

2024 HUD CoC Program Competition Project Scorecard

New Projects

Any applicant must meet these HUD mandated criteria in order to receive grant funds.

New and Renewal project applicants must meet these conditions to be included in application scoring.

Section 1: Applicant Eligibility Threshold

Organization: _____ **Project Name:** _____ **Project Type:** _____ **Eligibility Threshold Score:** _____

Eligibility Threshold – HUD Mandates				
Criteria	Description	Data Source	Meets Criteria	Score
Registration in System of Award Management (SAMS)	Agency has active registration with current information in Grants Management System	Print out of Registration in SAMS on-line	Meets Standard = 1 No = 0	
Valid Unique Entity Identifier (UEI)	Agency has been assigned a UEI in SAMS	Print out from SAMS showing item.	Meets Standard = 1 No = 0	
No outstanding or delinquent federal or state debt	Applicant has no outstanding or delinquent federal or state debt.	Independent Audit	Meets Standard = 1 No = 0	
Not barred or suspended from doing business with federal or state agencies	Per 2CFR2424	Registry of Debarred and suspended organizations	Meets Standard = 1 No = 0	
Accounting System and financial management system	Applicant accounting system meets standard in 2 CFR200.302	Independent Audit/Review per requirement	Meets Standard = 1 No = 0	
Disclosure of violations of Federal criminal law	Applicant must disclose to HUD in writing violations involving fraud, bribery, or gratuity.	Certification statement from Applicant	Meets Standard = 1 No = 0	
Housing First (HF) Implementation (HUD-CoC Priorities and Requirements)	Describe experience with utilizing Housing First. Measures commitment to Housing First implementation that meets the HUD conditions. Verifies the project’s entry process that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such income, sobriety, criminal history).	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Participation in Coordinated Entry System (HUD-CoC Priorities and Requirements)	The applicant commits to participate in CES and complies with CES Policies and Procedures.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	

Participation of homeless in decision-making (HEARTH Act Compliance)	Measures whether the agency provides for the participation of not less than one homeless individual or formerly homeless on the board of directors or other equivalent policymaking entity.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Participation of homeless through employment or volunteerism (HEARTH Act Compliance)	Measures whether the agency involves homeless individuals and families through employment; volunteer services; or operating the project, and in providing supportive services for the project.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Engagement in religious activities (HEARTH Act Compliance)	Measures whether the agency plans to use direct program funds to support or engage in any explicitly religious activities. Any federal and state funds distributed by the CoC can only be spent on non-religious social services activities and cannot mandate participation in religious activities to receive services.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Involuntary family separation (HEARTH Act Compliance)	Measures whether the project accepts all families with children under age 18 without regard to the age of any child as appropriate per project target population The age and gender of a child under the age 18 must not be used as a basis for denying any family's admission to project receives funds under this part (24CFR§578.93).	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Discrimination Policy (HEARTH Act Compliance)	Measures whether the project does not discriminate for project entry.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Continuum of Care Participation (HEARTH Act Compliance)	Measures whether the agency participates as a CoC member in good standing. As required in the Board of Governance Charter for the CoC, each agency must have a designated representative who is required to attend fifty percent plus one (50% + 1) CoC meetings per year.	CoC Attendance Records	Met the minimum requirement = 1 pt Did not meet the minimum requirement = 0 pts	

Section 2: Project Scoring

Applicant Name: _____ **Project Name:** _____ **Project Type:** _____ **Project Score:** _____

