**Metro Area Continuum of Care for the Homeless**

**Program Evaluation Process & Criteria**

**Overview**

Every CoC funded program is ranked and tiered annually per HUD guidance. The purpose is to ensure that HUD funded programs are providing the highest quality housing and services and that the programs are focused on achieving outcomes to end homelessness.

**Project Scoring**

Each CoC funded program seeking renewal funding in the FY2017 competition will be scored on their outcomes in addressing the HUD Performance Measures, adherence to HUD policy priorities, as well as their capacity to operate a CoC funded program.

**New Process for FY2017**

In order to improve accuracy, efficiency, and transparency, this year MACCH has instituted changes in the scorecard itself and in the process for completing the score card as follows:

* APR outcome data will be generated by HMIS and will cover a common year for all projects, October 1, 2015 to September 30, 2016. This year is consistent with the HUD System Performance Measures against which the CoC as a whole is measured. Note: for DV programs, a performance reporting data form will be provided based on APR outcome metrics.
* Additional information needed to complete the scoring and ranking of projects will be collected in a Supplementary Data Form (SDF) to be completed by the renewal project grantee for each of their projects. This will include budget information and some of the information previously collected through the Site Review Scorecard.
* The FY2017 Project Renewal Scorecard for each project will be completed by MACCH or its consultant and provided to the grantees for review prior to ranking.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Date of Review: |  |  |  |  |
| Project Name: |  | | Type of Project: | PSH   RRH TH |
| Agency Name: |  | | DV Program?: | Yes  No |
| Contact Person: |  | |  |  |
| E-mail: |  | |  |  |
| Phone: |  | |  |  |

