Tampa Hillsborough Homeless Initiative (THHI) Continuum of Care Lead Agency
2024 Universal Request For Proposals (RFP)
HUD FY 2024 and FY 2025 CoC Program Competition – Addendum #1

FL-501: Renewal Project Performance Scorecard Scoring Criteria

Released: 8/27/2024

For the FY 2024 and FY 2025 CoC Program Competition, 71% percent of the Renewal Application scoring is based on objective criteria; and 45% is based on the CoC's System Performance Measurements based on data from **October 1, 2022 to September 30, 2023**. As all projects in the CoC contribute data to the System Performance Measurements via their HMIS data entry for their individual projects, using the same date range aligns the evaluation of a project's performance to the data submitted to HUD and that HUD will be using to score the overall CoC Application. The overall score of the CoC Application is directly related to how much funding HUD awards to a CoC, including funding of Tier 2 and new projects.

All renewals projects, except for 1) critical system projects (HMIS and Coordinated Entry) and 2) projects that were not in operation for the full 12 months of the timeframe being scored (10/1/2022 – 9/30/2023), are required to participate and submit all necessary project performance scoring documents.

Renewal Project Performance ScoreCard Overview
The Renewal Project Performance ScoreCard is divided into eight (8) sections with a maximum number of points of 163.5, based on the following sections and maximum points per section as listed below:

A. Project Performance – Maximum Points = 80 (49% of the 80 are based on SPMs)
B. Coordinated Entry Participation – Maximum Points = 15 (9%)
C. Racial Equity of Project, Improving Assistance to LGBTQ+ Individuals, and applicant's Diversity, Equity, and Inclusion – Maximum Points = 19 (12%)
D. Project Populations– Maximum Points =10 (6%)
E. Data Quality – Maximum Points = 12.5 (8%)
F. Overall Grant Management– Maximum Points = 14 (9%)
G. CoC Participation – Maximum Points = 4 (2%)
H. Inclusion of Persons with Lived Experience – Maximum points = 9 (5%)

What You Need to Complete the Renewal Project Performance ScoreCard

The following items are required to be submitted, by the project applicant and/or subrecipient of THHI grants, for the Ranking and Review Committee Members to complete a Project Performance ScoreCard for each CoC Renewal Project.

1) The HUD Annual Performance Report (FY24) printed (PDF) ***from UNITY (or comparable data base if DV agency)*** with the date range of ***10/1/2022 to 9/30/2023*** (all references to the CoC APR refer HUD Annual Performance Report (FY24)).

   Note: For projects (More HEART and HOME3-PHAME) that directly include Chronic Housing Choice Vouchers provided through Tampa Housing Authority - <mark>you will need to ensure you run the APR for both projects set up in HMIS</mark>. The following applies to these projects:

   you will need to run your APR after selecting the two projects (to include respective voucher project) by holding down the "Ctrl" button when selecting the projects needed to complete the ScoreCard;

2) Housing First/Low Barrier Questionnaire (attachment to 2024 Universal RFP CoC Addendum) - Completed and Signed.

3) Inclusion of Persons with Lived Experience Narrative – not to exceed 2 pages (approximately 1000 words, single spaced) – Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond *"our policy is."* The specific activities (or similar) listed below, will be scored (see Consumer Advisory Committee Scoring Criteria).

   - Representation on the organization's Board of Director's or other decision-making board
   - Client / Consumer Advisory Board
   - Emphasis on hiring Person with Lived Experience
   - Use of Peer Mentors that provide feedback
   - Satisfaction surveys / comment cards

   NOTE: This Narrative will be scored by the Consumer Advisory Committee Members Only

4) Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary

individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.

5) Agency Racial Equity Narrative – not to exceed 1 page (approximately 500 words, single spaced) Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.

6) A printout from the project's eLOCCS account of the General, Budget and Vouchers tab for the most recently ended grant term. *(See Instructions for Finding Project's eLOCCS Information Guide). Most recently ended grant term is defined as the grant term in which APR and final eLOCCS draw timeframe has passed. All recently ended grant terms will have a grant end date in 2023.*

7) Copies of the match documentation submitted to HUD for your most recently ended grant term. Please note this means your Final match documentation that should match what was submitted in Sage, not a commitment letter.

8) Lived Experience Assessment – Submitted via Google Forms that will be emailed to all renewal project agency contacts. Instructions to complete the Assessment are included in this document. Assessments submitted in the submission packet will not be able to be scored.

