

**NC-504 Guilford County Continuum of Care  
FY 2023-2024 ESG Scorecard – Returning Applicant**

**Applicant Name:** \_\_\_\_\_ **Project Name(s):** \_\_\_\_\_

<b>SECTION 1: ORGANIZATION INFORMATION</b>	<b>Criteria</b>	<b>Score</b>
Did the agency provide <b>complete</b> organizational information in this section, including its mission, vision, and values, and adequately describe how homeless services fit within that mission?	If YES = 1 points If NO = 0 points	
<b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 1</b> <b>REVIEWER TOTAL SCORE FOR THIS SECTION</b>		

<b>SECTION 2: ORGANIZATIONAL CAPACITY &amp; STABILITY</b>	<b>Criteria</b>	<b>Score</b>
<i>In this section, the NC-504 SPEC seeks to understand the strength of the applicant organization’s financial position and capacity to manage and appropriately spend NC ESG funds. The NC-504 SPEC reserves the right to request additional financial documentation during or after its application review.</i>		
<b>Question 1:</b> Did the applicant agency specify its fiscal year mm/dd to mm/dd?	If YES = 1 point If NO = 0 points	
<b>Question 2:</b> Did the applicant agency specify the type of accounting software its uses, specifically for NC-ESG funds? (Examples include, but are not limited to, Quickbooks, Quickbooks for Nonprofits, SAP, Raisers Edge).	If YES = 1 point If NO = 0 points	
<b>Question 3:</b> Did the applicant agency fully spend its ESG funds in the prior year? If not, does the applicant agency provide a detailed plan on how it will ensure full expenditure in the application year? This plan should include descriptions of specific measures that the agency will take to strengthen its ability to meet spending targets.	Maximum possible score = 5 points	
<b>Question 4:</b> Did the applicant agency provide the entire requested detail for its Fiscal Years 2021, 2020, and 2019, including fiscal year end dates, difference between revenue and expenses, and a detailed explanation for a negative balance, if incurred in any of these fiscal years?	Maximum possible score = 2 points	
<b>Question 5:</b> Does the applicant agency have an annual financial audit?	If YES = 1 points If NO = 0 points	

SECTION 2: ORGANIZATIONAL CAPACITY & STABILITY	Criteria	Score
<p><b>If YES</b>, did the applicant agency receive a management letter and provide a detailed organizational plan to address the audit findings?                      (NOTE: If management letter was received, applicant agency must also provide a copy of the audit in its entirety).</p>	<p>No management letter = 1 point</p>	
<p><b>If NO</b>, did the applicant agency detail: how internal financial controls are maintained; what written oversight processes are in place; the specific positions/titles of those providing internal financial oversight; and the frequency of the financial oversight?</p>	<p>Maximum possible score = 1 point</p>	
<p><b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 12</b>  <b>REVIEWER TOTAL SCORE FOR THIS SECTION</b></p>		

ORGANIZATIONAL CAPACITY TO MEET HUD GUIDELINES	Criteria	Score
<p><i>In this section, the NC-504 SPEC seeks to understand the strength of the applicant organization’s capacity and plan to meet HUD/ESG guidelines and maintain integrity to regulations per the ESG Interim Rule.</i></p>		
<p><b>Question 1:</b> Has the applicant agency had any HUD/ESG findings in the past 5 years, whether resolved or unresolved? This includes HUD funds applied for through the NC-504 CoC, local entitlement (City ESG, County ESG) or State of North Carolina ESG funds.</p>	<p>If YES = 0 points                      If NO = 3 points</p>	
<p><b>If YES</b>, did the applicant agency fully detail the findings in the application table, including: year of the finding; funded activity (either HUD or ESG); specifics of the finding; whether the finding was resolved; and whether the finding resulted in contract termination?</p>	<p>Maximum possible score = 2 points</p>	
<p><b>Question 2:</b> If the applicant agency had any HUD/ESG findings, were resolutions/response described in detail?</p>	<p>Maximum possible score = 2 points</p>	
<p><b>Question 3a:</b> Does the applicant agency describe its self-monitoring for success and HUD/ESG compliance for this funding?</p>	<p>If YES = 3 points                      If NO = 0 points</p>	

