only application components that Applicants can request an extension for are:

- The e-snaps Project Application

The Certification of Consistency with the Consolidated Plan (HUD-2991)

Please note that no extensions will be granted for e-snaps Applicant Profile uploads.

Applicants must start these tasks as soon as possible. Extension requests must be submitted in Apply before the Application deadline. Applicants that request extension must demonstrate that there has been sufficient progress made by the application deadline. Applicants must submit the following, on Agency letterhead, in the place of the required upload by the application deadline.

e-snaps Project Application extension requests must contain:

- The name of the Project Application in e-snaps
- The reason the extension request is needed
- A self-imposed deadline that is before Friday September 20, 2024 at 11:59:59 PM
- An acknowledgment that the Application will not be included in the final submission without all required materials
- Executive Director or their equivalent's signature on the document certifying the above information
- Additionally, Applicants must utilize the e-snaps export functionality and upload the partially completed application to Apply

The Apply Upload must reflect the following:

- e-snaps export will be combined with the letter into a single document
- The e-snaps application must correlate to the project intervention in Apply (i.e., RRH, PSH, TH/RRH)
- Parts 1, 2, 3, 6, of the e-snaps application must have activity within 24hrs of the application deadline
- Part 3 or Part 6 must be complete
- The e-snaps upload must include the entirety of the e-snaps application, not just the completed sections

Certification of Consistency extension requests must contain

- The name of the Project Application in e-snaps
- The reason for the extension request, and the date of the original written request
- A self-imposed deadline that is before Friday, September 20, 2024 at 11:59:59 PM
- An acknowledgment that the Application will not be included in the final submission without the Certification of Consistency and an acknowledgement of the Appeal process contained in the HUD NOFO
- Additionally, applicants must upload a copy of the original written request made to the PJ before Wednesday August 21, 2024 along with any subsequent communication with the PJ to Apply.

The Apply Upload must address the following:

- Whether the PJ explicitly refused to sign the Certification
- If there is an event, such as a City Council Meeting, where the certification will be considered
- If there are any other mitigating circumstances other than a late request that should be considered

Please email extension questions to [txboscoc@thn.org](mailto:txboscoc@thn.org). Do not, however, email extension requests to the CA. Extension requests must be made using the process described above.

Applications that fail to meet the extension request deadline or fail to satisfy the criteria for extension will be removed from consideration.

### **C. CERTIFICATION OF CONSISTENCY WITH THE CONSOLIDATED PLAN**

All applications must include a HUD-required Certification of Consistency with the Consolidated Plan (Certification). This Certification is completed by a Participating Jurisdiction (PJ) in the area the proposed project will operate. When a Project's coverage area spans multiple PJ, it is only necessary to collect one (1) Certification from a PJ in the proposed coverage area. All applicants must submit a completed, signed Certification through the appropriate screen in Apply for the proposed Project. Certifications must be dated between May 1, 2024 and September 20, 2024.

Applicants that plan to request an extension to supply a Certification because the PJ has indicated for whatever reason that they will not sign the certificate, must submit their intent to appeal, using the extension request format in the section above.

**Due to the variation in customary business procedure at the PJs throughout the State, Applicants are encouraged to prioritize this request early in the application process.** HUD will not grant application

submission extensions for circumstances other than a Federal Natural Disaster Declaration immediately (less than three months) before or during the application period.

Applicants must give the PJ sufficient time to review, approve and certify the proposed activities. Applicants may not appeal non-responses or a PJs refusal to certify if the Applicant's initial request was made to the PJ later than August 21, 2024

NOTE: The CA is unable to submit a recommendation on your behalf without this form. Under no circumstances will the CA accept a Certification of Consistency after Friday September 20, 2024 at 11:59:59 PM. Applicants that fail to secure a Certification before the close of the application period may appeal HUDs resulting disqualification. Instructions are in Section VII.E of the NOFO.

#### **D. MATCH DOCUMENTATION**

In general, all recipients or subrecipient must match all grant funds, except for leasing funds, with no less than 25% of cash or in-kind contributions from other sources. Cash or In-kind match must be used for the costs of activities that are eligible under subpart D of 24 CFR 578. This matching requirement is on a per-grant basis.

Applicants must upload a letter (on Agency Letterhead) that satisfies the following criteria:

- Identify the match as Cash or In-kind
- Identify the source of the Matching Funds
- If cash, a detailed description of the activities that the match will support
- If in-kind, a detailed description of the goods or services that will be used as match
- A citation from the CoC Program Interim Rule Subpart D (578.37-578.63) that correlates to the eligible matching activity or activities
- Explicitly state that the match will be available for the entire FY2024 Grant term
- Is signed by the Agency's Chief Financial Officer, or their equivalent.

CA Staff will review and must approve all match documentation prior to inclusion of a project application in the CoC's Priority Listing.

Insufficient match is one of the most common monitoring findings when HUD monitors CoC Program Recipients. Additionally, HUD will not authorize the release of federal funds until the Department is satisfied that a conditionally awarded applicant will be able to satisfy the matching requirements. Therefore, it is critically important that Applicants thoroughly understand the matching requirements of the CoC Program.

Below are common examples of **ineligible** match (non-exhaustive):

- Furniture, including beds, dressers, kitchen utensils and common area seating
- Clothing

- Cleaning supplies
- Other CoC Program Funds
- Cash that is used for activities that are not eligible under the CoC Program Interim Rule
- Funds from any source where that source has limited their use for this purpose
- An otherwise eligible cost that is provided to persons who are not participants in the project, e.g. before enrollment or after they have exited.

Examples of **eligible** match (non-exhaustive)

- Food (Groceries or prepared food items, no paper or household items)
- Rental Assistance (paid with other sources, must comply with CoC Requirements)
- Security Deposits (must comply with Texas Property Code)
- Unreimbursed admin costs that exceed the allowed admin budget line item
- Unreimbursed Indirect Costs, where the Recipient has a negotiated Indirect Cost rate
- The value of free or reduced supportive services such as counseling, mental health or medical care, mediation, etc. The match is the difference between the negotiated rate and the market for that service in your community

Match must be supported by sufficient documentation to correlate that expenditure or service to an active participant in the CoC Program, and evidence that the cost is eligible as match. This may include, but is not limited to, receipts, Accounting Ledger Entries, Acknowledgement of receipt by the participant, and/or sign in/out sheets. Third-party in-kind match must be supported by a Memorandum of Understanding between the Recipient and the Third-party before HUD will execute a contract with the Recipient.

E. **APPLICATION REVIEW PROCESSES**

All applications will go through two (2) standard review processes. Those review processes are explained below. The majority of the reviews center entity eligibility, activity eligibility, and consistency across materials as well as the e-snaps application that will be submitted to HUD as part of the Collaborative Application. Application errors discovered after ranking may result in a determination of ineligibility, and a renewal project being removed from the Priority Listing. Please see the information below and be diligent about following the relevant detailed instructions supplied by HUD.

a) **Threshold Eligibility Review**

This review occurs in Stages. At the submission of the first stage of the application, “Intent to Apply,” CA staff review each application to verify the following:

- i. Applicants must be nonprofit organizations, states or local governments, or instrumentalities of state and local governments, including Public Housing Authorities
- ii. Applicants must have an active SAM Registration at the time of application
- iii. Applicants must have an active Unique Entity Identification (UEI) Number



- iv. The Applicant must have no outstanding delinquent federal debts
- v. That the proposed Project will only serve counties within the Texas Balance of State Continuum of Care
- vi. That the Applicant intends to comply with the requirements throughout this document
- vii. That the proposed activities are eligible, and the details supplied reflect a sufficient understanding of the CoC Program

Applicants that do not meet the above criteria will be notified both in Apply and notified in writing via automated message from [noreply@mail.smapply.net](mailto:noreply@mail.smapply.net) that the proposed applicant or project is ineligible along with the reason for the decision. Applicants may submit a separate application if it is believed that information was submitted in error, or CA staff incorrectly determined that a project is ineligible for consideration. The Intent to Apply is due by the deadline of Wednesday, August 21 2024 @ 4:59:59 PM.

Applicants may submit multiple Applications if necessary to satisfy the threshold review process, but only one (1) application will be considered. In the event that an applicant submits multiple applications, the application with the latest eligible time stamp of submission will be considered.

b) Completeness and Project Quality Review

Upon submission of the Full Application, CA Staff will review the application for completeness and consistency throughout. CA Staff will perform a preliminary review of each application for completeness. Completeness means that all required documents 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 Independent Review Team to score the application.

- i. The e-snaps Applicant Profile is complete and accurately reflects the current staffing of the Applicant (i.e. Matching Primary and Secondary Contacts between e-snaps and Apply)
- ii. The e-snaps Applicant Profile 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 (see Appendix B for more information)
- iii. Any extensions requested are in the proper format and comply with the requirements for the extension requested (see the appendices for more information)
- iv. That the Applicant satisfies the terms in Section I.D of this RFP

Applications must comply with this RFP and the Annual NOFO. Applications that do not comply with the provisions of the NOFO or this RFP will not pass the Completeness and Quality Review.

The second part of this combined review process focuses on the e-snaps project application upload, including continuity throughout the application. Through the Quality Review process, CA staff are ensuring that the Project Applicant followed the detailed instructions provided by HUD, that there is consistency throughout the Application, budgets have sufficient detail, and that the Applicant's responses address all parts of the questions asked. Renewal applicants that submit e-snaps applications "without changes" are assumed to have met the quality review thresholds and Staff will perform an abbreviated Review of the application sections marked as changed in the e-snaps summary. To expedite the review process, Renewal Project Applicants should edit only the screens necessary to update the application. Punctuation and grammar can slow the review process significantly. Sections of the e-snaps application with 2024 submission dates on the Submission Summary screen will be thoroughly reviewed.

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 the CA is Friday, September 20 2024, at 11:59:59 PM.**

#### Uncorrectable Deficiencies

- If the Applicant submits an e-snaps Applicant Profile without a Code of Conduct, and is not listed in HUD's database, the application will be rejected
- Applications submitted with an extension request where the extension request does not follow the required format
- The Application does not satisfy the applicable requirements in Section I.D of the RFP or the NOFO

#### F. **INDEPENDENT REVIEW TEAM**

The Independent Review Team (IRT) is a group of TX BoS CoC Stakeholders assembled for the sole purpose of reviewing the FY2024 CoC Program New Project Applications submitted for review in the Balance of State CoC. This review will take place from September 7, 2024 to September 15, 2024. IRT recruitment is focused on direct service staff, people with lived experience of homelessness, and people who 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.

**G. APPLICANTS REVIEW SCORING**

Consistent with Section VI.A & Appendix C of this solicitation, CA staff will run HMIS reports and score Renewal projects that pass the Project Completeness and Quality Review stage of the Evaluation process. New Project Applications are scored by the Independent Review Team based on responses in Apply. These scores will be available to Applicants on or before Monday September 16, 2024. Applicants are strongly encouraged to check their application in Apply within 24 hours of the system notification from [noreply@mail.smapply.net](mailto:noreply@mail.smapply.net) to accept or challenge individual metrics on the scorecard. Applicants that do not respond to this step in Apply will be moved on to the next step of the review process once the deadline for the stage has passed.. For more information about the scoring process and how applicants can prepare for scoring, please see Section VI.A of this RFP.

**H. APPLICATION COMPONENTS AND CHECKLIST**

**Renewal Project Applications** must contain:

No.	Component	Format
<b>Intent to Apply due: August 21, 2024 @11:59:59 PM</b>		
1	Entity Eligibility	Apply
2	Charity Verification	Apply
3	Agency Details	Apply
4	Continuum of Care Expectations	Apply
5	Project Details	Apply
<b>Full Application due: September 3, 2024 @11:59:59 PM</b>		
1	Renewal Project Questions	Apply
2	Monitoring History Report	Apply
3	e-snaps Applicant Profile	Submitted in e-snaps and Submission exported to Apply
4	Letters of Support	Apply Document Upload
5	Match Documentation	Apply Document Upload
6	e-snaps Project Application, with all required attachments	Submitted in e-snaps and Submission exported to Apply
7	Certification of Consistency with the Consolidated Plan (HUD-2991)	Apply Document Upload

8	Sub-recipient Code of Conduct (Optional)	Apply Document Upload
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NOTE: Appendix B contains a detailed description of each of the items above

**CoC Bonus & DV Bonus Applications must contain:**

No.	Component	Format
<b>Intent to Apply due: August 21, 2024 @11:59:59 PM</b>		
1	Entity Eligibility	Apply
2	Charity Verification	Apply
3	Agency Details	Apply
4	Preliminary Project Details	Apply
5	Acknowledgements	Apply
<b>Full Application: ALL COMPONENTS due: September 3, 2024 @11:59:59 PM</b>		
1	Project Details	Apply
2	Agency Capacity	Apply & Apply Document Upload
3	Financial Management and Administration	Apply & Apply Document Upload
4	Budget Table	Apply
5	Component Specific Questions	Apply & Apply Document Upload
6	Monitoring History Report	PDF: Apply Upload (Optional)
7	Required File Uploads e-snaps Applicant Profile e-snaps Project Application HUD-2991 Certification of Consistency	Submitted in e-snaps and Submission exported to Apply

NOTE: Appendix B contains a detailed description of each of the items above

**H. FREQUENTLY ASKED QUESTIONS**

CA Staff have published a FAQ document that is linked in Section I.A of this document and also available as a hyperlink on the [THN website](#). Please note that this is a tabbed google sheet. Please ensure that you are on the tab labeled “2024 Annual”.

**I. SUBMISSION OF PROJECT APPLICATIONS**

All applicants must submit the relevant Full Application materials in Apply by Friday September 3, 2024 at 11:59:59 PM. **The CA will not accept late or incomplete submissions.** Applicants are encouraged to screenshot the submission message in Apply as a receipt of submission. Applicants will also receive an automated message from Apply, indicating that the Full Application has been submitted, with instructions to screenshot or print screen for Agency records. For more details regarding the content of the Apply Full Application, please see Appendix B. Applicants should also review Section IV of this RFP for a summary of the application components.

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.

Failure to submit responsive documentation to all applicant requests may result in disqualification from consideration. This requirement extends to, but is not limited to e-snaps attachments and certifications.

#### **J. APPLICANT CONDUCT**

Applicants and Recipients of CoC Program Funding (Organizations), or CoC Board Members, Independent Review Team Members, CA Staff, or any other Covered Person as defined at 24 CFR 578.95(d)(1), are subject to Federal Conflict of Interest requirements at 24 CFR 578.95. This requirement includes development and approval of the solicitation, scoring metrics, evaluation of project applications or any other action that may be perceived as a conflict of interest. If it is determined that a Covered Person has a conflict of interest and acted in a manner that calls their capacity for ethical decision-making into question during the application process, CA staff may remove that person, their application, evaluations, or otherwise seek to remediate the Conflict.

Further, Applicants to CoC Program Funding, must have an [Organizational Code of Conduct](#) on file with HUD at the time of application, or attach an **acceptable** Code of Conduct to the Organization's Applicant Profile in e-snaps. **Applications received without a Code of Conduct, or a Code of Conduct that is grossly inadequate will not pass the Quality Review.**

Applicants, as represented by the authorized representative, that obscure or omit information about their Organization in response to this RFP to conceal potentially negative information about the performance of, or capacity of the Applicant or any of the Staff or Board of the Organization, either through omission or dishonesty will be disqualified from consideration. Please note that intent is not factored into this requirement. It is the responsibility of the Applicant or their authorized representatives to behave ethically. When it is reasonably certain that an Applicant or their representative has obscured or omitted information about an applicant for any reason, CA staff or the CoC Board will take action to

remedy this situation, which may include rejection of the Application and reporting the behavior to cognizant agencies.

## V. **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 one (1) New project application. Replacement Applications are considered New Projects and are subject to all of the new project requirements that are listed in this RFP. Renewal Projects (as identified in Appendix A Column N with a “Y”) must submit a *separate* Renewal Project Application for each project that they intend to renew.

### 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. These persons should mirror the authorized primary and secondary contacts communicated to HUD. Where applicable, attachments must follow the attachment requirements, which are clearly communicated in the software and Appendix B of this RFP.

Application consistency is paramount. Please use the EXACT same naming conventions from e-snaps and in Apply 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, and “Looking Forward” should be the name of the project on the Certification of Consistency. Inconsistency in naming conventions will slow the review 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 REQUIREMENTS**

All applications must include the information requested in Section IV.G as they are relevant to the Project Type. The CA may, at its discretion, request additional documentation outside of Apply to validate the response to any question in Apply or in e-snaps at any time.

## VI. **EVALUATION**

## A. **SCORING**

Scoring is the method of evaluation for all CoC Program Applications in the TX BoS CoC. Projects are scored using the relevant Application Score Cards (Appendix C) for the project type. However, not all renewal projects are scored. Those renewal projects with less than 12 months of data are “held harmless” as provided for in the [TX BoS CoC Ranking Policy](#). Similarly, projects that are the only project of the type that are eligible for scoring, are exempted from the scoring process and are also “held harmless.” These projects will be included in the FY2024 CoC Program Priority Listing in the FY2023 ranked order as submitted in the [FY2023 TX BoS CoC Priority Listing](#). Projects “held harmless” are indicated by a “Y” on Column O of Appendix A.

HUD requires CoCs to consider objective, performance-based scoring metrics when scoring Project Applications to determine the extent to which each Project addresses HUD’s policy priorities. The TX BoS CoC also evaluates multiple metrics that contribute to the TX BoS CoC System Performance Measures. The objective, performance-based scoring metrics the CoC uses to review Project Applications may include:

1. Successful housing placement and retention
2. Income growth
3. Severity of needs and vulnerability of participants at project start
  - Persons/Families with a history of victimization/abuse, domestic violence, sexual assault, childhood abuse
  - People with a history of criminal justice system involvement
  - People experiencing chronic homelessness
  - Youth experiencing homelessness
  - Unsheltered homelessness
  - Low or no income at project entry
  - Current or past substance abuse
4. Returns to homelessness
5. Bed utilization
6. Cost-effectiveness, i.e. how much each Project spends to serve and house an individual or family as compared to other projects serving similar populations
7. Agency Capacity
8. Fiscal management & Internal controls
9. History Administering Funds
10. Alignment with CoC Priorities
11. HMIS data quality
12. Adherence to Housing First
13. Coordinated Entry Prioritization fidelity

14. Race Equity
15. Equal Access Implementation
16. Engaging Persons with Lived Experience of Homelessness
17. Reaching Underserved Communities
18. Experience of the Agency serving the target population

### Renewal Project Scoring

For the Specific scoring metrics used in the FY2024 scoring process for a particular project type, please see Appendix C. Please note that Renewal Projects are scored by intervention type; therefore, there are five Renewal Project score cards PSH, PSH-DV, RRH, RRH-DV, DV-Joint/TH/RRH. It is important to note that there are different performance expectations for different housing interventions, and therefore different scoring thresholds on the above-indicated metrics dependent on the type of intervention applied for. Renewal Project Applications are scored differently on the same metric for this reason. CA staff will complete the Renewal Project Score Cards in Excel. Blank versions of Renewal Project Score Cards are made available with the release of this RFP and can be found at the competition homepage of the CA website. Renewal Project Applicants are strongly encouraged to download and run a scorecard for their own project.

Renewal Projects will be evaluated on a rolling 12-month basis. For the FY2024 TX BoS CoC Local Application Process, the period considered for review is July 1, 2023 – June 30, 2024, although some cost effectiveness evaluations are based on the most recently submitted APR recorded in the APR repository sagehmis.info. CA Staff will begin the process of completing the Local Application Process Renewal Scorecards on Monday August 26, 2024. Agencies listed on Appendix A that use a comparable database will be contacted by CA staff to supply a zipped Excel format APR export for the above-referenced date range. Applicants should ensure that HMIS data accurately reflects their project, that there are no issues with data quality, that there is no missing data, and that annual or exit assessments have been completed to receive the highest score possible.

### New Project Scoring

For specific evaluation criteria for all types of new projects, please see Appendix C for the relevant Application type. The CoC evaluates a variety of objective criteria as listed above, including performance-based scoring metrics when scoring Project Applications to determine the extent to which each proposed project addresses the CoC's and HUD's policy priorities. The TX BoS CoC also evaluates multiple metrics that contribute to the TX BoS CoC System Performance Measures.

While all scoring materials are attached to this document as Appendix C, a summary of the scored components for all application types is below. Please note that the applicant responses to the System Performance section of the Application will be incorporated into performance expectations of the



Organization, and may be used in future interim evaluations, such as Quarterly Performance Score Cards, and CoC funding competitions to assess progress and effectiveness of the project, if awarded.

Applicants that proposed to serve Galveston County are eligible for five (5) bonus points. However, no applicant can receive more than the points listed in the Project Scoring Summary section below for any project.

Project Scoring Summary

In general, applications follow similar format depending on their type. Renewals follow a similar format, and CoC Bonus and DV Bonus follow a similar format. Please note, however, it is imperative that the applicant select the correct application path in Apply. For example, a Victim Service Provider that intends to create a new project that will serve exclusively survivors should complete the DV Bonus Application. Completing the CoC Bonus or any other application type will result in an undesirable outcome. Note: The same applies for all application types.

Renewal Projects

<b>Renewals</b>					
	RRH	PSH	TH/RRH	DV - RRH	DV - PSH
<b>TOTAL POINTS</b>	<b>370</b>	<b>370</b>	<b>590</b>	<b>305</b>	<b>305</b>

New Projects

<b>CoC Bonus</b>			
	PSH	RRH	TH/RRH
Agency Capacity	62	62	62
Financial Management	29	29	29
Community Alignment	68	68	68
SPMS	90	90	90
General App	51	55	61
Monitoring History report	50	50	50
<b>TOTAL POINTS</b>	<b>350</b>	<b>354</b>	<b>360</b>
<b>70% Threshold</b>	<b>245</b>	<b>248</b>	<b>252</b>

<b>DV Bonus</b>		
	RRH	TH/RRH
Agency Capacity	88	88
Financial Management	29	29
Community Alignment	68	68
SPMS	90	90
General App	55	61
Monitoring History report	50	50
<b>TOTAL POINTS</b>	<b>380</b>	<b>386</b>
<b>70% Threshold</b>	<b>266</b>	<b>270</b>

Scoring Threshold

New Project Applicants must score at minimum 70% of the total points available for that project type to be eligible for inclusion in the CoC’s Priority Listing.

Renewal Projects that score less than 70% of the highest scoring project of that type are subject to the Conditional Inclusion Policy and may be subject to reallocation in a subsequent competition.

**B. RANKING**

Following the IRT completion, CA 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 to accept a ranking scenario, the CA staff will promptly notify Applicants of the results and whether a specific project will be submitted with the 2024 Collaborative Application. It is anticipated that all Renewal Projects will be submitted as part of the Collaborative Application, provided that the project meets eligibility requirements and application deadlines.

NOTE: Inclusion in the TX BoS CoC Priority Listing does not guarantee funding. The CoC cannot guarantee funding to any agency, including THN as the Collaborative Applicant. Applicants are advised that no CA staff person can guarantee funding regardless of application’s position on the Priority Listing.

**C. GRIEVANCES**

Project Applicants must adhere to the Grievance Policy below.

Grievances must be written on Applicant’s letterhead or by using the attached form in Appendix D, addressed to the TX BoS CoC Board, and received by the CA at [txboscoc@thn.org](mailto: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 Wednesday, September 25, 2024 at 4:59:59 PM). See Appendix D Grievance Policy for more information about the FY2024 CoC Program Grievance Process.

Note: for purposes of this competition, automated emails from Apply to the person generating the application will constitute notification from the CA. It is the sole responsibility of the Applicant to ensure that messages are received. Applicants are highly encouraged to add [noreply@mail.smapply.net](mailto:noreply@mail.smapply.net) to their list of approved emails. The CA cannot be responsible for missed communication between the CoC and the Applicant, although the CA will take all steps possible to ensure that Applicants receive communication in a timely manner.

Grievances should reference a specific policy or section of this RFP that was violated, and a proposed remedy. In order to appeal based on policy application, the policy must be expressly referenced in this RFP or Competition Policy. Grievances that do not satisfy these conditions will not be considered. The CoC Board will make the final decision about the Grievance on or before Friday October 4, 2024 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.

What cannot be appealed:

1. Applicants deemed ineligible for expired or no SAM Registration as of September 3, 2024.
2. Emotional appeals not based in error or incorrect application of this RFP or Policy.

#### **D. 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 2024 Collaborative 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
- iii. Additional information about the Applicant or project for inclusion in the CoC Application

Regardless of the specifics of the minor correction, number of corrections required, or information requested, all responses to these requests must be submitted to the CA for inclusion in the Priority Listing no later than Monday October 14, 2024 @11:59:59 AM.

#### **VII. AWARD**

HUD will select and notify applicants of the overall outcome of the FY2024 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, CA Staff will contact the authorized primary and secondary contacts to collect a signature on the [FY24-25 CoC Expectations Form](#), and schedule “Start-up” Technical Assistance.

NOTE: Inclusion in the TX BoS CoC Priority Listing does not guarantee funding. The CoC cannot guarantee funding to any agency, including THN as the Lead Agency. Applicants are advised that no CA staff person can guarantee funding regardless of position on the Priority Listing.

Satisfying the Terms and Conditions of the Notice of Conditional Award is the sole responsibility of the Applicant. However, CA 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. Project Applicants that are conditionally awarded as a result of this competitive process must have an executed contract before September 30, 2026. Awarded funds that are not obligated by HUD by this statutory deadline will be recaptured by the Treasury of the United States. To learn more about the post-award process and what to expect, [please refer to the CoC Program Recipient’s Post-Award User guide, available here](#). (NOTE: HUD publishes a new post-award users’ guide annually. This document is shared by HUD directly with Conditionally awarded Recipients. The variations are slight and prior versions contain materially similar guidance.) 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. CA Staff are available to assist with this process if requested.

