

Northwest Minnesota Continuum of Care (NWCoC)
2024 Project Applicant Scorecard

New Projects

Prepared by Planning & Evaluation and Youth Committees

NORTHWEST MINNESOTA *Continuum of Care*

Annually, CoC program applicants will be scored and ranked per CoC policy and 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.

HUD COC Threshold Eligibility Criteria (All Applicants)

Criteria	ELIGIBLE	NOT ELIGIBLE	INFORMATION SOURCE	Eligible
GENERAL APPLICANT ELIGIBILITY				
Eligible Entity	Nonprofit organizations, states, local governments, instrumentalities of state and local governments, Indian Tribes and TDHE	Any entity that does not meet criteria identified in earlier column.	Project Application	
SAM Registration	Applicants is registered with https://www.sam.gov/SAM before submitting their application	Applicants is not registered with https://www.sam.gov/SAM before submitting their application	SAMS Esnaps submission	
Outstanding Delinquent Federal Debts	Applicant does not have outstanding delinquent federal debt	Applicant has outstanding delinquent federal debt	Applicant disclosure	
Debarments and/or Suspensions	Applicant is not debarred; suspended; proposed for debarment; or voluntarily excluded from doing business with the Federal government.	Applicant is debarred; suspended; proposed for debarment; or voluntarily excluded from doing business with the Federal government.	Applicant disclosure	
Match	25% match for everything but leasing	No required match	Project Application Budget	

Eligibility	ELIGIBLE	NOT ELIGIBLE	INFORMATION SOURCE	Eligible: Yes or No
HMIS Participation	Project participates (or plans to participate) in HMIS (or other comparable database for DV providers)	Project does not participate or plan to participate in HMIS (or other comparable database for DV providers)	Project Application ICA/CoC verification	
Eligible Population	Meets HUD requirements	Does NOT meet HUD requirements	Project Application	
Geographic Location	The applicant project is in NW CoC geographic area.	The applicant project is not in NW CoC geographic area.	Project Application	
Fair Housing/Equal Access	Applicant assures that CoC program staff will complete Fair Housing training annually.	The applicant does not assure that CoC program staff will complete Fair Housing training annually.		
Housing First Policies	Applicant agrees to follow CoC Housing First policies	Applicant does not agree to follow CoC Housing First policies. Applicant does not agree to follow NW CoC Guidelines and Written Standards	Project Application	
CoC Policies	Applicant agrees to follow NW CoC Guidelines and Written Standards	Applicant will not follow NW CoC Guidelines and Written Standards	Project Application Application	

Eligibility	ELIGIBLE	NOT ELIGIBLE	INFORMATION SOURCE	Eligible: Yes or No
Financial/Administrative Management Project Type	Applicant has no outstanding HUD monitoring findings.	Applicant has no outstanding HUD monitoring findings that are not in the process of being resolved.	Project Application Esnaps Application	

HUD Needs & Priorities (All Applicants)

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	Removing Barriers to Housing/Housing First	Applicant scores less than 7 points on Housing First Assessment (0 points)	Applicant scores between 7 and 10 points on Housing First Assessment (2 points)	Applicant scores 11 or more points on Housing First Assessment (4 points)	Housing First Assessment	
6	Protocols for Serving LGBTQ+	Applicant does not follow protocols for serving LGBTQ+ populations, as outlined in NW CoC Anti-Discrimination Policy. (0 points)	Applicant follows protocols for serving LGBTQ+ populations, as outlined in NW CoC Anti-Discrimination Policy. (3 points)	Applicant follows policy and procedures for NWCoC Anti-discrimination policy and develops successful strategies for implementing program goals. Applicant needs to provide copy or narrative of what agency policy is for serving LGBTQ+. (6 points) Examples: -Staff attending/hosting trainings, continuing education and growth for serving LGBTQ+ -Provide success stories that have occurred in this area of service.	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
2	Healthcare Partnerships - These partnerships may be defined as collaborative relationships with hospitals, clinics, behavior health, dental, public health, substance abuse treatment facilities, etc. They may even be health services offered by agencies in-house.	The applicant does not partner with healthcare agencies. (0 points)	Applicant has healthcare partnership. (1 point)	The applicant has a formal agreement with a healthcare partner and has developed strategies to implement program goals. Examples of healthcare partnerships: -Partnership with healthcare agencies, offering services to client/agency staff onsite in areas education, resources, etc. -External referral process for agencies to better access resources for clients to better support direct engagement. -Agency staff is engaged serving on healthcare boards, in panel discussions, or providing updates at meetings, etc. (2 points)	Project Application	
2	Public Housing Authorities (PHA)/Housing & Redevelopment Authority (HRA) Partnerships	Agency does not coordinate with PHA. (0 points)	Agency coordinates with PHA but it is unclear how clients access vouchers. (1 point)	Agency has a clear and executable plan to ensure clients have access to Housing Choice Vouchers and other subsidized housing options. (2 points)	Project Application	
ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE

2	Addressing inequities in access to housing	Agency does not have a plan/existing plan is not sufficient to address inequities in access. (0 points)	Agency has plan to address inequities to accessing housing, but action steps have not been implemented (1 point)	Agency has action steps identified and is currently working to address inequities to accessing housing. (2 points)	Project Application	
2	Serving Special Populations	No beds/slots are reserved for Unaccompanied youth ages 24 & Under; Families ages 25+ with school-age children; Veterans; Chronic Homeless; DV Survivors; or Singles ages 25+ (0 points)	Less than 25% of beds/slots are reserved for Unaccompanied youth ages 24 & Under; Families ages 25+ with school-age children; Veterans; Chronic Homeless; DV Survivors; or Singles ages 25+ (1 point)	25% or more of beds/slots are reserved for Unaccompanied youth ages 24 & Under; Families ages 25+ with school-age children; Veterans; Chronic Homeless; DV Survivors; or Singles ages 25+ (2 points)	Esnaps Application	
4	Adapting Programs to Meet Emerging Needs/ Innovation	Project does not have evidence of meeting emerging needs. (0 points)		Project is actively innovating to meet emerging needs. Examples of meeting emerging needs: Explain what the emerging need is and what innovative solutions the project is implementing to meet that specific need. The need may be determined by engagement in community surveys, talking circles, data, consultation with committees or boards, etc. (4 points)	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
6	Culturally Specific/ Responsive Programming	Project does not provide culturally specific/responsive programming. (0 points)	Applicant demonstrates basic understanding of cultural differences and needs. (3 point)	Based on applicant's understanding of cultural needs, the agency is working to provide culturally responsive programming. Examples may include: - Staff attending/hosting trainings, continuing education and growth for culturally responsive programming -Formal partnerships with agencies who address all forms of cultural diversity. -Provide success stories that have occurred in this area of service -Examples may include programming in service areas addressing cultural diversity beyond race and ethnicity. (6 points)	Project Application	
Additional Notes on HUD Needs/Priorities (All Applicants) Section:						

Service Quality Plan (All Applicants)

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
6	Case Management Training	<p>No training attended by staff.</p> <p>(0 points)</p>	<p>Staff participated in at least one training course.</p> <p>Training topics may include:</p> <ul style="list-style-type: none"> • Trauma informed care • Harm reduction • Housing first • Understanding of mainstream resources • De-escalation • Additional required trainings <p>(3 point)</p>	<p>Staff participated in NWCoC trainings, and Agency is implementing strategies from training.</p> <p>Training topics may include:</p> <ul style="list-style-type: none"> • Trauma informed care • Harm reduction • Housing first • Understanding of mainstream resources • De-escalation • Additional required trainings <p>Please list all training courses attended by any staff. -Provide examples of training concepts being implemented in programs.</p> <p>(6 points)</p>	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	Collaboration with mainstream and key support services	Does not collaborate with mainstream and key support services (0 points)	Uses best practices for connecting participants to mainstream resources (2 points) Mainstream resources may include: <ul style="list-style-type: none"> • SNAP • Social Services • MFIP • Mental Health • Substance Use • Faith-based services • Medical/ dental Insurance 	Applicant demonstrates a clear plan for collaboration with the mainstream resources, including MOUs, Letter of Support, or formal partnership agreement. Please provide documentation of actions taken. (4 points)	Project Application	
4	Educational Assurances (Family programs only)	Does not comply with NW CoC policy. (0 points)	Applicant complies with NWCoC policy and demonstrates efforts to improve relations and communications with local schools. Policy states: Applicant will work with McKinney Vento programs to maximize services and transportation needs to keep students within their school district. (2 point)	Applicant demonstrates a clear plan for collaboration with the school district or McKinney Vento Liaison. This includes MOUs, Letter of Support, or formal partnership agreement (4 points)	Project Application	
2	Separation Policy (Family programs only)	Does not comply with policy. (0 points)		Agency complies with NWCoC policy. (2 points)	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
2	Safety and support for victims is a part of the service plan.	The applicant does not have a safety plan. (0 points)	Applicant has a safety plan. (1 point)	The applicant has a safety plan and is ready to implement the plan strategies and has resources available to serve individuals experiencing domestic violence. Strategies may include: <ul style="list-style-type: none"> • Documented collaboration, MOUs, letter of support or partnership with agency providing advocacy services • Centering client choice of meeting time/place • Providing individuals with emergency support resources • Informing individuals about best practices for developing exiting plans • Completing referrals to agencies providing domestic violence services (2 points)	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	Plan to increase earned or unearned Income, and or education/employment opportunities	<p>Applicant does not have a plan for increasing income.</p> <p>(0 points)</p>	<p>Applicant identifies some best practices to connect clients to educational and income opportunities.</p> <p>Best practices may include:</p> <ul style="list-style-type: none"> • Demonstrated plan to center client choice • Developing strength-based goals and plans with clients <p>(2 points)</p>	<p>Applicant demonstrates implementation of strength-based plan to address the challenge of meeting educational, employment or income needs.</p> <p>Examples may include:</p> <ul style="list-style-type: none"> -Job training -Applying for income-based services, such as SNAP or GA -Providing training opportunities, such as employment certificates, CPR training, etc. -Acquiring diploma, GED or educational certificates -Agency employment or internship opportunities -MN Rural CEP -Resume building or job search support -Vital document acquisition -Transportation services <p>(4 points)</p>	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
8	YHDP Special Activities (Bonus)	<p>Applicant does not plan to incorporate YHDP Special Activities</p> <p>Points: 0</p>	<p>Applicant plans to implement YHDP Special Activities, but plan for implementation of new activities is unclear.</p> <p>Examples may include:</p> <ul style="list-style-type: none"> -Costs of moving expenses -Host home arrangements -Costs of utilities, late fees, household supplies, internet -Costs of gas and mileage, legal fees or fines, driving fees or fines, extended case management, emergency hotel stays -Costs associated with youth engagement, reimbursement for Youth Action Board Participation <p>Points:4</p>	<p>Applicant plans to implement 3 or more YHDP Special Activities and demonstrates clear plan for implementation.</p> <p>Examples may include:</p> <ul style="list-style-type: none"> -Costs of moving expenses -Host home arrangements -Costs of utilities, late fees, household supplies, internet -Costs of gas and mileage, legal fees or fines, driving fees or fines, extended case management, emergency hotel stays -Costs associated with youth engagement, reimbursement for Youth Action Board Participation <p>Points: 8</p>	Project Application	

