

Alliance to End Homelessness in Suburban Cook County

2019 HUD NOFA Ranking Form

Adopted: May 24, 2019

RENEWAL PROJECT WRITTEN REVIEW

PROJECT NAME: _____

I. Project Meets Need of CoC	Points Available	Points Awarded
A. Are 25% or more of the project's units dedicated to serving one or more of the following priority populations: families with children, Veterans, survivors of domestic violence, or youth (18 to 24)?	Yes: 1 point No: 0 points	
B. Housing Option Provided: Permanent Supportive Housing or Safe Haven Rapid Rehousing Other	2 points 1 point 0 points	
C. Less Restrictive Eligibility Criteria	Maximum 5 points (see Alliance application form)	
D. Low Demand Service Model	Maximum 5 points (see Alliance application form)	
E. Project has had a commitment to serve the homeless for 15 - 20 years for this funding and continues to maintain that commitment.	Yes: 2 points No: 0 points	
Category I Total Points (maximum: 15)		

II. Applicant Agency Works to Strengthen the CoC	Points Available	Points Awarded
A. Attendance at CBSA Meetings	70% or more: 3 points < 70%: 0 points	
B. Active in CBSA and Alliance committees	Yes: 2 points No: 0 points	
C. Project has strengthened the Continuum since January 1, 2015 by combining existing project with any other Continuum funded project; by converting to a permanent housing type; taking over project from a prior grantee; or has increased its number of units through a signed HUD contractual amendment	Yes: 3 points No: 0 points	

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<p>D. Project scored 3 points on Question II.C</p> <p><i>Project's most recent 3-year renewal recapture average is 2% or less</i></p> <p>OR</p> <p><i>Project's most recent 3-year renewal recapture is more than 2% but is giving 100% of the balance to the Alliance for reallocation</i></p> <p>OR</p> <p><i>Project's most recent 3-year renewal recapture average is more than 2% and chooses not to reallocate the balance back to the Alliance BUT has provided detailed and persuasive information as to why this occurred and what steps were taken and actions implemented so that future 3-year recapture average will be below 2%</i></p> <p>OR</p> <p><i>Project's most recent 3-year renewal recapture average is more than 2% and chooses not to reallocate the balance back to the Alliance</i></p> <p>OR</p> <p><i>Project has not completed 3 renewals:</i></p>	<p>Yes: 0 points No: Score from following options:</p> <p>3 points</p> <p>3 points</p> <p>2 points</p> <p>-3 points</p> <p>2 points</p>	
	<p>Category II Total Points (maximum: 8)</p>	

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III. Project Will Meet CoC Standards and Expectations	Points Available	Points Awarded
NOTE: DV agencies that are members of the CoC that use Infonet (an equivalent database to HMIS) and cannot be scored will be given full points.		
<p>A . Data Completeness, Maintains complete client level data in HMIS for this project as shown in Data Quality Reports submitted quarterly on December 21, 2018 and March 29, 2019 (due dates for the period from October 1, 2018 through September 30, 2019) for the following data elements:</p> <p>1. Data Elements (maximum 4 points):</p> <ol style="list-style-type: none"> a. Client Veteran Status b. Client Zip Code and City c. “HUD verification” of Disabling Condition sub-assessment d. “HUD verification” of Health Insurance sub-assessment <p>2. Client’s Chronic Homeless Status on SubCook Initial Intake assessment (maximum 2 points):</p> <ol style="list-style-type: none"> a. Residence prior to project entry b. Length of Stay in previous place c. Approximate date this episode of homelessness started d. Regardless of where they stayed last night, number of times the client has been on the streets, in ES, or SH in the past three years including today e. Total number of months homeless on the street, in ES or SH in the past three years 	<p>4 point maximum, wherein 1 point is awarded for each of the four specified elements when the data averages at least 95% complete.</p> <p>0.5 points awarded for each element when the data averages between 90-94.99% complete.</p> <p>2 point maximum, wherein 2 points are awarded when the combined, collective data elements are at least 95% complete.</p> <p>1 point awarded when data is 90-94.99% complete.</p>	
<p>B. Timeliness of Report Submission, are Data Quality Reports submitted by the report deadline with each quarter pro-rated based on the number of relevant quarters?</p>	<p>Yes: 1 point No: 0 points</p>	
<p>C. Participation in the following HMIS User Group Meetings:</p> <ul style="list-style-type: none"> • September 2018 • February 2019 • May 2019 	<p>Maximum of 3 points</p> <p>Project receives 1 point for attendance at each of the HMIS User Group Meetings</p>	

