

New Project Checklist and Scorecard

*Approved by the CVCoC Board on September 1, 2021*

*Note: This tool was established using the Continuum of Care (CoC) regulations as established by the US Dept. of Housing and Urban Development (HUD) (*[*24 CFR Part 578*](https://www.hudexchange.info/resources/documents/CoCProgramInterimRule_FormattedVersion.pdf)*) along with the* [*CVCoC Policies and Procedures*](https://static1.squarespace.com/static/5980d3fce58c621b60cca61f/t/5c6c6d406e9a7f29914609c7/1550609731199/CVCoC+Policies+and+Procedures+FINAL+2.6.2019.pdf)*.*

**Name of Proposed Project**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **PH Type**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Name of Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Describe your agency’s experience, training, certifications and/or achievements working with the priority subpopulation(s):**
2. **Is your agency eligible to apply for funding through HUD per the NOFO?** Yes No
3. **Does your agency have any recent audit findings (within the last 24 months)?** *Please attach your most recently completed agency audit.*Yes No
4. **Does your agency have any outstanding findings from HUD or DHCD on any other projects your agency operates?** Yes No
5. **Describe your agency’s experience managing federal or state grants:**
6. **Describe how this new project will meet an unmet need in the homeless response system. If you are a victim service provider, describe how your project will improve the safety of the population you serve.**

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| Part A: Application Summary | | Max Points | Source | Project Score |
| Project is eligible for the program component type selected | | 5 | *Project Application* |  |
| Information provided in the project application and proposed activities are eligible and consistent with program requirements in the Rule | | 5 | *Project Application* |  |
| The project narrative is fully responsive to the question being asked and meets all the criteria for the questions as required by the HUD NOFO | | 5 | *Project*  *Application* |  |
| The data provided in the project application is consistent | | 5 | *Project Application* |  |
| The attachments correspond to the list of attachments in e-snaps and contain accurate and complete information dated between August 1, 2021 and November 16, 2021 | | 5 | *Project Application* |  |
|  | **Part A Subtotal (Max possible points 25):** | | |  |
|  | | | | |
| Part B: Project Design | | Max Points | Source | Project Score |
| Permanent Supportive Housing prioritizing Chronically Homeless | | 10 | *Project Application* |  |
| Permanent Supportive Housing prioritizing DedicatedPlus | | 5 | *Project Application* |  |
| Rapid Re-Housing prioritizing the following households types: households with children, unaccompanied youth, veterans, and households belonging to the Category 4 homelessness definition under the HEARTH Act | | 10 | *Project*  *Application* |  |
| TH-RRH project prioritizing households belonging to the Category 4 homelessness definition under the HEARTH Act | | 10 | *Project*  *Application* |  |
| Any PH project not prioritizing a prioritized sub-population | | 0 | *Project Application* |  |
|  | **Part B Subtotal (Max possible points 10):** | | |  |

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| Part C: Vulnerabilities of Population Served | | Max Points | Source | Project Score |
| Uses the household’s VI-SPDAT score to prioritize openings- with higher scores having preference | | 5 | *Project Application* |  |
| Housing First and/or Low Barrier implementation with rapid placement in housing | | 5 | *Project*  *Application* |  |
| If a victim service provider, the project demonstrates how it will increase safety for the population served | | 5 | *Project*  *Application* |  |
| 100% literally homeless prior to entry | | 5 | *Project Application* |  |
|  | **Part C Subtotal (Max possible points 20):** | | |  |

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| Part D: HMIS Implementation | | Max Points | Source | Project Score |
| Project agrees to enter HMIS or, if a victim service provider a comparable database | | 5 | *Project Application* |  |
|  | **Part D Subtotal (Max possible points 5):** | | |  |
|  |  | | |  |
| Part E: Central Virginia Continuum of Care (CVCoC) Participation | | **Max Points** | **Source** | **Project Score** |
| Participation in the CVCoC Coordinated Entry wherein all vacancies are filled through this process | | 15 | *Project Application* |  |
| Active member of the CVCoC and on one or more CVCoC Committees | | 10 | *CVCoC Membership Records* |  |
|  | **Part E Subtotal (Max possible points 25):** | | |  |

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| Part F: Financial | | Max Points | Source | Project Score |
| Project has reasonable costs per permanent housing exit, as defined locally | | 5 | *Project Application* |  |
| Project is financially feasible | | 5 | *Project Application* |  |
| Documented, secured minimum match | | 5 | *Project Application* |  |
|  | **Part F Subtotal (Max possible points 15):** | | |  |

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| **Total of all parts (Max possible points 100):** |  |

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*Signature of Organization CEO/Executive Director* *Date*

*Prepared by CoC Lead Agency Program/CoC-Homeless Systems Coordination/HUD CoC Grant Submissions/FY21 New Project Checklist and Scorecard*