

# Broward Continuum of Care 2022 NOFO

## Renewal Projects Scoring Overview

As determined by the Department of Housing and Urban Development and the Continuum of Care Governance Board, community priority will be given to eligible projects in the following order: (1) Permanent Housing (PH) (including Permanent Supportive Housing (PSH) and Rapid Rehousing (RRH), (2) Joint Transitional Housing and Permanent Housing-Rapid Rehousing component (Joint TH and PH-RRH component), (3) Supportive Services Only (SSO–) (4) Dedicated Homelessness Management Information System (HMIS).

All projects will be scored utilizing the following materials: e-Snaps Project Application; HUD CoC Annual Performance Report; 2021 Housing Inventory Count Report; Homeless Management Information System (HMIS); Agency Financials, and Agency Policies and Procedures. The Homeless Continuum of Care (“HCoC”) Advisory Board has decided to utilize the most recent APR information for the following date range **January 1, 2021, through December 31, 2021.**

CoC Threshold Requirement	Definition
Applicant is an active Homeless Continuum of Care (“HCoC”) Participant	Applicant participation in HCoC Board and committee meetings meets CoC requirements for a member in good standing.
Applicant participates in Homeless Management Information Systems (“HMIS”)	Projects are required to participate in HMIS, unless the project is a victim-service agency or serving survivors of domestic violence.
Coordinated Entry Participation	The project participates or intends to participate in coordinated entry process and demonstrates compliance with the HCoC’s Coordinated Entry Policies and Procedures and HUD’s Coordinated Entry Notice.
Representation at mandatory Notice of Funding Opportunity NOFO Workshop (renewal and/or new)	Applicant attended the mandatory NOFO workshop held virtually on snaps on 8/15/2022 @ 1:00 pm.
Application is complete and data is accurate and consistent	All required information is completed, and all required attachments are provided. Data provided in response to different questions match.
Housing First and/or Low Barrier Implementation	The project is, or intends to be, designed and implemented using Housing First principles including: no preconditions or barriers to entry except as required by funding sources, and provision of necessary supports to maintain housing and prevent a return to homelessness.
Documented, secured minimum match	Applicant has written match commitments that satisfy CoC Program Rule requirements for source and amount according to HUD (25%).
Acceptable organizational audit/financial review	Applicant's audit or financial review does not contain findings or other indications of financial or accounting problems. (Must be uploaded into E-snaps)
Project is financially feasible	Project has funding commitments equal to or exceeding project budget. Results of the fiscal monitoring may be consulted. Take in to account this year FMR and adjusting budgets to be realistic.

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Documented organizational financial stability	Applicant's financial statements for previous fiscal year demonstrates financial stability sufficient to support operation of the project during the next operating year. Results of the fiscal monitoring may be consulted.
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**Section A: Project Renewal Threshold Criteria**

The Ranking Committee will review all projects to determine if they meet the following project eligibility and project quality threshold requirements on a pass/fail standard:

Project Eligibility Criteria	Yes	No	Threshold Met?
1. Applicant is active HCoC participant.			
2. Applicant participates in HMIS (where applicable).			
3. Projects are required to participate in Coordinated Entry, when it is available for the project type and in accordance with the Written Standards.			
4. Representation at Mandatory NOFO Workshop (E-Snaps) on August 15, 2022 at 1:00 pm.			
5. Application is complete, and data is accurate and consistent.			
Project Quality Criteria	Yes	No	Threshold Met?
1. Project agrees to use Housing First principles and be low barrier. (Policy must be uploaded into E-Snaps)			
2. Project has documented in writing the required 25% matching funds. (Documentation must be uploaded into E-Snaps)			
3. Audit shows agency as a low-risk auditee & no substantial findings. (Per the management letter)			

Note: Items are noted that must be uploaded into E-Snaps.