Preparing for a Federal Award will be different for each conditionally awarded applicant, due to the variation between applications, and proposed activities. In general, you must demonstrate to HUDs satisfaction, all terms, issues and conditions placed on the award. Which could include but is not limited to:

- Producing Financial and programmatic Policies and Procedures that comply with all relevant sections of the Code of Federal Regulations, Including 2 CFR 578 and 2 CFR 200
- Updating the Organizational Code of Conduct
- Evidencing sufficient sources of Match
  - Producing an executed Memorandum of Understanding in the case of 3<sup>rd</sup> party in-kind match contributions
- Clarifying eligibility of proposed target populations
- Clarifying service delivery structure
- Correcting Unit/Bed Configuration Discrepancies
- Removing ineligible costs from the Project Budget
- Any other condition that HUD deems necessary to assess capacity to administer the award

VIII. **APPENDICES**

Texas Balance of State Continuum of Care FY2024 Appendix A

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Applicant and Project Information				Current Budget Line Item Amounts										
Applicant Name	Project Name	Grant Number	Project Component	Leasing	Rental Assistance	Supportive Services	Operating Costs	HMIS	VAWA	Rural	Admin	Total ARA	Eligible for Renewal in FY24 Y/N	Held Harmless Y/N
Mid-Coast Family Services, Inc.	Next Step Combined	TX0044L6J072316	PSH	\$565,061	\$0	\$168,288	\$96,941	\$10,624	\$0	\$0	\$31,000	\$871,914	Y	N
Grace Like Rain, Inc. DBA Giving Grace	GG Renewal Project FY2023	TX0149L6T072316	PSH	\$309,705	\$0	\$110,761	\$33,355	\$0	\$0	\$0	\$38,346	\$492,167	Y	N
Denton County MHMR Center	Connections PSH FY23	TX0150L6T072316	PSH	\$0	\$829,596	\$367,608	\$0	\$0	\$0	\$0	\$55,280	\$1,252,484	Y	N
The Gulf Coast Center	GCC Permanent Housing	TX0228L6E072316	PSH									\$604,987	Y	N
Neighborhood Development Corp	Homeless to Homes Program	TX0247L6E072313	PSH	\$0	\$0	\$33,528	\$177,971	\$0	\$0	\$0	\$7,076	\$218,575	Y	N
City of Texarkana	Texarkana Homeless Coalition: Doorways Home	TX0387L6T072309	RRH	\$0	\$184,764	\$83,000	\$0	\$0	\$0	\$0	\$9,903	\$277,667	Y	N
Women Opting for More Affordable Housing Now, Inc. (WOMAN, Inc.)	WOMAN, Inc. Rapid Re-Housing	TX0463L6E072307	RRH	\$0	\$114,660	\$15,545	\$0	\$0	\$0	\$0	\$6,943	\$137,148	Y	N
The Salvation Army, a Georgia Corporation	Project Bridge Rapid Rehousing FY2023	TX0464L6J072307	RRH	\$0	\$215,748	\$99,631	\$0	\$15,600	\$0	\$0	\$14,763	\$345,742	Y	N
Abilene Regional MHMR Center dba Betty Hardwick Center	Rapid Rehousing	TX0465L6T072307	RRH	\$0	\$193,800	\$76,174	\$0	\$1,400	\$0	\$0	\$15,641	\$287,015	Y	N
Odessa Links, Inc.	Project HOPE FY2023	TX0466L6T072307	RRH	\$0	\$235,428	\$51,750	\$0	\$0	\$0	\$0	\$17,826	\$305,004	Y	N
Families In Crisis, Inc.	FIC_RRH_FY23	TX0467L6T072307	RRH	\$0	\$706,392	\$198,775	\$0	\$0	\$0	\$0	\$67,188	\$972,355	Y	Y
Homeless Network of Texas (dba Texas Homeless Network)	TX BoS CoC HMIS Project FY2023 Renewal	TX0470L6T072307	HMIS	\$0	\$0	\$0	\$0	\$602,532	\$0	\$0	\$59,886	\$662,418	Y	N
Lubbock Open Door	Lubbock Open Door PSH Combined	TX0471L6T072306	PSH	\$0	\$754,200	\$604,825	\$0	\$3,090	\$0	\$0	\$101,265	\$1,463,380	Y	N
The Salvation Army, a Georgia Corporation	Transforming Lives FY2023	TX0472L6J072307	PSH	\$0	\$110,208	\$62,500	\$0	\$5,716	\$0	\$0	\$0	\$178,424	Y	N
Sabine Valley Regional MHMR Center dba Community Healthcare	Fredonia Homeless and Disabled Women and Children Rapid Rehousing program	TX0474L6T072307	RRH									\$201,483	Y	N
The Salvation Army - Temple, TX	The Salvation Army-CoC Rapid Rehousing Program	TX0502L6T072306	RRH	\$0	\$141,948	\$36,976	\$0	\$0	\$0	\$0	\$10,834	\$189,758	Y	N
Abilene Regional MHMR Center dba Betty Hardwick Center	Permanent Supportive Housing	TX0529L6T072305	PSH	\$0	\$148,392	\$77,100	\$0	\$350	\$0	\$0	\$19,355	\$245,197	Y	N
United Way of Denton County	FY2023 CoC SSO-CE	TX0530L6T072305	SSO	\$0	\$0	\$112,660	\$0	\$0	\$0	\$0	\$11,266	\$123,926	Y	Y
The Salvation Army - Temple, TX	The Salvation Army-CoC Permanent Supportive Housing Program	TX0531L6T072305	PSH	\$0	\$115,884	\$39,480	\$0	\$0	\$0	\$0	\$12,665	\$168,029	Y	N
Mid-Coast Family Services, Inc.	Pathways	TX0556L6J072304	TH/RRH	\$65,496	\$103,296	\$73,054	\$18,500	\$10,624	\$0	\$0	\$24,800	\$295,770	Y	N
Housing Authority City of Laredo	Laredo Housing Authority RRH FY2023	TX0575L6J072203	RRH	\$0	\$97,152	\$105,823	\$0	\$13,550	\$0	\$0	\$20,107	\$236,632	Y	N
Housing Authority of San Angelo	COSA Rapid Rehousing	TX0576L6T072304	RRH	\$0	\$102,120	\$75,000	\$0	\$900	\$0	\$0	\$15,930	\$193,950	Y	Y
Christian Community Action	Rapid Rehousing and Rescue Services FY23	TX0578L6T072304	RRH	\$0	\$361,572	\$73,420	\$0	\$0	\$0	\$0	\$30,000	\$464,992	Y	N
Lubbock Open Door	Survivor Housing TH-RRH	TX0633D6T072302	TH/RRH	\$70,116	\$163,464	\$797,285	\$41,500	\$2,250	\$0	\$0	\$105,500	\$1,180,115	Y	N
Homeless Network of Texas (dba Texas Homeless Network)	TX BoS CoC SSO-CE	TX0634L6T072302	SSO	\$0	\$0	\$255,000	\$0	\$0	\$0	\$0	\$25,000	\$280,000	Y	Y
Families In Crisis, Inc.	FIC_RRH_DV_FY23	TX0689D6T072301	RRH	\$0	\$722,544	\$274,925	\$0	\$59,000	\$5,000	\$0	\$95,000	\$1,156,469	Y	Y
Denton County Friends of the Family	Rapid Rehousing and Supportive Services for Domestic Violence Survivors	TX0691D6T072301	RRH	\$0	\$115,404	\$236,054	\$0	\$5,000	\$0	\$0	\$19,397	\$375,855	Y	Y
Resource and Crisis Center of Galveston County, Inc.	FY2023 CoC Renewal Program Application	TX0692D6E072301	RRH	\$0	\$171,360	\$32,500	\$0	\$5,000	\$0	\$0	\$3,152	\$212,012	Y	Y
Safer Path Family Violence Shelter, Inc.	Rural Rapid Rehousing for Domestic Violence Survivors in Atascosa County	TX0693D6J072301	RRH	\$0	\$131,760	\$48,090	\$0	\$0	\$0	\$0	\$0	\$179,850	Y	Y
Friendship of Women, Inc.	Pathways to Safe Housing	TX0694D6J072301	TH/RRH	\$44,304	\$131,748	\$61,931	\$9,000	\$9,734	\$0	\$0	\$24,000	\$280,717	Y	Y
Grace Like Rain, Inc. DBA Giving Grace	GG Rapid Rehousing FY2023	TX0734L6T072300	RRH	\$0	\$198,732	\$178,684	\$0	\$0	\$0	\$0	\$35,244	\$412,660	Y	Y
West Central Texas Regional Foundation	New Housing Vision	TX0736L6T072300	RRH	\$0	\$413,076	\$300,604	\$0	\$8,150	\$15,199	\$7,800	\$25,933	\$770,762	Y	Y

## TX BOS COC FY2024 PROJECT APPLICATION COMPONENTS APPENDIX B

### Submission of Project Applications

The use of Grant Management Software is a required part of the CoC Program Local Application Process in the Texas Balance of State CoC. 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, like 2023, 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 a single submission per project application and are able to modify the contents of the application package prior to submission to THN for review. Applicants must submit an application for each project they intend to renew. The following page details the variety of information that Applicants will be required to complete or upload in Apply.

**APPENDIX B.1: FY2024 RENEWAL PROJECT APPLICATION COMPONENTS**

**Intent to Apply Due August 21, 2024 at 11:59:59 PM**

Required Application Component	Upload Required Y/N	File Naming Convention	Scored Y/N	NOTES
Intent to Apply Tasks: Entity Eligibility Charity Verification (Non-Profits Only) Agency Details Continuum of Care Expectations Project Details	N	N/A	N	Entity Eligibility Verification is the first step in the Full Application process; for fastest processing, please email <a href="mailto:txboscoc@thn.org">txboscoc@thn.org</a> on completion of this step. All submissions will be assessed within 24 hours. This step allows CoC staff to verify entity eligibility, that the project is eligible for renewal and to confirm basic details about the project.

**Renewal Project Application (ALL PROJECT TYPES) Due September 3, 2024 at 11:59:59 PM**

Required Application Component	Upload Required Y/N	File Naming Convention	Scored Y/N	NOTES
Full Application:  Task: (1 of 8) Renewal Project Questions	Y	“Applicant Name- Renewal Project Question_ Question Number”	Y	<p>Applicants will complete four (4) checkbox questions, in which an upload will be required to provide evidence for one of the selections made for your agency. Additionally, there is one (1) scored text response question regarding source for SOAR utilization and three (3) narrative questions that are not scored.</p> <p>The SOAR utilization question is scored according to Applicant response in Apply, and verified by CA. Applicants will be scored up to 10 points based on activity in SOAR Works Outcomes and Assessment Tracking (OAT) or 5 points for access to SOAR.</p> <p>RRH &amp; PSH Components are scored on project outcomes and may receive up to 5 pts each for each of the four checkbox questions. In total renewal project questions in Apply are worth 30 points for PSH or RRH Projects</p> <p>Because TH/RRH Components are scored on the outcomes of two Components, this project type may receive up to 5 pts each for each of the four checkbox questions. In total renewal project questions in Apply are worth 60 points for TH/RRH Projects</p>



<p>Full Application:</p> <p>Task: (2 of 8)</p> <p>Monitoring History Report 2024</p>	<p>Y</p>	<p>“Applicant Name-Monitoring Report”</p>	<p>Y</p>	<p>Applicants must disclose their contracting activity over the last five (5) years. This includes:</p> <p>Where the Applicant is the Receipt of Federal or State Awards</p> <ul style="list-style-type: none"> <li>● Whether the Applicant is subject to the 2CFR200 Single Financial Audit Requirements <ul style="list-style-type: none"> <li>○ And where the Applicant is subject to the Single Audit requirements, whether the Applicant has had any late submissions to the <a href="#">Federal Audit Clearinghouse</a> in the last five (5) years</li> </ul> </li> <li>● Returns of Funds other than Pandemic Relief Funding such as ESG-CV</li> <li>● Disclosure of issues of capacity</li> </ul> <p>Monitoring History</p> <ul style="list-style-type: none"> <li>● Agencies that have been monitored by a State or Federal Agency in the last three (3) years, and that monitoring resulted in a finding, are required to disclose that, and upload the monitoring report for review. Applicants that have had no findings in the last 3 years are exempted from this upload.</li> </ul>
<p>Full Application:</p> <p>Task: (3 of 8)</p> <p>e-snaps Applicant Profile (upload)</p>	<p>Y</p>	<p>“Applicant Profile-Applicant Name_Project Name”</p>	<p>N</p>	<p><a href="#">Esnaps login</a></p> <p>Esnaps is HUD’s Grant Management Software. Applicants <u>must</u> upload the Agency’s <u>submitted</u> Applicant Profile from e-snaps into Apply. Incomplete or draft uploads will be returned for correction.</p> <p>All Applicants are asked to add Eric Samuels, President &amp; CEO, Texas Homeless Network as a registrant to assist in any application troubleshooting that we might be able to offer.</p> <p>User name: THN  Email: Eric@thn.org  Please contact Jim Ward, Director of Planning, at <a href="mailto:jim@thn.org">jim@thn.org</a> if you require assistance or have further questions.</p> <p>HUD Applicant Resources :  <a href="#">Project Applicant Profile Navigational Guide</a></p> <p>NOTE: All Agencies must have an approved Code of Conduct on file with HUD. If your Agency is not on the list linked <a href="#">here</a>, you must attach a code of conduct to your applicant profile.</p>

<p>Full Application:</p> <p>Task: (4 of 8)</p> <p>Letters of Support- LHC or Partnerships (upload)</p>	<p>Y</p>	<p>“LHC Letter of Support_ Applicant Name_Project Name”</p> <p>OR</p> <p>“Partnership Letter of Support_ Applicant Name_Project Name”</p>	<p>Y</p>	<p>Applicants must upload a letter of support from the Local Homeless Coalition that correlates to the project's geographic service area. If the Project geographic service area covers multiple LHCs, the applicant need only upload one (1) letter of support.</p> <p>In rare occasions, where there is no LHC in the associated area, the applicant is the LHC, or where the LHC declines to offer support, the Applicant may instead upload two letters of support from community partners clearly stating the explicit support of the project.</p> <p>NOTE: If the Applicant requests and does not receive a letter of support, please upload documentation of the written request to the LHC and the response if any, along with alternate letters of support.</p> <p>Please see Appendix B of the RFP for more information.</p>
<p>Full Application:</p> <p>Task: (5 of 8)</p> <p>Match Documentation (upload)</p>	<p>Y</p>	<p>“FY2024_Match_Appli cant Name_Project Name”</p>	<p>N</p>	<p>Applicants to the CoC Program are required to match CoC Program funds at 25%. Renewal Applicants must upload a letter (on Agency Letterhead) that satisfies the following:</p> <ul style="list-style-type: none"> <li>● Identify the match as Cash or In-kind</li> <li>● Identify the source of the Matching Funds</li> <li>● If cash, a description of the activities that the match will support</li> <li>● If in-kind, a description of the goods and services that will be used as match</li> <li>● Provide citation(s) from the CoC Program Interim Rule Subpart D (578.37-578.63) that correlates to the eligible matching activity or activities</li> <li>● Explicitly state that the match will be available for the entire FY2024 Grant term</li> </ul>

<p>Full Application:</p> <p>Task: (6 of 8) e-snaps Project Application (upload)</p>	<p>Y</p>	<p>“Esnaps application_submitted _ Applicant Name_Project Name”</p>	<p>N</p>	<p>Click here for HUDs <a href="#">Esnaps login page</a></p> <p>THN Staff must review the completed e-snaps project application to review and rank projects. Applicants must upload a submitted e-snaps application to Apply. This means that <u>an applicant must complete the e-snaps portion of the project application before a complete application in Apply can be submitted.</u></p> <p>Errors in the esnaps upload can result in delays in project award, or in rare circumstances, HUD declining an award after an offer of conditional award. It is critical that the responses to the questions asked in the esnaps Project Application are responsive to the question asked. Applicants <u>must use</u> the esnaps Project Application Detailed Instructions, and Navigational guide to answer questions completely.</p> <p>Extension requests must be made before the Application deadline. Applicants that request extension must demonstrate that there has been sufficient progress made by the application deadline. Applicants must submit the following, on Agency letterhead in the place of the required upload by the application deadline</p> <p>e-snaps project application extension requests must contain;</p> <ul style="list-style-type: none"> <li>● The name of the Project Application in e-snaps</li> <li>● The reason the extension request is needed</li> <li>● A self-imposed deadline that is before Friday September 20, 2024 at 11:59:59 PM</li> <li>● An acknowledgment that the Application will not be included in the final submission without all required materials</li> <li>● Executive Director or their equivalent’s signature on the document certifying the above information</li> <li>● Additionally, applicants must utilize the e-snaps export functionality and upload the partially completed application to Apply</li> </ul> <p>The Apply Upload must reflect the following,</p> <ul style="list-style-type: none"> <li>○ E-snaps export will be combined with the letter into a single document.</li> <li>○ The e-snaps application must correlate to the project intervention in Apply. That is RRH, PSH, TH/RRH</li> <li>○ Parts 1, 2, 3, 6, of the e-snaps application must have activity within 24hrs of the application deadline</li> <li>○ Part 3 or Part 6 must be complete</li> <li>○ The e-snaps upload must include the entirety of the e-snaps application, not just the completed sections.</li> </ul>
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<p>Full Application:</p> <p>Task: (7 of 8)</p> <p>Certification of Consistency with the Consolidated Plan (HUD-2991) (upload)</p>	<p>Y</p>	<p>“Certificate_Consistency_Applicant Name_Project Name”</p> <p>OR</p> <p>“Certificate_Consistency_APPEAL_Applicant Name_Project Name”</p> <p>OR</p> <p>“Certificate_Consistency_EXTENSION_Applicant Name_Project Name”</p>	<p>N</p>	<p><u>All</u> Applicants are required to submit Certification of Consistency with the Consolidated Plan (HUD-2991)</p> <ul style="list-style-type: none"> <li>Blank (HUD-2991) certificates are available for download in Apply, however your jurisdiction may use a different form.</li> </ul> <p><a href="#">To determine whether a project is in a local Consolidated Planning jurisdiction please visit this link</a> If no part of a project will be carried out within a local Consolidated Planning jurisdiction, please contact Texas Department of Housing and Community Affairs <a href="mailto:Elizabeth.yevich@tdhca.state.tx.us">Elizabeth.yevich@tdhca.state.tx.us</a></p> <p>Applicants are required to collect and submit one Certification of Consistency per project. However, multiple projects may be listed on the same certificate.</p> <p>Certifications must be dated between May 1, 2024 and September 3, 2024.</p> <p>Certification of Consistency extension requests must be on Agency Letterhead and contain;</p> <ul style="list-style-type: none"> <li>The name of the Project Application in e-snaps</li> <li>The reason for the extension request, and the date of the original written request</li> <li>A self-imposed deadline that is before Friday, September 20, 2024, at 11:59:59 PM</li> <li>An acknowledgment that the Application will not be included in the final submission without the Certification of Consistency and an acknowledgment of the Appeal process contained in the HUD NOFO</li> <li>Additionally, applicants must upload a copy of the original written request made before August 21, 2024, and any subsequent communication with the PJ to Apply</li> </ul> <p>The Apply Upload must address the following,</p> <ul style="list-style-type: none"> <li>Whether the PJ explicitly refused to sign the Certification</li> <li>If there is an event such as a City Council Meeting where the certification will be considered</li> <li>There are any other mitigating circumstances other than a late request that should be considered.</li> </ul> <p>NOTE: It is the Applicant's responsibility to ensure that the HUD 2991 is completed correctly. THN will not accept a certificate that is incomplete, unsigned or contains other errors. THN cannot submit an application on your behalf without a HUD 2991. Applicants that are unable to collect a certificate of consistency, despite their attempts, must follow the steps above and those in the RFP Section IV.B.c</p>
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<p>Full Application:</p> <p>Task: (8 of 8)</p> <p>Sub-Recipient Code of Conduct (optional upload)</p>	<p>N</p>	<p>“Sub_Recipient_CodeofConduct_Applicant Name_Project Name”</p>	<p>N</p>	<p>All Recipients and Sub-recipients must have a code of conduct on file. Applicants attach their Code of Conduct to the Applicant Profile in e-snaps. If you are submitting an application that contains sub-awards, or sub-recipients. Please attach that Code of Conduct here.</p> <p><b>Do Not Submit Primary Applicant Code of Conduct through this form upload.</b></p>
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APPENDIX B.2: FY2024 CoC Bonus: New Project Application

**Intent to Apply Due August 21,2024 at 11:59:59 PM**

Required Application Component	Upload Required Y/N	File Naming Convention	Scored Y/N	NOTES
Intent to Apply  Task: (1 of 5) Entity Eligibility	N	N/A	N	This step of the Application asks for basic details about the Applicant Agency’s eligibility status, including Type of Organization, SAM Registration Status and Unique Entity ID, Active Exclusions and/or Federal Debt, and if the Applicant is identifying any subrecipients. If identifying subrecipients, this step will collect the same eligibility information for each subrecipient (up to 3).
Intent to Apply  Task: (2 of 5) Charity Verification	N	N/A	N	This step of the Application will only populate if the Applicant indicated they are a 501c3 nonprofit in <i>Task 1: Entity Eligibility</i> . Applicants will enter their Employer Identification Number (EIN) with no dashes or spaces. Applicants who indicate they represent a State or Local Government, or Instrumentality of State or Local Government, will not see this stage.
Intent to Apply  Task: (3 of 5) Agency Details	N	N/A	N	This step of the Application asks basic details about the Applicant’s Agency, including Agency Name, Website, the Primary Contact and Email, and Secondary Contact and Email.
Intent to Apply  Task: (4 of 5) Preliminary Project Details	N	N/A	N	This step of the Application asks basic details about the proposed Project, including Proposed Counties you will serve, the Project Component Type, a brief narrative of the proposed Project and activities, the names of any partnerships that will be leveraged to support this Project, the proposed budget, a brief summary of and description of agency’s role in past projects similar to this proposal, and a description of the proposed project’s anticipated implementation timeline and potential challenges to implementation. Applicant’s response to the Project Component Type question will determine what questions the Applicant will see in the Full Application. No upload is required for this section.

<p>Intent to Apply</p> <p>Task: (5 of 5)</p> <p>Acknowledgements</p>	<p>N</p>	<p>N/A</p>	<p>N</p>	<p>This applies to all new project applicants and is intended to ensure that applicants are aware of expectations associated with the Application itself, and post-award requirements as well.</p>
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## CoC Bonus Full Application (ALL PROJECT TYPES) Due September 3, 2024 at 11:59:59 PM

Required Application Component	Upload Required Y/N	File Naming Convention	Scored Y/N	NOTES
Full Application  Task: (1 of 7) Project Details	N	N/A	Y	This step of the Application asks for basic details about the proposed Project, including Proposed Counties you will serve, the Project Component Type, a detailed narrative covering entire scope of the proposed Project and activities, the names of any Housing or Healthcare partnerships that will be leveraged to support this Project, and the proposed budget. Applicant’s response to the Project Component Type question will determine what questions the Applicant will see in the Full Application. No upload is required for this section.
Full Application  Task: (2 of 7) Agency Capacity	Y	“Applicant Name_Project Name_LOS”	Y	This step of the Application collects information about the agency’s capacity to operate a CoC Project, including the year the Agency was received IRS Designation, the Agency’s experience advancing race equity (checkbox) and involving persons with lived experience of homelessness (checkbox), the process utilized by Agency to determine need for this project application (narrative), support from the Local Homeless Coalition (LHC), confirmation if 2024 PIT Count was conducted, implementation of HUD’s Equal Access Rule (checkbox), project implementation details (including timeline, preparatory tasks, staffing and hiring plan, development of policies and procedures, and other milestones), description of organization’s structure, the Agency’s prior experience with project and funding types (table), and detailed staffing and hiring plan.  Applicants who indicate they have support of LHC will be prompted to upload a letter of support. If no LHC exists or where a conflict of interest is present, Applicants will indicate if they have a letter of support from community stakeholders (2) and will be prompted to upload the letters of support.



<p>Full Application</p> <p>Task: (3 of 7) Financial Management and Administration</p>	<p>Y</p>	<p>“Applicant Name_Project Name_CFR Compliant” (CFO Letter)</p> <p>“Applicant Name_Project Name_Match” (match)</p>	<p>Y</p>	<p>Applicants will upload a statement on Agency letterhead from the CFO or their equivalent, that states explicitly that the Agency has an accounting system that is compliant with 2 CFR 200, and will be asked to provide a narrative response in 100-500 words describing how the organization has/will implement required Internal Controls at 2 CFR 200.303a, as well as 100-500 word narrative response describing the Agency’s internal financial and administrative monitoring activities. Applicants will upload Match documentation in this task.</p> <p>Match Documentation (file upload)</p> <p>On Agency letterhead, Applicants must address the following criteria:</p> <ul style="list-style-type: none"> <li>● Identify the match as Cash or In-kind</li> <li>● Identify the source of the Matching Funds</li> <li>● If cash, a description of the activities that the match will support</li> <li>● If in-kind, a description of the goods or services that will be used as match</li> <li>● Provide citation(s) from the CoC Program Interim Rule Subpart D (578.37 -578.63) that correlates to the eligible matching activity or activities</li> <li>● Explicitly state that the match will be available for the entire initial grant term, (Example 06/01/2025- 05/31/2026)</li> </ul>
<p>Full Application</p> <p>Task: (4 of 7) Budget Table</p>	<p>N</p>	<p>N/A</p>	<p>N</p>	<p>Applicants will complete a budget table and will report the dollar amount the Applicant will request from HUD for the following Budget Line Items:</p> <ul style="list-style-type: none"> <li>● Rental Assistance/Leasing,</li> <li>● Supportive Services</li> <li>● HMIS</li> <li>● Admin</li> <li>● VAWA Compliance</li> <li>● Operating</li> <li>● Rural</li> <li>● Other Eligible Uses</li> </ul> <p>Applicant will also provide the dollar amount of leveraged assistance for each Budget Line Item, where applicable. The total HUD Request and Leverage Assistance fields will auto-calculate the total using the information you entered in the table. This information will auto-populate into later tasks. Applicants must provide a thorough description of all costs. Staff will determine activity eligibility from this description.</p>

<p>Full Application</p> <p>Task: (5 of 7)</p> <p>Component Specific Questions</p>	<p>Y</p>	<p>“Applicant Name_Project Name_Housing Commitment”</p> <p>OR</p> <p>“Applicant Name_Project Name_Healthcare Commitment”</p>	<p>Y</p>	<p>This task of the application has three sections which seek to capture more detail about the proposed Project and how it will operate:</p> <ul style="list-style-type: none"> <li>● Community Wide Commitment (Responses are meant to engage the Applicant’s alignment with <a href="#">CoC Priorities</a>) In general, narrative responses (300-700 words), in addition to multiple choice questions. <ul style="list-style-type: none"> <li>○ Applicant must upload written commitments to leverage housing or healthcare in this task. The Written commitment must <ul style="list-style-type: none"> <li>● Be in place by September 3, 2024</li> <li>● Identify the source and description of the benefit</li> <li>● Identify the dates the benefit will be available</li> <li>● Calculate the estimated dollar value of the commitment</li> </ul> </li> </ul> </li> <li>● System Performance Measures Applicants will respond to a series of multiple-choice questions based on prior and anticipated performance, such as average length of time it will take the average participant to enter housing following identification.</li> <li>● General Application Questions Applicants will indicate the number of participants that will be served and provide narrative responses addressing the proposed Project’s method of service delivery, relationship building and client engagement strategies, participation requirements, and strategies for meeting various participant needs (e.g. health insurance and health needs).</li> </ul>
<p>Full Application</p> <p>Task: (6 of 7)</p> <p>Monitoring History Report 2024</p>	<p>N</p>	<p>(optional) “Applicant Name_Monitoring Report”</p>	<p>Y</p>	<p>Applicants must disclose their contracting activity over the last five (5) years. This includes:</p> <p>Where the Applicant is the Receipt of Federal or State Awards</p> <ul style="list-style-type: none"> <li>● Whether the Applicant is subject to the 2CFR200 Single Financial Audit Requirements <ul style="list-style-type: none"> <li>○ And where the Applicant is subject to the Single Audit requirements, whether the Applicant has had any late submissions to the Federal Audit Clearinghouse in the last five (5) years</li> </ul> </li> <li>● Returns of Funds other than Pandemic Relief Funding such as ESG-CV</li> <li>● Disclosure of issues of capacity</li> </ul> <p>NOTE: Optional Monitoring Report (File Upload)</p> <ul style="list-style-type: none"> <li>● Agencies that have been monitored by a State or Federal Agency in the last three (3) years, and that monitoring resulted in a finding, are required to disclose that, and upload the monitoring report for review. Applicants that have had no findings in the last 3 years are exempted from this upload.</li> </ul>

