

**NC-504 Guilford County Continuum of Care
FY 2023-2024 HUD NOFO Scorecard**

Applicant Name: _____ **Project Name(s):** _____

Reviewer Name: _____ **Data Completed:** _____

Key Terms

- *Housing First:* A model of housing assistance that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such as, sobriety or a minimum income threshold).
- *Rapid Rehousing:* A permanent housing solution emphasizing housing search and relocation services and short- and medium-term rental assistance to move homeless persons and families (with or without a disability) as rapidly as possible into housing.
- *Permanent Supportive Housing:* A CoC program component type providing indefinite leasing or rental assistance combined with supportive services for disabled persons experiencing homelessness so that they may live independently.
- *Stayer:* A person who is still enrolled in the project on the last day of the reporting period. Stayers include persons who have previously exited the project and have reentered the project as long as they were active on the last day of the reporting period.
- *Leaver:* A person who exited the project (one or more times) and is not active on the last day of the operating year.

<p>PROJECT DESCRIPTION</p> <p><i>Source: Project Application</i></p>	<p>Points Available</p>	<p>Score</p>
<p>Did the agency provide a description of the project that addresses the entire scope of the proposed project?</p> <p><i>Note: <u>Please refer to the NC-504 NOFO Project Review Tool document for further guidance regarding the scoring of this response.</u> The description should be clear, concise and address the entire scope of the project, including: (1) the need for the project; (2) a clear picture of the community/target population(s) to be served; (3) the plan for addressing the identified needs/issues of the CoC community/target population(s); (4) projected outcome(s); (5) any coordination with other source(s)/partner(s); and specifically, (6) how CoC funds will be used.</i></p> <p><i>Description must be consistent with other parts of this application and identify: (1) target population, specifying the number of single adults and number of families with children to be served when the project is at full capacity; (2) housing type, number of units – scattered site or single site, single or multi-family homes, etc.; (3) specific services that will be provided and outreach methods to be used to serve the long-term homeless population; (4) coordination with partners; and (5) how the project will leverage or enroll health care/insurance (Medicaid/Medicare/Affordable Care Act/Orange Card/VA) and/or other mainstream services to participants.</i></p> <p><i>If the proposed project will include service participation requirements or anything beyond what is in a typical lease agreement, applicant must provide a complete description of such requirements and how they will be implemented.</i></p>	<p>Does Not Address Expectations/Requirements: 0 <i>(Agency failed to answer the basic component of the question, the answer was confusing or misleading, or the information does not allow for a comparison to other responses.)</i></p> <p>Minimally Addresses Expectations/Requirements: 2.5 <i>(The response answers some, but not all, of the component questions.)</i></p> <p>Adequately Addresses Expectations/Requirements: 5 <i>(A thorough response was provided and all component questions were answered.)</i></p> <p>Exceeds Expectations/Requirements: 10 <i>(Agency provided a complete, insightful, and value-added response.)</i></p>	
<p>TOTAL POINTS AVAILABLE FOR THIS SECTION = 10</p> <p>REVIEWER TOTAL SCORE FOR THIS SECTION</p>		

SUBPOPULATION FOCUS <i>Source: Project Application</i>	Points Available	Score
<p>Which of the subpopulations below will this project serve? <i>(Check all applicable boxes.)</i></p> <p><input type="checkbox"/> None Specified</p> <p><input type="checkbox"/> Chronically Homeless</p> <p><input type="checkbox"/> Veterans</p> <p><input type="checkbox"/> Families with Children</p> <p><input type="checkbox"/> Youth (18 to 24 years old)</p> <p><input type="checkbox"/> Domestic Violence/Survivors</p> <p><input type="checkbox"/> Substance Abuse</p> <p><input type="checkbox"/> Mental Illness</p> <p><input type="checkbox"/> HIV/AIDS</p> <p><input type="checkbox"/> LGBTQIA+</p> <p><input type="checkbox"/> N/A – Project serves <u>all</u> populations.</p> <p><input type="checkbox"/> Other (Please specify):</p>	<p>Not specified: 0</p> <p>One (1) population: 2.5</p> <p>Two (2) populations: 5</p> <p>Three (3) or more populations: 10</p>	
<p style="text-align: center;">TOTAL POINTS AVAILABLE FOR THIS SECTION = 10</p> <p style="text-align: center;">REVIEWER TOTAL SCORE FOR THIS SECTION</p>		