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### Section B: Project Financial (30 Points)

Measurement	Source	Data Calculations	Total Points Possible:	Score
Budget Criteria	CoC Project Application	<p><b>Score based on review of e-Snaps Project Summary Budget (Q6e).</b></p> <p>Considered Elements:</p> <ul style="list-style-type: none"> <li>Total % of program funding in housing costs (rental payment). This needs to be adjusted.</li> </ul>	<p>80% to 90% = 10 pts            85% - 86% = 7 pts            Below 85% zero</p>	
Financials	Utilization (CGAs)	<p><b>Expended Grant Funds (2019 Award)</b></p> <p>Expended Subtotal / Applicable Total Expenses plus Admin</p> <p>Balance tracking sheet is used to determine utilization based on invoices submitted.</p> <p><b>If expended grant funds are equal to or greater than 95% of grant funds, then project will receive 10 points. 90% would receive 5 points Otherwise, zero points will be awarded.</b></p>	<p>95% = 10 pts            90% = 5 points</p>	
Budget Criteria	CoC Project Application  Fiscal	<p><b>Project is Cost Effective perhaps we would get the average cost per client the past completed award years (2019).</b></p> <p>Considered Elements:</p> <ul style="list-style-type: none"> <li>Cost per person served is comparable ( defined as within \$500 of average) to CoC average within project type.</li> </ul>	<p>10 pts            Have finance create a spreadsheet to see what this looks like.</p>	

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**Section C: Project Performance (20 points)** This section will also serve as the Tie Breaker based cumulative score per project

Measurement	Source	Data Calculations	Total Points Possible:	Score
<p><b>PSH and RRH Housing Stability:</b> % of persons who remained in the PH project at of the end of the operating year or exited to a permanent housing destination</p> <p><b>TH Housing Stability:</b> % of persons who exited to a positive housing destination</p>	HUD CoC APR 23c	Total persons remaining in housing destinations plus Total persons exiting to permanent housing destinations.	<p><b>IF PSH or RRH Project</b> 90% + = 5 pts 85% - 89% = 3 pts 80% - 84% = 1 pts &lt; 80% = 0 pts</p> <p><b>IF TH Project</b> 80% + = 5 pts 75% - 79% = 3 pts 70% - 74% = 1 pts &lt; 70% = 0 pts</p>	
<p><b>Exits to Homelessness:</b> % of program exits (PH) to homeless destination not meant for human habit</p>	HUD CoC APR 23c SPH	Percentage of exits to place not meant for human habitation, emergency shelter, including hotel or motel paid for with emergency shelter voucher, safe haven or transitional housing.	5% or less = 5 pts 6% - 10% = 3 pts 11% - 14% = 1 pts > 15% = 0 pts	
<p><b>Increased Income</b> % of program participants age 18 and older who increased their earned income <b>or</b> non-employment income (including non-cash benefits) as shown on the last APR</p>	HUD CoC APR (18 – 19C)	The percentage of stayers/leavers that increase cash earned income from entry to latest annual assessment/exit, excluding all stayers without annual assessments PLUS the percentage of stayers/leavers with noncash benefit sources, excluding all stayers without annual assessments.	<p>IF PSH or RRH Project 25% + = 10 pts 20% - 24% = 7 pts 10% - 19% = 5 pts &lt; 15% = 0 pts</p> <p>IF TH Project 65% + = 10 pts 50% - 64% = 7 pts 30% - 49% = 5 pts &lt; 29% = 0 pts"</p>	

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### Section D: HMIS Data Quality (20 Points)

Measurement	Report	Data Calculations	Total Points Possible:	Score
<b>Project's Data Quality:</b> Personal Identifiable Information and Disabling Conditions	HUD CoC APR Q6a and Q6b	Enter "% of Error Rate" for 'PII and Disabling Conditions Data'. If either element is over the 3% threshold the scoring values apply.	0.00% = 4 pts 0.01% - 3.00% = 2 pts 3.01% or more = 0 pts	
<b>Project's Data Quality:</b> Income at Annual Assessment	HUD CoC APR Q6c	Enter "% of Error Rate" for 'Income and Sources at Annual Assessment'	0.00% = 4 pts 0.01% - 3.00% = 2 pts 3.01% or more = 0 pts	
<b>Data Quality Timeliness:</b> Project Start Data and Exit Data	HUD CoC APR Q6e	Enter "# of Days for Record Entry" for 'Project Start and Exit Data'	Any records 0 to 3 days = 4 pts Any records 4 days or more = 0 pts	
<b>Quality Assurance/Improvement Plan</b>	Agency Written Policies and Procedures (HMIS manual and Provider Handbook)	A Quality Assurance Improvement Plan is a system of policies and procedures designed to continually improve the agency's overall operational processes with high integrity. The (QAIP) should document and define a systematic and well-organized approach to the periodic self-assessment within the agency. The plan shall include best practices and objectives of its outcomes. The review shall include input of its process from local stakeholders, landlords and constituents of Broward County.	Acceptable Plan in Place = 4 pts No Plan or Insufficient Plan = 0 pts	

