

**FRESNO-MADERA CONTINUUM OF CARE**  
**DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL**

**OVERVIEW**

Commented [MS1]: Same changes made to new tool as renewal tool where applicable

Summary of Factors	Points
1. Agency-Wide Scoring	32
2. Project Housing Design	23
3. Project Services Design	21
4. Full Utilization	24
5. Bonus Points	10
<b>Total Points Available</b>	<b>100 + 10 Bonus Points</b>

**1. AGENCY-WIDE SCORING (32 Points)**

If an agency is applying for multiple new projects, then the agency will receive a score (up to 32 points) for the below agency-wide factors that will then be added to each new project application's score (up to 68 points + 10 bonus points) to create a final score for each project (i.e., Agency A gets a score of 15 on the agency-wide scoring factors, which will be added to New Project B's score of 60 and New Project C's score of 70 to create a total score for New Project A of 75 and for New Project B of 85).

Agency-Wide Threshold Factors (Required but not scored)	Status
<b>1. FMCoC Membership</b> The agency is a member in good standing of the FMCoC.	Pass/Must Fix
<b>2. Eligible Applicant</b> Neither the applicant nor any sub-recipients are for-profit entities.	Pass/Must Fix

Factor 1.A. Client Participation in Program Design and Policy-Making (5 Points)	Scoring Guide	Points
Review the narrative and apply the scoring guide to the right, up to a maximum of 5 points.	The agency has at least one strategy for gathering client feedback and input. Strategies may include, but are not limited to:	2

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

	<ul style="list-style-type: none"> <li>• Having at least one homeless or formerly homeless person on its staff or board of directors</li> <li>• Having a Lived Experience Advisory Board that meets regularly (different from the CoC's Board)</li> <li>• Administering client satisfaction surveys</li> <li>• Convening client focus groups</li> </ul>	
	Agency incorporates client feedback into program design and/or policy-making.	3

Factor 1.B. Audit Findings <sup>1</sup> (8 Points)	Scoring Guide	Points
<p>Agencies were instructed to submit a copy of their most recent audit report. Any type of report can be used – the audit could be from a direct recipient, from an accountant, etc. The report should be dated no earlier than 1/1/2020.</p> <p>Award up to 8 points using the scoring guide to the right.</p>	Agency attached an audit dated 1/1/2020 or later with no significant negative findings.	8
	Agency attached an audit dated 1/1/2020 or later with negative findings, but convincingly explains how it has corrected the negative findings.	5
	Agency attached an audit dated before 1/1/2020, but convincingly explains why it was not audited since 1/1/2020.	5
	Other	0

Factor 1.C. Experience with Federal and/or State Grants <sup>2</sup> (4 Points)	Scoring Guide	Points
<p>Award up to 4 points based on the scoring guide to the right.</p>	Agency has successfully drawn down at least 95% of funding from a grant of at least \$250,000.	2
	Agency has prepared detailed eligibility documentation to a funder that shows what assistance each client received and why that client was qualified to receive that assistance or has otherwise shown they can manage complex reporting requirements.	2

<sup>1</sup> HUD System Performance Measure 3

<sup>2</sup> HUD System Performance Measure 2

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

Factor 1.D. Housing First <sup>3</sup> (5 Points)	Scoring Guide	Points
Award up to 5 points based on each “No” response the agency provides, using the scoring guide on the right.  The Panel has discretion to adjust this score up or down based on an optional interview of the program and/or an optional review of the project’s policies and procedures.	No, the agency will not leave “Housing First” boxes in e-snaps unchecked (for all projects).	1
	No, there are no program access restrictions for clients based on income, sobriety, criminal records, or mental health.	1
	No, clients are not required to find their own housing unit before accessing housing programs.	1
	No, clients are not required to participate in mandatory classes, therapy, job training, or interventions.	1
	<del>is able to address unpleasant client behavior without exiting or evicting those clients.</del> No, the agency does not impose restrictions on clients that go beyond what is typically covered in an ordinary lease agreement.	1

Factor 1.E. Participation in CoC Activities <sup>4</sup>	Points
Award up to 4 points for the agency’s participation and leadership at CoC events, meetings, committees, forums, and projects, with a focus on activities that took place between 5/15/2021 and 5/14/2022. This does <u>not</u> include attendance at General Membership meetings. Typically, <u>each point</u> will require about <u>4 hours of effort</u> , so full credit should be awarded if the agency has provided 16 hours of attendance/involvement.	4