The Ranking and Review Committee will utilize additional documents, ***provided by THHI***, and posted to THHI'S website on the FY 2024 and FY 2025 CoC Program Competition webpage.

1. "Referral Tracking Dashboard - FY24 NOFO" report (run by THHI) will combine the direct project and the THA Voucher project.

2. Unit Utilization Report - Unit Utilization is based on the number of units in the project and the number of households enrolled in the project, based on HMIS data on the night of the 2024 PIT Count (2/22/2024).

3. FY 2024 HUD CoC Competition – CoC Participation – **August 1, 2023 – July 31, 2024**

   a. CoC Active Member List - "Active" Member of the Continuum of Care as defined in the Tampa /Hillsborough County CoC Governance Charter by attending at least 80% of CoC monthly meetings held in the past 12 months *AND* attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)
   b. CoC Committee Attendance List - Applicant has at least 1 staff member attending 50% of at least 1 of the CoC Committees
   c. CoC Leadership Role List - Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency's paid staff serving as chair or Co-Chair of a CoC Committee; or on THHI's Board of Directors

4. FY 2024 HUD CoC Competition – SAGE APR Submission Report – This report will be pulled from SAGE data, by THHI staff and will include the project's most recently ended grant term that had an APR due before July 1, 2024.

Victim Service Providers Specific Instructions for Renewal Projects

Renewal project(s) submitted by a victim service provider are able to provide most data and information required for all other provider agencies renewal projects including:

1) An APR generated from the agency's HMIS-comparable database for the time frame of **October 1, 2022 – September 30, 2023** indicated for all other renewal projects and utilize the APR data from that report to complete the Project Performance ScoreCard.

2) Housing First/Low Barrier Questionnaire (attachment to 2024 Universal RFP CoC Addendum) - Completed and Signed.

3) Inclusion of Persons with Lived Experience Narrative – not to exceed 2 pages (approximately 1000 words, single spaced) – Describe AND demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided. Narrative should include information beyond *"our policy is."* The specific activities (or similar) listed below, will be scored (see Consumer Advisory Committee Scoring Criteria).

    o Representation on the organization's Board of Director's or other decision-making board
    o Client / Consumer Advisory Board
    o Emphasis on hiring Person with Lived Experience
    o Use of Peer Mentors that provide feedback
    o Satisfaction surveys / comment cards

4) Improving Assistance to LGBTQ+ Individuals Narrative – not to exceed 1 page (approximately 500 words, single spaced) – Describe how your agency/project helps address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.

5) Agency Racial Equity Narrative – not to exceed 1 page (approximately 500 words, single spaced) Describe on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity.

6) A printout from the project's eLOCCS account of the General, Budget and Vouchers tab for the most recently ended grant term. Copies of the match documentation submitted to HUD

for your most recently ended grant term.

7) Copies of the match documentation submitted to HUD for your most recently ended grant term. Please note this means your Final match documentation that should match what was submitted in Sage, not a commitment letter.

8) Lived Experience Assessment – Submitted via Google Forms that will be emailed to all renewal project agency contacts. Instructions to complete the Assessment are included in this document. Assessments submitted in the submission packet will not be able to be scored.

9) Coordinated Entry - Victim Service Providers are not able to be scored related to direct Coordinated Entry participation as the current CoC process excludes the victim service provider from directly completing our HMIS-based Coordinated Entry process and relies on partnerships with other agencies for connecting clients to the CoC's Coordinated Entry processes. Therefore, the 15 points available for renewal projects directly related to coordinated entry participation would become points related to the degree the victim service provider improves the safety for the population they serve.

The victim service provider will, therefore, provide a narrative with supporting aggregate data from their HMIS Comparable database that demonstrates the degree to which the victim service provider has improved the safety of the population they serve for the same period as all other project performance measurements (10/1/2022-9/30/2023). The Scoring reviewers may award up to 15 points.

Renewal Project Performance ScoreCard Detail and Scoring Ranges
The scoring range for each measurement is indicated in these instructions (below) and will be used by the Ranking and Review Committee Members completing the Project Performance ScoreCard for each renewal project (as applicable).