|  | **Criteria** | **Data Source/ Calculation** | **Max. Points** | **Scoring/Scaling** | **Reviewer Comments** | **Points** |
| --- | --- | --- | --- | --- | --- | --- |
| **General Information Criteria** | | | | | | |
| **1** | **Project Type** | Supplementary Data Form  Q1 | 5 | * 5 points: Renewal permanent housing (PSH and RRH) * 4 points: Renewal TH projects that serve survivors of domestic violence |  |  |
| **Performance Outcome Criteria** | | | | | | |
| **2a** | **Retention of Permanent Housing – PSH and RRH:** Percent of households that remained in permanent housing or exited to permanent housing | REVISED 8/8/17  HMIS/APR  Q8 – Number of Persons in Households Served During the Operating Year Q27 - Length of Participation by Exit Status (STAYERS),  Q29a1 - Destination by Household Type and Length of Stay (All Leavers who Stayed More than 90 Days) Q29a2 - Destination by Household Type and Length of Stay (All Leavers who Stayed 90 Days or Less)  Calculation:  Q27 Stayers-Total + Q29a1 Permanent Destinations Total-Subtotal + Q29a2 Permanent Destinations Total-Subtotal  ÷  (Q8 Total-Total) – (Q29a1 Total-Deceased) – (Q29a1 Total-Foster care) – (Q29a1 Total-Hospital (non-Psychiatric)) – (Q29a2 Total Deceased) – (Q29a2 Total-Foster care) – (Q29a2 Total-Hospital (non-Psychiatric)) | 6 | * 6 points: 91-100% * 3 points: 80-90% * 0 points: <80% |  |  |
| **2b** | **Exit to Permanent Housing – TH:** Percent of households that exited to permanent housing | REVISED 8/8/17  HMIS/APR  Q27 - Length of Participation by Exit Status (LEAVERS),  Q29a1 - Destination by Household Type and Length of Stay (All Leavers who Stayed More than 90 Days) Q29a2 - Destination by Household Type and Length of Stay (All Leavers who Stayed 90 Days or Less)  Calculation:  Q29a1 Permanent Destinations Total-Subtotal + Q29a2 Permanent Destinations Total-Subtotal  ÷  (Q27 Leavers-Total) – (Q29a1 Total-Deceased) – (Q29a1 Total-Foster care) – (Q29a1 Total-Hospital (non-Psychiatric)) – (Q29a2 Total Deceased) – (Q29a2 Total-Foster care) – (Q29a2 Total-Hospital (non-Psychiatric)) | 5 | * 5 points: 91-100% * 2 points: 80-90% * 0 points: <80% |  |  |
| **3** | **Length of Time Homeless - TH:** Overall program length of time homeless decreased from last year to this year | TH (DV) Data Form | 1 | * 1 point: Yes * 0 points: No |  |  |
| **4** | **Returns to Homelessness:** Percentage of households who return to homelessness within 12 months of program exit | HMIS  Based on a household presenting at outreach, Emergency Shelter or Transitional Housing within 12 months of exit from the program.  For DV, based on data submitted to the Nebraska State DV Coalition. | 5 | * 5 points: 0-15% recidivism * 3 points: 16-20% recidivism * 0 points: ≥20% recidivism |  |  |
| **5** | **Increased Income:**  **For TH & RRH,** percentage of adults (stayers & leavers) who increased their earned and/or non-employment income.  **For PSH,** because of the **severity of needs** of participants in PSH projects, this measure includes both retained and increased. | REVISED 8/8/17  HMIS/APR  Q24b3 - Income Change by Income Category (Universe: Total Adults with Income Info at Entry and Either Follow Up (Stayers) or Exit (Leavers))  Calculation for TH/RRH:  (Retained Income Category and Increased $ at Follow-up/Exit-Adults Any Income) + (Did Not Have Income Category at Entry and Gained it at Follow-up/Exit-Adults Any Income) ÷  Total Adults (Including those with no income)-Adults Any Income  Calculation for PSH:  (Retained Income Category and Increased $ at Follow-up/Exit-Adults Any Income) + (Did Not Have Income Category at Entry and Gained it at Follow-up/Exit-Adults Any Income) + (Retained Income Category and Same $ at Follow-up/Exit-Adults Any Income)  ÷  Total Adults (Including those with no income)-Adults Any Income | 5 | TH/RRH:  % stayers and leavers with increased income   * 5 points: ≥35% * 3 points: 30-34% * 2 points: 25-29% * 1 point: 20-24% * 0 points: <20%   PSH:  % stayers and leavers with retained or increased income   * 5 points: ≥35% * 3 points: 30-34% * 2 points: 25-29% * 1 point: 20-24% * 0 points: <20% |  |  |
| **6** | **Utilization of Non-Cash Mainstream Resources:** Percentage of adults who are enrolled in 1+ non-cash benefits | REVISED 8/8/17  HMIS/ APR  Q26a2 - Non-Cash Benefits by Exit Status – Leavers  Q26b2 - Non-Cash Benefits by Exit Status – Stayers  Calculation (revised):  (Q26a2 Total-1+ Source(s)) + (Q26b2 Total-1+ Source(s))  ÷  (Q26a2 Total-Total + Q26b2 Total-Total) - (Q26a2 Total-Doesn’t Know/Refused + Q26b2 Total-Doesn’t Know/Refused) | 5 | * 5 points: ≥ 56% * 3 points: 45-55% * 0 points: <45% |  |  |
| **Grant Management Criteria** | | | | | | |
| **7** | **Unit Utilization Rate:** Average utilization rate of project | REVISED 8/8/17  HMIS/APR  Q9 – Point-in-Time Count of Households Served on the Last Wednesday in  Calculation (revised):  ((Total-January + Total-April + Total-July + Total-October) ÷ 4)  ÷  # of units reported in SDF | 5 | * 5 points: 95-100% * 3 points: 90-94% * 1 point: 85-89% * 0 points: <85% |  |  |
| **8a** | **Cost Effectiveness – Cost per Unit/HH served:**  **THIS CRITERION WILL NOT BE SCORED.**  **For PSH,** cost per unit.  **For RRH/TH,** cost per household served. | REVISED 8/8/17  GIW  Supplementary Data Form HMIS/APR  Q9 – Number of Households Served During the Operating Year  Calculation for PSH:  GIW Total ARA Amount  ÷  # of units (SDF/Project Application)  Calculation for RRH/TH (revised):  GIW Total ARA Amount  ÷  APR Q9 Total-Households | 0 | Not Scored |  |  |