ORGANIZATIONAL CAPACITY TO MEET HUD GUIDELINES	Criteria	Score
<p><b>Question 3b:</b> If the applicant agency uses any of the 6 self-monitoring examples listed in the application or other self-monitoring methods, how many of the 6 cited examples does it use? Did the applicant agency describe how any of the cited 6 examples are used?</p> <p>If the applicant agency uses other self-monitoring methods, are they each described in detail?</p>	<p>1-2 = 1 point                      3-4 = 3 points                      5-6 = 5 points</p> <p>1 point for each other self-monitoring method (up to 3)                      +                      Up to 2 points total for descriptions of how each self-monitoring method is used</p>	
<p><b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 20</b></p> <p><b>REVIEWER TOTAL SCORE FOR THIS SECTION</b></p>		

BOARD CAPACITY	Criteria	Score
<p><i>In this section, the NC-504 SPEC seeks to understand the strength and capacity of the applicant agency’s board governance body. The SPEC will also review the board list that is attached to the application as well as responses to the application questions.</i></p>		
<p><b>Question 1:</b> Did the applicant agency detail its efforts in the past year to develop its board, including specific measures taken to improve racial diversity, professional skills, board leadership/governance, and inclusion of Persons With Lived Experience of Homelessness? A complete response will include a detailed list of <b>specific</b> trainings, organizational assessments, technical assistance, or other racial equity analyses conducted along with the providers’ names and the dates such activities were conducted. (<b>NOTE:</b> Reviewer should also carefully examine the applicant agency’s attached board roster to ensure the board demographics, including racial makeup and Persons with Lived Experience are included).</p>	<p>Maximum possible score = 5 points</p>	

BOARD CAPACITY	Criteria	Score
<b>Question 2:</b> Did the applicant agency detail how progress on program priorities is communicated to the board AND how board members provide input?	Maximum possible score = 5 points	
<b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 10</b> <b>REVIEWER TOTAL SCORE FOR THIS SECTION</b>		

ORGANIZATIONAL CAPACITY TO ADDRESS RACIAL EQUITY	Criteria	Score
<i>The U.S. Department of Housing &amp; Urban Development is committed to ensuring Racial Equity among program operations and services. The NC-504 SPEC and the NC ESG Office recognizes the racial disparities in homelessness characterized by over-representation of BIPOC persons in the homeless population compared to the public. The NC-504 SPEC seeks to understand the applicant agency's efforts to address racial disparities and strengthen its work using a racial equity lens.</i>		
<b>Question 1:</b> Did the applicant agency detail the racial composition of its staff as compared to the racial makeup of the population it serves? <b>(NOTE:</b> The response should include specific numbers, e.g., "Of 20 FTE staff, 12 are Black, Indigenous, or People of Color (BIPOC)," and, "Of the 500 unduplicated persons served last year, 45% of them were BIPOC).	Maximum possible score = 5 points	
<b>Question 2:</b> Did the applicant agency how it educates and develops board and staff about issues of racial equity, implicit bias, cultural competence, diversity, and inclusion. <b>(NOTE:</b> A complete response will include a detailed list of <i>specific</i> trainings, organizational assessments, technical assistance, or other racial equity analyses that have helped the organization address racial equity within its programs and practices, along with the providers' names and the dates such activities were conducted.	Maximum possible score = 5 points	
<b>Question 3:</b> Did the applicant agency describe specific modifications that have been made to applicant agency's policies and procedures using a racial equity lens?	Maximum possible score = 5 points	
<b>Question 4:</b> Did the applicant agency specify and detail how it actively solicits, honors, and uses input from Persons with Lived Experience?	Maximum possible score = 5 points	
<b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 20</b> <b>REVIEWER TOTAL SCORE FOR THIS SECTION</b>		

