

**PERMANENT HOUSING RENEWALS**

**Project Name** \_\_\_\_\_  
**2021 Durham CoC Project Evaluation Tool**  
**HUD Continuum of Care Homeless Assistance Grant**

**Instructions**

This instrument will be used by the Durham Continuum of Care (CoC) to evaluate the performance of Permanent Housing Projects in preparation for the 2021 Continuum of Care Homeless Grants Competition.

**Completion of this tool is required for all renewing project applications**, except the Durham Homeless Management Information System (HMIS) grant and projects that did not begin implementation until after April 30, 2019. **The calculations & scores approved by the HSAC’s Performance Management Committee, which serves as the Durham CoC’s Community Ratings Panel, are deemed the official CoC calculations and scores. The project rankings approved by the Homeless Services Advisory Committee (HSAC) are the Durham CoC’s official project rankings for the 2021 CoC Homeless Grants Competition.**

This tool is intended to objectively evaluate CoC permanent housing projects seeking renewal project funding based on the project’s performance and to encourage all CoC-funded organizations to implement projects that effectively and rapidly rehouse people experiencing homelessness. Except as noted, the CoC Annual Performance Report (CoC-APR) in the HMIS will be used to measure project performance. Project scores on this tool will be used to rank projects for CoC funding recommendations. Projects seeking renewal funding that did not begin implementation until after June 30, 2019 will be ranked for the 2021 CoC Homeless Grants Competition according to the procedures found in the CoC’s “Monitoring, Evaluation, & Ranking Policy for CoC Funding Requests.”

Instructions on how to perform the calculations are given throughout the tool.

**Component #1: Performance Measures**

A	B	C	D	E	F	G	H	I	J	K	L	M
Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	2021 Result	Performance Scoring Range & Points Possible	2021 Performance Points	2020 Result	Change from 2020 to 2021 (F-I)	Growth Scoring Range/Pts Possible	Growth Points	Total Points =(H+L)
<b>Question 1: Length of Project Participation Before Housing Move-In</b> (Rapid Rehousing projects are scored on the percentage of clients who move into housing within 30 days of project entry.)	<b>Rapid Rehousing Only (RRH)</b>	“CoC APR 2020” Table 22c and Table 5a	Number of participants whose length of time between RRH project start date and housing move in was 30 days or less (APR 22c)	Total number of project participants (APR 5a)	___ %	<ul style="list-style-type: none"> <li>• <math>\geq 50\% = 20</math> pts</li> <li>• <math>&lt; 50\% = (\% / .5) * 20</math> rounded to nearest integer or whole number</li> </ul>				1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 50% or more)		
<b>Question 2a: Permanent Housing Stability</b> Permanent Supportive Housing (PSH) projects are scored on the percentage of participants who move to or remain in PH. (Some destinations are excluded from this calculation.)	<b>Permanent Supportive Housing Only (PSH)</b>	“CoC APR 2020” Tables 23c, and Table 5a	“Total persons exiting to positive housing destinations” (23c) + “Total Number of Stayers” (5a) – “Total persons whose destinations excluded them from the calculation” (23c)	Total # of Project Participants (Table 5a #1)	___ %	<ul style="list-style-type: none"> <li>• <math>\geq 90\% = 20</math> pts</li> <li>• <math>&lt; 90\% = (\% / .9) * 20</math> rounded to nearest integer</li> </ul>				1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 90% or more)		
<b>Question 2b: Exits to “Positive Housing Destinations”</b> (Rapid Rehousing Projects are scored on the percentage of leavers who moved to “positive housing destinations.” (Some destinations are excluded from this calculation.)	<b>RRH Only</b>	“CoC APR 2020” Tables 23c & Table 5a #5	“Total persons exiting to positive housing destinations” (23c) – (minus) “Total persons whose destinations excluded them from the calculation” (23c)	Total Number of Leavers from the Project (Table 5a, #5)	___ %	<ul style="list-style-type: none"> <li>• <math>\geq 95\% = 20</math> pts</li> <li>• <math>&lt; 95\% = (\% / .95) * 20</math> rounded to nearest integer</li> </ul>				1 pts for each 5% improvement to max of 5 pts (full credit if % both years is 95% or more)		

