

Program Name: _____

Evaluator: _____

CT YHDP Grant Management Team
Scoring Sheet for Project Applications

Applicant Organization Name: _____

Proposed Project Name: _____

Project Location (town(s)): _____ **Type of Project:** Youth Nav. RRH Crisis Housing

Reviewer's Name: _____

SCORES

Section 1 - Applicant Experience	_____	of 15
Section 2 - RRH only	_____	of 25
Section 3 - Crisis Housing Only	_____	of 25
Section 4 – YN Only	_____	of 25
Section 5 – Key Principles	_____	of 10
Section 6 – Youth Collaboration/Quality Assurance	_____	of 5
FINAL SCORE	_____	of 55

Section 1 - Organizational Experience, Capacity, and Commitment - 15 points	
<p>Overall experience and organizational capacity (8 points)</p> <p>Extent to which applicant:</p> <ul style="list-style-type: none"> ○ Appears to have the experience and capacity to operate this HUD funded program for persons experiencing homelessness. ○ Has experience successfully operating a similar housing/service program. ○ Has a clear organizational structure/financial accounting. ○ Has experience using and leveraging Federal Funds and is in good standing. ○ Has sufficient key staff to implement eligible activities. ○ Proposes staffing service hours that meet the needs of the clients. ○ Has been compliant with HUD/CoC requirements. ○ Has experience verifying HUD homeless status, income eligibility and other program intake factors. ○ Has capacity to fulfill reporting requirements and other YHDP requirements. ○ Has ability to serve entire CAN region. ○ Has HMIS experience ○ Is ready to proceed. 	Score
<p>Experience working with Young Adults (3 points)</p> <p>Extent to which applicant:</p> <ul style="list-style-type: none"> ○ Has prior experience providing housing to young adults, including those who are homeless or in unstable housing. ○ Has prior experience providing supportive services to young adults, including those who are homeless or in unstable housing. <p>Additional considerations:</p> <ul style="list-style-type: none"> ○ Were these housing/services to young adults provided in a similar program? ○ Does their experience involve a program solely dedicated to young adults? 	Score
<p>Budget (4 points)</p> <ul style="list-style-type: none"> ○ Budget is reasonable in relation to the proposed service area, number of clients, and services to be provided. ○ All proposed program/service costs adequately reflected in budget. ○ Budget for YHDP dollars does not include ineligible expenses (ineligible costs covered by other sources) 	Score

Section 2 – RRH Only - Effective CAN Collaboration/Support Services/Program Capacity - 25 points	
<p>CAN Collaboration (5 points)</p> <p>Extent to which the applicant:</p> <ul style="list-style-type: none"> ○ Clearly describes a specific and viable plan for how the project will participate in the CAN coordinated prioritization and referral process ○ Has experience participating in the CAN coordinated prioritization and referral process or accepting clients through this process. ○ Clearly describes a viable plan for obtaining referrals that will ensure the project operates at full capacity and serves only eligible people. ○ Has capacity to meaningfully participate in YETI meetings (identified assigned staff). 	<p>Score</p>
<p>Support Services/Outcomes/Capacity (20 points)</p> <p>Extent to which the applicant:</p> <ul style="list-style-type: none"> ○ Has experience administering RRH program. ○ Proposes sufficient/efficient case management ratio. ○ Explains how will create individualized housing plan with each client. ○ Clearly describes a viable plan for how eligible participants will be assisted to stabilize his/her crisis and obtain permanent housing. ○ Clearly depicts that the main focus of the program is housing stabilization and obtainment of permanent housing. ○ Clearly explains how participants will be assisted to maintain their housing unit. ○ Describes a sound plan for promoting independence for participants. ○ Describes the procedures that are in place to monitor progress of clients from entrance in to the program to permanent placement. ○ Describes ability to assist clients achieve independence within an average of 9 months. ○ Clearly describes how program will meet federal requirements, such as housing quality standards inspections, rent reasonableness, and other requirements under 24 CFR 578. ○ Clearly describes how will encourage and/or incentivize youth engagement in services or how will use peer orientation meetings or other strategies to engage youth in program. ○ Provides a clear plan to ensuring that participants are given an opportunity to secure mainstream benefits and other services. ○ Clearly describes successful discharge planning. ○ Describes a clear plan to assist households in increasing their income from any source and/or increase income through employment, attaining educational goals, and learning living skills based on individualized service plan. ○ Has strong partnerships (with mainstream employment organizations and other specialized service providers and community partners) to help achieve goals. 	<p>Score</p>

Section 3 – Crisis Housing Only - Effective CAN Collaboration/Support Services/Program Capacity - 25 points

