

**2023 Renewal Project Scoring Tool (Approved)**

Summary of Factors & Point Allocations	
<b>1. Threshold Factors</b>	N/A
<b>2. Housing Performance</b>	18 points
<b>3. Income Performance</b>	14 points
<b>4. Utilization Performance</b>	22 points
<b>5. Severity of Need and Service Quality</b>	20 points
<b>6. Compliance</b>	12 points
<b>7. Community</b>	11 points
<b>8. Enhancing Capacity</b>	3 points
<b>9. BONUS Factors</b>	11 points
<b>TOTAL</b>	100 points (+ 11 bonus)

**1. THRESHOLD FACTORS**

Name	Description	Met/Not Met
<b>Housing First</b>	The project’s policies include a commitment to identifying and lowering its barriers to housing, in line with a Housing First approach.	Met/Not Met
<b>Coordinated Entry</b>	The project will participate in coordinated entry to the extent possible for this project type, as demonstrated by its policies and procedures.	Met/Not Met
<b>HMIS</b>	The project will enter data for all CoC-funded beds into HMIS (or parallel database for domestic violence services).	Met/Not Met
<b>Successful Drawdown</b>	If the project is under contract with HUD, then the project has made at least one successful drawdown of federal funds as of the time of this application was submitted.	Met/Not Met
<b>Client Participation in Project Design and Policymaking</b>	Absent the impact of COVID-19, the agency typically includes homeless or formerly homeless individual in feedback and decision-making processes.	Met/Not Met
<b>Basic Compliance with HUD Policies</b>	The agency has adequate internal financial controls, adequate record maintenance and management, and adequate policies regarding termination of assistance, client appeals, ADA and fair housing requirements, and confidentiality.	Met/Not Met

**SACRAMENTO CONTINUUM OF CARE**

<b>Eligible Applicants</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.	Met/Not Met
<b>Equal Access</b>	The project provides equal access and fair housing without regard to sexual orientation, gender identity, local residency status, or any other protected category.	Met/Not Met
<b>Match</b>	Agency demonstrates 25% match per grant.	Met/Not Met
<b>Affirmatively Furthering Fair Housing</b>	Agency actively prevents discrimination by affirmatively accommodating people based on differences in: race, color, ancestry, or national origin; religion; mental or physical disability; sex, gender, or sexual orientation; marital or familial status, including pregnancy, children, and custody arrangements; genetic information; source of income; other arbitrary characteristics not relevant to a person's need or suitability for housing	Met/Not Met
<i>Required but not scored</i>		

**[Scored Factors Begin on Next Page]**

**2. HOUSING PERFORMANCE (18 pts.)**

Name	Description	Sources	Score
<b>Permanent Supportive Housing (PSH)</b>			

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<b>2A. Housing Retention</b>	<p>Successes in Housing Retention for PSH projects are measured by the percentage of individual project participants that remain in permanent housing <b>or</b> exit as “living-leavers” to permanent housing at the end of the evaluation period.</p> <p>For projects that serve families or small projects, that experience an outsized impact on program performance for this factor, projects are invited to discuss the number of households that left the project and how long each household had been in the program prior to leaving the program unsuccessfully under the <i>exceptional circumstances</i> supplemental question for consideration by the panel.<sup>1</sup> In an exception to the Review and Rank Policy, at section IV. Review and Rank Process, paragraph J:</p> <ul style="list-style-type: none"> <li>• If one household left the program unsuccessfully, the panel may elect to increase a project’s scaled score and award up to 15 points to the project, and</li> <li>• If two households left the program unsuccessfully, the panel may elect to increase a project’s scaled score and to award up to 9 points.</li> </ul>	APR Q5 APR Q23	≥ 99% = <b>18</b>
			98% - 98.9% = <b>15</b>
			96% - 97.9% = <b>12</b>
			90% - 95.9% = <b>9</b>
			85% - 89.5% = <b>6</b>
			80% - 84.9% = <b>3</b>
			< 79.9% = <b>0</b>

<b>Rapid Re-Housing (RRH) and Joint Transitional Housing and Rapid Re-Housing (TH-RRH)</b>			
<b>2B. Housing Placement</b>	<p>Successes in Housing Placement for RRH and TH-RRH projects are measured by the number of participants who exited to a Permanent Housing destination from the total number of all participants in the project.</p> <p>For projects that serve families, that experience an outsized impact on program performance, projects are invited to discuss</p>	APR Q5 APR Q23	≥ 90% = <b>18</b>
			85-89.9% = <b>16</b>
			80% - 84.9% = <b>12</b>

<sup>1</sup> Feedback was received about using households instead of individuals to show performance so that larger families don’t have an outsized-impact on program performance, but APRs do not provide information by household, only by program participant.

