Each year the U.S. Department of Housing and Urban Development (HUD) allocates funding for homeless assistance programs through the Continuum of Care (CoC) competition process. In order to receive funding, each Continuum of Care must submit a consolidated application for funding that describes how local activities meet or exceed HUD requirements and are aligned with community needs. The CoC is required to rank in order of priority funding requests from all eligible providers. The Montgomery County Department of Health and Human Services (DHHS), acting as the Collaborative Applicant for the Montgomery County MD Continuum of Care, is responsible for coordinating this process and submitting a Consolidated Application on behalf of the Montgomery County CoC. Each year DHHS reviews HUD requirements and priorities for funding under the Continuum of Care Competition.

The CoC Allocation Committee is responsible for reviewing and ranking project applications to be included as part of the Consolidated Application. Members include a range of public and private stakeholders representing the CoC. Allocation Committee members cannot be an employee, board member or volunteer of a project applicant that is requesting new or renewal funding.

DHHS Services to End and Prevent Homelessness, as the CoC Collaborative Applicant, supports the committee but is not a voting member. The Collaborative Applicant identifies HUD Continuum of Care Competition requirements and priorities for funding, compiles materials for each renewal project, announces funding availability to the Continuum of Care for new projects, develops an evaluation tool used to rate projects, schedules Allocation Committee meetings to conduct the review process, and provides technical assistance to applicants. All providers wishing to receive Continuum of Care funding must submit a project application and all requested supplemental information by deadlines outlined by the Collaborative Applicant that include performance data, HUD monitoring reports and a summary of drawdown expenses.

Members of the Allocation Committee review information related to the needs of the CoC including the most recent housing inventory chart, Point-in-Time data, federal priorities, CoC strategic plan priorities and identified service gaps. Committee members will review renewal projects based on bed utilization, HUD and CoC performance measures, cost effectiveness, Continuum of Care priority needs, alignment with HUD priorities, fidelity to Housing First philosophy, and compliance with HUD funding requirements. New project applications will be reviewed for applicant experience, project quality, cost effectiveness, alignment of HUD priorities, fidelity to Housing First philosophy, and priority to Continuum of Care needs. Each Project Application will be scored individually using a standardized ranking tool. Planning Projects are reviewed for submission but not ranked per HUD guidance.

Projects will be ranked by the Allocation committee by majority vote based on CoC need and ranking tool scores. Projects will be organized to best meet the needs of the CoC and maximize overall funding. All applicants will be notified directly regarding the recommendations of the Allocation Committee.

Refer to Competition and Project Application Instructions on CoC website for detailed application instructions and information about specific criteria to be assessed.
CoC 2018 Competition - Renewal Project Evaluation Criterion

<table>
<thead>
<tr>
<th>Organization __________________________</th>
<th>Project Name __________________________</th>
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### 30% Program Effectiveness - 30 Points Maximum

<table>
<thead>
<tr>
<th>Score</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>15pts</td>
<td>Cost Effectiveness: RRH and SH - cost per PH exit. For PSH - annual cost per household compared to average annual cost per household in the CoC.</td>
</tr>
<tr>
<td>10pts</td>
<td>Housing First Implementation: Per review of Housing First Addendum.</td>
</tr>
<tr>
<td>5pts</td>
<td>Participation in Coordinated Entry System: For PSH and RRH projects- 95% of referrals come through CES; for SH- 95% of the clients have VI-SPDAT completed for referrals and present on CES list.</td>
</tr>
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</table>

### 20% Narrative - 20 Points Maximum

<table>
<thead>
<tr>
<th>Score</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>10pts</td>
<td>Scope: # served, description of services provided, promote housing stability and connection to mainstream benefits, partnership with other service providers including behavioral health, employment, and in home medical support.</td>
</tr>
<tr>
<td>10pts</td>
<td>Description of Project is in alignment with CoC priorities</td>
</tr>
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</table>

### 20% Severity of Needs - 20 Points Maximum

<table>
<thead>
<tr>
<th>Score</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>20pts</td>
<td>Narrative &amp; any related questions clearly describe ability to serve the following populations - LGBTQ, DV, Veterans, significant health or behavioral health and not currently receiving treatment, unaccompanied youth, families with children, people with disabilities.</td>
</tr>
</tbody>
</table>

### 20% Performance Measures - 20 Points Maximum

<table>
<thead>
<tr>
<th>Score</th>
<th>Details</th>
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</thead>
</table>
| 5pts  | Bed Utilization  
90%+  5 pts  89%-80%  4 pts  79%-70%  3 pts  Below 70% - 0 pts |
| 10pts | For RRH and SH: percentage who exited to PH  
85%+  5 pts  75%-84%  4 pts  65%-74%  3 pts  Below 65% - 0 pts |
| 10pts | For PSH: percentage who retained or exited to PH  
85%+  5 pts  75%-84%  4 pts  65%-74%  3 pts  Below 65% - 0 pts |
| 5pts  | For RRH, SH: percentage increased income via any sources  
90%+  5 pts  80% - 89%  4 pts  70% - 79%  3 pts  Below 70% - 0 pts |
| 5pts  | For PSH: percentage increased or maintained income  
90%+  5 pts  80% - 89%  4 pts  70% - 79%  3 pts  Below 70% - 0 pts |