<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (1 of 4)</p> <p>Applicant Profile (eSNAPS)</p>	<p>Y</p>	<p>“Applicant Name_Project Name_ApplicantProfile ” (Applicant Profile)</p>	<p>N</p>	<p>Applicants will upload the following file:</p> <ul style="list-style-type: none"> <li>Submitted Applicant Profile (eSNAPS Export) HUD Applicant</li> <li>Resources : <ul style="list-style-type: none"> <li><a href="#">Accessing the Application</a> (Applicant Profile Detailed Instructions)</li> <li><a href="#">Esnaps login</a></li> </ul> </li> </ul> <p>Esnaps is HUD’s Grant Management Software. Applicants <u>must</u> upload the Agency’s <u>submitted</u> Applicant Profile from e-snaps into Apply. Incomplete or draft uploads will be returned for correction.</p> <p>All Applicants are asked to add Eric Samuels, President &amp; CEO, Texas Homeless Network as a registrant to assist in any application troubleshooting that we might be able to offer.</p> <p>User name: THN Email: Eric@thn.org Please contact Jim Ward, Director of Planning, at <a href="mailto:jim@thn.org">jim@thn.org</a> if you require assistance or have further questions.</p> <p>NOTE: All Agencies must have an approved Code of Conduct on file with HUD. If your Agency is not on the list linked <a href="#">here</a>, you must attach a code of conduct to your applicant profile.</p> <p><u>The CoC will NOT grant an extension for this Application Component. Applications submitted with draft Applicant Profiles will be considered incomplete.</u></p>
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<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (2 of 4)</p> <p>Project Application (eSNAPS)</p>	<p>Y</p>	<p>“Applicant Name_Project Name_ProjectApp” (Project Application)</p> <p>“Applicant Name_e-SNAPS_Ext_Req</p>	<p>N</p>	<p>Applicants will upload the following file:</p> <p>e-snaps Project Application</p> <ul style="list-style-type: none"> <li>Click here for HUD’s <a href="#">Esnaps login page</a></li> </ul> <p>THN Staff must review the completed e-snaps project application to review and rank projects. Applicants must upload a submitted e-snaps application to Apply. This means that an applicant must complete the e-snaps portion of the project application before a complete application in Apply can be submitted.</p> <p>Errors in the e-snaps upload can result in delays in project awards, or in rare circumstances, HUD declining an award after an offer of conditional award. It is critical that the responses to the questions asked in the e-snaps Project Application are responsive to the question asked. Applicants <u>must use</u> the e-snaps Project Application Detailed Instructions, and Navigational guide to answer questions completely.</p> <p>Extension requests must be made before the Application deadline. Applicants who request an extension must demonstrate that there has been sufficient progress made by the application deadline. Applicants must submit the following, on Agency letterhead in place of the required upload by the application deadline</p> <p>e-snaps project application extension requests must contain;</p> <ul style="list-style-type: none"> <li>The name of the Project Application in e-snaps</li> <li>The reason the extension request is needed</li> <li>A self-imposed deadline that is before Friday, September 20, 2024, at 11:59:59 PM</li> <li>An acknowledgment that the Application will not be included in the final submission without all required materials</li> <li>Executive Director or their equivalent’s signature on the document certifying the above information</li> <li>Additionally, applicants must utilize the e-snaps export functionality and upload the partially completed application to Apply</li> </ul> <p>The Apply Upload must reflect the following,</p> <ul style="list-style-type: none"> <li>E-snaps export will be combined with the letter into a single document.</li> <li>The e-snaps application must correlate to the project intervention in Apply. That is RRH, PSH, TH/RRH</li> <li>Parts 1, 2, 3, 6, of the e-snaps application must have activity within 24hrs of the application deadline</li> <li>Part 3 or Part 6 must be complete</li> </ul> <p>The e-snaps upload must include the entirety of the e-snaps application, not just the completed sections.</p>
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<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (3 of 4)</p> <p>Certification of Consistency with the Consolidated Application</p>	<p>Y</p>	<p>“Applicant Name_Project Name_2991”</p> <p>OR</p> <p>“Applicant Name_Project Name_2991_EXT(or Appeal)”</p>	<p>N</p>	<p>Applicants will upload the following file:</p> <p>Certification of Consistency with the Consolidated Plan HUD-2991</p> <ul style="list-style-type: none"> <li>Blank (HUD-2991) certificates are available for download in Apply, however your jurisdiction may use a different form.</li> </ul> <p><a href="#">To determine whether a project is in a local Consolidated Planning jurisdiction please visit this link</a> If no part of an project will be carried out within a local Consolidated Planning jurisdiction, please contact Texas Department of Housing and Community Affairs <a href="mailto:Elizabeth.yevich@tdhca.state.tx.us">Elizabeth.yevich@tdhca.state.tx.us</a></p> <p>Applicants are required to collect and submit one Certification of Consistency per project. However, multiple projects may be listed on the same certificate.</p> <p>Certifications must be dated between May 1, 2024 and September 3, 2024.</p> <p>Certification of Consistency extension requests must be on Agency Letterhead and contain;</p> <ul style="list-style-type: none"> <li>The name of the Project Application in e-snaps</li> <li>The reason for the extension request, and the date of the original written request</li> <li>A self-imposed deadline that is before Friday, September 20, 2024, at 11:59:59 PM</li> <li>An acknowledgment that the Application will not be included in the final submission without the Certification of Consistency and an acknowledgment of the Appeal process contained in the HUD NOFO</li> <li>Additionally, applicants must upload a copy of the original written request made before August 21, 2024, and any subsequent communication with the PJ to Apply.</li> </ul> <p>The Apply Upload must address the following,</p> <ul style="list-style-type: none"> <li>Whether the PJ explicitly refused to sign the Certification</li> <li>If there is an event such as a City Council Meeting where the certification will be considered</li> <li>There are any other mitigating circumstances other than a late request that should be considered.</li> </ul> <ul style="list-style-type: none"> <li>NOTE: It is the Applicant's responsibility to ensure that the HUD 2991 is completed correctly. THN will not accept a certificate that is incomplete, unsigned or contains other errors. THN cannot submit an application on your behalf without a HUD 2991. Applicants that are unable to collect a certificate of consistency, despite their attempts, must follow the steps above and those in the RFP Section IV.B.c</li> </ul>
<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (4 of 4)</p> <p>Sub-Recipient Code of Conduct</p>	<p>N</p>	<p>“Sub_Recipient_CodeofConduct_Applicant Name_Project Name”</p>	<p>N</p>	<p>All Recipients and Sub-recipients must have a code of conduct on file. Applicants attach their Code of Conduct to the Applicant Profile in e-snaps. If you are submitting an application that contains sub-awards, or sub-recipients. Please attach that Code of Conduct here.</p> <p><b>Do Not Submit Primary Applicant Code of Conduct through this form upload.</b></p>

**APPENDIX B.3: FY2024 DV Bonus: New Project Application**

**Intent to Apply Due August 21,2024 at 11:59:59 PM**

Required Application Component	Upload Required Y/N	File Naming Convention	Scored Y/N	NOTES
Intent to Apply  Task: (1 of 5) Entity Eligibility	N	N/A	N	This step of the Application asks for basic details about the Applicant Agency’s eligibility status, including Type of Organization, SAM Registration Status and Unique Entity ID, Active Exclusions and/or Federal Debt, and if the Applicant is identifying any subrecipients. If identifying subrecipients, this step will collect the same eligibility information for each subrecipient (up to 3).
Intent to Apply  Task: (2 of 5) Charity Verification	N	N/A	N	This step of the Application will only populate if the Applicant indicated they are a 501c3 nonprofit in <i>Task 1: Entity Eligibility</i> . Applicants will enter their Employer Identification Number (EIN) with no dashes or spaces. Applicants who indicate they represent a State or Local Government, or Instrumentality of State or Local Government, will not see this stage.
Intent to Apply  Task: (3 of 5) Agency Details	N	N/A	N	This step of the Application asks basic details about the Applicant’s Agency, including Agency Name, Website, the Primary Contact and Email, and Secondary Contact and Email.
Intent to Apply  Task: (4 of 5) Preliminary Project Details	N	N/A	N	This step of the Application asks basic details about the proposed Project, including Proposed Counties you will serve, the Project Component Type, a brief narrative of the proposed Project and activities, the names of any partnerships that will be leveraged to support this Project, the proposed budget, a brief summary of and description of agency’s role in past projects similar to this proposal, and a description of the proposed project’s anticipated implementation timeline and potential challenges to implementation. Applicant’s response to the Project Component Type question will determine what questions the Applicant will see in the Full Application. No upload is required for this section.

Intent to Apply  Task: (5 of 5) Acknowledgements	N	N/A	N	This applies to all new project applicants and is intended to ensure that applicants are aware of expectations associated with the Application itself, and post-award requirements as well.
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## DV Bonus Full Application (ALL PROJECT TYPES) Due September 3, 2024 at 11:59:59 PM

Required Application Component	Upload Required Y/N	File Naming Convention	Scored Y/N	NOTES
Full Application  Task: (1 of 7) Project Details	N	N/A	Y	This step of the Application asks for basic details about the proposed Project, including Proposed Counties you will serve, the Project Component Type, a detailed narrative covering entire scope of the proposed Project and activities, the names of any Housing or Healthcare partnerships that will be leveraged to support this Project, and the proposed budget. Applicant’s response to the Project Component Type question will determine what questions the Applicant will see in the Full Application. No upload is required for this section.
Full Application  Task: (2 of 7) Agency Capacity	Y	“Applicant Name_Project Name_LOS”	Y	This step of the Application collects information about the agency’s capacity to operate a CoC Project, including the year the Agency was received IRS Designation, the Agency’s experience advancing race equity (checkbox) and involving persons with lived experience of homelessness (checkbox), the process utilized by Agency to determine need for this project application (narrative), support from the Local Homeless Coalition (LHC), confirmation of using a comparable database, descriptions of Agency’s experience in various activities and services to survivors of domestic violence, confirmation if 2024 PIT Count was conducted, implementation of HUD’s Equal Access Rule (checkbox), project implementation details (including timeline, preparatory tasks, staffing and hiring plan, development of policies and procedures, and other milestones), description of organization’s structure, the Agency’s prior experience with project and funding types (table), and detailed staffing and hiring plan.  Applicants who indicate they have support of LHC will be prompted to upload a letter of support. If no LHC exists or where a conflict of interest is present, Applicants will indicate if they have a letter of support from community stakeholders (2) and will be prompted to upload the letters of support.



<p>Full Application</p> <p>Task: (3 of 7)</p> <p>Financial Management and Administration</p>	<p>Y</p>	<p>“Applicant Name_Project Name_CFR Compliant” (CFO Letter)</p> <p>“Applicant Name_Project Name_Match” (match)</p>	<p>Y</p>	<p>Applicants will upload a statement on Agency letterhead from the CFO or their equivalent, that states explicitly that the Agency has an accounting system that is compliant with 2 CFR 200, and will be asked to provide a narrative response in 100-500 words describing how the organization has/will implement required Internal Controls at 2 CFR 200.303a, as well as 100-500 word narrative response describing the Agency’s internal financial and administrative monitoring activities. Applicants will upload Match documentation in this task.</p> <p>Match Documentation (file upload)</p> <p>On Agency letterhead, Applicants must address the following criteria:</p> <ul style="list-style-type: none"> <li>● Identify the match as Cash or In-kind</li> <li>● Identify the source of the Matching Funds</li> <li>● If cash, a description of the activities that the match will support</li> <li>● If in-kind, a description of the goods or services that will be used as match</li> <li>● Provide citation(s) from the CoC Program Interim Rule Subpart D (578.37 -578.63) that correlates to the eligible matching activity or activities</li> <li>● Explicitly state that the match will be available for the entire initial grant term, (Example 06/01/2025- 05/31/2026)</li> </ul>
<p>Full Application</p> <p>Task: (4 of 7)</p> <p>Budget Table</p>	<p>N</p>	<p>N/A</p>	<p>N</p>	<p>Applicants will complete a budget table and will report the dollar amount the Applicant will request from HUD for the following Budget Line Items:</p> <ul style="list-style-type: none"> <li>● Rental Assistance/Leasing,</li> <li>● Supportive Services</li> <li>● HMIS</li> <li>● Admin</li> <li>● VAWA Compliance</li> <li>● Operating</li> <li>● Rural</li> <li>● Other Eligible Uses</li> </ul> <p>Applicant will also provide the dollar amount of leveraged assistance for each Budget Line Item, where applicable. The total HUD Request and Leverage Assistance fields will auto-calculate the total using the information you entered in the table. This information will auto-populate into later tasks. Applicants must provide a thorough description of all costs. Staff will determine activity eligibility from this description.</p>

<p>Full Application</p> <p>Task: (5 of 7) Component Specific Questions</p>	<p>Y</p>	<p>“Applicant Name_Project Name_Housing Commitment”</p> <p>OR</p> <p>“Applicant Name_Project Name_Healthcare Commitment”</p>	<p>Y</p>	<p>This task of the application has three sections which seek to capture more detail about the proposed Project and how it will operate:</p> <ul style="list-style-type: none"> <li>● Community Wide Commitment (Responses are meant to engage the Applicant’s alignment with <a href="#">CoC Priorities</a>) In general, narrative responses (300-700 words), in addition to multiple choice questions. <ul style="list-style-type: none"> <li>○ Applicant must upload written commitments to leverage housing or healthcare in this task. The Written commitment must <ul style="list-style-type: none"> <li>● Be in place by September 3, 2024</li> <li>● Identify the source and description of the benefit</li> <li>● Identify the dates the benefit will be available</li> <li>● Calculate the estimated dollar value of the commitment</li> </ul> </li> </ul> </li> <li>● System Performance Measures Applicants will respond to a series of multiple-choice questions based on prior and anticipated performance, such as average length of time it will take the average participant to enter housing following identification.</li> <li>● General Application Questions Applicants will indicate the number of participants that will be served and provide narrative responses addressing the proposed Project’s method of service delivery, relationship building and client engagement strategies, participation requirements, and strategies for meeting various participant needs (e.g. health insurance and health needs).</li> </ul>
<p>Full Application</p> <p>Task: (6 of 7) Monitoring History Report 2024</p>	<p>N</p>	<p>(optional) “Applicant Name_Monitoring Report”</p>	<p>Y</p>	<p>Applicants must disclose their contracting activity over the last five (5) years. This includes</p> <p>Where the Applicant is the Recipient of Federal or State Awards</p> <ul style="list-style-type: none"> <li>● Whether the Applicant is subject to the 2CFR200 Single Financial Audit Requirements <ul style="list-style-type: none"> <li>○ And where the Applicant is subject to the Single Audit requirements, whether the Applicant has had any late submissions to the Federal Audit Clearinghouse in the last five (5) years</li> </ul> </li> <li>● Returns of Funds other than Pandemic Relief Funding such as ESG-CV</li> <li>● Disclosure of issues of capacity</li> </ul> <p>NOTE: Optional Monitoring Report (File Upload)</p> <ul style="list-style-type: none"> <li>● Agencies that have been monitored by a State or Federal Agency in the last three (3) years, and that monitoring resulted in a finding, are required to disclose that, and upload the monitoring report for review. Applicants that have had no findings in the last 3 years are exempted from this upload.</li> </ul>

<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (1 of 4) Applicant Profile (eSNAPS)</p>	<p>Y</p>	<p>“Applicant Name_Project Name_ApplicantProfile ” (Applicant Profile)</p>	<p>N</p>	<p>Applicants will upload the following file:</p> <ul style="list-style-type: none"> <li>Submitted Applicant Profile (eSNAPS Export) HUD Applicant</li> <li>Resources : <ul style="list-style-type: none"> <li><a href="#">Accessing the Application</a> (Applicant Profile Detailed Instructions)</li> <li><a href="#">Esnaps login</a></li> </ul> </li> </ul> <p>Esnaps is HUD’s Grant Management Software. Applicants <u>must</u> upload the Agency’s <u>submitted</u> Applicant Profile from e-snaps into Apply. Incomplete or draft uploads will be returned for correction.</p> <p>All Applicants are asked to add Eric Samuels, President &amp; CEO, Texas Homeless Network as a registrant to assist in any application troubleshooting that we might be able to offer.</p> <p>User name: THN Email: Eric@thn.org Please contact Jim Ward, Director of Planning, at <a href="mailto:jim@thn.org">jim@thn.org</a> if you require assistance or have further questions.</p> <p>NOTE: All Agencies must have an approved Code of Conduct on file with HUD. If your Agency is not on the list linked <a href="#">here</a>, you must attach a code of conduct to your applicant profile.</p> <p><u>The CoC will NOT grant an extension for this Application Component. Applications submitted with draft Applicant Profiles will be considered incomplete.</u></p>
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<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (2 of 4) Project Application (eSNAPS)</p>	<p>Y</p>	<p>“Applicant Name_Project Name_ProjectApp” (Project Application)</p> <p>“Applicant Name_e-SNAPS_Ext_Req</p>	<p>N</p>	<p>Applicants will upload the following file:</p> <p>e-snaps Project Application</p> <ul style="list-style-type: none"> <li>● Click here for HUDs <a href="#">Esnaps login page</a></li> </ul> <p>THN Staff must review the completed e-snaps project application to review and rank projects. Applicants must upload a submitted e-snaps application to Apply. This means that an applicant must complete the e-snaps portion of the project application before a complete application in Apply can be submitted. Errors in the e-snaps upload can result in delays in project awards, or in rare circumstances, HUD declining an award after an offer of conditional award. It is critical that the responses to the questions asked in the e-snaps Project Application are responsive to the question asked. Applicants <u>must use</u> the e-snaps Project Application Detailed Instructions, and Navigational guide to answer questions completely. Extension requests must be made before the Application deadline. Applicants who request an extension must demonstrate that there has been sufficient progress made by the application deadline. Applicants must submit the following, on Agency letterhead in place of the required upload by the application deadline</p> <p>e-snaps project application extension requests must contain;</p> <ul style="list-style-type: none"> <li>● The name of the Project Application in e-snaps</li> <li>● The reason the extension request is needed</li> <li>● A self-imposed deadline that is before Friday September 20, 2024 at 11:59:59 PM</li> <li>● An acknowledgment that the Application will not be included in the final submission without all required materials</li> <li>● Executive Director or their equivalent’s signature on the document certifying the above information</li> <li>● Additionally, applicants must utilize the e-snaps export functionality and upload the partially completed application to Apply</li> </ul> <p>The Apply Upload must reflect the following,</p> <ul style="list-style-type: none"> <li>o E-snaps export will be combined with the letter into a single document.</li> <li>o The e-snaps application must correlate to the project intervention in Apply. That is RRH, PSH, TH/RRH</li> <li>o Parts 1, 2, 3, 6, of the e-snaps application must have activity within 24hrs of the application deadline</li> <li>o Part 3 or Part 6 must be complete <ul style="list-style-type: none"> <li>o The e-snaps upload must include the entirety of the e-snaps application, not just the completed sections.</li> </ul> </li> </ul>
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<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (3 of 4)</p> <p>Certification of Consistency with the Consolidated Application</p>	<p>Y</p>	<p>“Applicant Name_Project Name_2991”</p> <p>OR</p> <p>“Applicant Name_Project Name_2991_EXT(or Appeal)”</p>	<p>N</p>	<p>Applicants will upload the following file:</p> <p>Certification of Consistency with the Consolidated Plan HUD-2991</p> <ul style="list-style-type: none"> <li>Blank (HUD-2991) certificates are available for download in Apply, however your jurisdiction may use a different form.</li> </ul> <p><a href="#">To determine whether a project is in a local Consolidated Planning jurisdiction please visit this link</a> If no part of an project will be carried out within a local Consolidated Planning jurisdiction, please contact Texas Department of Housing and Community Affairs <a href="mailto:Elizabeth.yevich@tdhca.state.tx.us">Elizabeth.yevich@tdhca.state.tx.us</a></p> <p>Applicants are required to collect and submit one Certification of Consistency per project. However, multiple projects may be listed on the same certificate.</p> <p>Certifications must be dated between May 1, 2024 and September 3, 2024.</p> <p>Certification of Consistency extension requests must be on Agency Letterhead and contain;</p> <ul style="list-style-type: none"> <li>The name of the Project Application in e-snaps</li> <li>The reason for the extension request, and the date of the original written request</li> <li>A self-imposed deadline that is before Friday, September 20, 2024, at 11:59:59 PM</li> <li>An acknowledgment that the Application will not be included in the final submission without the Certification of Consistency and an acknowledgment of the Appeal process contained in the HUD NOFO</li> <li>Additionally, applicants must upload a copy of the original written request made before August 21, 2024, and any subsequent communication with the PJ to Apply.</li> </ul> <p>The Apply Upload must address the following,</p> <ul style="list-style-type: none"> <li>Whether the PJ explicitly refused to sign the Certification</li> <li>If there is an event such as a City Council Meeting where the certification will be considered</li> <li>There are any other mitigating circumstances other than a late request that should be considered.</li> </ul> <ul style="list-style-type: none"> <li>NOTE: It is the Applicant's responsibility to ensure that the HUD-2991 is completed correctly. THN will not accept a certificate that is incomplete, unsigned or contains other errors. THN cannot submit an application on your behalf without a HUD-2991. Applicants that are unable to collect a certificate of consistency, despite their attempts, must follow the steps above and those in the RFP Section IV.B.c</li> </ul>
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<p>Full Application</p> <p>Task: (7 of 7)</p> <p>File Uploads (4 of 4)</p> <p>Sub-Recipient Code of Conduct</p>	<p>N</p>	<p>“Sub_Recipient_Cod eofConduct_Applica nt Name_Project Name”</p>	<p>N</p>	<p>All Recipients and Sub-recipients must have a code of conduct on file. Applicants attach their Code of Conduct to the Applicant Profile in e-snaps. If you are submitting an application that contains sub-awards, or sub-recipients. Please attach that Code of Conduct here.</p> <p><b>Do Not Submit Primary Applicant Code of Conduct through this form upload.</b></p>
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**FY 2024 Texas Balance of State Continuum of Care Renewal Project Score Card- Permanent Supportive Housing**

<b>Agency Name:</b>		<b>Project Name:</b>			<b>PSH</b>				
							Project Type: Permanent Supportive Housing (PSH) Population Type: All populations except Domestic Violence-only projects		
		<b>Where to Reference on APR</b>	<b>Your Answer</b>						
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/Units to be served at a Point in Time from the 2023 Grant Inventory Worksheet OR eSNAPS application		FY2023 GiW: Column U [Total Units]							
<b>1 Targeting Hard to Serve</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
1.1	Percent of adults with entries from homeless situations* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	≥95%	APR: Q15, "Total", minus "Subtotal" from "Permanent or Other Situations" APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2	Percentage of adults coming from unsheltered locations* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	≥40%	APR Q15 "Place not meant for habitation" Column 1 Row 2 APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		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	≥50%	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>							<b>0</b>	<b>30</b>	
<b>2 Access to Income-Stayers -PSH</b>									
	<b>Scored Category</b>	<b>Criteria Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage %</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
2.1	Percent participants age 18 or older with increased earned income at Annual Assessment	≥15%	APR: Q19a1, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 15 points <15-08% = 7.5 points <08% = 0 points	0	15	
2.2	Percent participants age 18 or older with increased non-employment income at Annual Assessment	≥50%	APR: Q19a1, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-50% = 15 points <50-35% = 7.5 points <35% = 0 points	0	15	
2.3	Percent participants age 18 or older who increased or maintained their total income (from all sources) at Annual Assessment	≥60%	APR Q19a1: Row 5, Column 8 (Total Increased) APR: Q19a1: Row 5, Column 3 (Total Maintained) APR Q19a1: Row 5, Column 7 (Total Adults)		0%	100-60% = 15 points 45% = 7.5 points points <60-45% = 0	0	15	
<i>Section Subtotal</i>							<b>0</b>	<b>45</b>	
<b>3 Access to Income-Leavers -PSH</b>									
	<b>Scored Category</b>	<b>Criteria Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percent (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
3.1	Percent participants age 18 or older with increased earned income at exit	≥20%	APR: Q19a2, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-20% = 5 points <20-15% = 2.5 points <15% = 0 points	0	5	
3.2	Percent participants age 18 or older with increased non-employment income at exit	≥40%	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 increased or maintained their total income (from all sources) at project exit	≥50%	APR Q19a2: Row 5, Column 8 (Total Increased) APR: Q19a2: Row 5, Column 3 (Total Maintained) APR Q19a2: Row 5, Column 7 (Total Adults)		0.0%	100-50% = 5 points <50-40% = 2.5 points <40% = 0 points	0	5	
<i>Section Subtotal</i>							<b>0</b>	<b>15</b>	
<b>4 Housing Stability</b>									

Scored Category	Goal	Where to Reference	Your Answer	Scoring Instructions	Score	Total Possible Points	Notes	
4.1 Percentage of participants who either remained in the project or exited to a Permanent Housing Destination during the reporting period	≥95%	System Performance Measure 7b2 "% of Successful Exits"		100-95% = 20 points < 95-90% = 15 points < 90-85% = 10 points < 85% = 0 points	0	20		
<b>Housing Stability Total Score</b>					<b>0</b>	<b>20</b>		
<b>5 Returns to Homelessness</b>								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
5.1 Of participants who exited to permanent housing, the percentage of participants who returned to homelessness within two years.	≤5%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 25 points >5-10% = 15 points >10% = 0 points IF NaN (No Exits to Permanent Housing) = 12.5 points	0	25		
5.2 Of participants who exited to permanent housing within the last 12 months, the percentage of participants who returned to homelessness within 6 or 12 months.	≤5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0-5% = 15 points >5-10% = 10 points >10% = 0 points IF NaN (No Exits to Permanent Housing) = 7.5 points	0	15		
		"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0-5% = 15 points >5-10% = 10 points >10% = 0 points IF NaN (No Exits to Permanent Housing)= 7.5 points	0	15		
<b>Returns to Homelessness</b>					<b>0</b>	<b>55</b>		
<b>6 Meeting Community Need</b>								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
6.1 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 = 5 points Avg >60 Days= 0 points	0	10		
6.2 What is the Project's Average Daily household utilization rate?	≥95%	APR: Q08b "January" Total		100-95% = 20 points <95-90% = 10 points <90% = 0 points	0	20		
		APR: Q08b "April" Total	0.0%					
		APR: Q08b "July" Total						
		APR: Q08b "October" Total						
6.3 How is the Agency addressing Racial Disparities at the Agency-level?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q1		1pt for each action identified	0	5		
6.4 How does the Agency engage those with Lived Expertise?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q2		1pt for each action identified	0	5		
6.5 How does the Agency implement the Equal Access Rule?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q3		1pt for each action identified	0	5		
6.6 How does the Agency meet the needs of underserved communities?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q4		1pt for each action identified	0	5		
6.7 Does the Agency utilize SOAR through either internal resources or community partnerships that project participants can access as needed, and track outcomes in OAT?	Yes	SOARWorks Outcomes & Assessment Tracking (OAT); SurveyMonkey Apply Renewal Questions, Q7		Agency had access to SOAR by June 1, 2024 & has Activity in OAT = 10 pts Agency had access to SOAR by June 1, 2024 but no Activity in OAT = 5pts No access to SOAR Certified staff member or Activity in OAT = 0pts	0	10		
<b>Meeting Community Need Total Score</b>					<b>0</b>	<b>60</b>		
<b>7 Cost Effectiveness</b>								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
7.1 Does the total amount of unspent program funds from the most recently completed grant term total greater than 5% of total project awards?	≤5% unspent funds	Verify in Sage APR & BU Report: Total funds awarded from the most recently closed out grant term		0%	0-5% = 20 points >5-10% = 10 points >10% = 0 points	0	20	
		Verify in Sage APR & BU Report: Total amount of funds unspent during the last grant term						
7.2 PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?*	≤10%	APR 23c "Persons exiting to positive housing destinations"		0.0%	0-10% = 15 points >10-13% = 7.5 points >13% = 0	0	15	
		APR 23c "Persons whose destinations excluded from calculation"						
*This measure produces the number of people that exit a project to an unsuccessful housing placement and divides that by the total supportive service budget.		Total Support Service BU or 25% of the Total 2021 Award, whichever is greater						
<b>Cost Effectiveness Total Score</b>					<b>0</b>	<b>35</b>		
<b>8 HMIS Data Quality</b>								



Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
8.1 Any Universal Data Elements with error rate larger than 5% (Except for SSN)	0%	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	
8.2 Any missing Financial Assessment at Project Entry?	0	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	
8.3 Any missing Financial Assessment at Annual Assessments?	0	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	
8.4 Any missing Financial Assessment at Project Exit?	0	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	
8.5 Timeliness of HMIS Data Entry	No entries later than 3 days	APR Q06e		No entries later than 3 days = 5 points No entries later than 10 days = 2.5 point Any entries made after 10 days = 0 points	0	5	
<b>HMIS Data Quality Total Score</b>					<b>0</b>	<b>35</b>	
<b>9 Coordinated Entry Participation</b>							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
9.1 All participants enrolled after July 1, 2023 have a Coordinated Entry Enrollment prior to Project Enrollment	100%	HMIS Report		100% = 10 Points <100% = 0 points	0	10	
<b>Coordinated Entry Participation Total Score</b>					<b>0</b>	<b>10</b>	
<b>10 General Administration</b>							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
10.1 Applicant had monitoring findings from any Federal or State audit in the last 3 years	0	Monitoring History Report in SurveyMonkey Apply		0 findings = 5 Points 1 or 2 findings = -2.5 Points 3+ findings = 0 Points	0	5	
10.2 If Applicant is subject to Single Financial Audit requirements identified in 2 CFR Part 200.501, did Applicant have any late submissions to the Federal Audit Clearinghouse within the last 5 years?	No	Federal Audit Clearinghouse		No = 10 Yes = 0 N/A = 5	0	10	
10.3 Applicant had funds recaptured within the last 5 years due to slow spending, monitoring findings, or disallowed cost	No	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 10 Points	0	10	
10.4 Applicant had funds recaptured within the last 5 years due to failure to perform or default on a contract	No	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 25 Points	0	25	
10.5 Applicant completed the 2024 Housing First Assessment in SurveyMonkey Apply by March 29, 2024	Yes	Housing First Assessment in SurveyMonkey Apply		Yes = 15 Points No = 0 Points	0	15	
<b>General Administration Total Score</b>					<b>0</b>	<b>65</b>	
<b>Total Score</b>					<b>0</b>	<b>370</b>	
<b>Cumulative Score out of 100%</b>					<b>0.00%</b>		

**FY 2024 Texas Balance of State Continuum of Care Renewal Project Score Card- Permanent Supportive Housing- DV**

<b>Agency Name:</b>	<b>Project Name:</b>	<b>PSH-DV</b>
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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/Units to be served at a Point in Time from the 2023 Grant Inventory Worksheet	FY2023 GIW: Column U [Total Units]	

**Project Type:** Permanent Supportive Housing (PSH)  
**Population Type:** Domestic Violence (DV)-Only

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* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	≥65%	APR: Q15, "Total", minus "Subtotal" from "Permanent or Other Situations"  APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		0%	100-65% = 15 points 64%-50% = 10 points >50% = 0 points	0	15		
1.2 Percent of adults with no income at entry	≥50%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points 49-30% = 7.5 points <30% = 0 points	0	10		
<i>Targeting Hard to Serve: Total Score</i>						0	25		

2 Access to Income-Stayers -PSH									
Scored Category	Criteria Goal	Where to Reference	Your Answer	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	≥13%	APR: Q19a1, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-13% = 15 points <13-08% = 7.5 points <08% = 0 points	0	15		
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	≥40%	APR: Q19a1, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-40% = 15 points <40-30% = 7.5 points <30% = 0 points	0	15		
2.3 Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at Annual Assessment	≥45%	APR Q19a1: Row 5, Column 8 (Total Increased)		0.0%	100-45% = 15 points <45-35% = 7.5 points <35% = 0 points	0	15		
		APR: Q19a1: Row 5, Column 3 (Total Maintained)							
		APR Q19a1: Row 5, Column 7 (Total Adults)							
<i>Section Subtotal</i>						0	45		

3 Access to Income-Leavers -PSH									
Scored Category	Criteria Goal	Where to Reference	Your Answer	Percent (%)	Point Criteria	Score	Total Possible Points	Notes	
3.1 Percent participants age 18 or older with increased earned income at exit	≥15%	APR: Q19a2, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 5 points 10 = 2.5 points 0 points	0	5		
3.2 Percent participants age 18 or older with increased non-employment income at exit	≥30%	APR: Q19a2, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-30% = 5 points 20% = 2.5 points 0 points	0	5		
3.3 Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at project exit	≥40%	APR Q19a2: Row 5, Column 8 (Total Increased)		0.0%	100-40% = 5 points 30% = 2.5 points 0 points	0	5		
		APR: Q19a2: Row 5, Column 3 (Total Maintained)							
		APR Q19a2: Row 5, Column 7 (Total Adults)							
<i>Section Subtotal</i>						0	15		

4 Housing Stability										
Scored Category	Goal	Where to Reference	Your Answer	Scoring Instructions	Score	Total Possible Points	Notes			
4.1 Percentage of participants who either remained in the project or exited to a Permanent Housing Destination during the reporting period	≥95%	APR 23c: Total persons whose destinations excluded them from the calculation'		0%	100-95% = 20points < 95-90% = 15 points < 90-85% = 10 points	0	20			

		APR 23c: Total persons exiting to Positive Housing Destinations'			< 85% = 0 points				
<b>Housing Stability Total Score</b>						0	20		
<b>5 Meeting Community Need</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
5.1	Of participants enrolled during the reporting period, is the average participant housed in less than 30 days?	< 30 Day Average	APR: Q22: Row 10, "Average length of time to housing" Total		Avg ≤30 Days = 20 points Avg 31-60 Days = 10 points Avg >60 Days = 0 points	0	20		
5.2	What is the Project's Average Daily household utilization rate?	>95%	APR: Q08b "January" Total APR: Q08b "April" Total APR: Q08b "July" Total APR: Q08b "October" Total	0.0%	100-95% = 10 points <95-90% = 5 points <90% = 0 points	0	10		
5.3	How is the Agency addressing Racial Disparities at the Agency-level?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q1		1pt for each action identified	0	5		
5.4	How does the Agency engage those with Lived Expertise?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q2		1pt for each action identified	0	5		
5.5	How does the Agency implement the Equal Access Rule?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q3		1pt for each action identified	0	5		
5.6	How does the Agency meet the needs of underserved communities?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q4		1pt for each action identified	0	5		
5.7	Does the Agency utilize SOAR through either internal resources or community partnerships that project participants can access as needed, and track outcomes in OAT?	Yes	SOARWorks Outcomes & Assessment Tracking (OAT); SurveyMonkey Apply Renewal Questions, Q7		Agency had access to SOAR by June 1, 2024 & has Activity in OAT (i.e. Pending/Approved/Denied Claims) = 10 pts Agency had access to SOAR by June 1, 2024 but no Activity in OAT = 5pts No access to SOAR Certified staff member or Activity in OAT = 0pts	0	10		
<b>Meeting Community Need Total Score</b>						0	60		
<b>6 Cost Effectiveness</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
6.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 5% of total project awards?	<5% unspent funds	Verify in Sage APR & BLI Report: Total funds awarded from the most recently closed out grant term		0%	0-5% = 20 points >5-10% = 10 points >10% = 0 points	0	20	
6.2	PSH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?*	<10%	APR 23c: "Persons exiting to positive housing destinations" APR 23c: "Persons whose destinations excluded from calculation" Total Support Service BLI or 25% of the Total 2021 Award, whichever is greater		0.0%	0-10% = 15 points >10-13% = 7.5 points >13% = 0	0	15	
<b>Cost Effectiveness Total Score</b>						0	35		
<b>7 HMIS Data Quality</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
7.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	0%	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		
7.2	Any missing Financial Assessment at Project Entry?	0	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		
7.3	Any missing Financial Assessment at Annual Assessments?	0	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		
7.4	Any missing Financial Assessment at Project Exit?	0	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		
<b>HMIS Data Quality Total Score</b>						0	30		
<b>8 Coordinated Entry Participation</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
8.1	Does the Applicant have access to the Coordinated Entry DV Workaround?	Yes	Coordinated Entry Regional P&Ps		Yes = 10 Points No = 0 Points	0	10		
<b>Coordinated Entry Participation Total Score</b>						0	10		
<b>9 General Administration</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	

9.1	Applicant had monitoring findings from any Federal or State audit in the last 3 years	0	Monitoring History Report in SurveyMonkey Apply		0 findings = 5 Points 1 or 2 findings = 2.5 Points 3+ findings = 0 Points	0	5	
9.2	If Applicant is subject to Single Financial Audit requirements identified in 2 CFR Part 200.501, did Applicant have any late submissions to the Federal Audit Clearinghouse within the last 5 years?	No	Federal Audit Clearinghouse		No = 10 Yes = 0 N/A = 5	0	10	
9.3	Applicant had funds recaptured within the last 5 years due to slow spending, monitoring findings, or disallowed cost	No	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 10 Points	0	10	
9.4	Applicant had funds recaptured within the last 5 years due to failure to perform or default on a contract	No	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 25 Points	0	25	
9.5	Applicant completed the 2024 Housing First Assessment in SurveyMonkey Apply by March 29, 2024	Yes	Housing First Assessment in SurveyMonkey Apply		Yes = 15 Points No = 0 Points	0	15	
<i>General Administration Total Score</i>						<b>0</b>	<b>65</b>	
<b>Total Score</b>						<b>0</b>	<b>305</b>	
<b>Cumulative Score out of 100%</b>						<b>0.00%</b>		

**FY 2024 Texas Balance of State Continuum of Care Renewal Project Score Card- Rapid Rehousing**

<b>Agency Name:</b>		<b>Project Name:</b>		<b>RRH</b>	
				<b>Project Type:</b> Rapid Rehousing (RRH) <b>Population Type:</b> All populations except Domestic Violence-only projects	
	<b>Where to Reference on APR</b>	<b>Your Answer</b>			
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/Units to be served at a Point in Time from the 2023 Grant Inventory Worksheet	FY2023 GIW: Column U [Total Units]				

<b>1</b>	<b>Targeting Hard to Serve</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
1.1	Percent of adults with entries from homeless situations* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	>95%	APR: Q15, "Total", minus "Subtotal" from "Permanent or Other Situations" APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		0%	100-95%=10 points <95-90%=7.5 points <90= 0 points	0	10	
1.2	Percentage of Participants coming from unsheltered locations* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	>40%	APR Q15 "Place not meant for habitation" Column 1 Row 2 APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		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	>50%	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>							<b>0</b>	<b>30</b>	

<b>2</b>	<b>Access to Income-Stayers -RRH</b>	<b>SPM 4.1-4.3</b>							
	<b>Scored Category</b>	<b>Criteria Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percent (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
2.1	Percent participants age 18 or older with increased earned income at Annual Assessment	>17%	APR: Q19a1, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-17% = 10 points <17-11% = 5 points <11% = 0 points	0	10	
2.2	Percent participants age 18 or older with increased non-employment income at Annual Assessment	>25%	APR: Q19a1, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
2.3	Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at Annual Assessment	>30%	APR Q19a1: Row 5, Column 8 (Total Increased)		0.0%	100-30% = 10 points <30-20% = 5 points <20% = 0 points	0	10	
			APR: Q19a1: Row 5, Column 3 (Total Maintained)						
			APR Q19a1: Row 5, Column 7 (Total Adults)						
<i>Section Subtotal</i>							<b>0</b>	<b>30</b>	

<b>3</b>	<b>Access to Income-Leavers -RRH</b>	<b>SPM 4.4-4.6</b>							
	<b>Scored Category</b>	<b>Criteria Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percent (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
3.1	Percent participants age 18 or older with increased earned income at exit	>20%	APR: Q19a2, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-20% = 10 points <20-15% = 5 points <15% = 0 points	0	10	
3.2	Percent participants age 18 or older with increased non-employment income at exit	>25%	APR: Q19a2, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
3.3	Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at project exit	>25%	APR Q19a2: Row 5, Column 8 (Total Increased)		0.0%	100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
			APR: Q19a2: Row 5, Column 3 (Total Maintained)						
			APR Q19a2: Row 5, Column 7 (Total Adults)						
<i>Section Subtotal</i>							<b>0</b>	<b>30</b>	

4 Housing Stability								
Scored Category	Goal	Where to Reference	Your Answer	Scoring Instructions	Score	Total Possible Points	Notes	
4.1 RRH: Percentage of participants who exited to Permanent Housing Destinations	≥85%	System Performance Measure 7b1* % of Successful Exits		100-85% = 20 points <84-70% = 10 points <70% = 0 points	0	20		
<i>Housing Stability Total Score</i>					0	20		
5 Returns to Homelessness								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
5.1 Of participants who exited to permanent housing, the percentage of participants who returned to homelessness within two years.	<5%	System Performance Measure 2a-2b, Last Column "Percentage of Returns in 2 Years"		0-5% = 25 points >5-10% = 15 points >10% = 0 points IF NaN (No Exits to Permanent Housing) = 12.5 points	0	25		
5.2 Of participants who exited to permanent housing within the last 12 months, the percentage of participants who returned to homelessness within 6 or 12 months.	<5%	"CUSTOM" System Performance Measure 2a-2b, 3rd Column "Percentage of Returns in less than 6 mo.		0-5% = 15 points >5-10% = 10 points >10% = 0 points IF NaN (No Exits to Permanent Housing) = 7.5 points	0	15		
		"CUSTOM" System Performance Measure 2a-2b, 5th Column "Percentage of Returns in less than 12 mo.		0-5% = 15 points >5-10% = 10 points >10% = 0 points IF NaN (No Exits to Permanent Housing) = 7.5 points	0	15		
<i>Returns to Homelessness</i>					0	55		
6 Meeting Community Need								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
6.1 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 = 5 points Avg >60 Days = 0 points	0	10		
6.2 What is the Project's Average Daily household utilization rate?	>95%	APR: Q08b "January" Total		100-95% = 20 points <95-90% = 10 points <90% = 0 points	0	20		
		APR: Q08b "April" Total						
		APR: Q08b "July" Total						
		APR: Q08b "October" Total						
6.3 How is the Agency addressing Racial Disparities at the Agency-level?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q1		1pt for each action identified	0	5		
6.4 How does the Agency engage those with Lived Expertise?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q2		1pt for each action identified	0	5		
6.5 How does the Agency implement the Equal Access Rule?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q3		1pt for each action identified	0	5		
6.6 How does the Agency meet the needs of underserved communities?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q4		1pt for each action identified	0	5		
6.7 Does the Agency utilize SOAR through either internal resources or community partnerships that project participants can access as needed, and track SOAR outcomes in OAT?	Yes	SOARWorks Outcomes & Assessment Tracking (OAT); SurveyMonkey Apply Renewal Questions, Q7		Agency had access to SOAR by June 1, 2024 & has Activity in OAT (i.e. Pending/Approved/Denied Claims) = 10 pts Agency had access to SOAR by June 1, 2024 but no Activity in OAT = 5pts No access to SOAR Certified staff member or Activity in OAT = 0pts	0	10		
<i>Meeting Community Need Total Score</i>					0	60		
7 Cost Effectiveness								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
7.1 Does the total amount of unspent program funds from the most recently completed grant	<5% unspent funds	Verify in Sage APR & BLI Report: Total funds awarded from the most recently closed out grant term		0%	0-5% = 20 points >5-10% = 10 points	0	20	

	term total greater than 5% of total project awards?		Verify in Sage APR & BLI Report: Total amount of funds unspent during the last grant term		>10% = 0 points			
7.2	RRH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?*		APR 23c: "Persons exiting to positive housing destinations"	0.0%	0-10% = 15 points >10-13% = 7.5 points >13% = 0	0	15	
	*This measure produces the number of people that exit a project to an unsuccessful housing placement and divides that by the total supportive service budget.	<10%	APR 23c: "Persons whose destinations excluded from calculation"					
	Cost Effectiveness Total Score		Total Support Service BU or 25% of the Total 2021 Award, whichever is greater					
						0	35	
<b>8 HMIS Data Quality</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
8.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	0%	APR: Q06a, and Q06b. 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	
8.2	Any missing Financial Assessment at Project Entry?	0	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	
8.3	Any missing Financial Assessment at Annual Assessments?	0	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	
8.4	Any missing Financial Assessment at Project Exit?	0	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	
8.5	Timeliness of HMIS Data Entry	No entries later than 3 days	APR Q06e		No entries later than 3 days = 5 points No entries later than 10 days = 2.5 point Any entries made after 10 days = 0 points	0	5	
HMIS Data Quality Total Score						0	35	
<b>9 Coordinated Entry Participation</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
9.1	All participants enrolled after July 1, 2023 have a Coordinated Entry Enrollment prior to Project Enrollment	100%	HMIS Report		100% = 10 Points <100% = 0 points	0	10	
Coordinated Entry Participation Total Score						0	10	
<b>10 General Administration</b>								
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
10.1	Applicant had monitoring findings from any Federal or State audit in the last 3 years	0 Findings	Monitoring History Report in SurveyMonkey Apply		0 findings = 5 Points 1 or 2 findings = 2.5 Points 3+ findings = 0 Points	0	5	
10.2	If Applicant is subject to Single Financial Audit requirements identified in 2 CFR Part 200.501, did Applicant have any late submissions to the Federal Audit Clearinghouse within the last 5 years?	No	Federal Audit Clearinghouse		No = 10 Yes = 0 N/A = 5	0	10	
10.3	Applicant had funds recaptured within the last 5 years due to slow spending, monitoring findings, or disallowed cost	No	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 10 Points	0	10	
10.4	Applicant had funds recaptured within the last 5 years due to failure to perform or default on a contract	No	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 25 Points	0	25	
10.5	Applicant completed the 2024 Housing First Assessment in SurveyMonkey Apply by March 29, 2024	Yes	Housing First Assessment in SurveyMonkey Apply		Yes = 15 Points No = 0 Points	0	15	
General Administration Total Score						0	65	
<b>Total Score</b>						<b>0</b>	<b>370</b>	
<b>Cumulative Score out of 100%</b>						<b>0.00%</b>	<b>100%</b>	

**FY 2024 Texas Balance of State Continuum of Care Renewal Project Score Card- Rapid Rehousing-DV**

<b>Agency Name:</b>		<b>Project Name:</b>			<b>RRH-DV</b>				
					Project Type: Rapid Rehousing (RRH) Population Type: Domestic Violence (DV)-Only				
	<b>Where to Reference on APR</b>	<b>Your Answer</b>							
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/Units to be served at a Point in Time from the 2023 Grant Inventory Worksheet	FY2023 GIW: Column U [Total Units]								
<b>1 Targeting Hard to Serve</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
1.1	Percent of adults with entries from homeless situations* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	>65%	APR: Q15, "Total", minus "Subtotal" from "Permanent or Other Situations" APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		0%	100-65% = 15 points 64%-50% = 10 points >50% = 0 points	0	15	
1.2	Percent of adults with no income at entry	>50%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points 49-30% = 7.5 points <30% = 0 points	0	10	
<b>Targeting Hard to Serve Total Score</b>							<b>0</b>	<b>25</b>	
<b>2 Access to Income-Stayers -RRH</b>									
	<b>Scored Category</b>	<b>Criteria Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percent (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
2.1	Percent participants age 18 or older with increased earned income at Annual Assessment	15%	APR: Q19a1, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-08% = 5 points <08% = 0 points	0	10	
2.2	Percent participants age 18 or older with increased non-employment income at Annual Assessment	20%	APR: Q19a1, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-20% = 10 points <20-10% = 5 points <10% = 0 points	0	10	
2.3	Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at Annual Assessment	25%	APR Q19a1: Row 5, Column 8 (Total Increased)		0.0%	100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
			APR: Q19a1: Row 5, Column 3 (Total Maintained)						
			APR Q19a1: Row 5, Column 7 (Total Adults)						
<b>Section Subtotal</b>							<b>0</b>	<b>30</b>	
<b>3 Access to Income-Leavers -RRH</b>									
	<b>Scored Category</b>	<b>Criteria Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percent (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
3.1	Percent participants age 18 or older with increased earned income at exit	15%	APR: Q19a2, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-10% = 5 points <10% = 0 points	0	10	
3.2	Percent participants age 18 or older with increased non-employment income at exit	20%	APR: Q19a2, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-20% = 10 points <20-10% = 5 points <10% = 0 points	0	10	
3.3	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%	APR Q19a2: Row 5, Column 8 (Total Increased)		0.0%	100-20% = 10 points <20-12% = 5 points <12% = 0 points	0	10	
			APR: Q19a2: Row 5, Column 3 (Total Maintained)						
			APR Q19a2: Row 5, Column 7 (Total Adults)						
<b>Section Subtotal</b>							<b>0</b>	<b>30</b>	
<b>4 Housing Stability</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Scoring Instructions</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>	
4.1	Of participants who exited during the reporting period, percentage of participants who exited to	>40%			100-90% = 20 points < 90-80% = 15 points	0	20		



Permanent Housing Destinations		APR 23c: "Total persons whose destinations excluded them from the calculation"	0.0%	< 80-70% = 10 points < 70% = 0 points	0	20	
APR 23c: "Total persons exiting to Positive Housing Destinations"							
<b>Housing Stability Total Score</b>					<b>0</b>	<b>20</b>	
<b>6 Meeting Community Need</b>							
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>
6.1	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 = 20 points Avg 31-60 Days = 10 points Avg >60 Days = 0 points	0	20
6.2	What is the Project's Average Daily household utilization rate?	>95%	APR: Q08b "January" Total APR: Q08b "April" Total APR: Q08b "July" Total APR: Q08b "October" Total	0.0%	100-95% = 10 points <95-90% = 5 points <90% = 0 points	0	10
6.3	How is the Agency addressing Racial Disparities at the Agency-level?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q1		1pt for each action identified	0	5
6.4	How does the Agency engage those with lived expertise?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q2		1pt for each action identified	0	5
6.5	How does the Agency Implement the Equal Access Rule?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q3		1pt for each action identified	0	5
6.6	How does the Agency meet the needs of underserved communities?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q4		1pt for each action identified	0	5
6.7	Does the Agency utilize SOAR through either internal resources or community partnerships that project participants can access as needed, and track outcomes in OAT?	Yes	SOARWorks Outcomes & Assessment Tracking (OAT); SurveyMonkey Apply Renewal Questions, Q7		Agency had access to SOAR by June 1, 2024 & has Activity in OAT (i.e. Pending/Approved/Denied Claims) = 10 pts Agency had access to SOAR by June 1, 2024 but no Activity in OAT = 5pts No access to SOAR Certified staff member or Activity in OAT = 0pts	0	10
<b>Meeting Community Need Total Score</b>					<b>0</b>	<b>60</b>	
<b>7 Cost Effectiveness</b>							
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>
7.1	Does the total amount of unspent program funds from the most recently completed grant term total greater than 5% of total project awards?	<5% unspent funds	Verify in Sage APR & BU Report: Total funds awarded from the most recently closed out grant term Verify in Sage APR & BU Report: Total amount of funds unspent during the last grant term		0%	0-5% = 20 points >5-10% = 10 points >10% = 0 points	0
7.2	RRH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	<10%	APR 23c: "Persons exiting to positive housing destinations" APR 23c: "Persons whose destinations excluded from calculation" Total Support Service BU or 25% of the Total 2021 Award, whichever is greater		0.0%	0-10% = 15 points >10-13% = 7.5 points >13% = 0	0
<b>Cost Effectiveness Total Score</b>					<b>0</b>	<b>35</b>	
<b>8 HMIS Data Quality</b>							
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>
8.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	0%	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
8.2	Any missing Financial Assessment at Project Entry?	0	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
8.3	Any missing Financial Assessment at Annual Assessments?	0	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
8.4	Any missing Financial Assessment at Project Exit?	0	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
<b>HMIS Data Quality Total Score</b>					<b>0</b>	<b>30</b>	
<b>9 Coordinated Entry Participation</b>							
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>
9.1	Does the Applicant have access to the Coordinated Entry DV Workaround?	Yes	Coordinated Entry Regional P&Ps		Yes = 10 Points No = 0 points	0	10

Coordinated Entry Participation Total Score						0	10	
10	<b>General Administration</b>							
	Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
	10.1 Applicant had monitoring findings from any Federal or State audit in the last 3 years	<u>0</u>	Monitoring History Report in SurveyMonkey Apply		0 findings = 5 Points 1 or 2 findings = 2.5 Points 3+ findings = 0 Points	0	5	
	10.2 If Applicant is subject to Single Financial Audit requirements identified in 2 CFR Part 200.501, did Applicant have any late submissions to the Federal Audit Clearinghouse within the last 5 years?	<u>No</u>	Federal Audit Clearinghouse		No = 10 Yes = 0 N/A = 5	0	10	
	10.3 Applicant had funds recaptured within the last 5 years due to slow spending, monitoring findings, or disallowed cost	<u>No</u>	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 10 Points	0	10	
	10.4 Applicant had funds recaptured within the last 5 years due to failure to perform or default on a contract	<u>No</u>	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 25 Points	0	25	
	10.5 Applicant completed the 2024 Housing First Assessment in SurveyMonkey Apply by March 29, 2024	<u>Yes</u>	Housing First Assessment in SurveyMonkey Apply		Yes = 15 Points No = 0 Points	0	15	
<i>General Administration Total Score</i>						0	65	
<b>Total Score</b>						<b>0</b>	<b>305</b>	
<b>Cumulative Score out of 100%</b>						<b>0.00%</b>		

**FY 2024 Texas Balance of State Continuum of Care Renewal Project Score Card- Joint RRH-DV**

<b>Agency Name:</b>	<b>Project Name:</b>	<b>Joint - RRH</b>
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	Where to Reference on APR	Your Answer
Total number of Persons Served (RRH Component Only)	APR: Q5a	
Total number of adults (RRH Component Only)	APR: Q5a	
Total leavers (RRH Component Only)	APR: Q5a	
Total number of adult leavers (RRH Component Only)	APR: Q5a	
Number of Households/Units to be served at a Point in Time from the FY2023 eSnaps Project Application (RRH Component Only)	FY2023 eSnaps Application: Screen 4B, Total RRH Units	

**Project Type:** Joint Transitional Housing/Rapid Rehousing (Joint TH/RRH)  
**Population Type:** All (DV and non-DV)  
**Notes:** Reviewers must complete both the Joint TH and Joint RRH tabs for scoring to be considered complete; the total score is generated on the RRH tab. The APRs for each component type must be run separately.