<p>CAN Collaboration (5 points)</p> <p>Extent to which the applicant:</p> <ul style="list-style-type: none"> ○ Clearly describes a specific and viable plan for how the project will participate in the CAN coordinated shelter prioritization and referral process. ○ Has experience participating in the CAN coordinated prioritization and referral process or accepting clients through this process. ○ Clearly describes a viable plan for obtaining referrals that will ensure the project operates at full capacity and serves only eligible people. ○ Has capacity to meaningfully participate in YETI and CAN meetings (identified assigned staff). 	<p>Score</p>
<p>Support Services/Outcomes/Capacity (20 points)</p> <p>Extent to which the applicant:</p> <ul style="list-style-type: none"> ○ Has experience administering a crisis housing program. ○ Has a program design that includes privacy in bathroom (including a private, gender-neutral bathroom) and sleeping areas. ○ Proposes a location that includes lockable, reasonable, private storage space for each client’s belongings. ○ Has sufficient/efficient staff:client ratio ○ Proposes a location near public transportation. ○ Clearly describes a viable plan on how will assist clients to rapidly exit homelessness – obtain permanent housing (including reunifying with family) within 60 days. ○ Explains how will create individualized housing plan with each client. ○ Describes how will provide services to assist clients access the mainstream services that they need. ○ Describes the procedures that are in place to monitor progress of clients from entrance in to the program to permanent placement. ○ Clearly describes successful discharge planning. ○ Has strong partnerships (with mainstream employment organizations and other specialized service providers and community partners) to help achieve goals. ○ Clearly describes how will encourage and/or incentivize youth engagement in services or how will use peer orientation meetings or other strategies to engage youth in program. 	<p>Score</p>

Section 4 – Youth Navigators Only - Effective CAN Collaboration/Support Services/Program Capacity - 25 points

CAN Collaboration (5 points)

Score

Extent to which the applicant:

- Clearly describes a specific and viable plan for how the project will participate in the CAN process.
- Clearly describes how applicant will work with CAN/YETI to fill in coordinated entry gaps and complete responsibilities in coordination with partners.
- Has experience participating in the CAN coordinated entry and/or coordinated exit process.
- Clearly describes a plan that will ensure the project operates at full capacity and serves only eligible people.
- Has capacity to meaningfully participate in YETI and CAN meetings (identified assigned staff).

Support Services/Outcomes/Capacity (20 points)

Score

Extent to which the applicant:

- Has experience conducting CAN intake appointments.
- Has a hiring preference for YN who has experienced housing instability or homelessness.
- Clearly describes how will assist youth with rapidly connecting to mainstream services.
- Describes the procedures that are in place to monitor progress of clients from entrance into the program to permanent placement.
- Has a program design that includes all the responsibilities listed within the RFP.
- Clearly describes how will assist client’s to rapidly exit homelessness – obtain permanent housing (including reunification with family).
- Has strong partnerships (with mainstream employment organizations and other specialized service providers and community partners) to help achieve goals.
- Clearly describes how will assist youth with navigating the system.
- Clearly describes successful discharge planning.
- Clearly describes how will assist youth with removing barriers to housing (assistance with documentation, connection to services, etc.)

Section 5 – Key Principles – 10 points

	Score
<p>Extent to which the applicant:</p> <ul style="list-style-type: none"> ○ Demonstrates successful experience in operating a housing first program. ○ Clearly describes a program design that is consistent with a Housing First approach (i.e., A model of housing assistance that is offered: 1. without preconditions, such as sobriety or a minimum income threshold, or service participation requirements, and rapid placement and stabilization in permanent housing are primary goals 2. with client choice and self-determination, 3) with individualized and client-driven supports and 4) with persistent engagement.) ○ Demonstrates successful experience in providing services/assistance through a Positive Youth Development Approach. ○ Clearly describes a program plan that is consistent with Positive Youth Development (i.e. Program works to develop youths’ confidence, character, connections, competence and caring, leading to youth contributions.) ○ Ensures a culturally responsive delivery of services that recognizes and affirms diversity. ○ Clearly describes how will incorporate a trauma-informed approach to services/housing assistance. ○ Clearly describes how will tailor program (has partnerships) to serve needs of specific populations, such as survivors of sex trafficking, LGBTQ, formerly DCF-involved and other subpopulations. ○ Clearly describes how will promote social integration/community engagement ○ Clearly describes how will assist youth in achieving or improving healthy permanent connections 	

Section 6 – Youth Collaboration/Quality Assurance – 5 points

Youth Collaboration (3 points)

Score

Extent to which applicant:

- Has a clear plan for meaningful collaboration with young adults with lived experience in the design of the project
- Has meaningful youth collaboration in physical design of the project (crisis housing only)
- Has a clear plan for meaningful collaboration with young adult clients in the operation of the project
- Has a clear plan for meaningful involvement of young people with lived experience in the evaluation and continuous improvement of the project
- Has prior experience with youth collaboration that demonstrates this capacity and commitment
- Has a plan to pay young people for their involvement (i.e. stipends in the budget)
- Reflects management of youth collaboration in their description of key personnel.

Additional quality assurance (2 points)

Score

- Quality and completeness of internal quality assurance process.
- Quality assurance process include data review.