



MUSKEGON COUNTY
Homeless Continuum
of Care Network

FY2024-2025 HUD COC PROGRAM COMPETITION RENEWAL/NEW/BONUS PROJECT SCORECARD

Applicant Name:	Project Name:
Reviewer Name:	Date Reviewed:

Renewal Final Score	
Maximum Score Possible	275
Total Project Score	
Score Percentage	

New/Bonus Final Score	
Maximum Score Possible	190/ DV 205
Total Project Score	
Score Percentage	

Project Quality Requirements
Renewal projects must ensure they continue to meet HUD thresholds for funding. 33% Objective 20% SPM

Please note that the numbered questions on the application correspond with the numbered scoring areas below.

Eligibility Thresholds	Possible Points: 5	Section Score:
V. Has your organization been monitored by HUD or an entity other than HUD for federal, state or local funding (ESG, CDBG, etc) in the past three (3) years? (objective)		
Findings fulfilled	5	
Findings unresolved	0	

Project Description	Possible Points: 30 Possible Deductions: -5	Section Score:
1. Project Narrative (score on a range 10-0)		
Clear description of what the project does/will do	8-10	
Missing key points	4-7	
Unclear description of the project	0-3	
2. What is the project's target population?		
		Not Scored
3. Number Served (Objective)		
Same or more served than the number projected	0	
Fewer served than number projected	-5	
4. Bed and Unit Count		

		Not Scored
5. Does/Will the agency follow the Orders of Priority (Objective)		
	5	
6a. Coordinated Entry Referrals (Objective)		
All	5	
Some-None	0	
6b. Coordinated Entry Unserved		
		Not Scored
7a. Housing First (Objective)		
Implements Housing first	5	
Does not Implement Housing first	0	
7b. Housing First Assessment		
Checklist completed, full assessment with improvements	4.5-5	
Some effort apparent	2-4	
Minimal to no effort	0-1.5	

Supportive Services	Possible Points: 10	Section Score:
8. How will clients be assisted in maximizing their ability to live independently?		
<i>Score given according to the detail provided in plan/process: Applicant has a policy or procedure in place to avoid eviction that includes mediation with landlords, repayment plans, elective moving into a new unit, etc Applicant has a policy or procedure in place to avoid termination that includes finding alternate housing</i>	5	
9. Describe the specific plan to coordinate and integrate with other mainstream health, social services, and employment programs for which program participants may be eligible.		
<i>Score given according to the detail provided in plan/process: Applicant has a plan that details relationships with specific entities. Full points where applicant has MOUs or written agreements with other entities</i>	5	
10a. What supportive services will be provided in this project by the applicant?		
		Not Scored
10b. What supportive services will be provided by community partners with an MOU?		
		Not Scored

Applicant Agency Process	Possible Points: 30	Section Score:
11. Applicant participates in CoC Committees (Objective)		
Yes	5	
No	0	

12. How will the Project engage those with the most severe needs or vulnerabilities, disabilities or limited English proficiency per the MCHCCN CoC/HUD prioritization policies		
	5	
13a. What percent of participants experience at least one of the following barriers to housing:		
		Not Scored
13b. Explain how these participant barriers can impact the Project's performance and how the Project works to overcome those barriers. Identify specific action steps being taken.		
		Not Scored
14. Eviction and Project Termination Prevention		
All of the criteria are met	2.6 - 5	
A large amount of the criteria are met	0.5 - 2.5	
Some of the criteria are met	0	
<i>Narrative review: Does the narrative warrant further consideration in scoring?</i>		
15. Caseload Size (Objective)		
Caseload size is 25:1 or less	5	
Caseload size is greater than 25:1	2.5	
Caseload size is greater than 30:1	0	
<i>Narrative review: Does the narrative warrant further consideration in scoring?</i>		
16. Are there any outstanding Civil Rights matters, delinquent Federal debts, debarment or suspensions from doing business with the federal government? (Objective)		
Yes	5	
No	0	
17. Approved Code of Conduct is on file with HUD? (Objective)		
Yes	5	
No	0	
18. Who is the agency contact person knowledgeable about Fair Housing and HUD priorities?		
		Not Scored

Equity Factors	Possible Points: 45	Section Score:
19. What has the applicant done to reduce barriers to services and successful outcomes for all participants with attention paid to barriers for BIPOC, LGBTQ+, and persons with disabilities?		
Dedicated effort with measured outcomes	6 - 8	
Some effort, some outcomes noted	2-5	
Little to no effort	0-1	
20. How has the applicant improved practices to review project outcomes with a racial equity lens?		
Dedicated effort with measured outcomes	6 - 8	
Some effort, some outcomes noted	2-5	
Little to no effort	0-1	

