**FY2024 HCCSC SCORING CRITERIA AND**

**SCORE SHEET APPENDIX**

AGENCY:

PROJECT NAME:

Please carefully read through this FY2024 HCCSC Scoring Criteria and Scoring Sheet Appendix (Sections I.-IX.) to ensure that the Collaborative Applicant receives a response for all applicable scoring criteria.

**Responses need to be submitted to the Stark Housing Network, Inc. by email to** [**mbragg@starkhousingnetwork.org**](mailto:mbragg@starkhousingnetwork.org) **on or before the eSNAPS application due date, September 16, 2024 by 12:00 pm (noon).**

**FY2024 Scoring Criteria and Score Sheet**

The Homeless Continuum of Care of Stark County (HCCSC) invites new and renewal applications for the 2024 HUD Continuum of Care (CoC) Program Competition.[[1]](#footnote-1)

The design of the proposed project must reflect research-based practices to efficiently provide services to participants; connect participants to mainstream resources, benefits, and employment; and enable participants to maintain long-term housing stability.

HCCSC 2024 priorities are listed in order of priority below, new and expansion projects that increase housing units will be prioritized:

1. Permanent Supportive Housing
2. Rapid Rehousing
3. Supportive Services Only - Coordinated Entry
4. Homeless Management Information System (HMIS)

# **Section I.**

# **THRESHOLD REQUIREMENT-ALL PROJECTS**

# **All Projects Must Meet Threshold Criteria below (1, 2 and 3) to be considered for funding**

# Informed Agreement to Comply with the HEARTH Act, HUD federal regulations, HMIS and Coordinated Entry (CE) Rules. For SSO-CE projects only, informed agreement to cover the entire CoCs geographic area.

**Please certify with initials in each box indicating that your agency has read and agrees to abide by all of the following Continuum of Care requirements:**

      Overview of HUD federal regulations for the Continuum of Care Program

<https://www.hudexchange.info/programs/coc/coc-program-eligibility-requirements/>

      HEARTH Act: Continuum of Care Program Interim Final Rule <https://www.hudexchange.info/resources/documents/CoCProgramInterimRule.pdf>

      Homeless Management Information System Policies and Procedures [https://www.starkcountyhomeless.org](https://www.starkcountyhomeless.org/)

      Coordinated Entry (CE) Policies & Procedures <http://www.starkcountyhomeless.org>

      Coordinated Entry Process provides coverage of the entire CoC’s geographic area (SSO-CE Projects Only)

# All Projects including New and Expansion Projects must agree to being LOW BARRIER and HOUSING FIRST

By applicants initialing in the box below, the applicant agrees to not exclude participants based on reasons below.

**Lowering Barriers** to Entry project entry (applicant agrees to not exclude)

* 1. Having too little or no income
  2. Active or history of substance abuse
  3. Having a criminal record with exceptions for state-mandated restrictions
  4. History of victimization (e.g., domestic violence, sexual assault, childhood abuse)
     1. By applicants initialing the box below, the applicant agrees not to terminate participants based on reasons below.

**Housing First** (applicant agrees to not terminate)

1. Failure to participate in supportive services (This does not include the required monthly case management visits within a RRH project.)
2. Failure to make progress on a service plan
3. Loss of income or failure to improve income
4. Any other activity not covered in a lease agreement typically found for unassisted persons in the project’s geographic area

# **Section II.**

# **Good standing with funding sources and capacity to administer -ALL PROJECTS**

# Respond to the following questions based on your agency’s experience administering Federal, State, local and private funds over the past three years, CY, 2021, 2022 and 2023

1. Has your agency had any prior findings, audit findings and/or recapture of HUD funds?

Yes  No  N/A

If yes, briefly explain and provided the amount of funding that was recaptured (max.700 characters)

1. Has your agency had any findings, audit findings and/or recapture of other federal, state, local, or private funds?

Yes  No  N/A

If yes, briefly explain and provide the amount of funding that was recaptured. (max.700 characters)

1. Please describe your previous experience with HUD and/or experience in administering other federal, state, or local grants. (max.700 characters)

**Section III.**

**Project Staffing/Involvement with CoC-ALL PROJECTS**

1. Identify staff involved in this project; if applicable. (Please list names below)

1. Describe agency and staff related to this project’s membership on HCCSC, committees and/or other relevant workgroups in the community. (max.1000 characters)

1. Describe the agency’s training plan for new and existing staff including project level training (e.g., rapid rehousing, permanent supportive housing), **and** training to support service delivery for the target population (e.g., trauma informed care, diversity and inclusion, progressive engagement, harm reduction, etc.). (max 3000 characters)

