

Winston-Salem/Forsyth County Continuum of Care 2018 Renewal Project Performance Scorecard

This scorecard will be used by the WS/FC Continuum of Care (CoC) Rating Panel to score applications for CoC renewal funding. Scores will be used in developing project rankings for submission to HUD, and both scores and data will be considered by the Rating Panel in any recommendations for reallocation of funds from existing projects to new projects.

The WS/FC CoC Rating Panel uses this scorecard and the following six goals to develop a recommended Project Priority Listing.

1. Fund organizations that exhibit the capacity to run effective and efficient programs
2. Fund projects that consider the severity of needs and length of time homeless of participants and that serve the most vulnerable populations
3. Fund projects with the best results in participant engagement and success
4. Fund projects that contribute to overall successful system performance
5. Fund projects that exhibit effective stewardship of CoC funding
6. Reallocate resources from lower performing projects to higher performing projects and/or reallocate resources to create new projects that improve overall performance, with an overall priority to better end homelessness

This 2018 Renewal Project Performance Scorecard is a revised/updated version of the scorecard used in 2017 (i.e., up-to-date report references for rating factor calculations). It also reflects current HUD CoC policy/program requirements and CoC project and system performance measures. The majority of data collected for this process comes from Homeless Management Information System (HMIS) reports. HMIS reports used include the new canned CoC-APR (Annual Performance Report), the 0701 System Performance report, and the 0260 data completeness report. Generally, the data reflects project performance between October 1, 2016, and September 30, 2017, which is aligned with the Federal FY). Where indicated, some measures require a comparison to prior year data (October 1, 2015 – September 30, 2016) or they require data from the most recent grant operating year for which an APR has been submitted to HUD.

THRESHOLD REVIEW	The WS/FC Rating Panel conducts a threshold review of each project prior to performance rating to make sure it meets eligibility requirements as stated in the <i>Notice of Funding Availability for the FY2018 Continuum of Care Program Competition FR-6200-N-25</i> . Project Applicants and Subrecipients are rated on a PASS/FAIL basis for meeting the <i>WS/FC CoC 2017 Renewal Project Threshold Requirements</i> (See attachment.)
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Maximum Scores Possible by Project Type:

- Permanent Supportive Housing (PSH) = 108 points (or less points if N/A due to no participant data for scored measure)
- Rapid Rehousing (RRH) = 99 (or less points if N/A due to no participant data for scored measure)
- Supportive Services Only (SSO) = 74 (or less points if N/A due to no participant data for scored measure)

Note: Newer projects may not have data for the time periods indicated by the performance measure, which also may reduce the maximum score possible.

PROJECT PERFORMANCE & OPERATION	Explanation of Rating Factor	Points			
		0	2	4	6
1-RRH. HUD CoC Standard Project Performance Measures in APR for RRH Housing Performance: % of persons exiting to permanent housing destinations during the year.	[# who exited to other PH destinations] divided by [# of persons exiting the program during the year] x100 from APRQ23a., APRQ23b., & APRQ5a.5. Note: Deceased are excluded. <i>Source: HMIS Report CoC-APR</i>	<70%	70-79%	80-90%	>90%
1-PSH. HUD CoC Standard Project Performance Measures in APR for PSH Housing Performance: % of participants achieving housing stability OR <i>The % of persons who remained in the permanent housing program as of the end of the year or exited to permanent housing (subsidized or unsubsidized) during the year.</i>	[# who remained in PSH + # who exited to other PH] divided by [# of persons who exited PH project + # of persons who did not leave the project (i.e., total # served in year)] x100 from APRQ23a., APRQ23b., APRQ5a.1., & APRQ5a.8. Note: Deceased are excluded. <i>Source: HMIS Report CoC-APR</i>	<80%	80-89%	90-99%	100%
1-SSO. HUD CoC Standard Project Performance Measures in APR for SSO/CIC Additional Performance: % of households entering at CIC whom Assessment Team Housing Plans are developed for and presented to.	[Actual # of households who have a Housing Plan developed for and presented to them by CIC] divided by [total # of households served by the program during the operating year] x100 <i>Source: HMIS Report CoC-APR and program data</i>	<80%	80-89%	90-95%	>95%
		Points			
		0	1	2	3
2. Project's Bed Utilization Rate (PSH ONLY)	<i>Source: HDX Housing Inventory Chart and HMIS Report CoC-APR (APRQ7b.)</i>	<65%	65-79%	80-95%	>95%
3. Participants Enter from Emergency Shelter or Streets (PSH & RRH ONLY)	Percentage of Adult Persons Entering from an Emergency Shelter or the streets [APRQ15. Prior Living Situation was Emergency Shelter + Place not meant for habitation] divided by [APRQ5a.2. Total Adults Served] x100 <i>Source: HMIS Report CoC-APR</i>	<85%	85-89%	90-95%	>95%
4. Percentage Exiting to a Known Destination N/A if no LEAVERS	Percentage of Persons Exiting to a Known Destination {[APRQ5a.5. Total Leavers] minus [APRQ23a. + APRQ23b. for Doesn't Know/Refused and Data Not Collected]} divided by [APRQ5a.5. Total Leavers] x100 <i>Source: HMIS Report CoC-APR</i>	<80%	80-89%	90-95%	>95%
5. Adult Participants Employed at Exit (PSH & RRH ONLY) N/A if no LEAVERS	Percentage of Adults Employed at Exit [APRQ17 Adults w/earned income at exit] divided by [APRQ5a.6. Total Adult Leavers] x100 <i>Source: HMIS Report CoC-APR</i>	<20%	20-24%	25-30%	>30%