Factor 1.F. Addressing Racial Biases (2 Points)	Scoring Guide	Points
Using the scoring guide on the right, award up to 2 points based on the degree to which the agency has identified any barriers to participation in their projects (e.g., lack of outreach) faced by persons of different races and ethnicities, particularly those over-represented in the local homelessness population, and has taken or will take steps to eliminate the identified barriers.	Yes, agency has reviewed client outcomes with an equity lens, including the separation and review of data by race, ethnicity, gender identity and/or age.	1
	Agency’s narrative demonstrates that they have identified project changes needed to make client outcomes more equitable and created a plan to make those change (if N/A is written here, award 0 points).	1

<sup>3</sup> HUD System Performance Measure 2

<sup>4</sup> HUD System Performance Measure 2

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

Factor 1.G. HMIS <sup>5</sup>	Points
Award up to 2 points based on project’s plan for maintaining accurate & timely data, and/or based on agency’s history of high data quality.	2

Factor 1.H. Coordinated Entry <sup>6</sup>	Points
Award up to 2 points based on project’s plan for communicating open beds to CES, participating in case conferences, attending CES workgroups, and using referrals from CES to fill openings.	2

PROJECT-SPECIFIC SCORING

Project-Specific Threshold Factors	Status
1. <b>Housing First:</b> The project will commit to running a low-barrier, Housing First program.	Pass/Fail
2. <b>Coordinated Entry:</b> The project will participate in coordinated entry.	Pass/Fail
3. <b>HMIS:</b> The project will enter data for all CoC-funded beds into HMIS (or comparable database for domestic violence services).	Pass/Fail
4. <b>Equal Access:</b> The project will provide equal access and fair housing without regard to sexual orientation, gender identity, or local residency status.	Pass/Fail
5. <b>Eligible Clients:</b> The project will only accept new participants if they can be documented as eligible for this project’s program type based on their housing and disability status.	Pass/Fail
6. <b>Budget:</b> Project has made a good faith effort to complete the budget template provided, showing CoC and non-CoC funding sources for the project.	Pass/Fail
7. <b>Match:</b> The project demonstrates 25% match per grant using match letters that specify the kind and amount of resources to be used or donated.	Pass/Fail
8. <b>Connection to Mainstream Benefits:</b> Project has a specific plan to coordinate and integrate with other mainstream health, social services, and employment programs and ensure that program participants are assisted to obtain benefits. If the agency has any current clients, the plan must mention the percentage of current clients who have obtained at least one mainstream benefit while enrolled in the agency’s program(s).	Pass/Fail

<sup>5</sup> HUD System Performance Measure 5

<sup>6</sup> HUD System Performance Measure 1

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

<p><b>9. Domestic Violence (DV) Bonus Only:</b> Housing projects that are applying for DV Bonus funding must demonstrate that they use housing first, trauma-informed, and victim-centered approaches.</p>	<p>Pass/Fail</p>
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2. PROJECT HOUSING DESIGN (23 POINTS)

Factor 2.A. Project Access to Housing <sup>7</sup> (12 Points)	Scoring Guide	Points
<p>Determine whether the project will be able to secure housing units for its new project in a high-cost housing market with low vacancy rates, then apply the scoring guide to the right up to a maximum of <u>12 points</u>.</p>	<p>The project has a deed, master lease, or binding option for a specific property that will accommodate all of the program’s clients, <u>OR</u></p>	12
	<p>The project will employ its own housing locators who have special skill or experience in finding housing, and has attached a job description or resume for the housing locator position, <u>OR</u></p>	12
	<p>The agency has already secured its own non-HUD funds that it will use to offer significant and appropriate financial incentives to landlords. Merely referencing the funds available through Coordinated Entry does not qualify for full credit.</p>	12
	<p>The project offers another credible explanation for how it will obtain control of its housing site and/or find housing for clients <u>and</u> the agency has a demonstrated track record of housing clients successfully.</p>	6
	<p>None of the above</p>	0

<sup>7</sup> HUD System Performance Measure 7

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

Factor 2.B. Housing Meetings Client Needs <sup>8</sup> (6 Points)	Scoring Guide
Award up to 6 points if the project adequately explains how its homes: <ul style="list-style-type: none"> <li>will have a layout, location, and/or features that thoughtfully match the target population</li> <li>will be accessible to people with disabilities and/or</li> <li>will provide rare or unique options, e.g., pet-friendly housing, or housing with parking spots, or housing with elevators</li> </ul>	6