<b>ORGANIZATIONAL STAFF CAPACITY</b>	<b>Criteria</b>	<b>Score</b>
<p><i>In this section, the NC-504 SPEC seeks to understand applicant agency’s staff capacity to implement the program(s) in this application. (NOTE: 1) Information provided should reflect the organizational chart submitted with the application; 2) A Key volunteer is an unpaid position with responsibilities essential to organizational capacity and does not include the number of volunteers serving on a minimal or one-time basis.</i></p>		
<p><b>Question 1:</b> Did the applicant agency specify: the total # of full-time paid positions; part-time paid positions; and key volunteer positions utilized?</p>	<p>If YES = 3 points If NO = 0 points</p>	
<p><b>Question 2:</b> Did the applicant agency complete the chart, with specific, accurate detail as outlined in the application instructions?</p>	<p>If YES = 2 points If NO = 0 points</p>	
<p><b>Question 3:</b> Did the applicant detail staffing challenges faced in the past year, including specific numbers of staff turnover? Did the applicant agency describe specific measures taken or plans in place to address these challenges?</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 4:</b> Did the applicant detail specific training service staff have received outside NC ESG trainings? Did training include Trauma-Informed Care or other trainings specifically relevant to applicant agency’s proposed program(s): (Examples: for Street Outreach programs, Motivational Interviewing, Crisis Intervention; for Housing Stability programs, Critical Time Intervention)?</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 5:</b> Does applicant agency employ Persons with Lived Experience? If yes, in what roles do they serve; if no, does applicant agency detail the reasons for not employing Persons with Lived Experience; whether they plan to in the future, and detail the plan for employing Persons with Lived Experience, including an implementation timeline?</p>	<p>Maximum possible score = 5 points</p>	
<p style="text-align: center;"><b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 20</b> <b>REVIEWER TOTAL SCORE FOR THIS SECTION</b></p>		

SECTION 3: DATA COLLECTION AND EVALUATION	Criteria	Score
<i>In this section, the NC-504 SPEC seeks to understand applicant agency's staff capacity to capture, manage, and report data in accordance with HUD requirements. NEW APPLICANTS must detail preparation and planning to meet HUD data-collection and management requirements.</i>		
<b>Question 1a:</b> Did applicant agency specify the HMIS/Comparable Data System it will use in the coming year? Does applicant agency specify if this system is capable of producing the CAPER?	If YES = 1 points If NO = 0 points	
<b>Question 1b:</b> If using a different data collection system from prior year, did applicant agency detail the reason(s) for the change?	If YES = 1 points If NO = 0 points	
<b>Question 2:</b> Did applicant agency detail its process to ensure timely and accurate entry of data? ( <b>NOTE:</b> Complete response should include detail on who is responsible for data entry; how soon after a client interaction data is entered; their training/qualifications; what data quality assurance plan/oversight exists; and who is responsible for such oversight).	Maximum possible score = 3 points	
<b>Question 3:</b> Did applicant agency detail how it uses the CAPER to evaluate project outcomes, including who provides oversight and how frequently oversight is conducted? Does applicant agency detail how program staff are informed of progress and challenges? Are there written performance improvement plans in place (or developed) when projects are underperforming?	Maximum possible score = 2 points	
<b>TOTAL POINTS AVAILABLE FOR THIS SECTION = 7</b> <b>REVIEWER TOTAL SCORE FOR THIS SECTION</b>		
<b>TOTAL POINTS AVAILABLE FOR <u>ORGANIZATIONAL INFORMATION, ORGANIZATIONAL/BOARD CAPACITIES, AND DATA COLLECTION</u> = 90</b> <b>REVIEWER TOTAL SCORE</b>		

**STREET OUTREACH PROJECT APPLICATION**

Evaluated only if applicant agency is seeking ESG funds for STREET OUTREACH projects. Reviewer should read all special instructions provided throughout the application and reference [24 CFR 576.101](#) as needed.

Project Description	Criteria	Score
<p><b>Question 1:</b> Did applicant agency list all counties to be served by the proposed Street Outreach project, even if they cross multiple CoCs or regions?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 2:</b> How many populations will be served by the proposed project?</p>	<p>1-2 = 1 point 3-5 = 3 points 5-7 = 5 points</p>	
<p><b>Question 3:</b> Does the proposed project exclusively serve victims of domestic violence?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 4:</b> Did the project applicant detail eligibility requirements for the proposed project? Are persons screened out for any of the following reasons?</p> <p><input type="checkbox"/> Insufficient income;</p> <p><input type="checkbox"/> History of or active substance use;</p> <p><input type="checkbox"/> Criminal records (w/ exceptions for any state-mandated restrictions);</p> <p><input type="checkbox"/> History of domestic violence (e.g. lack of protective order; separation from abuse, or law enforcement involvement)?</p> <p>If a person/household is screened out for any of these reasons checked above, are they referred to other providers? Did the agency detail other reasons why an individual/household would be denied admission?</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 5:</b> Did the applicant agency describe its Street Outreach project design in detail, including how it aligns with HUD, ESG, and NC-504 guidelines? Does the project fill a gap in the community, by serving an underserved population, providing services that are not provided by other agencies, or serving an under-served area? Did the agency detail the how participants are contacted and engaged, where/when, how frequently outreach occurs, and how participants are tracked? Does the project description demonstrate the agency will engage unsheltered households with high barriers and connect them to emergency services and permanent housing? (<b>NOTE:</b> Reviewer should ensure project design description matches the eligible expenses in the attached project budget).</p>	<p>Maximum possible score = 15 points</p>	

