

Agency Instructions

NOTE: cells requiring input are outlined in thick outside borders

Type

Renewal

only populate columns labeled "Agency Actual"

if cell content = "n/a" or existing value is in red font, no input is required or input required elsewhere

populate column B only in the respective Renewal Data Quality tab (NA for HMIS); Agency Score will calculate automatically and carry over to Renewal tab

New

no input required

Ranking Committee Instructions

NOTE: cells requiring input are outlined in thick outside borders

Type	Role	Ranking Committee Approach
Renewal	Assigned Validator	complete validation in the file(s) submitted by applicant input will be in the same tabs the applicant completed only populate columns labeled "Ranking Committee Input" if cell content is in red font, no input is required or input required elsewhere
	All <i>Other</i> RC Members	complete the RC ONLY Renewal tab for each applicant & project (applicants may have more than one project)
New	All RC Members	complete the respective RC ONLY New tab for each applicant

Components	Sources	Calculation	Full Points	5 Points	0 Points	Full Points (Section Weight)	Agency Actual	Agency Calculated Score	Ranking Committee Input	Ranking Committee Calculated Score	Notes for Agencies	Notes for Ranking Comm	Agency Actual					Ranking Committee Input						
													Jan	Apr	Jul	Oct	Total Persons	Jan	Apr	Jul	Oct	Total Persons		
1: Occupancy/Average Daily Unit Utilization	APR: Q8b Reporting period: 7/1/20-6/30/21 esnaps screen 5a - Total Persons	January Total + April Total + July Total + October Total=SUM SUM/4=AVG AVG/Total Persons	90%	81-89%	<81%	15	0%	0	0%	0	Populate columns N-R and column H will auto populate	Populate columns S-W and column J will auto populate												
2: Percentage of participants who gained or increased overall income from entry to latest status	APR: Q19A1, Row 5 - Number of Adults with Any Income (i.e., Total Income) Reporting period: 7/1/20-6/30/21	Percent of persons who accomplished this measure (%)	25%	22-24%	<22%	10		0		0														
3: Percentage of participants who gained or increased overall income from entry to exit.	APR: Q19A2, Row 5 - Number of Adults with Any Income (i.e., Total Income) Reporting period: 7/1/20-6/30/21	Percent of persons who accomplished this measure (%)	20%	18-19%	<18%	10		0		0														
4: Percentage of persons participating with a Permanent Exit Destination	APR: Q23c Reporting period: 7/1/20-6/30/21	Total Percentage (last row)	85%	75-84%	<75%	15		0		0														
5: Length of Time between project start date & Housing Move-in Date	APR: Q22c Reporting period: 7/1/20-6/30/21	Average length of time to housing (Total) - # of days	75	75-90	>90	10		10		10														
6: Average length of participation in days for leavers	APR: Q22b-Leavers Reporting period: 7/1/20-6/30/21	Average length of stay for Leavers - # of days						-		-														
Race/Equity																								
7: Program participants mirror the homeless population demographics: At least 80% of persons served identify as BIPOC	APR: Q12a Reporting period: 7/1/20-6/30/21	Total Black or African American + Total Asian + Total American Indian or Alaska Native + Total Native Hawaiian or Other Pacific Islander + Total Multiple Races = SUM SUM/Total = % BIPOC served	80%	75-79%	<75%	10	0%	0	0%	0	Populate columns N-S and column H will auto populate	Populate columns T-Y and column J will auto populate	Black or African American	Asian	American Indian or Alaska Native	Native Hawaiian or Other Pacific Islander	Multiple Races	Total (row 9)	Black or African American	Asian	American Indian or Alaska Native	Native Hawaiian or Other Pacific Islander	Multiple Races	Total (row 9)
8: Agency has implemented clear strategies for advancing racial equity in the following areas: a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc) USICH: https://www.usich.gov/news/emerging-strategies-for-addressing-racial-inequities-in-our-efforts-to-end-homelessness SPARC Report: https://c4innovates.com/wp-content/uploads/2019/03/SPARC-Phase-1-Findings-March-2018.pdf	Project Addendum		Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities	Agency has not yet implemented strategies, but details a plan to implement at least 1 strategy to reduce racial & ethnic disparities	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	10	n/a	-	-															
9: Project describes strategies to diversify location and access to permanent housing units.	Project Addendum		Project identifies 2 or more strategies that they have implemented	Project identifies 1 strategy they will implement & includes a plan for implementation	Project has not implemented any strategies and does not provide a plan for how they will implement any strategies	10	n/a	-	-															
HMIS/Comparable Database																								
10: HMIS Data Quality error rate is no higher than 5%.	APR Q6a, Q6b, Q6c, Q6d, Q6e Reporting period: 7/1/20-6/30/21	See Renewal Data Quality tab	Meets all 18 Data Quality Standards	Meets 14-18 Data Quality Standards	Meets <14 Data Quality Standards	15	18	15	18	15	Populate associated Data Quality tab for this question; result & score will automatically update on this tab	Populate associated Data Quality tab for this question; result & score will automatically update on this tab												
11: Data Quality Report Submission as outlined in the Char-Meck CoC Data Quality Monitoring Plan	HMIS Administrator confirms submission	Report was due 7/15/21	Agency submitted FY21Q4 Data Quality Reports	N/A	Agency did not submit Q4 Data Quality Reports	10	n/a	-	-															