A	B	C	D	E	F	G	H	I	J	K	L	M
Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	2021 Result	Performance Scoring Range & Points Possible	2021 Performance Points	2020 Result	Change from 2020 to 2021 (F-I)	Growth Scoring Range/Pts Possible	Growth Points	Total Points =(H+L)
<p><b>Question 3a: Employment (Earned Income) (PSH)</b>                      Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment/Exit (Deaths and stayers not yet required to have an Annual Assessment are excluded from calculations.)</p>	<p><b>PSH Only</b></p>	<p>“CoC APR 2020” Tables 19a1 &amp; 19a2, <b>first row</b></p>	<p>Table 19a1, <b>column title=</b> “Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment/Exit, Average Gain” <b>first row</b> + Table 19a2, <b>column title=</b> “Performance Measure: Adults who Gained or Increased Income from Start to Exit, Average Gain” <b>first row</b></p>	<p>Table 19a1, <b>column title=</b> “Total Adults(including those with no income)” <b>first row</b> + Table 19a2, <b>column title=</b> “Total Adults (including those with No Income),” <b>first row</b></p>	<p>____%</p>	<ul style="list-style-type: none"> <li>• <math>\geq 20\%</math> = 20 pts</li> <li>• <math>&lt; 20\%</math> = <math>(\% / .2)</math> * 20 rounded to nearest integer</li> </ul>				<p><b>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 20% or more)</b></p>		

A	B	C	D	E	F	G	H	I	J	K	L	M
Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	2021 Result	Performance Scoring Range & Points Possible	2021 Performance Points	2020 Result	Change from 2020 to 2021 (F-I)	Growth Scoring Range/Pts Possible	Growth Points	Total Points =(H+L)
<p><b>Question 3b: Employment (Earned Income) (RRH)</b>                      Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment/Exit (Deaths and stayers not yet required to have an Annual Assessment are excluded from calculations.)</p>	<p><b>RRH Only</b></p>	<p>"CoC APR 2020"                      Tables 19a1 &amp; 19a2,  <b>first row</b></p>	<p>Table 19a1, <b>column title=</b>                      "Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment/Exit, Average Gain"  <b>first row</b> + Table 19a2, <b>column title=</b>"Performance Measure: Adults who Gained or Increased Income from Start to Exit, Average Gain"  <b>first row</b></p>	<p>Table 19a1, <b>column title=</b>                      "Total Adults(including those with no income)"  <b>first row</b> + Table 19a2, <b>column title=</b>"Total Adults (including those with No Income),"  <b>first row</b></p>	<p>____%</p>	<ul style="list-style-type: none"> <li>• <math>\geq 50\% = 20</math> pts</li> <li>• <math>&lt; 50\% = (\% / .5) * 20</math> rounded to nearest integer</li> </ul> <p>(Goal reduced from 75% to 50%)</p>				<p>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 90% or more)</p>		

A	B	C	D	E	F	G	H	I	J	K	L	M
Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	2021 Result	Performance Scoring Range & Points Possible	2021 Performance Points	2020 Result	Change from 2020 to 2021 (F-I)	Growth Scoring Range/Pts Possible	Growth Points	Total Points =(H+L)
<p><b>Question 4a. Total Income (PSH)</b>                      Performance Measure: Adults who maintained or increased their total income as of the end of the operating year or program exit. (Deaths &amp; stayers not yet required to have an Annual Assessment are excluded from calculations)</p>	<p style="text-align: center;"><b>PSH Only</b></p>	<p>“CoC APR 2020”                      Tables 19a1 &amp; 19a2, <b>fifth row</b></p>	<p>Table 19a1, <b>column title=</b> “Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment/Exit, Average Gain” <b>fifth row</b> + Table 19a2, <b>column title=</b> “Performance Measure: Adults who Gained or Increased Income from Start to Exit, Average Gain” <b>fifth row</b></p>	<p>Table 19a1, <b>column title=</b> “Total Adults(including those with no income)” <b>fifth row</b> + Table 19a2, <b>column title=</b> “Total Adults (including those with No Income),” <b>fifth row</b></p>	<p>_____ %</p>	<ul style="list-style-type: none"> <li>• <math>\geq 75\% = 20</math> pts</li> <li>• <math>&lt; 75\% = (\% / .75) * 20</math> rounded to the nearest integer</li> </ul>				<p><b>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 75% or more)</b></p>		

