

**FY2025 RANK & REVIEW RENEWAL APPLICATION**  
**PART 1: DATA & OBJECTIVE MEASURES SECTION**  
**NY 520**

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 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: _____ Households: _____	January		
	April		
	July		
	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)

15pts= 95-100%; 10 pts =70-94%; 5 pts = 0-69%

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

**2. Voucher Submission**

**Max 5 Points**

a. Does the project submit vouchers for reimbursement of CoC funds to the UFA Program designee at least quarterly?

Yes 3 pts  No 0 pts

b. Does the project submit vouchers for reimbursement of CoC funds to the UFA Program designee at least monthly? (Responses will be verified by UFA staff)

Yes 2 pts  No 0 pts

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

**3. Spending Down Funding**

**Max 10 Pts**

What *percentage* of funding from your most recently ended contract was unspent and returned to HUD? *This information will be confirmed with the UFA staff, who will reference final vouchers and reconciliations.*

% \_\_\_\_\_

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 (0-10 pts)**

**Max 10Pts**

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 (8 pts)**
- Yes- Membership Meetings and at least one committee (10 pts)**
- No- (0) pts**

Board	HMIS Advisory
Membership	Systems/Strategic Planning
UFA Fiscal Advisory	Operations
Governance	Regional Youth, Racial Justice or DV Committees

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

**8. Monitoring (Responses will be verified by UFA Staff , utilizing monitoring reports)**

**Max 10 Pts**

a. Did your agency participate in the most recent Fiscal and/or Program Monitoring and provide all required documentation by the specified due date **with no findings?**

- Yes 10 pts**                       **No 0 pts**
- OR**

b. Did your agency participate in the most recent Fiscal and/or program monitoring and provide all required documentation by the specified due date **with any findings addressed by the deadline provided?**

Yes 6 pts

No 0 pts

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

**9. Priority Population**

**Max 10 Pts**

Check the corresponding box if your project is dedicated to serving the following priority populations per section 3B (#2) of your last Esnaps application.

*This information will be confirmed by the Collaborative Applicant staff, checking 3B of your most recently submitted application.*

**Mental Health and/or substance use disorders 10 pts**

**No priority population = 0 pts**

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

**10. Health Insurance**

**Max 5 Pts**

Calculate your percentage of stayers with health insurance at Annual Assessment.

**For more information see Attachment 3, source: FFY24 APR Q21 Column 2, Row 14, 15, and 16; APR Q5. Scoring ranges created based on a standard deviation.**

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

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 application.*

**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 will be weighted in the final score for site-based projects.*

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

**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-weekly 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 \_\_\_\_\_