

**Permanent Supportive Housing
Scoring Sheet for Project Application**

Applicant: _____

Proposed Location of the Housing (town): _____

Scores:

I. Organizational Experience/Capacity and Collaboration	_____	of 25
II. Project Plan	_____	of 50
III. Priority Factors	_____	of 25
Total:	_____	of 100

I. ORGANIZATIONAL EXPERIENCE/CAPACITY AND COLLABORATION (25 POINTS TOTAL)

A. Organizational Experience/Capacity (25 points)

1. Assess the capacity of the applicant and collaborating organizations. Include consideration of factors such as length of existence, breadth and sophistication of current program activities, staff capacity, tenure and experience of board members, financial capacity of fiduciary, and performance on previous contracts.
2. Experience and track record of the applicant (and collaborating organizations) in the delivery of supportive services to individuals who require a level of such services in order to live independently.
3. Experience and track record of the applicant (and collaborating organizations) in performing the service role it is proposing to play in the project, if any (i.e., in the provision case management services or other supportive residential or community based services) and experience in working with the targeted population (s), including persons experiencing chronic homelessness.
4. Experience and track record of the applicant (and collaborating organizations) in performing the housing role it is proposing to play in the project, if any (i.e., in the ownership or management of rental for the rental for the targeted population (s), in subsidy administration, in operating a scattered site leasing program, etc.).

Comments: _____

II. Project Plan (50 points total)

A. Overall Feasibility and Coherence (8 points)

The overall coherence, comprehensive and feasibility of the applicant's project plan, including the applicants' understanding of the goals of the Permanent Supportive Housing initiative.

B. Service Plan (25 points)

1. **Quality of the Service Plan**

The quality of the applicant's Service Plan, including the degree to which the services will have a positive impact on the self-sufficiency of the tenants, and its consistency with the Permanent Supportive Housing Program Guidelines.

Look at factors such as:

- ✓ Does it clearly articulate the service structure, roles of the team members, and how the team will be coordinated?
- ✓ To what extent does it demonstrate an understanding of the needs of the population to be served?
- ✓ Does it show a clear relationship between the type of supportive services provided and the needs of the population to be served?
- ✓ To what extent does it demonstrate a plan for outreach to the target population(s), particularly persons experiencing chronic homelessness? To what extent does the applicant identify how it will access the local Coordinated Access Network and utilize the Vulnerability Index Services Prioritization Decision Assistance Tool (VI-SPDAT) in order to identify the individuals that will be served by the program?
- ✓ Are the services designed principally to help tenants achieve self-sufficiency rather than meet emergency needs?
- ✓ To what extent does it incorporate employment and natural supports (families, peers, faith communities)?
- ✓ Does it articulate strategies for relapse prevention and management?
- ✓ Under what circumstances, if any, would a client be "discharged" from Permanent Supportive Housing services? How well do these circumstances fit with the goal of ensuring that services are available for as long as is needed by the individual client?
- ✓ Is participation in services required as a condition of tenancy or receipt of a housing subsidy?
- ✓ To what extent does the service approach incorporate the essential components, core competencies and values in the RFP?
- ✓ Is the service budget reasonable?
- ✓ Degree of linkage with existing rehabilitation, employment, education, healthcare and treatment systems.

C. Housing Plan (17 points)

1. **Quality of the Housing Plan**

The quality of the submitting organization's Housing Plan and its consistency with the Permanent Supportive Housing Program Guidelines.

Look at factors such as:

- ✓ Does the proposal clearly delineate how many individuals will be housed at any one time, the number and size of targeted apartments, where they will be located, and the timetable when housing units will be available for occupancy?
- ✓ Does the housing plan specify how tenants will be identified, selected, and able to access housing within 90-120 days from date of contract?
- ✓ Is the applicant's participation in Permanent Supportive Housing contingent on the use of a specific site? If so, what is the site, where is it, and what is its ownership status?
- ✓ Does the type and scale of the housing fit the needs of the people to be served?
- ✓ To what extent will the applicant undertake strategies to ensure the safety of the tenants, access to transportation and amenities, and housing quality?
- ✓ What conditions will be placed on the entry of individual into the housing? Are these conditions consistent with Permanent Supportive Housing goals?

- ✓ To what extent will the applicant assist the target population in identifying housing units and negotiating with landlords?
- ✓ To what extent does the outreach, referral and tenant selection plans reduce barriers to housing access and engage with applicants coming from emergency shelters and the streets?
- ✓ Is it clear who will hold the lease on the apartment?
- ✓ If the applicant is not applying for RAP subsidies, has a commitment of other rent subsidies been obtained?
- ✓ Degree to which the housing approach integrates housing units serving the targeted population (s) with units serving people without identified special needs.

Comments: _____

III. Priority Factors (25 points total)

A. Addressing Chronic Homelessness/Priority Populations (8 points)

Degree to which the applicant proposes to serve, among the target population, individuals and families who are experiencing chronic homelessness, (defined in Appendix 1). Degree to which the applicant proposes to serve one of the prioritized populations within the chronic homeless population. The priority populations are elderly, veterans not eligible for VASH and frequent users of the criminal justice system.

B. Non-State Rental Subsidies/Leveraging Other Service Subsidies(5 points)

Submitting organization has secured a commitment of rental subsidies or subsidized units, from the local housing authority or other entity or is leveraging or secured additional funding for the provision of housing based case management services.

C. Coordinated Access/VI-SPDAT (8 points)

Degree to which the submitting organization has engaged the targeted communities in the planning and creation of the housing and services (e.g., engagement with the continuum of care and other community planning processes in identifying needs that have not been met, developing local solutions or models, and including groups traditionally left out of local planning processes, engagement in the local planning processes for developing the local Coordinated Access Network, and intent to use the Vulnerability Index/Services Prioritization Decision Assistance Tool (VI/SPDAT) to prioritize chronically homeless individuals for permanent supportive housing). If not yet engaged, are they planning to do so? Consistency of the proposed housing and services with local priorities (current and in development) for affordable or supportive housing.

D. Peers (2 points)

The extent using peers in the design of the service approach and the provision of services.

E. SOAR (2 points)

The use of SSI/SSDI Outreach, Access, and Recovery (SOAR) in assisting chronically homeless individuals with a serious mental illness obtain income.

Comments: _____