A	B	C	D	E	F	G	H	I	J	K	L	M
Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	2021 Result	Performance Scoring Range & Points Possible	2021 Performance Points	2020 Result	Change from 2020 to 2021 (F-I)	Growth Scoring Range/Pts Possible	Growth Points	Total Points =(H+L)
<p><b>Question 4b. Total Income (RRH)</b>                      Performance Measure: Adults who maintained or increased their total income as of the end of the operating year or program exit. (Deaths &amp; stayers not yet required to have an Annual Assessment are excluded from calculations)</p>	<p><b>RRH Only</b></p>	<p>“CoC APR 2020”                      Tables 19a1 &amp; 19a2, <b>fifth row</b></p>	<p>Table 19a1, <b>column title=</b> “Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment/Exit, Average Gain” <b>fifth row</b> + Table 19a2, column title=“Performance Measure: Adults who Gained or Increased Income from Start to Exit, Average Gain” <b>fifth row</b></p>	<p>Table 19a1, <b>column title=</b>“Total Adults(including those with no income)” <b>fifth row</b> + Table 19a2, column title=“Total Adults (including those with No Income)” <b>fifth row</b></p>	<p>_____ %</p>	<ul style="list-style-type: none"> <li>• <math>\geq 90\% = 20</math> pts</li> <li>• <math>&lt; 90\% = (\% / .9) * 20</math> rounded to the nearest integer</li> </ul>				<p><b>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 90% or more)</b></p>		
<p><b>Question 5a: Non-cash Benefit Sources (PSH)</b> Percentage of adult participants who had a “non-cash (mainstream) benefit” during the period</p>	<p><b>PSH Only</b></p>	<p>“CoC APR 2020”                      Tables 20b and 5a</p>	<p># of Adults Stayers with “1+ Source(s)” in column titled “Benefit at Latest Annual Assessment for Stayers” plus # of Leavers with “1+Source(s) in column titled “Benefit at Exit for Leavers</p>	<p>Total Number of Adult Persons Served (Table 5a 2)</p>	<p>_____ %</p>	<ul style="list-style-type: none"> <li>• <math>\geq 75\% = 20</math> pts</li> <li>• <math>&lt; 75\% = (\% / .75) * 20</math> rounded to the nearest integer</li> </ul>				<p><b>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 75% or more)</b></p>		

A	B	C	D	E	F	G	H	I	J	K	L	M
Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	2021 Result	Performance Scoring Range & Points Possible	2021 Performance Points	2020 Result	Change from 2020 to 2021 (F-I)	Growth Scoring Range/Pts Possible	Growth Points	Total Points =(H+L)
<b>Question 5b: Non-cash Benefit Sources (RRH)</b> Percentage of adult participants who had a “non-cash (mainstream) benefit” at project exit	<b>RRH Only</b>	“CoC APR 2020” Table 20b	# of Leavers with “1+ Source(s)” at Exit (Table 20b, 3 <sup>rd</sup> Column  _____	Total Number of Adult Leavers (Table 20b, 3 <sup>rd</sup> column)  _____	_____ %	<ul style="list-style-type: none"> <li>• ≥75%=20 pts</li> <li>• &lt;75%=(%/.75) * 20 rounded to the nearest integer</li> </ul>				<b>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 75% or more)</b>		
<b>Question 6: Health Insurance Coverage</b> Percentage of participants who had health insurance at exit (for leavers) or at annual assessment (for stayers) (Deceased persons and stayers not required to have annual assessment are not included in this calculation.)	<b>ALL Projects</b>	“CoC APR 2020” Tables 21 and 5a	Stayers with one or more than one “source of health insurance” + (plus) Leavers with one or more than one “source of health insurance”  _____	Total Number of Persons Served (Table 5a2) - (minus) “Number of stayers not yet required to have an annual assessment” (Table 21)  _____	_____ %	<ul style="list-style-type: none"> <li>• ≥90%=20 pts</li> <li>• &lt;90%=(%/.9) * 20 rounded to the nearest integer</li> </ul>				<b>1 pt for each 5% improvement to max of 5 pts (full credit if % both years is 90% or more)</b>		
<b>Sectional Score: Questions 1-6</b>			NA	NA	NA	<b>RRH: 150 points possible PSH: 125 points possible</b>						