HOUSING FIRST <i>Source: HMIS, Project Application, Project Operations Manuals, and CoC Monitoring</i>	Points Available	Score
Does the project quickly move program participants into permanent housing?	If YES = 5 points If NO = 0 points	
Does the project screen out program participants who have the following barriers? <i>(Check all applicable boxes.)</i> <input type="checkbox"/> Having too little or little income <input type="checkbox"/> Active substance use or history of substance use <input type="checkbox"/> Untreated mental health concerns <input type="checkbox"/> Having a criminal record except for state-mandated exceptions <input type="checkbox"/> History of victimization (e.g., domestic violence, sexual assault, childhood abuse)	If NO = 5 points If any boxes checked = 0 points	
Will the project terminate program participant for any of the following reasons? <input type="checkbox"/> Failure to participate in supportive services <input type="checkbox"/> Failure to make progress on a service plan <input type="checkbox"/> Loss of income or failure to increase income <input type="checkbox"/> Any other activity not covered in a lease agreement typically found for unassisted persons in the project’s geographic area	If NO = 5 points If any boxes checked = 0 points	
Does the project follow a “Housing First” approach?	If YES = 5 points If NO = 0 points	
<p style="text-align: center;">TOTAL POINTS AVAILABLE FOR THIS SECTION = 20</p> <p style="text-align: center;">REVIEWER TOTAL SCORE FOR THIS SECTION</p>		

RENEWAL PROJECTS: PERFORMANCE & OPERATION (Part 1 of 3) <i>Sources: APR & HDX</i>	Points Available	Score
Average Unit Utilization: Units occupied AND available as completed in APR submitted by recipient or APR Year-to-Date (YTD) data from HMIS. <i>(Formula: Jan + Apr + Jul + Oct / 4 (Average % of Actually Available to Proposed # to be served in application))</i>	<70% = 0 points 70-79% = 5 points 80-90%: 7.5 points >90% = 10 points	
Average Bed Utilization: Beds occupied AND available as completed in APR submitted by recipient or APR Year-to-Date (YTD) data from HMIS. <i>(Formula: Jan + Apr + Jul + Oct / 4 (Average % of Actually Available to Proposed # to be served in application))</i>	<70% = 0 points 70-79% = 5 points 80-90%: 7.5 points >90% = 10 points	
Rapid Rehousing: Project Performance Measures in APR for CoC RRH Housing Performance. (Scored ONLY if application is for RRH renewal) <i>(Use the total % of those served (APR Q.7a) who exited to positive permanent housing destinations – total % of persons who exited to temporary destinations (excluding those whose destinations excluded them from the calculation).</i>	<70% = 0 points 70-79% = 5 points 80-90%: 7.5 points >90% = 10 points	
Permanent Supportive Housing: Project Performance Measures in APR for CoC PSH Housing Performance <i>(Scored ONLY if application is for PSH renewal)</i>	<70% = 0 points 70-79% = 5 points 80-90%: 7.5 points >90% = 10 points	
Increases in income: Total % of adults Who Gained or Increased Income from program entry to follow up / Total Adults (Stayers, including those with no income)	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Increases in income: Total % of Adults Who Gained or Increased Income from program entry to program exit / Total Adults (Leavers, including those with no income)	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Increases in income: Total % of adults Who Gained or Increased earned (employment) Income from program entry to follow up / Total Adults (Stayers, including those with no income)	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	