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	under the <i>exceptional circumstances</i> supplemental question for consideration by the panel.		75% - 79.9% = <b>9</b>
	Participants that passed away during the measurement period do not impact the project's performance.		70% - 74.9% = <b>5</b>
			< 70% = <b>0</b>

### **3. INCOME PERFORMANCE (14 pts.)**

Name	Description	Sources	PSH Scale	RRH and TH-RRH Scale	Score
<b>3A. Increase or Maintain Income</b>	<p>Successes in increasing or maintaining participant income are measured by the percent of adult participants in the project who maintained a non-zero income, or increased income, from project entry to exit or Annual Assessment.</p> <p>Adult participants that passed away during the measurement period do not impact the project's performance.</p>	APR Q5 APR Q19	≥ 85%	≥ 75%	<b>6</b>
			70% - 84.9%	60% - 74.9%	<b>4</b>
			55% - 69.9%	45% - 59.9%	<b>3</b>
			40% - 54.9%	30% - 44.9%	<b>2</b>
			< 40%	< 30%	<b>0</b>

<b>3B. Non-Cash Mainstream Benefits</b>	<p>Successes in connecting participants with non-cash mainstream benefits are measured by the percentage of adult stayers/leavers with non-cash benefit sources, excluding all stayers not yet required to have an annual assessment.</p> <p>Adult participants that passed away during the measurement period do not impact the project's performance.</p>	APR Q5 APR Q20	≥ 95% = <b>6</b>
			90% - 94.9% = <b>4</b>
			80% - 89.9% = <b>3</b>
			75% - 79.9% = <b>2</b>
			< 75% = <b>0</b>

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<b>3C. Health Insurance</b>	<p>Successes in connecting participants with health insurance are measured by the percentage of stayers/leavers with health insurance, excluding all stayers not yet required to have an annual assessment.</p> <p>Participants that passed away during the measurement period do not impact the project's performance</p>	APR Q5 APR Q21	≥ 95% = <b>2</b>
			90% - 94.9% = <b>1</b>
			< 90% = <b>0</b>

### 4. UTILIZATION PERFORMANCE (22 pts.)

Name	Description	Sources	Score
<b>4A. Bed and/or Unit Utilization</b>	<p><u>For Projects Serving <b>Single Adults in Shared Housing</b></u>: Successes in achieving full utilization for PSH, RRH, and TH-RRH projects that serve single adult households in units that have more than one bed are best measured by looking at the <b>number of beds</b> in use on the last Wednesday of each quarter, divided by the total number of beds promised in e-snaps.</p> <p><u>For Projects Serving <b>Adults in Non-Shared Housing and/or Families</b></u>: Successes in achieving full utilization for PSH, RRH, and TH-RRH projects that serve adults in non-shared units or families are best measured by looking at the <b>number of units</b> in use on the last Wednesday of each quarter, divided by the total number of units promised in e-snaps.</p> <p>For projects serving adults and/or families in non-shared housing AND adults shared housing (e.g., roommate situations with separate leases), SSF will evaluate bed and unit utilization based on the project's individual unit data and will create a</p>	APR Q7b APR Q8b  E-Snaps	≥ 95% = <b>12</b>
			90% - 94.9% = <b>9</b>
			85% - 89.9% = <b>6</b>
			80% - 84.9% = <b>3</b>
			< 80% = <b>0</b>

