

Agency Name:

Reviewer Name:

New Project Scoring Tool

Category	Possible Points	Score
	<p>Applicants were asked to keep the following questions in mind when responding throughout the application. Projects must have six of the seven answered yes in order to meet threshold.</p> <p>(Need to score 6 out of 7 possible points, but not counted toward score; just for eligibility)</p>	
	1. Does the type, scale, and location of the housing fit the needs of the program participants? (Q25 and throughout application)	
	2. Does the type, scale, and location of the supportive services and mode of transportation to those services fit the needs of the program participants? (Q43 - Q58 and throughout application)	
	3. Does the specific plan for ensuring program participants will be individually assisted to obtain benefits of the mainstream health, social, and employment programs for which they are eligible meet the needs of the program participants? (Q25 and throughout application)	
	4. Does the application indicate that program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs? (Q60 and throughout application)	
	5. Do at least 75% of proposed program participants come from the street or other location not meant for human habitation or emergency shelters? (Q25 and throughout application; but should be a yes, as all would come from CE)	
	6. Are amenities (e.g., grocery stores, pharmacies, etc.) accessible in the community? (Q25)	
	7. Does the applicant currently participate in HMIS with at least 90% of universal data elements reported (or will they, if funded)? (Q12 and throughout application)	
	TOTAL (Only proceed if total equals at least 6)	0
Q12 – Q 15		
	<p>Applicants were asked to respond to the following questions, also not scored but to help determine eligibility.</p>	
	HMIS Participation: Will this project participate in the Atlanta CoC HMIS (or a comparable database if you are a victim services agency) in the event that the project is funded?	
	Coordinated Entry: Will this project participate in the Atlanta CoC Coordinated Entry system in the event that the project is funded?	
	Housing First: Will this project follow a Housing First approach as defined in HUD guidance?	
	Match: Will the project provide 25% cash or in-kind match for all HUD funding except Leasing?	
	Only proceed if all are checked to indicate yes	

Q127 and Q128**Federal Debt**

If yes is selected, the explanation needs to show that a negotiated repayment schedule is established and the repayment schedule is not delinquent, or other arrangements satisfactory to HUD were made with HUD.

Only proceed if response is no or if explanation meets the standard above

Category	Possible Points	Score
	<p>Q16 – Q21</p> <p>For each category, applicants were required to describe their experience. Please use the point key as a guide. Feel free to award any increments of the total points for each category (whole numbers only, though!).</p>	
Applicant Experience	<p>Q16 Experience with Project Activities</p> <p>Description of experience is clear and shows applicant has the relevant experience necessary to implement the project = 6 points</p> <p>Description is adequate but leaves some unanswered questions, however the experience is demonstrated in the response = 3 points</p> <p>Description is clear but applicant experience is lacking = 3 points</p> <p>Explanation is unclear or applicant lacks the necessary experience = 0 (6 possible points)</p>	
	<p>Q17 Experience Leveraging Other Sources</p> <p>Description of experience is clear and shows applicant has the relevant experience necessary to in leveraging other resources = 6 points</p> <p>Description is adequate but leaves some unanswered questions, however the experience is demonstrated in the response = 3 points</p> <p>Description is clear but applicant experience is lacking = 3 points</p> <p>Explanation is unclear or applicant lacks the necessary experience = 0 (6 possible points)</p>	
	<p>Q18 Management Structure</p> <p>Description of management structure is clear and shows applicant has a solid internal structure, including as it relates to financial management = 6 points</p> <p>Description is adequate but leaves some unanswered questions, however the experience is demonstrated in the response = 3 points</p> <p>Description is clear but applicant experience is lacking = 3 points</p> <p>Explanation is unclear or applicant lacks the necessary experience = 0 (6 possible points)</p>	
	<p>Q19 and Q20 Monitoring/Audit Findings</p> <p>No unresolved monitoring or audit findings = 3 points</p> <p>Unresolved findings, but there is a clear and feasible corrective plan = 1 point</p> <p>Unresolved findings with no plan or unclear plan = 0 (3 possible points)</p>	

	<p>Q21 Securing Units</p> <p>Description of experience related to securing units (working with LLs, quick move-ins, etc.) is clear and shows applicant has the relevant experience necessary = 6 points</p> <p>Description is adequate but leaves some unanswered questions, however the experience is demonstrated in the response = 3 points</p> <p>Description is clear but applicant experience is lacking = 3 points</p> <p>Explanation is unclear or applicant lacks the necessary experience = 0 (6 possible points)</p>	
	TOTAL (27 total possible points)	0
Comments (Please provide feedback [positive and constructive] to further explain your scores)		

