

Eastern PA CoC: 2018 Renewal Project Scoring Sheet

- Approved by Eastern PA CoC Funding Committee and Governing Board, 8-6-18
- Criteria # 22b revised, 8-28-18

The time period used for all data will be May 1, 2017 – April 30, 2018

#	Criteria	Data Source	Benchmark	Point Structure
Performance				
1a	Exit to Permanent Housing (RRH only). <u>Measurement:</u> % of exits to permanent housing destination among those who exited project.	PA-HMIS; APR from DV providers	HUD Goal = 80%; 2017 CoC Performance = 89% (RRH) <u>Note:</u> Individuals who exit to any of the below listed “destinations” will be removed from the calculation and therefore will not count negatively towards this outcome: <ul style="list-style-type: none"> • Hospital or other residential non-psychiatric medical facility • Foster care home or foster care group home • Long-term care facility or nursing home • Deceased 	<u>RRH:</u> <ul style="list-style-type: none"> • 100% = 10 points • 95-99% = 7 points • 85-94% = 4 points • 80-84% = 2 points
1b	Exit to other Permanent Housing or retention of PSH (PSH only). <u>Measurement:</u> % of project participants remained in PSH project or exited to other permanent housing.	PA-HMIS; APR from DV providers	HUD Goal = 80%; 2017 CoC Performance = 95% <u>Note:</u> Individuals who exit to any of the below listed “destinations” will be removed from the calculation and therefore will not count negatively towards this outcome: <ul style="list-style-type: none"> • Hospital or other residential non-psychiatric medical facility • Foster care home or foster care group home • Long-term care facility or nursing home • Deceased 	<ul style="list-style-type: none"> • 100% = 10 points • 95-99% = 7 points • 85-94% = 4 points • 80-84% = 2 points
1c	% of people placed into Emergency Shelter, Transitional Housing or Permanent Housing (SSO-Street Outreach only)	PA-HMIS	The goal of street outreach is engagement and assisting individuals to enter the homeless assistance system in order to receive assistance	<u>SSO:</u> <ul style="list-style-type: none"> • 75-100% = 10 points • 50-74% = 7 points • 49-25% = 4 points • Below 25% = 0 points

#	Criteria	Data Source	Benchmark	Point Structure
2	Returns to Homelessness within 6 months of exit to permanent housing destination <ul style="list-style-type: none"> NOTE: DV programs are exempt from this measure due to the fact that households typically cycle between returning to their abuser and a DV program multiple times until they ultimately break all ties with their abuser. 	PA-HMIS	2017 CoC Performance = 0% (SSO); 2% (PH)	<u>SSO projects:</u> <ul style="list-style-type: none"> 0% = 3 points 1-10% = 1 point <u>PH projects:</u> <ul style="list-style-type: none"> ≤ 2% = 3 points 3-10% = 1 point
3 *NEW*	Degree to which victim service projects improve safety for the population served. (DV projects only.)	2018 Renewal Summary Form	Evaluate the practices of victim service providers around serving survivors of domestic violence, dating violence, sexual assault, or stalking, and their ability to house survivors and meet safety outcomes.	<u>DV projects only:</u> 3 total points (1 point per question) <ul style="list-style-type: none"> Do survivors indicate that they feel safer after they receive services? How do you capture/evaluate this? Do survivors define safety in their own way? If you do not currently capture/evaluate this data, how will you begin to do so within the next 12 months? Have you implemented Housing First DV practices/ philosophy? How have you or how will you? Is there a safety plan that addresses housing in the file of each project participant?
4	Length of time homeless: length of time between project entry and residential move-in	PA-HMIS; Coordinated Entry data	HUD Goal = <30 days; 2017 CoC Performance = average of 102 days homeless prior to housing move in (ES & PH) and average 145 days (ES, TH, PH)	<ul style="list-style-type: none"> Not scored in 2018; recommendation to score data in 2019
5a	EARNED Income growth among program leavers & stayers (SSO, TH & RRH only) <ul style="list-style-type: none"> NOTE: Youth dedicated projects have a lower threshold 	PA-HMIS; APR from DV providers	2017 CoC Performance Measures: Earned income for system leavers & stayers = 20.61% increase	<ul style="list-style-type: none"> 30+% increase = 4 points 25-29% = 2 points 20-24% = 1 points <u>Dedicated youth programs:</u> <ul style="list-style-type: none"> 25-29% increase = 4 points 20-24% = 2 points