In the sections below, the following is listed for each of the items contained on the Renewal Project Performance Scorecard:

A. The Performance Measurement
B. Rationale For Measurement
C. Data Source and How Calculated for each measurement
D. The Performance Point Scale for Scoring

HUD-CoC Funded Renewal Project Performance ScoreCard Detail and Scoring (points) Ranges

A. Project Performance			
Performance Measurement	**Rationale For Measurement**	**Data Source and How Calculated**	**Performance Point Scale**
Length of Time to Housing: Average number of days between Project Enrollment Date and Housing Move- in Date	This is a standard HUD Measurement for Project Performance and System Performance	Source: CoC APR – 22c. Calc: Enter "Average length of time to housing" from the "Total column from Table 22c.	**< 30 days = 3 pts** **31-60 days = 2 pt** **61-90 days = 1 pt** **91+ days = 0 pts**
Housing Move In Percentage: % of persons who were enrolle in PH project and moved into housing	This is a standard HUD Measurement for Project Performance and System Performance	Source: CoC APR – 22c. Calc: Divide the Total (persons moved into housing) by the Total Persons for percentage of persons enrolled and moved into housing	**90% + = 10 pts** **80% -89% = 8 pts** **75% - 79% = 5 pts** **< 75% = 0 pts**
Positive Housing destination: % of persons who exited to a positive housing destination.	This is a standard HUD Measurement for Project Performance and System Performance	Source: CoC APR - 23c: Calc: Percentage auto-calculated by report; enter value from the "Total" column and the "Percentage" row in row in 23c	**90% + = 10 pts** **80% -89% = 8 pts** **75% - 79% = 5 pts** **< 75% = 0 pts**
Income Total: % of adults who _**increased**_ their _**non-employment income**_ as of the latest update for stayers.	This is a standard HUD Measurement for Project Performance and System Performance; per HUD's NOFO scoring matrix, at least 50% should have increased non-employment income.	Source: CoC APR - 19a1: Calc: See percentage in Row "Number of Adults with Other Income" and Column "Performance Measure: Percent of Persons who Accomplished this Measure"	**70% + = 3 pts** **60% - 69% = 2 pts** **50% - 59% = 1 pts** **< 50% = 0 pts**

A. Project Performance			
Performance Measurement	**Rationale For Measurement**	**Data Source and How Calculated**	**Performance Point Scale**
Income Total: % of adults who _increased_ their _non-employment income_ as of the exit date for leavers.	This is a standard HUD Measurement for Project Performance and System Performance; per HUD's NOFO scoring matrix, at least 50% should have increased non-employment income.	Source: CoC APR - 19a2: Calc: See percentage in Row "Number of Adults with Other Income" and Column "Performance Measure: Percent of Persons who Accomplished this Measure"	**70% + = 3 pts 60% - 69% = 2 pts 50% - 59% = 1 pts < 50% = 0 pts**
Income - Earned: % of adults who _increased_ their _earned income_ as of the latest update for stayers.	This is a standard HUD Measurement for Project Performance System Performance. Per HUD's NOFO scoring matrix, at least 20% should have increased earned income	Source: CoC APR - 19a1: Calc: See percentage in Row "Number of Adults with Earned Income (i.e., Employment Income)" and Column "Performance Measure: Percent of Persons who Accomplished this Measure"	**40% + = 3 pts 30% - 39% = 2 pts 20% - 29% = 1 pts < 20% = 0 pts**
Income - Earned: % of adults who _increased_ their _earned income_ as of the exit date for leavers.	This is a standard HUD Measurement for Project Performance and System Performance. Per HUD's NOFO scoring matrix, at least 20% should have increased earned income	Source: CoC APR - 19a2: Calc: See percentage in Row "Number of Adults with Earned Income (i.e., Employment Income)" and Column "Performance Measure: Percent of Persons who Accomplished this Measure"	**40% + = 3 pts 30% - 39% = 2 pts 20% - 29% = 1 pts < 20% = 0 pts**
Living Situation at Project Entry: % of Participants admitted directly from homeless situations.	HUD emphasizes the Housing First philosophy and require both PSH and RRH to assist persons directly from homeless situations	Source: CoC APR – 15/5a: Calc: From the "Homeless Situations" section in Q15, take the "Subtotal" and divide by the total of all adults and heads of households from Q5a (the "Number of youth under age 25, the "Number of parenting youth under age 25 with children", the "Number of adult heads of household", and the "Number of child and unknown-age heads of household" from Q5a.	**50% + = 5 pts 40% -49% = 3 pts 30% - 39% = 2 pts < 29% = 0 pts**