RENEWAL PROJECTS: PERFORMANCE & OPERATION (Part 2 of 3) <i>Sources: APR & HDX</i>	Points Available	Score
Increases in income: Total % of adults Who Gained or Increased earned (employment) Income from program entry to program exit / Total Adults (Leavers, including those with no income)	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Increases in number of non-cash benefits: Total % of adults who Gained or Increased Number of Non-Cash Benefits from program entry to follow up / Total Adults (Stayers, including those with none at entry).	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Increases in number of non-cash benefits: Total % of Adults Who Gained or Increased Income from program entry to program exit / Total Adults (Leavers, including those with none at entry).	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Increases in enrollments in health insurance: Total % of adults who were Enrolled in Health Insurance from program entry to follow up / Total Adults (Stayers, including those with no health insurance at program entry).	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Increases in enrollments in health insurance: Total % of adults who were Enrolled in Health Insurance from program entry to program exit / Total Adults (Leavers, including those with no health insurance at program entry).	0% = 0 points 1-25% = 5 points 26-50% = 7.5 points 51-100% = 10 points	
Average Length of Participation (Leavers): Average Length of Time Between Entry & Exit (Leavers)	1-30 days = 0 points 31-60 days = 2.5 points 61-180 days = 5 points 181-365 days = 10 points	
Median Length of Participation (Stayers): Median Length of Time Between Entry & Exit (Stayers)	1-30 days = 0 points 31-60 days = 2.5 points 61-180 days = 5 points 181-365 days = 10 points	

RENEWAL PROJECTS: PERFORMANCE & OPERATION (Part 3 of 3) <i>Sources: APR & HDX</i>	Points Available	Score
Length of Time Between Project Start Date and Move-In Date (Total persons who moved into housing)	181-365 days = 0 points 61-180 days = 2.5 points 31-60 days = 5 points 1-30 days = 10 points	
Length of Time Homeless Prior to Housing Placement	181-365 days = 0 points 61-180 days = 2.5 points 31-60 days = 5 points 1-30 days = 10 points	
APR: Did the agency submit their most recent APR as part of their application?	If YES = 0 points If NO = 3 points	
TOTAL POINTS AVAILABLE FOR THIS SECTION = 163 REVIEWER TOTAL SCORE FOR THIS SECTION		

RENEWAL PROJECTS: COST EFFICIENCY & UTILIZATION <i>Sources: eloccs, Project Budget, HIC, CoC Quarterly Spending Report</i>	Points Available	Score
Percentage of Requested Amount for Housing (Rental Assistance and Leasing): Demonstrates funding/leverage from other sources for operations and services. [Housing Dollars divided by Annual Renewal Amount] x100	<50% = 0 points 50-69% = 1.5 points 70-90% = 2.5 points >90% = 5 points	
Funds Recaptured for Most Recent Complete Operating Year: Percentage of Funds Recaptured for Last Ending Operating Year out of Total Grant Award	>25% = 0 points 10-24% = 1.5 points 6-9% = 2 points <5% = 5 points	
Cost per Permanent Supportive Housing Client: Rental/Leasing Costs per stayer, per year and cost per exit to PH are ≤ local average. (NOTE: Scored ONLY if application is for PSH renewal).	If YES = 5 points If NO = 0 points	
Cost per Rapid Rehousing Client: Rental/Leasing Costs per stayer, per year and cost per exit to PH are ≤ local average. (NOTE: Scored ONLY if application is for RRH renewal).	If YES = 5 points If NO = 0 points	
Chronic Underspending: Based on the information provided, has this project demonstrated chronic underspending? <i>Chronic underspending occurs when a renewal project that has not already been reallocated fails to expend 90% or more of its grant funds during each of its three most recently closed out grant years prior to the measurement date OR fails to expend 90% or more of its grant funds during each of its second and third completed grant years. (Source: eloccs)</i>	If YES = 0 points If NO = 3 points	
Chronic Underperformance: Based on the information provided, has this project demonstrated chronic underperformance? <i>Chronic underperformance occurs when a renewal project fails to serve 90% or more of the projected number of households during each of its three most recently completed grant years prior to the measurement date OR fails to serve 85% or more of the projected number of households during each of its first two completed grant years, per its APR. Chronic underperformance can also occur when a renewal project does not consistently meet performance benchmarks in the monitoring process. (Source: eloccs)</i>	If YES = 0 points If NO = 3 points	
TOTAL POINTS AVAILABLE FOR THIS SECTION = 26 REVIEWER TOTAL SCORE FOR THIS SECTION		

