



**FY2025 RANK & REVIEW RENEWAL APPLICATION  
PART 1: DATA & OBJECTIVE MEASURES SECTION**

Note: this section of the application is based on Federal Fiscal Year 24 APR reports (10/1/2023-9/30/2024). The data that has been submitted to HUD via Longitudinal Systems Analysis (LSAs) is used to Evaluate Projects\*.

*\*Only persons/household that have an entry (i.e., intake, admission, and move-in date) in HMIS in FFY24 are captured in the data assessed.*

Organization Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

Application Contact Person: \_\_\_\_\_

Project Type:  PSH       RRH       TH       SSO

What is your HUD PIN for this Grant: \_\_\_\_\_

**OBJECTIVE CRITERIA:**

*This section must be worth 33% of the total points available on this application. In this Tool, objective criteria makes up 37% of the points available in this application.*

**1. Utilization Rate:** Using the FY24 Project Application and Federal Fiscal Year 2024 (FFY24) APR, complete the chart below to calculate utilization rate (round up to closest whole number).

Projected number served during average PIT (Esnaps Project Application Question 5A)	Actual number served during PIT (APR Questions 7b and 8b)		
		Persons	Households
Persons: _____	January		
	April		
	July		
Households: _____	October		
	Average:		



**Persons:** Average of Actual \_\_\_\_\_ / Projected \_\_\_\_\_ = **Utilization** \_\_\_\_\_ %

**Households:** Average of Actual \_\_\_\_\_ / Projected \_\_\_\_\_ = **Utilization** \_\_\_\_\_ %

What was your project utilization of households *or* persons served during the year? (use the higher of the two percentages)

20pts= 95-100%; 15 pts =94-89%; 10pts = 88-80%; 5 pts=79-70%;0 pts = < 70%

**Points Earned:** \_\_\_\_\_

**2. Timely ELOCCS Drawdowns** **Max 5 Points**

Did the project draw down funds from ELOCCS at least quarterly in the most recently ended contract?

*To receive full points, please attach copies of last three drawdowns from the most recently ended contract.*

**Yes - 5 Points**     **No - 0 Points**

**3. Spending Down Funding** **Max 10 Pts**

What *percentage* of funding from your most recently ended contract was unspent and returned to HUD? *To receive full points, please attach a copy of the last drawdown from the most recently ended contract.*

% \_\_\_\_\_

0%= 10 pts; 1%-10%= 8pts; 11%-20%= 5 pts; 21%-40%= 2 pts; 40%≤=0 pts

**Points Earned:** \_\_\_\_\_

**4. Data Quality & Completeness (project specific):** **Max 5 Pts**

FY24 APR Q6: Is there an error rate of more than 5% in any of the following HMIS elements: PII, Universal Data, Income and Housing?

**For more information see Attachment 1, source: FFY24 APR Q6**

**Yes- 0 points**     **No-5 points** **Points Earned:** \_\_\_\_\_



**5. Timeliness of Data Entry**

**Max 3 Pts.**

Do you have any number of project start records at 11+days? (Use provided data attachment to respond, which only includes households newly entered into program within the federal fiscal year).

For more information see Attachment 2, source: FFY24 APR Q6E

- Yes-0 points     No-3 points

**Points Earned:** \_\_\_\_\_

**6. Service Agreements and MOUs**

**Max 20 Pts.**

Does your agency have Service Agreements or MOU's with any of the following service programs? You will receive 4 points for each selected. *You will need to submit a copy of this agreement with your completed application to receive points.*

- Healthcare organizations
- Mental Health Service Providers
- Substance Use Providers
- Childcare Organizations (Headstart, Public Pre-K, Federal Home Visiting Programs, etc.)
- Workforce Development Programs

**Points Earned:** \_\_\_\_\_

**7. CoC Participation (0-5 pts)**

**Max 5 Pts**

Does the project or agency staff regularly (at least 50% of meetings) participate in any of the following CoC committees? *Participation will be confirmed by the Collaborative Applicant using Membership and Committee Rosters/Attendance Lists.*

