



TX-604 WACO/MCLENNAN COUNTY FY 2024 COC NEW PROJECT EVALUATION

Name of Agency and Project: _____

Project Type: PSH RRH Joint TH-RRH CE-SSO HMIS (HMIS Lead Agency Only)

DV Bonus RRH DV Bonus TH-RRH DV Bonus CE-SSO

Name of Reviewer: _____

CONTINUUM OF CARE GRANT NEW PROJECT ELIGIBILITY THRESHOLD

Threshold Review Criteria <i>Applicants must fully meet threshold criteria.</i> <i>Projects not meeting all the specified criteria will not be reviewed further.</i>	Meets Criteria? Yes, No, N/A
1. Project must be for eligible project type: Rapid Rehousing (RRH), Permanent Supportive Housing (PSH), Joint Transitional Housing/Rapid Rehousing (TH-RRH), Coordinated Entry System (CE-SSO), HMIS, DV Bonus - RRH, DV Bonus - TH-RRH, or DV Bonus - CE-SSO.	
2. Project proposes to serve an eligible population for the project type: <ul style="list-style-type: none"> • Permanent Supportive Housing (PSH) <ul style="list-style-type: none"> ○ Can serve Category 1 & 4 homeless. ○ All projects must be either 100% dedicated to chronically homeless or all beds/units must be Dedicated PLUS. ○ All projects must serve exclusively disabled individuals/households as defined by HUD. • Rapid Rehousing (RRH) <ul style="list-style-type: none"> ○ Can serve Category 1 & 4 homeless. ○ Residing in TH funded as part of a Joint TH-RRH project ○ Receiving assistance from a VA homeless program and met one of the above criteria on intake into the VA program • Joint Transitional Housing & Rapid Rehousing (TH-RRH) <ul style="list-style-type: none"> ○ Can serve Category 1, 2, & 4 homeless. ○ All participants must initially receive TH services and transition as soon as practical to rapid rehousing. • Coordinated Entry (CE-SSO) <ul style="list-style-type: none"> ○ Can serve Category 1, 2, & 4 homeless. This project type is accessible to all participants eligible for all other project types. • HMIS – N/A 	
3. Project proposes to use eligible costs for the project type: <ul style="list-style-type: none"> • PSH: Rental assistance (tenant, sponsor, or project based), leasing or operating funds, supportive services, HMIS and administrative costs • RRH: Rental assistance (tenant based only), supportive services, HMIS and administrative costs 	

<p style="text-align: center;">Threshold Review Criteria</p> <p style="text-align: center;"><i>Applicants must fully meet threshold criteria.</i></p> <p style="text-align: center;"><i>Projects not meeting all the specified criteria will not be reviewed further.</i></p>	<p style="text-align: center;">Meets Criteria?</p> <p style="text-align: center;">Yes, No, N/A</p>
<ul style="list-style-type: none"> • TH-RRH: For TH component – operating, leasing or rental assistance, for RRH component tenant based rental assistance only, supportive services and admin costs eligible for entire project. TH-RRH: Operating or leasing assistance and supportive services for the TH phase; tenant based rental assistance plus supportive services for the RRH phase. • CE-SSO: assessment of service needs, assistance with moving costs, case management, child care, education services, employment assistance, food, housing/counseling services, legal services, life skills, mental health services, outpatient health services, outreach services, substance abuse treatment services, transportation, utility deposits, operating costs • HMIS: Leasing/operating a structure in which the HMIS operates, and costs related to establishing, operating, and customizing a CoC’s HMIS. 	
<p>4. Project applicant is an eligible entity:</p> <ul style="list-style-type: none"> • Must have an active registration in the SAMS system. • Must have a UEI number. • Must be a nonprofit organization, state or local government, or instrumentalities of state or local government. • Must be in good standing with the Federal government. 	
<p>5. Match is greater than or equal to 25%.</p>	
<p>6. Project agrees to participant in Coordinated Entry and HMIS.</p>	
<p>7. Project agrees to use Housing First principles and be low barrier (not applicable to HMIS grants).</p>	
<p>8. Project applicant must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds.</p>	

Project meets threshold eligibility criteria? If any of the above answers are no, the project does not meet threshold, and is therefore not eligible for funding consideration.

