COLORADO BALANCE OF STATE CONTINUUM OF CARE
2018 Continuum of Care Grant Competition

Project Review, Ranking and Selection Procedures

Step 1: The Collaborative Applicant reviewed each project application to determine whether the project application was complete, whether the proposed activities are eligible under the 2018 NOFA and the CoC program rules (24 CFR Part 578), whether the project participates in HMIS, and whether the project is in general compliance with the HUD policy priorities described in the NOFA.

Step 2: The Project Ranking Committee reviewed the NOFA and associated materials, and then created two draft scoring tools, one for new project applications, and one for renewal project applications. The draft scoring tools were sent to the Balance of State Governing Board (Governing Board) for review and comment. The Governing Board reviewed the draft scoring tools and then voted to approve them. The final scoring tools are attached to this application.

Step 3: The Project Ranking Committee used the final scoring tools to score all new and renewal project applications and assign a numerical rank to each project, then sent the draft scoring results to all applicants for review.

Step 4: All applicants were given an opportunity to review the scoring results and send comments/questions to the Project Ranking Committee. The Project Ranking Committee addressed all comments/questions, and then sent the final scoring results to the Collaborative Applicants.

Step 5: The Collaborative Applicant used the final project scoring results to list the projects on the Tier 1/Tier 2 spreadsheet in order of the numerical rank determined above. The Tier 1/Tier 2 spreadsheet was then sent to the Governing Board for review and comment. The Governing Board reviewed the Tier 1/Tier 2 spreadsheet, evaluated which projects appeared to be at risk of losing their funding, and discussed whether the rank order of any projects needed to be adjusted. The final Tier 1/Tier 2 spreadsheet was then approved by a vote of the Governing Board.

Step 6: The Collaborative Applicant then used the final Tier 1/Tier 2 spreadsheet to assign a numerical rank to each project in the CoC Priority Listing section of the consolidated application.

Updated September 2018.

Permanent Supportive Housing (PSH)

Project Name:

Measure:	**A. Percentage of Participants Who Either Stayed in the Program or Exited to Other Permanent Housing.**	
Directions:	To calculate the percentage, see Appendix to this scoring tool and reference APR Measures "Q05a", "Q23a" and "Q23b".	
Scoring System:	**% Who met the criteria**	**Points to Assign**
	Less than 80% met the criteria	10
	80.1% to 85.0% met the criteria	20
	85.1% to 90.0% met the criteria	30
	90.1% to 95.0% met the criteria	40
	95.1% to 100% met the criteria	50

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure:	**B. Percentage of Adults who Increased or Maintained Income While in the Program.**	
Directions:	To calculate the percentage, see Appendix to this scoring tool and reference table "Q19a3" of your APR.	
Scoring System:	**% Who met the criteria**	**Points to Assign**
	Less than 20% met criteria	5
	20.1% to 40.0% met criteria	10
	40.1% to 60.0% met criteria	15
	60.1% to 80.0% met criteria	20
	80.1% to 100% met criteria	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure:	**C. Unit Utilization Rate**	
Directions:	Reference APR Q02, "Utilization Rate - Unit". **Note:** Utilization rates are calculated by averaging the rates of the four quarters as shown in the Unit Utilization Rate table.	
Scoring System:	**% Who met the criteria**	**Points to Assign**
	Less than 65% unit utilization rate	5
	65.1% to 75.0% unit utilization rate	10
	75.1% to 85.0% unit utilization rate	15
	85.1% to 95.0% unit utilization rate	20
	95.1% to 100% unit utilization rate	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure:	**D. Percentage of Adults Exiting with Non-Cash Benefit Sources.**	
Directions:	Items to review: APR Measure 20(b). See Appendix for Information on Percentage Calculation.	
Scoring System:	**% Who met the criteria**	**Points to Assign**
	Less then 60% with Non-Cash Benefit Sources	5
	60.1% to 70.0% with Non-Cash Benefit Sources	10
	70.1% to 80.0% with Non-Cash Benefit Sources	15
	80.1% to 90.0% with Non-Cash Benefit Sources	20
	90.1% to 100% with Non-Cash Benefit Sources	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Total: 0

Tie Breakers

The below two Measures will ONLY be used as a tie breaker for any applicants who have the same scores. In these instances, the percentage will be used as the score and higher percentages/scores will be ranked higher. Measure E will be used to break ties first and if any ties remain after comparing the tied projects with Measure E, those ties will be broken with Measure F.