- Yes- Membership Meetings only (3 pts)
- Yes- Membership Meetings and at least one committee (5 pts)
- No- (0) pts

<input type="checkbox"/> Board	<input type="checkbox"/> HMIS Advisory	<input type="checkbox"/> Coordinated Entry
<input type="checkbox"/> Membership	<input type="checkbox"/> Local HHTF Mtg.	<input type="checkbox"/> RRJAC
<input type="checkbox"/> Executive Committee	<input type="checkbox"/> Rank & Review	<input type="checkbox"/> Regional DV Mtg.
<input type="checkbox"/> HHTF Lead Meeting	<input type="checkbox"/> Reg. Youth Homelessness	

**Points Earned:** \_\_\_\_\_





**SYSTEMS PERFORMANCE DATA:**

*This section must be worth at minimum 20% of the total points available in this application. In this tool, systems performance makes up 25% of the total points available.*

**11. Length of Time between Project Start Date and Residential Move-in Date      Max 2 Pts**

This question measures the average time it takes for a client who is entered into your project to move into a permanent housing destination. *This question is weighted in the final score for site-based projects.*

On FFY24 APR Q22c, refer to the column “Average length of time to housing”.

This question is weighted in the final score for Transitional Housing projects for FY25

**14 days or less= 2 pts; Greater than 14 days = 0 pts**

**Points Earned: \_\_\_\_\_**

**12. Positive Outcomes (Attachment 4)      Max 20 Pts**

For PSH, RRH, and TH, programs, an outcome is positive if a client is a stayer or exited to a PH destination. Use **Attachment 4** to see project score.

**Scoring ranges created based on a standard deviation.**

**Points Earned: \_\_\_\_\_**

**13. Exits to Homelessness (Attachment 5)      Max 20 Pts**

Please use **Attachment 5** showing all project leavers and note the project score based on those who exited to the shelter or the street.

**Scoring ranges created based on a standard deviation.**

**Points Earned: \_\_\_\_\_**

**14. Income Growth (Attachment 6a and 6b)      Max 20 Pts**

Source: FFY24 APR Q19. Cash Income – Changes over Time

**Scoring ranges created based on a standard deviation.**

**14a. What percentage of clients (leavers) gained or increased employment income or non-**

**employment income at program exit?** Use attachment 6a. to see project score.  
 (10 points)

*\*This question will be weighted in the final score if your project had no leavers in the year analyzed.*

**Points Earned:** \_\_\_\_\_

**14b.** What percentage of **clients (stayers)** gained or increased **employment income or non-employment income between start and annual assessment?** Use attachment 6b. to see project score. (10 points)

*\*This question will be weighted in the final score if your project had no stayers with annual assessments.*

**Points Earned:** \_\_\_\_\_

**SEVERE SERVICE BARRIERS**

**15. Physical and Mental Health Conditions- Number of conditions at Start**      **Max 5 Pts.**

*\*This question will be weighted in the final score for TH and RRH projects.*

**For more information, see Attachment 7, source: FFY24 APR Q13 a2- Number of Conditions at Start. Scoring ranges created based on a standard deviation.**

Projects serving clients with 2 or more conditions at project entry may be considered as serving those with the most severe service needs. This question awards points to projects serving those with 2 or more conditions at entry.

*To calculate the percentage of clients with 2+ conditions at program entry, add APR Q13a2. Column 1 Row 3 and APR Q13a2. Column 1 Row 4 together. Divide by APR Q5 (Total Number of Persons Served).*

**Points Earned:** \_\_\_\_\_

**16. Percentage of Clients who entered with zero income**      **Max 5 Pts.**

Clients without any income have higher barriers to remain stably housed. This measure, based on APR Q18, identifies programs that are serving higher-needs clients by giving points to those projects that serve more clients with zero income at program entry.