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* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	>65%	APR: Q15, "Total", minus "Subtotal" from "Permanent or Other Situations" APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		0%	100-65% = 15 points 64%-50% = 10 points >50% = 0 points	0	15	
1.2 Percent of adults with no income at entry	>50%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points 49-30% = 7.5 points <30% = 0 points	0	10	
<b>Targeting Hard to Serve Total Score</b>						<b>0</b>	<b>25</b>	

2 Access to Income-Stayers -RRH								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Your Answer	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
2.1 Percent participants age 18 or older with increased or increased earned income at Annual Assessment	>15%	APR: Q19a1, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-08% = 5 points <08% = 0 points	0	10	
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	>15%	APR: Q19a1, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-08% = 5 points <08% = 0 points	0	10	
2.3 Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at Annual Assessment	>25%	APR Q19a1: Row 5, Column 8 (Total Increased)		0.0%	100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
		APR: Q19a1: Row 5, Column 3 (Total Maintained)						
		APR Q19a1: Row 5, Column 7 (Total Adults)						
<b>Section Subtotal</b>						<b>0</b>	<b>30</b>	

3 Access to Income-Leavers -RRH								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Your Answer	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
3.1 Percent participants age 18 or older with increased earned income at exit	>15%	APR: Q19a2, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-10% = 5 points <10% = 0 points	0	10	
3.2 Percent participants age 18 or older with increased non-employment income at exit	>25%	APR: Q19a2, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
3.3 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	>25%	APR Q19a2: Row 5, Column 8 (Total Increased)		0.0%	100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
		APR: Q19a2: Row 5, Column 3 (Total Maintained)						
		APR Q19a2: Row 5, Column 7 (Total Adults)						
<b>Section Subtotal</b>						<b>0</b>	<b>30</b>	

4 Housing Stability								
Scored Category	Goal	Where to Reference	Your Answer	Scoring Instructions	Score	Total Possible Points	Notes	

4.1	Of participants who exited during the reporting period, percentage of participants who exited to Permanent Housing Destinations	≥90%	APR 23c "Total persons whose destinations excluded them from the calculation"		0%	100-90% = 20 points < 90-80% = 15 points < 80-70% = 10 points < 70% = 0 points	0	20	
<i>Housing Stability Total Score</i>							0	20	
<b>5 Meeting Community Need</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
5.1	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 = 40 points Avg 31-60 Days = 20 points Avg >60 Days = 0 points	0	40	
5.2	What is the Project's Average Daily household utilization rate?	>95%	APR: Q08b "January" Total APR: Q08b "April" Total APR: Q08b "July" Total APR: Q08b "October" Total	0.0%		100-95% = 10 points <95-90% = 5 points <90% = 0 points	0	10	
5.3	How is the Agency addressing Racial Disparities at the Agency-level?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q1			1pt for each action identified	0	5	
5.4	How does the Agency engage those with Lived Expertise?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q2			1pt for each action identified	0	5	
5.5	How does the Agency implement the Equal Access Rule?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q3			1pt for each action identified	0	5	
5.6	How does the Agency meet the needs of underserved communities?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q4			1pt for each action identified	0	5	
5.7	Does the Agency utilize SOAR through either internal resources or community partnerships that project participants can access as needed, and track outcomes in OAT?	Yes	SOARWorks Outcomes & Assessment Tracking (OAT); SurveyMonkey Apply Renewal Questions, Q7			Agency had access to SOAR by June 1, 2024 & has Activity in OAT (i.e. Pending/Approved/Denied Claims) = 10 pts Agency had access to SOAR by June 1, 2024 but no Activity in OAT = 5pts No access to SOAR Certified staff member or Activity in OAT = 0pts	0	10	
5.8	Did the Agency have one or more participants enrolled in Project during the evaluation period?	Yes	APR: Q05a "Total Number of Persons Served"			Yes = 0 pts No = -50 pts	yes	0	
<i>Meeting Community Need Total Score</i>							0	80	
<b>6 Cost Effectiveness</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
6.1	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 APR & BLI Report: Total funds awarded from the most recently closed out grant term Verify in Sage APR & BLI Report: Total amount of funds unspent during the last grant term		0%	0-5% = 20 points 5-10% = 10 points <10% = 0 points	0	20	
6.2	RRH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	<10%	RRH APR 23c "Persons exiting to positive housing destinations" RRH APR 23c "Persons whose destinations excluded from calculation" Half of the Total Support Service BLI or 12.5% of the Total 2021 Award, whichever is greater		0.00%	0-10% = 15 points >10-13% = 7.5 points >13% = 0	0	15	
<i>Cost Effectiveness Total Score</i>							0	35	
<b>7 HMIS Data Quality</b>									
	<b>Scored Category</b>	<b>Goal</b>	<b>Where to Reference</b>	<b>Your Answer</b>	<b>Percentage (%)</b>	<b>Point Criteria</b>	<b>Score</b>	<b>Total Possible Points</b>	<b>Notes</b>
7.1	Any Universal Data Elements with error rate larger than 5% (Except for SSN)	0%	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	
7.2	Any missing Financial Assessment at Project Entry?	0	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	
7.3	Any missing Financial Assessment at Annual Assessments?	0	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	
7.4	Any missing Financial Assessment at Project Exit?	0	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	

8 Coordinated Entry Participation							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
8.1 All participants enrolled after July 1, 2023 have a Coordinated Entry Enrollment prior to Project Enrollment; OR, if DV-only project, does the Applicant have access to the Coordinated Entry DV Workaround?	<u>Yes</u>	Coordinated Entry Regional P&Ps		Yes = 10 Points No = 0 points	0	10	
<i>Coordinated Entry Participation Total Score</i>					0	10	
9 General Administration							
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes
9.1 Applicant had monitoring findings from any Federal or State audit in the last 3 years	<u>0</u>	Monitoring History Report in SurveyMonkey Apply		0 findings = 10 Points 1 or 2 findings = 5 Points 3+ findings = 0 Points	0	10	
9.2 If Applicant is subject to Single Financial Audit requirements identified in 2 CFR Part 200.501, did Applicant have any late submissions to the Federal Audit Clearinghouse within the last 5 years?	<u>No</u>	Federal Audit Clearinghouse		No = 20 Yes = 0 N/A = 10	0	20	
9.3 Applicant had funds recaptured within the last 5 years due to slow spending, monitoring findings, or disallowed cost	<u>No</u>	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 20 Points	0	20	
9.4 Applicant had funds recaptured within the last 5 years due to failure to perform or default on a contract	<u>No</u>	Monitoring History Report in SurveyMonkey Apply		Yes = 0 Points No = 50 Points	0	50	
9.5 Applicant completed the 2024 Housing First Assessment in SurveyMonkey Apply by March 29, 2024	<u>Yes</u>	Housing First Assessment in SurveyMonkey Apply		Yes = 30 Points No = 0 Points	0	30	
<i>General Administration Total Score</i>					0	130	
<b>Total RRH Score</b>					<b>0</b>	<b>390</b>	
<b>Total TH Score</b>					<b>0</b>	<b>200</b>	
<b>Cumulative Score out of 100%</b>					<b>0.00%</b>	<b>590</b>	

**FY 2024 Texas Balance of State Continuum of Care Renewal Project Score Card- Joint TH-DV**

<b>Agency Name:</b>	<b>Project Name:</b>	<b>Joint - TH</b>
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**Project Type:** Joint Transitional Housing/Rapid Rehousing (Joint TH/RRH)  
**Population Type:** All (DV and non-DV)  
**Notes:** Reviewers must complete both the Joint TH and Joint RRH tabs for scoring to be considered complete. The total score is generated on the RRH tab. The APRs for each component type must be run separately.

	Where to Reference on APR	Your Answer
Total number of Persons Served (TH Component Only)	APR: Q5a	
Total number of adults (TH Component Only)	APR: Q5a	
Total leavers (TH Component Only)	APR: Q5a	
Total number of adult leavers (TH Component Only)	APR: Q5a	
Number of Households/Units to be served at a Point in Time from the FY2023 eSnaps Project Application (TH Component Only)	FY2023 eSnaps Application: Screen 4B, Total TH Units	

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* <i>*Participants who enrolled directly from another housing subsidy are excluded from this calculation</i>	>65%	APR: Q15, "Total", minus "Subtotal" from "Permanent or Other Situations" APR: Q15 Column 1 Row 24 "Rental by client, with ongoing housing subsidy"		0%	100-65% = 15 points 64%-50% = 10 points >50% = 0 points	0	15	
1.2 Percent of adults with no income at entry	>50%	APR Q16 "No Income" Column 1 Row 1 "Income at Start"		0%	100-50% = 10 points 49-30% = 7.5 points <30% = 0 points	0	10	
<i>Targeting Hard to Serve Total Score</i>						<b>0</b>	<b>25</b>	

2 Access to Income-Stayers -TH								
SPM 4.1-4.3								
Scored Category	Criteria Goal	Where to Reference	Your Answer	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
2.1 Percent participants age 18 or older with increased earned income at Annual Assessment	>15%	APR: Q19a1, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-08% = 5 points <08% = 0 points	0	10	
2.2 Percent participants age 18 or older with increased non-employment income at Annual Assessment	20%	APR: Q19a1, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-20% = 10 points <20-10% = 5 points <10% = 0 points	0	10	
2.3 Percent participants age 18 or older who <u>increased or maintained</u> their total income (from all sources) at Annual Assessment	25%	APR Q19a1: Row 5, Column 8 (Total Increased)		0.0%	100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
		APR: Q19a1: Row 5, Column 3 (Total Maintained)						
		APR Q19a1: Row 5, Column 7 (Total Adults)						
<i>Section Subtotal</i>						<b>0</b>	<b>30</b>	% error

3 Access to Income-Leavers -TH								
SPM 4.4-4.6								
Scored Category	Criteria Goal	Where to Reference	Your Answer	Percent (%)	Point Criteria	Score	Total Possible Points	Notes
3.1 Percent participants age 18 or older with increased earned income at exit	>15%	APR: Q19a2, Row 1, Column "9" Percent of Persons who accomplished this measure"			100-15% = 10 points <15-10% = 5 points <10% = 0 points	0	10	
3.2 Percent participants age 18 or older with increased non-employment income at exit	>25%	APR: Q19a2, Row 3, Column "9" Percent of Persons who accomplished this measure"			100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
3.3 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	>25%	APR Q19a2: Row 5, Column 8 (Total Increased)		0.0%	100-25% = 10 points <25-15% = 5 points <15% = 0 points	0	10	
		APR: Q19a2: Row 5, Column 3 (Total Maintained)						
		APR Q19a2: Row 5, Column 7 (Total Adults)						
<i>Section Subtotal</i>						<b>0</b>	<b>30</b>	

4 Housing Stability								
Scored Category	Goal	Where to Reference	Your Answer	Scoring Instructions	Score	Total Possible Points	Notes	
4.1		APR 23c "Total persons whose destinations excluded them"		100-90% = 20 points				

Of participants who exited during the reporting period, percentage of participants who exited to Permanent Housing Destinations	≥90%	from the calculation"		0%	< 90-80% = 15 points < 80-70% = 10 points < 70% = 0 points	0	20	
APR 23c "Total persons exiting to Positive Housing Destinations"								
<b>Housing Stability Total Score</b>						<b>0</b>	<b>20</b>	

5 Meeting Community Need								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
5.1 What is the Project's Average Daily household utilization rate?	>95%	APR: Q08b "January" Total		0.0%	100-95% = 10 points <95-90% = 5 points <90% = 0 points	0	10	
		APR: Q08b "April" Total						
		APR: Q08b "July" Total						
		APR: Q08b "October" Total						
5.2 How is the Agency addressing Racial Disparities at the Agency-level?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q1			1pt for each action identified	0	5	
5.3 How does the Agency engage those with Lived Expertise?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q2			1pt for each action identified	0	5	
5.4 How does the Agency implement the Equal Access Rule?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q3			1pt for each action identified	0	5	
How does the Agency meet the needs of underserved communities?	5pts	SurveyMonkey Apply, Renewal Project Questions, Q4			1pt for each action identified	0	5	
5.5 Does the Agency utilize SOAR through either internal resources or community partnerships that project participants can access as needed, and track outcomes in OAT?	Yes	SOARWorks Outcomes & Assessment Tracking (OAT); SurveyMonkey Apply Renewal Questions, Q7			Agency had access to SOAR by June 1, 2024 & has Activity in OAT (i.e. Pending/Approved/Denied Claims) = 10 pts Agency had access to SOAR by June 1, 2024 but no Activity in OAT = 5pts No access to SOAR Certified staff member or Activity in OAT = 0pts	0	10	
<b>Meeting Community Need Total Score</b>						<b>0</b>	<b>40</b>	

6 HMIS Data Quality								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
6.1 Any Universal Data Elements with error rate larger than 5% (Except for SSN)	0%	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	
6.2 Any missing Financial Assessment at Project Entry?	0	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	
6.3 Any missing Financial Assessment at Annual Assessments?	0	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	
6.4 Any missing Financial Assessment at Project Exit?	0	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	
<b>HMIS Data Quality Total Score</b>						<b>0</b>	<b>30</b>	


7 Cost Effectiveness								
Scored Category	Goal	Where to Reference	Your Answer	Percentage (%)	Point Criteria	Score	Total Possible Points	Notes
7.1 TH: What Percentage of the Support Service Budget line is spent on negative housing outcomes?	<10%	TH APR 23c "Persons exiting to positive housing destinations"		0.00%	0-10% = 15 points >10-13% = 7.5 points >13% = 0	0	15	
		TH APR 23c "Persons whose destinations excluded from calculation"						
		Half of the total Support Service BLI or 12.5% of the Total 2021 Award, whichever is greater						
<b>Cost Effectiveness Total Score</b>						<b>0</b>	<b>15</b>	

8 Coordinated Entry Participation								
Scored Category	Goal	Where to Reference	Your Answer	Point Criteria	Score	Total Possible Points	Notes	
8.1 All participants enrolled after July 1, 2023 have a Coordinated Entry Enrollment prior to Project Enrollment; OR, if DV-only project, does the Applicant have access to the Coordinated Entry DV Workaround?	Yes	Coordinated Entry Regional P&Ps			Yes = 10 Points No = 0 points	0	10	
<b>Coordinated Entry Participation Total Score</b>						<b>0</b>	<b>10</b>	
<b>Transitional Housing Score Subtotal*</b>						<b>0</b>	<b>200</b>	

\*Reviewer must complete RRR tab to generate Cumulative Total Project Score


# CoC Bonus - IRT Assessment - RRH

## Agency Capacity

 Q1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


(5 pts) Organization receives 1 point for operating for 5 years, then one additional point per year up to a total of 5 points

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

 Q2. 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 has taken from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q3. Involvement from persons with lived experience of homelessness during the planning and implementation of a project is critical to ensuring participants can access the services they want, need, and will use. Please affirm any of the actions your organization has taken, or will take if awarded funds, from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q4. What process did you utilize when determining the need for this application? If no specific data sources, how did you determine community need? Please provide as much detail as possible. (5pts)

Applicants must identify data sources, groups, advisory bodies, or other means of establishing community need other than internal data sources. Applicants that do not identify external data sources may only receive 2 points  
1 point - Evidence of data-driven decision making  
1 point - HMIS or comparable database data used  
1 point - Point in Time Count Data used (external)  
1 point - Housing Inventory County data used (external)  
1 point - Other local data used (external)


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

 Q5. Does your agency have the support of the Local Homelessness Coalition (LHC)? (10 pts)

Applicants must demonstrate the support of the Local Homeless Coalition through a signed letter from the chair of the Local Coalition (10 pts), Applicants that upload letters of support from other partners are eligible for 5pts per letter uploaded


- 0
- 5
- 10



 Q6. Was a Point-In-Time Count conducted in 2024 for the geographic area that you are proposing to serve in this project application? (15pts)


Yes = 15 pts No = 0pts

- Yes = 15 pts
- No = 0 pts

 Q7. How does your Agency implement provisions of the HUD's Equal Access Rule? (5pts)


One point per action taken by the applicant up to a total of 5 points Other responses should be evaluated prior to awarding points

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

 Q8. Submit a detailed timeline for your project's implementation, including key milestones and their projected completion dates. Please be sure to label and address the numbered items below in your response to ensure your timeline includes all of the following elements. (4pts)

Points awarded based on clarity, detail and adherence to required elements. Scoring: 0 Points - Incomplete or non relevant response. 1 Point - Includes all required sections with minimal detail. The start date is noted. Basic preparatory tasks are listed but lack detailed planning. Staffing plans, policy development, and key milestones are listed but lack specific timelines and detailed action plans. 2 Points - All sections are completed with moderate detail. The start date and preparatory tasks are clearly listed, and provide a basic overview of the proposed project's initiation. Staffing plans outline general recruitment efforts but lack detailed onboarding plans. Policy development includes general steps but does not offer a fully developed plan with specific timelines or detailed action plans. Key milestones include some key tasks but lack specific timelines or detailed action plans. 3 Points - All sections are completed with specific timelines. Start date and preparatory tasks are clearly listed, and provide a detailed overview of the proposed project's initiation. Staffing plans are more developed and include specific recruitment and onboarding details. Policy development includes detailed steps and a developed plan with specific timeline and detailed action plan. Key milestones are outlined with specific timelines and detailed action plans. 4 Points - All sections are completed with specific timelines and detailed action plans. The start date, preparatory tasks and implementation tasks are clearly listed, providing a comprehensive overview that covers all aspects of the proposed project's initiation. Staffing plans are fully developed from job description to team integration, including specific recruitment and onboarding details. Policy development is comprehensive, including all steps with a complete timeline and detailed action plans. Key milestones are fully detailed with specific timelines and action plans, clearly outlining the path to project completion. All elements show a high level of clarity, specificity, and are aligned with the needs of the proposed project. Applicants must address all requested elements to receive full points.


- 0
- 1
- 2
- 3
- 4

 Q9. Describe your organization's structure, detailing the roles and responsibilities relevant to the successful implementation of this proposed project (4pts)

Assessment Criteria: Evaluation focuses on clarity of organizational roles and alignment with proposed project goals. Scoring: 0 Points - Incomplete or nonrelevant response. 1 Point - Basic description of organizational structure with limited detail on roles relevant to the project. Lacks clear delineation of responsibilities related to the proposed project. 2 Points - Offers a clear description of the organizational structure with some details on roles and responsibilities. Structure and roles are noted but not fully aligned with the proposed project needs. 3 Points - Presents a detailed organizational structure that aligns with proposed project needs, including specific roles and responsibilities. Well-defined structure and roles are aligned with the proposed project needs. 4 Points - Provides a detailed and comprehensive organizational structure perfectly tailored to the proposed project, with clear delineation of responsibilities, oversight mechanisms, and strategic roles tailored to facilitate proposed project success. Demonstrates high-level of alignment with proposed project outcomes.

- 0
- 1
- 2
- 3

4

 Q11. Explain your staffing and hiring plan for this project, including any necessary training or professional development to support the proposed project’s success. Please specify the number of new staff positions that will be hired to support this project, in addition to existing or current staff positions that will support this project, and the titles of these positions. (4pts)

Assessment Criteria: Assessment of the adequacy and appropriateness of staffing and training plans in relation to the proposed project’s needs. Scoring: Applicants must indicate their intent to hire additional staff to support the proposed project to receive points. Applicants that indicate the intent to exclusively use existing agency staff to support the proposed project are not eligible for points on this item. 0 Point - Basic outline of staffing and hiring plan with minimal details on training or professional development, or plan indicates exclusive use of existing agency staff without hiring new positions to support the proposed project. 2 Points - Adequate staffing and hiring plan that includes general training requirements necessary for the proposed project’s success. Plan indicates that one or more new staff positions will be hired to support the proposed project. 4 Points - Exceptionally detailed and strategic staffing and hiring plan with a perfect match between proposed project needs and staff qualifications, including a proactive training schedule that enhances the proposed project readiness. Plan indicates hiring of multiple new staff positions specifically tailored to the proposed project requirements.


0

2

4

 Agency Capacity total score:

{{SUM(AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7.score, AC8.score, AC9.score, AC11.score)}}/62


 Financial Management and Administration

 Q2. Describe how your organization has implemented or will implement the required Internal Controls at 2 CFR 200.302a (15 pts)

The Organization must acknowledge the COSO Internal Control Integrated Framework to receive points No partial points

0

15

 Q3. Describe the internal financial and administrative monitoring activities utilized by the organization (14pts)

Organization has an internal monitoring strategy (7) Organization communicates monitoring policy and engages staff in monitoring on a regular and predictable basis (7)


0


7

14

 Financial Management total score:

{{SUM(FM1.score, FM2.score)}}/29

 Community-wide Commitment

 Q2. Please name the partner organizations that were consulted in the development of the Project Application (3 pts)


1 pt per partner organization, up to 3 points

0

1


2

3

 Q3. Please name the partner organizations that will participate in the implementation and oversight of the Project, if awarded (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q4. Please describe the Landlord Recruitment Strategy that will be implemented as part of this project, and how the Applicant will update that strategy based on data and performance (5pts)


(1)Has dedicated staff conducting ongoing Landlord outreach(1)Describes specific incentives offered to Landlords(1)Describes how agency solicits feedback from Landlords and incorporates that feedback to improve efforts(1)Describes data sources used to develop strategy(1)Other reasoned approaches

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

 Q5. Do you plan to leverage Housing partnerships with any of the following partners as part of this application?Public Housing Authorities (PHA)Community Housing Development Organization (CHDO),Community Development Corporation (CDC)(15 pts)


0 pts if no PHA,CHDO,CDC Commitment. If yes, see Q5d

- Yes
- No

 Q5d. Please upload written commitments from this/these partners

Divide the Total HUD Request (Q5b) by 2. Compare this value to the value of the commitment (Q5a) to score this question. **Public Housing Authority (PHA) Community Housing Development Organization (CHDO), or Community Development Corporation (CDC)Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that does specify the value of the commitment will receive 5 pts.0pts if no Housing leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q6. Do you plan to leverage Healthcare partnerships with any of the following partners as part of this application?Local Mental/Behavioral Health Authorities (LMHA/LBHA)Healthcare/Hospital DistrictsPublic Health DepartmentsFederally Qualified Healthcare Centers FQHC)Healthcare for the Homeless (HCH) Recipients(15 pts)


0 pts if no Healthcare partnershipsIf yes, see Q6d

- Yes
- No


 Q6d. Please upload written commitments from this/these partners

Divide the Total HUD Request (Q6b) by 2. Compare this value to the value of the commitment (Q6a) to score this question. **Local Mental/Behavioral Health Authorities (LMHA/LBHA),Healthcare/Hospital Districts, Public Health Departments, Federally Qualified Healthcare Centers FQHC), Healthcare for the Homeless (HCH) Recipients Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Healthcare Partner that does specify the value of the commitment will receive 5 pts.0pts if no Healthcare Partner leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q7. Assisting participants to access mainstream resources such as SSI/SSDI is a priority for the CoC. Will this project employ a person whose primary role is to assist participants using SSI/SSDI Outreach Access and Recovery (SOAR)? (5 pts)

- Yes = 5
- No = 0

 Q8. Please describe this project's utilization of Housing First (4 pts)


Describes no prerequisites to project entry or retention (e.g. sobriety, participation in mental health/health services, etc) and/or low barrier admission process (e.g. screening people in, not out) (2)Describes flexible approach, individualized supports, client choice, and autonomy; services are voluntary (2)

- 0
- 2
- 4

 Q9. How will this project meaningfully engage Persons With Lived Experience (PWLE)? (4 pts)


Organization will employ project-level staff with lived expertise (2)Organization will include PWLE in implementation or evaluation of project, including staff, Board Members, or current or former participants (2)

- 0
- 2
- 4

 Q10. Please describe how the proposed project will meet the needs of LGBTQ+ participants, including how the project will center the privacy, safety, respect and access of all persons regardless of gender identity or sexual orientation through agency policy, training, and client service delivery. (10)

Describes agency or project policies, procedures or processes that address privacy, safety and access standards for all persons regardless of gender identity or sexual orientation (3)Describes the implementation of HUD's Equal Access Rule or Housing First (3)Describes inclusive client-engagement strategies including Trauma-Informed Care, Person-Centered Care, Strengths-Based Care or similar (2)Describes regular training provided to staff or volunteers that addresses LGBTQ+, gender identity or sexual orientation considerations (2)

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


 Q12. Please describe how this Project will connect participants to immediate, low-barrier shelter or housing. (4 pts)


(1) Strategy includes transportation method(1) Strategy includes methodology for assessing housing needs(1) Strategy includes an acknowledgement of limited housing resources(1) Strategy includes reference to larger community-level housing access goals, (access to resources)

- 0
- 1
- 2
- 3
- 4


 Community-wide Commitment total score:

{{SUM(CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score)}}/68


 System Performance Measures

 Q1. SPM 1 What is the length of time the average participant will remain homeless following identification? (Ie: how long will it take you to house someone, once they are identified?) (10pts)


- 0-30 days = 10
- 31-60 days = 5
- 61+ days = 0

 Q2a What percentage of participants will return to homelessness at 6 months? (10pts)


- 0-2% = 10 points
- 3-5% = 7 points
- 6-8% = 4 points
- 9-10% = 2 point
- 11+% = 0 points

 Q2b What percentage of participants will return to homelessness at 12 months? (10pts)


- 0-2% = 10 points
- 3-5% = 7 points
- 6-10% = 3 points
- 11+% = 0 points

 Q2c What percentage of participants will return to homelessness at 24 months? (10pts)


- 0-5% = 10 points
- 6-10% = 5 points
- 11+% = 0 points

 Q3. SPM4 What percentage of (adult) participants will increase their income (earned or unearned) while enrolled in the project? (10pts)


- 0-30% = 0pts
- 31-40% = 3 pts
- 41-50% = 7 pts
- 51%+ = 10 pts

 Q4. SPM4 What percentage of participants will increase their income (earned or unearned) at exit from the project (10pts)


- 0-30% = 0pts
- 31-40% = 3 pts
- 41-50% = 7 pts
- 51%+ = 10 pts

 Q5. SPM7b.1 What percentage of participants that exit, will exit to permanent housing destinations by the end of the first year of operation? (10pts)

- 0-70% - 0pts
- 71-80-% 4pts
- 81-90% 7pts
- 91%+ 10pts


 Q6. SPM7b.2 What percentage of participants that remain enrolled will retain housing at the end of the first year? (10pts)

- 0-70% 0 pts
- 71-80% 4 pts
- 81-90% 7 pts
- 91%+ 10 pts

 Q7. Please describe the data sources you used to complete these questions (10 pts).


Applicant references an Annual Performance Report run in the last 12 months that reflects that the percentages given below are realistic for the Organization OR references any other comparable database report or contractual performance report that reflects that the percentages given below are realistic for the Organization (10 pts)

- 0 pts
- 10 pts

 System Performance Measure total score:


{{SUM (SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score)}}/90

 General Application

 Q1a. What is the total Supportive Service Budget not including leveraged assistance? (5pts)


Reviewer should divide \$ amount in Q1a by the number of persons in Q1 to get a cost per participant

- \$0-\$3000= 5pts
- \$3,001 = 0pts

 Q2. Describe the techniques staff uses to ensure that participant engagement is culturally appropriate, regular, trust is developed, and outreach and services are relationship-focused. (5 pts)


Organization describes that services and outreach will occur on a regular, predictable schedule (1)Organization's outreach strategy includes multiple methods of outreach such as in or out of agency office, in participant's home, in local community which may include outreach conducted at other organizations or public locations within community (e.g. feeding centers, local library, etc) (1)Response includes reference to cultural appropriateness/competency which may include relevant staff training or experience (1)Staff efforts utilize harm reduction principles, non-judgmental, non-coercive (1)Case management loads are appropriate and case management schedules may be flexible to engage participant's with who work or have other obligations during working hours (1)

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

 Q3. How is service delivery (a) tailored to meet the participants' unique needs, (b) strength based, (c) trauma informed, and (d) participant centered? (5 pts)


Describes how the project will incorporate evidence-based practices for client engagementStaff training/certification or relevant experience for strengths-based and trauma-informed careHousing/service plans developed in consultation with clients and are revised when appropriate

- 0
- 5


 Q4. Please describe your understanding and experience with the Progressive Engagement approach to delivering Rental Assistance. (4pts)

(2) Applicant states experience using Progressive Engagement(2) Response reflects that Rental Assistance will be offered based on the unique needs of the household, approach is flexible and individualized

- 0
- 2
- 4


 Q5. 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) (20pts)

- (0) Applicant restricts length of participation
- (20) Applicant does not restrict length of participation

 Q6. Please describe the Organization's experience utilizing the Coordinated Entry process, if any. If no experience with CE, please describe the proposed prioritization factors that will determine order of enrollment. (2 pts)


Currently operating projects that utilize CE Involvement with Coordinated Entry Planning Entity Prioritizing clients with most severe service needs (disabilities, mental health and substance use issues, elderly) Local CE "entry" points (does the agency offer CE assessments? where would someone go to be assessed?)