For example: Program A, B and C all receive the same score on the original screening tool. They are then compared using Measure E, in which Program A has 75% of adults who had cash income at program exit, and programs B and C have 60% each. Then, programs B and C are ranked using the Measure F. If project B has 95% of funds expended and program C has 70%, then Project B would rank higher than Project C. Therefore, even though they all originally tied, they will be ranked Program A, then Program B, then Program C.

E.	Percentage of Adults Who Had Cash Income at Program Exit (Including Employment, Disability, etc.);	
	Items to review: APR Q18, "Total Adults" and "Adults with No Income".	
	A. From Q18, record the number in "Total Adults" adjacent to "Number of Adults at Exit (Leavers)":	
	B. From Q18, record the number in "Adults with No Income" adjacent to "Number of Adults at Exit (Leavers)":	
	C. Total Adults Who Had Cash Income at Program Exit (=A-B):	0
	Percentage (=A-B/A):	0.00%

F.	Expenditure of Grant Funds	
	Utilizing the HUD report documenting expended funds up to the end of 2017, enter the percentage of funds expended for this project. (The percentage can be found adjacent to the project name under Column T, "Percentage of Funds Disbursed")	
	Percentage:	

Rapid Re-Housing (RRH)		
Project Name:		

Measure:	A.	**Percentage of Participants Who Either Stayed in the Program or Exited to Other Permanent Housing.**
Directions:		To calculate the percentage, see Appendix to this scoring tool and reference APR Measures "Q05a", "Q23a" and "Q23b".

Scoring System:

% Who met the criteria	Points to Assign
Less than 80% met the criteria	10
80.1% to 85.0% met the criteria	20
85.1% to 90.0% met the criteria	30
90.1% to 93.0% met the criteria	40
93.1% to 100% met the criteria	50

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure:	B.	**Percentage of Adults who Increased or Maintained Income While in the Program.**
Directions:		To calculate the percentage, see Appendix to this scoring tool and reference table "Q19a3" of your APR.

Scoring System:

% Who met the criteria	Points to Assign
Less than 20% met criteria	5
20.1% to 40.0% met criteria	10
40.1% to 60.0% met criteria	15
60.1% to 80.0% met criteria	20
80.1% to 100% met criteria	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure:	C.	**Unit Utilization Rate**
Directions:		Reference APR Q02, "Utilization Rate - Unit". **Note:** Utilization rates are calculated by averaging the rates of the four quarters as shown in the Unit Utilization Rate table.

Scoring System:

% Who met the criteria	Points to Assign
Less than 65% unit utilization rate	5
65.1% to 75.0% unit utilization rate	10
75.1% to 85.0% unit utilization rate	15
85.1% to 93.0% unit utilization rate	20
93.1% to 100% unit utilization rate	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure:	D.	**Percentage of Adults Exiting with Non-Cash Benefit Sources.**
Directions:		Items to review: APR Measure 20(b). See Appendix for Information on Percentage Calculation.

Scoring System:

% Who met the criteria	Points to Assign
Less then 60% with Non-Cash Benefit Sources	5
60.1% to 70.0% with Non-Cash Benefit Sources	10
70.1% to 80.0% with Non-Cash Benefit Sources	15
80.1% to 90.0% with Non-Cash Benefit Sources	20
90.1% to 100% with Non-Cash Benefit Sources	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Total: 0

Tie Breakers

The below two Measures will ONLY be used as a tie breaker for any applicants who have the same scores. In these instances, the percentage will be used as the score and higher percentages/scores will be ranked higher. Measure E will be used to break ties first and if any ties remain after comparing the tied projects with Measure E, those ties will be broken with Measure F.

For example: Program A, B and C all receive the same score on the original screening tool. They are then compared using Measure E, in which Program A has 75% of adults who had cash income at program exit, and programs B and C have 60% each. Then, programs B and C are ranked using the Measure F. If project B has 95% of funds expended and program C has 70%, then Project B would rank higher than Project C. Therefore, even though they all originally tied, they will be ranked Program A, then Program B, then Program C.