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Project Description	Criteria	Score
<p><b>Question 6:</b> Did the applicant agency fully describe its staffing structure for the proposed Street Outreach project, including: staff qualifications; project participant to project staff ratios; if any segments of work are conducted by volunteers (and if so, what specifically is being done by volunteers); and how many years it has conducted Street Outreach services.</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 7:</b> Did the applicant agency fully describe its collaboration with the CoC and community partners, including PSH, RRH, and Emergency Shelter programs? Are these collaborations informal, or are there written MOAs/MOUs or other agreements in place?</p>	<p>Maximum possible score = 15 points</p>	
<p><b>Question 8:</b> Did the applicant agency describe how the project works with the NC-504 Coordinated Entry (CE) system?</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 9:</b> Did the project applicant fully detail: number of individuals/households estimated to be served in the coming year; estimated percentage of individuals/household exiting to positive housing destinations; estimated cost per individual/household served that considers: staffing; agency capacity; compliance with NC-504 CoC Written Standards and processes; CE participation; and any other agency or community considerations that impact service provision.</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 10:</b> Did the agency provide any additional information that is helpful to the SPEC or NC ESG office to know regarding the proposed project? (<b>NOTE:</b> This must be a narrative response, not a reference to additional attached information).</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 11:</b> Did the agency discuss how they are leveraging their ESG funding to do more?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 12:</b> Will the ESG Funds help expand existing projects and/or start new projects?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>TOTAL POINTS AVAILABLE FOR STREET OUTREACH PROJECTS = 70</b> <b>REVIEWER TOTAL SCORE FOR THIS PROJECT PROPOSAL</b></p>		



### EMERGENCY SHELTER PROJECT APPLICATION

Evaluated only if applicant agency is seeking ESG funds for an EMERGENCY SHELTER Project. Reviewer should read all special instructions provided throughout the application and reference [24 CFR 576.102](#) as needed.

Project Description	Criteria	Score
<p><b>Question 1:</b> Did applicant agency list all counties to be served by the proposed Emergency Shelter project, even if they cross multiple CoCs or regions?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 2:</b> How many populations will be served by the proposed project?</p>	<p>1-2 = 1 point 3-5 = 3 points 5-7 = 5 points</p>	
<p><b>Question 3:</b> Does the proposed project exclusively serve victims of domestic violence?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 4:</b> Did the project applicant detail eligibility requirements for the proposed project? Are persons screened out for any of the following reasons?</p> <p><input type="checkbox"/> Insufficient income;</p> <p><input type="checkbox"/> History of or active substance use;</p> <p><input type="checkbox"/> Criminal records (with exceptions for any state-mandated restrictions);</p> <p><input type="checkbox"/> History of domestic violence (e.g., lack of protective order; separation from abuse, or law enforcement involvement)?</p> <p>If a person/household is screened out for any of these reasons checked above, are they referred to other providers? Did the agency detail other reasons why an individual/household would be denied admission?</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 5:</b> Did the applicant agency describe its Emergency Shelter project design in detail, including how it aligns with HUD, ESG, and NC-504 guidelines? Does the project fill a gap in the community, by serving an underserved population or by providing services that are not provided by other agencies? Did the applicant agency detail the how participants are referred? Did the agency provide detail on how housing referrals/placements occur? (<b>NOTE:</b> Reviewer should ensure project design description matches the eligible expenses in the attached project budget).</p>	<p>Maximum possible score = 15 points</p>	