- 0
- 2

 Q7. 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 within the first 3 weeks, etc.) (2 pts)


Full points if project communicates no conditional participation requirements to maintain assistance No partial points

- 0
- 2

 Q8. 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. (2 pts)


Describes a detailed plan to keep staff informed of mainstream resources for participants. Strategy described is regular and predictable

- 0
- 2

 Q9. Describe how the project collaborates with healthcare organizations to assist program participants with meeting health needs. (2 pts)


Organization describes partnership and/or referral path to health provider (may include behavioral health) Organization describes assistance with connecting participant to health provider (e.g. coordinating services, transportation)

- 0
- 2

 Q10. Describe how the project provides assistance with the effective utilization of Medicaid and other health benefits. (2 pts)


Describes a detailed plan to utilize Medicare and connect participants to health services

- 0
- 2

 Q11. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing CoC Program funds. (2pts)


Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule

- 0
- 2

 Q12. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing alternative funding sources or by leveraging existing community services. (2pts)


Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Response must identify services offered internally through alternative funding OR services offered within local community

- 0
- 2

 Q13. Describe how the Project will assess and meet the individual needs of each Participant through referrals to local resources, social services, and benefits such as workforce and early childhood education resources, etc. (2 pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Describes referral pathway or strategy for connecting participants to available, local resources

- 0
- 2

 G16. Does the Applicant Propose to serve Galveston County? (5pts)


Yes = 5 pts No = 0 pts Note: These are bonus points and will only be reflected in the total application score, not in the total score of this section.

- Yes
- No


 General Application total score:

{{SUM (G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score)}}/55

 Monitoring History

 Q3 - Q3a. Is the Agency subject to the Single Financial Audit (SFA)? If yes, is the Agency in compliance with SFA Requirements? (10 pts) If Q3a is Yes = 0 pts (Agency subject to SFA and had late submissions within the last 5 years) If Q3a is No = 10 pts (Agency subject to SFA and had no late submissions within the last 5 years) If Q3a not present = 5 pts (Agency not subject to SFA)


- Yes = 0 pts
- No = 10 pts
- 3a not present = 5 pts

 Q4. Has the Agency had any funds recaptured within the **last 5 years** due to **slow spending, monitoring findings, or disallowed costs?** (10 pts) If Q4 = Yes, 0 pts If Q4 = No, 10 pts


- Yes = 0 pts
- No = 10 pts

 Q5. Has the Agency had any funds recaptured within the **last 5 years** due to **failure to perform or default on a contract?** (25 pts) If Q5 is Yes = 0 pts If Q5 is No = 25 pts

- Yes = 0 pts
- No = 25 pts

 6a. Monitoring Findings from any Federal or State Agency within the last three years (5 pts) If total number of Findings in last column is 0 = 5 pts If total number of Findings in the last column is 1 or 2 = 2.5 pts. If total number of Findings is 3 or more = 0 pts If Q6a not present = 5 pts

- 3 or more findings = 0 pts
- 1 or 2 findings = 2.5 pts
- 0 findings = 5 pts
- 6a not present = 5 pts

 Monitoring History total score:

{{SUM (M1.score, M2.score, M3.score, M4.score)}}/50

 Total Score:


{{SUM (AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7.score, AC8.score, AC9.score, AC11.score, FM1.score, FM2.score, CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score, SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score, G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, G14.score, M1.score, M2.score, M3.score, M4.score)}}/354






# CoC Bonus - IRT Assessment - PSH

## Agency Capacity

 Q1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


(5 pts) Organization receives 1 point for operating for 5 years, then one additional point per year up to a total of 5 points

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

 Q2. 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 has taken from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q3. Involvement from persons with lived experience of homelessness during the planning and implementation of a project is critical to ensuring participants can access the services they want, need, and will use. Please affirm any of the actions your organization has taken, or will take if awarded funds, from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q4. What process did you utilize when determining the need for this application? If no specific data sources, how did you determine community need? Please provide as much detail as possible. (5pts)


Applicants must identify data sources, groups, advisory bodies, or other means of establishing community need other than internal data sources. Applicants that do not identify external data sources may only receive 2 points  
1 point - Evidence of data-driven decision making  
1 point - HMIS or comparable database data used  
1 point - Point in Time Count Data used (external)  
1 point - Housing Inventory County data used (external)  
1 point - Other local data used (external)

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

 Q5. Does your agency have the support of the Local Homelessness Coalition (LHC)? (10 pts)


Applicants must demonstrate the support of the Local Homeless Coalition through a signed letter from the chair of the Local Coalition (10 pts), Applicants that upload letters of support from other partners are eligible for 5pts per letter uploaded

- 0
- 5
- 10

 6. Was a Point-In-Time Count conducted in 2024 for the geographic area that you are proposing to serve in this project application? (15 pts)


Yes = 15 pts No = 0 pts

- 15 pts
- 0 pts

 Q7. How does your Agency implement provisions of the HUD's Equal Access Rule? (5pts)


One point per action taken by the applicant up to a total of 5 points Other responses should be evaluated prior to awarding points

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

 Q8. Submit a detailed timeline for your project's implementation, including key milestones and their projected completion dates. Please be sure to label and address the numbered items below in your response to ensure your timeline includes all of the following elements. (4pts)

Points awarded based on clarity, detail and adherence to required elements. Scoring: 0 Points - Incomplete or non relevant response. 1 Point - Includes all required sections with minimal detail. The start date is noted. Basic preparatory tasks are listed but lack detailed planning. Staffing plans, policy development, and key milestones are listed but lack specific timelines and detailed action plans. 2 Points - All sections are completed with moderate detail. The start date and preparatory tasks are clearly listed, and provide a basic overview of the proposed project's initiation. Staffing plans outline general recruitment efforts but lack detailed onboarding plans. Policy development includes general steps but does not offer a fully developed plan with specific timelines or detailed action plans. Key milestones include some key tasks but lack specific timelines or detailed action plans. 3 Points - All sections are completed with specific timelines. Start date and preparatory tasks are clearly listed, and provide a detailed overview of the proposed project's initiation. Staffing plans are more developed and include specific recruitment and onboarding details. Policy development includes detailed steps and a developed plan with specific timeline and detailed action plan. Key milestones are outlined with specific timelines and detailed action plans. 4 Points - All sections are completed with specific timelines and detailed action plans. The start date, preparatory tasks and implementation tasks are clearly listed, providing a comprehensive overview that covers all aspects of the proposed project's initiation. Staffing plans are fully developed from job description to team integration, including specific recruitment and onboarding details. Policy development is comprehensive, including all steps with a complete timeline and detailed action plans. Key milestones are fully detailed with specific timelines and action plans, clearly outlining the path to project completion. All elements show a high level of clarity, specificity, and are aligned with the needs of the proposed project. Applicants must address all requested elements to receive full points.


- 0
- 1
- 2
- 3
- 4

 Q9. Describe your organization's structure, detailing the roles and responsibilities relevant to the successful implementation of this proposed project (4 pts)

Assessment Criteria: Evaluation focuses on clarity of organizational roles and alignment with proposed project goals. Scoring: 0 Points - Incomplete or nonrelevant response. 1 Point - Basic description of organizational structure with limited detail on roles relevant to the project. Lacks clear delineation of responsibilities related to the proposed project. 2 Points - Offers a clear description of the organizational structure with some details on roles and responsibilities. Structure and roles are noted but not fully aligned with the proposed project needs. 3 Points - Presents a detailed organizational structure that aligns with proposed project needs, including specific roles and responsibilities. Well-defined structure and roles are aligned with the proposed project needs. 4 Points - Provides a detailed and comprehensive organizational structure perfectly tailored to the proposed project, with clear delineation of responsibilities, oversight mechanisms, and strategic roles tailored to facilitate proposed project success. Demonstrates high-level of alignment with proposed project outcomes.

- 0
- 1
- 2
- 3

4

 Q11. Explain your staffing and hiring plan for this project, including any necessary training or professional development to support the proposed project’s success. Please specify the number of new staff positions that will be hired to support this project, in addition to existing or current staff positions that will support this project, and the titles of these positions. (4pts)

Assessment Criteria: Assessment of the adequacy and appropriateness of staffing and training plans in relation to the proposed project’s needs. Scoring: Applicants must indicate their intent to hire additional staff to support the proposed project to receive points. Applicants that indicate the intent to exclusively use existing agency staff to support the proposed project are not eligible for points on this item. 0 Point - Basic outline of staffing and hiring plan with minimal details on training or professional development, or plan indicates exclusive use of existing agency staff without hiring new positions to support the proposed project. 2 Points - Adequate staffing and hiring plan that includes general training requirements necessary for the proposed project’s success. Plan indicates that one or more new staff positions will be hired to support the proposed project. 4 Points - Exceptionally detailed and strategic staffing and hiring plan with a perfect match between proposed project needs and staff qualifications, including a proactive training schedule that enhances the proposed project readiness. Plan indicates hiring of multiple new staff positions specifically tailored to the proposed project requirements.


0

2

4

 Agency Capacity total score:

{{SUM(AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7.score, AC8.score, AC9.score, AC11.score)}}/62


 Financial Management and Administration

 Q2. Describe how your organization has implemented or will implement the required Internal Controls at 2 CFR 200.302a (15 pts)

The Organization must acknowledge the COSO Internal Control Integrated Framework to receive points No partial points

0

15

 Q3. Describe the internal financial and administrative monitoring activities utilized by the organization (14pts)

Organization has an internal monitoring strategy (7) Organization communicates monitoring policy and engages staff in monitoring on a regular and predictable basis (7)


0


7

14

 Financial Management total score:

{{SUM(FM1.score, FM2.score)}}/29

 Community-wide Commitment

 Q2. Please name the partner organizations that were consulted in the development of the Project Application (3 pts)


1 pt per partner organization, up to 3 points

0

1


2

3

 Q3. Please name the partner organizations that will participate in the implementation and oversight of the Project, if awarded (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q4. Please describe the Landlord Recruitment Strategy that will be implemented as part of this project, and how the Applicant will update that strategy based on data and performance (5pts)


(1)Has dedicated staff conducting ongoing Landlord outreach(1)Describes specific incentives offered to Landlords(1)Describes how agency solicits feedback from Landlords and incorporates that feedback to improve efforts(1)Describes data sources used to develop strategy(1)Other reasoned approaches

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

 Q5. Do you plan to leverage Housing partnerships with any of the following partners as part of this application?Public Housing Authorities (PHA)Community Housing Development Organization (CHDO),Community Development Corporation (CDC) (15 pts)


0 pts if no PHA, CHDO,CDCIf yes, see Q5d

- Yes
- No

 Q5d. Please upload written commitments from this/these partners (15ps)

Divide the Total HUD Request (Q5b) by 2. Compare this value to the value of the commitment (Q5a) to score this question. **Public Housing Authority (PHA) Community Housing Development Organization (CHDO), or Community Development Corporation (CDC)Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that does specify the value of the commitment will receive 5 pts.0pts if no Housing leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q6. Do you plan to leverage Healthcare partnerships with any of the following partners as part of this application?Local Mental/Behavioral Health Authorities (LMHA/LBHA)Healthcare/Hospital DistrictsPublic Health DepartmentsFederally Qualified Healthcare Centers FQHC)Healthcare for the Homeless (HCH) Recipients (15 pts)


0 pts if no Healthcare partnershipsIf yes, see Q6d

- Yes
- No

 Q6d. Please upload written commitments from this/these partners (15 pts)


Divide the Total HUD Request (Q6b) by 2. Compare this value to the value of the commitment (Q6a) to score this question. **Local Mental/Behavioral Health Authorities (LMHA/LBHA),Healthcare/Hospital Districts, Public Health Departments, Federally Qualified Healthcare Centers FQHC), Healthcare for the Homeless (HCH) Recipients Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Healthcare Partner that does specify the value of the commitment will receive 5 pts.0pts if no Healthcare Partner leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q7. Assisting participants to access mainstream resources such as SSI/SSDI is a priority for the CoC. Will this project employ a person whose primary role is to assist participants using SSI/SSDI Outreach Access and Recovery (SOAR)? (5 pts)

Yes= 5No = 0pts

- Yes
- No

 Q8. Please describe this project's utilization of Housing First (4 pts)


Describes no prerequisites to project entry or retention (e.g. sobriety, participation in mental health/health services, etc) and/or low barrier admission process (e.g. screening people in, not out) (2)Describes flexible approach, individualized supports, client choice, and autonomy; services are voluntary (2)

- 0
- 2
- 4

 Q9. How will this project meaningfully engage Persons With Lived Experience (PWLE)? (4 pts)

Organization will employ project-level staff with lived expertise (2)Organization will include PWLE in implementation or evaluation of project, including staff, Board Members, or current or former participants (2)

- 0
- 2
- 4

 Q10. Please describe how the proposed project will meet the needs of LGBTQ+ participants, including how the project will center the privacy, safety, respect and access of all persons regardless of gender identity or sexual orientation through agency policy, training, and client service delivery. (10 pts)

Describes agency or project policies, procedures or processes that address privacy, safety and access standards for all persons regardless of gender identity or sexual orientation (3) Describes the implementation of HUD's Equal Access Rule or Housing First (3) Describes inclusive client-engagement strategies including Trauma-Informed Care, Person-Centered Care, Strengths-Based Care or similar (2) Describes regular training provided to staff or volunteers that addresses LGBTQ+, gender identity or sexual orientation considerations (2)

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

 Q11. Please describe how this Project will connect participants to immediate, low-barrier shelter or housing. (4 pts)

(1) Strategy includes transportation method(1) Strategy includes methodology for assessing housing needs(1) Strategy includes an acknowledgement of limited housing resources(1) Strategy includes reference to larger community-level housing access goals, (access to resources)

- 0
- 1
- 2
- 3
- 4

 Community-wide Commitment total score:

{{SUM(CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score)}}/68

## System Performance Measures

Q1. SPM 1 What is the length of time the average participant will remain homeless following identification? (ie: how long will it take you to house someone, once they are identified?) (10pts)

- 0-30 days = 10
- 31-60 days = 5
- 61+ days = 0

Q2a What percentage of participants will return to homelessness at 6 months? (10pts)

- 0-2% = 10 points
- 3-5% = 7 points
- 6-8% = 4 points
- 9-10% = 2 point
- 11+% = 0 points

Q2b What percentage of participants will return to homelessness at 12 months? (10pts)

- 0-2% = 10 points
- 3-5% = 7 points
- 6-8% = 4 points
- 9-10% = 2 point
- 11+% = 0 points

Q2c What percentage of participants will return to homelessness at 24 months? (10pts)

- 0-5% = 10 points
- 6-10% = 5 points
- 11+% = 0 points

Q3. SPM4 What percentage of (adult) participants will increase their income (earned or unearned) while enrolled in the project? (10pts)

- 0-15% = 0pts
- 15-30% = 3 pts
- 31-40% = 7 pts
- 40%+ = 10 pts

Q4. SPM4 What percentage of participants will increase their income (earned or unearned) at exit from the project (10pts)


- 0-15% = 0pts
- 15-30% = 3 pts
- 31-40% = 7 pts
- 40%+ = 10 pts

Q5. SPM7b.1 What percentage of participants that exit, will exit to permanent housing destinations by the end of the first year of operation? (10pts)

- 0-70% - 0pts
- 71-80-% 1pt
- 81-90% 4pts
- 91-95% 7pts
- 96+ 10pts


Q6. SPM7b.2 What percentage of participants that remain enrolled will retain housing at the end of the first year? (10pts)

- 0-80% 0 pts
- 81-90% 4 pts
- 91-95% 7 pts
- 96%+ 10 pts

 Q7. Please describe the data sources you used to complete these questions. (10 pts)

Applicant references an Annual Performance Report run in the last 12 months that reflects that the percentages given below are realistic for the Organization OR references any other comparable database report or contractual performance report that reflects that the percentages given below are realistic for the Organization (10 pts)


- 0 pts
- 10 pts

 System Performance Measure total score:

{{SUM (SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SPM9.score)}}/90


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 General Application

 Q1a. What is the total Supportive Service Budget not including leveraged assistance? (5pts)


Reviewer should divide \$ amount in Q1a by the number of persons in Q1 to get a cost per participant

- \$0-\$7000= 5pts
- \$7,001 = 0pts

 Q2. Describe the techniques staff uses to ensure that participant engagement is culturally appropriate, regular, trust is developed, and outreach and services are relationship-focused. (5 pts)

Organization describes that services and outreach will occur on a regular, predictable schedule (1)Organization's outreach strategy includes multiple methods of outreach such as in or out of agency office, in participant's home, in local community which may include outreach conducted at other organizations or public locations within community (e.g. feeding centers, local library, etc) (1)Response includes reference to cultural appropriateness/competency which may include relevant staff training or experience (1)Staff efforts utilize harm reduction principles, non-judgmental, non-coercive (1)Case management loads are appropriate and case management schedules may be flexible to engage participant's with who work or have other obligations during working hours (1)

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


 Q3. How is service delivery (a) tailored to meet the participants' unique needs, (b) strength based, (c) trauma informed, and (d) participant centered? (5 pts)

Describes how the project will incorporate evidence-based practices for client engagementStaff training/certification or relevant experience for strengths-based and trauma-informed careHousing/service plans developed in consultation with clients and are revised when appropriate

- 0
- 5

 Q4. Does the project impose restrictions on length of participation beyond that which would be mandated by HUD? (20 points)

- Yes = 0 pts
- No = 20 pts

 Q5. Please describe the Organization's experience utilizing the Coordinated Entry process, if any. If no experience with CE, please describe the proposed prioritization factors that will determine order of enrollment. (2 pts)

Currently operating projects that utilize CEInvolvement with Coordinated Entry Planning EntityPrioritizing clients with most severe service needs (disabilities, mental health and substance use issues, elderly)Local CE "entry" points (does the agency offer CE assessments? where would someone go to be assessed?)

- 0



2

Q6. 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 within the first 3 weeks, etc.) (2 pts)

Full points if project communicates no conditional participation requirements to maintain assistance No partial points

0  
 2

Q7. 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. (2 pts)

Describes a detailed plan to keep staff informed of mainstream resources for participants. Strategy described is regular and predictable

0  
 2

Q8. Describe how the project collaborates with healthcare organizations to assist program participants with meeting health needs. (2 pts)

Organization describes partnership and/or referral path to health provider (may include behavioral health) Organization describes assistance with connecting participant to health provider (e.g. coordinating services, transportation)

0  
 2

Q9. Describe how the project provides assistance with the effective utilization of Medicaid and other health benefits. (2 pts)

Describes a detailed plan to utilize Medicare and connect participants to health services

0  
 2

Q10. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing CoC Program funds. (2pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule

0  
 2

Q11. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing alternative funding sources or by leveraging existing community services. (2pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Response must identify services offered internally through alternative funding OR services offered within local community

0  
 2

Q12. Describe how the Project will assess and meet the individual needs of each Participant through referrals to local resources, social services, and benefits such as workforce and early childhood education resources, etc. (2 pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Describes referral pathway or strategy for connecting participants to available, local resources

0  
 2

Q13. Does the Applicant propose to serve Galveston County? (5pts)


Yes = 5 pts No = 0 pts Note: These are bonus points and will only be reflected in the total application score, not in the total score of this section.

Yes  
 No


General Application total score:

{{SUM (G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score)}}/51

 Monitoring History

 Q3 - Q3a. Is the Agency subject to the Single Financial Audit (SFA)? If yes, is the Agency in compliance with SFA Requirements? (10 pts) If Q3a is Yes = 0 pts (Agency subject to SFA and had late submissions within the last 5 years) If Q3a is No = 10 pts (Agency subject to SFA and had no late submissions within the last 5 years) If Q3a not present = 5pts (Agency not subject to SFA)


- Yes = 0 pts
- No = 10 pts
- 3a not present = 5pts

 Q4. Has the Agency had any funds recaptured within the **last 5 years** due to **slow spending, monitoring findings, or disallowed costs?** (10 pts) If Q4 = Yes, 0 pts If Q4 = No, 10 pts


- Yes = 0pts
- No = 10 pts

 Q5. Has the Agency had any funds recaptured within the **last 5 years** due to **failure to perform or default on a contract?** (25 pts) If Q5 is Yes = 0pts If Q5 is No = 25 pts

- Yes = 0 pts
- No = 25 pts

 6a. Monitoring Findings from any Federal or State Agency within the last three years (5 pts) If total number of Findings in last column is 0 = 5 pts If total number of Findings in the last column is 1 or 2 = 2.5 pts. If total number of Findings is 3 or more = 0 pts If Q6a not present = 5 pts

- 3 or more findings = 0 pts
- 1 or 2 findings = 2.5 pts
- 0 findings = 5 pts
- 6a not present = 5 pts

 Monitoring History total score:


{{SUM (M1.score, M2.score, M3.score, M4.score)}}/50

 Total Score:

{{SUM (AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7.score, AC8.score, AC9.score, AC11.score, FM1.score, FM2.score, CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score, SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SPM9.score, G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, M1.score, M2.score, M3.score, M4.score)}}/350


# CoC Bonus - IRT Assessment - TH/RRH

## Agency Capacity

 Q1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


(5 pts) Organization receives 1 point for operating for 5 years, then one additional point per year up to a total of 5 points

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

 Q2. 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 has taken from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q3. Involvement from persons with lived experience of homelessness during the planning and implementation of a project is critical to ensuring participants can access the services they want, need, and will use. Please affirm any of the actions your organization has taken, or will take if awarded funds, from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q4. What process did you utilize when determining the need for this application? If no specific data sources, how did you determine community need? Please provide as much detail as possible. (5pts)


Applicants must identify data sources, groups, advisory bodies, or other means of establishing community need other than internal data sources. Applicants that do not identify external data sources may only receive 2 points  
1 point - Evidence of data-driven decision making  
1 point - HMIS or comparable database data used  
1 point - Point in Time Count Data used (external)  
1 point - Housing Inventory County data used (external)  
1 point - Other local data used (external)

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

 Q5. Does your agency have the support of the Local Homelessness Coalition (LHC)? (10 pts)


Applicants must demonstrate the support of the Local Homeless Coalition through a signed letter from the chair of the Local Coalition (10 pts), Applicants that upload letters of support from other partners are eligible for 5pts per letter uploaded

- 0
- 5
- 10

 Q6. Was a Point-In-Time Count conducted in 2024 for the geographic area that you are proposing to serve in this project application? (15pts)


Yes = 15 pts No = 0 pts

- 15 pts
- 0 pts

 Q7. How does your Agency implement provisions of the HUD's Equal Access Rule? (5pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q8. Submit a detailed timeline for your project's implementation, including key milestones and their projected completion dates. Please be sure to label and address the numbered items below in your response to ensure your timeline includes all of the following elements. (4pts)

Points awarded based on clarity, detail and adherence to required elements. Scoring: 0 Points - Incomplete or non relevant response. 1 Point - Includes all required sections with minimal detail. The start date is noted. Basic preparatory tasks are listed but lack detailed planning. Staffing plans, policy development, and key milestones are listed but lack specific timelines and detailed action plans. 2 Points - All sections are completed with moderate detail. The start date and preparatory tasks are clearly listed, and provide a basic overview of the proposed project's initiation. Staffing plans outline general recruitment efforts but lack detailed onboarding plans. Policy development includes general steps but does not offer a fully developed plan with specific timelines or detailed action plans. Key milestones include some key tasks but lack specific timelines or detailed action plans. 3 Points - All sections are completed with specific timelines. Start date and preparatory tasks are clearly listed, and provide a detailed overview of the proposed project's initiation. Staffing plans are more developed and include specific recruitment and onboarding details. Policy development includes detailed steps and a developed plan with specific timeline and detailed action plan. Key milestones are outlined with specific timelines and detailed action plans. 4 Points - All sections are completed with specific timelines and detailed action plans. The start date, preparatory tasks and implementation tasks are clearly listed, providing a comprehensive overview that covers all aspects of the proposed project's initiation. Staffing plans are fully developed from job description to team integration, including specific recruitment and onboarding details. Policy development is comprehensive, including all steps with a complete timeline and detailed action plans. Key milestones are fully detailed with specific timelines and action plans, clearly outlining the path to project completion. All elements show a high level of clarity, specificity, and are aligned with the needs of the proposed project. Applicants must address all requested elements to receive full points.


- 0
- 1
- 2
- 3
- 4

 Q9. Describe your organization's structure, detailing the roles and responsibilities relevant to the successful implementation of this proposed project (4pts)

Assessment Criteria: Evaluation focuses on clarity of organizational roles and alignment with proposed project goals. Scoring: 0 Points - Incomplete or nonrelevant response. 1 Point - Basic description of organizational structure with limited detail on roles relevant to the project. Lacks clear delineation of responsibilities related to the proposed project. 2 Points - Offers a clear description of the organizational structure with some details on roles and responsibilities. Structure and roles are noted but not fully aligned with the proposed project needs. 3 Points - Presents a detailed organizational structure that aligns with proposed project needs, including specific roles and responsibilities. Well-defined structure and roles are aligned with the proposed project needs. 4 Points - Provides a detailed and comprehensive organizational structure perfectly tailored to the proposed project, with clear delineation of responsibilities, oversight mechanisms, and strategic roles tailored to facilitate proposed project success. Demonstrates high-level of alignment with proposed project outcomes.

- 0
- 1
- 2
- 3

4

 Q11. Explain your staffing and hiring plan for this project, including any necessary training or professional development to support the proposed project's success. Please specify the number of new staff positions that will be hired to support this project, in addition to existing or current staff positions that will support this project, and the titles of these positions. (4pts)

Assessment Criteria: Assessment of the adequacy and appropriateness of staffing and training plans in relation to the proposed project's needs. Scoring: Applicants must indicate their intent to hire additional staff to support the proposed project to receive points. Applicants that indicate the intent to exclusively use existing agency staff to support the proposed project are not eligible for points on this item. 0 Point - Basic outline of staffing and hiring plan with minimal details on training or professional development, or plan indicates exclusive use of existing agency staff without hiring new positions to support the proposed project. 2 Points - Adequate staffing and hiring plan that includes general training requirements necessary for the proposed project's success. Plan indicates that one or more new staff positions will be hired to support the proposed project. 4 Points - Exceptionally detailed and strategic staffing and hiring plan with a perfect match between proposed project needs and staff qualifications, including a proactive training schedule that enhances the proposed project readiness. Plan indicates hiring of multiple new staff positions specifically tailored to the proposed project requirements.


