



TX-604 WACO/MCLENNAN COUNTY FY 2021 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 HOTHHC.

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 HOTHHC Board and CoC Committee understands and acknowledges that through the reallocation process very valuable projects may be defunded. The HOTHHC 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 HOTHHC 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 HOTHHC Board and CoC Committee does not value reallocated projects or the diversity of programs in our community. Rather, the HOTHHC 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	Points	Score
Ending homelessness for all persons.	1	
<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	1	
<ul style="list-style-type: none"> • Identify, engage, and effectively serve unsheltered 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. • Partners with emergency shelters to provide shelter services to the unsheltered 		
Improving System Performance	1	
<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. • Uses system performance measures to determine how effectively they are serving people experiencing homelessness. 		
Racial Equity	1	
<ul style="list-style-type: none"> • Ability to prove and demonstrate where and how the project is addressing racial disparities affecting individuals and families experiencing homelessness. 		
Uses a Housing First Approach. (See attached Housing First Worksheet)	1	
<ul style="list-style-type: none"> • Individuals are rapidly placed and stabilized in permanent 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. 		

<ul style="list-style-type: none"> • 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. 				
Focuses on making youth homelessness brief, rare, and non-recurring.				
<ul style="list-style-type: none"> • Provides access to low-barrier housing and services to youth experiencing homelessness under the age of 25. • Project assists Coalition in meeting benchmarks towards achieving the goal of making homelessness brief, rare, and non-recurring. • Project implements trauma-informed practices that emphasize resiliency and strength-based strategies. • Participates in the development of a youth-focused Coordinated Entry System that will be used to fill openings in housing projects. 	1			
Focuses on making family homelessness brief, rare, and non-recurring.				
<ul style="list-style-type: none"> • Provides access to low barrier housing and services to families 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. • Collaborates with mainstream resources in the community to connect participants with assistance in areas such as employment, education, healthcare, and benefits. • Participates in the HMIS and Coordinated Entry System and follows the Order of Priority designated by the CoC to fill openings in housing projects. 	1			
Increase Rapid Rehousing Units				
<ul style="list-style-type: none"> • Adds additional Rapid Rehousing Units to the system to support all population • Provides access to Rapid Rehousing and services to families and individuals 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). • Serves as a long term or bridge Rapid Rehousing project based on client's needs. 	1			
Total Points			8	

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	Meets 4 or more priorities	Meets 3 priorities	Meets 2 or less priorities	10	
	Project Performance	2a. PSH Programs: Percentage of participants who gained or increased earned income from entry to latest status/exit	APR Q19a3; row 1, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	20-100% <i>DV 15-100%</i>	15-19% <i>DV 5-14%</i>	0-14% <i>DV 0-4%</i>	10
2b. RRH Programs: Percentage of participants who gained or increased earned income from entry to latest status/exit		APR Q19a3; row 1, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	60-100% <i>DV 50-100%</i>	40-59% <i>DV 30-49%</i>	0-39% <i>DV 0-29%</i>		
2c. TH Programs: Percentage of participants who gained or increased earned income from entry to latest status/exit		APR Q19a3; row 1, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	50-100% <i>DV 40-100%</i>	25-49% <i>DV 20-39%</i>	0-24% <i>DV 0-19%</i>		
3a. PSH Programs: Percentage of participants who gained or increased other income from entry to latest status/exit		APR Q19a3; row 3, performance measure column	Percent of persons who accomplished this measure <i>(DV Exception Included)</i>	40-100% <i>DV 30-100%</i>	25-39% <i>DV 20-29%</i>	0-24% <i>DV 0-19%</i>	10	
3b. RRH Programs: Percentage of participants who gained or increased other income from entry to latest status/exit		APR Q19a3; row 3, performance measure column	Percent of persons who accomplished this measure	50-100%	25-49%	0-24%		
3c. TH Programs: Percentage of participants who gained or increased other income from entry to latest status/exit		APR Q19a3; row 3, performance measure column	% of persons who accomplished this measure	50-100%	25-49%	0-24%		