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Project Description	Criteria	Score
<p><b>Question 6:</b> Did the applicant agency fully describe its staffing structure for the proposed Emergency Shelter project, including: staff qualifications; project participant to project staff ratios; if any segments of work are conducted by volunteers (and if so, what specifically is being done by volunteers); and how many years it has conducted Emergency Shelter services.</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 7:</b> Did the applicant agency fully describe its collaboration with the CoC and community partners, including PSH, RRH, and Street Outreach programs? Are these collaborations informal, or are there written MOAs/MOUs or other agreements in place?</p>	<p>Maximum possible score = 15 points</p>	
<p><b>Question 8:</b> Did the applicant agency describe how the project works with the NC-504 Coordinated Entry (CE) system?</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 9:</b> Did the project applicant fully detail: number of individuals/households estimated to be served in the coming year; estimated percentage of individuals/household exiting to positive housing destinations; estimated cost per individual/household served that considers: staffing; agency capacity; compliance with NC-504 CoC Written Standards processes; CE participation; and any other agency or community considerations that impact service provision.</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 10:</b> Did the agency provide any additional information that is helpful to the SPEC or NC ESG office to know regarding the proposed project? (<b>NOTE:</b> This must be a narrative response, not a reference to additional attached information).</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 11:</b> Did the agency discuss how they are leveraging their ESG Funding to do more?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 12:</b> Will the ESG Funds help expand existing projects and/or start new projects?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>TOTAL POINTS AVAILABLE FOR <u>EMERGENCY SHELTER PROJECTS</u> = 70</b> <b>REVIEWER TOTAL SCORE FOR THIS PROJECT PROPOSAL</b></p>		

**RAPID REHOUSING PROJECT APPLICATION**

Evaluated only if applicant agency is seeking ESG funds for a RAPID REHOUSING project. Reviewer should read all special instructions provided throughout the application and reference [24 CFR 576.104](#) as needed.

Project Description	Criteria	Score
<p><b>Question 1:</b> Did applicant agency list all counties to be served by the proposed Emergency Shelter project, even if they cross multiple CoCs or regions?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 2:</b> How many populations will be served by the proposed project?</p>	<p>1-2 = 1 point 3-5 = 3 points 5-7 = 5 points</p>	
<p><b>Question 3:</b> Does the proposed project exclusively serve victims of domestic violence?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 4:</b> Did the project applicant detail eligibility requirements for the proposed project? Are persons screened out for any of the following reasons?</p> <p><input type="checkbox"/> Insufficient income;</p> <p><input type="checkbox"/> History of or active substance use;</p> <p><input type="checkbox"/> Criminal records (with exceptions for any state-mandated restrictions);</p> <p><input type="checkbox"/> History of domestic violence (e.g., lack of protective order; separation from abuse; or law enforcement involvement)?</p> <p>If a person/household is screened out for any of these reasons checked above, are they referred to other providers? Did the agency detail other reasons why an individual/household would be denied admission?</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 5:</b> Did the applicant agency describe its Rapid Rehousing project design in detail, including how it aligns with HUD, ESG, and NC-504 guidelines? Does the project fill a gap in the community, by serving an underserved population or by providing services that are not provided by other agencies? Did the applicant agency detail the how participants are referred? Did the agency provide detail on how housing referrals/placements occur? (<b>NOTE:</b> Reviewer should ensure project design description matches the eligible expenses in the attached project budget).</p>	<p>Maximum possible score = 10 points</p>	

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Project Description	Criteria	Score
<p><b>Question 6:</b> Did the applicant agency fully describe its staffing structure for the proposed Rapid Rehousing project, including: staff qualifications; project participant to project staff ratios; if any segments of work are conducted by volunteers (and if so, what specifically is being done by volunteers); and how many years it has conducted Rapid Rehousing services.</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 7:</b> Did the applicant agency fully describe its collaboration with the CoC and community partners, including PSH, RRH, Street Outreach, and Emergency Shelter programs? Are these collaborations informal, or are there written MOAs/MOUs or other agreements in place?</p>	<p>Maximum possible score = 15 points</p>	
<p><b>Question 8:</b> Did the applicant agency describe how the proposed project works with the NC-504 Coordinated Entry (CE) system?</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 9:</b> Did the applicant agency detail how it works with landlords directly and/or with other landlord engagement programs? Does the applicant agency provide detail on what, if any, incentives it provides for landlords? (<b>NOTE:</b> A complete response will include detail on: staff positions/titles responsible for landlord engagement, recruitment, negotiation, and retention; and to what extent program participants are involved in finding and selecting housing).</p>	<p>Maximum possible score = 15 points</p>	
<p><b>Question 10:</b> Did the applicant agency detail how it works with individuals and families to secure housing? (<b>NOTE:</b> A complete response will include detail on: applicant agency approach to financial assistance provision, e.g. progressive engagement or standard set amounts; how financial assistance amounts are determined; and how frequently the financial needs of project participants are reassessed).</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 11:</b> Did the project applicant fully detail: number of individuals/households estimated to be served in the coming year; estimated percentage of individuals/household exiting to positive housing destinations; estimated cost per individual/household served that considers: staffing; agency capacity; compliance with NC-504 CoC Written Standards processes; CE participation; and any other agency or community considerations that impact service provision. (<b>NOTE:</b> Reviewer should check accuracy of cost per individual/household exiting to positive housing destinations using the example found in the application document).</p>	<p>Maximum possible score = 5 points</p>	