#	Criteria	Data Source	Benchmark	Point Structure
5b	UNEARNED Income growth among program leavers & stayers (SSO, TH & RRH only) • NOTE: Youth dedicated projects have a lower threshold	PA-HMIS; APR from DV providers	2017 CoC Performance Measures: Unearned income for system leavers & stayers = 34.91% increase	<ul style="list-style-type: none"> • 45+% increase = 4 points • 40-44% = 2 points • 34-39% = 1 points <u>Dedicated youth programs:</u> <ul style="list-style-type: none"> • 25-29% increase = 4 points • 20-24% = 2 points
5c	Income Growth: Increased or maintained total income (PSH only)	PA-HMIS; APR from DV providers	2017 CoC Performance Measures: Total income for system leavers & stayers = 50% increase 2017 ranking: average increase for PSH was 68%	<ul style="list-style-type: none"> • 69+% increase or maintain income = 8 points • 60-68% = 5 points • 50-59% = 2 points
5d	Income Growth: INCREASE in total income (PSH only)	PA-HMIS; APR from DV providers	Collecting data to set benchmarks for 2019	<ul style="list-style-type: none"> • Not scored in 2018
6	Non-cash/ Mainstream Benefits	PA-HMIS; APR from DV providers	Increase enrollment in mainstream benefits. Average outcome in FY2017 ranking = 87%	<ul style="list-style-type: none"> • 100% of program participants enrolled in 1+ mainstream benefit = 6 points • 87-99% enrollment = 3 points
Monitoring				
7	Project Participant Eligibility	PA-HMIS; APR from DV providers	Prior residence of each head of household served during the reporting period = literally homeless	<ul style="list-style-type: none"> • 94%+ = 3 points • 90-93% = 1 points
8	Unit Utilization Rate	# units per 2018 renewal app compared to average unit utilization; PA-HMIS; APR from DV providers	Goal = full utilization	<ul style="list-style-type: none"> • 95-100% utilization = 5 points • 90-94% = 3 points • 85-89% = 1 point
9	Drawdown Rates	e-LOCCS	HUD requires a minimum of quarterly draws	<ul style="list-style-type: none"> • Met benchmark = 3 points • Did not meet benchmark = 0 points
10	Funds recaptured by HUD	e-LOCCS	Goal = full spend down	<ul style="list-style-type: none"> • 100% = 5 points • 95-99% = 4 points • 90-94% = 2 points • 85-89% = 1 point
11	Timely APR submission	Last submitted APR	HUD requires APRs to be submitted within 90 days of end of grant	<ul style="list-style-type: none"> • Timely submission = 3 points

#	Criteria	Data Source	Benchmark	Point Structure
				<ul style="list-style-type: none"> Submitted beyond 90 days = 0 points
12a	Cost effectiveness: Cost per Household <ul style="list-style-type: none"> <u>SSO/TH/RRH</u> – Average cost per Household served 	<u>Numerator:</u> Services + admin line items from 2018 Grant Inventory Worksheet (GIW) <u>Denominator:</u> # of HHs served per PA-HMIS or APR from DV providers	The CoC is required to consider how much each project spends to serve and house an individual or family as compared to other projects serving similar populations.	<ul style="list-style-type: none"> 10%+ below the system average = 3 points 1-9% below the system average = 2 points Equal to 9% above the system average = 1 points 10%+ above system average = 0 points
12b	Cost effectiveness: Cost per Household <ul style="list-style-type: none"> <u>PSH</u> – Average cost per household 	<u>Numerator:</u> Services + admin line items from 2018 GIW <u>Denominator:</u> # of HHs served per PA-HMIS or APR from DV providers	The CoC is required to consider how much each project spends to serve and house an individual or family as compared to other projects serving similar populations.	<ul style="list-style-type: none"> 10%+ below the system average = 3 points 1-9% below the system average = 2 points Equal to 9% above the system average = 1 points 10%+ above system average = 0 points
13a	Cost effectiveness: Cost per Positive Exit <ul style="list-style-type: none"> <u>SSO/TH/RRH</u> – Average cost per exit to Permanent Housing destination. 	<u>Numerator:</u> Services + admin line items from 2018 GIW <u>Denominator:</u> Leavers to PH per PA-HMIS or APR from DV providers	The CoC is required to consider how much each project spends to serve and house an individual or family as compared to other projects serving similar populations.	<ul style="list-style-type: none"> 10%+ below the system average = 3 points 1-9% below the system average = 2 points Equal to up to 9% above the system average = 1 points 10%+ above system average = 0 points