APPLICANT EXPERIENCE (10 points)				
Scoring Criteria		Data Source	Possible Score	Score
1. Experience with targeted population	Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.	Application Attachments	Over 5 years = 5 pts 3-5 years = 3 pts 1-2 years = 1 pt Less than one year or, no experience= 0 pts	
2. Financial Management: Utilization of federal or state Funds	Describe experience in effectively utilizing federal or state funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.	Fiscal report External Monitoring reports submitted	Over 5 years = 5 pts 3-5 years = 3 pts 1-2 years = 1 pt Less than one year or, no experience= 0 pts	
PROJECT DESIGN: HOUSING AND SERVICES (30 points)				
3. Needs of population	Identifies key characteristics, needs, and extent of population targeted in project based on appropriate data.	Includes PIT, AHAR, or LSA or other verified Local Data;	Includes 2 or more CoC data sources to describe needs = 5 pts Includes 1 CoC data source = 2 pts Uses non-local data source = 1 pt No data sources = 0 pts	
4. Housing Design	Housing design: type, scale, location match needs of population targeted for housing in the project.	Application	Details for all 3 elements of housing design =5pt General description of all 3 elements design = 2 pts Does not address all 3 elements = 0 pts	
5. Services Plan	Identifies and incorporates best practices for identified target population. Monthly case management is made available.	Application	Includes best practices and offers monthly case management = 5 pts Either best practices or case management are planned = 2 pts Neither included = 0 pts	
6. Measurable Goals	Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed local benchmarks.	Application	Includes both Housing and Income goals = 2 pts Includes only housing goals = 1 pt No measurable goals = 0 pt	
7. Bed Utilization	Measures proposed occupancy rates beds/units proposed by the project.	Application	95% - 100% = 10 pts 90% - 94.99% = 8 pts 85% - 89.99% = 6 pts 84.99% or below = 0 pts	
8. Support Services Follow-up	Identifies project plan for follow-up with program participants to ensure that they have applied for, are receiving their mainstream benefits, and renew benefits when required: PSH – at least annually - RRH – at least monthly	HMIS (or comparable data tracking) Agency report	Evidence of Follow-up = 1 pt No evidence provided = 0 pts	

9. Access to Mainstream Services	<ul style="list-style-type: none"> Measures whether the project plan with evidence of formal agreements to link participants with mainstream services and has formal linkages with mainstream resources. Assesses whether the project plan includes transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs. 	Written Agreements Contracts, Letters	Written agreement, policies or procedures to link participants to mainstream services and resources = 1 pt Plan includes transportation assistance to mainstream services and resources = 1 pt No formal agreement, policies, procedures or transportation to link participants to mainstream services and resources = 0 pts (max. 2 pts)
10. Mainstream Benefits Applications	Measures whether the project uses a single application form that allows program participants to sign up for four or more mainstream programs.	Letter of Intent Agency Intake Form	Uses single application for 4 or more services = 2 pts Does not use a single application for 4 or more services = 0 pts
10. SSI/SSDI Technical Assistance	Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship. Subrecipients may choose to have their own process or utilize arrangement set forth in the MOU between Riverside County CoC and DPSS.	Agency Letter	It is evident that program participants have access to SSI/SSDI technical assistance = 1 pt It is NOT evident that program participants have access to SSI/SSDI technical assistance = 0 pts
SYSTEM COMPLIANCE (20 points)			
11. Program Monitoring	Measures whether the applicant has had any negative findings from program monitoring by any funding source during the prior 2 years.	Monitoring Report From Funding Source	No Finding = 10 pts Finding with correction = 5 pts Finding with no correction = 0 pts
12. Housing Quality (NSPIRE)	Measures whether the project meets applicable housing standards. <ul style="list-style-type: none"> Commitment to housing inspections being completed prior client entering a unit Plan includes regular housing inspections are completed annually 	Application Agency Policy	Includes commitment to housing inspections = 3 pts Includes plan for regular housing inspections = 2 pts No reference = 0 pts (max. 5 pts)
13. Documentation of Supportive Services	Measures whether the project will regularly enter data into HMIS (or comparable data tracking mechanism) to report receipt of mainstream benefits or external resources and renew benefits when required: PSH – at least annually - RRH – at least monthly.	Commitment Letter HMIS (or comparable data tracking mechanism)	Includes supportive services data entry plan = 5 pts No Supportive services plan or less than monthly= 0 pts
Fiscal Management (30 points)			
14. Effective Use of Funds – Regular Submittal of Claims	Measures whether the project plans to submit claims on a regular basis. Evaluated during most recently completed fiscal year for agency.	Fiscal Report from a Funding Agency	3 points for plan and 4 points for evidence of billings regularly submitted during the contract period. (max. 7 pts)
15. Use of External Funding	Measures effective management of non-public funds	Evidence of private funding award(s); Report on use and outcomes	3 or more various sources, over 5 years = 5 pts 1 source Over 5 years = 4 pts 1 source over 3-5 years = 3 pts 1 source over 1-2 years = 1 pt