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<p>D. Accurate Enrollment: A point-in-time count report is run for the last Wednesday of each month, no earlier than the 6th business day of the following month, for:</p> <ul style="list-style-type: none"> • October 2018 • November 2018 • December 2018 • January 2019 • February 2019 • March 2019 	<p>Maximum of 3 points</p> <p>Project awarded 0.5 point for each month that the report:</p> <p>1) varied by 5% or less from the project’s actual client count for that night as confirmed quarterly by project staff, and 2) was submitted by deadline for quarterly confirmation</p>	
	<p>Category III Total Points (maximum: 13)</p>	

IV. Other Performance Related to CoC Standards and Expectations	Points Available	Points Awarded
<p>A. Project demonstrates effective utilization of an ongoing evaluation and quality improvement process. (This must be project specific and not overall agency)</p>	<p>Good example: 2 points Fair example: 1 point Poor or no example: 0 points</p>	
<p>B. Does the project conduct anonymous customer satisfaction surveys or utilize alternative methods of anonymous feedback?</p>	<p>Yes: 1 point No: 0 points</p>	
<p>C. Does the project provide a structured opportunity for feedback to all who exit regardless of reason for leaving?</p>	<p>Yes: 1 point No: 0 points</p>	
<p>D. Is customer feedback presented to the Board of Directors?</p>	<p>Yes: 1 point No: 0 points</p>	
<p>E. Is there a person with lived experience involved in the agency’s decision-making process?</p>	<p>Yes: 1 point No: 0 points</p>	
<p>F. Does the project have a focus on coordination with mainstream resources in order to maximize benefits for the individual? (SSI, SSDI, TANF, Medicaid or Marketplace Insurance, Food Stamps, All Kids, WIA, Veterans Health Care)</p>	<p>Yes: 2 points No: 0 points</p>	

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<p>G. Housing criteria (score by type of project and by size, when applicable)</p> <p><i>Permanent Supportive Housing:</i> % of clients in the Housing Stability Criteria of the APR scored:</p> <p>LARGE PSH Project (13+ units)</p> <p>SMALL PSH Project (12 units or less)</p> <p><i>Rapid Re-Housing:</i> % of clients who moved to permanent housing at exit</p> <p><i>Transitional Housing:</i> % of TH clients who moved to permanent housing at exit</p> <p><i>Safe Haven:</i> % of existing clients who moved to permanent housing</p>	<p>92% or higher: 3 points 82 – 91.99%: 2 points Below 82%: 0 points</p> <p>87% or higher: 3 points 80 – 86.99%: 2 points Below 80%: 0 points</p> <p>90% or higher: 3 points 80 – 89.99%: 2 points Below 80%: 0 points</p> <p>80% or higher: 3 points 70 – 79.99%: 2 points Below 70%: 0 points</p> <p>50% or higher: 3 points 30 – 49.99%: 2 points Below 30% 0 points</p>	
<p>H. Employment Income criteria (for all project types and sizes)</p>	<p>20% or more of clients (leavers and stayers) had income from employment: 2 points 6 – 19.99%: 1 point Below 6%: 0 points</p>	
<p>I. Increased Resources (for all project types and sizes)</p>	<p>% of clients who increased their resources through employment or other income while enrolled in the project: 25% or higher: 3 points 15 – 24.99%: 2 points Below 15%: 0 points</p>	

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<p>J. Occupancy Rate: <i>This question will not be scored.</i> <i>Please circle the option that applies.</i></p>	<p>Based on the average occupancy rate of units (not beds) using the monthly Point-in-Time counts from HMIS beginning with July 2017:</p> <ul style="list-style-type: none"> • 93 – 100% occupancy • 85 – 92.9% occupancy • 76 – 84.9% occupancy • Below 76% occupancy 	
Category IV Total Points (maximum: 16)		

