

DRAFT DOCUMENT



Emergency Services Grant Competition Overview and Funding Priorities

ESG Competition Overview:

The CoC has adopted the following standards to ensure: a fair and transparent process in vetting projects for funding, efficient and effective delivery of crisis services, and reduction in the number of individuals that enter the shelter system, and reduction in the amount of time that households spend in crisis services before placement into housing. Tri-HIC utilizes ESG funding to support the operation of low barrier programs for homeless Street Outreach, Emergency Shelter, Homelessness Prevention, and Rapid Re-Housing. Tri-HIC requires applicants seeking shelter, prevention, and rapid re-housing funding to adopt a Housing First model for serving vulnerable populations. Applicants for funding to support street outreach must demonstrate that the program has the specific strategies to reach unsheltered homeless individuals in the community. Applicants for funding to support street outreach must demonstrate that the program has the specific strategies to reach unsheltered homeless individuals in the community where they are and build relationships that will lead to success in reaching the goal of helping people move off the streets as quickly as possible. For RRH and Prevention programs, Housing Stability Case Management can be provided for 30 days prior to a household being housing and 24 months after they are housed for a total of 25 months. If a household needs assistance for longer than 30 days prior to housing, you can provide Housing Search and Placement for the time beyond the 30 days.

FY2022

Applications are evaluated using a CoC Board approved scoring process.

Applications must be complete with all documentation necessary for scoring. However, at its discretion, the Ranking Committee may ask applicant agencies to provide additional information to determine agency capacity to implement projects in a timely manner with successful outcomes, demonstrate good outcomes in the annual CAPER, and avoid jeopardizing overall agency stability or future funding for Tri-HIC.

This scorecard has four goals:

- Fund organizations that have the capacity to run effective programs (can manage and administer the program, can operate on a reimbursement basis, have experience serving this population or a similar one).
- Fund projects that reflect Tri-HIC’s & HUD’s priorities.
- Incentivize agencies to be good partners (participating in community efforts to end homelessness, on HMIS, helping create infrastructure for their community’s homeless service system to operate effectively throughout the year).
- Ensure that funded projects are being good stewards of NC Emergency Solutions Grant funding and performing to Tri-HIC standards, including descriptions in written standards.

CoC Program Funding Goals:

1. Provide adequate funding for programs that are effective in preventing homelessness for at-risk residents, ending homelessness and preventing it from recurring for those who are experiencing homelessness.
2. Reduce barriers to services and housing, including prioritization of those who are the most vulnerable and least likely to access services.
3. Serve populations with specific needs and increased barriers to housing including: LGBTQ, veterans, chronically homeless, youth and families, those with criminal backgrounds, and victims of domestic violence
4. Create cost-effective interventions that enhance system-wide performance by reducing the length of time homeless, increase income and benefits, increase housing placement and retention, and leverage community resources and funding.

IMPORTANT DATES FOR THIS COMPETITION CYCLE:

DATE APPLICATION AND SUPPORTING DOCUMENTATION DUE TO COC:	XX/XX/XXX
DATE RANGE FOR APR/OTHER REPORTS:	
DATE OF RANKING (ANTICIPATED):	
DATE OF PRESENTATION TO THE COC BOARD (ANTICIPATED):	

FUNDING AVAILABLE FOR THIS COMPETITION CYCLE:

TOTAL FUNDING AVAILABLE FOR NC-506	\$0
MAX. AMOUNT FOR EMERGENCY SHELTER	\$0
	\$0
	\$0
	\$0

Tri-County Homeless Interagency Council ESG Grant Competition Project Scorecard



Incomplete Applications will not be scored.

Document Submissions - *Check received items*

Tab	
A	Completed ESG Grant Application - Signed and Dated by Authorized Agency Staff
B	Project Budget
C1	CAPER - all renewal applicants
C2	RRH Renewal applicants only - ART Report 701
D	Organization's Current Year Budget for the entire organization (with revenues and expenditures). <i>New project applicants must disclose three fiscal years of financial information.</i>
E	CoC/LPA Participation Agreement
F	Organizational Chart for entire organization
G	Board of Directors Information (names, email addresses, occupations, telephone number). Identify the Board Officers and the Board member with lived homelessness experience.
H	Audit (or if the agency doesn't have an audit, sworn Financial Statements)
I	ESG Project Operations Manual and other relevant policies and procedures, including those addressing the agency's commitment to gender and racial equity.
J	Results of the Agency's most recent monitoring from HUD (or other federal agency)/NC ESG/CoC/Local Government (as applicable). If there were findings, include a copy of the agency's Corrective Action Plan <i>or proof that the findings have been resolved to the monitoring agency's satisfaction.</i>
K	ESG Required Certifications
L	Organization's Financial Policies
M	Shelter Habitability Inspection <i>(if applicable)</i>
N	Copies of grievances/complaints (from participants/other providers) and documentation showing how they were resolved.
O	CoC's <i>Agency Release of Information Form</i> signed by the agency's authorized signer



Tri-County Homeless Interagency Council ESG Grant Competition Project Scorecard

Application Year: _____

PROJECT QUALITY REQUIREMENTS

Projects must meet the “hard-stop” thresholds to be included in Tri-HIC’s final application to the NC Emergency Solutions Grant office. If all thresholds are met, the ESG Ranking Committee will use the final score on the scorecard to determine which projects will be included in the final application.