			No sources or less than one year = 0 pts	
16. Recaptured Funds (unspent funds)	Measures whether the agency had unspent funds from grant sources during the past 2 years. Based on percentage of total project budget.	Fiscal Report Audit	0% unspent funds = 13 pts 1% to 4% unspent funds = 8 pts 5%+ unspent funds = 0 pts	
17. Cost-effectiveness	Measures percentage of rental assistance costs per successful housing placement. Cost effectiveness will be based on the median of the total rental assistance costs per successful housing placement.	Fiscal Report	At or below median cost of successful housing placement (per bed) = 5 pts 0.01% - 9.99% higher median cost of successful housing placement (per bed) = 4 pts 10.00% - 14.99% higher median cost of successful housing placement (per bed) = 3 pts 15.00% - 19.99% higher median cost of successful housing placement (per bed) = 2 pts 20.00% - 24.99% higher median cost of successful housing placement (per bed) = 1 pt 25.00% or higher median cost of successful housing placement (per bed) = 0 pts	
HMIS Compliance (2 points)				
18. HMIS Timeliness	Measures the commitment to timeliness of HUD-required data entry plan. Client entry and exit must be recorded within 7 days	Agency Letter and/or Policy	7 days = 1 pt More than 7 days = 0 pts	
19. HMIS Accuracy and Completeness	Measures the accuracy and completeness of HUD-required universal data elements and program specific data elements. Information entered must be valid and accurately represent client information. If not a current HMIS participant, measures data completeness in an alternate data base.	HMIS Data Quality Report or agency report from comparable Data Base	0% - 4.99% = 1 pt 6% or higher = 0 pts	

Total Possible Score: 92

Total Project Score: _____

Applicant Experience: 10 points

Project Design: 30 points

System Compliance: 20 points

Fiscal Management: 30 points

HMIS or Data Compliance: 2 points

2024 HUD CoC Program Competition Project Scorecard

New Projects

Any applicant must meet these HUD mandated criteria in order to receive grant funds.

New and Renewal project applicants must meet these conditions to be included in application scoring.

Section 1: Applicant Eligibility Threshold

Organization: _____ **Project Name:** _____ **Project Type:** _____ **Eligibility Threshold Score:** _____

Eligibility Threshold – HUD Mandates				
Criteria	Description	Data Source	Meets Criteria	Score
Registration in System of Award Management (SAMS)	Agency has active registration with current information in Grants Management System	Print out of Registration in SAMS on-line	Meets Standard = 1 No = 0	
Valid Unique Entity Identifier (UEI)	Agency has been assigned a UEI in SAMS	Print out from SAMS showing item.	Meets Standard = 1 No = 0	
No outstanding or delinquent federal or state debt	Applicant has no outstanding or delinquent federal or state debt.	Independent Audit	Meets Standard = 1 No = 0	
Not barred or suspended from doing business with federal or state agencies	Per 2CFR2424	Registry of Debarred and suspended organizations	Meets Standard = 1 No = 0	
Accounting System and financial management system	Applicant accounting system meets standard in 2 CFR200.302	Independent Audit/Review per requirement	Meets Standard = 1 No = 0	
Disclosure of violations of Federal criminal law	Applicant must disclose to HUD in writing violations involving fraud, bribery, or gratuity.	Certification statement from Applicant	Meets Standard = 1 No = 0	
Housing First (HF) Implementation (HUD-CoC Priorities and Requirements)	Describe experience with utilizing Housing First. Measures commitment to Housing First implementation that meets the HUD conditions. Verifies the project’s entry process that prioritizes rapid placement and stabilization in permanent housing that does not have service participation requirements or preconditions (such income, sobriety, criminal history).	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Participation in Coordinated Entry System (HUD-CoC Priorities and Requirements)	The applicant commits to participate in CES and complies with CES Policies and Procedures.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	

