



TX-604 WACO/MCLENNAN COUNTY FY 2023 COC RENEWAL PROJECT EVALUATION

Name of Agency and Project: _____

Project Type: PSH RRH DV PSH DV RRH DV TH

Name of Reviewer: _____

The Continuum of Care (CoC) Scoring and Ranking Committee will complete a Renewal Project Evaluation Tool for each renewing CoC project (except for 1st year renewals due to lack of an Annual Performance Review to use for scoring). Projects failing to submit required information for a priority area will receive zero points for that priority area. After completing all Renewal Project Evaluation Tools, the CoC Scoring and Ranking Committee will rank all renewal projects according to their evaluation score and how well they meet the priorities set by HUD and HOTHC.

DATA SOURCES

While some data will be collected from narratives such as the project descriptions, the majority of the data used in project evaluation comes from projects' Annual Performance Reviews (APRs), data from the Heart of Texas HMIS/Victim Service Provider Comparable Database and Coordinated Entry data. Some information is obtained directly from providers or from Sage. Data from these sources is verified by HUD whenever possible:

- HUD audit/monitoring findings documentation.
- Information on timely draws and unspent funds from each applicant's Line of Credit Control System (LOCCS) accounts.
- Information on project matching funds; and
- Information collected by HUD field offices as shown through SAGE, including total LOCCS draw amounts.

RENEWAL PROJECT RANKING AND FUNDING RECOMMENDATIONS

The CoC Lead Agency for the Heart of Texas Homeless Coalition accepts all qualifying applications that meet HUD threshold requirements as established in the NOFA. Qualifying projects are then submitted to the CoC Scoring and Ranking Committee for scoring, ranking recommendations, and final approval for the CoC Competition Priority Listing.

REALLOCATION PROCESS AND PROCEDURE

The HOTHC Board and CoC Committee understands and acknowledges that through the reallocation process very valuable projects may be defunded. The HOTHC Board and CoC Committee is striving to develop a reallocation process that will ensure that projects submitted in the CoC Consolidated Application best align with the HUD CoC funding mechanism's priorities and contribute to a competitive application that collaboratively secures these dollars to improve our community. The HOTHC Board CoC Committee seeks to make data-driven decisions based on information gathered from APRs and other HUD recommended data tools. This does not mean that the HOTHC Board and CoC Committee do not value reallocated projects or the diversity of programs in our community. Rather, the HOTHC Board and CoC Committee anticipates that most reallocated projects will seek funders with priorities better suited to cultivate the unique contributions these projects make to our community that HUD's CoC funding mechanism is not designed to recognize.

HOUSING FIRST ASSESSMENT WORKSHEET

Project Agency and Name: _____

Housing First projects are effective in assisting all homeless people access and sustain permanent stable housing. It has been demonstrated that projects can be well-run and safe without imposing requirements that prevent many homeless individuals from entering and/or remaining in housing. As part of the NOFA solicitation for new and renewal projects applicants are required to answer the following questions related to the existing or proposed project's eligibility criteria and project rules. Each question will be scored as indicated. At the completion of the questionnaire, the applicant will tabulate the total score. Maximum points is 15.

1. Low Barrier access:

- a. **Will/Does the project require clients to pass a background screening prior to project entry (excluding sexual offender/predator check)?**

Yes No [No = 1 point]

- b. **Will/Does the project require all persons with specified criminal convictions to be excluded on a blanket basis from admission (excluding registered sexual offender/predator, and background screening imposed by other funders)?**

Yes No [No = 1 point]

- c. **Will/Does the project require participants to be clean and sober for a specified period prior to project entry as a condition for admission?**

Yes No [No = 1 point]

- d. **Will/Does the project serve individuals and families regardless of sexual orientation, family composition, or marital status and are transgendered persons served according to the gender with which they identify?**

Yes No [Yes = 1 point]

- e. **Will/Does the project expedite the admission process including aiding in assembling necessary documents to support the application for admission?**

Yes No [Yes = 1 point]