Scorecard Instructions:

If an agency applies for multiple activity types, reviewers can score all activities on the same scorecard.

Follow the steps below:

- 1 Complete Section I of the scorecard. If the agency does not meet the threshold requirements. Complete the reviewer page and do not score the application.
- 2 Applications that meet the threshold requirements: Complete Sections II – IV. These sections apply to the whole agency, not specific programs.
- 3 Repeat Entry of the score from Sections I-V into the table below next to each activity type as needed for so that the formula can generate a total score for each activity .
- 4 Complete the Activity Section (SO,ES,HP,RRH) for each activity type for which the agency is applying.
- 5 Enter the score for each activity type the agency is applying for into the table below.
- 6 The formula in the total score collumn should generate the score.

Activity Type	Section II - V Score (repeat as necessary for each activity)	Activity Section Score	Total Score (formula will generate total)
Street Outreach			0
Emergency Shelter			0
Homelessness Prevention			0
Rapid Re-housing			0



Tri-County Homeless Interagency Council ESG Grant Competition Project Scorecard

If the applicant applies for more than one project type, insert a new reviewer page for each project. Ask CoC staff for help, if needed.

Application Year: _____

Reviewer Name: _____

Reviewer Organization: _____

Signature:

Applicant: _____

Review Date: _____

Project: _____

Project Type (check only one):

Street Outreach

Emergency Shelter

RRH

Homelessness Prevention

Application Type (check one):

Returning Project

New Project

Returning Project Scoring Maximums:

SO: 220
ES: 240
HP: 205
RRH: 250
HMIS: 190

New Project Scoring Maximums:

SO: 240
ES: 230
HP: 280
RRH: 255
HMIS: 205

INITIAL SCORE:

FINAL SCORE:

Appeal date: _____

Put N/A of no Appeal

Ranking Committee

Appeal Rev. Date: _____

Put N/A of no Appeal

Committee Decision on Appeal:
(check one)

Appeal Denied:

Appeal Accepted:

REVIEWER NOTES/OBSERVATIONS:

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Appeal Notes (if applicable):

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Tri-County Homeless Interagency Council ESG Grant Competition RETURNING Project Scorecard

Section I: Threshold Questions		Thresholds are required conditions that must be met for the application to be eligible for scoring. These are "Hard Stops". If all applicable thresholds are not met, the application will not be scored.	
		Check the applicable box:	
		Met	Unmet
1.1	Does the project fit within the mission of the agency and the CoC?		
1.2	Assess how the organization monitors program activities they are operating according to HUD guidelines and how the organization ensures that NC ESG dollars are spent in a timely manner.		
1.3	Does the organization's accounting software appear sufficient to manage ESG funds?		
1.4	Based on the organizations staffing information, is staffing of a level sufficient to operate the program to be funded and provide adequate internal controls?		
1.5	Does the organization operate NC ESG funded and HUD programs according to all of the CoC's written standards? If no, the application is not eligible for funding.		
1.6	Rate the description of the ongoing adherence or any improvements the Agency has made in adhering to CoC Written Standards over the past year per their written statement. Are the improvements documented? Has the Agency documented changes in their policies/procedures to support their effects to improve their performance?		
1.7	Project Specific Thresholds	Met or N/A, as applicable	Unmet

1.7a	Street Outreach: Does the agency's response to the application describe with sufficient detail how outreach is done and is that description supported by their policies and procedures?		
1.7b	Em. Shelter: Does the agency's documented experience in the application appear adequate to meet the needs for program administration, service delivery, fiscal responsibility, and agency accountability?		
1.7c	Homelessness Prev: Does the organization's documented experience that supports its ability to operate the program proposed in the application? [staffing documentation]		
1.7d	RRH: Evaluate the organization's experience in implementing a rapid rehousing program or similar program. Staff experience with NC ESG funds should be documented.		
1.7e	New HMIS Compatible Database (DV only): Does the database adhere to HUD data standards and can it produce reports, such as APRs, that are comparable to the CoC's standard HMIS database?		
Section II: Compliance		Section II Score:	0
2.2	Does the agency have any Federal, State, Local monitoring findings, resolved or unresolved, within the past 5 years? If the agency has findings in the last 5 years, did the agency attach either an approved Corrective Action Plan or proof that all findings were resolved? <i>[Provided by agency]</i>		
	The agency has no findings or has taken adequate steps to correct findings	10	
	The agency has findings but has not taken adequate steps to resolve the findings	0	
2.3	Has the organization had any ESG/Federal/State or Local Contract terminated? <i>(if yes, agency must provide documentation)</i> If the agency answered yes, has the steps taken and described by the organization appear to ensure the deficiencies identified to warrant contract termination, have not and will not be repeated?		
	The agency has no deficiencies or has taken adequate steps to ensure past deficiencies will not be repeated	10	
	The agency has not taken adequate steps to prevent future deficiencies	0	

