Fredericksburg Regional CoC
2023 CoC Program Scoring Sheet
HMIS

Instructions

Only the HMIS Lead is eligible to apply for an HMIS project. Per the FRCoC Funding Policies & Procedures, HMIS projects should be reviewed for eligibility and threshold requirements to determine whether or not they should be accepted, but do not need to be scored if there are no projects of the same type to compare them to.

Project application scores should inform the final project ranking, but the Funding & Performance Committee should also consider other factors, such as project type, population group served by the project, levels of unmet need, or other parameters.

Renewal and expansion requests for the same project will be scored on one scoring sheet but in separate columns. Renewal and expansion requests may receive different scores and will be ranked separately by the Funding & Performance Committee.

Summary

Applicant:
Application Type: ☐ Renewal ☐ Renewal and Expansion ☐ New
Name of Renewal Project in e-snaps:
Name of New or Expansion Project in e-snaps:

Renewal Amount Requested:
New/Expansion Amount Requested:

Threshold Review – Staff Review

Category	Scoring Factors	Available	Received		Comments
			Renewal	New/ Expansion	
CoC Eligibility Requirements	Applicants requesting funds through any FRCoC collaborative application process must meet **all** of the following conditions: (1) Be a member of the FRCoC as defined in the Bylaws. (2) Agree to adhere to the FRCoC Coordinated Entry Policies & Procedures, including the following requirements of that document: (a) Follow the Housing First model (b) Participate in the FRCoC Coordinated Entry Process and/or Victim Service Coordinated Entry Process (c) Adhere to established project standards (d) Collect data through HMIS or a comparable database (3) Meet the eligibility requirements of the funding agency.	Pass/Fail			
Applicant Eligibility	Applicant must be one of the following to apply for CoC Program funding: non-profit organization, state, local government, instrumentality of a state or local government, or public housing authority.	Pass/Fail			
Project Eligibility Threshold	Projects must meet **all** of the following criteria to be considered: (1) Project applicants and potential subrecipients must meet the eligibility requirements of the CoC Program as described in 24 CFR part 578 and provide evidence of eligibility required in the application (e.g., nonprofit documentation). (2) Project applicants and subrecipients must demonstrate the financial and management capacity and experience to carry out the project as detailed in the project application and the capacity to administer federal funds. Demonstrating capacity may include a description of the applicant/subrecipient experience with similar projects and with successful administration of SHP, S+C, or CoC Program funds or other federal funds. (3) Project applicants must submit the required certifications as specified in this NOFA. (4) The population to be served must meet program eligibility requirements as described in the Act and 24 CFR part 578 and Section II.B.10.f of this NOFA. (5) Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA	Pass/Fail			

	Costs, must agree to participate in a local HMIS system. However, in accordance with Section 407 of the Act, any victim service provider that is a recipient or subrecipient must not disclose, for purposes of HMIS, any personally identifying information about any client. Victim service providers must use a comparable database that meets the needs of the local HMIS.				
Project Quality Threshold	**New projects only**: New HMIS projects must receive **at least 3 of the 4 points** available to be considered: (1) How the HMIS funds will be expended in a way that is consistent with the CoC's funding strategy for the HMIS and furthers the CoC's HMIS implementation (1 point); (2) The HMIS collects all Universal Data Elements as set forth in the HMIS Data Standards (1 point); (c) The ability of the HMIS to un-duplicate client records (1 point); and (d) The HMIS produces all HUD-required reports and provides data as needed for HUD reporting (e.g., APR, quarterly reports, data for CAPER/ESG reporting) and other reports required by other federal partners (1 point).	4	N/A		
Project Renewal Threshold	**Renewal projects only:** When considering renewal projects for award, HUD will review information in eLOCCS; Annual Performance Reports (APRs); and information provided from the local HUD CPD Field Office, including monitoring reports and audit reports as applicable, and performance standards on prior grants, and will assess projects using the following criteria on a pass/fail basis: (1) Whether the project applicant's performance met the plans and goals established in the initial application, as amended; (2) Whether the project applicant demonstrated all timeliness standards for grants being renewed, including those standards for the expenditure of grant funds that have been met; (3) The project applicant's performance in assisting program participants to achieve and maintain independent living and records of success, except dedicated HMIS projects that are not required to meet this standard; and, (4) Whether there is evidence that a project applicant has been unwilling to accept technical assistance, has a history of inadequate financial accounting practices, has indications of project mismanagement, has a drastic reduction in the	Pass/Fail		N/A	