**Component #2: Serving High Need/Vulnerable Populations & Racial Equity**

Permanent Housing projects are scored on the percentage of participants who had zero income at entry, had more than one disability type, and who entered the project from a place not meant for human habitation, i.e. participants had been unsheltered.

Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	Result (%)	Scoring Range & Points Possible	Score
<b>Question 7: Zero Income at Entry</b> Percentage of adult participants with zero income at entry	<b>All Projects</b>	“CoC APR 2020” Tables 18 and 5a	Number in row “Adults with No Income” in column “Number of adults at start” (Table 18)  _____	Total number of Adult Participants (Table 5a row 2)  _____		<ul style="list-style-type: none"> <li>• <math>\geq 50\% = 10</math> pts</li> <li>• <math>&lt; 50\% = (\% / .5)</math> * 10 rounded to the nearest integer</li> </ul>	
<b>Question 8a: “Number of Conditions at Start”</b> Percentage of <b>adult</b> participants with one or more disability conditions at project entry	<b>PSH Only</b>	“CoC APR 2020” Tables 13a2 and 5a	Number of adults with 1, 2 or 3+ “conditions” at project entry in columns titled “Without Children” & “Adults in HH with Children and Adults” (Table 13a2)  _____	Total Number of Adult Participants (Table 5a row 2)  _____	_____ %	<ul style="list-style-type: none"> <li>• <math>\geq 90\% = 15</math> pts</li> <li>• <math>&lt; 90\% = (\% / .9)</math> * 15 rounded to the nearest integer</li> </ul>	
<b>Question 8b: “Number of Conditions at Start” (RRH)</b> Percentage of <b>adult</b> participants with one or more disability conditions at project entry	<b>RRH Only</b>	“CoC APR 2020” Tables 13a2 and 5a	Number of adults with 1, 2 or 3+ “conditions” at project entry in columns titled “Without Children” & “Adults in HH with Children and Adults” (Table 13a2)  _____	Total Number of Adult Participants (Table 5a row 2)  _____	_____ %	<ul style="list-style-type: none"> <li>• <math>\geq 20\% = 15</math> pts</li> <li>• <math>&lt; 20\% = (\% / .2)</math> * 15 rounded to the nearest integer</li> </ul> <p>(Goal reduced from 40% to 20%)</p>	



Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	Result (%)	Scoring Range & Points Possible	Score
<b>Question 9a: "Prior Living Situation" (PSH)</b> Percentage of <b>adult</b> participants entering the project from a "place not meant for habitation"	<b>PSH Only</b>	"CoC APR 2020" Tables 15 and 5a	Number of persons whose "Living Situation" (Table 15) was "place not meant for habitation"  _____	Total Number of Adult Participants (Table 5a row 2)  _____	_____%	<ul style="list-style-type: none"> <li>• ≥50%=15 pts</li> <li>• &lt;50% = (%/.5) * 15 rounded to the nearest integer</li> </ul>	
<b>Question 9b: "Prior Living Situation"</b> Percentage of <b>adult</b> participants entering the project from a "place not meant for habitation"	<b>RRH Only</b>	"CoC APR 2020" Tables 15 and 5a	Number of persons whose "Living Situation" (Table 15) was "place not meant for habitation"  _____	Total Number of Adult Participants (Table 5a row 2)  _____	_____%	<ul style="list-style-type: none"> <li>• ≥10%=15 pts</li> <li>• &lt;10% = (%/.1) * 15 rounded to the nearest integer</li> </ul> (Goal reduced from 20% to 10%)	
<b>Question 10 : "Racial Equity: Percentage of Participants who are African-American, Native American, or Hawaiian (This question would not be scored in the 2021 CoC competition.)"</b>	<b>All Projects</b>	"CoC APR 2020" Tables 12a and 5	Number of persons whose race is African-American, Native-American, or Haawaiin (Table 12a) _____	Total Number of Project Participants (Table 5a, row 1) _____	_____%	Not scored For committee information only.	
<b>Sectional Score: Questions 7-10</b>						<b>40 points possible</b>	