Section III: Organizational Capacity and Stability	Section III Score:	0
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Financial Stability	Possible Score	Project Score
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3.1	Does the agency's financial information demonstrate a stable financial performance? Does agency's most recent audit demonstrate weakness that could jeopardize the agency's participation in the ESG program?		
	Yes	0	
	No	5	

Board Information		
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3.2	Does the current organizational board include a person with lived experience of homelessness in the last seven years?		
	Yes	10	
	No	0	

Staff Information		
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3.3	Assess the description any organizational, programmatic, or staffing changes made by the organization in the past year.		
	Organization Capacity unchanged or improved	5	
	Change negatively impacts service capacity	0	
3.4	Assess the description of which NC ESG activities are performed by volunteers and what the activity entails. Score based whether roles are appropriate for volunteers.		
	Volunteer activities appear appropriate	5	
	Volunteer activities appear inappropriate	0	

Section IV: Connection to Community	Section IV Score:	0
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CoC	Possible Score	Project Score
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4.1	Does the agency explain and document how the organization coordinates with other organizations to provide non duplicative services and access to mainstream resources such as TANF, Food Stamps, Housing Assistance, etc. <i>[Project Application and supporting documentation, agency policies/procedures]</i>		
	Yes	5	

		No	0	
Coordinated Entry				
4.2	Does the organization participate in the coordinated entry process in the CoC, regardless of its funding source(s)?			
		Yes	10	
		No	0	
4.3	With the exception of Street Outreach & Emergency Shelter projects (<i>CE referrals are not required for these two project types</i>), does the organization, regardless of its funding sources, take referrals from outside of the coordinated entry system? If yes, does the agency list the other sources outside of the coordinated entry system from whom it accepts referrals? Is this exception included in the approved coordinated entry plan for the COC? <i>[Written Statement from Agency]</i>			
		CES Only	10	
		If yes, it complies with CE plan	5	
		Non-compliant with CE plan	0	
Written Standards				
4.4	The agency's Project Operations Manual for the program is compliant with CoC requirement and Written Standards.		Score from 0 to 10 points	
4.5	Rate the description of the agency's processes for responding to participant complaints and grievances and for making corrective action when needed. (Tab N)		Score from 0 to 10 points	

Section V: Data		Section V Score:	0
Data Collection		Possible Score	Project Score
5.1	Does the organization utilize the HMIS Software system (or comparable for Domestic Violence organizations)? If yes, do they use it to produce a CAPER? (the name of software must be documented in the application; all applicants must participate.)		
		Yes	5
		No	0

5.2	Does the organization deny services if clients refuse to provide any of the HUD required data elements? If yes, the organization must describe which data elements and are they in keeping with CoC Written Standards?		
		Yes	0
		No	5
5.3	Rate the organizations description of how the organization commits to operating and providing services in a racially equitable manner and providing racial equity data upon request.		
		Score from 0 to 10 points	
5.4	Rate the organizations description of how the organization commits to operating and providing services in a manner that promotes gender equity and protects data upon request.		
		Score from 0 to 10 points	

Street Outreach		SO Score:	0
Project description		Possible Score	Project Score
6.1	Does the project description fully describe the services being provided regardless of funding sources and do the described services match the organization's literature (brochures, website, etc)? <i>(applicant must provide project literature with the application packet)</i>		
		Yes	10
		No	0
6.2	Does the Agency describe and document changes or improvements in service delivery over the past year? Changes should include policies, procedures, written guidance, and include changes made due to COVID that will be continued. <i>(Agency policies & procedures)</i>		
		Yes	0
		No	10
Street Outreach Design and Philosophy			

6.3	In its description of its outreach program, does the organization fully describe how it conducts outreach, how participant are contacted and engaged, and how often outreach is conducted?		
	Yes	10	
	No	0	
6.4	Does the project application describe a screening process which indicates it retains barriers to housing such as having to little income, having a criminal history, etc. and is the process consistent with CoC policies?		
	Yes	0	
	No	10	
6.5	Does the program terminate participants for failing to participate in services, make progress on service plans, etc.?		
	Yes	0	
	No	10	
6.6	Based on the program description and agency documentation, is the project housing first focused?		
	Yes	10	
	No	0	
6.7	Based on the program narrative, does the organization document ways in which it partners consistently with shelters in the CoC?		
	Yes	10	
	No	0	
6.8	Based on the program narrative, does the organization document the ways in which it partners with RRH and PSH programs in the CoC to provide permanent housing?		
	Yes	10	
	No	0	