Components	Sources	Calculation	Full Points	5 Points	0 Points	Full Points (Section Weight)	Agency Actual	Agency Calculated Score	Ranking Committee Input	Ranking Committee Calculated Score	Notes for Agencies	Notes for Ranking Comm	Agency Actual	Ranking Committee Input
Consumer Feedback														
12. Project described mechanism by which consumers have a voice into how the program is shaped & how consumer feedback informs service delivery.	Project Addendum		Agency identifies 2 or more examples for how consumer feedback has changed a program policy or procedure	Agency identifies 1 example for how consumer feedback changed a program policy or procedure	Agency identifies 0 examples	10	n/a	-	-			RC Calc'd Score is manual		
Financials														
13. Most recent agency audit demonstrating there were no unresolved material findings.	Last completed Agency Audit		Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10	n/a	-	-			RC Calc'd Score is manual		
14. Project request is less than 25% of applicant's total operating budget	esnaps screen 6e Agency Operating Budget	Total Assistance plus Admin Requested (#8) / Total Operating Budget (expense)	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0%	10	0%	10	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
15. Most recently completed project expended at least 90% of total award	Sage: Financial Information: Total Expenditures Grant Agreement	Total Expenditures / Project Award Amount	90%	85-89%	<85%	10	0%	0	0%	0	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Expenditures (\$)	Project Award Amount (\$)
16. Project demonstrates match for at least 25% of the total project budget	esnaps screen 6e	Total Match (#11) / Total Assistance plus Admin Requested (#8)	Agency demonstrates at least 25% match	N/A	Agency demonstrates less than 25% match	10	0%	0	0%	0	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Match (\$)	Total Assistance plus Admin Requested (\$)
Continuum of Care Activities														
17. Agency staff participates in Continuum of Care meetings.	Meeting Minutes	Includes the following CoC meetings/activities: -CoC Full Membership -CoC Governing Board -CoC Committees -CoC Workgroups -PIT Count participation	10-12 Meetings Attended	7-9 Meetings Attended	<7 Meetings Attended	10	n/a	-	-			Branden will provide data for column K		
SUB TOTAL						175	n/a	35	n/a	35				
Penalty														
Late or Incomplete Submittal of Supporting Documents						-15								
FINAL TOTAL								35		35	Max Total Score = 175			

Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
Total Expenditures (\$)	Project Award Amount (\$)
Total Match (\$)	Total Assistance plus Admin Requested (\$)

max = 115
 35
 max = 115 Agency Score
 0
 max = 30 Validator Score
 0
 max = 30 Reviewer Score