*\*This question will be weighted in the final score for TH and RRH projects.*

**For more information, see Attachment 8, source: FFY24 Q18 Cash Income-Persons**



Scoring ranges created based on a standard deviation.

To calculate the percentage of adults with no income at program entry, divide APR Q18 Column 1 Row 4 by APR Q5 Row 2 (Total Number of Adults).

Points Earned: \_\_\_\_\_

**OTHER PART 1 QUESTIONS:**

**17. Coordinated Entry:**

**Max 10 Pts**

*Responses will be verified with the CE lead.*

**17a.** Does your project comply with HUD requirements and ONLY admit clients who have been referred through the Coordinated Entry (CE) process?

**Yes 4 pts**    **No 0 pts**

**17b.** Has your agency attended at least 75% of the bi-monthly SPOA/CE meetings in the last year?

**Yes 2 pts**    **No 0 pts**

**17c.** Have all agency staff participating in the Coordinated Entry process received the required CE and HMIS/CE in HMIS training? (For Victim Service Providers, do you have staff trained to participate in the comparable Coordinated Entry system and HMIS-comparable database?)

**Yes 2 pts**    **No 0 pts**

**17d.** Has your agency signed and returned to the CE lead agency the Coordinated Entry MOU?

**Yes 2 pts**    **No 0 pts**

Points Earned \_\_\_\_\_



**FY2025 RANK & REVIEW RENEWAL APPLICATION PART  
II – PROJECT / SYSTEM PERFORMANCE NARRATIVES**

**PROJECT INFORMATION**

Organization Name: \_\_\_\_\_

Project Name: \_\_\_\_\_

*The below information is provided to give reviewers an idea of your project. It is not scored.*

FY24 Funding Request: \_\_\_\_\_

Leasing \$ \_\_\_\_\_

Rental Assistance \$ \_\_\_\_\_

Supportive Services \$ \_\_\_\_\_

Operations \$ \_\_\_\_\_

Admin \$ \_\_\_\_\_

Number of beds as listed in Esnaps: \_\_\_\_\_

**PROJECT DESCRIPTION**

Please provide a brief project overview.

Please include:

- The target population/s and number of participants served
- Number of contracted beds/units/vouchers
- Project goals and achievements

Please explain:

- The primary services provided to participants
- Supplementary services available to participants



- How your project coordinates services with other funded and non-funded providers to leverage services (if applicable.).



**SUPPLEMENTAL QUESTIONS TO PART 1:**

*This is an opportunity to recoup points from Part 1. As such, the below questions' points are not added to the total number of points for this tool.*

**18. Utilization Rate**

**Max 7 points**

**This question should be answered only by projects that received less than 7 points on Question 1 of the 2025 Rank & Review Application in Part 1. Through this narrative, you have the opportunity to increase your points to 7 total on Part 1, Question 1.**

Please explain why your project did not achieve 95% utilization (In response to Question 1 on Part 1 Data Tool) for the number of projected /contracted households and/or persons served during FFY2024 (10.1.23-9.30.24)

- Up to 3.5 points if the agency has identified actions steps that they have taken to address/rectify under utilization
- Up to 3.5 points if the agency can reference more recent data to show that their utilization rates are increasing.



**19. Reducing Exits to Homelessness**

**Max 10 points**

**This question should be answered only by projects that received less than 10 points on Question 12 of the 2025 Rank & Review Application in Part 1. Through this narrative, you have the opportunity to increase your points to 10 total on Part 1, Question 12.**

Please discuss the strategies your project uses to reduce or prevent the number of households exiting your program to homelessness.

- Up to 5 points awarded if the narrative clearly describes how the project supports clients with maintaining housing and preventing returns to homelessness.
- Up to 5 points awarded if the agency can provide data to show that their efforts are successful in maintaining housing and preventing returns to homelessness.