Factor 2.C. Housing Quality Standards <sup>9</sup> (3 Points)	Scoring Guide	Points
Review the narrative and award up to 3 points using the scoring guide on the right.	The project adequately explains who will inspect client housing.	1
	The project adequately explains when the housing will be inspected.	1
	The project adequately explains how the project will respond when housing fails to meet minimum quality standards.	1

Factor 2.D. Projected Outcomes <sup>10</sup> (2 Points)	Scoring Guide	Points
Award points if the project set suitably challenging, measurable goals that meet minimum CoC-adopted targets then apply the scoring guide to the right.	> 85% of clients will experience positive housing outcomes	1
	> 55% of adults will maintain or increase total income	1

3. PROJECT SERVICES DESIGN (21 POINTS)

Factor 3.A. Stabilize Clients in Housing <sup>11</sup>	Scoring Guide
Award up to 5 points if the project adequately explains how its services will help clients stabilize in permanent housing.	5

<sup>8</sup> HUD System Performance Measure 7

<sup>9</sup> HUD System Performance Measure 2

<sup>10</sup> HUD System Performance Measures 4, 7

<sup>11</sup> HUD System Performance Measure 7

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

Factor 3.B. Enroll Clients in Benefits <sup>12</sup>	Scoring Guide
Award up to 3 points if the project adequately explains how its services will individually assist each client to obtain the benefits of mainstream health, social, and employment programs for which they are eligible to apply.	3

Factor 3.C. Community Coordination <sup>13</sup>	Scoring Guide
Award up to 3 points if the project provides details about how they have specific partnerships with other agencies to refer their clients for specific outside services.  Do not award points for a general statement that the project is well-connected in the community.	3

**For non-Domestic Violence Bonus Projects (10 Points):**

Factor 3.D. Project Staffing <sup>14</sup>	Scoring Guide
Award up to 3 points if staff is: <ul style="list-style-type: none"> <li>• Large enough to handle the expected client case load;</li> <li>• Trained in innovative or evidence-based practices; and</li> <li>• Trained to meet the needs of the population to be served</li> </ul>	3

Factor 3.E. Improve Safety for DV Survivors	Scoring Guide
Award up to 3 points based on the extent to which the project offers trauma-informed, client-centered care.	3

Factor 3.F. Severity of Needs <sup>15</sup> (2 Points)	Scoring Guide	Points
Award up to 2 points based the scoring guide to the right.	Potential clients served in various projects are anticipated to have at least 3 of the following severe needs: (i.) low or no income, (ii.) current or past substance use, (iii.) a history of victimization such as	1

<sup>12</sup> HUD System Performance Measure 4

<sup>13</sup> HUD System Performance Measure 4

<sup>14</sup> HUD System Performance Measure 4

<sup>15</sup> HUD System Performance Measure 1

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

	domestic violence or sexual assault, (iv.) criminal histories, and/or (v.) chronic homelessness.	
	Agency's narrative includes a realistic plan to meet the above-listed specific client needs and vulnerabilities.	1

Factor 3.G. Special Populations <sup>16</sup> (2 Points)	Scoring Guide	Points
Award up to 2 points based the scoring guide to the right.	Project targets <u>one or more</u> of the following specialized populations: i. Homeless Youth, ii. Domestic Violence survivors, iii. Homeless Families with Children, iv. Chronic Homeless, v. Homeless Veterans, <i>and/or</i> vi. <u>Transgender/Gender Nonconforming</u>	2
	Project does not target any of the above subpopulations.	0

**Services and prioritization for Domestic Violence Bonus Housing (10 Points):**

Use this section instead of factors 3.D., 3.E., 3.F., and 3.G. if the project will be dedicated to serving victims of domestic violence. For all scoring purposes, “domestic violence” also includes dating violence, sexual assault, stalking, and/or trafficking.