Components	Sources	Calculation	Full Points	5 Points	0 Points	Full Points (Section Weight)	Agency Actual	Agency Calculated Score	Ranking Committee Input	Ranking Committee Calculated Score	Notes for Agencies	Notes for Ranking Comm	Agency Actual					Ranking Committee Input						
													Jan	Apr	Jul	Oct	Total Persons	Jan	Apr	Jul	Oct	Total Persons		
Performance Measures																								
1. Occupancy/Average Daily Unit Utilization	APR: Q8b Reporting period: 7/1/20-6/30/21 esnaps screen 5a - Total Persons	January Total + April Total + July Total + October Total=SUM SUM/4=AVG AVG/Total Persons	90%	81-89%	<81%	15	0%	0	0%	0	Populate columns N-R and column H will auto populate	Populate columns S-W and column J will auto populate	Jan	Apr	Jul	Oct	Total Persons	Jan	Apr	Jul	Oct	Total Persons		
2. Percentage of participants who gained or increased overall income from entry to latest status	APR: Q19A1, Row 5 - Number of Adults with Any Income (i.e., Total Income) Reporting period: 7/1/20-6/30/21	Percent of persons who accomplished this measure (%)	10%	8-9%	<8%	10		0		0														
3. Percentage of participants who gained or increased overall income from entry to exit.	APR: Q19A2, Row 5 - Number of Adults with Any Income (i.e., Total Income) Reporting period: 7/1/20-6/30/21	Percent of persons who accomplished this measure (%)	8%	6-7%	<6%	10		0		0														
4. Percentage of persons participating with a Permanent Exit Destination	APR: Q5a & Q23c Reporting period: 7/1/20-6/30/21	(Number of Stayers + Total persons exiting to positive housing desinations) / (Total Number of Persons Served - Total persons whose destinations excluded them from the calculation)	75%	70-74%	<70%	15	0%	0	0%	0	Populate columns N-Q and column H will auto populate	Populate columns T-W and column J will auto populate	Total Number of Persons Served (5a - Row 1)	Number of Stayers (5a - Row 8)	Total persons exiting to positive housing desinations (23c)	Total persons whose destinations excluded them from the calculation (23c)	Total Number of Persons Served (5a - Row 1)	Number of Stayers (5a - Row 8)	Total persons exiting to positive housing desinations (23c)	Total persons whose destinations excluded them from the calculation (23c)				
5. Length of Time between project start date & Housing Move-in Date	APR: Q22c Reporting period: 7/1/20-6/30/21	Average length of time to housing (Total) - # of days	120	121-150	>150	10		10		10														
6. Average length of participation in days for stayers	APR: Q22b-Stayers Reporting period: 7/1/20-6/30/21	Average length of stay for Stayers - # of days						-		-	Not scored but Agency Actual required													
Race/Equity																								
7. Program participants mirror the homeless population demographics: At least 80% of persons served identify as BIPOC	APR: Q12a Reporting period: 7/1/20-6/30/21	Total Black or African American + Total Asian + Total American Indian or Alaska Native + Total Native Hawaiian or Other Pacific Islander + Total Multiple Races = SUM SUM/Total = % BIPOC served	80%	75-79%	<75%	10	0%	0	0%	0	Populate columns N-S and column H will auto populate	Populate columns T-Y and column J will auto populate	Black or African American	Asian	American Indian or Alaska Native	Native Hawaiian or Other Pacific Islander	Multiple Races	Total (row 9)	Black or African American	Asian	American Indian or Alaska Native	Native Hawaiian or Other Pacific Islander	Multiple Races	Total (row 9)
8. Agency has implemented clear strategies for advancing racial equity in the following areas: a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc) USICH: https://www.usich.gov/news/emerging-strategies-for-addressing-racial-inequities-in-our-efforts-to-end-homelessness SPARC Report: https://c4innovates.com/wp-content/uploads/2019/03/SPARC-Phase-1-Findings-March-2018.pdf	Project Addendum		Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities	Agency has not yet implemented strategies, but details a plan to implement at least 1 strategy to reduce racial & ethnic disparities	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	10	n/a	-	-															
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Components	Sources	Calculation	Full Points	5 Points	0 Points	Full Points (Section Weight)	Agency Actual	Agency Calculated Score	Ranking Committee Input	Ranking Committee Calculated Score	Notes for Agencies	Notes for Ranking Comm	Agency Actual	Ranking Committee Input
HMIS/Comparable Database														
10. HMIS Data Quality error rate is no higher than 5%.	APR Q6a, Q6b, Q6c, Q6d, Q6e <i>Reporting period: 7/1/20-6/30/21</i>	See Renewal Data Quality tab	Meets all 18 Data Quality Standards	Meets 14-18 Data Quality Standards	Meets <14 Data Quality Standards	15	18	15	18	15	Populate associated Data Quality tab for this question; result & score will automatically update on this tab	Populate associated Data Quality tab for this question; result & score will automatically update on this tab		
11. Data Quality Report Submission as outlined in the Char-Meck CoC Data Quality Monitoring Plan	HMIS Administrator confirms submission	Report was due 7/15/21	Agency submitted FY21Q4 Data Quality Reports	N/A	Agency did not submit Q4 Data Quality Reports	10	n/a	-	-			Branden will provide data for column J; RC Calc'd Score is manual		
Consumer Feedback														
12. Project described mechanism by which consumers have a voice into how the program is shaped & how consumer feedback informs service delivery.	Project Addendum		Agency identifies 2 or more examples for how consumer feedback has changed a program policy or procedure	Agency identifies 1 example for how consumer feedback changed a program policy or procedure	Agency identifies 0 examples	10	n/a	-	-			RC Calc'd Score is manual		
Financials														
13. Most recent agency audit demonstrating there were no unresolved material findings.	Last completed Agency Audit		Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10	n/a	-	-			RC Calc'd Score is manual		
14. Project request is less than 25% of applicant's total operating budget	esnaps screen 6e Agency Operating Budget	Total Assistance plus Admin Requested (#8) / Total Operating Budget (expense)	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0%	10	0%	10	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
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Continuum of Care Activities														
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SUB TOTAL						175	n/a	35	n/a	35				
Penalty														
Late or Incomplete Submittal of Supporting Documents						-15								
FINAL TOTAL								35		35	Max Total Score = 175			