6.9	Based on the number served in comparison to the number exiting to positive housing destinations and considering the cost per household for services, are the program estimates for the coming year realistic and does the program document an effective use of funding for the program described in the application?		
		Yes	10
		No	0

Emergency Shelter	ES Score:	0
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Emergency Shelter Program Description	Possible Score	Project Score
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7.1	Overnight Shelter: Does the shelter provide overnight beds 365 days a year, day/evening case management and other needed services? Day Shelters: Does the shelter provide at least 5 days per week, including the weekend. Are needed services provided? To the extent the Shelter does not provide needed services, evaluate how referrals are made and how the shelter links households to other partners who can provide access to emergency services when the shelter is closed.		
		Meets expectations	10
		Partially meets expectations	5
		Does not meet expectations	0

Emergency Shelter Program Experience

7.2	If the organization discusses changes/improvements to service delivery over the past year, including those made due to COVID that will be made permanent, were the changes documented in they Operations Manual &/or the Policies and Procedures Manual?		
		Yes	10
		No	0

Emergency Shelter Program Design and Philosophy
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7.3	Are the eligibility requirements to access emergency shelter and/or services compatible with the CoC's Policy? Are the reasons the organization might turn someone away or ask him/her to leave the shelter compatible with the CoC's policy? <i>[agency policies and procedures]</i>		
	Yes	10	
	No	0	
7.4	Does the agency screen out participants for any of the reasons noted in the application? If any of the reasons are checked, is the response compatible with the CoC's policy?		
	Yes	0	
	No or the policy is compatible w/ CoC policy	10	
7.5	Does the project terminate participants for any of the reasons noted in the application? Are the reasons the organization might terminate a participant compatible with the CoC's policy? <i>[agency policies and procedures]</i>		
	Yes	0	
	No or the policy is compatible w/ CoC policy	10	
7.6	Based on documentation provided, is the project using a low-barrier & housing first model? (Please note that "Housing First" has been a CoC priority for several years. All returning applicants should be able to meet this requirement.)		
	Yes	10	
	No	0	
7.7	Based on the organization's response & supporting documentation, the organization utilizes Rapid Rehousing and Permanent Supportive Housing programs within the CoC.		
	Yes	10	
	No	0	
7.8	Based on the organization's responses and supporting documentation, the organization documents strategies and shown improvement in exits to a positive destination. <i>[Agency policies and procedures, HMIS supporting data]</i>		
	Yes	5	

		No	0	
Emergency Shelter Project Performance				
7.9	Percentage of exits to permanent housing Use Agency supplied CAPER Report: 23C Permanent Destination Subtotal/5a #1 Total number of people served.			
		70%+	15	
		50-69%	5	
		Below 50%	0	
7.10	Does the project budget appear to be responsible for the number of people targeted in the operating year and considering previous years' performance? [Project Budget Spreadsheet]			
		Yes	5	
		No	0	

Homelessness Prevention		HP Score:	0
Homelessness Prevention Design and Philosophy		Possible Score	Project Score
8.1	Does the organization have documented strategies to ensure they are targeting the assistance to those most likely to become homeless or return to homelessness? (<i>Agency policies & procedures</i>)		
		Yes	5
		No	0
8.2	Does the agency screen out participants for any of the reasons noted in the application? (<i>Agency policies and procedures</i>)		
		Yes	0
		No	10
8.3	Does the agency terminate participants for any of the reasons noted in the application?(<i>Agency policies and procedures</i>)		
		Yes	0
		No	10

8.4	Does the agency offer at least basic level of support to landlords and have a method for addressing issues outside of normal business hours? Does the agency document who on staff does landlord recruitment and negotiation?			
		Yes	10	
		No	0	
8.5	Does the agency use a progressive approach, where financial assistance is not a standard package and is flexible enough to adjust to households' unique needs?			
		Yes	10	
		No	0	
8.6	Is participation in services voluntary?			
		Yes	10	
		No	0	
8.7	According to the documentation provided, does the agency remain involved with participants offering participants case management and on-going support from the Agency?			
		Yes	5	
		No	0	
Homelessness Prevention Performance				
8.8	What is the percentage of exits to permanent housing destinations? Use Agency supplied CAPER Report: 23C Permanent Destination Subtotal/5a #1 Total number of people served.			
		At least 80%	10	
		Below 80%	0	
8.9	Does the project budget seem reasonable for the number of people targeted in the operating year? <i>[Project Budget Spreadsheet]</i>			
		Yes	5	
		No	0	