**20. System Performance – Income**

**Max 10 points**

**This question should be answered only by projects that received less than 10 points on Question 13 of the 2025 Rank & Review Application in Part 1. Through this narrative, you have the opportunity to increase your points to 10 total on Part 1, Question 13.**

What support does your project provide to clients to increase/ maintain non-employment cash income and employment cash income?

- Up to 5 points awarded if the narrative clearly describes how the project supports clients

- with increasing/ maintaining non-employment cash income.
- Up to 5 points awarded if the narrative clearly describes how the project supports clients with increasing employment cash income and can provide data to show that their efforts are successful.

## **OTHER PART 2 QUESTIONS**

### **21. System Performance- Housing Stability & Reducing Returns to Homelessness**

**Max 5 points**

What strategies does your program use to ensure clients who exit to a permanent housing destination remain stably housed? (250 words or less)

- Up to 2.5 points awarded if the narrative clearly states the strategy your program uses.
- Up to 2.5 points awarded if the narrative clearly state(s) examples.



**22. Feedback from Clients**

**Max 5 points**

What proactive processes does your agency have to receive and incorporate feedback from persons with lived experience?

- Up to 2.5 points if applicant specifies the method that is used to solicit feedback and how often clients are asked for feedback about their programs and services
- Up to 2.5 points if applicant provides an example of feedback from a client that was implemented to make a positive change in the program.

**23. Staff with Lived Experience**

**Max 6 points**

Does your agency employ people with lived experience of homelessness? If so, are they involved in any decision-making or policy creation?

- Up to 2 points if agency employs people with lived experience of homelessness
- Up to 2 points if agency describes how employees with lived experience of homelessness are involved in decision-making and/or policy creation
- Up to 2 points if agency describes professional development opportunities for staff with lived experience of homelessness.



**24. Addressing HUD-Defined Severe Service Needs (i.e. for those exiting unsheltered homelessness, those seeking treatment & recovery services)**

**Max 12 points**

Describe the severe service needs of clients within your project, and why the services provided in your project are needed in the CoC to support clients. Please use local data (e.g., Coordinated Entry numbers) and examples to back up your claim if applicable.

- Up to 6 points if agency describes the ability to provide services and supports to a population (s) with the most severe service needs within the CoC (i.e. persons coming from unsheltered homelessness, persons seeking treatment and recovery services, persons in need of mental health services).
- Up to 6 points if the agency adequately demonstrates/cites evidence (can be anecdotal) of the need for their project in the community due to their capacity to serve those with the most severe service needs.



**25. Supporting Self-Sufficiency**

**Max 5 Pts**

One of the goals of CoC-funded programs is to provide services that result in self-sufficiency and independence of participants to the extent possible. Provide specific examples of accomplishments offered through your program that demonstrate participants' ability to live more independently. Examples will vary by program (i.e. housing stability, attaining or sustaining mainstream benefits, connecting participants to health, behavioral health or substance use disorder treatment, etc.).

**26. Dedicated Domestic Violence Projects *Only*- Positive Outcomes/Safety** **Max 5 points**

Outcomes considered positive for DV programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability and ensure safety for survivors of domestic violence across the CoC?

- Up to 2.5 points awarded if the narrative clearly describes positive outcomes through the DV provider lens.
- Up to 2.5 points awarded if the narrative clearly describes how the agency contributed to positive housing stability and ensure safety for survivors of domestic violence across the CoC.



**27. Dedicated Youth Projects *Only*- Positive Outcomes**

**Max 5 points**

Outcomes considered positive for youth programs may not be the same as positive outcomes for Permanent Supportive Housing programs. How does your agency contribute to housing stability across the CoC?

- Up to 2.5 points awarded if the narrative clearly describes positive outcomes through the Youth provider lens.
- Up to 2.5 points awarded if the narrative clearly describes how the agency contributed to positive housing stability across the CoC.