PROJECT PERFORMANCE & OPERATION	Explanation of Rating Factor	Points			
		0	1	2	3
6. Participants Remain in PSH 12 months or longer (PSH ONLY)	Percentage of Persons whose Length of Participation in PSH is 12 Months or longer [APRQ22a1.: Sum Person Count in Rows from 366 days to more than 1825 days] divided by [APRQ5a.1. Total Persons Served] x100 <i>Source: HMIS Report CoC-APR</i>	<80%	80-89%	90-99%	100%

COC SYSTEM PERFORMANCE & AREAS OF FOCUS OR STRATEGIC PLANNING	Explanation of Rating Factor	Points			
		0	1	2	3
7. HUD CoC System Performance Measures (SPM) Metric 2 – The Extent to which Persons who Exit Homelessness to Permanent Housing Destinations Return to Homelessness (PSH & RRH ONLY)	<ul style="list-style-type: none"> SPM Metric 2b.2: Returns to SO, ES, SH, TH, and PH projects within 2 years after exits to permanent housing destinations. <i>Source: HMIS Report 0701 – Results are given as both a number of returns and a percent of returns based on the total exits 2 years prior.</i>	RRH >20%	RRH 11-20%	RRH 1-10%	RRH 0%
		PSH >15%	PSH 7.6-15%	PSH 1-7.5%	PSH 0%

		Points	
		0	1 or 2 (see below)
8a. – 8f. HUD CoC System Performance Measures (SPM) Metric 4 – Employment and Income Growth for Homeless Persons in CoC Program-funded Projects (PSH & RRH ONLY) 8d. – 8f. (Metrics 4.4, 4.5, and 4.6) are N/A if no LEAVERS	<ul style="list-style-type: none"> SPM Metric 4.1: Change in employment income during the reporting period for system stayers SPM Metric 4.2: Change in non-employment cash income during the reporting period for system stayers SPM Metric 4.3: Change in total cash income during the reporting period for system stayers SPM Metric 4.4: Change in employment income from entry to exit for system leavers SPM Metric 4.5: Change in non-employment cash income from entry to exit for system leavers SPM Metric 4.6: Change in total cash income from entry to exit for system leavers <i>Source: HMIS Report CoC-APR – Results for each metric are given as the percentage of adults who increased across stated metric, with the universe being those who have income information at entry AND assessment/exit.</i>	Negative Change Applies to 8a. - 8f. (SPM Metrics 4.1-4.6)	Positive and No Change 1 point for 8a., 8b., 8d., & 8e. (SPM 4.1, 4.2, 4.4, & 4.5) 2 points for 8c. & 8f. (SPM 4.3 & 4.6)

