

EMERGENCY SOLUTIONS GRANT

Scoring

A. Applicant Information – (Not a scored section)

Recipient Form

- Lead Applicant Name: _____
- E.D./CEO/President Name: _____
- Applicant Contact Name: _____
Mailing Address _____
Contact Person E-mail Address: _____
Phone Number: _____ Fax Number: _____
Federal Tax ID Number: _____ DUNS Number: _____
Central Contractor Registration (CCR) Date: _____
Accomplishment Type: _____ Accomplishment No: _____
Congressional District: _____ ADD District: _____ CoC Region: _____

- First-Time ESG Applicant Returning ESG Applicant VSP or Legal Services Applicant
 Pass-Through/Lead Applicant

Final Score: _____ Is this project recommended for funding? Yes No

Request Amount \$ _____ Award Amount \$ _____

Program Component(s):

- Street Outreach Emergency Shelter Prevention Rapid Re-Housing HMIS Admin

Populations served:

- Men Women Youth (under 25) Families Children (under 18)
 DV Victims Veterans Chronically Homeless

Household Types:

- HH without Children HH with Adults and Children HH with ONLY Children

Project Service Area: List all counties this project serves: _____

SCORING SUMMARY

	<u>Max. Possible Points:</u>	<u>Points Awarded:</u>
B. Need for Proposed Project	40	_____
C. Program Plan and Project Design	100	_____
D. Plan for Area-Wide Systems Coordination	20	_____
E. Financial Plan	47	_____
F. Capacity	100	_____
G. Other Requirements	<u>51</u>	_____
Overall Score	358	_____

EMERGENCY SOLUTIONS GRANT APPLICATION CHECKLIST

Nonprofit applicants must have the following attachments:

_____ Proof of 501(C) Status

Local Government applicants only:

_____ Homeless Participation Advisory Board(s) Information

The following attachments require current documentation dated no earlier than January 1st.:

_____ **Certification and Assurances.**

_____ **Certification of Local Approval** (Applies only to private, nonprofit organizations applying for emergency shelter component funds. The sub-recipient must obtain a certification of approval from the unit of general purpose local government for the geographic area in which the applicant intends to expend emergency shelter component funds. See 576.202)

_____ Evidence of Submission to State Clearinghouse via
<https://kydlgweb.ky.gov/FederalGrants/eClearinghouse.cfm>.
State Applicant Identifier Number _____

Annual Performance Report(s)

_____ Annual Performance Report in PDF format for period **July 1, 2015 to March 31, 2016**, for each Provider ID number currently active in the KYHMIS or comparable database.

B. NEED FOR PROPOSED PROJECT 40 Max. Points

TOTAL POINTS _____

Did applicant explain the need this project will fulfill for their clients? (Question 1)

- 10 pts. Applicant defined statement of need **including local data.**
- 5 pts. Somewhat defined statement of need or did not include adequate **local data.**
- 0 pts. Did not explain statement of need.

Did applicant align local need with the proposed component being requested? (Question 1)

- 10 pts. Need statement aligns with all proposed ESG component(s).
- 5 pts. Need statement aligns with some proposed ESG components.
- 0 pts. Need statement does not align with any proposed ESG components.

Did applicant identify appropriate sources of local data? (Question 1)

- | | | |
|---------------------------------|----------------------|---------------------------------|
| <input type="checkbox"/> 5 pts. | Appropriate | Data used to identify the need: |
| <input type="checkbox"/> 3 pts. | Somewhat appropriate | _____ |
| <input type="checkbox"/> 0 pts. | Not appropriate | _____ |

Rate of homelessness in proposed service area as determined by the most recent K-Count. KHC will calculate the rate of homelessness for each applicant; applicant is not asked to provide this information. (Data from K-Count)

- 5 pts. 100% or greater
- 3 pt. 99%-51%
- 0 pts. 50%- or lower

FEDERAL STRATEGIC PLAN TO END HOMELESSNESS

Will the applicant's proposed project target Chronically Homeless, Veterans, Families with Children and/or Unaccompanied Youth, Victims of Domestic Violence? (7 pts total possible - Question 1)

- 2 pts. Chronically Homeless
- 2 pt. Veterans
- 2 pts. Families with Children and/or Unaccompanied Youth
- 1 pts. Victims of Domestic Violence

Did applicant describe why they selected to target this/these subpopulations? (Question 1)

- 3 pts. Applicant described
- 0 pt. Applicant did not describe

C. PROGRAM PLAN AND PROJECT DESIGN - Max. Points based on percentage score received in this Section. (For example, Agency ABC applies for Emergency Shelter, Rapid Re-Housing, HMIS and Admin and earns 165 of the 211 points available. This equates to 78% or 78 points for this Section. It is not necessary that each applicant apply for all components to receive maximum points.)

TOTAL POINTS _____

(1) Street Outreach (35 points)

SUBTOTAL POINTS _____

Are eligibility criteria appropriate? (Question 1)

- 5 pts.** All appropriate
- 3 pts.** Some appropriate
- 0 pts.** None appropriate

Are eligibility criteria correct for Street Outreach?