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Measurement	Report	Data Calculations	Total Points Possible:	Score
<b>Project's Data Quality Improvement Plan</b>	Agency Written Policies and Procedures (This plan must be uploaded into E-Snaps)	The agency develops a well-defined comprehensive Data Integrity Plan that establishes the effective and continuous process to ensure high-quality data entry and maintenance in HMIS. The Data Integrity Plan will present an internal quality assurance process that ensures the data is Accurate, Complete, Consistent, Reliable and entered in a Timely manner. The Plan must include timeframes, action steps and identify responsible parties to implement and maintain the agency's data integrity process. Data Quality Improvement process will have input of its process from local stakeholders, landlords and constituents of Broward County.	Acceptable Plan in Place = 4 pts No Plan or Insufficient Plan = 0 pts	4

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### Section E: Agency Commitment to CoC Priorities (30 points)

Measurement	Report	Data Calculations	Total Points Possible:	Score
<b>Alignment with Housing First Principles</b>	Project policy on Housing First Principals (Must be uploaded into E-Snaps)	<p>To what extent do the project’s written policies and procedures ensure that participants are not screened out based on the following criteria?</p> <ul style="list-style-type: none"> <li>• Having too little or no income.</li> <li>• Failure to participate in supportive services (with exception for HUD-mandated monthly case management meeting for RRH program participants);</li> <li>• Active, or history of, substance use or a substance use disorder.</li> <li>• Having a criminal record (with exceptions for state-mandated restrictions).</li> <li>• History or survivor of domestic violence.</li> </ul> <p>Yes, to all and the project will be awarded maximum points; No to any and the project will score zero.            Note: If agency rejected a client throughout the year contrary to the Housing First Principles as indicated above, then project will not be awarded any points in this category.</p>	10 pts	
<b>Coordinated Access Referral Response</b>	Provider responses to referrals within the noted 3-day timeframe in the Written Standards.	Have the providers responded to the referrals in HMIS within the required 3- day timeframe. The referral report will be used to track referrals sent to providers. Then each referral’s date of acceptance or decline will be recorded on a spread sheet.	5 pts – 100% 2 pts = 90%	

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Measurement	Report	Data Calculations	Total Points Possible:	Score
<b>HCoC Participation</b>	HCoC Membership and Committee Participation	Sign Up Sheets for: Provider Forum Agency Attendance: Permanent Housing, PONG, Provider Stakeholders, CoC Board, Coordinated Assessment, HMIS Data Committee; Homeless Youth and Families Committee and Consumer Advocacy Committee (Timeline: Within 12 months prior to the 2022 NoFA Release Date).	5 points	
<b>Annual Training Plan</b>	Agency Training Plan (This plan must be uploaded into E-Snaps)	Agency provides an Annual Training Plan that includes key legal issues such as <u>fair housing laws</u> and <u>tenants' rights</u> and responsibilities to <u>ensure that staff have the most current information available</u> . Other training topics can include <u>mental health related issues</u> ; how to conduct <u>client assessments</u> ; <u>implementing successful housing search strategies</u> or <u>employment related resources</u> .	YES = 10 Points NO = 0 Points	

### Bonus Point Section (10 Possible Points)

Measurement	Source	Scoring Values:	Total Points Possible	Score
<b>Consumer's Voice</b>	Provider Policy (Must be uploaded into E-Snaps)	Agency has a policy to addresses how they obtain feedback from consumers and the plan to effect change to policy based on the feedback.	Policy = 5 pts  NO policy = 0 pts	
<b>Racial Equity</b>	Provider Policy (Must be uploaded into E-snaps)	Agency has a policy that address racial equity training, provision of services and hiring of staff.	Policy = 5 pts  NO participation = 0 pts	



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**Total Maximum Possible Points for Renewal Projects = 110**

Note: There are two separate questions for Tie Breakers that will be used. Data Quality will be part of this process.

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