#	Criteria	Data Source	Benchmark	Point Structure
13b	<p>Cost effectiveness: Cost per household for Positive Retention and Positive Exit</p> <ul style="list-style-type: none"> • <u>PSH</u> – Average cost per household that remains in PSH or exits to other Permanent Housing destination. 	<p><u>Numerator:</u> Services + admin line items from 2018 GIW</p> <p><u>Denominator:</u> Stayers + Leavers to other PH per PA-HMIS or APR from DV providers</p>	The CoC is required to consider how much each project spends to serve and house an individual or family as compared to other projects serving similar populations.	<ul style="list-style-type: none"> • 10%+ below the system average = 3 points • 1-9% below the system average = 2 points • Equal to up to 9% above the system average = 1 points • 10%+ above system average = 0 points
14	HUD Monitoring	Letter verifying no monitoring; If monitored, evidence of no outstanding findings	Any findings during monitoring should be resolved within the HUD timeline identified.	<ul style="list-style-type: none"> • No monitoring within the last two years, or monitored with no outstanding issues = 0 points • Project monitored and has unresolved findings = - 5 points
Contributing to ending homelessness & goals of Opening Doors				
15	<p>CoC Project Description.</p> <p>*See additional instructions on page</p>	2018 Renewal Application	<p>CoCs are required to strategically allocate resources in order to most effectively end homelessness throughout geographic area.</p> <p>As such, the Project Description should clearly describe the following four elements:</p> <ol style="list-style-type: none"> 1) project is meeting a local need 2) includes no details in conflict with operating as housing first 3) prioritizes resources (e.g. high vulnerability, unsheltered, length of time homeless, chronic homeless) 4) community partners to provide supportive services 	<p>Up to 1.5 points for each of the four elements described (under benchmark column). Points will be awarded for each element using the below scale:</p> <ul style="list-style-type: none"> • 0 points = did not address or response includes conflicting information • 0.5 points = minimal response • 1 point = somewhat, but not fully answered • 1.5 points = fully answered and consistent throughout the narrative
16	<i>Opening Doors</i> Goals	Renewal Summary Form and 2018	In order to meet the goals of <i>Opening Doors</i> and the CoC's Five Year Strategic Plan, the CoC must prioritize specific	<p>5 points if project targets one or more of the below populations:</p> <ul style="list-style-type: none"> • Youth (under 25) • Families with Children

#	Criteria	Data Source	Benchmark	Point Structure
		Renewal Application	populations, many of whom have a high need for specialized services.	<ul style="list-style-type: none"> • Persons experiencing chronic homelessness • Veterans
17a	Severity of Need/ Need for specialized services. <u>Measurement:</u> Avg. to be calculated and measured separately for each project type.	HMIS or DV comparable database	In order to encourage providers to serve the most vulnerable within our CoC, additional points will be awarded to projects that serve a high % of participants with physical & mental health conditions	<ul style="list-style-type: none"> • Meet or exceed CoC average vulnerability = 7.5 points • Up to 25% below average vulnerable = 2.5 points • Less = 0 points
17b	Percent of households with zero income at program entry	HMIS or DV comparable database	Collecting data to set benchmarks for 2019	<ul style="list-style-type: none"> • Not scored in 2018
18	PSH beds dedicated for chronically homeless	2018 Renewal Application	<ul style="list-style-type: none"> • HUD Goal = 85% of PSH beds dedicated for chronic homeless. • CoC policy requires chronic prioritization of all CoC-funded PSH beds. 	<ul style="list-style-type: none"> • 100% of all PSH beds dedicated or prioritized for chronic homeless = 2.5 points • <100% = 0 points
19	Housing First Approach	Housing First questionnaire	HUD Goal = 75+% of all CoC-funded projects operate using a Housing First approach	<ul style="list-style-type: none"> • 5 points if respond “yes” to 7 or more questions on the Housing First questionnaire. • 0 points if respond “no” to more than 2 questions on the HF questionnaire.
CoC Participation				
20	RHAB Participation and CoC Leadership	RHAB Secretary, Committee/ Sub-committee Chair, CoC Staff; Renewal Summary Form	<u>RHAB Participation:</u> Full participation in RHAB is expected in order to further the goals of the CoC. <u>CoC Leadership:</u> The CoC frequently requests volunteer participation with various Committees and Sub-Committees.	Maximum points = 10 <u>RHAB Participation:</u> % of 10 points, based on % of RHAB meetings attended <ul style="list-style-type: none"> • Lehigh Valley: because RHAB meetings are held quarterly, participation in RHAB subcommittee meetings will also be included in this calculation. <u>CoC Leadership:</u> <ul style="list-style-type: none"> • If less than 10 points were awarded for RHAB participation, 1 additional point will be awarded for each Committee/ Sub-Committee meeting attended, up to 3 points.