	population served, has made program changes without prior HUD approval, or has lost a project site.				
Additional Requirements	Must meet **all** of the following criteria to be considered: (1) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings. (2) For expansion projects, project applicants must articulate the part of the project that is being expanded. Additionally, the project applicants must clearly demonstrate that they are not replacing other funding sources. (3) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85.	Pass/Fail			
Match	The recipient or subrecipient must match all grant funds, except for leasing funds, with no less than 25% of funds or in-kind contributions from other sources.	Pass/Fail			

Project Review – Funding and Performance Committee Review

Category	Scoring Factors	Available	Received		Comments
			Renewal	New/ Expansion	
HUD/CoC Priorities					
Community Need	2 points: The project continues to meet a community need and/or fills a gap in FRCoC services. 1 point: Project somewhat meets a need and/or fills a gap. 0 points: Project does not meet a need and/or fill a gap.	2			
HUD/COC PRIORITIES TOTAL		**2**			
PROJECT PERFORMANCE					
Universal Data Elements and HUD reports	1 point: Agency response indicates HMIS system is able to collect all required Universal Data Elements and produce all HUD required reports. 0 points: Agency response indicates HMIS system is NOT able to collect all required Universal Data Elements and produce all HUD required reports.	1			
System Capabilities	1 point: The HIMS system is able to provide an unduplicated count of people receiving services within the CoC. 0 points: The HIMS system is NOT able to provide an unduplicated count of people receiving services within the CoC.	1			
System Security	1 point: The HMIS project has a security officer and provides security training and follow up to users on a regular basis. 0 points: The HMIS project does NOT have a security officer and/or does NOT provides security training and follow up to users on a regular basis.	1			
Budget Appropriateness	2 points: The project's budget provided sufficient detail and made sense given the project description and target population. 1 point: The project's budget left some question on spending and was somewhat out of sync with project description and target population. 0 points: The Budget was not clear, and was inappropriate for project description and target population.	2			
PROJECT PERFORMANCE TOTAL		5			
Program Operations and Administration					
Organizational Capacity	2 points: Organizational structure and capacity are sufficient to carry out proposed activities. 1 point: Organizational structure and capacity are somewhat sufficient to carry our proposed activities.	2			

	0 points: Organizational structure and capacity are not sufficient to carry out proposed activities.				
Staff Capacity	2 points: Staff capacity is sufficient to carry out proposed activities. 1 point: Staff capacity is somewhat sufficient to carry out proposed activities. 0 points: Staff capacity is not sufficient to carry out proposed activities.	2			
Prior Experience	2 points: Applicant/sub recipients have previous experience in effectively utilizing federal funds and performing proposed eligible activities. 1 point: Applicant/sub recipients have experience with only one. 0 points: Applicant/sub recipients have experience with neither.	2			
Findings	1 point: Applicant does not have any unresolved monitoring or audit findings or has an adequate plan to address issues. 0 points: Applicant does have unresolved monitoring or audit findings and does not have an adequate plan to address issues.	1			
Spending Rates	DEDUCT 1 point for programs that DID NOT fully expend grant award for last full year of operation.	0			
PROGRAM OPERATIONS AND ADMINISTRATION TOTAL		7			
TOTAL SCORING					
HUD/CoC Priorities					
Project Performance					
Program Operations and Administration					
Total		**10**			

Additional Comments

Changes Needed Before Collaborative Application Submitted (if any)