Accepted Rejected

Comments:

CONTINUUM OF CARE GRANT NEW PROJECT QUALITY THRESHOLD

Rating Factor for New Project Types	Points Available	Points Awarded	Criteria
Permanent Housing: Permanent Supportive Housing or Rapid Rehousing			
New permanent housing projects must receive at least 4 out of the 5 points available for this project type. Projects that do not receive at least 4 points will be rejected.	1		The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families).
	1		The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source.
	1		The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
	1		Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
	1		The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.
Total Points	5		<input type="checkbox"/> Accepted <input type="checkbox"/> Rejected

Joint TH-RRH			
New Joint TH and PH-RRH component project applications must receive at least 6 out of 8 points available for this project type. Projects that do not receive at least 6 points will be rejected.	1		The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants (e.g., two or more bedrooms for families.)
	2		The proposed project will provide enough rapid re-housing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the rapid re-housing portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.
	1		The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source.
	1		The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).
	1		Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).
	1		The project adheres to a Housing First model as defined in section I.B.2.b(15) of the FY24-25 NOFO.
	1		The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.
	Total Points	8	

SSO-Coordinated Entry			
New SSO-Coordinated Entry project applications (also known as centralized or coordinated assessment) must receive at least 2 out of the 4 points for this project type. Projects that do not receive at least 2 points will be rejected.	1		The Coordinated Entry system is easily available/reachable for all persons within the CoC's geographic area who are seeking information regarding homelessness assistance. The system must also be accessible for persons with disabilities within the CoC's geographic area.
	1		There is a strategy for advertising that is designed specifically to reach households experiencing homelessness with the highest needs and who are disproportionately represented within the CoC's homeless response system.
	1		There is a standardized assessment process.
	1		Ensures program participants, taking into account those who are from historically underserved population through the CoC's prioritization process, are directed to appropriate housing and services that fit their needs.
Total Points	4		<input type="checkbox"/> Accepted <input type="checkbox"/> Rejected
HMIS			
New HMIS project applications must receive at least 3 out of the 4 points available for this project type. New projects that do not receive at least 3 points will be rejected.	1		How the HMIS funds will be expended in a way that is consistent with the CoC's funding strategy for the HMIS and furthers the CoC's HMIS implementation.
	1		The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards.
	1		The ability of the HMIS to un-duplicate client records.
	1		The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners.
Total Points	4		<input type="checkbox"/> Accepted <input type="checkbox"/> Rejected

Comments:

PRIORITY CHECKLIST WORKSHEET

In review of the project application, does the project meet these priorities?

PRIORITY	TOTAL POINTS AVAILABLE	SCORE
ENDING HOMELESSNESS FOR ALL PERSONS	10	
<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. 		
REDUCING UNSHELTERED HOMELESSNESS	10	
<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. 		
USES A HOUSING FIRST APPROACH	10	
<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. 		
PERSONS WITH LIVED EXPERIENCE	20	
<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. 		
IMPROVE SYSTEM PERFORMANCE	20	
<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. 		

PRIORITY	TOTAL POINTS AVAILABLE	SCORE
<ul style="list-style-type: none"> 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. For HMIS and CE projects, projects meet HUD standards. The priority will be to improve data quality, continuous quality improvement, system flow, and decrease time from homeless to housed. 		
PARTNERING WITH HOUSING, HEALTH, AND SERVICE AGENCIES		
<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	
ADVANCING EQUITY		
<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 24-25 Continuum of Care NOFA and the HOTHHC Priorities.*

Comments:

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: _____

Comments:

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

RACIAL EQUITY QUESTIONNAIRE

Project Agency and Name: _____

Centering race equity is a value in our Continuum of Care (CoC) and in how we approach homeless design and services. It is achieved as a series of steps taken to move toward a more equitable practice. We will use this information to learn the actions organizations are taking in this important work to help further cultivate race equity throughout our CoC.

The survey is divided into two parts. **Part One** asks you to reflect on your organization's readiness for race equity practices and policies. **Part Two** focuses on how race equity is being considered across multiple areas of your organization.

Directions: Please answer the questions below using the scale below:

1 = We haven't started work in this area yet

2 = Plans exist to use race equity in planning and implementation

3 = This is in place in sections of our organization, and we have evidence of its use

4 = This is part of our routine, and we model it throughout our project and organization.