Rapid Re-Housing		RRH Score:	0
Rapid Re-Housing Project Description		Possible Score	Project Score
9.1	Does the agency assist in paying security deposits, last month's rent, utility payments, moving costs, housing search, housing stability case management, mediation, rental assistance, and arrears?		
	Yes (Agency must provide at least 10 services listed on the application, including HS Case Mgmt, with ESG or other funding)	10	
	No	0	
Rapid Re-Housing Program Design and Philosophy			
9.2	Does the organization partner with Emergency Shelters and Transitional Housing Programs regardless of how those programs are funded?		
	Yes	5	
	No	0	
9.3	Is the project low barrier, meaning the project assumes all participants are ready for housing and does not require participants to meet pre-requisites, other than HUD-mandated eligibility, before entering the program?		
	Yes	10	
	No	0	
9.4	Does the agency screen out participants for any of the reasons noted in the application?		
	Yes	0	
	No	10	
9.5	Does the agency terminate participants for any of the reasons noted in the application?		
	Yes	0	
	No	10	
9.5	Based on documentation provided, is the project using a low-barrier & housing first model? (Please note that "Housing First" has been a CoC priority for several years. All returning applicants should be able to meet this requirement.)		

		Yes	10	
		No	0	
9.6	Does the agency offer at least basic level of support to landlords and have a method for addressing issues outside of normal business hours? Does the agency document who on staff does landlord recruitment and negotiation?			
		Yes	10	
		No	0	
9.7	Are participation in services voluntary?			
		Yes	10	
		No	0	
9.8	Does the project use a progressive approach, where financial assistance is not a standard package and is flexible enough to adjust to households' unique needs?			
		Yes	10	
		No	0	
9.9	Is the agency flexible and are project participants involved in creating a mutually agreed-upon time, place and frequency of meetings with case management, including meeting in the participant's home when possible?			
		Yes	5	
		No	0	
Rapid Re-Housing Project Performance				
9.10	What is the percentage of exits to permanent housing destinations? Use Agency supplied CAPER Report: 23C Permanent Destination Subtotal/5a #1 Total number of people served.			
		At least 80%	15	
		Below 80%	0	
9.11	What percentage of RRH clients housing in the last 24 months remained stably housed for at least 12 months? Use Agency provided ART Report 701, Column E			
		80% or higher	10	
		60% to 79%	5	

		Below 60%	0	
9.12	Does the project budget seem reasonable for the number of people targeted in the operating year?			
		Yes	5	
		No	0	

HMIS and HMIS Comparable Databases		HMIS Score:		0
10.1	Does the plan adequately explain how HMIS funds will contribute to the agency's ability to collect, analyze, and report data? If an HMIS comparable data base, is the database capable of collecting, analyzing and reporting data similar to the CoC's HMIS System and does it meet HUD data standards?			
		Yes	50	
		No	0	
10.2	Does the HMIS budget seem reasonable in comparison to the number of people targeted in ESG-funded projects and the data management expectations for the CoC/Agency?			
		Yes	10	
		No	0	

Max Score by Section:

20

25

45



130

90

Tri-County Homeless Interagency Council ESG Grant Competition NEW Project Scorecard

Section I: Threshold Questions		Thresholds are required conditions that must be met for the application to be eligible for scoring. These are "Hard Stops". If all thresholds are not met, the application will not be scored.	
		Check the applicable box:	
		Met	Unmet
1.1	Does the project fit within the mission of the agency and the CoC?		
1.2	Does the organization's monitoring narrative sufficiently document that they have the capacity to ensure they can operate to HUD guidelines and ensure that NC ESG dollars are spent in a timely manner.		
1.3	Does the organization's accounting software appear sufficient to manage ESG funds?		
1.4	Based on the organizations staffing information, is staffing of a level sufficient to operate the program to be funded and provide adequate internal controls?		
1.5	Does the organization agree to operate NC ESG funded and HUD programs according to all of the CoC's written standards? If the agency declines to follow the CoC's written standards, the agency is ineligible.		
1.6	Project Specific Thresholds	Met or N/A, as applicable	Unmet
1.6a	Street Outreach: Does the agency's response to the application describe with sufficient detail how outreach is done and is that description supported by their policies and procedures?		
1.6b	Em. Shelter: Does the agency's documented experience appear adequate to meet the needs for program administration, service delivery, fiscal responsibility, and agency accountability?		
1.6c	Homelessness Prev: Does the organization's documented experience that supports its ability to operate the program proposed in the application? [staffing documentation]		

1.6d	RRH: Evaluate the organization's experience in implementing a rapid rehousing program or similar program. Staff experience with NC ESG funds should be documented.		
1.6e	New HMIS Compatible Database (DV only): Does the database adhere to HUD data standards and can it produce reports, such as APRs, that are comparable to the CoC's standard HMIS database?		