- f. **Does the project actively participate in coordinated entry including attendance at meetings and case conferencing and, if applicable, are all new project entrants being referred through coordinated entry?**

Yes No [Yes = 1 point]

2. Housing Retention

- a. **Will/Does the project terminate participants for failure to participate in treatment or support services including case management?**

Yes No [No = 1 point]

- b. **Will/Does the project terminate participants solely for engaging in substance use?**

Yes No [No = 1 [point]

- c. **Will/Does the project require participants to obtain earned or benefit income as a condition of remaining in the project?**

Yes No [No = 1 [point]

- d. **Will/Does the project make all efforts to avoid discharging participants into homelessness including referral back to coordinated entry for those who cannot remain in the project?**

Yes No [Yes = 1 point]

- e. **Are/Will project participants held to standards/behaviors not found in mainstream leases (such as not being allowed visitors, curfews, required to do chores, or not allowed to have alcoholic beverages in their unit)?**

Yes No [No = 1 point]

3. Participant engagement

- a. **Will/Does the project provide participant choice in accessing services and are efforts made to connect participants to community-based services?**

Yes No [Yes = 1 point]

- b. **Will/Does the project provide regular opportunities for program participants to provide input on project policies and operations?**

Yes No [Yes = 1 point]

- c. **Will/Does the project employ Person Centered Planning as a guiding principle of the service planning process? Person Centered Planning focuses on helping the individual to identify and then accomplish their own goals in terms of relationships, community and program participation, achieving control over their lives, and developing the skills and resources needed to accomplish these goals.**

Yes No [Yes = 1 point]

- d. **Are/Will the project staffed be trained in clinical and non-clinical strategies to support participant engagement including harm reduction, motivational interviewing, trauma informed approaches, and strength based?**

Yes No [Yes = 1 point]

TOTAL SCORE: _____

Certification of Responses

I attest that the answers above are true and are provided without any additional comment or clarification.

Authorized Applicant Signature

Authorized Applicant Name and Title

Date

PRIORITY CHECKLIST WORKSHEET

PRIORITY	TOTAL POINTS AVAILABLE	SCORE
<p>ENDING HOMELESSNESS FOR ALL PERSONS</p> <ul style="list-style-type: none"> Identify, engage, and effectively serve persons experiencing homelessness. Develop housing and supportive services tailored to the needs of those experiencing homelessness. Use data to measure project effectiveness in ending homelessness. 	10	
<p>REDUCING UNSHELTERED HOMELESSNESS</p> <ul style="list-style-type: none"> Provides access to low barrier housing and services to youth and adults experiencing homelessness that is not conditional to a particular subpopulation or service provision (i.e., person served does not have to be a Veteran, fleeing domestic violence, in services with any particular agency to receive assistance). Project assists Coalition in meeting benchmarks towards achieving the goal of making homelessness brief, rare, and non-recurring. Agency implements trauma-informed practices that emphasize resiliency and strength-based strategies. Project targets hard to serve populations and persons coming from literal homeless situations. 	10	
<p>USES A HOUSING FIRST APPROACH</p> <ul style="list-style-type: none"> Meets Housing First requirements outlined in Housing First Assessment Worksheet. Individuals are rapidly placed and stabilized in housing without any preconditions regarding income, work effort, sobriety, or any other factor. Projects should help participants move quickly into permanent housing and should measure and reduce the length of time people experience homelessness. Projects engage landlords and property owners, remove barriers to entry, and adopt client-centered service methods. Service participation requirements occur only after a person has been stabilized in housing, and program participants are not required to participate in disability-related services (i.e., mental health services, outpatient health services, provision of medication) as a condition of continued participation in the program. 	10	
<p>PERSONS WITH LIVED EXPERIENCE</p> <ul style="list-style-type: none"> Agency prioritizes hiring people with lived experience. Agency includes persons with lived experience in their planning and decision-making processes, including representation in staff and on the board of directors. Project evaluation process includes persons with lived experience. 	20	