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Exits to Homelessness: Less than 5% of program exits will be to another homeless destination	Homeless Assistance goal is to end a participant's homelessness, so few participants should exit these programs to another homeless situation; aligns with HUD's system performance measurement related to returns to homelessness	<u>Source:</u> CoC APR - 23c, 5a: <u>Calc:</u> From the "Temporary Destinations" Section of Q23c, take the "Subtotal" from the "Total Column and divide it by the number of eligible exits from 23c ("Total" exits minus the "Total persons whose destinations excluded them from the calculation")	**5% or less = 5 pts 6% - 10% = 3 pts 11% - 24% = 2 pts > 25% = 0 pts**
Non-cash Benefits - Annual	It is expected that projects help clients obtain and maintain benefits as a way of maintaining positive housing outcomes.	<u>Source</u>: Canned CoC APR – 20b, 5a: <u>Calc:</u> See Number in Row "1 + Sources" and Column "Benefit at Latest Annual Assessment for Stayers" from 20b. Divide by Line 2 from Section 5a.	**85% + = 3 pts 50% – 84% = 1 pt <50% = 0 pts**
Non-cash Benefits - Exit	It is expected that projects help clients obtain/maintain benefits as a way of maintaining positive housing outcomes.	<u>Source</u>: Canned CoC APR – 20b, 5a: <u>Calc:</u> See Number in Row "1 + Sources" and Column "Benefit at Exit for Leavers." Divide by the "Total" from that same column.	**85% + = 3 pts 50% – 84% = 1 pt <50% = 0 pts**
Utilization Rate	High utilization rate indicates a project is efficient and effective in ensuring open beds are filled quickly and timely.	<u>Source and Calc:</u> Find project on th e"FY 2024 HUD CoC Competition - Unit Utilization for Project Scoring" Report	**90%+ = 5 pts 80%-89% = 4 pts 70%-79% = 3 pts 60%-69% = 2 pts 50%-59% = 1 pt < 50% = 0 pts**
Housing First/Low Barrier: To What Extent is the project Housing First/Low Barrier?	HUD has expressly stated that programs need to follow a housing first/low barrier philosophy.	<u>Source and Calc:</u> Completed Housing First/Low Barrier Questionnaire – Verify the score on the Questionnaire is correct and enter the total score (max 24 points)	**Maximum of 24 pts.**

B. Coordinated Entry

Performance Measurement	Rationale For Measurement	Data Source and How Calculated	Performance Point Scale
Average VI-SPDAT Score	HUD has stated that CoCs should be using an empirical process by which they rank people based on need. The VI-SPDAT is the tool our CoC has chosen for this task.	"Referral Tracking Dashboard - FY24 NOFO" Custom Report	*IF PSH Project* **> 10.00 = 5 pts** **9.00 - 9.99 = 3pts** **8.00 - 8.99 = 1 pt** **< 7.99 = 0 pts** *IF RRH Project* **> 8.00 = 5 pts** **6.00 - 7.99 = 3pts** **04.00 - 5.99 = 1 pt** **< 3.99 = 0 pts**
Placement from the Coordinated Entry Byname List	CoC-funded programs are required to participate in their CoC's Coordinated Entry, which includes serving those who are most vulnerable in an equitable manner.	"Referral Tracking Dashboard - FY24 NOFO" Custom Report	*100% = 10* *90-99% = 8* *80-89% = 6* *70-79% =4* *60-69% =2* *<60% = 0*

C. Racial Equity and Improving Assistance to LGBTQ+ Individuals			
Performance Measurement	Rationale For Measurement	Data Source and How Calculated	Performance Point Scale
Client Racial Equity Analysis: Data Quality	HUD has stated an interest in addressing racial disparities within homeless response systems. Analysis of CoC Data has shown that Black people are disproportionately affected by homelessness.	Source: CoC APR 6a: Calc: Enter "% of Error Rate" from the "Race (3.4)" line in Table 6a.	**0% = 2 pts** **1%-9% = 1 pts** **10% or more = 0 pts**
C. Racial Equity and Improving Assistance to LGBTQ+ Individuals			