**Section IV.**

**Promote Equity-Equity Factors-ALL PROJECTS**

1. Agency Leadership, Governance, and Policies

*(check* ***All*** *boxes that apply to the agency or project)*

a.  Organization has under-represented individuals (BIPOC, LGBTQA+, etc.) in managerial and leadership positions

b.  Organization’s board of directors includes a representative with lived experience

c.  Organization has relational process for receiving and incorporating feedback from persons with lived expertise

d.  \*Organization has reviewed internal policies and procedures with an equity lens and has a plan for developing and implementing equitable policies that do not impose undue barriers\*

\*If the above **box d**. is checked, describe the organization’s plan for developing and implementing equitable polices that do not impose undue barriers (max. 2500 characters).

1. Program Participant Outcomes

*(check* ***All*** *boxes that apply to the agency or project)*

a.  Organization has reviewed program participant outcomes with an equity lens, including the disaggregation of data by race, ethnicity, gender identity and/or sexual identity

b.  \*Organization has identified programmatic changes needed to make program participant outcomes more equitable and to sustain program participant outcomes that are equitable and developed a plan to implement those changes\*

\*If the above **box b**. is checked, detail the programmatic changes identified and describe the organization’s plan to implement changes needed to make program participant outcomes more equitable. (max. 2500 characters)

**Section V.**

**Supportive Services for Program Participants-ALL PROJECTS**

1**.** Provide a detailed description of supportive services that are or will be offered to program participants (e.g., transportation, annual follow up, access to SSI/SSDI technical assistance, and completed SOAR training). If applicable, include details on how this project utilizes (or will utilize) other public or private funding sources that support service activities. (max. 3000 characters)

**Section VI.**

**Residential Move-In Rate- RRH, PSH PROJECTS ONLY**

1**. *Existing or expansion projects***, refer to the project’s most recent APR (22c) and provide the following data.

|  |  |
| --- | --- |
| Total (persons moved into housing) |  |
| Average length of time to housing (days) |  |
| Persons who were exited without move-in |  |

2. ***All Projects***-Describe how program participants will be assisted to obtain and remain in permanent housing. If the project is a RRH or scattered site PSH, include details related to your current relationships with landlords, services you offer to assist program participants in securing a signed lease with a landlord, etc. For all projects include details on how you engage system partners to assist program participants with remaining stably housed and preventing evictions (max. 3000 characters).

**Section VII.**

**NEW AND EXPANSION PROJECTS ONLY- RRH, PSH PROJECTS ONLY**

1. **Ending Homelessness for All Person Experiencing Homelessness-**The number of households (individuals and families) the project intends to serve within the local targeted populations (Chronically Homeless, Veterans, Youth, Families with Children, People with Disabilities including those living with HIV/AIDS).

If your project intends to target any of the sub-populations listed below, please identify the number of households that the project intends to serve in each of the targeted sub-populations that are applicable. (Complete all that apply by entering the ***number*** to be served.)

|  |  |
| --- | --- |
| **Sub-population** | **# households to be served** |
| Chronically Homeless |  |
| Veterans |  |
| People with Disabilities, including those living with HIV/AIDS |  |
| Youth (18-24) |  |
| Families with Minor Children *(total number of persons within the families)* |  |

2. **Indicate specialized services you will provide to meet the needs of the populations indicated above.)**

1. Describe the type of supportive services that will be offered to program participants to ensure successful retention in or help to obtain permanent housing (include all supportive services regardless of funding source) (max. 2500 characters)

1. Describe the project’s plan to ensure program participants will be individually assisted to obtain the benefits of mainstream health, social and employment programs. (e.g., Medicare, Medicaid, SSI/SSDI, Food Stamps, local Workforce office, early childhood education) (max. 2500 characters)

1. Describe how program participants will be assisted to obtain and remain in permanent housing in a manner that fits their needs (e.g., type of transportation provided to access services, safety planning, case management, additional assistance provided to ensure retention of permanent housing.) (max 2500 characters)

3**. Coordination with Housing and Healthcare Housing-**Provide a detailed description of how the PSH project will utilize housing subsidies for at least 25 percent of the units included in the project, or in the case of RRH at least 25 percent of the program participants anticipated to be served by the project. Attach letters of commitment, contracts or other formal written documents that demonstrate the number of subsidies or units provided to support the project. (max 3000 characters)

4**. Healthcare-*PSH or RRH projects-*** Provide a detailed description of how the PSH or RRH project will utilize health care assistance for an amount equivalent to 25 percent of the funding being requested. Include a written commitment from a healthcare organization that the value of assistance being provided is an amount that is equivalent to 25 percent of the funding being requested for the project or in the case of a substance use treatment or recovery provider, it will provide access to treatment or recovery services for all program participants who qualify and choose those services. Acceptable forms of commitment are formal written agreements and must include the value of the commitment and dates that the healthcare resources will be provided. (max. 3000 characters)

**Section VIII.**

**DOMESTIC VIOLENCE PROJECTS ONLY (PH-RRH or SSO-CE)**

**Additional questions may be asked based on the FY 2024 Project and Consolidated Applications**

**New, Expansion and Renewal Projects-DV SSO-CE and PH-RRH**

1. Describe how the project will involve survivors with a range of lived expertise and in policy/procedure, program development and evaluation through the project’s operation.