E.	Percentage of Adults Who Had Cash Income at Program Exit (Including Employment, Disability, etc.);	
	Items to review: APR Q18, "Total Adults" and "Adults with No Income".	
	From Q18, record the number in "Total Adults" adjacent to "Number of Adults at Exit (Leavers)":	
	From Q18, record the number in "Adults with No Income" adjacent to "Number of Adults at Exit (Leavers)":	
	Total Adults Who Had Cash Income at Program Exit:	0
	Percentage:	0.00%

F.	Expenditure of Grant Funds	
	Utilizing the HUD report documenting expended funds up to the end of 2017, enter the percentage of funds expended for this project. (The percentage can be found adjacent to the project name under Column T, "Percentage of Funds Disbursed")	
	Percentage:	

Transitional Housing (TH)

Project Name:	

Measure: A. Percentage of Participants Who Either Stayed in the Program or Exited to Other Permanent Housing.

Directions: To calculate the percentage, see Appendix to this scoring tool and reference APR Measures "Q05a", "Q23a" and "Q23b".

Scoring System:

% Who met the criteria	Points to Assign
Less than 80% met the criteria	10
80.1% to 85.0% met the criteria	20
85.1% to 90.0% met the criteria	30
90.1% to 93.0% met the criteria	40
93.1% to 100% met the criteria	50

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure: B. Percentage of Adults who Increased or Maintained Income While in the Program.

Directions: To calculate the percentage, see Appendix to this scoring tool and reference table "Q19a3" of your APR.

Scoring System:

% Who met the criteria	Points to Assign
Less than 20% met criteria	5
20.1% to 40.0% met criteria	10
40.1% to 60.0% met criteria	15
60.1% to 80.0% met criteria	20
80.1% to 100% met criteria	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure: C. Unit Utilization Rate

Directions: Reference APR Q02, "Utilization Rate - Unit". **Note:** Utilization rates are calculated by averaging the rates of the four quarters as shown in the Unit Utilization Rate table.

Scoring System:

% Who met the criteria	Points to Assign
Less than 65% unit utilization rate	5
65.1% to 75.0% unit utilization rate	10
75.1% to 85.0% unit utilization rate	15
85.1% to 93.0% unit utilization rate	20
93.1% to 100% unit utilization rate	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Measure: D. Percentage of Adults Exiting with Non-Cash Benefit Sources.

Directions: Items to review: APR Measure 20(b). See Appendix for Information on Percentage Calculation.

Scoring System:

% Who met the criteria	Points to Assign
Less then 60% with Non-Cash Benefit Sources	5
60.1% to 70.0% with Non-Cash Benefit Sources	10
70.1% to 80.0% with Non-Cash Benefit Sources	15
80.1% to 90.0% with Non-Cash Benefit Sources	20
90.1% to 100% with Non-Cash Benefit Sources	25

Total Points Assigned for Project (Click on the cell for a drop-down option):

Total: 0

Tie Breakers

The below two Measures will ONLY be used as a tie breaker for any applicants who have the same scores. In these instances, the percentage will be used as the score and higher percentages/scores will be ranked higher. Measure E will be used to break ties first and if any ties remain after comparing the tied projects with Measure E, those ties will be broken with Measure F.

For example: Program A, B and C all receive the same score on the original screening tool. They are then compared using Measure E, in which Program A has 75% of adults who had cash income at program exit, and programs B and C have 60% each. Then, programs B and C are ranked using the Measure F. If project B has 95% of funds expended and program C has 70%, then Project B would rank higher than Project C. Therefore, even though they all originally tied, they will be ranked Program A, then Program B, then Program C.

E.	Percentage of Adults Who Had Cash Income at Program Exit (Including Employment, Disability, etc.);	
	Items to review: APR Q18, "Total Adults" and "Adults with No Income".	
	From Q18, record the number in "Total Adults" adjacent to "Number of Adults at Exit (Leavers)":	
	From Q18, record the number in "Adults with No Income" adjacent to "Number of Adults at Exit (Leavers)":	
	Total Adults Who Had Cash Income at Program Exit:	0
	Percentage:	0.00%

F.	Expenditure of Grant Funds	
	Utilizing the HUD report documenting expended funds up to the end of 2017, enter the percentage of funds expended for this project. (The percentage can be found adjacent to the project name under Column T, "Percentage of Funds Disbursed")	
	Percentage:	

NEW PROJECTS THRESHOLD REQUIREMENTS

Project Name:		
Organization Name:		New Projects
Project Type:	*if you would like to change the project type, please do so in the HIC and re-copy the data to the PAW HIC DATA tab, or do so in the LIST OF PROJECTS TO BE REVIEWED*	Threshold Complete
Project Identifier:		0%

THRESHOLD REQUIREMENTS

YES/NO

Stakeholders should NOT assume all requirements are fully addressed through this tool. CoC Program application requirements change periodically and annual NOFAs may provide more detailed guidance. The CoC collaborative applicant and project applicants should carefully review the annual NOFA criteria each year.

