

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

Renewal 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 does 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	

Applicant Performance (Renewal Projects Only)

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFORMATION SOURCE	REVIEWER SCORE
2	Geographic priority areas.	Project is not in a NW CoC priority area. (0 points)		Project is in a NW CoC priority area. (2 points)	Project Application NW CoC geographic priorities	
8	Budget Expenditure	Spent 89% or less of grant award (0 points)	Spent 90-94% of grant award (4 points)	Spent 95% or more of grant award. (8 points)	ELOCCS Reports	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFORMATION SOURCE	REVIEWER SCORE
8	YHDP Voluntary Reallocation Policy & Procedures (Bonus) YHDP Projects Only	Spent 89% or less of grant award, and/or failed to follow voluntary reallocation policy and procedures for program.	Spent less than 94% of grant award, and/or applicant displayed significant challenges in following voluntary reallocation policy and procedures for program. For example: <ul style="list-style-type: none"> • Missed multiple deadlines for monthly budget reports • Grantee is not meeting monthly budget benchmarks, and has not made significant efforts to correct issues • Lack of participation with NOFO scoring process 	Spent 95% or more of grant award, and/or grantee successfully adhered to voluntary reallocation policy and procedures for program. Successful examples: <ul style="list-style-type: none"> • Grantee stayed on track with monthly budget deadlines • Grantee is meeting monthly budget targets, or working with NWCoC Staff to correct deficiencies • Grantee is participating regularly with NOFO Scoring Process 	ELOCS Reports, Monthly Budget Reports	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFORMATION SOURCE	REVIEWER SCORE
4	Quarterly Drawdowns	Drawdowns not made quarterly (0 points)		Drawdowns made quarterly (4 points)	ELOCCS Reports	
8	Data Quality	Most recent total QDQ score below 80%. (0 points)	Most recent total QDQ score between 81 -90% (4 points)	Most recent total QDQ score above 90%. (8 points)	HMIS QDQ Reports	
8	Bed Utilization (Renewal Housing Projects Only)	An average of less than 85% of project beds. (0 points)	Average of 85-90% of project beds. (4 points)	Average of more than 90% of project beds (8 points)	Project APR	
Additional notes on Applicant Performance (Renewal Projects) Section:						

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	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	Project Application	

	facilities, etc. They may even be health services offered by agencies in-house.			<p>areas education, resources, etc.</p> <p>-External referral process for agencies to better access resources for clients to better support direct engagement.</p> <p>-Agency staff is engaged serving on healthcare boards, in panel discussions, or providing updates at meetings, etc. (2 points)</p>		
ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
2	Public Housing Authorities (PHA)/Housing & Redevelopment Authority (HRA) Partnerships	<p>Agency does not coordinate with PHA.</p> <p>(0 points)</p>	<p>Agency coordinates with PHA but it is unclear how clients access vouchers.</p> <p>(1 point)</p>	<p>Agency has a clear and executable plan to ensure clients have access to Housing Choice Vouchers and other subsidized housing options.</p> <p>(2 points)</p>	Project Application	
2	Addressing inequities in access to housing	<p>Agency does not have a plan/existing plan is not sufficient to address inequities in access.</p> <p>(0 points)</p>	<p>Agency has plan to address inequities to accessing housing, but action steps have not been implemented</p> <p>(1 point)</p>	<p>Agency has action steps identified and is currently working to address inequities to accessing housing.</p> <p>(2 points)</p>	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	
ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
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	Project Application	

				areas addressing cultural diversity beyond race and ethnicity. (6 points)		
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	No training attended by staff. (0 points)	Staff participated in at least one training course. Training topics may include: <ul style="list-style-type: none"> • Trauma informed care • Harm reduction • Housing first • Understanding of mainstream resources • De-escalation 	Staff participated in NWCoC trainings, and Agency is implementing strategies from training. Training topics may include: <ul style="list-style-type: none"> • Trauma informed care • Harm reduction • Housing first • Understanding of mainstream resources • De-escalation • Additional required trainings Please list all training courses attended by any staff.	Project Application	

			<ul style="list-style-type: none"> Additional required trainings <p>(3 point)</p>	<p>-Provide examples of training concepts being implemented in programs.</p> <p>(6 points)</p>		
ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	Collaboration with mainstream and key support services	<p>Does not collaborate with mainstream and key support services</p> <p>(0 points)</p>	<p>Uses best practices for connecting participants to mainstream resources</p> <p>(2 points)</p> <p>Mainstream resources may include:</p> <ul style="list-style-type: none"> SNAP Social Services MFIP Mental Health Substance Use Faith-based services Medical/dental Insurance 	<p>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.</p> <p>(4 points)</p>	Project Application	

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
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

<p>8</p>	<p>YHDP Special Activities (Bonus)</p>	<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>	<p>Project Application</p>	
-----------------	---	--	--	---	----------------------------	--

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

CoC Participation (All Applicants)