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	blended and proportionate utilization percentage for this measure.		
<b>4B. Grant Spenddown</b>	Successes in Grant Spenddown are measured by dividing the amount of money drawn down from e-LOCCs during the project's most recently completed contract by the amount on the corresponding GIW.	e-LOCCs  E-Snaps	≥ 95% = <b>8</b>
			85% - 94.9% = <b>5</b>
			75% - 84.9% = <b>3</b>
			< 75% = <b>0</b>
<b>4C. Quarterly Drawdowns</b>	<p>Successes in Grant Spenddown are also measured by the number of drawdowns made by projects, and depend on projects drawing down quarterly (i.e., occurring at least once in each three-month period during the year).</p> <p>Award 0.5 points for each successful quarterly drawdown over the competition period.</p>	RFI	Up to <b>2</b> points

**5. SEVERITY OF NEED AND SERVICE QUALITY (20 pts.)**

Name	Description	Sources	Score
<b>5A. Chronic Homeless</b>	Successes in Chronic Homelessness are measured as follows: Permanent supportive housing that is 100% Dedicated or Dedicated PLUS will be awarded 3 points.	E-snaps	Up to <b>3</b> points

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<p><b>5B. Severity of Needs &amp; Special Considerations</b></p>	<p>Full points will be awarded for projects that meet one or more of the following criteria:</p> <ul style="list-style-type: none"> <li>• Permanent supportive housing; or</li> <li>• Housing project with targeted services for youth, seniors, those experiencing health conditions that make them vulnerable to COVID-19 <u>as defined by the CDC</u>, or survivors of domestic violence.</li> </ul> <p>Full points may also be awarded for projects that do not meet the criteria above and include a compelling explanation about the quantifiable gap their project fills in the community.</p>	<p>RFI</p> <p>APR Q5a Q13a1, Q14a, Q27a</p>	<p>Up to <b>12</b> Points</p>
<p><b>5C. Quality of Services</b></p>	<p>Successes in Quality of Services are measured based on the project’s narrative explaining to extent to which the project provides services that:</p> <ul style="list-style-type: none"> <li>• Offer ongoing support to stay housed,</li> <li>• Are comprehensive and well-coordinated,</li> <li>• Are thoughtfully matched to the needs of the target population, and</li> <li>• Are delivered by an adequate number of appropriately trained staff (i.e., in your response, please include the project’s (1) current case manager to client ratio, (2) number of additional staff and/or volunteers supporting the work of case managers, (3) a brief description of your rationale for this approach to case management).</li> </ul> <p>Successes for projects provided by Victim Service Providers are also measured based on the project’s narrative explaining the extent to which the project provides services that improve the safety for survivors of domestic violence, dating violence, sexual assault, stalking, and/or human trafficking.</p>	<p>RFI</p>	<p>Up to <b>5</b> points</p>

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	Full points will be available to domestic violence projects that provide objective data on how they improved participant safety.		
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**6. COMPLIANCE (12 pts.)**

Name	Description	Sources	Score
<b>6A. Audit or Monitoring Findings</b>	<p>The agency must report <b>all irregularities</b> resolved or unresolved (e.g., a concern or finding from HUD, a recommendation or finding from SSF (sub-recipients only), a significant deficiency or material weakness from a financial audit, or any type of finding from another funding entity ex. City or County) revealed by any audits or monitoring for the agency (including shared common spaces for projects co-located with non-CoC-funded units) in Sacramento County.</p> <p>Upon request, agencies that have irregularities must provide (1) relevant documentation identifying those irregularities (e.g., highlighted sections of a financial report), and (2) the project's plan to rectify program irregularities. If irregularities have been rectified, projects should include any available confirmation letters from relevant oversight entities (e.g. SSF, HUD, Financial entity, Local Jurisdiction);</p> <p>6A1. Audit (4 points)</p>	<p>All HUD, SSF, financial audits, or audits/ monitoring from other funding entities from the last 3 calendar years.</p> <p>RFI</p>	Up to <b>8</b> points



