

Emergency Shelter Evaluation Criteria

Pasadena Continuum of Care

Los Angeles County Homeless Initiative Measure H Funding

Threshold Requirements

General Threshold Requirements	2018 Points
HMIS Implementation: Projects are required to participate in HMIS, unless the project is a victim-service agency, serving survivors of domestic violence or a legal services agency.	Pass/Fail
Coordinated Entry System: Projects are required to participate in Coordinated Entry when it is available for the project type.	Pass/Fail

Coordinated Entry System Outcome Threshold Requirements	2018 Points
CES: 10% of all clients served are assessed through CES	Pass/Fail

Successful Exits to Permanent Housing Outcome Threshold Requirements	2018 Points
PH Exits: 10% of all exits are to permanent housing locations	Pass/Fail

Data Quality Threshold Requirements	2018 Points
Personally Identifiable Information (PII) <5% error rate for PII	Pass/Fail
Universal Data Elements <5% error rate for all Universal Data Elements	Pass/Fail
Income and Housing Data Quality: <5% error rate for all Income and Housing Data Quality	Pass/Fail
Chronic Homeless Status: <5% error rate for Chronic Homeless status questions	Pass/Fail
Entering Clients in HMIS: All clients are entered into HMIS within 10 days	Pass/Fail
Inactive Records: <5% inactive records for Street Outreach and Emergency Shelter	Pass/Fail

Score Breakdown

Summary of Factors	Points Possible	Points Assigned
Threshold Requirements	Pass/Fail	
Organizational Capacity	30	
Project Design	20	
Project Outcomes	25	
Project Budget	15	
Project Timeline	10	
Total Points	100	

Organizational Capacity

Question	Available Points
1. Organizational Capacity <ul style="list-style-type: none"> Does the applicant have the expertise, staff and procedural and administrative structure needed to support the successful implementation of the project? Does the applicant demonstrate the ability to meet all administrative requirements? Does the applicant demonstrate an understanding or working knowledge of homeless populations and the homeless system of care? 	10
2. Collaboration <ul style="list-style-type: none"> Does the applicant describe partnerships that are in place or will be formed that will support the work of this project? Will the project proactively seek and provide information to clients about other mainstream resources. What other services and programs does the organization provide or make referrals to that will complement the goals and outcomes of this project? 	10
3. Lived Experience Participation <ul style="list-style-type: none"> How are persons with lived experiences of homelessness involved in the operation of the proposed project? 	5
4. Cultural Competency <ul style="list-style-type: none"> How are the principles of cultural competency integrated into service delivery and the overall implementation of the project? Does the agency demonstrate a commitment to addressing racial, gender, and sexual orientation diversity? 	5

Project Design

Question	Available Points
4. Project Description <ul style="list-style-type: none"> Does the project proposal demonstrate an understanding of the program requirements? Are best practices utilized and incorporated into the project? How will this project improve and impact the homeless population and system of care at large? Does the project address unmet needs and/or gaps in existing programs? Do the services provided support permanent housing stability and retention? 	15
5. Number of Persons Served <ul style="list-style-type: none"> How many homeless clients will be served as a result of this project? Is the number of persons that will be served through this project realistic? Are persons with the highest needs prioritized? 	5

Project Outcomes

Question	Available Points
7. Activities to Connect Clients to the Coordinated Entry System Outcomes <ul style="list-style-type: none"> Will the outlined activities support the achievement of the program outcomes? Are the activities outlined feasible and attainable? Does the application demonstrate that it will achieve all expected outcomes? 	10
9. Activities to Achieve Successful Exits to Permanent Housing Outcomes <ul style="list-style-type: none"> Will the outlined activities support the achievement of the program outcomes? Are the activities outlined feasible and attainable? Does the application demonstrate that it will achieve all expected outcomes? 	10
14. Activities to Achieve Data Quality Outcomes <ul style="list-style-type: none"> What data-based practices will be used to examine outcomes and track performance? 	5

Project Budget

Question	Available Points
15,16. Itemized Budget <ul style="list-style-type: none"> Is a detailed proposed project budget and budget description provided? Is the budget inclusive of the necessary items for program success? 	5
17. Total Budget <ul style="list-style-type: none"> What is the feasibility, reasonableness, and accuracy of the budget? Is the project cost effective? 	10

Project Timeline

Question	Available Points
18. Detailed Timeline of the Project <ul style="list-style-type: none"> Is a detailed timeline provided that illustrates the implementation plan for the project? Is the timeline for staffing the project and complying with spending deadline feasible and realistic? Will the project be prepared to begin implementation immediately upon receipt of funds? 	10