| **8b** | **Cost Effectiveness – Cost per Exit to Permanent Housing:**  **THIS CRITERION WILL NOT BE SCORED.**  **For PSH,** cost per household that remains or exits to Permanent Housing destination.  **For RRH/TH,** cost per exit to Permanent Housing destination. | REVISED 8/8/17  GIW  Supplementary Data Form HMIS/APR Q27 - Length of Participation by Exit Status  Q29a1 - Destination by Household Type and Length of Stay (All Leavers who Stayed More than 90 Days)  Q29a2 - Destination by Household Type and Length of Stay (All Leavers who Stayed 90 Days or Less)  Calculation for PSH:  GIW Total ARA Amount  ÷  APR Q7 Stayers-Total + Q29a1 Permanent Destinations Total-Subtotal + Q29a2 Permanent Destinations Total-Subtotal  Calculation for RRH/TH (revised):  GIW Total ARA Amount  ÷  APR Q29a1 Permanent Destinations Total-Subtotal + Q29a2 Permanent Destinations Total-Subtotal | 0 | Not Scored |  |  |
| **9** | **eLOCCS Drawdowns:** Drawdown of funds by grantee conducted at least quarterly. | Supplementary Data Form  As instructed in the SDF, grantee is to attach summary page from eLOCCS showing dates and amounts of drawdowns for the last full grant year.  An explanation of irregularities preventing drawdowns at least quarterly should be provided in SDF for review. Grantees with irregularities are asked to provide prior year’s information as supplement. | 1 | * 1 point: Yes * 0 points: No |  |  |
| **10** | **Utilization of Grant Funds:** Percentage of funds drawn down in last complete contract year. | Supplementary Data Form  As instructed in the SDF, grantee to provide summary page from eLOCCS showing dates and amounts of drawdowns for the last full grant year. An explanation of irregularities preventing drawdowns at least quarterly should be provided in SDF for review. Grantees with irregularities are asked to provide prior year’s information as supplement. | 2 | * 2 points: 0-1% of funds not drawn down * 1 point: 1-5% funds not drawn down * 0 points: 5-10% of funds not drawn down * Deduct 1 point: For every 10% of funds recaptured |  |  |
| **11** | **HMIS Data Quality:** Project reports high-quality data to HMIS | HMIS Data Quality Report  October 1, 2015 to September 30, 2016  DV projects to submit Data Quality Report from their comparable database for same date range. | 4 | Percentage of unduplicated client records with null or missing values for the Universal Data Elements:   * 2 points: 0-5% * 1 point: 5-10% * 0 points: ≥10%   Percentage of unduplicated client records with refused or unknown values for the Universal Data Elements:   * 2 points: 0-5% * 1 point: 5-10% * 0 points: ≥10% |  |  |
| **12** | **HUD Monitoring:** Disposition of HUD Monitoring and Findings | Provision of HUD Monitoring Report and Response to Findings over the past 2 years | 0 | * 0 points: No monitoring, no findings if monitored, or monitoring findings have been resolved * 5 points deducted: Monitored and findings unresolved |  |  |
| **13** | **Client data confidentiality policies and procedures:**  Agency has documentation of client data confidentiality policies and procedures | Provision of agency’s client data confidentiality policies and procedures covering this project. | 1 | Agency provided client data confidentiality policies and procedures:   * 1 point: Yes * 0 points: No |  |  |
| **14** | **Discharge policies/appeals process:** Agency has documentation of client discharge policies and appeals process | Provision of agency’s client discharge policies and appeals process covering this project. | 1 | Agency provided client discharge policies and appeals process:   * 1 point: Yes * 0 points: No |  |  |
| **CoC/HUD Policy Priorities & CoC Participation Criteria** | | | | | | |
| **15** | **Housing First:** Project has adopted low barriers to entry and no requirements for service participation per the MACCH Housing First Policy | Supplementary Data Form | 4 | Project follows MACCH Housing First Policy:   * 4 points: Yes * 0 points: No |  |  |
| **16a**  **&**  **16b** | **Through its Coordinated Entry process, the CoC is prioritizing resources in order to serve those with the highest needs and in furtherance of the Opening Doors goals:**   * **Ending Veterans Homelessness** * **Ending Chronic Homelessness** * **Ending Homelessness Among Families with Children and Youth**   **As such, all projects are expected to participate in the Coordinated Entry process.** | | | | | |
| **16a. Coordinated Entry Openings & Referrals – RRH & PSH:** Project fully participates in the coordinated entry system by reporting all openings to the Coordinated Entry system and only accepting referrals for openings through the Coordinated Entry system. | MACCH Records | 6 | Project reports all opening through Coordinated Entry process:   * 3 points: Yes * 0 points: No   Project accepts referrals from the By-Name-List (BNL) in accordance with the MACCH Supportive Housing Wait List and Prioritization Policy:   * 3 points: Yes * 0 points: No |  |  |
| **b)** **Coordinated Entry Participation in Meetings – RRH & PSH:**  Agency staff representing the project attend at least 75% of all Coordinated Entry Work Group meetings and participates fully in the ongoing development of the CE system. | MACCH Attendance Records for Coordinated Entry Work Group  Supplementary Data Form | 4 | Agency staff representing the project attend at least 75% of Coordinated Entry Work Group meetings and participates fully in the ongoing development of the CE system:   * 4 points: Yes * 0 points: No |  |  |
|  | **PERFORMANCE TOTALS (PSH maximum=56; RRH maximum=56; TH maximum=45 (to be multiplied by 1.22 for final weighted score)** | | |  |  |  |