max = 115

35
 max = 115 Agency Score
 0
 max = 30 Validator Score
 0
 max = 30 Reviewer Score

Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
Total Expenditures (\$)	Project Award Amount (\$)
Total Match (\$)	Total Assistance plus Admin Requested (\$)

Components	Sources	Calculation	Full Points	5 Points	0 Points	Full Points (Section Weight)	Agency Actual	Agency Calculated Score	Ranking Committee Input	Ranking Committee Calculated Score	Notes for Agencies	Notes for Ranking Comm	Agency Actual	Ranking Committee Input
Race/Equity														
8. Agency has implemented clear strategies for advancing racial equity in the following areas: a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc.) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc.) USICH: https://www.usich.gov/news/emerging-strategies-for-addressing-racial-inequities-in-our-efforts-to-end-homelessness SPARC Report: https://c4innovates.com/wp-content/uploads/2019/03/SPARC-Phase-1-Findings-March-2018.pdf	Project Addendum		Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities	Agency has not yet implemented strategies, but details a plan to implement at least 1 strategy to reduce racial & ethnic disparities	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	10	n/a	-	-			RC Calc'd Score is manual		
HMIS/Comparable Database														
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Financials														
13. Most recent agency audit demonstrating there were no unresolved material findings.	Last completed Agency Audit		Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10	n/a	-	-			RC Calc'd Score is manual		
14. Project request is less than 25% of applicant's total operating budget	esnaps screen 6e Agency Operating Budget	Total Assistance plus Admin Requested (#8) / Total Operating Budget (expense)	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0%	10	0%	10	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
15. Most recently completed project expended at least 90% of total award	Sage: Financial Information: Total Expenditures Grant Agreement	Total Expenditures / Project Award Amount	90%	85-89%	<85%	10	0%	0	0%	0	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Expenditures (\$)	Project Award Amount (\$)
16. Project demonstrates match for at least 25% of the total project budget	esnaps screen 6e	Total Match (#11) / Total Assistance plus Admin Requested (#8)	Agency demonstrates at least 25% match	N/A	Agency demonstrates less than 25% match	10	0%	0	0%	0	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Match (\$)	Total Assistance plus Admin Requested (\$)
Continuum of Care Activities														
17. Agency staff participates in Continuum of Care meetings.	Meeting Minutes	Includes the following CoC meetings/activities: -CoC Full Membership -CoC Governing Board -CoC Committees -CoC Workgroups -PIT Count participation	10-12 Meetings Attended	7-9 Meetings Attended	<7 Meetings Attended	10	n/a	-	-			Branden will provide data for column K		
SUB TOTAL						85	n/a	25	n/a	25				
Penalty														
Late or Incomplete Submittal of Supporting Documents						-15								
FINAL TOTAL								25		25				

max = 115
 25 Agency Score
 max = 45 Validator Score
 0 Reviewer Score
 max = 30
 0
 max = 10

Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
Total Expenditures (\$)	Project Award Amount (\$)
Total Match (\$)	Total Assistance plus Admin Requested (\$)