#	Criteria	Data Source	Benchmark	Point Structure
				(Total combined points not to exceed 10.) <u>BONUS OPPORTUNITY:</u> If 10 points were awarded for RHAB participation and a representative from the organization also participated on a Committee/Sub-Committee, one bonus point will be added.
21	Attended CoC meetings	CoC registration/attendance sheets; Renewal Summary Form	Full participation in CoC is expected in order to further the goals of the CoC.	2 points awarded for attending October 2017 CoC meeting. 2 points awarded for attending April 2018 CoC meeting.
22a	Attended CoC webinars and training	CoC training attendance records	Full participation in webinar and training opportunities is expected of all CoC funded organizations	1 point awarded for attending Housing First training Day # 1, offered in four locations across the state: March 13, May 23-25, 2017. 1 points awarded for attending Housing First training Day # 2, offered in four locations across the state: June 19-22, 2017.
22b	Attended CoC webinars and training	CoC training attendance records; Renewal Summary Form	Full participation in webinar and training opportunities is expected of all CoC funded organizations	% of 3 points, based on % participation of webinars (live or recorded). Webinars during the review period include: <ul style="list-style-type: none"> • May 31: Rapid Re-Housing # 1 • June 7: Rapid Re-Housing # 2 • September 19: Webinar covering HUD's Equal Access Rule • December 1: 2018 PIT Count webinar • March 14: Motivational Interviewing webinar • April 4: Harm Reduction webinar • April 18: Intro to Trauma Informed Care webinar
23	High quality data entry (<5% missing/null data)	HMIS or DV comparable database	Full participation in HMIS is required of all CoC-funded organizations	• Data quality equal to or less than 5% missing/null data = 3 points

#	Criteria	Data Source	Benchmark	Point Structure
				<ul style="list-style-type: none"> Null/missing data exceeding 5% = 0 points
24	<p>Timeliness of HMIS Data Entry.</p> <p>Timeliness specifically looks at project entry and exit dates. For example, this measure will compare a household's actual enrollment date against the date that their enrollment date was entered in HMIS.</p>	HMIS or DV comparable database	Per the HMIS Participation Agreement, all data should be entered into PA-HMIS within 7 days.	<ul style="list-style-type: none"> Not scored in 2018, but will be scored in 2019. TBD if DV providers can also be evaluated on this criteria in 2019. One issue identified: The date of data entry is updated if data is corrected/changed over time.
25	<p>HMIS Bed Inventory.</p> <p>Note: the CoC's Data Committee will provide additional guidance and a timeline by which all projects need to have their Bed/Unit inventory set-up in HMIS.</p>	HMIS or DV comparable database	Bed/Unit inventory is set up in PA-HMIS and kept up to date	<ul style="list-style-type: none"> Not scored in 2018, but will be scored in 2019. TBD if DV providers can also be evaluated on this criteria in 2019.

Notes:

- Additional instructions for criteria # 15, CoC Project Description.** The CoC Project Description for each Renewal Project Application will need to be consistent with HUD's detailed instructions and clearly incorporate information related to the four elements described under "point structure". Specifically:

 - describe local needs, including any recent community-based needs assessments and how your project is responding to local needs;
 - provide information about eligibility for assistance and any other factors considered prior to program enrollment (e.g. no income, active drug use, etc.);
 - provide information about program termination, including under what circumstances someone can be terminated, if there is an appeals process and if the project assists the household to identify another homeless assistance provider or housing option;
 - if your project prioritizes resources, provide information about the criteria and how it is used;
 - incorporate the names of community partners and examples of the ways in which your organizations are working together to meet the needs of each household.
- 17a, Severity of Need/ Need for specialized services:** In 2019, the CoC will seek to use data collected through the Coordinated Entry process regarding the vulnerability of households served. Specifically, the project's average VI-SPDAT score of individuals enrolled may be used.