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Performance Measurement	Rationale For Measurement	Data Source and How Calculated	Performance Point Scale
Client Racial Equity Analysis	HUD has stated an interest in addressing racial disparities within homeless response systems. Analysis of CoC Data has shown that Black people are disproportionately affected by homelessness.	<u>Source:</u> CoC APR 5a, 12a: <u>Calc:</u> Divide "Total" of "Black or African American" from Q12a by Line 1 of Table 5a.	**If 0 points awarded for "Client Racial Equity Analysis: Data Quality", then 0.** **Else:** **>50% = 3 pts** **46% - 49% = 2 pts** **42% - 45% = 1 pt** **41% or less = 0 pts**
Lived Experience Assessment – Section 1	Inclusion of persons with live experience and those that ar part of a historically marginalized group, at all levels of an organization, is best practice as those with lived experiences of homelessness and/or part of historically marginalized grou typically have the best understanding of the reality our work to prevent and end homelessness – both in term of the problems that exist an the knowledge of the service and interventions that are th most effective solutions	A total of 5 points will be awarded if at least 5 of the 8 role categories provided are selected across all respondents from the applicant agency	**A total of 5 points will be awarded if at least 5 of the 8 role categories provided are selected across all respondents from the applicant agency**
Lived Experience Assessment – Sections 2,3,5	Inclusion of persons with lived experience and those that are part of a historically marginalized group, at all levels of an organization, is best practice as those with live experiences of homelessness and/or part of a historically marginalized group typically have the best understanding of the reali of our work to prevent and end homelessness – both	A total of 5 points will be awarded; aggregated as an average for all questions answered on the 5-point Likert Scale described above.	**A total of 5 points will be awarded if at least 5 of the 8 role categories provided are selected across all respondents from the applicant agency**

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	terms of the problems that exist and the knowledge of the services and interventions that are the most effective solutions		
Improving Assistance to LGBTQ+ Individuals.	Improving Assistance to LGBTQ+ Individuals is one of HUD's priorities in the FY2023 CoC NOFO HUD states CoCs and projects should address the needs of LGBTQ+, transgender, gender non-conforming, and non-binary individuals and families including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects.	Source: Agency Submitted Narrative Calc: Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Detailed information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = **2 pts.** Adequate information of how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = **1 pt.** Minimum information or no information on how project addresses the needs of LGBTQ+ households including privacy, respect, safety, and access regardless of gender identity or sexual orientation in projects = **0 pts**
Racial Equity Narrative.	Ensuring services are provided in a racially equity manner is a core policy of HUD	Source: Agency Submitted Narrative Calc: Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Detailed information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity **= 2 pts.** Adequate information on how agency reviews and evaluates / will review and evaluate for racial

| | | | equity and utilizes information to move project towards full racial equity **= 1 pt.** |
| | | | Minimum information or no information on how agency reviews and evaluates / will review and evaluate for racial equity and utilizes information to move project towards full racial equity **= 0 pts** |

D. Project Populations			
Performance Measurement	**Rationale For Measurement**	**Data Source and How Calculated**	**Performance Point Scale**
% of Chronically Homeless Persons Served	Ending Chronic homelessness is a federal and local goal	Source: CoC APR 5a: Calc: Divide Line 11 by Line 1 of Section 5a.	**> 50% = 1 pts** **26% - 49% = 0.5 pts** **< 25% = 0 pts**
% of Veterans Served	Ending Veteran homelessness is a federal and local goal	Source: CoC APR 5a: Calc: Divide Line 10 by Line 2 of Section 5a.	**> 50% = 1 pts** **26% - 49% = 0.5 pts** **< 25% = 0 pts**
% Youth Under the Age of 25 Served (aka UAY)	Effectively ending UAY homelessness is a federal and local goal	Source: CoC APR 5a: Calc: Divide Line 12 by Line 2 of Section 5a.	**> 50% = 1 pts** **26% - 49% = 0.5 pts** **< 25% = 0 pts**
% Parenting Youth Under the Age of 25 with Children Served	Parenting youth is a sub-population of UAY as well as families with children	Source: CoC APR 5a: Calc: Divide Line 13 by Line 2 of Section 5a.	**> 50% = 1 pts** **26% - 49% = 0.5 pts** **< 25% = 0 pts**
% Persons Fleeing Domestic Violence	Persons fleeing domestic violence are a population of concern in HUD and local goals	Source: CoC APR 14b, 5a: Calc: Divide Total "Yes" in section 14b by Line 1 of Section 5a.	**> 50% = 1 pts** **26% - 49% = 0.5 pts** **< 25% = 0 pts**
Participants are "hard to serve" as defined by no income at entry.	Participants with no income at entry are considered harder to serve than those with income at program entry.	Source: CoC APR – 18: Calc: Take "**Adults with no Income**" from the **"Number of Adults at Start**" Column and divide it by Line 2 of Section 5a.	**50% + = 2.5 pts** **< 50% = 0 pts**