☐ Yes to all

HUD THRESHOLD REQUIREMENT

1. Applicant has active SAM registration with current information.

2. Applicant has valid DUNS number in application.

3. Applicant has no Outstanding Delinquent Federal Debts - It is HUD policy, consistent with the purposes and intent of 31 U.S.C. 3720B and 28 U.S.C. 3201(e), that applicants with outstanding delinquent federal debt will not be eligible to receive an award of funds, unless:

    (a) A negotiated repayment schedule is established and the repayment schedule is not delinquent, or

    (b) Other arrangements satisfactory to HUD are made before the award of funds by HUD.

4. Applicant has no Debarments and/or Suspensions - In accordance with 2 CFR 2424, no award of federal funds may be made to debarred or suspended applicants, or those proposed to be debarred or suspended from doing business with the Federal Government.

5. Applicant has Accounting System - HUD will not award or disburse funds to applicants that do not have a financial management system that meets federal standards as described at 2 CFR 200.302. HUD may arrange for a survey of financial management systems for applicants selected for award who have not previously received federal financial assistance or where HUD Program officials have reason to question whether a financial management system meets federal standards, or for applicants considered high risk based on past performance or financial management findings.

6. Disclosed any violations of Federal criminal law - Applicants must disclose in a timely manner, in writing to HUD, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338, Remedies for noncompliance, including suspension or debarment. This mandatory disclosure requirement also applies to subrecipients of HUD funds who must disclose to the pass-through entity from which it receives HUD funds.

7. Demonstrated they are Eligible Project Applicants - Eligible project applicants for the CoC Program Competition are,under 24 CFR 578.15, nonprofit organizations, States, local governments, and instrumentalities of State and local governments. Public housing agencies, as such term is defined in 24 CFR 5.100, are eligible without limitation or exclusion. Neither for-profit entities nor Indian tribes are eligible to apply for grants or to be subrecipients of grant funds.

8. Submitted the required certifications as specified in the NOFA.

9. Demonstrated the project is cost-effective, including costs of construction, operations, and supportive services with such costs not deviating substantially from the norm in that locale for the type of structure or kind of activity.

10. Demonstrated they Participate in HMIS - Project applicants, except Collaborative Applicants that only receive awards for CoC planning costs and, if applicable, UFA 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 complies with the federal HMIS data and technical standards. While not prohibited from using HMIS, legal services providers may use a comparable database that complies with federal HMIS data and technical standards, if deemed necessary to protect attorney client privilege.

11. Demonstrated Project Meets Minimum Project Standards - HUD will assess all new projects for the following minimum project eligibility, capacity, timeliness, and performance standards. Please note that these are minimum threshold criteria. CoCs and project applicants should carefully review each year's NOFA to ensure they understand and have accounted for all applicable standards. To be considered as meeting project quality threshold, all new projects must meet all of the following criteria:

    (a) Project applicants and potential subrecipients must have satisfactory capacity, drawdowns, and performance for existing grant(s) that are funded under the SHP, S+C, or CoC Program, as evidenced by timely reimbursement of subrecipients, regular drawdowns, and timely resolution of any monitoring findings;

NEW PROJECTS THRESHOLD REQUIREMENTS

Project Name:

Organization Name:

Project Type:

Project Identifier:

If you would like to change the project type, please do so in the HIC and re-copy the data to the RAW HIC DATA tab, or do so in the LIST OF PROJECTS TO BE REVIEWED

New Projects
Threshold Complete

0%

THRESHOLD REQUIREMENTS	YES/NO
(b) For expansion projects, project applicants must clearly 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; and,	
(c) Project applicants must demonstrate they will be able to meet all timeliness standards per 24 CFR 578.85. Project applicants with existing projects must demonstrate that they have met all project renewal threshold requirements of this NOFA. HUD reserves the right to deny the funding request for a new project, if the request is made by an existing recipient that HUD finds to have significant issues related to capacity, performance, unresolved audit or monitoring finding related to one or more existing grants, or does not routinely draw down funds from eLOCCS at least once per quarter. Additionally, HUD reserves the right to withdraw funds if no APR is submitted on the prior grant.	
12. Demonstrated Project is Consistent with Jurisdictional Consolidated Plan(s) - All projects must be consistent with the relevant Jurisdictional Consolidated Plan(s). The CoC will be required to submit a Certification of Consistency with the Consolidated Plan at the time of application submission to HUD.	