0

2

4

 Agency Capacity total score:

$\{\{\text{SUM}(\text{AC1.score}, \text{AC2.score}, \text{AC3.score}, \text{AC4.score}, \text{AC5.score}, \text{AC6.score}, \text{AC7.score}, \text{AC8.score}, \text{AC9.score}, \text{AC11.score})\}\}/62$


 Financial Management and Administration

 Q2. Describe how your organization has implemented or will implement the required Internal Controls at 2 CFR 200.302a (15 pts)

The Organization must acknowledge the COSO Internal Control Integrated Framework to receive points No partial points

0

15

 Q3. Describe the internal financial and administrative monitoring activities utilized by the organization (14pts)

Organization has an internal monitoring strategy (7) Organization communicates monitoring policy and engages staff in monitoring on a regular and predictable basis (7)

0


7


14

 Financial Management total score:

$\{\{\text{SUM}(\text{FM1.score}, \text{FM2.score})\}\}/29$

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 Community-wide Commitment

 Q2. Please name the partner organizations that were consulted in the development of the Project Application (3 pts)


1 pt per partner organization, up to 3 points

0

1


2

3

 Q3. Please name the partner organizations that will participate in the implementation and oversight of the Project, if awarded (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q4. Please describe the Landlord Recruitment Strategy that will be implemented as part of this project, and how the Applicant will update that strategy based on data and performance (5pts)


(1)Has dedicated staff conducting ongoing Landlord outreach(1)Describes specific incentives offered to Landlords(1)Describes how agency solicits feedback from Landlords and incorporates that feedback to improve efforts(1)Describes data sources used to develop strategy(1)Other reasoned approaches

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

 Q5. Do you plan to leverage Housing partnerships with any of the following partners as part of this application?Public Housing Authorities (PHA)Community Housing Development Organization (CHDO),Community Development Corporation (CDC)(15 pts)


0 pts if no PHA, CHDO. CDC Commitment. If yes, see Q5d

- Yes
- No

 Q5d. Please upload written commitments from this/these partners

Divide the Total HUD Request (Q5b) by 2. Compare this value to the value of the commitment (Q5a) to score this question. **Public Housing Authority (PHA) Community Housing Development Organization (CHDO), or Community Development Corporation (CDC)Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that does specify the value of the commitment will receive 5 pts.0pts if no Housing leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q6. Do you plan to leverage Healthcare partnerships with any of the following partners as part of this application?Local Mental/Behavioral Health Authorities (LMHA/LBHA)Healthcare/Hospital DistrictsPublic Health DepartmentsFederally Qualified Healthcare Centers FQHC)Healthcare for the Homeless (HCH) Recipients (15 pts)


0 pts if no Healthcare partnershipsIf yes, see Q6d

- Yes
- No


 Q6d. Please upload written commitments from this/these partners

Divide the Total HUD Request (Q6b) by 2. Compare this value to the value of the commitment (Q6a) to score this question. **Local Mental/Behavioral Health Authorities (LMHA/LBHA),Healthcare/Hospital Districts, Public Health Departments, Federally Qualified Healthcare Centers FQHC), Healthcare for the Homeless (HCH) Recipients Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Healthcare Partner that does specify the value of the commitment will receive 5 pts.0pts if no Healthcare Partner leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q7. Assisting participants to access mainstream resources such as SSI/SSDI is a priority for the CoC. Will this project employ a person whose primary role is to assist participants using SSI/SSDI Outreach Access and Recovery (SOAR)? (5 pts)

- Yes = 5
- No = 0

 Q8. Please describe this project's utilization of Housing First (4 pts)


Describes no prerequisites to project entry or retention (e.g. sobriety, participation in mental health/health services, etc) and/or low barrier admission process (e.g. screening people in, not out) (2)Describes flexible approach, individualized supports, client choice, and autonomy; services are voluntary (2)

- 0
- 2
- 4

 Q9. How will this project meaningfully engage Persons With Lived Experience (PWLE)? (4 pts)


Organization will employ project-level staff with lived expertise (2)Organization will include PWLE in implementation or evaluation of project, including staff, Board Members, or current or former participants (2)

- 0
- 2
- 4

 Q10. Please describe how the proposed project will meet the needs of LGBTQ+ participants, including how the project will center the privacy, safety, respect and access of all persons regardless of gender identity or sexual orientation through agency policy, training, and client service delivery (10 pts).

Describes agency or project policies, procedures or processes that address privacy, safety and access standards for all persons regardless of gender identity or sexual orientation (3)Describes the implementation of HUD's Equal Access Rule or Housing First (3)Describes inclusive client-engagement strategies including Trauma-Informed Care, Person-Centered Care, Strengths-Based Care or similar (2)Describes regular training provided to staff or volunteers that addresses LGBTQ+, gender identity or sexual orientation considerations (2)

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


 Q11. Please describe how this Project will connect participants to immediate, low-barrier shelter or housing. (4 pts)


(1) Strategy includes transportation method(1) Strategy includes methodology for assessing housing needs(1) Strategy includes an acknowledgement of limited housing resources(1) Strategy includes reference to larger community-level housing access goals, (access to resources)

- 0
- 1
- 2
- 3
- 4


 Community-wide Commitment total score:

{{SUM(CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score)}}/68


 System Performance Measures

 Q1. SPM 1 What is the length of time the average participant will remain homeless following identification? (Ie: how long will it take you to house someone, once they are identified?) (10pts)


- 0-30 days = 10
- 31-60 days = 5
- 61+ days = 0

 Q2a What percentage of participants will return to homelessness at 6 months? (10pts)


- 0-2% = 10 points
- 3-5% = 7 points
- 6-8% = 4 points
- 9-10% = 2 point
- 11+% = 0 points

 Q2b What percentage of participants will return to homelessness at 12 months? (10pts)

- 0-2% = 10 points
- 3-5% = 7 points
- 6-10% = 3 points
- 11+% = 0 points

 Q2c What percentage of participants will return to homelessness at 24 months? (10pts)


- 0-5% = 10 points
- 6-10% = 5 points
- 11+% = 0 points

 Q3. SPM4 What percentage of (adult) participants will increase their income (earned or unearned) while enrolled in the project? (10pts)


- 0-30% = 0pts
- 31-40% = 3 pts
- 41-50% = 7 pts
- 51%+ = 10 pts

 Q4. SPM4 What percentage of participants will increase their income (earned or unearned) at exit from the project (10pts)


- 0-30% = 0pts
- 31-40% = 3 pts
- 41-50% = 7 pts
- 51%+ = 10 pts

 Q5. SPM7b.1 What percentage of participants that exit, will exit to permanent housing destinations by the end of the first year of operation? (10pts)

- 0-70% - 0pts
- 71-80-% 4pts
- 81-90% 7pts
- 91%+ 10pts

 Q6. SPM7b.2 What percentage of participants that remain enrolled will retain housing at the end of the first year? (10pts)


- 0-70% 0 pts
- 71-80% 4 pts
- 81-90% 7 pts
- 91%+ 10 pts

 Q7. Please describe the data sources you used to complete these questions (10 pts)




Applicant references an Annual Performance Report run in the last 12 months that reflects that the percentages given below are realistic for the Organization OR references any other comparable database report or contractual performance report that reflects that the percentages given below are realistic for the Organization (10 pts)

- 0 pts
- 10 pts

 System Performance Measure total score:


{{SUM (SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score)}}/90

## General Application

 Q1a. What is the total Supportive Service Budget not including leveraged assistance? (5pts)


Reviewer should divide \$ amount in Q1a by the number of persons in Q1 to get a cost per participant

- \$0-\$7000= 5pts
- \$7,001 = 0pts

 Q3. Describe how the program ensures participants have autonomy and agency in decision-making throughout their enrollment including the ability to move between components (TH to RRH and vice versa)? (6 pts)


Organization communicates that participants have access to choose between Transitional Housing and RRH Components at intake (2)Organization communicates that participants have access to choose between TH and RRH Components throughout enrollment (2)Organization communicates that housing intervention will be reassessed on a regular and predictable schedule (2)

- 0
- 2
- 4
- 6

 Q4. Describe the techniques staff uses to ensure that participant engagement is culturally appropriate, regular, trust is developed, and outreach is relationship-focused. (5 pts)


Organization describes that services and outreach will occur on a regular, predictable schedule (1)Organization's outreach strategy includes multiple methods of outreach such as in or out of agency office, in participant's home, in local community which may include outreach conducted at other organizations or public locations within community (e.g. feeding centers, local library, etc) (1)Response includes reference to cultural appropriateness/competency which may include relevant staff training or experience (1)Staff efforts utilize harm reduction principles, non-judgmental, non-coercive (1)Case management loads are appropriate and case management schedules may be flexible to engage participant's with who work or have other obligations during working hours (1)

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

 Q5. How is service delivery (a) tailored to meet the participants' unique needs, (b) strength based, (c) trauma informed, and (d) participant centered? (5 pts)


Describes how the project will incorporate evidence-based practices for client engagementStaff training/certification or relevant experience for strengths-based and trauma-informed careHousing/service plans developed in consultation with clients and are revised when appropriate

- 0
- 5


 Q6. Please describe your understanding and experience with the Progressive Engagement approach to delivering Rental Assistance. (4pts)

(2) Applicant states experience using Progressive Engagement(2) Response reflects that Rental Assistance will be offered based on the unique needs of the household, approach is flexible and individualized

- 0
- 2
- 4


 Q7. 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) (20pts)

- (0) Applicant restricts length of participation
- (20) Applicant does not restrict length of participation

 Q8. Please describe the Organization's experience utilizing the Coordinated Entry process, if any. If no experience with CE, please describe the proposed prioritization factors that will determine order of enrollment. (2 pts)


Currently operating projects that utilize CE Involvement with Coordinated Entry Planning EntityPrioritizing clients with most severe service needs (disabilities, mental health and substance use issues, elderly)Local CE "entry" points (does the agency offer CE assessments? where would someone go to be assessed?)

- 0
- 2

 Q9. 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 within the first 3 weeks, etc.) (2 pts)


Full points if project communicates no conditional participation requirements to maintain assistanceNo partial points

- 0
- 2

 Q10. 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. (2 pts)


Describes a detailed plan to keep staff informed of mainstream resources for participants. Strategy described is regular and predictable

- 0
- 2

 Q11. Describe how the project collaborates with healthcare organizations to assist program participants with meeting health needs. (2 pts)


Organization describes partnership and/or referral path to health provider (may include behavioral health)Organization describes assistance with connecting participant to health provider (e.g. coordinating services, transportation)

- 0
- 2

 Q12. Describe how the project provides assistance with the effective utilization of Medicaid and other health benefits. (2 pts)


Describes a detailed plan to utilize Medicare and connect participants to health services

- 0
- 2

 Q13. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing CoC Program funds. (2pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule

- 0
- 2

 Q14. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing alternative funding sources or by leveraging existing community services. (2pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Response must identify services offered internally through alternative funding OR services offered within local community

- 0

2

Q15. Describe how the Project will assess and meet the individual needs of each Participant through referrals to local resources, social services, and benefits such as workforce and early childhood education resources, etc. (2 pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule  
Describes referral pathway or strategy for connecting participants to available, local resources

0

2

Q16. Does the Applicant propose to serve Galveston County? (5pts)

Yes = 5 pts  
No = 0 pts  
Note: These are bonus points and will only be reflected in the total application score, not in the total score of this section.

Yes

No

General Application total score:

{{SUM (G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, G14.score)}}/61

Monitoring History

Q3 - Q3a. Is the Agency subject to the Single Financial Audit (SFA)? If yes, is the Agency in compliance with SFA Requirements? (10 pts)  
If Q3a is Yes = 0 pts (Agency subject to SFA and had late submissions within the last 5 years)  
If Q3a is No = 10 pts (Agency subject to SFA and had no late submissions within the last 5 years)  
If Q3a not present = 5pts (Agency not subject to SFA)

Yes = 0pts

No = 10pts

3a not present = 5 pts

Q4. Has the Agency had any funds recaptured within the **last 5 years** due to **slow spending, monitoring findings, or disallowed costs?** (10 pts)  
If Q4 = Yes, 0 pts  
If Q4 = No, 10 pts

Yes = 0 pts

No = 10 pts

Q5. Has the Agency had any funds recaptured within the **last 5 years** due to **failure to perform or default on a contract?** (25 pts)  
If Q5 is Yes = 0pts  
If Q5 is No = 25 pts

Yes = 0 pts

No = 25 pts

6a. Monitoring Findings from any Federal or State Agency within the last three years (5 pts)  
If total number of Findings in last column is 0 = 5 pts  
If total number of Findings in the last column is 1 or 2 = 2.5 pts.  
If total number of Findings is 3 or more = 0 pts  
If Q6a not present = 5 pts

3 or more findings = 0 pts

1 or 2 findings = 2.5pts


0 findings = 5 pts

6a not present = 5 pts

Monitoring History total score:

{{SUM (M1.score, M2.score, M3.score, M4.score)}}/50

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 Total Score:

{{SUM (AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7.score,AC8.score,AC9.score,AC11.score, FM1.score, FM2.score, CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score, SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score, G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, G14.score, G15.score, M1.score, M2.score, M3.score, M4.score)}}/360

# DV Bonus - IRT Assessment - RRH

## Agency Capacity

☰ Q1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)

(5 pts) Organization receives 1 point for operating for 5 years, then one additional point per year up to a total of 5 points

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

☰ Q2. 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 has taken from the following list. (5 pts)

One point per action taken by the applicant up to a total of 5 points

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

☰ Q3. Involvement from persons with lived experience of homelessness during the planning and implementation of a project is critical to ensuring participants can access the services they want, need, and will use. Please affirm any of the actions your organization has taken, or will take if awarded funds, from the following list. (5 pts)

One point per action taken by the applicant up to a total of 6 points Other responses should be evaluated prior to awarding points

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

☰ Q4. What process did you utilize when determining the need for this application? If no specific data sources, how did you determine community need? Please provide as much detail as possible. (5pts)


Applicants must identify data sources, groups, advisory bodies, or other means of establishing community need other than internal data sources. Applicants that do not identify external data sources may only receive 2 points  
1 point - Evidence of data-driven decision making  
1 point - HMIS or comparable database data used  
1 point - Point in Time Count Data used (external)  
1 point - Housing Inventory County data used (external)  
1 point - Other local data used (external)

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

☰ Q5. Does your agency have the support of the Local Homelessness Coalition (LHC)? (10 pts)


Applicants must demonstrate the support of the Local Homeless Coalition through a signed letter from the chair of the Local Coalition (10 pts), Applicants that upload letters of support from other partners are eligible for 5pts per letter uploaded


- 0
- 5
- 10

 Q6. Do you currently use a Comparable Database? (4 pts)

Yes = 4 pts No = 0 pts

- 0
- 4

 Q7. Please describe your Agency's experience with the following Activities in letters A-F below (within the last 12 months). Applicants should answer this question based on previous experience with these activities, not how the applicant will implement these activities into the proposed project.

 Q7A. Child custody legal services (2pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7B. Credit repair services (2pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7C. Housing Search and Counseling (2pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7D. Crisis DV Services (2pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7E. Long-term housing stability safety planning (2pts)


Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7F. Education Services (2pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.


- 0
- 2

 Q8. Please describe your Agency's experience providing Housing and Housing-related services to victims and survivors of domestic violence (within the last 12 months). (5pts)

Descriptions that include: landlord recruitment strategies (1) how housing planning is survivor focused and survivor driven (1) describes similar housing activities funded by local, state or federal funders (1) demonstrates the performance of those services with %, Housing Placement rates (1) and Housing Retention rates (1) may be eligible for full points. Up to 5 pts available. Partial points may be awarded.


- 0
- 1
- 2
- 3

- 4
- 5

 Q9. Please describe your Agency's experience meeting the safety needs of victims and survivors of domestic violence (within the last 12 months). (5pts)

Descriptions that include: Housing First (1) Survivor-driven safety planning (1) the Agency's implementation of Trauma-Informed Care (1) how the Agency prioritizes confidentiality (1) the agency's security and/or safety practices (1) may be eligible for full points Up to 5 pts available. Partial points may be awarded.

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

 Q10. Was a Point-In-Time Count conducted in 2024 for the geographic area that you are proposing to serve in this project? (15 pts)


Yes = 15 pts No = 0 pts

- 15 pts
- 0 pts

 Q11. How does your Agency implement provisions of the HUD's Equal Access Rule? (5pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q12. Submit a detailed timeline for your project's implementation, including key milestones and their projected completion dates. Please be sure to label and address the numbered items below in your response to ensure your timeline includes all of the following elements. (4pts)


Points awarded based on clarity, detail and adherence to required elements. Scoring: 0 Points - Incomplete or non relevant response. 1 Point - Includes all required sections with minimal detail. The start date is noted. Basic preparatory tasks are listed but lack detailed planning. Staffing plans, policy development, and key milestones are listed but lack specific timelines and detailed action plans. 2 Points - All sections are completed with moderate detail. The start date and preparatory tasks are clearly listed, and provide a basic overview of the proposed project's initiation. Staffing plans outline general recruitment efforts but lack detailed onboarding plans. Policy development includes general steps but does not offer a fully developed plan with specific timelines or detailed action plans. Key milestones include some key tasks but lack specific timelines or detailed action plans. 3 Points - All sections are completed with specific timelines. Start date and preparatory tasks are clearly listed, and provide a detailed overview of the proposed project's initiation. Staffing plans are more developed and include specific recruitment and onboarding details. Policy development includes detailed steps and a developed plan with specific timeline and detailed action plan. Key milestones are outlined with specific timelines and detailed action plans. 4 Points - All sections are completed with specific timelines and detailed action plans. The start date, preparatory tasks and implementation tasks are clearly listed, providing a comprehensive overview that covers all aspects of the proposed project's initiation. Staffing plans are fully developed from job description to team integration, including specific recruitment and onboarding details. Policy development is comprehensive, including all steps with a complete timeline and detailed action plans. Key milestones are fully detailed with specific timelines and action plans, clearly outlining the path to project completion. All elements show a high level of clarity, specificity, and are aligned with the needs of the proposed project. Applicants must address all requested elements to receive full points.

- 0
- 1
- 2
- 3
- 4

 Q13. Describe your organization's structure, detailing the roles and responsibilities relevant to the successful implementation of this proposed project (4pts)


Assessment Criteria: Evaluation focuses on clarity of organizational roles and alignment with proposed project goals. Scoring: 0 Points - Incomplete or nonrelevant response. 1 Point - Basic description of organizational structure with limited detail on roles relevant to the project. Lacks clear delineation of responsibilities related to the proposed project. 2 Points - Offers a clear description of the organizational structure with some details on roles and responsibilities. Structure and roles are noted but not fully aligned with the proposed project needs. 3 Points - Presents a detailed organizational structure that aligns with proposed project needs, including specific roles and responsibilities. Well-defined structure and roles are aligned with the proposed project needs. 4 Points - Provides a detailed and comprehensive organizational structure perfectly tailored to the proposed project, with clear delineation of responsibilities, oversight mechanisms, and strategic roles tailored to facilitate proposed project success. Demonstrates high-level of alignment with proposed project outcomes.

- 0
- 1
- 2
- 3
- 4


 Q15. Explain your staffing and hiring plan for this project, including any necessary training or professional development to support the proposed project's success. Please specify the number of new staff positions that will be hired to support this project, in addition to existing or current staff positions that will support this project, and the titles of these positions. (4pts)

Assessment Criteria: Assessment of the adequacy and appropriateness of staffing and training plans in relation to the proposed project's needs. Scoring: Applicants must indicate their intent to hire additional staff to support the proposed project to receive points. Applicants that indicate the intent to exclusively use existing agency staff to support the proposed project are not eligible for points on this item. 0 Point - Basic outline of staffing and hiring plan with minimal details on training or professional development, or plan indicates exclusive use of existing agency staff without hiring new positions to support the proposed project. 2 Points - Adequate staffing and hiring plan that includes general training requirements necessary for the proposed project's success. Plan indicates that one or more new staff positions will be hired to support the proposed project. 4 Points - Exceptionally detailed and strategic staffing and hiring plan with a perfect match between proposed project needs and staff qualifications, including a proactive training schedule that enhances the proposed project readiness. Plan indicates hiring of multiple new staff positions specifically tailored to the proposed project requirements.

- 0
- 2
- 4

 Agency Capacity total score:


{{SUM(AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7A.score, AC7B.score, AC7C.score, AC7D.score, AC7E.score, AC7F.score, AC8.score, AC9.score, AC10.score, AC11.score, AC12.score, AC13.score, AC15.score)}}/88

 Financial Management and Administration

 Q1. Describe how your organization has implemented or will implement the required Internal Controls at 2 CFR 200.302a (15 pts)

The Organization must acknowledge the COSO Internal Control Integrated Framework to receive points No partial points

- 0
- 15

 Q2. Describe the internal financial and administrative monitoring activities utilized by the organization (14pts)


Organization has an internal monitoring strategy (7) Organization communicates monitoring policy and engages staff in monitoring on a regular and predictable basis (7)


- 0
- 7
- 14

 Financial Management total score:

{{SUM(FM1.score, FM2.score)}}/29




 Community-wide Commitment

 Q2. Please name the partner organizations that were consulted in the development of the Project Application (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q3. Please name the partner organizations that will participate in the implementation and oversight of the Project, if awarded (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q4. Please describe the Landlord Recruitment Strategy that will be implemented as part of this project, and how the Applicant will update that strategy based on data and performance (5pts)


(1)Has dedicated staff conducting ongoing Landlord outreach(1)Describes specific incentives offered to Landlords(1)Describes how agency solicits feedback from Landlords and incorporates that feedback to improve efforts(1)Describes data sources used to develop strategy(1)Other reasoned approaches

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

 Q5. Do you plan to leverage Housing partnerships with any of the following partners as part of this application?Public Housing Authorities (PHA)Community Housing Development Organization (CHDO),Community Development Corporation (CDC) (15 pts)


0 pts if no PHA, CHDO, CDC Commitment.If yes, see Q5d

- Yes
- No

 Q5d. Please upload written commitments from this/these partners


Divide the Total HUD Request (Q5b) by 2. Compare this value to the value of the commitment (Q5a) to score this question. **Public Housing Authority (PHA) Community Housing Development Organization (CHDO), or Community Development Corporation (CDC)Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that does not specify the value of the commitment will receive 5 pts.0pts if no Housing leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q6. Do you plan to leverage Healthcare partnerships with any of the following partners as part of this application?Local Mental/Behavioral Health Authorities (LMHA/LBHA)Healthcare/Hospital DistrictsPublic Health DepartmentsFederally Qualified Healthcare Centers FQHC)Healthcare for the Homeless (HCH) Recipients (15 pts)


0 pts if no Healthcare partnerships. If yes, see Q6d

- Yes
- No


 Q6d. Please upload written commitments from this/these partners

Divide the Total HUD Request (Q6b) by 2. Compare this value to the value of the commitment (Q6a) to score this question. **Local Mental/Behavioral Health Authorities (LMHA/LBHA), Healthcare/Hospital Districts, Public Health Departments, Federally Qualified Healthcare Centers FQHC), Healthcare for the Homeless (HCH) Recipients Commitment (up to 15 pts possible)** Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 pts Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 pts Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that does not specify the value of the commitment will receive 5 pts. 0pts if no Healthcare Partner leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q7. Assisting participants to access mainstream resources such as SSI/SSDI is a priority for the CoC. Will this project employ a person whose primary role is to assist participants using SSI/SSDI Outreach Access and Recovery (SOAR)? (5 pts)

- Yes = 5
- No = 0

 Q8. Please describe this project's utilization of Housing First (4 pts)


Describes no prerequisites to project entry or retention (e.g. sobriety, participation in mental health/health services, etc) and/or low barrier admission process (e.g. screening people in, not out) (2) Describes flexible approach, individualized supports, client choice, and autonomy; services are voluntary (2)

- 0
- 2
- 4

 Q9. How will this project meaningfully engage Persons With Lived Experience (PWLE)? (4 pts)

Organization will employ project-level staff with lived expertise (2) Organization will include PWLE in implementation or evaluation of project, including staff, Board Members, or current or former participants (2)


- 0
- 2
- 4

 Q10. Please describe how the proposed project will meet the needs of LGBTQ+ participants, including how the project will center the privacy, safety, respect and access of all persons regardless of gender identity or sexual orientation through agency policy, training, and client service delivery. (10 pts)

Describes agency or project policies, procedures or processes that address privacy, safety and access standards for all persons regardless of gender identity or sexual orientation (3) Describes the implementation of HUD's Equal Access Rule or Housing First (3) Describes inclusive client-engagement strategies including Trauma-Informed Care, Person-Centered Care, Strengths-Based Care or similar (2) Describes regular training provided to staff or volunteers that addresses LGBTQ+, gender identity or sexual orientation considerations (2)

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

10

 Q11. Please describe how this Project will connect participants to immediate, low-barrier shelter or housing. (4 pts)

(1) Strategy includes transportation method(1) Strategy includes methodology for assessing housing needs(1) Strategy includes an acknowledgement of limited housing resources(1) Strategy includes reference to larger community-level housing access goals, (access to resources)

0

1

2

3


4

 Community-wide Commitment total score:

{{SUM(CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score)}}/68

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 System Performance Measures

 Q1. SPM 1 What is the length of time the average participant will remain homeless following identification? (ie: how long will it take you to house someone, once they are identified?) (10pts)

0-30 days = 10

31-60 days = 5

61+ days = 0

 Q2a What percentage of participants will return to homelessness at 6 months? (10pts)


0-2% = 10 points

3-5% = 7 points

6-8% = 4 points

9-10% = 2 point

11+% = 0 points


 Q2b What percentage of participants will return to homelessness at 12 months? (10pts)

0-2% = 10 points

3-5% = 7 points

6-10% = 3 points


11+% = 0 points

 Q2c What percentage of participants will return to homelessness at 24 months? (10pts)

0-5% = 10 points

6-10% = 5 points

11+% = 0 points

 Q3. SPM4 What percentage of (adult) participants will increase their income (earned or unearned) while enrolled in the project? (10pts)

0-30% = 0pts

31-40% = 3 pts

41-50% = 7 pts

51%+ = 10 pts


 Q4. SPM4 What percentage of participants will increase their income (earned or unearned) at exit from the project (10pts)

0-30% = 0pts

31-40% = 3 pts

41-50% = 7 pts

51%+ = 10 pts


 Q5. SPM7b.1 What percentage of participants that exit, will exit to permanent housing destinations by the end of the first year of operation? (10pts)

0-70% - 0pts

71-80-% 4pts

81-90% 7pts

91%+ 10pts


 Q6. SPM7b.2 What percentage of participants that remain enrolled will retain housing at the end of the first year? (10pts)

0-70% 0 pts

71-80% 4 pts

81-90% 7 pts

91%+ 10 pts

 Q7. Please describe the data sources you used to complete these questions. (10pts)

Applicant references an Annual Performance Report run in the last 12 months that reflects that the percentages given below are realistic for the Organization (10 pts), ORApplicant references any other comparable database report or contractual performance report that reflects that the percentages given below are realistic for the Organization (10 pts)Up to 10 pts. No partial pts.

0


10

 System Performance Measure total score:

$\{(SUM (SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score))\}/90$

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 General Application

 Q1a. What is the total Supportive Service Budget not including leveraged assistance? (5pts)

Reviewer should divide \$ amount in Q1a by the number of persons in Q1 to get a cost per participant

\$0-\$3000= 5pts

\$3,001+ = 0pts

 Q2. Describe the techniques staff uses to ensure that participant engagement is culturally appropriate, regular, trust is developed, and outreach and services are relationship-focused. (5 pts)

Organization describes that services and outreach will occur on a regular, predictable schedule (1)Organization's outreach strategy includes multiple methods of outreach such as in or out of agency office, in participant's home, in local community which may include outreach conducted at other organizations or public locations within community (e.g. feeding centers, local library, etc) (1)Response includes reference to cultural appropriateness/competency which may include relevant staff training or experience (1)Staff efforts utilize harm reduction principles, non-judgmental, non-coercive (1)Case management loads are appropriate and case management schedules may be flexible to engage participant's with who work or have other obligations during working hours (1)

0


1

2

3

4

5

 Q3. How is service delivery (a) tailored to meet the participants' unique needs, (b) strengths based, (c) trauma informed, and (d) participant centered? (5 pts)

Describes how the project will incorporate evidence-based practices for client engagement Staff training/certification or relevant experience for strengths-based and trauma-informed care Housing/service plans developed in consultation with clients and are revised when appropriate

- 0
- 5

**Q4.** Please describe your understanding and experience with the Progressive Engagement approach to delivering Rental Assistance. (4pts)

(2) Applicant states experience using Progressive Engagement (2) Response reflects that Rental Assistance will be offered based on the unique needs of the household, approach is flexible and individualized

- 0
- 2
- 4

**Q5.** 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) (20pts)

- (0) Yes
- (20) No

**Q6.** Please describe the Organization's experience utilizing the Coordinated Entry process, if any. If no experience with CE, please describe the proposed prioritization factors that will determine order of enrollment. (2 pts)

Currently operating projects that utilize CE Involvement with Coordinated Entry Planning Entity Prioritizing clients with most severe service needs (disabilities, mental health and substance use issues, elderly) Local CE "entry" points (does the agency offer CE assessments? where would someone go to be assessed?)