Participants are "hard to serve" as defined by 2 or more physical/mental health conditions at entry.	Participants with multiple physical/mental health conditions at entry are considered harder to serve than those with no or 1 condition at program entry.	Source: CoC APR - 13a2: Calc: In the "Total Persons" column the number in "2 conditions" and "3+ Conditions." Divide by "Total Persons" as listed in Section 13a2.	50% + = 2.5 pts < 50% = 0 pts

<table>
<tr><td colspan="4" align="center">E. HMIS Data Quality</td></tr>
<tr><td align="center">Performance Measurement</td><td align="center">Rationale For Measurement</td><td align="center">Data Source and How Calculated</td><td align="center">Performance Point Scale</td></tr>
<tr><td>Project's Data Quality: Personal Identifiable Information (6a)</td><td>HUD is utilizing HMIS data for community reporting (LSA, Sys. Performance Measures, CAPER, APR), a project's Data Completeness, accuracy, and timeliness impacts community data.</td><td>Source: CoC-APR Report – 6a

Calc:

Give 0.5 points for each error rate of less than 10% in 6a (excluding name, SSN and overall)</td><td>Max points = 2.5</td></tr>
<tr><td>Project's Data Quality: Universal Data Elements (6b)</td><td>Same as above.</td><td>Source: CoC-APR Report – 6b

Calc:
Give 0.5 points for each error rate of less than 10% in 6b</td><td>Max points = 2.5</td></tr>
<tr><td>Project's Data Quality: Income and Housing Data Quality (6c)</td><td>Same as above.</td><td>Source: CoC-APR Report – 6c

Calc:
Give 0.5 points for each rate error of less than 10% in 6c</td><td>Max points = 2.5</td></tr>
<tr><td>Project's Data Quality: Chronic Homelessness (6d)</td><td>Same as above.</td><td>Source: CoC-APR Report - 6d

Calc: Enter "% of records unable to calculate" from the "Total" Row from 6d.</td><td>0% = 2 pts
1% - 3% = 1 pts
4% - 10% = 0.5 pts
11% or > = 0 pts</td></tr>
<tr><td>Project's Data Quality: Timeliness (6e)</td><td>CoC standards state data must be entered within 24 hours of being collected.</td><td>Source: CoC-APR Report – 6e

Calc: Enter all table values for Table 6e directly into Excel Scorecard. Scorecard will auto- calculate by adding all entries in the "0 days" row and dividing it by the total number of entries.</td><td>> 90% = 3 pts
70%-89% = 2 pts
50%-69% = 0.5 pt
< 49% = 0 pts</td></tr>
</table>

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F. Overall Grant Management			
Performance Measurement	**Rationale For Measurement**	**Data Source and How Calculated**	**Performance Point Scale**
In the project's most recently ended grant year, what percentage of awarded funds were expended and drawn down from HUD?	Project's not full using awarded funds leave resources unused; and not effectively using resources	Source: SAGE – THH provide report from SAGE data showing projects that submitted their last APR on time, late or very late. Calc: Using the '% expended column" give points based on percentage of funding expended	**90% + =5 pts 85-89%=4 pts 80-84%=3 pts 75-79%=2 pts 70-74%=1 pt < 70%=0 pts**
Percent of CoC project funding expended by the agency's during their most recently ended grant year that was used for housing vs. supportive services.	HUD looks to maximize HUD funds for housing and use of match from other sources to provide supportive services to maximize clients served	Source: Project eLOCCS Printout – Budget Tab Calc: **For RRH, TBRA PSH projects** - divide the amount of rental assistance or leasing disbursed by the total amount disbursed **For Project-based PSH** – divide the amount of operating disbursed by the total amount disbursed	**80-100% = 5 pts 70-79% = 3 pts 60-69% = 1 pt below 60%=0 pts**
Did the project draw down funds from eLOCCS at least quarterly during the most recently ended grant term?	Timeliness of drawdowns is specifically stated in HUD FY 2021 CoC Program Comp. NOFA; defined as at least quarterly.	Source: Project eLOCCS Printout – Voucher Tab listing each time the project drew down funds. Calc: Based on the project's grant term, was a draw down completed at least once every quarter	**Yes = 1 pt No = 0 pts**