ORGANIZATIONAL CHARACTERISTICS:

1. Institutional commitment to addressing/eliminating racial and ethnic inequities (1-4):

1

2

3

4

**For HUD CoCs (Continuums of Care), institutional commitment to racial equity means that the CoC and its affiliated organizations are dedicated to addressing and dismantling systemic racial disparities within the homelessness response system. This commitment involves actively working to eliminate racial inequities and promoting fair and equitable access to housing and services for all individuals, regardless of their race or ethnicity.

2. Hiring to address racial and ethnic inequities, prioritizing the hiring of employees who represent communities of color, immigrants, and/or refugees (1-4):

1

2

3

4

3. Inclusive and culturally responsive internal communications (1-4):

1

2

3

4

** Internal communications in addressing racial equity within a CoC (Continuum of Care) refer to the strategies and practices employed to promote dialogue, awareness, and action among agency staff, board regarding racial disparities and the pursuit of racial equity within the homelessness response system.

4. Supporting staff to address racial and ethnic inequities (1-4):

1

2

3

4

5. Data and planning practices are developed, as appropriate, with input from community stakeholders of color to incorporate their experiences into how data are collected, analyzed, and employed (1-4):

1

2

3

4

ORGANIZATIONAL COMMITMENT, LEADERSHIP & GOVERNANCE

Directions: Please answer the questions below. Put a “Yes”, “No” or “I don't know” in the field.

1. Has your organization made a public statement to racial equity?

Yes No I don't know

2. Does your organization have a public statement that incorporates racial equity?

Yes No I don't know

3. Does your organization have an internal structure whose goal is to address issues of racial equity, for example, an equity committee?

Yes No I don't know

4. To what extent does your organization's leadership team and board of directors represent the racial, ethnic, and linguistic diversity of the clients you serve?

Please include a short response here:

RACIAL EQUITY POLICIES & IMPLEMENTATION PRACTICES

5. Does your organization have a racial equity policy?

Yes No I don't know

6. Does your organization have a written racial equity plan with clear actions, timelines, a committee, people responsible for each action, indicators of progress, and/or processes for monitoring and evaluation?

Yes No I don't know

ORGANIZATIONAL CLIMATE, CULTURE & COMMUNICATIONS

7. Does your organization visibly post materials in languages other than English?

Yes No I don't know

SERVICE-BASED EQUITY

8. Do you provide language interpreter/translator services for people who speak languages other than English?

Yes No I don't know

SERVICE-USER VOICE & INFLUENCE

9. Do you collect data on service-user or constituent satisfaction with your organization regarding racial equity?

Yes No I don't know

WORKFORCE COMPOSITION & QUALITY

10. Do you regularly evaluate the racial, ethnic, and linguistic makeup of your workforce?

Yes No I don't know

11. Does your organization have written procedures to increase the recruitment, retention, and promotion of people of color?

Yes No I don't know

12. Does your organization have an internal structure or position dedicated to promoting workforce diversity?

Yes No I don't know

13. Are racial equity and cultural competency training and capacity building made available to your workforce?

Yes No I don't know

14. To what extent does your organization's staff team represent the racial, ethnic, and linguistic diversity of the clients you serve?

Please include a short response here:

COMMUNITY COLLABORATION

15. Does your organization have formal partnerships with organizations of color?

Yes No I don't know

**Organizations of color refer to non-profit organizations or community-based organizations that are primarily led by and serve individuals from racial and ethnic minority groups. These organizations focus on addressing the specific needs, challenges, and disparities faced by communities of color and work towards promoting social justice, equality, and empowerment.

16. Does your organization allocate resources for engagement and outreach in communities of color?

Yes No I don't know

DATA, METRICS, & CONTINUOUS QUALITY IMPROVEMENT

17. Does your organization have a written policy or formal practice regarding the collection of race and ethnicity data?

Yes No I don't know

18. Does your organization meet regularly with leaders from communities of color specifically to discuss racial equity within your organization?

Yes No I don't know

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

FOR SCORING AND RANKING COMMITTEE

Evaluation of Racial Equity Questionnaire by Scoring & Ranking Committee:

Excels Average Poor