- 0
- 2

**Q7.** 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 within the first 3 weeks, etc.) (2 pts)

Full points if project communicates no conditional participation requirements to maintain assistance No partial points

- 0
- 2

**Q8.** 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. (2 pts)

Describes a detailed plan to keep staff informed of mainstream resources for participants. Strategy described is regular and predictable

- 0
- 2

**Q9.** Describe how the project collaborates with healthcare organizations to assist program participants with meeting health needs. (2 pts)

Organization describes partnership and/or referral path to health provider (may include behavioral health) Organization describes assistance with connecting participant to health provider (e.g. coordinating services, transportation)

- 0
- 2

**Q10.** Describe how the project provides assistance with the effective utilization of Medicaid and other health benefits. (2 pts)


Describes a detailed plan to utilize Medicare and connect participants to health services

- 0
- 2

**Q11.** Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing Supplemental CoC Program funds. (2pts)


Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule

- 0
- 2

 Q12. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing alternative funding sources or by leveraging existing community services. (2pts)


Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Response must identify services offered internally through alternative funding OR services offered within local community

- 0
- 2

 Q13. Describe how the Project will assess and meet the individual needs of each Participant through referrals to local resources, social services, and benefits such as workforce and early childhood education resources, etc. (2 pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Describes referral pathway or strategy for connecting participants to available, local resources

- 0
- 2

 G14. Does the Applicant propose to serve Galveston County? (5pts)


Yes = 5 pts No = 0 pts Note: These are bonus points and will only be reflected in the total application score, not in the total score of this section.

- Yes
- No


 General Application total score:

$\{\{SUM (G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score)\}\}/55$

## Monitoring History

 Q3 - Q3a. Is the Agency subject to the Single Financial Audit (SFA)? If yes, is the Agency in compliance with SFA Requirements? (10 pts) If Q3a is Yes = 0 pts (Agency subject to SFA and had late submissions within the last 5 years) If Q3a is No = 10 pts (Agency subject to SFA and had no late submissions within the last 5 years) If Q3a not present = 5pts (Agency not subject to SFA)


- Yes = 0pts
- No = 10pts
- 3a not present = 5 pts

 Q4. Has the Agency had any funds recaptured within the **last 5 years** due to **slow spending, monitoring findings, or disallowed costs?** (10 pts) If Q4 = Yes, 0 pts If Q4 = No, 10 pts

- Yes = 0pts
- No = 10 pts

 Q5. Has the Agency had any funds recaptured within the **last 5 years** due to **failure to perform or default on a contract?** (25 pts) If Q5 is Yes = 0pts If Q5 is No = 25 pts

- Yes = 0 pts
- No = 25 pts

 6a. Monitoring Findings from any Federal or State Agency within the last three years (5 pts) If total number of Findings in last column is 0 = 5 pts If total number of Findings in the last column is 1 or 2 = 2.5 pts. If total number of Findings is 3 or more = 0 pts If Q6a not present = 5 pts

- 3 or more findings = 0 pts
- 1 or 2 findings = 2.5 pts

- ☐ 0 findings = 5 pts
- ☐ 6a not present = 5 pts

☒ Monitoring History total score:

{{SUM (M1.score, M2.score, M3.score, M4.score)}}/50


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☒ Total Score:

{{SUM (AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7A.score, AC7B.score, AC7C.score, AC7D.score, AC7E.score, AC7F.score, AC8.score, AC9.score, AC10.score, AC11.score, AC12.score, AC13.score, AC15.score, FM1.score, FM2.score, CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score, SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score, G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, G14.score, M1.score, M2.score, M3.score, M4.score)}}/380


# DV Bonus - IRT Assessment - TH/RRH

## Agency Capacity

 Q1. What year was your organization designated by the IRS as a Nonprofit entity or other eligible applicant designation? (5pts)


(5 pts) Organization receives 1 point for operating for 5 years, then one additional point per year up to a total of 5 points

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

 Q2. 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 has taken from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q3. Involvement from persons with lived experience of homelessness during the planning and implementation of a project is critical to ensuring participants can access the services they want, need, and will use. Please affirm any of the actions your organization has taken, or will take if awarded funds, from the following list. (5 pts)


One point per action taken by the applicant up to a total of 5 points

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

 Q4. What process did you utilize when determining the need for this application? If no specific data sources, how did you determine community need? Please provide as much detail as possible. (5pts)

Applicants must identify data sources, groups, advisory bodies, or other means of establishing community need other than internal data sources. Applicants that do not identify external data sources may only receive 2 points  
1 point - Evidence of data-driven decision making  
1 point - HMIS or comparable database data used  
1 point - Point in Time Count Data used (external)  
1 point - Housing Inventory County data used (external)  
1 point - Other local data used (external)


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

 Q5. Does your agency have the support of the Local Homelessness Coalition (LHC)? (10 pts)

Applicants must demonstrate the support of the Local Homeless Coalition through a signed letter from the chair of the Local Coalition (10 pts), Applicants that upload letters of support from other partners are eligible for 5pts per letter uploaded

- 0
- 5
- 10



 Q6. Do you currently use a Comparable Database? (4 pts)

Applicants total agency budget must be at least 2x the annual funding request in this application. Applicants whose agency budget is at least 2x the annual funding request will meet this threshold requirement. Applicants that request an annual funding amount that exceeds 50% of their current agency budget are ineligible.

- 0
- 4

 Q7. Please describe your Agency's experience with the following Activities in letters A-F below (within the last 12 months).

Applicants should answer this question based on previous experience with these activities, not how the applicant will implement these activities into the proposed project.

 Q7A. Child custody legal services (2pts)


Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7B. Credit repair services (2pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7C. Housing Search and Counseling (2pts)


Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7D. Crisis DV Services (2pts)


Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7E. Long-term housing stability safety planning (2pts)


Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.

- 0
- 2

 Q7F. Education Services (2 pts)

Reasoned responses that reflect a strategic implementation or provide specific examples will be awarded points. One off, or informal assistance does not count for this purpose. No partial points.


- 0
- 2

 Q8. Please describe your Agency's experience providing Housing and Housing-related services to victims and survivors of domestic violence (within the last 12 months). (5pts)

Descriptions that include: landlord recruitment strategies (1) how housing planning is survivor focused and survivor driven (1) describes similar housing activities funded by local, state or federal funders (1) demonstrates the performance of those services with %, Housing Placement rates (1) and Housing Retention rates (1) may be eligible for full points. Up to 5 pts available. Partial points may be awarded.

- 0
- 1

- 2
- 3
- 4
- 5

 Q9. Please describe your Agency's experience meeting the safety needs of victims and survivors of domestic violence (within the last 12 months). (5pts)

Descriptions that include: Housing First (1) Survivor-driven safety planning (1) the Agency's implementation of Trauma-Informed Care (1) how the Agency prioritizes confidentiality (1) the agency's security and/or safety practices (1) may be eligible for full points Up to 5 pts available. Partial points may be awarded.

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

 10. Was a Point-In-Time Count conducted in 2024 for the geographic area that you are proposing to serve in this project? (15 pts)


Yes = 15 pts No = 0 pts

- 15 pts
- 0 pts

 Q11. How does your Agency implement provisions of the HUD's Equal Access Rule? (5pts)


One point per action taken by the applicant up to a total of 5 points Other responses should be evaluated prior to awarding points

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

 Q12. Submit a detailed timeline for your project's implementation, including key milestones and their projected completion dates. Please be sure to label and address the numbered items below in your response to ensure your timeline includes all of the following elements. (4pts)


Points awarded based on clarity, detail and adherence to required elements. Scoring: 0 Points - Incomplete or non relevant response. 1 Point - Includes all required sections with minimal detail. The start date is noted. Basic preparatory tasks are listed but lack detailed planning. Staffing plans, policy development, and key milestones are listed but lack specific timelines and detailed action plans. 2 Points - All sections are completed with moderate detail. The start date and preparatory tasks are clearly listed, and provide a basic overview of the proposed project's initiation. Staffing plans outline general recruitment efforts but lack detailed onboarding plans. Policy development includes general steps but does not offer a fully developed plan with specific timelines or detailed action plans. Key milestones include some key tasks but lack specific timelines or detailed action plans. 3 Points - All sections are completed with specific timelines. Start date and preparatory tasks are clearly listed, and provide a detailed overview of the proposed project's initiation. Staffing plans are more developed and include specific recruitment and onboarding details. Policy development includes detailed steps and a developed plan with specific timeline and detailed action plan. Key milestones are outlined with specific timelines and detailed action plans. 4 Points - All sections are completed with specific timelines and detailed action plans. The start date, preparatory tasks and implementation tasks are clearly listed, providing a comprehensive overview that covers all aspects of the proposed project's initiation. Staffing plans are fully developed from job description to team integration, including specific recruitment and onboarding details. Policy development is comprehensive, including all steps with a complete timeline and detailed action plans. Key milestones are fully detailed with specific timelines and action plans, clearly outlining the path to project completion. All elements show a high level of clarity, specificity, and are aligned with the needs of the proposed project. Applicants must address all requested elements to receive full points.

- 0
- 1
- 2
- 3
- 4

 Q13. Describe your organization's structure, detailing the roles and responsibilities relevant to the successful implementation of this proposed project (4pts)


Assessment Criteria: Evaluation focuses on clarity of organizational roles and alignment with proposed project goals. Scoring: 0 Points - Incomplete or nonrelevant response. 1 Point - Basic description of organizational structure with limited detail on roles relevant to the project. Lacks clear delineation of responsibilities related to the proposed project. 2 Points - Offers a clear description of the organizational structure with some details on roles and responsibilities. Structure and roles are noted but not fully aligned with the proposed project needs. 3 Points - Presents a detailed organizational structure that aligns with proposed project needs, including specific roles and responsibilities. Well-defined structure and roles are aligned with the proposed project needs. 4 Points - Provides a detailed and comprehensive organizational structure perfectly tailored to the proposed project, with clear delineation of responsibilities, oversight mechanisms, and strategic roles tailored to facilitate proposed project success. Demonstrates high-level of alignment with proposed project outcomes.

- 0
- 1
- 2
- 3
- 4


 Q15. Explain your staffing and hiring plan for this project, including any necessary training or professional development to support the proposed project's success. Please specify the number of new staff positions that will be hired to support this project, in addition to existing or current staff positions that will support this project, and the titles of these positions. (4pts)

Assessment Criteria: Assessment of the adequacy and appropriateness of staffing and training plans in relation to the proposed project's needs. Scoring: Applicants must indicate their intent to hire additional staff to support the proposed project to receive points. Applicants that indicate the intent to exclusively use existing agency staff to support the proposed project are not eligible for points on this item. 0 Point - Basic outline of staffing and hiring plan with minimal details on training or professional development, or plan indicates exclusive use of existing agency staff without hiring new positions to support the proposed project. 2 Points - Adequate staffing and hiring plan that includes general training requirements necessary for the proposed project's success. Plan indicates that one or more new staff positions will be hired to support the proposed project. 4 Points - Exceptionally detailed and strategic staffing and hiring plan with a perfect match between proposed project needs and staff qualifications, including a proactive training schedule that enhances the proposed project readiness. Plan indicates hiring of multiple new staff positions specifically tailored to the proposed project requirements.

- 0
- 2
- 4

 Agency Capacity total score:


$$\frac{\{\{\text{SUM}(\text{AC1.score}, \text{AC2.score}, \text{AC3.score}, \text{AC4.score}, \text{AC5.score}, \text{AC6.score}, \text{AC7A.score}, \text{AC7B.score}, \text{AC7C.score}, \text{AC7D.score}, \text{AC7E.score}, \text{AC7F.score}, \text{AC8.score}, \text{AC9.score}, \text{AC10.score}, \text{AC11.score}, \text{AC12.score}, \text{AC13.score}, \text{AC15.score})\}\}}{88}$$

 Financial Management and Administration

 Q1. Describe how your organization has implemented or will implement the required Internal Controls at 2 CFR 200.302a (15 pts)

The Organization must acknowledge the COSO Internal Control Integrated Framework to receive points No partial points

- 0
- 15


 Q2. Describe the internal financial and administrative monitoring activities utilized by the organization (14pts)


Organization has an internal monitoring strategy (7) Organization communicates monitoring policy and engages staff in monitoring on a regular and predictable basis (7)

- 0
- 7
- 14

 Financial Management total score:


$$\frac{\{\{\text{SUM}(\text{FM1.score}, \text{FM2.score})\}\}}{29}$$

 Community-wide Commitment

 Q2. Please name the partner organizations that were consulted in the development of the Project Application (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q3. Please name the partner organizations that will participate in the implementation and oversight of the Project, if awarded (3 pts)


1 pt per partner organization, up to 3 points

- 0
- 1
- 2
- 3

 Q4. Please describe the Landlord Recruitment Strategy that will be implemented as part of this project, and how the Applicant will update that strategy based on data and performance (5pts)


(1)Has dedicated staff conducting ongoing Landlord outreach(1)Describes specific incentives offered to Landlords(1)Describes how agency solicits feedback from Landlords and incorporates that feedback to improve efforts(1)Describes data sources used to develop strategy(1)Other reasoned approaches

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

 Q5. Do you plan to leverage Housing partnerships with any of the following partners as part of this application?Public Housing Authorities (PHA)Community Housing Development Organization (CHDO),Community Development Corporation (CDC) (15 pts)


0 pts if no PHA, CHDO, CDC- commitment. If yes, see Q5d

- Yes
- No

 Q5d. Please upload written commitments from this/these partners


Divide the Total HUD Request (Q5b) by 2. Compare this value to the value of the commitment (Q5a) to score this question. **Public Housing Authority (PHA) Community Housing Development Organization (CHDO), or Community Development Corporation (CDC)Commitment (up to 15 pts possible)**Applicants that submit evidence of leveraged assistance provided by a Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 ptsApplicants that submit evidence of leveraged assistance provided by a Partner that does not specify the value of the commitment will receive 5 pts.0pts if no Housing leverage commitment, or a non-relevant upload

- 0
- 5
- 10
- 15

 Q6. Do you plan to leverage Healthcare partnerships with any of the following partners as part of this application?Local Mental/Behavioral Health Authorities (LMHA/LBHA)Healthcare/Hospital DistrictsPublic Health DepartmentsFederally Qualified Healthcare Centers FQHC)Healthcare for the Homeless (HCH) Recipients (15 pts)


0 pts if no Healthcare partnerships If yes, see Q6d

- Yes
- No


 Q6d. Please upload written commitments from this/these partners

Divide the Total HUD Request (Q6b) by 2. Compare this value to the value of the commitment (Q6a) to score this question. **Local Mental/Behavioral Health Authorities (LMHA/LBHA), Healthcare/Hospital Districts, Public Health Departments, Federally Qualified Healthcare Centers FQHC), Healthcare for the Homeless (HCH) Recipients Commitment (up to 15 pts possible)** Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at least 25% of the total budget on the Budget Portion of this application will receive 15 pts Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that is valued at less than 25% of the total budget on the Budget Portion of this application will receive 10 pts Applicants that submit evidence of leveraged assistance provided by a Healthcare Partner that does not specify the value of the commitment will receive 5 pts. 0pts if no Healthcare Partner leverage commitment, or a non-relevant upload.

- 0
- 5
- 10
- 15

 Q7. Assisting participants to access mainstream resources such as SSI/SSDI is a priority for the CoC. Will this project employ a person whose primary role is to assist participants using SSI/SSDI Outreach Access and Recovery (SOAR)? (5 pts)

- Yes = 5
- No = 0

 Q8. Please describe this project's utilization of Housing First (4 pts)


Describes no prerequisites to project entry or retention (e.g. sobriety, participation in mental health/health services, etc) and/or low barrier admission process (e.g. screening people in, not out) (2) Describes flexible approach, individualized supports, client choice, and autonomy; services are voluntary (2)

- 0
- 2
- 4

 Q9. How will this project meaningfully engage Persons With Lived Experience (PWLE)? (4 pts)

Organization will employ project-level staff with lived expertise (2) Organization will include PWLE in implementation or evaluation of project, including staff, Board Members, or current or former participants (2)

- 0
- 2
- 4

 Q10. Please describe how the proposed project will meet the needs of LGBTQ+ participants, including how the project will center the privacy, safety, respect and access of all persons regardless of gender identity or sexual orientation through agency policy, training, and client service delivery. (10 pts)

Describes agency or project policies, procedures or processes that address privacy, safety and access standards for all persons regardless of gender identity or sexual orientation (3) Describes the implementation of HUD's Equal Access Rule or Housing First (3) Describes inclusive client-engagement strategies including Trauma-Informed Care, Person-Centered Care, Strengths-Based Care or similar (2) Describes regular training provided to staff or volunteers that addresses LGBTQ+, gender identity or sexual orientation considerations (2)

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

10

 Q11. Please describe how this Project will connect participants to immediate, low-barrier shelter or housing. (4 pts)

(1) Strategy includes transportation method(1) Strategy includes methodology for assessing housing needs(1) Strategy includes an acknowledgement of limited housing resources(1) Strategy includes reference to larger community-level housing access goals, (access to resources)

0

1

2

3


4

 Community-wide Commitment total score:

{{SUM(CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score)}}/68

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 System Performance Measures

 Q1. SPM 1 What is the length of time the average participant will remain homeless following identification? (ie: how long will it take you to house someone, once they are identified?) (10pts)

0-30 days = 10

31-60 days = 5

61+ days = 0

 Q2a What percentage of participants will return to homelessness at 6 months? (10pts)


0-2% = 10 points

3-5% = 7 points

6-8% = 4 points

9-10% = 2 point

11+% = 0 points


 Q2b What percentage of participants will return to homelessness at 12 months? (10pts)

0-2% = 10 points

3-5% = 7 points

6-10% = 3 points


11+% = 0 points

 Q2c What percentage of participants will return to homelessness at 24 months? (10pts)

0-5% = 10 points

6-10% = 5 points

11+% = 0 points

 Q3. SPM4 What percentage of (adult) participants will increase their income (earned or unearned) while enrolled in the project? (10pts)

0-30% = 0pts

31-40% = 3 pts

41-50% = 7 pts

51%+ = 10 pts


 Q4. SPM4 What percentage of participants will increase their income (earned or unearned) at exit from the project (10pts)

0-30% = 0pts

31-40% = 3 pts

41-50% = 7 pts

51%+ = 10 pts


 Q5. SPM7b.1 What percentage of participants that exit, will exit to permanent housing destinations by the end of the first year of operation? (10pts)

0-70% - 0pts

71-80-% 4pts

81-90% 7pts

91%+ 10pts


 Q6. SPM7b.2 What percentage of participants that remain enrolled will retain housing at the end of the first year? (10pts)

0-70% 0 pts

71-80% 4 pts

81-90% 7 pts

91%+ 10 pts

 Q7. Please describe the data sources you used to complete these questions. (10pts)

Applicant references an Annual Performance Report run in the last 12 months that reflects that the percentages given below are realistic for the Organization (10 pts), ORApplicant references any other comparable database report or contractual performance report that reflects that the percentages given below are realistic for the Organization (10 pts)Up to 10 pts. No partial pts.


0

10

 System Performance Measure total score:

$\{(SUM (SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score))\}/90$


 General Application

 Q1a. What is the total Supportive Service Budget not including leveraged assistance? (5pts)

Reviewer should divide \$ amount in Q1a by the number of persons in Q1 to get a cost per participant

\$0-\$7000= 5pts

\$7,001 = 0pts

 Q3. Describe how the program ensures participants have autonomy and agency in decision-making throughout their enrollment including the ability to move between components (TH to RRH and vice versa)? (6 pts)

Organization communicates that participants have access to choose between Transitional Housing and RRH Components at intake

(2)Organization communicates that participants have access to choose between TH and RRH Components throughout enrollment


(2)Organization communicates that housing intervention will be reassessed on a regular and predictable schedule (2)

0

2

4

6

 Q4. Describe the techniques staff uses to ensure that participant engagement is culturally appropriate, regular, trust is developed, and outreach is relationship-focused. (5 pts)

Organization describes that services and outreach will occur on a regular, predictable schedule (1)Organization's outreach strategy includes multiple methods of outreach such as in or out of agency office, in participant's home, in local community which may include outreach conducted at other organizations or public locations within community (e.g. feeding centers, local library, etc) (1)Response includes reference to cultural appropriateness/competency which may include relevant staff training or experience (1)Staff efforts utilize harm reduction principles, non-judgmental, non-coercive (1)Case management loads are appropriate and case management schedules may be flexible to engage participant's with who work or have other obligations during working hours (1)

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

**☰** Q5. How is service delivery (a) tailored to meet the participants' unique needs, (b) strength based, (c) trauma informed, and (d) participant centered? (5 pts)

Describes how the project will incorporate evidence-based practices for client engagement Staff training/certification or relevant experience for strengths-based and trauma-informed care Housing/service plans developed in consultation with clients and are revised when appropriate

- 0
- 5

**☰** Q6. Please describe your understanding and experience with the Progressive Engagement approach to delivering Rental Assistance. (4pts)

(2) Applicant states experience using Progressive Engagement (2) Response reflects that Rental Assistance will be offered based on the unique needs of the household, approach is flexible and individualized

- 0
- 2
- 4

**☰** Q7. 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) (20pts)

- (0) Yes
- (20) No

**☰** Q8. Please describe the Organization's experience utilizing the Coordinated Entry process, if any. If no experience with CE, please describe the proposed prioritization factors that will determine order of enrollment. (2 pts)

Currently operating projects that utilize CE Involvement with Coordinated Entry Planning Entity Prioritizing clients with most severe service needs (disabilities, mental health and substance use issues, elderly) Local CE "entry" points (does the agency offer CE assessments? where would someone go to be assessed?)

- 0
- 2

**☰** Q9. 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 within the first 3 weeks, etc.) (2 pts)

Full points if project communicates no conditional participation requirements to maintain assistance No partial points

- 0
- 2

**☰** Q10. 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. (2 pts)

Describes a detailed plan to keep staff informed of mainstream resources for participants. Strategy described is regular and predictable


- 0
- 2

**☰** Q11. Describe how the project collaborates with healthcare organizations to assist program participants with meeting health needs. (2 pts)

Organization describes partnership and/or referral path to health provider (may include behavioral health) Organization describes assistance with connecting participant to health provider (e.g. coordinating services, transportation)


- 0
- 2



 Q12. Describe how the project provides assistance with the effective utilization of Medicaid and other health benefits. (2 pts)


Describes a detailed plan to utilize Medicare and connect participants to health services

- 0
- 2

 Q13. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing Supplemental CoC Program funds. (2pts)


Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule

- 0
- 2

 Q14. Describe the strategy the Project will utilize to provide supportive services to participants to ensure successful retention of housing or to help obtain housing utilizing alternative funding sources or by leveraging existing community services. (2pts)


Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Response must identify services offered internally through alternative funding OR services offered within local community

- 0
- 2

 Q15. Describe how the Project will assess and meet the individual needs of each Participant through referrals to local resources, social services, and benefits such as workforce and early childhood education resources, etc. (2 pts)

Describes strategy for assessing participant needs at intake, as needed, and on a regular and predictable schedule Describes referral pathway or strategy for connecting participants to available, local resources

- 0
- 2

 G16. Does the Applicant propose to serve Galveston County? (5pts)


Yes = 5 pts No = 0 pts Note: These are bonus points and will only be reflected in the total application score, not in the total score of this section.

- Yes
- No


 General Application total score:

$\{\{SUM (G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, G14.score)\}\}/61$

## Monitoring History

 Q3 - Q3a. Is the Agency subject to the Single Financial Audit (SFA)? If yes, is the Agency in compliance with SFA Requirements? (10 pts) If Q3a is Yes = 0 pts (Agency subject to SFA and had late submissions within the last 5 years) If Q3a is No = 10 pts (Agency subject to SFA and had no late submissions within the last 5 years) If Q3a not present = 5pts (Agency not subject to SFA)

- Yes = 0pts
- No = 10pts
- 3a not present = 5pts


 Q4. Has the Agency had any funds recaptured within the **last 5 years** due to **slow spending, monitoring findings, or disallowed costs?** (10 pts) If Q4 = Yes, 0 pts If Q4 = No, 10 pts

- Yes = 0 pts
- No = 10 pts

 Q5. Has the Agency had any funds recaptured within the **last 5 years** due to **failure to perform or default on a contract?** (25 pts) If Q5 is Yes = 0 pts If Q5 is No = 25 pts

Yes = 0 pts

No = 25 pts


 6a. Monitoring Findings from any Federal or State Agency within the last three years (5 pts) If total number of Findings in last column is 0 = 5 pts If total number of Findings in the last column is 1 or 2 = 2.5 pts. If total number of Findings is 3 or more = 0 pts If Q6a not present = 5 pts

3 or more findings = 0 pts


1 or 2 findings = 2.5 pts

0 findings = 5 pts

6a not present = 5 pts

 Monitoring History total score:

{{SUM (M1.score, M2.score, M3.score, M4.score)}}/50

 Total Score:

{{SUM (AC1.score, AC2.score, AC3.score, AC4.score, AC5.score, AC6.score, AC7A.score, AC7B.score, AC7C.score, AC7D.score, AC7E.score, AC7F.score, AC8.score, AC9.score, AC10.score, AC11.score, AC12.score, AC13.score, AC15.score, FM1.score, FM2.score, CC1.score, CC2.score, CC3.score, CC4.score, CC5.score, CC6.score, CC7.score, CC8.score, CC9.score, CC10.score, SP1.score, SP2.score, SP3.score, SP4.score, SP5.score, SP6.score, SP7.score, SP8.score, SP9.score, G1.score, G2.score, G3.score, G4.score, G5.score, G6.score, G7.score, G8.score, G9.score, G10.score, G11.score, G12.score, G13.score, G14.score, G15.score, M1.score, M2.score, M3.score, M4.score)}}/386

## Texas Balance of State Continuum of Care Grievance Policy

### 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.

### Applicability

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

1. Improper application or interpretation of rules, regulations, and/or procedures concerning participation in the TX BoS CoC FY 2024 CoC Program application process, as outlined in the FY 2024 Request for Proposals (RFP) or;
  1. [Ranking Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  2. [Review and Scoring Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  3. [Reallocation Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  4. [Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
2. Disparity in the application of rules, regulations, and/or procedures regarding participation in the TX BoS CoC FY 2024 CoC Program application process, as outlined in the FY 2024 Request for Proposals (RFP) or;
  1. [Ranking Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  2. [Review and Scoring Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  3. [Reallocation Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  4. [Conditional Inclusion Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
3. Violation of rules, regulations, and/or procedures concerning participation in the TX BoS CoC FY 2024 CoC Program application process, as outlined in the FY 2024 Request for Proposals (RFP) or;
  1. [Ranking Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  2. [Review and Scoring Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  3. [Reallocation Policy and Procedure for Continuum of Care Program Funds](#) in the Texas Balance of State Continuum of Care
  4. [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, Tracy Andrus at [txboscoc@thn.org](mailto: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 VII of the 2023 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. 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 FY 2024 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 of Planning (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 you believe that this situation satisfies the Applicability section of the FY2024 CoC Program Grievance Procedure including names and dates, and cite the specific applicable sections of the RFP that you believe were violated (Use additional pages if needed.)**

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

Empty box for providing a resolution.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

**TX BoS CoC FY 2024 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 VII of the 2024 NOFO:

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Date

\_\_\_\_\_

Signature