- 5 pts.** All eligible
- 3 pts.** Some eligible
- 0 pts.** None eligible

Applicant described types of supporting documentation used to determine client eligibility. (Question 2)

- 10 pts.** Applicant explains
- 5 pts.** Somewhat explains
- 0 pts.** Poorly explains

Applicant described its plan to:

Provide **outreach** to unsheltered homeless people (Question 3)

- 5 pts** Applicant described
- 3 pts** Somewhat described
- 0 pts** Did not describe

Assess eligible clients to determine their level of need (Question 4)

- 5 pts** Applicant described
- 3 pts** Somewhat described
- 0 pts** Did not describe

Applicant described its plan to connect people with ES, TH, SH, and permanent housing. (Question 5)

- 5 pts** Applicant described
- 3 pts** Somewhat described
- 0 pts** Did not describe

(2) Emergency Shelter (56 points)

SUBTOTAL POINTS _____

Are eligibility criteria appropriate? (Question 1)

- 5 pts. All appropriate
- 3 pts. Some appropriate
- 0 pts. None appropriate

Are eligibility criteria correct for Emergency Shelter?

- 5 pts. All eligible
- 3 pts. Some eligible
- 0 pts. None eligible

Applicant described types of supporting documentation used to determine client eligibility. (Question 2)

- 10 pts. Applicant explains
- 5 pts. Somewhat explains
- 0 pts. Poorly explains

Applicant described the repairs to be completed and rationale for undertaking these activities. (Question 3)

- 3 pts. Applicant described – OR – N/A
- 0 pts. Applicant did not describe

Applicant described the renovation activities. (Question 4)

- 3 pts. Applicant described – OR – N/A
- 0 pts. Applicant did not describe

Applicant described its plan to assess eligible clients to determine their level of need. (Question 5)

- 5 pts. Applicant explains
- 3 pts. Somewhat explains
- 0 pts. Poorly explains

Are services appropriate? (Question 6)

- 5 pts. All appropriate (or no ESG funded Services)
- 3 pts. Some appropriate
- 0 pts. None appropriate

Applicant describes how they involve homeless persons in the program (Question 8)

- 5 pts. Applicant describes
- 3 pts. Somewhat describes
- 0 pts. Poorly describes

Did the applicant complete a VI-SPDAT for every household in the emergency shelter that didn't already have one completed on the night of the 2016 K-Count? (Question 9)

- 5 pts. Yes
- 0 pts. No
- 5 pts. N/A (Does not operate an Emergency Shelter or not a currently funded ESG emergency shelter.)

Applicant has been conducting VI-SPDATs on new clients on a regular basis since the K-Count. (Question 10)

- 5 pts. Yes
- 0 pts. No
- 5 pts. N/A (Does not operate an Emergency Shelter or not a currently funded ESG emergency shelter.)

Applicant described its plan to reduce the length of time persons remained homeless and increase the percent of persons who exit to and retain permanent housing. (Question 11)

- 5** pts. Applicant describes
- 3** pts. Somewhat describes
- 0** pts. Poorly describes

(3) Homelessness Prevention (35 points)

SUBTOTAL POINTS_____

Are eligibility criteria appropriate? (Question 1)

- 5 pts.** All appropriate
- 3 pts.** Some appropriate
- 0 pts.** None appropriate

Are eligibility criteria correct for Homelessness Prevention?

- 5 pts.** All eligible
- 3 pts.** Some eligible
- 0 pts.** None eligible

Applicant described types of supporting documentation used to determine client eligibility. (Question 2)

- 10 pts.** Applicant explains
- 5 pts.** Somewhat explains
- 0 pts.** Poorly explains

Applicant described its plan to assess eligible clients to determine their level of need. (Question 3)

- 10 pts.** Applicant explains
- 5 pts.** Somewhat explains
- 0 pts.** Poorly explains

Applicant described its plan to prevent clients from moving into an emergency shelter or another place described in paragraph (1) of the “homeless” definition in 576.2. (Question 5)

- 5 pts.** Applicant describes
- 3 pts.** Somewhat describes
- 0 pts.** Poorly describes

(4) Rapid Re-Housing Assistance (45 points)

SUBTOTAL POINTS _____

Are eligibility criteria appropriate? (Question 1)

- 5 pts. All appropriate
- 3 pts. Some appropriate
- 0 pts. None appropriate

Are eligibility criteria correct for Rapid Re-Housing?