**Component #3: Project Efficiency**

Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	Result (%)	Scoring Range & Points Possible	Score
<p><b>Question 11: Unit Utilization Rate</b> Average percentage of units occupied on the four PIT Count nights reported on the APR</p>	<b>All Projects</b>	“CoC APR 2020” Table 8b and the most recent “Grants Inventory Worksheet” (GIW)	<p>_____ = Sum of 4 PIT Counts of “Households Served” (Table 8b) divided by 4</p> <p>_____</p>	<p>_____ Total # of Project Units Reported on the most recent GIW</p> <p>_____</p>	_____ %	<ul style="list-style-type: none"> <li>• <math>\geq 95\%</math> = 15pts</li> <li>• <math>&lt; 95\%</math> = <math>(\%/ .95) * 15</math> rounded to the nearest integer</li> </ul>	
<p><b>Question 12a: Reasonable Project Cost (PSH)</b> Average annual HUD cost per unit is computed for tenant-based and project-based PSH projects separately based on the project’s 2020 HUD award and the unit count reported on the 2020 Grants Inventory Worksheet (GIW). This annual cost per unit is adjusted to reflect project occupancy/utilization rate (Q10) by dividing the cost per unit by the average bed utilization rate. This adjustment is then compared to the “Average Annual Cost Per Unit” for units in all similar PSH projects and scored based on how much the cost is below or above the average cost per unit for similar PSH projects. Averages: CoC funded project-based PSH (at 100% occupancy) = \$5,940  CoC funded tenant-based PSH (at 100% occupancy) = \$13,666</p>	<b>PSH Only</b>	2020 HUD award notification, 2020 GIW, and Result of Q10 above.	<p>_____ = Project’s annual cost per unit divided by the “Result %” in Q 10 above.</p> <p>Example: The GIW reports Project A, a tenant-based PSH project, has 15 units. The 2020 Project Priority Listing reports that the project’s HUD funding is \$200,000. The annual cost per unit at full occupancy would be \$13,333 per bed (\$200,000/15 beds). However, the project only has 90% average occupancy, so the average annual cost per unit is \$14,815 (\$13,333/.9)</p>	<p>Average annual cost per unit for similar PSH projects =</p> <p><b>\$3,167 for project-based PSH</b></p> <p><b>\$14,334 for tenant-based PSH</b></p> <p><b>Average cost updated to reflect HUD awards in 2019 CoC competition</b></p>	_____ %  Example: \$14,815/\$13,666=108%	<ul style="list-style-type: none"> <li>• Cost is <math>\leq 5\%</math> above average = 25 pts</li> <li>• Cost <math>&gt; 5\%</math> above average is reduced one (1) point for every additional percentage point above average.</li> </ul> <p>Example: The project’s average annual cost per bed is 108% above the average for all similar projects in the CoC. <math>8\% - 5\% = 3\%</math>, so the score is reduced three (3) points for a project score of 22.</p>	

Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	Result (%)	Scoring Range & Points Possible	Score
<p><b>Question 12b: Reasonable PH Exit Cost</b></p> <p>Cost per permanent housing exit for the project is computed by dividing the total HUD project request, from the 2020 CoC Project Priority Listing, by the number of leavers who exited the project to permanent housing destinations. This cost per PH exit is compared to the average of cost per PH exit for CoC-funded RRH projects (RRH 1 &amp; 3 of Hsg for New Hope and Fresh Start of UMD) computed from the project APRs submitted for the 2020 CoC competition</p> <p>Averages: CoC funded RRH per perm hsg exit = <b>\$10,138</b></p>	<p><b>RRH Only</b></p>	<p>2020 CoC Project Priority Listing, "CoC APR 2020" Tables 23a and 23b</p>	<p>Project's average cost per PH exit. (Computed by dividing the project's HUD funding request, from the 2020 CoC Project Priority Listing, by the number of leavers who exited to PH destinations.)</p> <p>Example: Project B's HUD funding request is \$200,000. Tables 23a and 23b of the CoC APR 2020 show that 30 of 50 RRH participants exited to PH during the reporting period. The project's cost per PH exit is \$6667. (\$200,000/30=\$6666.67)</p>	<p>Average cost of PH exit in all CoC-funded RRH projects</p> <p><b>\$10,138</b></p> <p><b>(Average cost updated to reflect # of PH exits in 3 RRH projects in 10/1/2019 to 9/30/2020 period divided by total 2019 HUD CoC awards.)</b></p>	<p>_____ %</p> <p>Example: \$6667/\$5,595= 119%</p>	<ul style="list-style-type: none"> <li>• Cost is ≤5% above average=25 pts</li> <li>• Cost &gt;5% above average is reduced one (1) point for every additional percentage point above average.</li> </ul> <p>Example: Project B's cost per PH exit is 119% of the average cost PH exit in all RRH projects in the CoC. 19%-5%=14%, so the project's score is reduced from 25 to 11 points.</p>	
<p><b>Question 13: Unspent Funds (1)</b></p> <p>What percentage of the project's CoC award was not spent in the most recently completed year reported in Sage?</p>	<p><b>ALL Projects</b></p>	<p>HUD's Sage Reporting website</p>	<p>"Total Disbursed (to Grantee) by Date Shown"</p>	<p>"Grant Award Amount"</p>	<p>_____ %</p>	<p>Not scored. For committee information only.</p>	

Measurement	Applicable Project Type	Source(s)	Numerator	Denominator	Result (%)	Scoring Range & Points Possible	Score
<b>Question 14: Unspent Funds (2)</b> In how many of the last three years of project operations has the project expended 95% or more of the project's funding award? (If the project has less than three years of operations reported in Sage, the result is computed for the total number of years reported in Sage.)	<b>All Projects</b>	HUD's Sage Reporting website	Compute #12 above for each operating year reported in Sage	"Grant Award Amount"	_____ yrs	Not scored. For committee information only.	
<b>Sectional Score: Questions 11-14</b>						<b>40 points</b>	

**Component #4: HMIS**

Projects are scored on various HMIS components. Applicable to ALL PROJECT types.

Measurement	Source(s)	Numerator	Denominator	Result	Scoring Range & Points Possible	Score
<b>Question 15a: HMIS Data Quality 1</b> Projects are scored on the percentage of the 14 data elements (first and last name of the client are not included) that have an Error Rate of less than five percent (5%).	"CoC APR 2020" Tables 6a, 6b, and 6c	Number of Data Elements with "Don't Know/Refused" and "Missing Data" Percentage <5%	14 (total number of Data Elements)	_____ %	100%=10 pts 13/14 (93%)=8 pts 12/14 (86%)=6 pts 11/14 (79%)=4 pts 10/14 (71%)=2 pts <71%=0 pts	
<b>Question 15b: HMIS Data Quality 2</b> Projects are scored on the percentage of the 14 data elements (first and last name of the client are not included) that have an Error Rate of more than 10%.	"CoC APR 2020" Tables 6a, 6b, and 6c	Number of Data Elements with "Don't Know/Refused" and "Missing Data" Percentage >10%	14	_____ %	0%=10 pts 1/14 (7%)=8 pts 2/14 (14%)=6 pts 3/14 (21%)=4 pts 4/14 (29%)=2 pts >4/14=0 pts	