Factor 3.H. Summary of Local Needs (DV Bonus) (4 Points)	Scoring Guide	Points
Award up to 4 points based the scoring guide to the right.	Project adequately summarizes a description of the local <b>need</b> for DV-related housing and services, e.g., how many people need support.	1
	Project adequately summarizes the local <b>resources</b> for DV-related housing and services, e.g., what services are already offered.	1

<sup>16</sup> HUD System Performance Measure 1



FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

	Project gives a quantitative estimate of the size of the <b>gap</b> between local resources and local need.	1
	Project gives a quantitative estimate of how the proposed project will reduce that gap.	1

Factor 3.I. Trauma-Informed, Victim-Centered Approaches (DV Bonus)	Scoring Guide
Award up to 1 point. All DV Bonus housing projects must explain how the services that will be offered are trauma-informed and victim-centered. Projects should include a description of how the project's services will differ from ordinary supportive services for the general homeless population, and an estimate of the number of hours and/or the level of training that the program's staff have received in delivering trauma-informed, victim-centered services.	1

Factor 3.J. Previous Performance (DV Bonus)	Scoring Guide
Award up to 2 points based on the previous performance of the applicant in serving survivors of domestic violence, dating violence, sexual assault, and/or stalking.	2

Factor 3.K. Ability to Meet Safety Outcomes (DV Bonus) (3 Points)	Scoring Guide	Points
Award up to 3 points based the scoring guide to the right.	Project articulates a specific plan for ensuring that its residents will be safe from further domestic violence.	1
	Project uses staff who have been specially trained in promoting the safety of domestic violence survivors.	1
	Project sets quantitative safety targets that are appropriate and realistic and explains why it is likely to be able to achieve the targeted safety outcomes.	1

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

4. FULL UTILIZATION (24 POINTS)

Factor 4.A. Budget <sup>17</sup> (10 Points)	Scoring Guide	Points
Review the budget provided in the Supplemental Documents and apply the scoring guide to the right, up to a maximum of 10 points.	The budget provides information on how both HUD funding and match funding will be spent.	2
	The budget is unambiguous and easy to read.	2
	The budget does not attempt to use HUD funding on ineligible expenses.	2
	The budget has a reasonable size compared to the number of people to be served.	2
	The amount of money in each portion of the budget is reasonable given the project's design.	2

Factor 4.B. Fiscal Capacity <sup>18</sup> (6 Points)	Scoring Guide	Points
Review the narrative and using the scoring guide to the right award up to 6 points if the agency has sufficient fiscal capacity to manage the grant.	The agency has adequate internal financial controls.	1
	The agency has experience with or a plan for grant match tracking.	1
	The agency has well-maintained records.	1
	The agency has oversight by a board of directors.	1
	The agency has a strategy for documenting eligible costs.	1
	The agency has a strategy for ensuring adequate grant drawdown.	1

<sup>17</sup> HUD System Performance Measures 3

<sup>18</sup> HUD System Performance Measure 3

FRESNO-MADERA CONTINUUM OF CARE

DRAFT 2022 NEW HOUSING PROJECT SCORING TOOL

Factor 4.C. Ready to Start <sup>19</sup> (8 Points)	Scoring Guide	Points
Review the narrative and determine whether the project will be ready to begin housing clients within 3 months of receiving HUD funding, then award up to 8 points using the scoring guide to the right.	The agency has already served the same subpopulation with similar service types.	2
	The proposed project does not face any regulatory obstacles such as tenant displacement, environmental issues, or zoning issues.	2
	The agency's current staff has the capacity to begin preparing for this project.	2
	Whether the agency already has policies and procedures that can be used as-is or easily adapted for use in a CoC-funded project.	2

5. BONUS POINTS (10 POINTS)

Factor 5.A. Bonus Points for Housing that Leverages non-CoC Funding (5 Points)	Points
Award the project 5 points if the project has attached a written commitment showing at least 25% of the units of the PSH project incorporates non-CoC funded housing or housing subsidies (i.e., a project that uses Public Housing Authority vouchers, or other non-CoC funding (private organizations, state or local government funding, faith-based funding, or federal funding other than CoC or ESG programs ) for rental assistance or leasing.	5

Factor 5.B. Bonus Points for Project that Leverages Healthcare Resources (5 Points)	Points
Award the project 5 points if the project has attached a written commitment from a healthcare organization to: <ul style="list-style-type: none"> <li>• Provide direct contributions from a public or private health insurance provider to the project; or</li> <li>• Provide health care services (equal to 25% of the funding being requested by the project) by a private or public organization tailored to the program participants who qualify and choose those services). <ul style="list-style-type: none"> <li>○ If the services are from a substance abuse treatment or recovery provider, the project will provide access to treatment or recovery services for all program participants who qualify and choose those services.</li> </ul> </li> </ul>	5

<sup>19</sup> HUD System Performance Measure 3