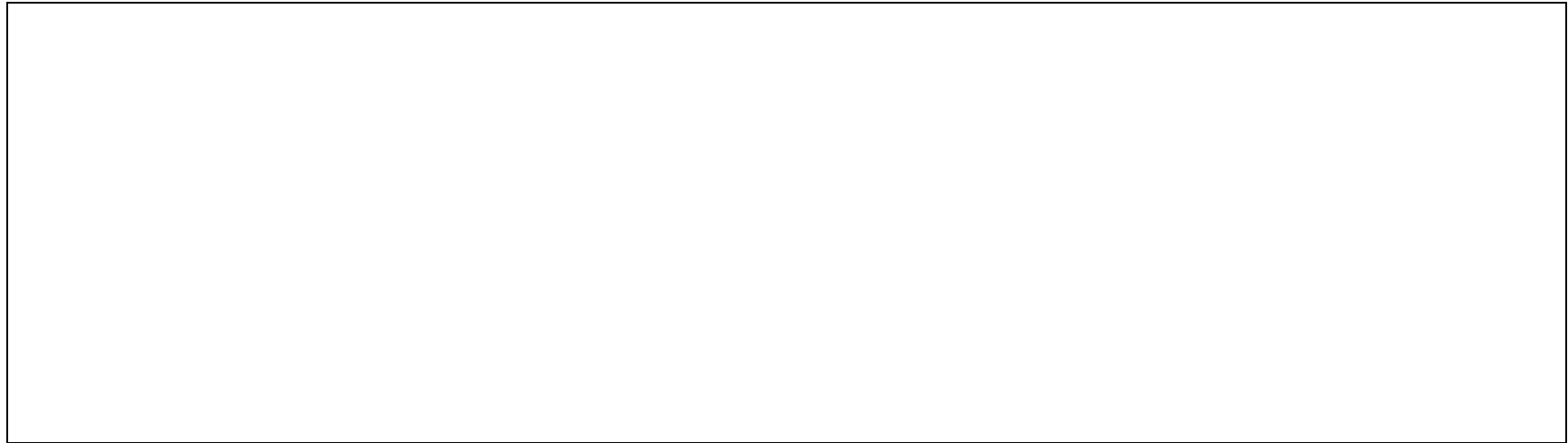
ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	General Membership Meeting Attendance	Applicant agency attended one meeting or less. (0 points)	Agency attended two or three meetings. (1 point)	Agency attended all four meetings. (2 points)	General 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	Participates, collaborates and communicates with PLM at Case Conferencing 76-100% attendance (6 points) Examples of collaboration and communication include:		

			(3 points)	<ul style="list-style-type: none"> -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 		
<p>Additional Notes on CoC Participation (All Applicants) Section:</p>						

System Performance (Renewal Housing Applicants)

ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
8	Returns to Homelessness	15% or more of participants returned to	10-15% of participants returned to homelessness	Less than 10% of participants returned to homelessness within 12	HMIS Returns to	

		homelessness within 12 months of exit to PH (0 points)	within 12 months of exit to PH (4 points)	months of exit to PH. (8 points)	Homelessness Report	
2	Earned Income-- Maintain/Increase (Leavers and Stayers)	Less than 10% for PSH, less than 40% for TH/RRH (0 points)	10-19% for PSH, 40-49% for TH, RRH (1 point)	20% or more for PSH, 50% or more for TH, RRH (2 points)	APR	
2	Non-Employment Income--Maintain/ Increase (Leavers and Stayers)	Less than 50% for PSH, less than 40% for RRH, less than 5% for TH (0 points)	50-74% for PSH, 40-49% for RRH, 5-9% for TH (1 point)	75% or more for PSH, 50% or more for RRH, 10% or more for TH (2 points)	APR	
ELIGIBLE POINTS	SCORING SECTIONS	LOW CRITERIA	MEDIUM CRITERIA	HIGH CRITERIA	INFO SOURCE	REVIEWER SCORE
4	Increase Overall Income	Less than 20% (0 points)	20-29% (2 points)	30% or more (4 points)	APR	
8	Retention/Successful exits (PSH only)	Under 85% (0 points)	85-90% (4 points)	Over 90% (8 points)	APR	
8	Exits to permanent housing (TH/RRH only)	70% or less of participants exited to permanent destinations. (0 points)	71-80% of participants exited the program to permanent destinations. (4 points)	More than 80% of participants exited the program to permanent destinations. (8 points)	APR	
Additional Notes on System Performance (Renewal Applicant) Section:						



SCORING

- HUD Threshold Eligibility Criteria (all projects) no score
- Renewal Applicant Performance: 30 POINTS
- Renewal YHDP Applicant Performance: 38 POINTS
- HUD Priorities: 28 POINTS
- Service Quality Plan: 22 POINTS
- Service Quality Plan for YHDP: 30 POINTS
- CoC Participation: 12 POINTS
- System Performance: 32 POINTS

Renewal (Non-YHDP) Total Points: 124 points

Renewal YHDP Total Points: 140 points

- 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.
- The remaining renewal project applications will be scored and ranked in order, according to score, utilizing the Reallocation

Policy as needed.