Max Score

Section II: Organizational Capacity and Stability		Section II Score:	0
Financial Capacity			
2.1	Does the agency's financial information for the last three fiscal years demonstrate a stable financial performance? Does the explanation of any negative balances indicate a financial weakness that could jeopardize the agency's participation in the ESG program?		
	Full three years	10	
	1 to 2 years	5	
	None	0	
Organization Compliance			
2.2	Does the agency have any local funding, Federal or State (including ESG) program findings, findings, resolved or unresolved, within the past 5 years? If the agency has findings in the last 5 years, did the agency attach either an approved Corrective Action Plan or proof that all findings were resolved?		
	The agency has no findings or has taken adequate steps to correct findings	10	
	The agency has findings but has not taken adequate steps to resolve the findings	0	
2.3	Has the organization had any ESG/Federal/State or Local Contract terminated? <i>(if yes, agency must provide documentation)</i> If the agency answered yes, has the steps taken and described by the organization appear to ensure the deficiencies identified to warrant contract termination, have not and will not be repeated?		
	The agency has no deficiencies or has taken adequate steps to ensure past deficiencies will not be repeated	10	
	The agency has not taken adequate steps to prevent future deficiencies	0	
Board Information			

45

2.5	Does the current board include a person with lived experience of homelessness in the last 7 years?		
		Yes	10
		No	0

Staff Information

2.6	Is the organizations description of use of volunteers for NC ESG activities appropriate within the context of the proposed program?		
		Yes	5
		No	0

Section III: Connection to Community	Section III Score:	0
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CoC Participation

3.1	Does the agency document it's commitment to the community through its commitment to ensuring success of the families/individuals in the community It serves?		
		Yes	10
		No	0

3.2	Does the agency explain and document how the organization coordinates with other organizations to provide non duplicative services and access to mainstream resources such as TANF, Food Stamps, Housing Assistance, etc?		
		Yes	10
		No	0

Coordinated Entry

3.3	Does the organization commit to fully participate in the coordinated entry process, regardless of funding sources?		
		Yes	10
		No	0

With the exception of Street Outreach & Emergency Shelter projects *(CE referrals are not required)*

3.4	<i>for these two project types</i>), does the organization, regardless of its funding sources, take referrals from outside of the coordinated entry system ? If yes, does the agency list the other sources outside of the coordinated entry system from whom it accepts referrals? Is this exception included in the approved coordinated entry plan for the COC? [Written Statement from Agency]		
		CES Only	10
		If yes, it complies with CE plan	5
		Non-compliant with CE plan	0
Written Standards			
3.5	Does the organization commit to following the CoC's written standards? Review the applicant supplied proposed Project Operation Manual for compliance with written standards.		
		Yes	10
		No	0
Feedback from Participants			
3.6	Rate the description of the agency's communication process with participants as included in the Project Operation Manual. Has the Agency documented their policies/procedures for managing participant feedback, including complaints?		
		Score from 0 to 10 points	

Section IV: Data		Project Score:	0
4.1	<i>Does the organization currently utilize the HMIS Software system and do they use it to produce a CAPER? If not, do they agree in writing to begin using the HMIS system. (application requests name of software; all applicants must participate.)</i>		
		Yes	5
		No	0
4.2	Does the organization deny services if clients refuse to provide any of the HUD required data elements? If yes, does the description of the organization's policy rate an exception to the CoC's written standards.		
		Yes	0

		No	5	
4.3	Evaluate the agency's ability to manage data based on the responses to application. Does the agency's written policy for confidentiality protect client data? Does the staffing level cited make sense in relationship to the programs the agency operates and is proposing to operate using ESG funds?			
			Score from 0 to 10 points	
4.4	Rate the organizations description of how the organization commits to operating and providing services in a racially equitable manner and providing racial equity data upon request.			
			Score from 0 to 10 points	
4.5	Rate the organizations description of how the organization commits to operating and providing services in a manner that promotes gender equity and protects data upon request.			
			Score from 0 to 10 points	

145

Street Outreach		Project Score:		0
Project description				
5.1	Does the project description fully describe the services being provided regardless of funding sources and do the described services match the organization's literature (brochures, website, etc)?			
		Yes	10	
		No	0	
5.2	Does the Agency describe and document changes or improvements in service delivery since it was last funded (if ever)? Changes should include policies, procedures, written guidance, and include changes made due to COVID that will be continued. <i>[agency policies and procedures]</i>			
		Yes	5	
		No	0	

95

Street Outreach Design and Philosophy		
5.3	<i>In its description of its outreach program, does the organization fully describe how it conducts outreach, how participants are contacted and engaged, and how often outreach is conducted?</i>	
	Yes	10
	No	0
5.4	Does the project application describe a screening process that indicates it retains barriers to housing such as having too little income, having a criminal history, etc. Is the process consistent with CoC policies?	
	Yes	0
	No	10
5.5	Does the program terminate participants for failing to participate in services, make progress on service plans, etc.?	
	Yes	0
	No	10
5.6	Based on the program description and agency documentation, is the project housing-focused?	
	Yes	10
	No	0
5.7	Based on the program narrative, does the organization document ways in which it partners consistently with shelters in the CoC?	
	Yes	10
	No	0
5.8	Based on the program narrative, does the organization document the ways in which it partners with RRH and PSH programs in the CoC to provide permanent housing?	
	Yes	10
	No	0