PRIORITY	TOTAL POINTS AVAILABLE	SCORE
<p>IMPROVE SYSTEM PERFORMANCE</p> <ul style="list-style-type: none"> Using cost, performance, and outcome data, project should improve how resources are utilized to end homelessness. Uses data to review project quality, performance, and cost effectiveness. Participates in the Coordinated Entry System and follows the Order of Priority designated by the CoC to fill openings. Employs strong use of data and evidence, including the cost-effectiveness and impact of project on positive housing outcomes, recovery, self-sufficiency, and reducing homelessness. Trains project staff on best practices, which are then implemented when working with project participants. 	20	
<p>PARTNERING WITH HOUSING, HEALTH, AND SERVICE AGENCIES</p> <ul style="list-style-type: none"> Collaborates with mainstream resources in the community to connect participants with assistance in areas such as employment, education, healthcare, and benefits. Partners with local workforce development center to improve employment opportunities. Works closely with public and private health and mental health care organizations to connect program participants to health insurance and health services. 	10	
<p>ADVANCING EQUITY</p> <ul style="list-style-type: none"> Agency are creating policies, procedures, and processes with attention to eliminating barriers for persons of color, gender identity, and sexual orientation with the aim to improve equity and to address disparities. Agency should address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families, ensuring privacy, respect, safety, and access regardless of gender identity or sexual orientation in programs. Agency hires staff and has board members that are diverse and are representative of the clients in services. Agency participates in the work to reduce the over representation of people of color and LGBTQ+ experiencing homelessness and housing instability. 	20	
Total Points	100	

**Priorities obtained from the FY 2023 Continuum of Care NOFA and the HOTHC 2023 Priorities vote.*

Comments:

CONTINUUM OF CARE GRANT RENEWAL SCORING TOOL

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score		
Priorities	1. Meets HUD and HOTH C Priorities	Priority Checklist Worksheet	Number of met priorities	90-100 points	75-89 points	0-74 points	10			
Project Performance	2a. PSH Programs: Percentage of participants who gained or increased earned income from entry to latest status	APR Q19a1; row 1, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	20-100%	15-19%	0-14%	10			
				<i>DV 15-100%</i>	<i>DV 5-14%</i>	<i>DV 0-4%</i>				
	2b. RRH Programs: Percentage of participants who gained or increased earned income from entry to exit	APR Q19a2; row 1, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	60-100%	40-59%	0-39%				
				<i>DV 50-100%</i>	<i>DV 30-49%</i>	<i>DV 0-29%</i>				
	2c. TH Programs: Percentage of participants who gained or increased earned income from entry to exit	APR Q19a2; row 1, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	50-100%	25-49%	0-24%				
				<i>DV 40-100%</i>	<i>DV 20-39%</i>	<i>DV 0-19%</i>				
	3a. PSH Programs: Percentage of participants who gained or increased other income from entry to latest status	APR Q19a1; row 3, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	40-100%	25-39%	0-24%			10	
				<i>DV 30-100%</i>	<i>DV 20-29%</i>	<i>DV 0-19%</i>				
3b. RRH Programs: Percentage of participants who gained or increased other income from entry to exit	APR Q19a2; row 3, performance measure column	Percent of persons who accomplished this measure	50-100%	25-49%	0-24%					
			50-100%	25-49%	0-24%					
3c. TH Programs: Percentage of participants who gained or increased other income from entry to exit	APR Q19a2; row 3, performance measure column	% of persons who accomplished this measure	50-100%	25-49%	0-24%					
			50-100%	25-49%	0-24%					