Components	Sources	Calculation	Full Points	5 Points	0 Points	Full Points (Section Weight)	Agency Actual	Agency Calculated Score	Ranking Committee Input	Ranking Committee Calculated Score	Notes for Agencies	Notes for Ranking Comm	Agency Actual	Ranking Committee Input
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Financials														
13. Most recent agency audit demonstrating there were no unresolved material findings.	Last completed Agency Audit		Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10	n/a	-	-			RC Calc'd Score is manual		
14. Project request is less than 25% of applicant's total operating budget	esnaps screen 6e Agency Operating Budget	Total Assistance plus Admin Requested (#8) / Total Operating Budget (expense)	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0%	10	0%	10	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
15. Most recently completed project expended at least 90% of total award	Sage: Financial Information: Total Expenditures Grant Agreement	Total Expenditures / Project Award Amount	90%	85-89%	<85%	10	0%	0	0%	0	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Expenditures (\$)	Project Award Amount (\$)
16. Project demonstrates match for at least 25% of the total project budget	esnaps screen 6e	Total Match (#11) / Total Assistance plus Admin Requested (#8)	Agency demonstrates at least 25% match	N/A	Agency demonstrates less than 25% match	10	0%	0	0%	0	Populate columns N & O and column H will auto populate	Populate columns T & U and column J will auto populate	Total Match (\$)	Total Assistance plus Admin Requested (\$)
Continuum of Care Activities														
17. Agency staff participates in Continuum of Care meetings.	Meeting Minutes	Includes the following CoC meetings/activities: -CoC Full Membership -CoC Governing Board -CoC Committees -CoC Workgroups -PIT Count participation	10-12 Meetings Attended	7-9 Meetings Attended	<7 Meetings Attended	10	n/a	-	-			Branden will provide data for column K		
SUB TOTAL						60	n/a	10	n/a	10				
Penalty														
Late or Incomplete Submittal of Supporting Documents						-15								
FINAL TOTAL								10		10				

max = 30

10

max = 30

0

max = 30

Max Total Score = 60

Total Assistance plus Admin Requested (\$)	Total Operating Budget (\$)
Total Expenditures (\$)	Project Award Amount (\$)
Total Match (\$)	Total Assistance plus Admin Requested (\$)

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm
		Full Points	75 Points	0 Points			
Project Description		Full Points	75 Points	0 Points			
<p>1. Project provides detailed description:</p> <p>a) Population served noting which of the following (if any) populations you will serve: history of victimization/abuse, domestic violence, sexual assault, childhood abuse; criminal histories; chronic homelessness; low or no income; current or past substance use</p> <p>b) Type of project (RRH, PSH, or Joint TH/RRH)</p> <p>c) Agency's experience providing housing & supportive services to the identified population including agency leadership & frontline staff</p> <p>d) How project addresses and identified gap/need in the homeless to housing continuum</p> <p>e) How projects will work with Coordinated Entry</p> <p>f) Housing First implementation plan</p> <p>g) Timeline for project implementation including when drawdowns will be completed & when project will reach 100% utilization rate</p> <p>h) Types of financial assistance provided</p> <p>i) Describe method for determining project budget (cost/household) including what the project will use to meet the 25% match requirement</p> <p>j) How project will connect participants to benefits & employment to ensure participants increase overall income</p> <p>k) Supportive services provided including how housing search assistance will be provided</p> <p>l) How project will house participants in <30 days for RRH or <90 days for PSH</p> <p>m) Reasons for program termination</p>	Source: Project description in esnaps application	13 components addressed	9-12 components addressed	<9 components addressed	85		

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm			
		Full Points	5 Points	0 Points						
Advancing Racial Equity										
2. Agency has clear strategies for advancing racial equity a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc) USICH: https://www.usich.gov/news/emerging-strategies-for-addressing-racial-inequities-in-our-efforts-to-end-homelessness SPARC Report: https://c4innovates.com/wp-content/uploads/2019/03/SPARC-Phase-1-Findings-March-2018.pdf	Source: Project Addendum	Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities among their clients; agency practices and/or program outcomes	Agency has not yet implemented strategies, but details a plan to implement at least 1 strategy to reduce racial & ethnic disparities among their clients; agency practices and/or program outcomes	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	15					
3. Project describes strategies to diversify location and access to permanent housing units. [n/a to HMIS or Coordinated Entry projects]	Source: Project Addendum	Project identifies 2 or more strategies that they have implemented	Project identifies 1 strategy they will implement & includes a plan for implementation	Project has not implemented any strategies and does not provide a plan for how they will implement any strategies	10					
Financial										
4. Project request is less than 25% of applicant's total operating budget	Source: esnaps screen 6e & Agency Operating Budget Calculation: Total Assistance plus Admin Requested (#8) / Total Operating Budget (expense)	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0	Populate columns I & J and column G will auto populate	Project Award Amount (\$)	Total Operating Budget (\$)	Result
										#DIV/0!
5. Most recent agency audit demonstrating there were no unresolved material findings.	Source: Last completed Agency Audit	Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10					
6. Project demonstrates match for at least 25% of the total project budget	Source: esnaps screen 6e Calculation: Total Match (#11) / Total Assistance plus Admin Requested (#8)	Agency demonstrates at least 25% match	N/A	Agency demonstrates less than 25% match	10	0	Populate columns I & J and column G will auto populate	Total Match (\$)	Total Assistance plus Admin Requested (\$)	Result
										#DIV/0!