CO C SYSTEM PERFORMANCE & AREAS OF FOCUS OR STRATEGIC PLANNING	Explanation of Rating Factor	Points			
		0			5
9-RRH. and 9-PSH. HUD CoC System Performance Measures (SPM) Metric 7b.1 and 7b.2 -- Successful Placement in or Retention of Permanent Housing (SSO excluded)	<ul style="list-style-type: none"> SPM Metric 7b.1: RRH ONLY Change in exits to permanent housing destinations Note: Deceased are excluded. SPM Metric 7b.2: PSH ONLY Change in exit to or retention of permanent housing Note: Deceased are excluded. <i>Source: HMIS Report CoC-APR - Results are given as a percentage showing success in both current and prior years and based on calculations used in Measure 1-RRH and 1-PSH.</i>	Negative Change			Positive and No Change
		Points			
		0	1	2	3
10. HUD CoC Focus on Accessing Mainstream Benefits (PSH & RRH ONLY) % of Adult Participants with 1+ Sources of Non-Cash Income at Exit N/A if no LEAVERS	[# of adult participants with 1+Source of non-cash benefit at exit] divided by [# of all adult leavers] x100 from APRQ20b. & APRQ5a.6. <i>Source: HMIS Report CoC-APR</i>	<41%	41-61%	62-85%	>85%
11a. HUD CoC Performance and Strategic Planning Objectives – Obj. 1 Ending Chronic Homelessness % of Chronically Homeless Households Served	[# of households with one or more CH persons served by project] divided by [total # of households served by project] x100 from APRQ26a. & APRQ8a. <i>Source: HMIS Report CoC-APR</i>	<26%	26-50%	51-75%	>75%
11b. HUD CoC Performance and Strategic Planning Objectives – Obj. 1 Ending Chronic Homelessness (PSH ONLY) PSH Bed Prioritization/Dedication for CH Participants (i.e., Project follows HUD Notice CPD-14-012.)	% of beds prioritized or dedicated for CH participants <i>Source: Project Application</i>	0-49%	50-74%	75-99%	100%
		Points			
		0			2
12. HUD CoC Performance and Strategic Planning Objectives – Obj. 2 Ending Homelessness Among Households with Children and Ending Youth Homelessness	<u>Increase Progress Towards Ending Homelessness Among Households with Children and Ending Youth Homelessness:</u> Project is dedicated to serving 100% of this Opening Doors’ target population. <i>Source: Project Application</i>	NO			YES
13. HUD CoC Performance and Strategic Planning Objectives – Obj. 3 Ending Veterans Homelessness	<u>Increase Progress Towards Ending Veteran Homelessness:</u> Project is dedicated to serving 100% of this Opening Doors’ target population. <i>Source: Project Application</i>	NO			YES

HMIS PERFORMANCE	Explanation of Rating Factor	Points			
		0	2	4	6
14. HMIS Performance Measure: Project Accountability – Maintain high levels of Data Completeness (DV excluded)	Rating of data completeness – 22 HUD data elements assessed (13 UDE + 5 Additional + 4 Homeless Situation) <i>Source: HMIS Report 0260</i>	<88%	88-94.99%	95-98.99%	>99%
15. HMIS Data Sharing	Project Applicant and Subrecipients have signed or agreed to sign the CoC’s data sharing agreement. <i>Source: Collaborative Applicant/LSA HMIS Records</i>	NO			YES

FINANCIAL EFFICIENCY & ACCOUNTABILITY	Explanation of Rating Factor	Points			
		0	1	2	3
16-RRH. Cost per PH Exit – RRH projects	RRH: Grant dollars awarded/PH Exits (This calculation is based on the number # of households exiting to PH using avg. hh size.) <i>Source: Project Applicant Financial Records and HMIS Report CoC-APR</i>	>\$6,750	\$4,501-6,750	\$2,250-4,500	<\$2,250
16-PSH. Cost per PH Success – PSH projects	PSH: Grant dollars awarded/PH Success (This calculation is based on the number # of households achieving housing stability (i.e., retention or exit to PH) using avg. hh size.) <i>Source: Project Applicant Financial Records and HMIS Report CoC-APR</i>	>\$9,000	\$6,001-9,000	\$3,000-6,000	<\$3,000
16-SSO. Cost per PH Success – SSO projects	SSO/CIC: Grant dollars awarded/Housing Plan Success (This calculation is based on the # of hh with housing plan from Measure 1-SSO.) <i>Source: Project Applicant Financial & Participant Records and HMIS Report CoC-APR</i>	>\$2,500	\$1,626-2,500	\$750-1,625	<\$750
17. Percentage of Grant Award for Housing	[Housing Dollars divided by Annual Renewal Amount] x100 <i>Source: GIW</i>	<50%	50-69%	70-90%	>90%
18. Funds Recaptured for Last Ending Operating Year	Percentage of Funds Recaptured for Last Ending Operating Year out of Total Grant Award <i>Source: Project Applicant Financial Records</i>	>25%	10-24%	5-9%	<5%