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score
	4a. PSH Programs: Percentage of persons who exited to a Positive Housing Destination	APR Q23c	Last row of chart labeled "Percentage"	80-100%	60-79%	0-59%	10	
	4b. RRH Programs: Percentage of persons who exited to a Positive Housing Destination	APR Q23c	Last row of chart labeled "Percentage"	70-100%	50-69%	0-49%		
	4c. TH Programs: Percentage of persons who exited to a Positive Housing Destination	APR Q23c	Last row of chart labeled "Percentage"	70-100%	50-69%	0-49%		
	5a. PSH Programs: Retention in PSH for 365 days or more	APR Q23c and Q5a	$(Q5a \text{ Total Persons Served} - (Q23c \text{ Total Number of Persons Leaving} - \text{Persons Excluded*}))/Q5a \text{ Total Persons Served}$	85-100%	80-84%	0-79%	10	
	5b. RRH Programs: Average length of participation for leavers	APR Q22b	Average length of participation for leavers <i>(DV Exception Included)</i>	<180	180-270	>270		
				<i>DV >270</i>	<i>DV 180-270</i>	<i>DV <180</i>		
5c. TH Programs: Average length of participation for leavers	APR Q22b	Average length of participation for leavers <i>(DV Exception Included)</i>	<180	180-270	>270			
			<i>DV >270</i>	<i>DV 180-270</i>	<i>DV <180</i>			
Coordinated Entry & Targeting Hard to Serve	6. Percent of entries from places not meant for human habitation	APR Q15 & Q5a	Number of Entries from Place Not Meant for Human Habitation/ Adult Heads of Household	20 points: 50-100%	10 points: 25-49%	0 points: 0-24%	20	

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score
	7. Participants with no income at entry	APR Q18	% of entries with no income (Number of participants with no income/Total Adults)	50-100%	25-49%	0-24%	10	
	8. Participants with more than one disability at entry.	APR13a2	% of persons with more than one disability (Total persons with 2 conditions + total persons with 3+ conditions/Total)	50-100%	25-49%	0-24%	10	
	9. Project uses a Housing First Model	Housing First Assessment Worksheet	Scoring of Housing First Assessment Worksheet	15	10-14	0-9	10	
Financial & Cost Effectiveness	10. Audit Review	Audit submitted by agency	Outcome of audit	Audit shows agency as a low risk auditee AND has no findings	Audit shows agency as low risk auditee OR agency has no findings	Audit shows agency high risk auditee AND findings	10	
	11. Grant Spent Down	APR Q28/Q1a	% of grant expended (Q28 Total Expenditures / Q1a Total Award for Grant Year)	20 points: 90-100%	10 points: 80-89%	0 points: 0-79%	20	
	12. Project Unit Utilization	APR Q2	Average % of unit utilization	20 points: 90-100%	10 points: 70-89%	0 points: 0-69%	20	

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score
CoC Monitoring & Participation	13. CoC & HUD Monitoring	Monitoring Letter(s) & Response Letter(s)	Findings from most recent monitoring	No Findings	Resolved Findings	Unresolved Findings	10	
	14. PIT Involvement	Registered Users in Counting Us App	Staff involved in conducting PIT	Yes	—	No	10	
HMIS Monitoring & Data Quality	15. HMIS/Comparable Database Monitoring	Monitoring Letter(s) & Response Letter(s)	Findings from most recent monitoring	No Findings	Resolved Findings	Unresolved Findings	10	
	16a. HMIS Data Quality and Completeness	HMIS	Average of UDE Completeness from Data Quality/Completeness Report for all UDEs	20 points: 95-100%	10 points: 90-94%	0 points: 0-89%	20	
	16b. DV Project Data Quality	APR Q6a, 6b, 6c	Average of % Error Column except for SS#	20 points: 0-5%	10 points: 6-10%	0 points: 11-100%		
Penalty	17. Application turned in after internal deadline	E-Snaps Submission Date	E-Snaps Submission Date	Turned in after internal deadline	—	Turned in on time	-10	
	18. Data Quality and Completeness	HMIS	Average of UDE Completeness from Data Quality/Completeness Report for all UDEs (DV Exception)	0-79.99%	—	—	-10	
Total	Total Possible Points before Penalty Points						200	

* HUD Approved Excluded Exits are: Deceased, Foster Care, Hospital & Nursing Facility.