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm
		Full Points	5 Points	0 Points			
Consumer Feedback							
7. Project described mechanism by which consumers have a voice into how the program is shaped & how consumer feedback informs service delivery. [n/a to HMIS or Coordinated Entry projects]	Source: Project Addendum	Agency identifies 2 or more examples for how consumer feedback has changed a program policy or procedure	Agency identifies 1 example for how consumer feedback changed a program policy or procedure	Agency identifies 0 examples	10		
Continuum of Care Activities							
8. Project describes how agency staff participates in Continuum of Care meetings and work groups. [n/a to HMIS or Coordinated Entry projects]	Source: Meeting Minutes Includes the following CoC meetings/activities: -CoC Full Membership -CoC Governing Board -CoC Committees -CoC Workgroups -PIT Count participation	CoC Member & attended any # of CoC meetings	CoC member & attended 0 CoC meetings	Not a CoC member and attended 0 CoC meetings	10		Branden will provide data
SUB TOTAL					160	0	
Penalty							
Late or Incomplete Submittal of Supporting Documents					-15		
FINAL TOTAL						0	Max Total Score = 160

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm
		Full Points	75 Points	0 Points			
Project Description		Full Points	75 Points	0 Points			
1. Project provides detailed description: a) Population served noting which of the following (if any) populations you will serve: history of victimization/abuse, domestic violence, sexual assault, childhood abuse; criminal histories; chronic homelessness; low or no income; current or past substance use b) Type of project (SSO-CE) c) Agency's experience providing services to the identified population including agency leadership & frontline staff d) How project addresses and identified gap/need in coordinated entry system e) Housing First implementation plan f) Timeline for project implementation including when drawdowns will be completed & when project will reach 100% utilization rate g) Describe method for determining project budget (cost/household) including what the project will use to meet the 25% match requirement h) How project will connect participants to benefits & employment to ensure participants increase overall income i) DV BONUS PROJECTS ONLY: how project will improve safety for DV	Source: Project description in esnaps application	8 components addressed	6-7 components addressed	<6 components addressed	85		
Advancing Racial Equity		Full Points	5 Points	0 Points			
2. Agency has clear strategies for advancing racial equity a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc) USICH: https://www.usich.gov/news/emerging-strategies-for-addressing-racial-inequities-in-our-efforts-to-end-homelessness SPARC Report: https://c4innovates.com/wp-content/uploads/2019/03/SPARC-Phase-1-Findings-March-2018.pdf	Source: Project Addendum	Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities among their clients; agency practices and/or program outcomes	Agency has not yet implemented strategies, but details a plan to implment at least 1 strategy to reduce racial & ethnic disparities among their clients; agency practices and/or program outcomes	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	15		