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Was the project' APR submitted on time to HUD via SAGE for the project's most recently ended grant term	Timely submission or the APR is a requirement of HUD and on time submissions demonstrate overall quality grant management.	Source: SAGE – THH provide report from SAGE data showing projects that submitted their last APR on time, late or very late. Calc: Based on the SAGE data, was the APR submitted on time.	**Yes = 1 pt No = 0 pts**
Did the project have the match required per CoC regulations (at least 25% or 0.25:1)?	Provision of Project Match is required by HUD and lack of required match is a compliance issue.	Source: Match Documentation Letters for most recently ended grant term Calc: Percent of match documented to expended funds *NOTE: For leasing projects, required match 25% of the total amount of expended minus leasing funds expended*	**> 25% = 2 pts 25% = 1 pt < 25% = 0 pts**

G. CoC Participation			
Performance Measurement	**Rationale For Measurement**	**Data Source and How Calculated**	**Performance Point Scale**
CoC Active Member - Applicant is an "Active" Member of the Continuum of Care as defined in the Tampa /Hillsborough County CoC Governance Charter by attending at least 80% of CoC monthly meetings held in the past 12 months _AND_ attending at least 80% of a CoC Committee meeting in the past 12 months (or THHI Board Member)	HUD expects that all CoC-funded projects actively participate within the CoC	Source: CoC Agency Attendance at Monthly CoC Meetings and Committee Meetings (August 1, 2023 – July 30, 2024) Calc: Enter Yes if project applicant is listed "Active Member"	**Yes = 2 pt No = 0 pts**
CoC Committee - Applicant	HUD expects that all	Source: CoC Agency	**Yes = 1 pt**

has at least 1 staff member attending 50% of at least 1 of the CoC Committees	CoC-funded projects actively participate within the CoC	Attendance at Monthly CoC Meetings and Committee Meetings (August 1, 2023 – July 30, 2024) Calc: Enter Yes if project applicant is listed as having staff participating 50% on any of the CoC Committees	**No = 0 pt.**
CoC Leadership: Applicant agency has a leadership role in the CoC as evidence by at least 1 of the agency's paid staff serving as chair or Co-Chair of a CoC Committee; or on THHI's Board of Directors	HUD expects that all CoC-funded projects actively participate within the CoC	Source: CoC Agency Attendance at Monthly CoC Meetings and Committee Meetings (August 1, 2023 – July 30, 2024) Calc: Enter Yes if applicant is listed as having staff that chairs / co-chairs a CoC Committee / serves on THHI Board	**Applicant Staff Member Chairs or Co-Chairs a Committee = 1 pt** **Applicant Staff member does NOT Chair or Co-Chair a committee = 0 pts**

H. Inclusion of Persons with Lived Experience (To be scored by CoC Consumer Advisory Committee)			
Performance Measurement	**Rationale For Measurement**	**Data Source and How Calculated**	**Performance Point Scale**
Does the project application utilize any of the following for gathering input from persons with lived experience? o Representation on the organizations Board of Director's or other decision-making board o Client / Consumer Advisory Board	Inclusion of persons with Lived Experience is a primary goal for HUD	Source: Agency Submitted Narrative Calc: Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Give 1 point for each of ways (listed in Scoring Description/Notes column) the agency describes/demonstrates utilizing for inclusion of Persons with Lived Experience in their structure, decision making and quality improvement efforts. **(Max points = 5)**

			○ Emphasis on hiring Persons with Lived Experience ○ Use of Peer Mentors that provide feedback ○ Satisfaction surveys / comment cards
Describe how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided	Inclusion of persons with Lived Experience is a primary goal for HUD	<u>Source:</u> Agency Submitted Narrative <u>Calc:</u> Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Detailed information **describing** the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided **= 2 pts.** Adequate information **describing** the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided **= 1 pt.** Minimum or no **description** of the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = **0 pts**

FL-501: Renewal Project Performance Scorecard Scoring Criteria - updated 8/27/2024

Demonstrate how your organization incorporates the inclusion of input and experience of Persons with Lived Experience in your organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided	Inclusion of persons with Lived Experience is a primary goal for HUD	Source: Agency Submitted Narrative Calc: Using the Agency submitted narrative for this criterion, provide a score based on the parameters in the Performance Point Scale column	Detailed information **demonstrating** the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = **2 pts.** Adequate information **demonstrating** the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = **1 pt.** Minimum or no information **demonstrating** the inclusion of Persons with Lived Experience in the organizational structure, decision making, quality improvement efforts and program design, related to homeless services provided = **0 pts**