Housing First Questionnaire: Is your program operating using a housing first approach?

Organization Name: _____

Project Name: _____

Person Completing this form: _____

Date: _____

- 1) Admission/tenant screening and selection practices promote the acceptance of applicants regardless of their sobriety or use of substances, completion of treatment, and participation in services.
 Yes No Comment (if needed): _____

- 2) Applicants are not rejected on based on having no income, minor criminal convictions, or behaviors that indicate a lack of "housing readiness."
 Yes No Comment (if needed): _____

- 3) Supportive services emphasize housing procurement over therapeutic goals. Services plans are highly tenant-driven without predetermined goals.
 Yes No Comment (if needed): _____

- 4) Participation in services or program compliance is not a condition of staying in our program.
 Yes No Comment (if needed): _____

- 5) Use of alcohol or drugs in and of itself is not considered a reason for program dismissal.
 Yes No Comment (if needed): _____

- 6) We prioritize those with the highest need for services rather than "first come/first serve", such as duration of homelessness and other barriers.
 Yes No Comment (if needed): _____

- 7) Case managers/service coordinators are trained in and actively employ evidence-based practices for client/tenant engagement such as motivational interviewing and client-centered counseling.
 Yes No Comment (if needed): _____

- 8) Services are informed by a harm reduction philosophy that recognizes that drug and alcohol use and addiction are a part of tenants' lives, where tenants are engaged in non-judgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices.
 Yes No Comment (if needed): _____

- 9) Our primary focus is assisting people in our program with a housing plan for swift exit to permanent housing.
 Yes No Comment (if needed): _____

2018 Renewal Ranking Criteria: Summary of Point Allocation

#	Criteria	Point Structure	
		SSO/RRH	PSH
Performance = 27 points			
1a	Exit to Permanent Housing (SSO, TH & RRH only)	10	
1b	Retention of Permanent Housing/ Exit to other PH (PSH only)		10
2	Returns to Homelessness within 6 months of exit to permanent housing destination	3 (DV exempt)	3 (DV exempt)
3 *new*	Improve Safety for persons fleeing DV (DV only)	3 (DV only)	3 (DV only)
4 *new*	Length of time homeless: Time between CE referral and PH placement	Not scored in 2018	Not scored in 2018
5a	Earned income growth (SSO, TH & RRH only)	4	
5b	Unearned income growth (SSO, TH & RRH only)	4	
5c	Income or maintain income (PSH)		8
5d *new*	Increase in total income (PSH)		Not scored in 2018
6	Non-cash/ Mainstream Benefits	6	6
Monitoring = 25 points			
7	Project Participant Eligibility	3	3
8	Unit Utilization Rate	5	5
9	Drawdown Rates	3	3
10	Funds recaptured by HUD	5	5
11	Timely APR submission	3	3
12	Cost effectiveness: Cost per Household	3	3
13	Cost effectiveness: Cost per Positive Exit	3	3
14	HUD Monitoring	- 5 if unresolved issues	- 5 if unresolved issues
Contributing to ending homelessness & goals of Opening Doors = 26 points			
15	CoC Project Description	6	6
16	<i>Opening Doors</i> Goals	5	5
17a	Severity of Need/ Need for specialized services	7.5	7.5
17b *new*	% of Households with zero income at program entry	Not scored in 2018	Not scored in 2018
18	PSH beds dedicated for chronically homeless		2.5
19	Housing First Approach	5	5
CoC Participation = 22 points			
20	RHAB Participation/CoC Leadership	10	10
21	Attended CoC meetings	4	4
22a+b	Attended CoC webinars and training	5	5
23	HMIS Participation and high data quality	3	3
24	Timeliness of HMIS Data Entry	Not scored in 2018	Not scored in 2018
25	HMIS Bed Inventory	Not scored in 2018	Not scored in 2018
TOTAL		97.5	100
BONUS	CoC Leadership (part of # 20)	+1	+1