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Project Description	Criteria	Score
<p><b>Question 12:</b> Did the agency provide any additional information that is helpful to the SPEC or NC ESG office to know regarding the proposed project? (<b>NOTE:</b> This must be a narrative response, not a reference to additional attached information).</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 13:</b> Did the agency discuss how they are leveraging their ESG Funding to do more?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 14:</b> Will the ESG Funds help expand existing projects and/or start new projects?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>TOTAL POINTS AVAILABLE FOR RAPID REHOUSING PROJECTS = 75</b> <b>REVIEWER TOTAL SCORE FOR THIS PROJECT PROPOSAL</b></p>		

**HOMELESS PREVENTION PROJECT APPLICATION**

Evaluated only if applicant agency is seeking ESG funds for a HOMELESS PREVENTION Project. Reviewer should read all special instructions provided throughout the application and reference [24 CFR 576 §103](#) as needed.

Project Description	Criteria	Score
<p><b>Question 1:</b> Did applicant agency list all counties to be served by the proposed Emergency Shelter project, even if they cross multiple CoCs or regions?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 2:</b> How many populations will be served by the proposed project?</p>	<p>1-2 = 1 point 3-5 = 3 points 5-7 = 5 points</p>	
<p><b>Question 3:</b> Does the proposed project exclusively serve victims of domestic violence?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 4:</b> Did the project applicant detail eligibility requirements for the proposed project? Are persons screened out for any of the following reasons?</p> <p><input type="checkbox"/> Insufficient income;</p> <p><input type="checkbox"/> History of or active substance use;</p> <p><input type="checkbox"/> Criminal records (with exceptions for any state-mandated restrictions);</p> <p><input type="checkbox"/> History of domestic violence (e.g. lack of protective order; separation from abuse, or law enforcement involvement)?</p> <p>If a person/household is screened out for any of these reasons checked above, are they referred to other providers? Did the agency detail other reasons why an individual/household would be denied admission?</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 5:</b> Did the applicant agency describe its proposed Homeless Prevention project design in detail, including how it aligns with HUD, ESG, and NC-504 guidelines? Does the project fill a gap in the community, by serving an underserved population or by providing services that are not provided by other agencies? Did the applicant agency detail the how participants are referred? Did the agency provide detail on how housing referrals/placements occur? (<b>NOTE:</b> Reviewer should ensure project design description matches the eligible expenses in the attached project budget).</p>	<p>Maximum possible score = 10 points</p>	

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Project Description	Criteria	Score
<p><b>Question 6:</b> Did the applicant agency fully describe its staffing structure for the proposed Homeless Prevention project, including: staff qualifications; project participant to project staff ratios; if any segments of work are conducted by volunteers (and if so, what specifically is being done by volunteers); and how many years it has conducted Homeless Prevention services.</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 7:</b> Did the applicant agency fully describe the proposed Homeless Prevention project collaborates with the CoC and community partners, other homeless prevention of crisis housing assistance programs, landlord engagement programs in the CoC/region, Permanent Supportive Housing, and other housing voucher programs? Are these collaborations informal, or are there written MOAs/MOUs or other agreements in place?</p>	<p>Maximum possible score = 15 points</p>	
<p><b>Question 8:</b> Did the applicant agency describe how the proposed project works with the NC-504 Coordinated Entry (CE) system?</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 9:</b> Did the applicant agency detail how it works with landlords directly and/or with other landlord engagement programs? Does the applicant agency provide detail on what, if any, incentives it provides for landlords? (<b>NOTE:</b> A complete response will include detail on: staff positions/titles responsible for landlord engagement, recruitment, negotiation, and retention; and to what extent program participants are involved in finding and selecting housing).</p>	<p>Maximum possible score = 15 points</p>	
<p><b>Question 10:</b> Did the applicant agency detail how it works with individuals and families to secure housing? (<b>NOTE:</b> A complete response will include detail on: applicant agency approach to financial assistance provision, e.g., progressive engagement or standard set amounts; how financial assistance amounts are determined; and how frequently the financial needs of project participants are reassessed).</p>	<p>Maximum possible score = 5 points</p>	
<p><b>Question 11:</b> Did the project applicant fully detail: number of individuals/households estimated to be served in the coming year; estimated percentage of individuals/household exiting to positive housing destinations; estimated cost per individual/household served that considers: staffing; agency capacity; compliance with NC-504 CoC Written Standards processes; CE participation; and any other agency or community considerations that impact service provision. (<b>NOTE:</b> Reviewer should check accuracy of cost per individual/household exiting to positive housing destinations using the example found in the application document).</p>	<p>Maximum possible score = 5 points</p>	