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm			
		Full Points	5 Points	0 Points						
Financial										
3. Project request is less than 25% of applicant's total operating budget	Source: esnaps screen 6e & Agency Operating Budget Calculation: Total Assistance plus Admin Requested (#8) / Total Operating Budget (expense)	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0	Populate columns I & J and column G will auto populate	Project Award Amount (\$)	Total Operating Budget (\$)	Result
4. Most recent agency audit demonstrating there were no unresolved material findings.	Source: Last completed Agency Audit	Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10					#DIV/0!
5. Project demonstrates match for at least 25% of the total project budget	Source: esnaps screen 6e Calculation: Total Match (#11) / Total Assistance plus Admin Requested (#8)	Agency demonstrates at least 25% match	N/A	Agency demonstrates less than 25% match	10	0	Populate columns I & J and column G will auto populate	Total Match (\$)	Total Assistance plus Admin Requested (\$)	Result
Consumer Feedback										
6. Project described mechanism by which consumers have a voice into how the program is shaped & how consumer feedback informs service delivery. [n/a to HMIS or Coordinated Entry projects]	Source: Project Addendum	Agency identifies 2 or more examples for how consumer feedback has changed a program policy or procedure	Agency identifies 1 example for how consumer feedback changed a program policy or procedure	Agency identifies 0 examples	10					#DIV/0!
Continuum of Care Activities										
7. Project describes how agency staff participates in Continuum of Care meetings and work groups. [n/a to HMIS or Coordinated Entry projects]	Source: Meeting Minutes Includes the following CoC meetings/activities: -CoC Full Membership -CoC Governing Board -CoC Committees -CoC Workgroups -PIT Count participation	CoC Member & attended any # of CoC meetings	CoC member & attended 0 CoC meetings	Not a CoC member and attended 0 CoC meetings	10		Branden will provide data			
SUB TOTAL					150	0				
Penalty										
Late or Incomplete Submittal of Supporting Documents					-15					
FINAL TOTAL						0	Max Total Score = 150			

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm
		Full Points	5 Points	0 Points			
Providing Housing to DV Survivors		Full Points	5 Points	0 Points			
1. Project provides detailed description: a) How applicant ensured DV survivors experiencing homelessness were assisted to quickly move to safe, affordable housing b) Type of project (RRH or PSH) c) Describe process used to prioritize or match clients to your project (Coordinated Entry, prioritization list, etc) d) Describe how you will connect survivors to supportive services e) How the project moved clients from assisted housing to housing they could sustain after subsidy ends	Source: Project description in esnaps application	4 components addressed	3 components addressed	<3 components addressed	15		
Ensuring DV Survivor Safety		Full Points	5 Points	0 Points			
2. Describe how your project will ensure the safety of DV survivors experiencing homelessness by: a) Training staff on safety planning b) Adjusting intake space to better ensure a private conversation c) Conducting separate interviews/intake with each member of a couple d) Working with survivors to have them identify what is safe for them as it relates to scattered site units and/or rental assistnace e) How you evaluated the agency's ability to ensure the safety of survivors the project served.	Source: Project description in esnaps application	4 components addressed	3 components addressed	<3 components addressed	15		
Trauma-Informed, Victim-Centered Approaches		Full Points	5 Points	0 Points			
3. Describe examples of your agency's experience in using trauma-informed, victim-centered approaches to meet needs of DV survivors in each of the following: a) Prioritizing program participant choice and rapid placement & stabilization in permanent housing b) Establishing & maintaining an environment of agency and mutual respect (ex. do not use punitive interventions, minimize power differentials) c) Providing participants access to information on trauma d) emphasize program participants' strengths (ex. strength-based coaching & assessment tools; case plans focus on participant strengths and work toward goals e) centering on cultural responsiveness & inclusivity f) providing opportunities for connection for participants (groups, mentorships, etc) g) offering support for parenting (ex. parenting classes, childcare)	Source: Project description in esnaps application	6 components addressed	4-5 components addressed	<4 components addressed	15		

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm
		Full Points	5 Points	0 Points			
Meeting Service Needs of DV Survivors		Full Points	5 Points	0 Points			
4. Describe the supportive services your agency provided to DV survivors experiencing homelessness while quickly moving them into permanent housing & addressing their safety needs 5. Provide examples of how your agency provided the supportive services to DV survivors. Example: Child Custody: ABC project assisted DV survivors to pursue child custody by making legal services available through its partner EFG Legal Services, provided transportation, and provided a support group for other experiencing similar challenges. ABC ensures that the survivors' safety needs were addressed by maintaining confidentiality, using harm reduction	Source: Project description in esnaps application	2 components addressed	1 component addressed	0 components addressed	15		
Advancing Racial Equity		Full Points	5 Points	0 Points			
6. Agency has clear strategies for advancing racial equity a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc)	Source: Project Addendum	Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities among their clients; agency practices and/or program outcomes	Agency has not yet implemented strategies, but details a plan to implement at least 1 strategy to reduce racial & ethnic disparities among their clients; agency practices and/or program outcomes	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	15		
7. Project describes strategies to diversify location and access to permanent housing units. [n/a to HMIS or Coordinated Entry projects]	Source: Project Addendum	Project identifies 2 or more strategies that they have implemented	Project identifies 1 strategy they will implement & includes a plan for implementation	Project has not implemented any strategies and does not provide a plan for how they will implement any strategies	10		