Measurement	Source(s)	Numerator	Denominator	Result	Scoring Range & Points Possible	Score
<b>Question 16a: Timeliness of HMIS Data Entry</b>  Projects are scored on the timeliness of data entry into the HMIS at project entry and project exit	"CoC APR 2020" Table 6e	Number of project participants who had project entry and project exit records entered 10 or less days after entry or exit  _____	Sum of all participant entries in both columns of Table 6e  _____	_____%	≥75%=10 pts <75% = (%/.75)* 10 rounded to the nearest integer	
<b>Question 16 b: Timeliness of Data Entry (Bonus)</b> Projects are <b>awarded bonus points</b> for the percentage of project entry and project exit records that are entered into the HMIS within 0-3 days.	"CoC APR 2020" Table 6e, "Time for Record Entry"	Number of project participants who had project entry and project exit records entered within 0-3 days  _____	Sum of all participant entries in both columns of Table 6e  _____	_____ %	≥50% = 5 pts <50% = (%/.5) * 5 rounded to the nearest integer	
<b>Sectional Score: Questions 15a-16b</b>					<b>30 points possible (35 points w. bonus)</b>	

**Component #5: Housing First**

Projects are scored on how well Project Policies and Procedures document that the project has adopted recommended best practice standards of the Housing First model. In order to score this section, organizations would be required to submit Policies and Procedures and any client assessments associated with the applicable project(s).

Measurement & Source: Project Policies & Procedures & Project Client Assessments	Scoring Range & Points Possible	Score
<b>Project Access &amp; Entrance – Applicable to All PH Projects</b>		

Measurement & Source: Project Policies & Procedures & Project Client Assessments	Scoring Range & Points Possible	Score
<p><b>Question 17: Low Barrier Project</b> Do the policies &amp; procedures document that admission to the project is not contingent on pre-requisites such as abstinence from substances, minimum income requirements, health or mental health history, medication adherence, age, criminal justice history, financial history, completion of treatment, participation in services, "housing readiness," history or occurrence of victimization, or other unnecessary conditions unless required by law (e.g. sex offender requirements) or funding source?</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<p><b>Question 18: Access Regardless of Sexual Orientation, Gender Identity, or Marital Status</b> Do the policies and procedures document that the project provides Equal Access in accordance with the 2012 and 2016 Equal Access Rules, meaning that access is provided for person regardless of one's sexual orientation or marital status, and in accordance with one's gender identity?</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<p><b>Question 19: Admission Process is Expedited with Speed &amp; Efficiency</b> Do the policies and procedures document that the project has expedited admission processes, to the greatest extent possible, including assistance with obtaining documentation required by funding sources, as well as processes to admit participants regardless of the status of their eligibility documentation whenever possible?</p>	<p><b>Yes = 1 pt</b> <b>No = 0 pts</b></p>	
<p><b>Question 20: Intake Processes are Person-centered and Flexible</b> Do the policies and procedures document that intake and assessment procedures are focused on the applicant's strengths, needs, and preferences?</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<p><b>Question 21: Assessments</b> Are assessments focused on identifying household strengths, resources, as well as identifying barriers to housing that can inform the basis of a housing plan as soon as the household is enrolled in the project?</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<p><b>Question 22: Coordinated Entry Participation</b> Do the policies and procedures document that the project actively participates in the CoC's Coordinated Entry processes?</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<p><b>Question 23: Coordinated Entry Referrals</b> Do the policies and procedures document that the project uses the CoC's Coordinated Entry processes to ensure that households that can no longer be served by the project have access to other housing and services as desired, and do not become disconnected from services and housing involuntarily?</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<b>Leases &amp; Tenancy</b>		
<p><b>Question 24: Housing Unit Choice</b> In project-based settings, do the policies and procedures indicate that participants are offered a choice of units within a particular building, or within the portfolio of single site properties? In projects that use shared housing, do the policies and procedures indicate that participants are offered a choice of roommates, as available and practical? (If the Q is not applicable, project receives full credit.)</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	
<p><b>Question 25: Housing Location &amp; Type Choice</b> Do the policies and procedures document that a participant has, at a minimum, choices in deciding the location and type of housing based on preferences from a range of housing types and among multiple units, as available and practical.</p>	<p><b>Yes = 2 pts</b> <b>No = 0 pts</b></p>	