Category	Possible Points	Score
Quality of Proposed Project While reviewing, please consider: - Does the type and scale of the housing fit the needs of the people to be served? - Does the type and scale of the services fit the needs of the people to be served? - Does the proposed housing ensure the safety of the people to be served? - Are transportation and community amenities available and accessible? - Are the services designed principally to help participants achieve self-sufficiency rather than meet emergency needs? - Are the services designed to help participants to obtain benefits of the mainstream health, social, and employment programs for which they are eligible? - Are families being connected with educational services immediately upon entry to the program? - Does the agency have staff dedicated to ensuring children are enrolled in school and receiving needed educational services?	<p>Q23 – Q25</p> <p>Please use the point key as a guide. Feel free to award any increments of the total points for each category.</p> <p>Q23 Project Description</p> <p>Description of project is thorough and leaves no unanswered questions about the design and feasibility of the project= 6 points</p> <p>Description is adequate but leaves some unanswered questions = 3 points</p> <p>Explanation is unclear or project has some feasibility concerns = 0 points (6 possible points)</p> <p>Q24 Project Schedule</p> <p>Proposed implementation schedule and plan is thorough and leaves no unanswered questions about the feasibility of the timing of the project= 4 points</p> <p>Description is adequate but leaves some unanswered questions = 2 points</p> <p>Explanation is unclear or project has some feasibility concerns = 0 points (4 possible points)</p> <p>Q25 Clients to be Served/Needs</p> <p>Description of population to be served is clear and shows applicant has a thorough understanding of the needs of people to be served= 5 points</p> <p>Description is adequate but leaves some unanswered questions, however understanding of the needs is demonstrated in the response = 2 points</p> <p>Explanation is unclear or applicant lacks understanding of the needs = 0 (5 possible points)</p>	
	TOTAL (15 total possible points)	0
Comments (Please provide feedback [positive and constructive] to further explain your scores)		

Category	Possible Points	Score
Housing First	<p>Q26 – Q40 Please use the point key as a guide. Feel free to award any increments of the total points for each category (whole numbers only!).</p>	
While reviewing, please consider: Core Elements: - Tenant selection promotes acceptance regardless of sobriety, use of substances, treatment completion, and participation in services. - Applicants not rejected based on credit history, rental history, minor criminal convictions, or other so-called indicators of "housing readiness." - Accepts referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response system. - Services emphasize engagement over therapeutic goals. Services plans highly tenant-driven without preset goals. Participation in services not a condition of tenancy. - Use of alcohol or drugs in and of itself not considered a reason for eviction.	<p>Q26 Implementation of Housing First Description of how the project will incorporate a Housing First model is thorough and leaves no unanswered questions = 3 points Description is adequate but leaves some unanswered questions = 1 point Explanation is unclear or does not align with a Housing First design = 0 points (3 possible points)</p> <p>Q27 - Q40 Agencies were required to answer "Yes" or "No" to each response <u>and</u> to provide an explanation to support answer. Points are not automatic; if explanation does not back up answer award zero points.</p> <p>Award one point for each yes/no answer indicated below, if the explanation is satisfactory.</p> <p>Q27/28 – yes Q29/30 – no Q31/32 – no Q33/34 – yes Q35/36 – yes Q37/38 - yes Q 39/40 - no</p> <p>(7 possible total points)</p>	
	<p>Q27 - Q40 If an answer does not correspond with the key above <u>but</u> the agency provided a strong answer to explain the response, award one point.</p> <p>(1 possible total point) (There is only one additional point available, no matter how many contrary answers and strong responses are provided.)</p>	
Comments (Please provide feedback [positive and constructive] to further explain your scores)		TOTAL (10 total possible points) 0

Category	Possible Points	Score
	<p>Q41 Agencies were required to indicate which, if any, factors were requirements to be accepted into the project.</p> <p>Additionally, for the "other" selection, an explanation was required.</p> <p>Award one point for each factor that is <u>not</u> selected, with the exception of "Specific Disabling Condition" (and "none," which if selecteds, award the full 10 points). Depending on the explanation provided for "other," you may award the point (if, for example, it is indicated that the funding was for a specific population).</p> <p>(10 possible points)</p>	

Highest Barriers to Housing	Q42 and program materials (if applicable)	
	Agencies were asked to discuss their proposed project rules and requirements, as well as to include a copy of all related materials, if already developed.	
	Response and materials are clear and concise and give a complete picture of how the project will work with people with the highest barriers to housing = 3	
	Response and materials give an adequate description but leaves unanswered questions and/or present some barriers = 1	
	Response and materials are unclear and/or present multiple barriers = 0 (3 possible points)	
TOTAL (13 total possible points)		0
Comments (Please provide feedback [positive and constructive] to further explain your scores)		

Category	Possible Points	Score
Services for Participants	Q43 – Q58 Agencies were required to indicate services were going to be made available to participants and to indicate who would offer them and how often. Most of the services listed were offered, either in-house or by a specifically identified entity, and the frequency was often = 3 points An acceptable number of services were offered, with an acceptable frequency = 1 point There was a lack of services offered, or too many were nebulous as to how often or who = 0 points (3 possible points)	
	Q59 Employment/Income Description and plan of how the project will assist participants in increasing income is realistic, thorough, and leaves no unanswered questions = 4 points Description is adequate but leaves some unanswered questions = 2 points Explanation is unclear = 0 points (4 possible points)	
	Q60 Obtain/Remain in Permanent Housing Description and plan of how the project will assist participants in obtaining and remaining in housing is realistic, thorough, and leaves no unanswered questions = 4 points Description is adequate but leaves some unanswered questions = 2 points Explanation is unclear = 0 points (4 possible points)	
	Q61 Improving Service Access Award one point for each activity that is selected (4 possible points)	
	TOTAL (15 total possible points)	0