FY 2023-2024 ESG Review Score Card – Returning Applicant

Project Description	Criteria	Score
<p><b>Question 12:</b> Did the agency provide any additional information that is helpful to the SPEC or NC ESG office to know regarding the proposed project? (<b>NOTE:</b> This must be a narrative response, not a reference to additional attached information).</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 13:</b> Did the agency discuss how they are leveraging their ESG Funding to do more?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 14:</b> Will the ESG Funds help expand existing projects and/or start new projects?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>TOTAL POINTS AVAILABLE FOR <u>HOMELESS PREVENTION PROJECTS</u> = 75</b> <b>REVIEWER TOTAL SCORE FOR THIS PROJECT PROPOSAL</b></p>		



### HMIS/COMPARABLE DATA SYSTEM APPLICATION

Evaluated only if applicant agency is seeking ESG funds for a HMIS/COMPARABLE DATA SYSTEM Project. Reviewer should read all special instructions provided throughout the application and reference [24 CFR 576.107](#) as needed.

Project Description	Criteria	Score
<p><b>Question 1:</b> Did applicant agency list all counties to be served by the proposed HMIS/COMPARABLE DATA SYSTEM project, even if they cross multiple CoCs or regions?</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 2:</b> Did applicant agency name the specific HMIS/Comparable Data System its plans to use in the coming year? Which system is being used?</p> <p><input type="checkbox"/> NCHMIS</p> <p><input type="checkbox"/> HMIS@NCCEH</p> <p><input type="checkbox"/> Apricot</p> <p><input type="checkbox"/> Osnum</p> <p><input type="checkbox"/> BitFocus</p> <p><input type="checkbox"/> Other (If agency has chosen “other,” did it specify the system and explain why the other options in this list were ruled out)?</p>	<p>Maximum possible score = 10 points</p>	
<p><b>Question 3:</b> Did applicant agency complete the chart in the application, detailing its plan to use ESG funding for the proposed project?</p>	<p>Maximum possible score = 20 points</p>	
<p><b>Question 4:</b> Did applicant agency describe in detail how ESG funds will contribute to its ability to collect, analyze, and report data? Does this project expand or improve existing capacity, and if so, did the applicant agency describe such expansion or improvement?</p>	<p>Maximum possible score = 40 points</p>	
<p><b>Question 5:</b> Did the applicant agency fully describe its staffing structure for the proposed HMIS/Comparable Data System project, including: staff qualifications and what segments of work are conducted by volunteers (and if so, what specifically is being done by volunteers); and how many years it has using/managing an HMIS/Comparable Database?</p>	<p>Maximum possible score = 30 points</p>	
<p><b>Question 6:</b> Did the agency provide any additional information that is helpful to the SPEC or NC ESG office to know regarding the proposed project? (<b>NOTE:</b> This must be a narrative response, not a reference to additional attached information).</p>	<p>Yes / No NOT SCORED</p>	
<p><b>Question 7:</b> Did the agency discuss how they are leveraging their ESG Funding to do more?</p>	<p>Yes / No NOT SCORED</p>	

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Project Description	Criteria	Score
<b>Question 8:</b> Will the ESG Funds help expand existing projects and/or start new projects?	Yes / No NOT SCORED	
<b>TOTAL POINTS AVAILABLE FOR <u>HMIS/COMPARABLE DATA SYSTEM</u>  <u>PROJECTS</u> = 100  <b>REVIEWER TOTAL SCORE FOR THIS PROJECT PROPOSAL</b> </b>		