V. Coordinated Entry		
<p>A. Project followed the CE protocols for accepting, returning, or appealing referrals (measured for PSH since July 1, 2018 and for RRH since January 1, 2019)</p>	<p>Yes: 2 points No: 0 points Not applicable: 2 points</p>	
<p>B. Average number of days to house clients after referral. Results exclude exemptions communicated through proper protocols to the CE Team (measured for PSH since July 1, 2018 and for RRH since January 1, 2019)</p>	<p>Less than 30 days: 3 points 30 – 45 days: 2 points 46 – 60 days: 1 point More than 60 days: 0 points Not applicable: 2 points</p>	
<p>C. Project Vacancies</p> <p><i>Permanent Supportive Housing:</i> 100% filled through CE (measured since July 1, 2018)</p> <p>OR</p> <p><i>Rapid Re-Housing:</i> 100% of households entered into project have VISPDAT score greater than 4 for adult-only households or greater than 5 for households with minor children (measured since January 1, 2019)</p>	<p>Yes: 0 points No: -2 points Not applicable: 0 points</p> <p>Yes: 0 points No: -2 points Not applicable: 0 points</p>	
<p>D. Participation in 75% of required case conferencing (in person or by phone) by PSH program staff or representative knowledgeable about status of current housing referrals (measured since July 1, 2018)</p>	<p>Yes: 2 points No: 0 points Not applicable: 2 points</p>	

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<p>E. Participation in CE training by project staff, including all project partners (May 1, 2017 – June 30, 2019) (maximum of 3 points)</p> <p>At least half of the staff responsible for housing placement and case management and one direct supervisor from each partner attended CE Basic Training (CEBT)</p> <p>Did the people included above also attend at least 3 other CE Core Training topics?</p> <p>Did at least 1 person of the people included above (for projects of 7 or less staff including partners) or at least 2 persons of the people included above (for projects with 8 or more staff including partners) attend all CE Core Training topics (see Entry Point Operations Manual for list of CE Core Training topics)?</p>	<p>Yes: 1 point No: 0 points</p> <p>Yes: 1 point No: 0 points</p> <p>Yes: 1 point No: 0 points</p>	
<p>Note 1: CEBT includes CE Basic Training Parts 1 & 2, Annual CE Update, and DV 101. CE Core Training topics include CC 1-3 and EPB 1-4 (see page 48-49 of Entry Point Operations Manual)</p> <p>Note 2: Staff attending CEBT Parts 1 & 2 between 2/19/19 – 6/30/19 are exempt from 2018 CE Annual Update</p> <p>Note 3: If a staff person attended training but is no longer with the project, the project may claim that person during the year of staff transition. If that staff goes to another CoC project, both projects can claim that person during the year of staff transition.</p>		
		<p>Category V Total Points (maximum: 10)</p>

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Renewal Scoring Summary	Points Awarded
Category I. Project Meets Need of CoC	/15 maximum points
Category II. Applicant Agency Works to Strengthen the CoC	/8 maximum points
Category III. Project Will Meet CoC Standards and Expectations	/13 maximum points
Category IV. Other Performance Related to CoC Standards and Expectations	/16 maximum points
Category V. Coordinated Entry	/10 maximum points
BONUS: In the current year has your program housed/is housing a person convicted as a sex offender or arsonist?	Yes: 1 point No: 0 points
Renewal Total (with bonus)	/63 maximum points

Please calculate this ratio. It will only be used if there is a tie in the final score between projects.

<p>1) Total Housing dollars requested for operating, leasing, construction, rehab, and acquisition = \$_____</p> <p>2) Total Service dollars requested for supportive services only = \$_____</p> <p>NOTE: Do not include HMIS or Administration dollars for either 1 or 2</p> <p>3) Divide Housing dollars requested by Service dollars requested to get the ratio</p> <p>Housing/Service Ratio = _____</p>
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Additional Question to be ANSWERED BUT NOT SCORED.

What was the cost per household served of the project using the following formula:

$$\text{HUD Award divided by (project unit capacity + household discharges to Permanent Housing)}$$

Example A: The RRH project receives a HUD award of \$200,000. It is contracted for 10 units. 6 households moved to Permanent Housing during the year 7/1/18-6/30/19.

$$\text{\$200,000 divided by (10 + 6) equals cost per unit of \$12,500}$$

Example B: The RRH project receives a HUD award of \$200,000. It is contracted for 10 units. 10 households moved to Permanent Housing during the year 7/1/18 – 6/30/19

$$\text{\$200,000 divided by (10 + 10) equals cost per unit of \$10,000}$$

PSH cost per unit to only be compared to PSH; RRH to RRH; TH to TH; and, Joint to Joint. Each housing type will be scored based on whether it was high-medium-low compared to others in its housing type.

COMPLETE COST PER UNIT FORMULA FOR THIS PROJECT.

A) HUD Award	\$
B) Project Unity Capacity	
C) Discharges to permanent housing (7/1/18 – 6/30/19)	
Cost per Unit = A/(B+C)	\$