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score
Project Performance	4. Percentage of all adult leavers in permanent housing returning to homelessness within 1 year	System Performance Measure Report by Project in HMIS	% of returns to homelessness in last year <i>(DV Exception Included)</i>	0-8%	9-15%	16-100%	10	
				<i>DV Exception because do not enter into HMIS; award full points.</i>				
	5a. PSH Programs: Percentage of persons who exited to a Permanent Exit Destination	APR Q23 A	% of those exiting to permanent housing destination; >90 days	90-100%	70-89%	0-69%	10	
	5b. RRH Programs: Percentage of persons who exited to a Permanent Exit Destination	APR Q23 A	% of those exiting to permanent housing destination; >90 days	80-100%	70-79%	0-69%		
	5c. TH Programs: Percentage of persons who exited to a Permanent Exit Destination	APR Q23 A	% of those exiting to permanent housing destination; >90 days	80-100%	70-79%	0-69%		
	6a. PSH Programs: Retention in PSH for 365 days or more	APR Q23A & B and Q5A	(Q5A Total Persons Served – (Q23 A & B Total Number of Persons Leaving – Persons Excluded*))/Q5A Total Persons Served	85-100%	80-84%	0-79%	10	
	6b. RRH Programs: Average length of participation for leavers	APR Q22B	Average length of participation <i>(DV Exception Included)</i>	<180 <i>DV >270</i>	180-270 <i>DV 180-270</i>	>270 <i>DV <180</i>		
6c. TH Programs: Average length of participation for leavers	APR Q22B	Average length of participation <i>(DV Exception Included)</i>	<180 <i>DV >270</i>	180-270 <i>DV 180-270</i>	>270 <i>DV <180</i>			

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score
Coordinated Entry & Targeting Hard to Serve	7. Percent of entries from literal homelessness	APR Q15 & Q5 A	Homeless Situations total/ Total Served	90-100%	80-89%	0-79%	10	
	8. Participants with no income at entry	APR Q18	% of entries with no income (Adults with no income/Total Adults)	50-100%	35-49%	0-34%	10	
	9. Project uses a Housing First Model	Housing First Assessment Worksheet	Scoring of Housing First Assessment Worksheet	15	10-14	0-9	10	
	10. Participation in Coordinated Entry planning and implementation	CE Committee Sign-in Sheets	% of committee meetings with staff in attendance	90-100%	75-89%	0-74%	10	
	11. Utilization of Heart to Home	Coordinated Entry Data/HMIS	% of participants obtained from Coordinated Entry <i>(DV Exception Included)</i>	75-100%	50-74%	0-49%	10	
<i>DV Exception because not part of HoH and HMIS; award full points.</i>								
Financial & Cost Effectiveness	12. 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	
	13. Grant Spent Down	eLOCCS/APR Q28	% of grant expended (Q28 Total Expenditures / Total Award for Grant Year)	90-100%	80-89%	0-79%	10	
	14. Cost Effectiveness	APR Q28, APR Q5a	(Supportive Services + Rental Assistance)/Total number of people served	10% under average cost	+/- 9% average cost	10% over average cost	10	
	15. Project Unit Utilization	APR Q2	Average % of utilization	90-100%	70-89%	0-69%	10	

Category	Evaluation Criteria	Source	Calculation	10 Points	5 Points	0 Points	Points	Score
CoC Monitoring & Participation	16. CoC & HUD Monitoring	Monitoring Letter(s) & Response Letter(s)	Findings from most recent monitoring	No Findings	Resolved Findings	Unresolved Findings	10	
	17. CoC/HMIS Advisory Committee Attendance	Sign-in Sheets	Number of CoC/HMIS Advisory Committee meetings attended	4 or more	3	2 or less	10	
	18. PIT Involvement	Registered Users in Counting Us App	Staff involved in conducting PIT	Yes	—	No	10	
HMIS Monitoring & Data Quality	19. HMIS/Comparable Database Monitoring	Monitoring Letter(s) & Response Letter(s)	Findings from most recent monitoring	No Findings	Resolved Findings	Unresolved Findings	10	
	20a. HMIS Data Quality and Completeness	HMIS	Average of UDE Completeness from Data Quality/Completeness Report for all UDEs	95-100%	90-94%	0-89%	10	
	20b. DV Project Data Quality	APR Q6a, 6b, 6c	Average of % Error Column except for SS#	0-5%	6-10%	11-100%		
Bonus	21. Participation in HOTHG General Meetings	Sign-in Sheets	% of meeting attended	95-100%	90-94.99%	0-79%	10	
	22. Project Unit Utilization	APR Q2	Average % of utilization	98-100%	95-97%	0-94%	10	
Penalty	23. Application turned in after internal deadline	E-Snaps Submission Date	E-Snaps Submission Date	Turned in after internal deadline	—	Turned in on time	-10	
	24. 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 Bonus/ Penalty						200	

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