**2024 Universal RFP
Lived Experience Assessment
Instructions and Scoring**

<u>Instructions</u>

Section 1:
1) Enter your email.
2) Enter your agency's name.
3) Describe your role at your agency.
> You'll have the following options to choose from:
>> Board of Directors – a member of your agency's board of directors, as reflected in your agency's official documentation.
>> Executive Management – a member whose primary role includes directing the mission and vision of the agency. Examples include executive director, chief executive officer, chief operating officer, president, vice president, etc.
>> Finance Management – a member whose primary role is to monitor budgets and spending.
>> Senior Management – a member of your agency whose primary role includes monitoring specific programs, including service delivery and outcomes.
>> Program Supervisors – a member of your agency whose primary role includes the monitoring and support of direct service providers to ensure the high-quality delivery of services.
>> Case Management – a member whose primary role is to deliver services to clients.
>> Clerical Staff – a member whose primary role is to support the agency's day-to-day functioning by completing office or organizational tasks.
>> Volunteers - a member whose primary role is to support the agency through the donation of their time and labor. May include interns as well.

Section 2: Lived Experience
Select "Yes", "No", or "Not sure" next to each statement to indicate whether that statement describes you.

Section 3: Incorporating Lived Experience
Read each statement and rate the extent to which you agree with them using the following scale:
1 – Strongly Disagree
2 – Disagree
3 – Neutral

2024 Universal RFP – Lived Experience Assessment Instructions and Scoring

4 – Agree
5 - Strongly Agree

Section 4: Incorporating Lived Experience (con't).
Read each statement and rate the extent to which you agree with them using the following scale:
1 – Strongly Disagree
2 – Disagree
3 – Neither Agree nor Disagree
4 – Agree
5 - Strongly Agree

Scoring

Section 1 (5 Points)
A total of 5 points will be awarded if at least 5 of the 8 role categories provided are selected across all respondents from the applicant agency.

Sections 2,3, and 5 (5 Points)
A total of 5 points will be awarded; aggregated as an average for all questions answered on the 5-point Likert Scale described above.

Total: 10 Points

2024 Universal RFP - Lived Experience Assessment

The Department of Housing and Urban Development's has, through various publications and announcements, has continued to emphasize the importance of people with lived experience participating in all parts of the homeless response system.

This assessment is designed as part of our 2024 Universal Request for Proposals to gauge the extent to which the applicant has people with all kinds of lived experience participating in all parts of the applicant's processes.

* Indicates required question

1. Email *

    _____

2. Agency Name: *

    _____

3. How would you describe your role at your agency? *

    Check all that apply.

    ☐ Board of Directors
    ☐ Executive Management
    ☐ Finance Management
    ☐ Senior Management
    ☐ Program Supervisors
    ☐ Case Management
    ☐ Clerical Staff
    ☐ Volunteer

Lived Experience

4. Please tell us if these descriptions apply to you: (Select all that apply): *

Check all that apply.

	Yes	No	Not Sure
Homelessness as an Adult	☐	☐	☐
Homelessness as a child/minor	☐	☐	☐
Homelessness as an unaccompanied youth	☐	☐	☐
Homelessness as a parenting youth	☐	☐	☐
A historically marginalized racial/ethnic group	☐	☐	☐
A historically marginalized gender identity	☐	☐	☐
A historically marginalized sexual orientation	☐	☐	☐

Incorporating Lived Experience

Please rate these statements using the following scale:
1 - Strongly Disagree
2 - Disagree
3 - Neutral
4 - Agree
5 - Strongly Agree

5. The **Board of Directors** at my agency have a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	○	○	○	○	○	Strongly Agree

6. The **Executive Management** at my agency has a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	○	○	○	○	○	Strongly Agree

7. The **Finance Management** at my agency has a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	○	○	○	○	○	Strongly Agree

8. The **Senior Management** at my agency has a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

9. The **Program Supervisors** at my agency have a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

10. The **Case Management** staff at my agency has a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

11. The **Clerical Staff** at my agency have a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

12. The **Volunteers** at my agency have a variety of lived experience. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

Incorporating Lived Experience (Con't)

Please rate these statements using the following scale:
1 - Strongly Disagree
2 - Disagree
3 - Neutral
4 - Agree
5 - Strongly Agree

13. My agency values a variety of lived experiences. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

14. My agency ignores my input/feedback. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

15. I can communicate my needs at my agency without fear of repercussions. *

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

16. My agency seeks my input before making important decisions.

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

17. My agency looks at a variety of perspectives before implementing changes.

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

18. A variety of perspectives inform our everyday operations.

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree

19. My agency is not willing to change to accommodate different lived experiences.

Mark only one oval.

	1	2	3	4	5	
Stro	◯	◯	◯	◯	◯	Strongly Agree