PROJECT APPROACH & COORDINATION	Explanation of Rating Factor	Points			
		0			6
19. Housing First Approach (Low Barrier)	Project quickly moves participants into PH. Project ensures participants are not screened out for: “having too little or no income; active or history of substance abuse; having a criminal record with exceptions for state-mandated restrictions; and history of domestic violence.” Project does not terminate participants for: “failure to participate in supportive services; failure to make progress on a service plan; loss of income or failure to improve income; being a victim of domestic violence; and any other activity not covered in a lease agreement typically found in the project’s geographic area.” <i>Source: Project Practices, Standards, and Key Elements Survey & Project Application</i>	NO			YES
20. Project Considers Severity of Needs Experienced by Program Participants	CIC assessment team considers VI-SPDAT score (i.e., severity of needs) in making referrals to CoC project.	NO			YES
21. Participation in Coordinated Intake	Project receives and houses referrals from Coordinated Intake Center <i>Source: Project Application</i>	NO			YES
22. Project Applicant and Subrecipients are active participants in CoC meetings/process	Project Applicant and Subrecipients have participated in more than 60% of all Operating Cabinet and full CoC meetings. <i>Source: Meeting Minutes</i>	NO			YES

PROJECT PRACTICES, STANDARDS, & KEY ELEMENTS	Explanation of Rating Factor	Points			
		0 - 10			
23. Project Practices, Standards, and Key Elements	Project operates using best practices, standards, and key elements in accordance with federal and local policies or standards. <ul style="list-style-type: none"> • PSH (5 statements @ 2 points each) • RRH (10 statements @ 1 point each) • CIC (10 statements @ 1 point each) <i>Source: Project Practices, Standards, and Key Elements Survey</i>	(See explanation of scoring in adjacent column.)			

PARTICIPATION IN COC TRAININGS & EVENTS	Explanation of Rating Factor	Points			
		0			1
24. Addressing the Needs of Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking	Provider participates in annual training that addresses best practices in serving survivors of domestic violence, dating violence, sexual assault, and stalking. <i>Source: Training Attendance Sheet</i>	NO			YES
25. Addressing the Needs of LGBT	Provider participates in annual training about how to effectively implement the <u>Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity</u> , including the <u>Equal Access in Accordance with an Individual's Gender Identity in Community Planning and Development Programs</u> . <i>Source: Training Attendance Sheet</i>	NO			YES
26. Addressing Racial Disparities in Homelessness	Provider participates in CoC's annual assessment on whether there are racial disparities in the provision or outcome of homeless assistance and participates in any action steps or trainings to address any identified disparities. <i>Source: Training Attendance Sheet</i>	NO			YES

Winston-Salem/Forsyth County Continuum of Care
 Local Project Application Threshold Review for Project Applicants and Subrecipients

Agency:	
Project:	

Criterion	Yes	No	N/A
Application is complete and accurate, including required attachments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Match documentation was submitted for prior year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quarterly Financial Drawdowns/Spend Rate/Funds Recaptured Reviewed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
APR filed on time and e-snaps APR matches HMIS APR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
No unresolved HUD Monitoring Findings on grant-funded project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has documentation of having served HUD-eligible homeless persons or families, through CoC-eligible activities during the twelve months prior to the deadline stated in the Request for Proposals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proposes an eligible activity for an eligible homeless population, pursuant to HUD requirements (including eligibility under the NOFA)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is an eligible contractor for federal funds per https://www.sam.gov/ , has a current tax exempt status as verified by the IRS and does not owe any overdue tax debts, as documented on IRS 990 submissions to the IRS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does not propose to use HUD funds to supplant current funding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified matching funds prior to application submission	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Has satisfactory organizational status, experience and capacity to submit, implement and operate the proposed project, as determined by the City of Winston-Salem, and has submitted all required organizational documents (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted authorization to apply for CoC Funding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted most recent IRS 990, as submitted to the IRS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted most recent audit report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted by-laws	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted Articles of Incorporation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted IRS 501(c)3 designation letter, with status in place for at least one year prior to application deadline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted current board roster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted copies of budgets for last year, current year and next year (if available)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Submitted copies of Code of Conduct, Personnel Policies, Procurement Policies, and Accounting Procedures for the Organization (as applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Explanation for N/A items: _____

Review completed by (print and sign name): _____

Date: _____