5.9	Is the organization using the Coordinated Entry System (CES)?		
		Yes	10
		No	0
5.10	Does the information provided in the application appear reasonable based on the agency's staffing, overall capacity, CoC written standards, CES requirements, and other CoC & Community considerations that may impact service?		
		Yes	10
		No	0

Emergency Shelter		Project Score:	0
Program Description			
6.1	Overnight Shelter: Does the shelter provide overnight beds 365 days a year, day/evening case management and other needed services?		
	Day Shelters: Does the shelter provide at least 5 days per week, including the weekend. Are needed services provided?		
	To the extent the Shelter does not provide needed services, evaluate how referrals are made and how the shelter links households to other partners who can provide access to emergency services when the shelter is closed.		
		Meets expectations	10
	Partially meets expectations	5	
	Does not meet expectations	0	
Program Design and Philosophy			
6.2	Are the eligibility requirements to access emergency shelter and/or services compatible with the CoC's Policy? Are the reasons the organization might turn someone away or ask him/her to leave the shelter compatible with the CoC's policy? <i>[agency policies and procedures]</i>		
		Yes	10
		No	0

6.3	Does the agency screen out participants for any of the reasons listed in the application? If any of the reasons are checked, is the response in the application compatible with the CoC's policy?		
	Yes	0	
	No or the programs actions are compatible w/ CoC policy	10	
6.4	Does the project terminate participants for any of the reasons listed in the application? If any of the reasons are checked, are they compatible with the CoC's policy?		
	Yes	0	
	No or the programs actions are compatible w/ CoC policy	10	
6.5	Based on documentation provided, is the project already or is it moving toward a low-barrier & housing first model?		
	Already	10	
	Moving Toward	5	
	No	0	
6.6	Based on the organization's response to in the application and the organizations documentation, does the agency have staff with the capacity to identify, recruit, and encourage landlords to rent to homeless households served by the program?		
	Yes	5	
	No	0	
6.7	Does the agency demonstrate its ability to utilize Rapid Rehousing and Permanent Supportive Housing programs within the CoC? <i>[Agency policies and procedures]</i>		
	Yes	10	
	No	0	
6.8	Rate the applicant's response in the application and its documentation, does the organization document changes to improve exits to a positive destination?		
	Yes	5	
	No	0	

6.9	Does the agency's plan for CES fit within the CoC's written standards or requirements?		
		Will Participate	5
		Will not Participate	0
6.10	Does the information provided in the application appear reasonable based on the agency's staffing, overall capacity, CoC written standards, CES requirements, and other CoC & Community considerations that may impact service?		
		Yes	10
		No	0

Homelessness Prevention		Project Score:	
Program Description			
7.1	Has the organization documented its ability to deliver prevention services described in its application in a strategic manner to ensure it is targeting the assistance to those most likely to become homeless or return to homelessness?		
		Yes	10
		No	0
7.2	Based on the description in the application & the project literature, are the days/times the program will be available to participants reasonable to meet the needs of the population to be served? Consider the amount of flexibility and the accessibility in context to the location or method of service delivery.		
		Yes	5
		No	0
7.3	Does the agency offer at least basic level of support to landlords and have a method for addressing issues outside of normal business hours? [Project Application: Q24.6]		
		Yes	10
		No	0
Homeless Prevention Program Design and Philosophy			
7.4	Does the organization have prior experience with rapid rehousing either with NC ESG, SSVF or other funding? If yes, does the program description support the agency's ability to operate a homeless prevention program?		

		Yes	5	
		No	0	
7.5	Does the agency's narrative for targeting those likely to become homeless or return to homelessness include use of CES? Is the targeting strategy reasonable based on the program description?			
		Yes	5	
		No	0	
7.6	Does the program screen out participants using any of the criteria listed in Q26.4 and is this criterion compatible with CoC policy and written standards? <i>[Project application: Q26.4& Q26.5]</i>			
		Yes	0	
		No	10	
7.7	Does the agency terminate participants for any of the reasons listed in the application and is the reasoning consistent with CoC policy and written standards?			
		Yes	0	
		No	10	
7.8	Does the agency have adequate staff responsible for identifying, recruiting, and encouraging landlords to rent to homeless households served by the program?			
		Yes	5	
		No	0	
7.9	Is agency staff, whether dedicated or case managers, trained in landlord recruitment? If yes, is the training described provided by a professional source? <i>[agency must document]</i>			
		Yes	5	
		No	0	
7.1	Does the program offer basic support to all landlords? If yes, does the description of the support in the application reasonable based on the needs of participants in the program? <i>[agency documentation must support statement in application]</i>			
		Yes	5	
		No	0	

