



FY 2022 Renewal Project
Local Rank Tool
Adopted 8-3-2022

PROJECT NAME and COMPONENT TYPE: _____

SCORING INSTRUCTIONS

For full instructions, please consult the Local Rank Tool Instructions sheet that accompanies the Local Rank Tool. For additional technical assistance, please consult the Collaborative Applicant through contact Adam Cheshire at acheshire@sjgov.org or 209-468-3399.

THRESHOLD (all projects)	Pass/Fail
Applicant has valid 501(c)3 status or proof of government entity	
Applicant attended informational session (new projects only)	
Applicant submitted Letter of Intent	
Project application material received by deadline	
Application is consistent with the Consolidated Plan	
Applicant has no County, HUD, or OIG findings	
Project complies with 24 CFR part 578	
Application demonstrates required 25% match	
Application will abide by all aspects of Housing First policy	
Project participants will sign a standard lease or rental agreement giving them permanent rights to tenancy in the units supported by/underwritten by CoC Program funds (For Permanent Supportive Housing and Rapid Re-Housing projects only)	

APPLICANT AND PROJECT CAPACITY (19%, 9 points)	Source	Points	Rubric	
<u>1:</u> Active participant in San Joaquin Continuum of Care <i>(Experience and capacity)</i>	Collaborative Applicant	2 points	Attended at least 50% of SJCoC general membership meetings in past 12-month period	2
			No	0
<u>2:</u> Annual audit or independent financial review <i>(Experience and capacity)</i>	LOI	2 points	Yes	2
			No	0

3: HMIS participation with active entry of data in past 3 months <i>(Experience and capacity)</i>	HMIS Lead Agency	2 points	HMIS with active data entry	2
			No active data entry	0
4: Data Error Rate for all Personally Identifying Information meets HMIS Data Quality Standards. <i>(Experience and capacity)</i>	HMIS — APR Question 6a	1.5 points	.25 pts per each category that meets data standard	
			Name - error rate 2% or less	0.25
			Social Security number - error rate 80% or less	0.25
			Date of Birth - error rate 2% or less	0.25
			Race - error rate 4% or less	0.25
			Ethnicity - error rate 4% or less	0.25
5: Data Error Rate for all Universal Data Elements meets HMIS Data Quality Standards. <i>(Experience and capacity)</i>	HMIS — APR Question 6b	1.5 points	.25 pts per each category that meets data standard	
			Veteran Status - error rate 2% or less	0.25
			Project Start Date - 0% error rate	0.25
			Relationship to Head of Household - 0% error rate	0.25
			Client Location - error rate 4% or less	0.25
			Disabling Condition - error rate 4% or less	0.25
			Free quarter point for all projects	0.25

Subtotal: _____

PROJECT DESIGN (36%, 17 points)

	Source	Points	Rubric	
1: Project type — PSH or RRH <i>(Local priority)</i>	Application	2 points	PSH	2
			RRH	1
			Other project type	0
2: Project description provides entire scope of the proposed project. Narrative clearly demonstrates: <ul style="list-style-type: none"> • an understanding of the clients to be served and their needs • the type, scale, and location of the housing fit the needs of clients to be served 	Application - 3.B-1 / Supplemental Questionnaire	6 points	3 possible points per bullet	
			Thoroughly demonstrated	3
			Minimally demonstrated	1
			Not demonstrated	0
3: Project application demonstrates support services that will assist households to obtain permanent housing. Application should clearly mark and demonstrate that the type, scale, and delivery method of supportive services meets the needs of clients to be served.	Application - 4.A-1 (Supportive Services for Program Participants)	3 points	Thoroughly demonstrated	3
			Minimally demonstrated	1
			Not demonstrated	0
4: Project LOI describes how project aligns with SJCoC Strategic Plan on Homelessness. Application should clearly describe: <ul style="list-style-type: none"> • the need gap the program addresses • how it aligns with action priorities of the SJCoC Strategic Plan on Homelessness 	Supplemental Questionnaire	6 points	3 possible points per bullet	
			Thoroughly demonstrated	3
			Minimally demonstrated	1
			Not demonstrated	0

Subtotal: _____

PROJECT PERFORMANCE (45%, 21 points)

	Source	Points	Rubric	
<u>1:</u> RRH - % of persons enrolled in RRH who exit to permanent housing <i>(System-wide Performance Measure 7)</i>	System Performance report from HMIS - 7.b-1	6 points	> 79%	6
			79% to 51%	5
			50% to 40%	4
			39% to 35%	3
			34% to 30%	2
			29% to 3%	1
			< 3%	0
<u>1:</u> PSH - % of persons enrolled in PSH who exit to or maintain permanent housing <i>(System-wide Performance Measure 7)</i>	System Performance report from HMIS - 7.b-2	6 points	100% to 99.5%	6
			99.4% to 98.2%	5
			98.1% to 97%	4
			96.9% to 95.5%	3
			95.4% to 94.1%	2
			94% to 88.2%	1
			< 88.2%	0
<u>2:</u> RRH - % of participants who obtain housing via RRH who exit to permanent housing	Custom Looker Report	6 points	> 79%	6
			79% to 51%	5
			50% to 40%	4
			39% to 35%	3
			34% to 30%	2
			29% to 3%	1
			< 3%	0
<u>2:</u> PSH - % of participants who obtain housing via PSH who exit to or retain permanent housing	Custom Looker Report	6 points	100% to 99.5%	6
			99.4% to 98.2%	5
			98.1% to 97%	4
			96.9% to 95.5%	3
			95.4% to 94.1%	2
			94% to 88.2%	1
			< 88.2%	0
<u>3:</u> RRH - % of persons 18 and older who obtain housing via RRH who increased earned income at exit <i>(System-wide Performance Measure 4 — Use SP report in HMIS)</i>	System Performance report from HMIS	4 points	> 38%	4
			38% to 19%	3
			18.9% to 10%	2
			9.9% to 7.7%	1
			< 7.7%	0

3: PSH - % of persons 18 and older who obtain housing via PSH who increased total income at exit/retention <i>(System-wide Performance Measure 4 — Use SP report in HMIS)</i>	System Performance report from HMIS	4 points	> 38%	4
			38% to 19%	3
			18.9% to 10%	2
			9.9% to 7.7%	1
			< 7.7%	0
4: RRH and PSH - Average bed/unit utilization rate <i>(Project Performance — Compare actual households housed to contract; Use most recent calendar year; based on Units, not persons)</i>	Custom report from HMIS / Project Application	5 points	> 90%	5
			89% to 80%	4
			79% to 65%	3
			64% to 50%	2
			49% to 35%	1
			< 35%	0

Subtotal: _____

PROJECT NAME and COMPONENT TYPE: _____

TOTAL SCORES for Renewal Projects

THRESHOLD		All pass (Y/N?)	
APPLICANT AND PROJECT CAPACITY	19%		Score:
PROJECT DESIGN	36%		Score:
PROJECT PERFORMANCE	45%		Score:
Total out of 47 possible points	100%		TOTAL: 0

Notes to System Performance and Evaluation Committee

— End of Local Rank Tool for Renewal Projects —