21. What has the applicant done to increase racial and ethnic diversity within staff and leadership, including Board positions?		
Dedicated effort with measured outcomes	6 - 8	
Some effort, some outcomes noted	2-5	
Little to no effort	0-1	
22.. Does the applicant explain an adequate process for receiving and incorporating feedback from project participants?		
Dedicated effort with measured outcomes	6 - 8	
Some effort, some outcomes noted	2-5	
Little to no effort	0-1	
23. Does the applicant have adequate participation in the agency and the project from homeless and formerly homeless persons currently and future plans to improve?		
All of the criteria are met	6 - 8	
A large amount of the criteria are met	2-5	
Some of the criteria are met	0	
<i>Narrative review: Does the narrative warrant further consideration in scoring?</i>	Click here	
24. Subrecipient Monitoring (if applicable)		
All of the criteria are met	2.5 - 5	
A large amount of the criteria are met	1 - 2.5	
Some of the criteria are met	0 - 1	

ONLY New CoC Bonus and DV Bonus Projects	Possible Points: 70	Section Score:
25. Has the applicant received Federal funds before? (Objective)		
Yes	5	
No	0	
26. Has the applicant received State or Local funds before? (Objective)		
Yes	5	
No	0	
27. Describe the experience of the applicant in utilizing federal funds and performing the activities proposed in the application.		
<i>Score according to the detail provided on the following: Any experience with completing federal applications Any experience with tracking expenditures and providing reports on federal funds received Any experience communicating with federal offices regarding funds received</i>	10	
28. Describe your organization's experience in leveraging Federal, State, local and private sector funds.		
<i>Score given according to how well the applicant details the following: Any experience with securing match funds for projects. Experience with accounting practices to track funding sources separately.</i>	5	

29. Describe the applicant's financial management structure.		
<i>Score given according to how well the applicant details the following: Include financial reporting, record keeping, accounting systems, payment procedures, procurement processes, audit reports, and internal controls such as separation of duties.</i>	5	
30. Describe the experience of the applicant in working with the proposed target population and in providing housing similar to what is proposed in the application.		
<i>Score according to the overview provided with the following references: Experience, expertise, and cultural fluency in serving the proposed target population Understanding the proposed housing resource and any experience or expertise in providing this resource Best practices, skills, and housing models understood by the applicant (and potential subrecipients) that would enable a successful project</i>	15	
31. Describe how the Project design will fit the needs of Project participants		
	5	
32. Describe the plan for rapid implementation of the project.		
<i>Score according to the detail provided on the following: How the project will avoid delays in starting the project as quickly as possible The milestones of the proposed project at 60, 120, and 180 days</i>	5	
33. Describe the key staff positions and qualifications of individuals who will carry out the project.		
<i>Score according to the detail provided on the following: Positions needed to fulfill this project Expectations of staff experience/education for each role</i>	5	
34. Estimated cost-effectiveness		
	Yes 5	
	No 0	
35. Will all participating households served in this project be recorded in HMIS or a comparable database? (Objective)		
	Yes 5	
	No 0	

ONLY DV-Bonus Applicants	Possible Points: 15	Section Score:
1. Project Narrative (score on a range 10-0)		
36. Describe the key staff positions and qualifications of individuals who will carry out the project.		
<i>Score according to the detail provided on the following: Positions needed to fulfill this project Expectations of staff experience/education for each role</i>	5	
37. Describe the key staff positions and qualifications of individuals who will carry out the project.		
<i>Score according to the detail provided on the following: Positions needed to fulfill this project Expectations of staff experience/education for each role</i>	5	

38. Comparable Database (Objective)		
Yes	5	
No	0	

Project Performance	Possible Points: 155	Section Score:
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This section will be completed by the Coordinator and HMIS Admin

39. What is the project's utilization rate? (Objective)		
90% or higher	5	
80-89%	2.5	
Less than 80%	0	

40. What percentage of the households were in the high need population defined as having zero income at start/entry? (APR 18) (Objective)		
70% or more	10	
60%-69%	8	
40%-59%	5	
Less than 40%	0	

41. What percentage of participants were in the high need population defined as having two or more physical or mental health conditions known at Start/entry? (APR 13.A.2) (Objective)		
More than 50%	10	
30%-49%	8	
20%-29%	5	
Less than 20%	0	

42. What percentage of the households served were in the high need population defined as chronically homeless? (APR Q26a.) (Objective)		
PSH: 90%, RRH: 75% or more	10	
PSH: 70%-79%, RRH: 50-74%	8	
PSH: 60%-69%, RRH: 25-49%	5	
PSH: Less than 40%, RRH: Less than 24%	0	

43. Cost-effectiveness		
Yes	5	
No	0	

44. Acceptable organizational audit/financial review? (Objective)		
Yes	5	
No	0	

45. Were draws completed at least quarterly in LOCCS? (Objective)		
Yes	5	
No	0	

46. Project allocation spent (objective)		
100%	5	
90%	0	

47a. Quarterly Scorecard - Data Quality (Objective)		
Max Points: 34	34	
47b. Quarterly Scorecard - Project Performance (SPMs) (Objective)		
Max Points: 66	66	

Requested Funds	Possible Points: 0	Section Score:
Deductions: -10		
48. Requested Funds Full Budget		
		Not Scored
39. Match		
Yes	0	
No	-5	
50. Underspending		
		Not Scored
51. Are the answers complete and correct based on attachments?		
Yes	0	
No	-5	