Measurement & Source: Project Policies & Procedures & Project Client Assessments	Scoring Range & Points Possible	Score
<b>Question 26: Housing Support</b> Do the policies and procedures document that property or building management, with services support, incorporates a culture of eviction avoidance, reinforced through practices and policies that prevent lease violations and evictions among participants?	Yes = 2 pts No = 0 pts	
<b>Question 27: Tenancy</b> Are participants only terminated from the project for violations in the lease or occupancy agreement, as applicable?	Yes = 2 pts No = 0 pts	
<b>Question 28: Housing Appeals</b> Are clear eviction appeal processes and due process provided for all participants?	Yes = 2 pts No = 0 pts	
<b>Services</b>		
<b>Question 29: Participant Choice</b> Do the policies and procedures indicate that the project promotes participant choice in services? Are the services offered housing focused and community-based, as much as possible?	Yes = 2 pts No = 0 pts	
<b>Question 30: Services Availability</b> Do the policies and procedures indicate that service connections are permanently available and accessible for participants in PSH projects? Do the policies and procedures indicate that Rapid Rehousing projects offer services for, at a minimum, up to six months after rental assistance ends?	Yes = 2 pts No = 0 pts	
<b>Question 31: Substance Use</b> Do the policies and procedures indicate that substance use is not a reason for termination? Are the occupancy agreements/leases free of conditions around substance use or participation in services?	Yes = 1 pt No = 0 pts	
<b>Question 32: Participant Rights</b> Are the policies and procedures centered on participants' rights? Are the project's rules and regulations designed to support safe and stable communities that do not interfere with a participant's life in the community? Do participants have access to the project, i.e. their unit, at all hours?	Yes = 2 pts No = 0 pts	
<b>Housing First Bonus (optional)</b>		
<b>Question 33: Housing First Standards Self-Assessment</b> Projects are awarded bonus points for submitting a completed "Housing First Standards (Self) Assessment" by the stated deadline. The submission must document that at least three people have been involved in completing the Self-Assessment of the organization's project(s). A cover letter on organizational letterhead signed and dated by both the organization's Executive Director and Board Chair must accompany the submission of the Housing First Standards (Self) Assessment.	5 points	

<b>Measurement &amp; Source: Project Policies &amp; Procedures &amp; Project Client Assessments</b>	<b>Scoring Range &amp; Points Possible</b>	<b>Score</b>
<b>Section TOTAL</b>	<b>30 Points Possible (35 pts w. Hsg 1<sup>st</sup> Assessment)</b>	

**Score Summary Chart**

Using the chart below, input the points scored from the different components, as calculated. This chart will provide an at-a-glance overview of the project's score.

<b>Project Name:</b>		
	<b>Max Points Possible</b>	<b>Points Scored</b>
<b>Component #1: Performance Measures (Q1-Q6)</b>	RRH=150, PSH=125	
<b>Component #2: Serving High Need Populations (Q7-Q9)</b>	40	
<b>Component #3: Project Efficiency (Q10-Q13)</b>	40	
<b>Component #4: HMIS Participation (Q14-Q16)</b>	30	
<b>Component #5: Housing First Orientation (Q17-Q33)</b>	30	
<b>TOTAL (Questions 1-33)</b>	<b>RRH=290 PSH=265</b>	
<b>Total as Percentage (Rapid Rehousing Project)</b>	<b>=(Points Scored/290) *100</b>	<b>%</b>
<b>Total as Percentage (Permanent Supportive Housing Project)</b>	<b>=(Points Scored/265) *100</b>	<b>%</b>