<p>NEW PROJECTS: PROPOSAL EVALUATION (Part 1 of 3) <i>Source: Project Application</i></p>	<p>Points Available</p>	<p>Score</p>
<p>Joint TH/PH-Rapid Rehousing: Please select all that apply. (Scored ONLY if application is for new Joint TH/PH-RRH project).</p> <p><input type="checkbox"/> The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants.</p> <p><input type="checkbox"/> The proposed project will provide enough rapid rehousing assistance to ensure that at any given time a program participant may move from transitional housing to permanent housing. This may be demonstrated by identifying a budget that has twice as many resources for the RRH portion of the project than the TH portion, by having twice as many PH-RRH units at a point in time as TH units, or by demonstrating that the budget and units are appropriate for the population being served by the project.</p> <p>(2 points - For this question only)</p> <p><input type="checkbox"/> The type of supportive services that will be offered to program participants will ensure successful retention or help to obtain permanent housing, including all supportive services regardless of funding source.</p> <p><input type="checkbox"/> The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply, and which meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education).</p> <p><input type="checkbox"/> Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing).</p> <p><input type="checkbox"/> The project adheres to a Housing First model as defined in Section B.2.(b)(15) of the NOFO.</p> <p><input type="checkbox"/> The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve.</p> <p><i>Note: New Joint TH/PH-RRH projects that do not receive at least 6 points will be subject to additional review.</i></p>	<p>1 point per box checked unless otherwise indicated</p> <p><i>Highest Score: 8 points</i></p>	

<p>NEW PROJECTS: PROPOSAL EVALUATION (Part 2 of 3) <i>Source: Project Application</i></p>	<p>Points Available</p>	<p>Score</p>
<p>Permanent Housing (Permanent Supportive Housing or Rapid Rehousing): Please select all that apply. (Scored ONLY if application is for new PH project).</p> <ul style="list-style-type: none"> <input type="checkbox"/> The type of housing proposed, including the number and configuration of units, will fit the needs of the program participants. <input type="checkbox"/> The type of supportive services that will be offered to program participants will ensure successful retention in or help to obtain permanent housing, including all supportive services regardless of funding source. <input type="checkbox"/> The proposed project has a specific plan for ensuring that program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply. The proposed project also meets the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education). <input type="checkbox"/> Program participants are assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., provides the participant with some type of transportation to access needed services, safety planning, case management, additional assistance to ensure retention of permanent housing). <input type="checkbox"/> The average cost per household served is reasonable, meaning that the costs for housing and services provided by the project are consistent with the population the project plans to serve. <p><i>Note: New Permanent Housing projects that do not receive at least 4 points will be subject to additional review.</i></p>	<p>1 point per box checked <i>Highest Score: 5 points</i></p>	