7.11	Does the agency certify that program staff are trained on regulatory requirements of prevention funding streams and on the ethical use and application of the program's financial assistance policies <i>and</i> does the agency's description document their policies and procedures?		
		Yes	10
		No	0
7.12	Does the agency use a progressive approach, where financial assistance is not a standard package and is flexible enough to adjust to households' unique needs and resources, for determining the duration & amount of rental assistance? [<i>Project Application: Q26.16 & Q26.17</i>]		
		Yes	5
		No	0
7.13	Does the agency include the participants in creating mutually agreed upon times, places, and frequency of meetings with case managers?		
		Yes	5
		No	0
7.14	Does the agency allow for case management to meet in a participant's home and/or a location of the participant's choosing?		
		Yes	5
		No	0
7.15	Is participation in agency services voluntary?		
		Yes	10
		No	0
7.16	Does the agency have relationships with employment & income programs to which they can refer HP participants? If yes, Does the description of the relationships support the response of yes?		
		Yes	10
		No	0

7.17	Does the agency participate in coordinated entry as indicated by their answers and by information in HMIS? <i>[Project Application: Q26.23]</i>		
		Yes	10
		No	0
7.18	Does the information provided in Q26.24 of the application appear reasonable based on the agency's staffing, overall capacity, CoC written standards, CES requirements, and other CoC & Community considerations that may impact service? <i>[Review Project Budget Spreadsheet]</i>		
		Yes	10
		No	0

Rapid Re-Housing		Project Score:	0
Project Description			
8.1	Does the agency provide assistance to pay for security deposits, last month's rent, utility payments, moving costs, housing search, housing stability case management, mediation, rental assistance and arrears?		
	Yes (Agency must provide at least 10 services listed on the application, including HS Case Mgmt, with ESG <u>or</u> other funding)		10
		No	0
8.2	Based on the agency's description, Is the agency flexible and are participants involved in creating a mutually agreed-upon time, place and frequency of meetings with case management, including meeting in the participant's home when possible?		
		Yes	5
		No	0
8.3	Does the agency have a documented plan, supported by policies & procedures, for addressing participant &/or landlord issues outside of operating hours?		
		Yes	5
		No	0
Design and Philosophy			

8.4	Does the narrative document how the organization partners with Emergency Shelters?		
		Yes	5
		No	0
8.5	Is the project low barrier, meaning the project assumes all participants are ready for housing and does not require participants to meet pre-requisites, other than HUD-mandated eligibility, before entering the program? <i>[Agency policies and procedures]</i>		
		Yes	10
		No	0
8.6	Does the agency screen out participants for any of the reasons in Q23.4? If yes, is the policy consistent with CoC policies and written standards? <i>[Project Application: Q 23.4 & Q23.5; Agency policies and procedures]</i>		
		Yes	0
		No (or is consistent with CoC policies/written standards)	10
8.7	Does the agency terminate participants for any of the reasons listed in the application? If yes, is this consistent with CoC policy & written standards? <i>[Agency policies and procedures]</i>		
		Yes	0
		No	10
8.8	Based on documentation provided, is the project already or is it moving toward a low barrier & housing first model? <i>[agency policies & procedures]</i>		
		Already	10
		Moving Toward	5
		No	0
8.9	Does the agency offer at least basic level of support to landlords and have a method for addressing issues outside of normal business hours? Does the agency document who on staff does landlord recruitment and negotiation? <i>[Agency Policies and Procedures]</i>		
		Yes	5

		No	0	
8.10	Is participation in services voluntary? <i>[Agency Policies and Procedures]</i>			
		Yes	10	
		No	0	
8.11	Does the project use a progressive approach, where financial assistance is not a standard package and is flexible enough to adjust to households' unique needs and resources for determining the duration and amount of rental assistance provided? <i>(Agency policies & procedures)</i>			
		Yes	5	
		No	0	
8.12	Does the agency have relationships with employment & income programs to which they can refer participants? If yes, Does the description of the relationships support the response of yes?			
		Yes	5	
		No	0	
8.13	Does the agency participate in coordinated entry as indicated by their answers and by information in HMIS?			
		Yes	10	
		No	0	
8.14	Does the information provided in Q23.18 of the application appear reasonable based on the agency's staffing, overall capacity, CoC written standards, CES requirements, and other CoC & Community considerations that may impact service? <i>[Review Project Budget Spreadsheet]</i>			
		Yes	10	
		No	0	

HMIS/HMIS Compatible Database			Project Score:	0
9.1	Does the plan adequately explain how HMIS funds will contribute to the agency's ability to collect, analyze, and report data?			
		Yes	50	

	No	0	
9.2	Does the budget seem reasonable in comparison to the number of people targeted in ESG-funded projects and the data management expectations for the CoC?		
	Yes	10	
	No	0	