- 5 pts. All eligible
- 3 pts. Some eligible
- 0 pts. None eligible

Applicant described types of supporting documentation used to determine client eligibility. (Question 2)

- 10 pts. Applicant explains
- 5 pts. Somewhat explains
- 0 pts. Poorly explains

Applicant described its plan to assess eligible clients to determine their level of need. (Question 3)

- 10 pts. Applicant explains
- 5 pts. Somewhat explains
- 0 pts. Poorly explains

Applicant described its plan to quickly place rapid re-housing clients into permanent housing and ensure they remain housed. (Question 4)

- 5 pts. Applicant describes
- 3 pts. Somewhat describes
- 0 pts. Poorly describes

Applicant described how long they anticipate their program will take to move the average client from homelessness directly into permanent housing. (Question 5)

- 10 pts. Applicant explains
- 5 pts. Somewhat explains
- 0 pts. Poorly explains

(5) HMIS (or comparable database as applicable) (20 points)

SUBTOTAL POINTS _____

Proposed activities are eligible? (Question 1)

- 10 pts. All eligible
- 5 pts. Some eligible
- 0 pts. None eligible

Proposed activities are reasonable?

- 10 pts. All reasonable
- 5 pts. Some reasonable
- 0 pts. None reasonable

(6) Administration (20 points)

SUBTOTAL POINTS _____

Proposed activities are eligible? (Question 1)

- 10 pts. All eligible
- 5 pts. Some eligible
- 0 pts. None eligible

Proposed activities are reasonable?

- 10 pts. All reasonable
- 5 pts. Some reasonable
- 0 pts. None reasonable

Section C Point Calculation

Points Received:	Available:	
(1) _____	35 _____	Street Outreach Component
(2) _____	56 _____	Emergency Shelter Component
(3) _____	35 _____	Homelessness Prevention Component
(4) _____	45 _____	Rapid Re-Housing Component
(5) _____	20 _____	HMIS
(6) _____	20 _____	Admin

TOTAL _____ / _____ X 100 = _____% → _____ points

D. PLAN FOR AREA-WIDE SYSTEMS COORDINATION 20 Max. Points

TOTAL POINTS _____

Coordination with other targeted homeless services (Question 1):

- 10 pts. Agency has a defined process for coordination of services with other homeless Programs
- 5 pts. Agency has a somewhat defined process for coordination of services with other homeless Program.
- 0 pts. Agency does not have a defined process for coordination of services with other homeless Programs.

Coordination with mainstream resources (Question 2):

- 10 pts. Agency has established and demonstrated experience
- 5 pts. Agency has somewhat established and demonstrated experience
- 0 pts. Agency has not established and demonstrated experience

(E) FINANCIAL PLAN 47 Max. Points

TOTAL POINTS _____

Did the applicant make a draw at least once every 60 days between July 1, 2015 and March 31, 2016? (Question 1)

- 2 pts. Yes
- 0 pts. No

These questions relate to the budget tables: Scores are determined from budget chart

Match amount in relation to ESG request amount:

- 25 pts. Greater than 126% of ESG request amount
- 20 pts. 116-125%
- 15 pts. 106-115%
- 10 pts. 101-105%
- 5 pts. 100%
- 20 pts. Below match requirement

Each budget section is 100% complete (i.e., did not identify Match source, etc.)?

- 3 pts. Yes
- 0 pts. No

Is budget consistent with program plan?

- 5 pts.** Yes
- 0 pts.** No

Emphasis on federal priorities:

- 12 pts.** Greater than 75% of fund request toward rapid re-housing
- 9 pts.** Between 51% and 75% of fund request toward rapid re-housing
- 6 pts.** Between 26% and 50% of fund request toward rapid re-housing
- 3 pts.** Between 1% and 25% of fund request toward rapid re-housing
- 0 pts.** None of fund request toward rapid re-housing

F. CAPACITY AND COMPLIANCE 100 Max. Points

Final Capacity Scorecard Score

TOTAL POINTS _____

G. OTHER REQUIREMENTS 51 Max. Points

TOTAL POINTS _____

HMIS:

Does agency participate in KYHMIS or if VSP, does agency participates in a Comparable Database? (Question1)

- 10 pts Yes
- 0 pts No
- 10 pts N/A Does not administer a homeless program/services

Did applicant submit required APR in PDF format for period July 1, 2015 to March 31, 2016 for each active Provider ID Number?

- 10 pts Yes
- 0 pts No
- 10 pts N/A Does not administer a homeless program/services

Accuracy of APR report(s) as determined by KHC review of reports

- 20 pts 0% error rate
- 10 pts 4%-1% error rate
- 0 pts 5% or greater error rate

CoC Participation:

How many statewide Continuum of Care webinars did someone from their agency attend? (Question1)

- 5 pts Attended 5 statewide webinars
- 4 pts Attended 4 statewide webinars
- 3 pts. Attended 3 statewide webinars
- 2 pts. Attended 2 statewide webinars
- 1 pts. Attended 1 statewide webinar
- 0 pts. Did not attend any statewide webinars

How many Regional CoC meetings did someone for their agency attend? (Questions 2-7)

- 1 pts. Attend at least one required Regional CoC meeting
- 0 pts. Did not attend any Regional CoC meetings

Homeless Participation:

Applicant clearly identified at least one homeless or formerly homeless person on board of directors. (Question 1)

- 5 pts. Identified at least one (or not a non-profit applicant)
- 0 pts. Did not identify at least one