CoC THRESHOLD REQUIREMENTS

For each requirement, select "Yes" if the project has provided reasonable assurances that the project will meet the requirement or has been given an exception from the CoC or will request a waiver from HUD. Otherwise select "No".)

Coordinated Entry Participation	
Housing First and/or Low Barrier Implementation	
Documented, secured minimum match	
Project has reasonable costs	
Project is financially feasible	
Applicant is active participant in CoC	
Application is complete and data are consistent	
Bed/unit utilization rate will be at or above 95%	
Acceptable organizational audit/financial review	
Documented financial stability of applicant	

NEW PROJECTS RATING TOOL

Project Name:		
Organization Name:		New Projects
Project Type:		Rating Complete
Project Identifier:		0%

Instructions on Awarding Points

RATING FACTOR	POINTS AWARDED		MAX POINT VALUE
EXPERIENCE			
A. 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.		out of	15
B. Describe experience with utilizing a Housing First approach. Include 1) eligibility criteria; 2) process for accepting new clients; 3) process and criteria for exiting clients. Must demonstrate there are no preconditions to entry, allowing entry regardless of current or past substance abuse, income, criminal records (with exceptions of restrictions imposed by federal, state, or local law or ordinance), marital status, familial status, actual or perceived sexual orientation, gender identity. Must demonstrate the project has a process to address situations that may jeopardize housing or project assistance to ensure that project participation is terminated in only the most severe cases.		out of	10
C. Describe experience in effectively utilizing federal 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.		out of	5
Experience Subtotal	0	out of	30
DESIGN OF HOUSING & SUPPORTIVE SERVICES			

A. Extent to which the applicant
  1. Demonstrate understanding of the needs of the clients to be served.
  2. Demonstrate type, scale, and location of the housing fit the needs of the clients to be served
  3. Demonstrate type and scale of the all supportive services, regardless of funding source, meet the needs of the clients to be served.
  4. Demonstrate how clients will be assisted in obtaining and coordinating the provision of mainstream benefits
  5. Establish performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD, HEARTH or CoC benchmarks.
		out of	15

B. Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable to their needs.		out of	5
C. Describe how clients will be assisted to increase employment and/or income and to maximize their ability to live independently.		out of	5
Design of Housing & Supportive Services Subtotal	0	out of	25
TIMELINESS			
A. Describe plan for rapid implementation of the program documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule of proposed activities for 60 days, 120 days, and 180 days after grant award.		out of	10
Timeliness Subtotal	0	out of	10
FINANCIAL			
A. Project is cost-effective - comparing projected cost per person served to CoC average within project type.		out of	5
B. Audit			
1. Most recent audit found no exceptions to standard practices		out of	3
2. Most recent audit identified agency as 'low risk'		out of	3

NEW PROJECTS RATING TOOL

Project Name:
Organization Name:
Project Type:
Project Identifier:

New Projects
Rating Complete
0%

RATING FACTOR		POINTS AWARDED		MAX POINT VALUE
3. Most recent audit indicates no findings			out of	4
C. Documented match amount.			out of	5
D. Budgeted costs are reasonable, allocable, and allowable.			out of	20
Financial Subtotal		0	out of	40
PROJECT EFFECTIVENESS				
Coordinated Entry Participation- 95% of entries to project from CE referrals			out of	5
Section V Subtotal		0	out of	5
OTHER AND LOCAL CRITERIA				
Section VI Subtotal		0	out of	0
TOTAL SCORE		0	out of	110
Weighted Rating Score		0	out of	100

PROJECT FINANCIAL INFORMATION

CoC funding requested	*NOTE: Edit on the LIST OF PROJECTS TO BE REVIEWED tab*	$
Amount of other public funding (federal, state, county, city)		$
Amount of private funding		$
TOTAL PROJECT COST		$