	<p>Award <b>full points (4 points)</b> for the project if:</p> <ul style="list-style-type: none"> <li>• The agency had a federal audit/single audit conducted every calendar year when required and had no findings</li> <li>•</li> </ul> <p>Award <b>up to full points (4 points)</b> for the project if:</p> <ul style="list-style-type: none"> <li>• If the agency was not required to have a federal audit/single audit and provided another type of financial audit to demonstrate financial health, or</li> <li>• If the agency had findings or irregularities in its single audit or other type of financial audit, the agency provides adequate explanation of any irregularities and provides an adequate explanation to show how any irregularities have been or will be addressed. An adequate explanation includes (1) a brief explanation of the steps the project will take to address the irregularities, (2) the timeline these steps will be completed on, and (3) how the project will avoid similar findings in the future AND provides relevant documentation if requested by the review panel.</li> <li>• If a project is currently disputing findings from an audit and submits (1) a brief explanation of the irregularities, and (2) the most updated timeline available for disputing the irregularities.</li> </ul> <p>Award <b>up to 2 points</b> if irregularities were found for this agency but the project does not provide an adequate explanation.</p> <p>Award <b>no points</b> if the project does not provide any information regarding audits conducted OR if the project does not submit relevant documentation of</p>		
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	<p>reported audit findings upon request of the review panel.</p> <p>6A2. Monitoring (4 points) Award <b>full points (4 points)</b> for the project if:</p> <ul style="list-style-type: none"> <li>• The agency was not monitored; or</li> <li>• If no irregularities have been revealed by any monitoring for this agency's projects in Sacramento County.</li> </ul> <p>Award <b>up to full points (4 points)</b> for the project if:</p> <ul style="list-style-type: none"> <li>• If the agency has any monitoring findings or irregularities, the agency provides an adequate explanation to show how these have been or will be addressed. An adequate explanation includes (1) a brief explanation of the steps the project will take to address the irregularities, (2) the timeline these steps will be completed on, and (3) how the project will avoid similar findings in the future AND provides relevant documentation if requested by the review panel.</li> <li>• If a project is currently disputing findings from a and submits (1) a brief explanation of the irregularities, and (2) the most updated timeline available for disputing the irregularities.</li> </ul> <p>Award <b>up to 2 points</b> if monitoring findings or irregularities were found for this agency but the project does not provide an adequate explanation.</p> <p>Award <b>no points</b> if the project does not provide any information regarding monitoring OR if the project does not submit relevant documentation of reported monitoring findings upon request of the review panel.</p>		
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**SACRAMENTO CONTINUUM OF CARE**

<b>6B. Accurate Data</b>	Successes in Accurate Data are measured using the percent of data recorded as either missing, don't know, client refused to answer, and/or unable to calculate, where the lower percentage the better. Projects with less than 5% data inaccuracy should receive full points.	APR Q6	< 5% error = <b>2</b>
			5% - 10% error = <b>1</b>
			> 10% error = <b>0</b>
<b>6C. Timely Data</b>	Successes in Timely Data are measured using the average length of time (in days) between when a client enters or exits the project, and when the project records the entry or exit in HMIS. Projects that entered client entries/exits into HMIS in under 5 days received full points	APR Q6e	< 5 days = <b>2</b>
			5 days – 8 days = <b>1</b>
			> 8 days = <b>0</b>

**7. COMMUNITY (11 pts.)**

Name	Description	Sources	Score
<b>7A. Participation in CoC Activities</b>	Successes in Participation in CoC Activities are measured based on the agency's attendance, participation, and leadership at CoC events, meetings, committees, forums, and projects, with a focus on activities that took place since the last NOFO. Typically, full points should be awarded if the agency meaningfully participated in at least 4 voluntary events over the course of the year, or if the agency led at least 1 successful event, training, or initiative over the course of the year.	RFI	Up to <b>4</b> points
<b>7B. Mandatory Training</b>	Successes in Mandatory Training are based on whether the agency demonstrated regular attendance at mandatory training events by attending at least one such event per quarter.	RFI SSF Staff Report	Up to <b>2</b> points

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<b>7C. Local Competition Deadlines</b>	<p>Award full points if the project met all local competition deadlines, including deadlines for turning in supporting documents and attachments.</p> <p>Deduct <u>up to 5 points</u> if project was late in finalizing APRs without valid reason.</p> <p>Deduct 2 points if any portion of the local application was turned in <u>up to</u> 24 hours late.</p> <p>Deduct 5 points if any mandatory portion of the local application was <u>more than</u> 24 hours late.</p> <p>If any mandatory portion of the local application was more than 72 hours late, the project may be disqualified at the discretion of the Panel.</p>	Analysis	Up to <b>5</b> points
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**8. ENHANCING CAPACITY (3 pts.)**