Participation of homeless in decision-making (HEARTH Act Compliance)	Measures whether the agency provides for the participation of not less than one homeless individual or formerly homeless on the board of directors or other equivalent policymaking entity.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Participation of homeless through employment or volunteerism (HEARTH Act Compliance)	Measures whether the agency involves homeless individuals and families through employment; volunteer services; or operating the project, and in providing supportive services for the project.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Engagement in religious activities (HEARTH Act Compliance)	Measures whether the agency plans to use direct program funds to support or engage in any explicitly religious activities. Any federal and state funds distributed by the CoC can only be spent on non-religious social services activities and cannot mandate participation in religious activities to receive services.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Involuntary family separation (HEARTH Act Compliance)	Measures whether the project accepts all families with children under age 18 without regard to the age of any child as appropriate per project target population The age and gender of a child under the age 18 must not be used as a basis for denying any family's admission to project receives funds under this part (24CFR§578.93).	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Discrimination Policy (HEARTH Act Compliance)	Measures whether the project does not discriminate for project entry.	Agency letter and policy	Letter and Policy received / Meets Standard= 1 pt Policy not received / No = 0 pts	
Continuum of Care Participation (HEARTH Act Compliance)	Measures whether the agency participates as a CoC member in good standing. As required in the Board of Governance Charter for the CoC, each agency must have a designated representative who is required to attend fifty percent plus one (50% + 1) CoC meetings per year.	CoC Attendance Records	Met the minimum requirement = 1 pt Did not meet the minimum requirement = 0 pts	

Section 2: Project Scoring

Applicant Name: _____ **Project Name:** _____ **Project Type:** _____ **Project Score:** _____

APPLICANT EXPERIENCE (10 points)				
Scoring Criteria		Data Source	Possible Score	Score
1. Experience with targeted population	Describe the experience of the applicant and sub-recipients (if any) in working with the proposed population and in providing housing similar to that proposed in the application.	Application Attachments	Over 5 years = 5 pts 3-5 years = 3 pts 1-2 years = 1 pt Less than one year or, no experience= 0 pts	
2. Financial Management: Utilization of federal or state Funds	Describe experience in effectively utilizing federal or state funds including HUD grants and other public funding, including satisfactory drawdowns and performance for existing grants as evidenced by timely reimbursement of subrecipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on existing grants.	Fiscal report External Monitoring reports submitted	Over 5 years = 5 pts 3-5 years = 3 pts 1-2 years = 1 pt Less than one year or, no experience= 0 pts	
PROJECT DESIGN: HOUSING AND SERVICES (30 points)				
3. Needs of population	Identifies key characteristics, needs, and extent of population targeted in project based on appropriate data.	Includes PIT, AHAR, or LSA or other verified Local Data;	Includes 2 or more CoC data sources to describe needs = 5 pts Includes 1 CoC data source = 2 pts Uses non-local data source = 1 pt No data sources = 0 pts	
4. Housing Design	Housing design: type, scale, location match needs of population targeted for housing in the project.	Application	Details for all 3 elements of housing design =5pt General description of all 3 elements design = 2 pts Does not address all 3 elements = 0 pts	
5. Services Plan	Identifies and incorporates best practices for identified target population. Monthly case management is made available.	Application	Includes best practices and offers monthly case management = 5 pts Either best practices or case management are planned = 2 pts Neither included = 0 pts	
6. Measurable Goals	Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed local benchmarks.	Application	Includes both Housing and Income goals = 2 pts Includes only housing goals = 1 pt No measurable goals = 0 pt	
7. Bed Utilization	Measures proposed occupancy rates beds/units proposed by the project.	Application	95% - 100% = 10 pts 90% - 94.99% = 8 pts 85% - 89.99% = 6 pts 84.99% or below = 0 pts	
8. Support Services Follow-up	Identifies project plan for follow-up with program participants to ensure that they have applied for, are receiving their mainstream benefits, and renew benefits when required: PSH – at least annually - RRH – at least monthly	HMIS (or comparable data tracking) Agency report	Evidence of Follow-up = 1 pt No evidence provided = 0 pts	