### 10% Past Performance – 10 points maximum

<table>
<thead>
<tr>
<th>Score</th>
<th>Details</th>
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</table>
| 5pts  | HUD Audit Findings (Audits between July 2014 – June 30, 2017)  
5 pts  No unresolved findings or no audit conducted  0 pts: Any unresolved findings |
| 5pts  | HUD Expenditures – Consistent Quarterly Drawdowns? Any Funds recaptured by HUD?  
5 pts if expended all funds  3 pts if expended 90%  1 pt if expended 85% and below |

### 5 Points BONUS – Cash funds to support project from non-DHHS sources

<table>
<thead>
<tr>
<th>Total Score</th>
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</table>
### CoC 2018 Competition - New CoC Bonus Project Score Sheet

<table>
<thead>
<tr>
<th>Organization __________________________</th>
<th>Project Name __________________________</th>
</tr>
</thead>
</table>

#### 25% Experience - 25 Points Maximum
- 10pts Describe the experience of the applicant or sub-recipients in providing housing and services to the proposed population
- 10pts Describe experience using Housing First approach
- 5pts Describe experience effectively using federal funds including HUD grants & other public funding, including satisfactory drawdowns & performance for existing grants as evidenced by timely reimbursement of sub-recipients (if applicable), regular drawdowns, timely resolution of monitoring findings, and timely submission of required reporting on exiting grants.

#### 30% Design of Housing and Supportive Services - 30 Points Maximum
- 5pts Extent to which the applicant 1) Demonstrated understanding of the needs of the clients to be served. 2) Demonstrates that type scale, and location of housing fits the needs of the clients to be served. 3) Demonstrates that type and scale of supportive services, regardless of funding source, meets the needs of the clients to be served. 4) Demonstrates how clients will be assisted in obtaining mainstream benefits. 5) Establishes performance measures for housing and income that are objective, measurable, trackable, and meet or exceed any established HUD or CoC benchmarks.
- 5pts Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable
- 5pts Describe how clients will be assisted to increase employment and/or income to maximize their ability to live independently
- 5pts Ability to serve clients with zero income
- 5pts Fidelity to Housing First Approach: Per review of Housing First Addendum
- 5pts Ability to serve all household types

#### 10% Timeliness - 10 Points Maximum
- 10pts Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule for proposed activities for 60 days, 120 days, and 180 days after the grant award.

#### 30% Financial - 30 Points Maximum
- 15pts Project is cost effective when cost/person is compared to average cost of PSH in CoC.
- 5pts Budgeted costs are reasonable, allocable, and allowable
- 5pts Documented Match
- 5pts Financial audit findings
  - 5 pts No unresolved findings or no audit conducted
  - 0 pts: Any unresolved findings

#### 5% Program Effectiveness - 5 points Maximum
- 5pts At least 95% of referrals will come from Coordinated Entry System

#### 5 Points BONUS – Cash funds from non-DHHS sources that exceed required match of 25%

### Total Score
CoC 2018 Competition – **New Domestic Violence Bonus Project Score Sheet**

| Organization __________________________ | Project Name _________________________ |

### 25% Experience - 25 Points Maximum

- **5pts** Describe the experience of the applicant or sub-recipients in providing housing and services to families/person experiencing homelessness.
- **5pts** Describe the experience of the applicant or sub-recipients in serving survivors of domestic violence, dating violence, sexual assault and/or stalking.
- **10pts** Describe experience using Housing First approach: Participants are offered choice in housing and services, no requirement to participate in services, no sobriety, medication or treatment compliance required; no minimum income requirements, no exclusion criteria based on credit or criminal background.
- **5pts** Describe experience effectively using federal funds including HUD grants & other public funding, including regular drawdowns, timely reimbursement of sub-recipients (if applicable), timely resolution of monitoring findings, & timely submission of required reporting on exiting grants.

### 30% Design of Housing and Supportive Services  30 Points Maximum

- **5pts** Extent to which the applicant demonstrated:
  1) understanding of the needs of the clients to be served;
  2) the type scale, and location of housing fits the needs of the clients;
  3) the type and scale of supportive services meets the needs of the clients;
  4) how clients will be assisted in obtaining mainstream benefits; and
  5) Establishes performance measures for housing and income that are objective, measurable, trackable, and meet/exceed any established HUD or CoC benchmarks.
- **5pts** Describe the plan to assist clients to rapidly secure and maintain permanent housing that is safe, affordable, accessible, and acceptable.
- **5pts** Describe how clients will be assisted to increase employment and/or income to maximize their ability to live independently.
- **5pts** Ability to serve clients with zero income.
- **5pts** Anticipated LOS is 4-6 months.
- **5pts** Fidelity to Housing First philosophy: Per review of Housing First Addendum.

### 10% Timeliness - 10 Points Maximum

- **10pts** Describe plan for rapid implementation of the program, documenting how the project will be ready to begin housing the first program participant. Provide a detailed schedule for proposed activities for 60 days, 120 days, and 180 days after the grant award.

### 30% Financial - 30 Points Maximum

- **15pts** Project is cost effective when cost/person is compared to threshold of $8,000/household. Determined at allocation meeting.
- **5pts** Budgeted costs are reasonable, allocable, and allowable.
- **5pts** Documented Match.
- **5pts** Financial audit findings
  - **5 pts**  No unresolved findings or no audit conducted
  - **0 pts**  Any unresolved findings

### 5% Program Effectiveness - 5 points Maximum

- **5pts** At least 95% of referrals will come from Coordinated Entry System.

### 5 Points BONUS – Cash funds from non-DHHS sources that exceed required match of 25%

| Total Score |