Components	Source & Calculation	Points Allocation			Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm			
		Full Points	5 Points	0 Points						
Financial										
8. Project request is less than 25% of applicant's total operating budget	Source: esnaps screen 6e & Agency Operating Budget Calculation: Total Assistance plus Admin	<25% of overall agency budget	25%-50%	>50% of overall agency budget	10	0	Populate columns I & J and column G will auto populate	Project Award Amount (\$)	Total Operating Budget (\$)	Result #DIV/0!
9. Most recent agency audit demonstrating there were no unresolved material findings.	Source: Last completed Agency Audit	Audit shows agency as low risk auditee & no findings	Audit shows agency as low risk auditee or no findings	Audit shows agency as high risk auditee AND findings	10					
10. Project demonstrates match for at least 25% of the total project budget	Source: esnaps screen 6e Calculation: Total Match (#11) / Total Assistance plus Admin Requested (#8)	Agency demonstrates at least 25% match	N/A	Agency demonstrates less than 25% match	10	0	Populate columns I & J and column G will auto populate	Total Match (\$)	Total Assistance plus Admin Requested (\$)	Result #DIV/0!
Consumer Feedback										
11. Project described mechanism by which consumers have a voice into how the program is shaped & how consumer feedback informs service delivery. [n/a to HMIS or Coordinated Entry projects]	Source: Project Addendum	Agency identifies 2 or more examples for how consumer feedback has changed a program policy or procedure	Agency identifies 1 example for how consumer feedback changed a program policy or procedure	Agency identifies 0 examples	10					
Continuum of Care Activities										
12. Project describes how agency staff participates in Continuum of Care meetings and work groups.[n/a to HMIS or Coordinated Entry projects]	Source: Meeting Minutes Includes the following CoC meetings/activities: -CoC Full Membership -CoC Governing Board -CoC Committees -CoC Workgroups -PIT Count participation	CoC Member & attended any # of CoC meetings	CoC member & attended 0 CoC meetings	Not a CoC member and attended 0 CoC meetings	10		Branden will provide data			
SUB TOTAL					135	0				
Penalty										
Late or Incomplete Submittal of Supporting Documents					-15					
FINAL TOTAL						0	Max Total Score = 135			

Components	Sources	Full Points	5 Points	0 Points	Full Points (Section Weight)	Ranking Committee Score	Notes for Ranking Comm
Race/Equity							
8. Agency has implemented clear strategies for advancing racial equity in the following areas: a) Identifying and reducing racial & ethnic disparities among clients (housing search location, etc) b) Agency practices (ensuring leadership is racially diverse, allows frontline staff to attend community meetings, etc.) c) Program outcomes (increasing income, exits to permanent housing, etc) USICH: https://www.usich.gov/news/emerging-strategies-for-addressing-racial-inequities-in-our-efforts-to-end-homelessness SPARC Report: https://c4innovates.com/wp-content/uploads/2019/03/SPARC-Phase-1-Findings-March-2018.pdf	Project Addendum	Agency identifies 2 or more strategies that they have implemented to identify & reduce racial & ethnic disparities	Agency has not yet implemented strategies, but details a plan to implement at least 1 strategy to reduce racial & ethnic disparities	Agency has not implemented any strategies and does not provide a plan for how they will implement any strategies	10		This is the only question relevant to Renewal HMIS or Renewal CE projects
9. Project describes strategies to diversify location and access to permanent housing units.	Project Addendum	Project identifies 2 or more strategies that they have implemented	Project identifies 1 strategy they will implement & includes a plan for implementation	Project has not implemented any strategies and does not provide a plan for how they will implement any strategies	10		
Consumer Feedback							
12. Project described mechanism by which consumers have a voice into how the program is shaped & how consumer feedback informs service delivery.	Project Addendum	Agency identifies 2 or more examples for how consumer feedback has changed a program policy or procedure	Agency identifies 1 example for how consumer feedback changed a program policy or procedure	Agency identifies 0 examples	10		
SUB TOTAL					0	0	
Penalty							
Late Submittal of Documents					-15		
FINAL TOTAL						0	

Max Total Score = 30
Max Total Score = 10 for HMIS or CE