9. Access to Mainstream Services	<ul style="list-style-type: none"> Measures whether the project plan with evidence of formal agreements to link participants with mainstream services and has formal linkages with mainstream resources. Assesses whether the project plan includes transportation assistance to mainstream and community resources, including appointments, employment training, educational programs, or jobs. 	Written Agreements Contracts, Letters	Written agreement, policies or procedures to link participants to mainstream services and resources = 1 pt Plan includes transportation assistance to mainstream services and resources = 1 pt No formal agreement, policies, procedures or transportation to link participants to mainstream services and resources = 0 pts (max. 2 pts)
10. Mainstream Benefits Applications	Measures whether the project uses a single application form that allows program participants to sign up for four or more mainstream programs.	Letter of Intent Agency Intake Form	Uses single application for 4 or more services = 2 pts Does not use a single application for 4 or more services = 0 pts
10. SSI/SSDI Technical Assistance	Measures whether program participants have access to SSI/SSDI technical assistance. The assistance can be provided by the applicant, a sub-recipient, or a partner agency through a formal or informal relationship. Subrecipients may choose to have their own process or utilize arrangement set forth in the MOU between Riverside County CoC and DPSS.	Agency Letter	It is evident that program participants have access to SSI/SSDI technical assistance = 1 pt It is NOT evident that program participants have access to SSI/SSDI technical assistance = 0 pts
SYSTEM COMPLIANCE (20 points)			
11. Program Monitoring	Measures whether the applicant has had any negative findings from program monitoring by any funding source during the prior 2 years.	Monitoring Report From Funding Source	No Finding = 10 pts Finding with correction = 5 pts Finding with no correction = 0 pts
12. Housing Quality (NSPIRE)	Measures whether the project meets applicable housing standards. <ul style="list-style-type: none"> Commitment to housing inspections being completed prior client entering a unit Plan includes regular housing inspections are completed annually 	Application Agency Policy	Includes commitment to housing inspections = 3 pts Includes plan for regular housing inspections = 2 pts No reference = 0 pts (max. 5 pts)
13. Documentation of Supportive Services	Measures whether the project will regularly enter data into HMIS (or comparable data tracking mechanism) to report receipt of mainstream benefits or external resources and renew benefits when required: PSH – at least annually - RRH – at least monthly.	Commitment Letter HMIS (or comparable data tracking mechanism)	Includes supportive services data entry plan = 5 pts No Supportive services plan or less than monthly= 0 pts
Fiscal Management (30 points)			
14. Effective Use of Funds – Regular Submittal of Claims	Measures whether the project plans to submit claims on a regular basis. Evaluated during most recently completed fiscal year for agency.	Fiscal Report from a Funding Agency	3 points for plan and 4 points for evidence of billings regularly submitted during the contract period. (max. 7 pts)
15. Use of External Funding	Measures effective management of non-public funds	Evidence of private funding award(s); Report on use and outcomes	3 or more various sources, over 5 years = 5 pts 1 source Over 5 years = 4 pts 1 source over 3-5 years = 3 pts 1 source over 1-2 years = 1 pt

			No sources or less than one year = 0 pts	
16. Recaptured Funds (unspent funds)	Measures whether the agency had unspent funds from grant sources during the past 2 years. Based on percentage of total project budget.	Fiscal Report Audit	0% unspent funds = 13 pts 1% to 4% unspent funds = 8 pts 5%+ unspent funds = 0 pts	
17. Cost-effectiveness	Measures percentage of rental assistance costs per successful housing placement. Cost effectiveness will be based on the median of the total rental assistance costs per successful housing placement.	Fiscal Report	At or below median cost of successful housing placement (per bed) = 5 pts 0.01% - 9.99% higher median cost of successful housing placement (per bed) = 4 pts 10.00% - 14.99% higher median cost of successful housing placement (per bed) = 3 pts 15.00% - 19.99% higher median cost of successful housing placement (per bed) = 2 pts 20.00% - 24.99% higher median cost of successful housing placement (per bed) = 1 pt 25.00% or higher median cost of successful housing placement (per bed) = 0 pts	
HMIS Compliance (2 points)				
18. HMIS Timeliness	Measures the commitment to timeliness of HUD-required data entry plan. Client entry and exit must be recorded within 7 days	Agency Letter and/or Policy	7 days = 1 pt More than 7 days = 0 pts	
19. HMIS Accuracy and Completeness	Measures the accuracy and completeness of HUD-required universal data elements and program specific data elements. Information entered must be valid and accurately represent client information. If not a current HMIS participant, measures data completeness in an alternate data base.	HMIS Data Quality Report or agency report from comparable Data Base	0% - 4.99% = 1 pt 6% or higher = 0 pts	

Total Possible Score: 92

Total Project Score: _____

Applicant Experience: 10 points

Project Design: 30 points

System Compliance: 20 points

Fiscal Management: 30 points

HMIS or Data Compliance: 2 points