Additional Notes on Service Quality Plan (All Applicants) Section:

CoC Participation (All Applicants)

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	General Membership Meeting Attendance	Applicant agency attended one meeting or less. (0 points)	Agency attended two or three meetings. (1 point)	Agency attended all four meetings. (2 points)	General Membership Meeting Minutes	
2	Agency staff participation in CoC Committees	No staff participated on CoC Committees last year. (0 points)	Agency staff participated in at least one committee. (1 point)	Agency staff participated in more than one COC Committee. (2 points)	Committee Meeting Minutes	
6	Participate in Case Conferencing If your project is required to participate in CE, you must participate in Case Conferencing.	Does not participate. 0-25% participating attendance (0 points)	Participates in Case Conferencing, but concerns around attendance or CES policy/procedure alignment 26-75% attendance (3 points)	Participates, collaborates and communicates with PLM at Case Conferencing 76-100% attendance (6 points) Examples of collaboration and communication include: -Updated case conferencing notes -Communicating program openings/referrals -Utilization of referral request form		

				-Agency alignment with CES procedures and referral acceptance/denial policies -Advocating for creative solutions to serve individuals that are on the Priority List		
Additional Notes on CoC Participation (All Applicants) Section:						

New Projects (Supplemental Questions)

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFORMATION SOURCE	REVIEWER SCORE
4	CoC Priorities	(1 point)	(2 points)	(4 points)	Application Project Type	
6	Experience Administering HUD Grants or Similar Funding Sources	Agency does not have experiencing administering HUD grants or similar funding (within past 5 years) 0 points		Agency has experience administering HUD grants or similar funding (within past 5 years) 6 Points	Project Application	
8	Proposed project meets community needs	Applicant description of proposed project does not reflect community needs 0 Points		Applicant clearly describes how this proposed project addresses existing community needs 8 points	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFORMATION SOURCE	REVIEWER SCORE
8	NEW PSH, RRH, & Joint TH-RRH Projects: Connecting participants to mainstream health, social, and employment programs	The proposed project does not have a specific plan for ensuring participants are connected to mainstream health, social, and employment programs. 0 points	The proposed project does have a specific plan for ensuring participants are connected to mainstream health, social, and employment programs, however, does not have an implementation plan. 4 points	The proposed project has a specific plan for ensuring program participants will be individually assisted to obtain the benefits of mainstream health, social, and employment programs, for which they are eligible to apply, that meet the needs of program participants (e.g., Medicare, Medicaid, SSI, Food Stamps, local Workforce office, early childhood education). 8 points	Project Application	
2	Case Conferencing Participation: In order to secure HUD CoC funding streams, projects must participate in Case Conferencing model.	The proposed project does not intend on participation in Case Conferencing. 0 points		The proposed project intends on participation in Case Conferencing. 2 points		

SCORING

- HUD Threshold Eligibility Criteria (all projects) no score
- HUD Priorities: 28 POINTS
- Service Quality Plan: 22 POINTS (New YHDP project 28 POINTS)
- CoC Participation: 12 POINTS
- New Project Priorities: 28 POINTS

New Project Total Points: 90

New YHDP Project Total Points: 98

- To fairly assess, all point totals will be calculated by the percentage of total points available per category.
- HMIS and CES renewal projects will be protected in Tier 1 and scored on project applicable questions only.