(max. 2500 characters)

**New, Expansion and Renewal Projects- DV PH-RRH only**

2. **Experience in Housing Placement and Retention**

1. Describe below using examples of how the organization’s experience has 1) ensured DV survivors experiencing homelessness were quickly moved into safe affordable housing; 2) prioritized survivors–you must address the process the project applicant used, e.g., Coordinated Entry, prioritization list, CoC’s emergency transfer plan, etc.; 3) determined which supportive services survivors needed; 4) connected survivors to supportive services; and 5) moved clients from assisted housing to housing they could sustain–address housing stability after the housing subsidy ends. (max. 2500 characters)

1. Provide the Rate of Housing Placement Percentage       %
2. Provide the Rate of Housing Retention Percentage       %
3. Describe the following housing placement and retention rates: 1) how the project applicant calculated both rates; 2) whether the rates accounts for exits to safe housing destinations; and 3) the data source (e.g., comparable databases, other administrative data, external data source, HMIS for non-DV projects). (max.1500 characters)

3. **Ensure DV Survivor Safety and Confidentiality**

1. Describe below using examples of how the organization’s experience ensures the safety and confidentiality of DV survivors experiencing homelessness by: 1) taking steps to ensure privacy/confidentiality during the intake and interview process to minimize potential coercion of survivors; 2) make determinations and placements into safe housing; 3) keeping information and locations confidential; 4) training staff on safety and confidentiality policies and practices; and 5) taking security measures for units that support survivors’ physical and location confidentiality. (max. 2500 characters)

1. Describe how the project has evaluated its ability to ensure the safety of DV survivors the project served in the project, including any areas identified for improvement during the course of the proposed project. (max. 2500 characters)

4. **Meeting Service Needs of DV Survivors**

Describe below using examples of supportive services the project provided to domestic violence survivors while quickly moving them into permanent housing and addressing their safety needs. (e.g., *child custody, bad credit history, housing search and counseling, crisis DV services, long-term stability safety planning, education services)* (max. 5000 characters)

**New Projects-DV SSO-CE and PH-RRH**

5. **Trauma-Informed, Victim-Centered Practices-**Describe below using examples of how the project will: 1) prioritize placement and stabilization in permanent housing consistent with the program participants’ wishes and stated needs; 2) establish and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials; 3) provide program participants access to information on trauma, e.g., training staff on providing program participants with information on the effects of trauma; 4) emphasize program participants’ strengths–for example, strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans work towards survivor defined goals and aspirations; 5) center on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination, language access, improving services to be culturally responsive, accessible, and trauma-informed; 6) provide a variety of opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; and 7) offer support for survivor parenting, e.g., trauma-informed parenting classes, childcare, connections to legal services. (max 5000 characters)

**Renewal and Expansion Projects- DV SSO-CE and PH-RRH**

6. **Trauma-Informed, Victim Centered Approaches-** Describe below using examples of the organization’s experience in using trauma-informed, victim- centered approaches to meet needs of DV survivors in each of the following: 1) prioritizing placement and stabilization in permanent housing consistent with the program participants’ wishes and stated needs; 2) establishing and maintaining an environment of agency and mutual respect, e.g., the project does not use punitive interventions, ensures program participant staff interactions are based on equality and minimize power differentials; 3) providing program participants access to information on trauma, e.g., training staff on providing program participants with information on trauma; 4) emphasizing program participants’ strengths, e.g., strength-based coaching, questionnaires and assessment tools include strength-based measures, case plans include assessments of program participants strengths and works towards goals and aspirations; 5) centering on cultural responsiveness and inclusivity, e.g., training on equal access, cultural competence, nondiscrimination; language access, improving services to be culturally responsive, accessible, and trauma-informed; 6) providing opportunities for connection for program participants, e.g., groups, mentorships, peer-to-peer, spiritual needs; 7) offering support for parenting, e.g., trauma informed parenting classes, childcare; and connections to legal services. (max. 5000 characters)