NEW PROJECTS: PROPOSAL EVALUATION (Part 3 of 3) <i>Source: Project Application</i>	Points Available	Score
<p>SSO – Coordinated Entry: Please select all that apply. (Scored ONLY if application is for new SSO-CE project).</p> <p><input type="checkbox"/> The centralized or coordinated assessment system is easily available/reachable for all persons within the CoC’s geographic area who are seeking homelessness assistance. The system must also be accessible for persons with disabilities within the CoC’s geographic area.</p> <p><input type="checkbox"/> There is a strategy for advertising that is designed specifically to reach individuals experiencing homelessness with the highest barriers within the CoC’s geographic area.</p> <p><input type="checkbox"/> There is a standardized assessment process.</p> <p><input type="checkbox"/> Ensures program participants are directed to appropriate housing and services that fit their needs.</p> <p><i>Note: New SSO-Coordinated Entry projects that do not receive at least 2 points will be subject to additional review.</i></p>	<p>1 point per box checked <i>Highest Score: 4 points</i></p>	
<p>HMIS: Please select all that apply. (Scored ONLY if application is for new HMIS project).</p> <p><input type="checkbox"/> The HMIS funds will be expended in a way that is consistent with the CoC’s funding strategy for the HMIS and furthers the CoC’s HMIS implementation.</p> <p><input type="checkbox"/> The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards.</p> <p><input type="checkbox"/> The ability of the HMIS to un-duplicate client records.</p> <p><input type="checkbox"/> The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for APR/HUD reporting) and other reports required by other federal partners.</p> <p><i>Note: New HMIS projects that do not receive at least 3 points will be subject to additional review.</i></p>	<p>1 point per box checked <i>Highest Score: 4 points</i></p>	
<p style="text-align: center;">TOTAL POINTS AVAILABLE FOR THIS SECTION = 21 REVIEWER TOTAL SCORE FOR THIS SECTION</p>		

HMIS UTILIZATION, TIMELINESS, & DATA QUALITY <i>Source: Data Quality Report & APR</i>	Points Available	Score
HMIS Utilization and Timeliness: Project uses HMIS or comparable system and enters data in a timely manner for both program entries and exits.	≥ 15 days = 0 points 11-15 days = 1.5 points 5-10 days = 3 points 1-5 days = 5 points	
HMIS Data Quality: HMIS Performance Measure: Maintain high levels of data completeness. <i>Refer to the grade provided on the Data Quality Report.</i>	D/F = 0 points C = 1.5 points B = 3 points A = 5 points	
TOTAL POINTS AVAILABLE FOR THIS SECTION = 10 REVIEWER TOTAL SCORE FOR THIS SECTION		

INCLUSION INITIATIVES	Points Available	Score
<p>Racial Equity & Inclusion: Agency includes BIPOC on its Board of Directors, Board subcommittees or advisory/program planning groups, has clear methods for receiving input from BIPOC communities. Agency Board and staff have demonstrated efforts to analyze and identify barriers that result in differences in service delivery/outcomes for BIPOC, have reviewed or revised policies, or received training/technical assistance to improve service delivery to BIPOC. <i>(Source: Board of Directors List, Narrative Questions/ Answers, and Agency Training Logs)</i></p>	<p>If YES = 10 points If NO = 0 points</p>	
<p>Improving Assistance to LGBTQ+: Agency has clear policies to ensure respect, safety, and access of its program to LGBTQ+, transgender, gender non-conforming, and non-binary individuals and households. <i>(Source: Non-Discrimination Policy and Equal Access Policy)</i></p>	<p>If YES = 10 points If NO = 0 points</p>	
<p>Inclusion of Persons with Lived Experience/Expertise: Agency includes persons with lived experience/expertise on its Board of Directors, has clear methods for receiving input from persons with lived experience/expertise. Agency details on how it acts on such input. Agency includes persons with lived experience/expertise in program planning and/or implementation. <i>(Source: Board of Directors List and Customer Feedback Surveys)</i></p>	<p>If YES = 10 points If NO = 0 points</p>	
<p>Violence Against Women Act (VAWA): If applicable, agency has clear policies to ensure compliance with the Violence Against Women Act (VAWA), which is a federal law that, in part, provides housing protections for people applying for or living in units subsidized by the federal government and who have experienced domestic violence, dating violence, sexual assault, or stalking, to help keep them safe and reduce their likelihood of experiencing homelessness. <i>(Source: Policies and Procedures)</i></p>	<p>If YES = 10 points If NO or N/A (HMIS, e.g.) = 0 points</p>	
<p>TOTAL POINTS AVAILABLE FOR THIS SECTION = 40 REVIEWER TOTAL SCORE FOR THIS SECTION</p>		

REVIEWER TOTAL SCORE FOR THIS APPLICATION: _____