

CoC New Projects Evaluation Criteria

2019 Scoring Tool for New/Expansion Permanent Housing Projects

Score Breakdown

Summary of Factors	Points Possible	Points Assigned
Threshold Requirements	Pass/Fail	
Agency Experience	20	
Design of Housing & Supportive Services	30	
Timeliness	10	
Financial Efficiency and Management	20	
Project Ability to Enhance System Performance	20	
Component Type Bonus Points for DV RRH	Up to 5	
Total	105	

Threshold Requirements

Threshold Requirements	Points
HMIS Implementation Projects are required to participate in HMIS, unless the applicant 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 the Coordinated Entry System (CES) when it is available for the project type.	Pass/Fail
System for Award Management (SAM) Clearance Applicant has a System for Award Management (SAM) clearance, meaning the applicant is not suspended or debarred from doing business with the federal government and/or receiving federal funds.	Pass/Fail
Match Commitment Match must equal 25% of the total grant request, including administrative costs but excluding leasing costs. Match contributions can be cash, in-kind, or a combination of both. If the source of match is third party in-kind, an MOU between the applicant and the third party will be required at the time of application submission	Pass/Fail
HUD Requirements All projects will be reviewed for compliance with the project eligibility and eligible cost requirements of the CoC Interim Rule and subsequent notices and must meet the threshold requirements outlined in the 2019 CoC Notice of Funding Availability	Pass/Fail

1. Agency Experience (20 points)

Criteria	Scale	Points
Administrative Experience Does the applicant have previous experience in utilizing federal funds?	Highly Experienced	5
	Experienced	3
	Little Experience	2-1
	No Experience	0
Program Experience Does the applicant have experience in administering the proposed program and performing the associated activities?	Highly Experienced	5
	Experienced	3
	Little Experience	2-1
	No Experience	0
Experience with Leveraging Funds Does the agency have experience in leveraging other federal, state, local, and private sector funds?	Highly Experienced	3
	Experienced	2
	Little Experience	1
	No Experience	0
Management Structure Does the agency have the expertise, staff, procedural, and administrative structure needed to meet all administrative requirements, such as record keeping, purchasing, financial/invoicing, and all other relevant CoC program requirements?	Excellent	7
	Satisfactory	6-3
	Poor	2-0

2. Design of Housing & Supportive Services (30 points)

Criteria	Scale	Points
Project Description and Need Does the applicant provide a comprehensive explanation of what the project will look like and how it will operate? Are evidence-based best practices utilized/incorporated into the foundation of the project and does the applicant provide sufficient data to convey the project need? <i>*DV projects must emphasize trauma-informed, victim centered approaches that will meet participant needs and explain how the program will enhance participant safety.</i>	Excellent	6
	Satisfactory	5-3
	Poor	2-0
Target Population All projects must serve eligible populations prioritizing participants with the highest needs. Points are awarded based on subpopulation vulnerabilities, size, and growth trends identified in the 2019 Pasadena Homeless Count. <i>*DV RRH projects dedicated to survivors of domestic violence, dating violence, or stalking that meet HUD's definition of homeless receive full points (4).</i>	CH Single Adults	4
	Families	3
	Youth	2
	Veterans	1
Severity of Needs and Vulnerability of Participants Will the project serve and prioritize participants identified as having the most severe needs and highest vulnerabilities?	Excellent	3
	Poor	2-0
Housing First Will participants be rapidly placed and stabilized in permanent housing without any preconditions such as income, work effort, sobriety or any other factors? Does the program ensure that participants will not be terminated based on barriers such as income, service participation, etc.?	Full alignment	4
	Partial alignment	3-1
	No alignment	0
Coordination with Mainstream Programs Does the applicant provide a detailed plan that describes how the program will coordinate and integrate with other mainstream health, social services, and employment programs that program participants may be eligible for?	Excellent	4
	Satisfactory	3-2
	Poor	1-0
Rapid Permanent Housing Placement Does the applicant indicate that the program will quickly move participants into PH?	Yes	1
	No	0

2019 Evaluation Criteria for New/Expansion PSH and DV RRH Projects
Pasadena Continuum of Care

Housing Type Housing type and scale is appropriate to the program being proposed and the applicant demonstrates the housing meets the needs of the clients to be served?	Excellent	4
	Satisfactory	3-2
	Poor	1-0
Supportive Services The type and scale of all supportive services will meet the needs of program participants, and connections are made to additional services as needed.	Excellent	4
	Satisfactory	3-2
	Poor	1-0

3. Timeliness (10 points)

Criteria	Scale	Points
Project Readiness Does the applicant describe their plan for rapid implementation of the program in the project description?	Excellent	5
	Satisfactory	4-3
	Poor	2-0
Project Milestones Does the agency demonstrate their ability to successfully meet all 4 project milestones? Is the agency's provided timeline realistic and feasible?	Excellent	5
	Satisfactory	4-3
	Poor	2-0

4. Financial Efficiency & Management (20 points)

Criteria	Scale	Points
Federal Debt Is the applicant delinquent on any Federal debt?	No	2
	Yes	0
Cost Effectiveness Are the relative costs compared to the relative outcomes of the project reasonable? In addition to cost comparison, evaluators should also take into account the broader impact and efficiency of the program.	Highly Cost Effective	6
	Cost Effective	5-3
	Not Cost Effective	2-0
Itemized Budget Is a detailed proposed project budget and description provided? Is the budget inclusive of the necessary items for project success?	Excellent	5
	Satisfactory	4-3
	Poor	2-0
Total Budget What is the feasibility, reasonableness, and accuracy of the budget?	Excellent	7
	Satisfactory	6-4
	Poor	3-0

5. Project Ability to Enhance System Performance (20 points)

Criteria	Scale	Points
Obtainment/Retention of PH How well does the applicant describe how program participants will be assisted to obtain and remain in permanent housing (SPM 7b)	Excellent	10
	Good	9-7
	Satisfactory	6-4
	Poor	3-0
Increasing Employment and Earned Income How well does the applicant describe how they will work with public and private organizations to improve access to employment opportunities and assist participants with increasing earned income? (SPM 4)	Excellent	6
	Satisfactory	5-3
	Poor	2-0
Non-Employment Cash Income Will the supportive services lead directly to participants accessing SSI, SSDI, or other mainstream income streams? One point for each selected activity (SPM 4): <ul style="list-style-type: none"> • Transportation assistance to mainstream benefit appointments, employment training or jobs • Annual follow-ups with participants to ensure mainstream benefits are received and renewed • SSI/SSDI technical assistance provided by the applicant or a partner agency • SOAR training completed by person providing TA in the last 24 months 	4 activities related to mainstream benefits	4
	3 activities related to mainstream benefits	3
	2 activities related to mainstream benefits	2
	1 activity related to mainstream benefits	1
	0 activities related to mainstream benefits	0

6. Bonus Points (Up to 5 points)

Component Types Prioritization	Scale	Points
Extent to which the project addresses the Pasadena CoC's current housing needs.	Domestic Violence Rapid Rehousing (DV RRH)	5