Comments (Please provide feedback [positive and constructive] to further explain your scores)	
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Category	Possible Points	Score
Housing and Project Population	<p>Q62 – Q73 Agencies were required to indicate the populations that the project is proposing to serve.</p> <p>The numbers provided appear realistic and accurate = 2 points The numbers are not realistic or accurate = 0 points (2 possible points)</p>	
Performance Measure – Housing Stability Although no longer stated, 80% has been a standard baseline. Given the project is just starting, some leeway is provided.	<p>Q74 and Q75 Target percent is at least 80% housing stability <u>and</u> the plan to reach that percentage is thorough and realistic = 4 points</p> <p>Target percent is between 70% and 79% <u>but</u> the plan is realistic and, if not for being a new project, it is feasible that 80% could be attained = 2 points</p> <p>Target percent is under 69% = 0 points (4 possible points)</p>	
Performance Measure – Project Participant	<p>Q76 and Q78 <u>or</u> Q77 and Q78 (Agencies were meant to select one of the two income measures)</p> <p>Target percent is at least 20% housing stability <u>and</u> the plan to reach that percentage is thorough and realistic = 4 points</p> <p>Target percent is between 15% and 19% <u>but</u> the plan is realistic and, if not for being a new project, it is feasible that 80% could be attained = 2 points</p> <p>Target percent is under 15% = 0 points (4 possible points)</p>	
	TOTAL (10 total possible points)	0
Comments (Please provide feedback [positive and constructive] to further explain your scores)		

Category	Possible Points	Score
	<p>Q79 – Q116 Budget</p> <p>Agencies were required submit an overall project budget, as well as specific budgets for each category. We do not expect reviewers to know the specific HUD requirements for each budget line item. However, when reviewing, please pay attention to the description and amount. If, for example, an application states that the full grant request is \$100 and \$99 of it is for "software," to purchase a video game, that might not be worth any points... and it would be worthy of some comments.</p> <p>The budget provided is complete, accurate, and realistic = 4 points The budget is decent, but needs some work = 2 points The budget does appear to be complete, accurate, or realistic = 0 points (4 possible points)</p>	

Budget and Financial	Q117 – Q126 Cost Efficiency Agencies were required to answer questions to demonstrate the proposed project would be cost efficient. The explanations regarding costs, other committed funds, and cost per participant were complete and well-thought out and left few unanswered questions = 4 points The answers provided were sufficient but left some gaps and unanswered questions = 2 points The answers do not appear to be complete, well-thought out, or realistic = 0 points (4 possible points)	
	Q129 – Q131 Match Total match is realistic and at least half cash = 4 points Total match is less than half cash = 2 points Match is 100% in-kind or unrealistic = 0 points (4 possible points)	

TOTAL
(12 total possible points)

0

Comments (Please provide feedback [positive and constructive] to further

Category	Possible Points	Score
Program Monitoring	Q132 and Q133 Project Evaluation Agency description of project and agency evaluation is thorough, realistic, and leaves no unanswered questions = 2 points Agency description of project and agency evaluation is thorough, realistic, but leaves some unanswered questions = 1 points Agency shows no project and agency evaluation or description is incomplete = 0 points (2 possible points)	
	TOTAL (2 total possible points)	0

Comments (Please provide feedback [positive and constructive] to further

Category	Possible Points	Score
Overall Quality of Application	Application is clear and concise and gives a complete picture of the project = 4 Application gives an adequate description of project, but leaves a few unanswered questions = 2 Application unclear and leaves unanswered questions about purpose of project = 0 (4 possible points)	
	TOTAL (4 total possible points)	0

Comments (Please provide feedback [positive and constructive] to further

Category	Possible Points	Score
	CoC Participation 0 – 2 points 1. Attendance at CoC meetings 2. Participation in PIT Week	
Other Factors (Partners for Home staff will provide these scores, based on participation and HMIS, if applicable)	HMIS Accuracy and Responsiveness (If applicable; if not, award 1 point) 0 – 2 points 1. Data completeness and accuracy 2. Submission of accurate and timely data for HIC and other requests(including but not limited to System Performance Measure requests and NOFA-prep requests) 3. User group participation	
	Participation in Coordinated Entry (if applicable; if not, award 1 point) 0 – 2 points 1. Attendance at meetings 2. Responsiveness to emails (vacancies/referrals) 3. Number of vacancies filled through CE 4. Number of referrals offered through CE	
	TOTAL (6 total possible points)	0
Comments (Please provide feedback [positive and constructive] to further		

Category	Total Possible Points	Score
Applicant Experience	27	0
Quality of Proposed Project	15	0
Housing First	10	0
Highest Barriers to Housing	13	0
Services for Participants	15	0
Population and Performance Measures	10	0
Budget and Financial	12	0
Program Monitoring	2	0
Overall Quality of Application	4	0
Other Factors	6	0
TOTAL	114	0