Name	Description	Sources	Score
<b>8A. Transitions to Permanent Housing</b>	Success is measured by PSH programs that effectively facilitate successful flow from PSH to other permanent housing (including housing with rental subsidy), evidenced by percent of individuals served that exit to other permanent housing.	APR Q23	Up to <b>3</b> points

**9. BONUS FACTORS (11 pts.)**

Name	Description	Sources	Score
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<p><b>9A. BONUS Coordinated Entry Participation</b></p>	<p>If this project participates in Coordinated Entry:</p> <ul style="list-style-type: none"> <li>• Award <b>full points</b> to projects who reported filling 100% of project vacancies through CE.</li> <li>• Award <b>no points</b> to projects who reported filling less than 100% of project vacancies through CE.</li> </ul> <p>If this project does not currently participate in Coordinated Entry:</p> <ul style="list-style-type: none"> <li>• Award <b>up to two points</b> if this project provides an explanation of (1) the barriers (e.g., restrictions from other funders) that prevent the project from being fully integrated into Coordinated Entry, and (2) the steps the project has taken over the competition year towards Coordinated Entry integration.</li> </ul>	<p>RFI SSF Staff Report</p>	<p>Up to <b>3</b> points</p>
<p><b>9B. BONUS Unique Funding</b></p>	<p>Award <b>full points</b> to housing projects that leverage a source of one-time or on-going funding that may not be used to serve individuals experiencing homelessness if this project is defunded. The funding can be in any amount to meet this criterion.</p> <p>One example of funding meeting these criteria is project-based Housing Choice Vouchers because this funding is not limited to individuals experiencing homelessness. If the project loses CoC funding, the project-based vouchers may not be used to serve individuals experiencing homelessness.</p>	<p>RFI</p>	<p>Up to <b>3</b> points</p>
	<p><u>Identifying and Addressing Barriers:</u> Based on the degree to which the organization:</p> <p>1) Award <b>up to one point</b> if the organization has identified barriers to housing and services that are specifically faced by BIPOC individuals or that disproportionately affect BIPOC individuals; and</p>		

<p><b>9C. BONUS Organizational Commitment to Racial Equity</b></p>	<p>2) Award <b>up to one point</b> if the organization has taken concrete steps to address the identified barriers and lessen their impact on BIPOC individuals. Steps described should be designed to address the specific experiences of BIPOC individuals.</p> <p><u>BIPOC Representation in Leadership:</u></p> <p>Award <b>up to three points</b> for the organization’s explanation of its commitment to serving Black, Indigenous, and other People of Color (BIPOC) since its founding, as indicated by its original mission statement (or equivalent guiding statement) and the racial and ethnic demographics of its original leadership team.</p> <p>Absent a commitment to serving BIPOC individuals since the organization’s start, awards points based on the extent to which the agency demonstrates a commitment to measuring and improving its response to racial disparities and biases. Specifically:</p> <ul style="list-style-type: none"> <li>• Award <b>up to one point</b> if at least 25% of salaried leadership team and board of directors members identify as Black, Indigenous, or other people of color.</li> <li>• Award <b>up to two points</b> to the extent that the organization describes concrete steps that have been taken to build commitment to racial equity practices within the organization’s approach serving individuals experiencing homelessness.             <ul style="list-style-type: none"> <li>○ These may include but are not limited to:                 <ul style="list-style-type: none"> <li>▪ Opportunities for cultural competency and implicit bias trainings;</li> </ul> </li> </ul> </li> </ul>	<p>RFI</p>	<p>Up to <b>5</b> points</p>
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	<ul style="list-style-type: none"><li>▪ Policies related to language accessibility; and</li><li>▪ Strategies to ensure that the salaried leadership team is representative of the racial and ethnic populations that the organization serves.</li></ul> <ul style="list-style-type: none"><li>○ The applicant must also describe the impact or results of their strategies.</li></ul>		
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