**New, Expansion and Renewal Projects- DV SSO-CE only**

7. **Improving (new/expansion project) or maintaining (renewal project) the abilities of coordinated entry to meeting the needs of people experiencing homelessness who are survivors of domestic violence, dating violence, sexual assault or stalking**-Describe how the current Coordinated Entry is currently meeting (renewal project) or could better meet (new/expansion project) the needs of people experiencing homelessness who are survivors of domestic violence, dating violence, sexual assault, or stalking (e.g., to implement policies and procedures that are trauma-informed, client-centered or to better coordinated referrals between CoC’s coordinated entry system and the service providers coordinated entry system where they are different). (max. 3000 characters)

**Section IX.**

**AUTHORIZATION, ATTACHMENTS, SUBMISSION**

By signing below, I,       (name/job title), affirm that I am an authorized representative of       . By signing and submitting this appendix, I certify that the statements / information contained in this application are true, complete, and accurate to the best of my knowledge. **I am aware that any false, fictitious, or fraudulent statements or claims may result in the FY2024 eSNAPS application being withdrawn from the FY2024 Department of Housing and Urban Development Continuum of Care Program competition.**

**ACCEPTED AND AGREED BY:**

**Signature:**

****

**Printed Name:**

**Title:** **Date Signed:**

**Please complete and return to Marcie Bragg at** [**mbragg@starkhousingnetwork.org**](mailto:mbragg@starkhousingnetwork.org)

**by 12:00 pm (noon) on September 16, 2024**

**along with the following:**

**NEW PROJECTS ONLY (if agency does not hold a current CoC grant)**

* Most recent audited financials and Form 990 that are available
* When audited financials and Form 990 do not account for most recently completed fiscal year, also submit unaudited financial statements for that most recently completed fiscal year.
* A table of organization for your agency and any sub-grantees
* A list of the agency's board members and position in the community
* Agency’s board meeting schedule for the previous year that notes which board members attended
* Completed FY2024 HCCSC Scoring Criteria and Score Sheet Appendix

**RENEWAL PROJECTS ONLY**

* Collaborative Applicant will download the most recent APR submitted in the SAGE HMIS Repository.
* All amendments to a renewal project requested/approved since the submission of the 2023 CoC application
* A list of the agency's board members and position in the community
* The Agency’s board meeting schedule for the previous year that notes which board members attended
* Up- to- date policies and procedures for anti-discrimination and Housing First
* Housing First Assessment summary page if not already submitted during a 2024 monitoring visit
* Past and/or current programmatic audits (at local, state, and/or federal levels) and/or documentation for corrective actions to programmatic audits
* Please provide documentation of funders approval of corrective actions outlined in the programmatic audit
* *Completed FY2024 HCCSC Scoring Criteria and Score Sheet Appendix*
* *A copy of all CoC waivers that were submitted to HUD for program required exceptions*

*Submit updated projects policies and procedures Monday, September 16, 2024*

**Information included in this appendix must be accurately reflected in the FY2024 application submitted to HUD in eSNAPS if approved by the HCCSC. Failure to do so will be seen as fraudulent and may result in the application being withdrawn from the FY2024 CoC Application.**

1. Requirements for Applicants of HUD’s Financial Assistance Programs

   The following requirements affect applicant eligibility. Detailed information on each requirement is found in the “[Eligibility Requirements for Applicants of HUD’s Competitive Programs](https://www.hud.gov/sites/dfiles/CFO/documents/24_Eligibility_Requirements.pdf)” document on [HUD’s Funding Opportunities page](https://www.hud.gov/program_offices/cfo/gmomgmt/grantsinfo/fundingopps). Applicants who fail to meet any of these eligibility requirements are deemed ineligible to receive HUD funding.1) Universal Identifier and System for Award Management (SAM.gov) Requirements; 2) Outstanding Delinquent Federal Debts 3) Debarments or Suspensions, or both; 4) Mandatory Disclosure Requirement; 5) Pre-selection Review of Performance; 6) Sufficiency of Financial Management System; 7) False Statements; 8) Failure to conducting Business in Accordance with Ethical Standards/Code of Conduct; 9) Prohibition Against Lobbying Activities. In addition, each applicant under this NOFO must have the necessary processes and systems in place to comply with the Award Term in Appendix A of [24 CFR part 170](https://www.ecfr.gov/current/title-25/chapter-I/subchapter-H/part-170) if the applicant receives an award, unless an exception applies as provided in 2 [CFR170.110](https://www.ecfr.gov/current/title-2/subtitle-A/chapter-I/part-170/subpart-A/section-170.110) [↑](#footnote-ref-1)