

2019 Home4Good Proposal Review Tool

Project Name: _____
 Organization: _____
 Project Type: _____

Project Review Score
_____ out of _____

PA-512 York City/County Continuum of Care Home4Good Proposal Review Criteria

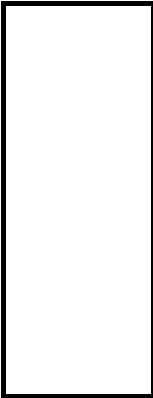
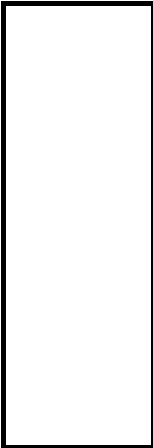
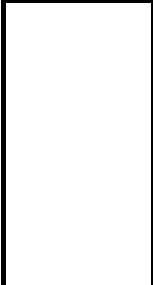
REVIEW FACTOR	PERFORMANCE GOAL	POINT SCALE	POINTS AWARDED	MAX POINT VALUE
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HOME4GOOD PROGRAM GOALS

Project Leads to Stable Housing	Home4Good is designed to support projects, programs, or activities that lead to stable housing for individuals & families who are currently homeless or at risk of being homeless.	2 pts - Prevention/Diversion: to assist households seeking to avoid homelessness in their current situation or diversion to an alternative option. 2 pts - Innovative Solutions: to end homelessness in PA-512. 2 pts - Critical Need: serving homeless households that are determined to be critically needed by the PA-512 CoC. 0 pts - The project is unclear as to how their request will lead to stable housing.	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	out of 6
Home4Good Program Goals Total			<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	out of 6

PROPOSAL EVALUATION

Narrative	Home4Good narrative is concise (one page), that highlights the need and expected impact of funding on that need. Narrative should identify which of the 3 H4G goals will be impacted. Applicant experience, capacity, and geographic scope must be included.	15 pts - Proposal meets all of the identified criteria outlined in the RFP: size, location of applicant and geographic scope, scope of activities, identifies which program goal is addressed and impact, applicant experience and capacity. 8 pts - Proposal meets some of the identified criteria outlined in the RFP for narrative but some details are unclear or missing. 0 pts - Proposal narrative is unclear on specifics of the need, goal, or other required conditions that prevent the CoC from understanding the scope of the proposal.	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	out of 15
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Program Design and Measures	<p>Proposals must provide detailed program design and implementation information to meet the goals of the proposal. This should include how the organization currently tracks and measures program outcomes, how the organization uses data-based practices to examine outcomes and track performance.</p>	<p>15 pts - Proposal meets all of the identified criteria outlined in the RFP for program design and measures. 8 pts - Proposal meets some of the identified criteria outlined in the RFP for program design and measures but some details are unclear or missing. 0 pts - Proposal is unclear on specifics of the program design and measures that prevent the CoC from understanding the scope of the program design and measures.</p>		out of	15	
Budget	<p>Proposals must include a complete budget, which includes the following:</p> <ol style="list-style-type: none"> 1. Total amount requested 2. Whether or not the proposal is 'all or nothing' 3. Sources and uses for match and/or leveraging funds including the percentage of funding from other sources 4. Status of funding availability (requested/ committed) including timeline for access to match/ leverage funds not yet committed 5. Commitment letters for <u>all</u> sources 6. Timeline for disbursement/expenditure of H4G funds (within 12 months of contract) 	<p>6 pts - Proposal meets all of the identified criteria outlined in the RFP for budget. 3 pts - Proposal meets some of the identified criteria outlined in the RFP for budget but some details are unclear or missing. 0 pts - Proposal is unclear on specifics of the budget that prevent the CoC from understanding the scope of the budget.</p>			out of	6
Partnerships	<p>Proposals must include documentation showing the project will be implemented in support of the CoC's strategic plan and in coordination with local organizations. Include a list of partner organizations and descriptions of their roles. Any project involved with a FHLBank member should disclose that information. Nonprofits must include proof of tax exempt status. Articles of Incorporation must be included.</p>	<p>6 pts - Proposal meets all of the identified criteria outlined in the RFP for partnership documentation. 3 pts - Proposal meets some of the identified criteria outlined in the RFP for partnerships but some details are unclear or missing. 0 pts - Proposal is unclear on specifics of partnerships, tax status, or is missing items that prevent the CoC from understanding the scope of the proposals partnerships.</p>				out of

Timeline	Proposals must show an overall funding timeline that provides milestone dates for utilization of funds. Proposals must indicate a readiness to begin immediately upon receipt of funding.	6 pts - Proposal meets all of the identified criteria outlined in the RFP for timelines. 3 pts - Proposal meets some of the identified criteria outlined in the RFP for timelines but some details are unclear or missing. 0 pts - Proposal is unclear on specifics of their timelines that prevent the CoC from understanding the scope of the proposals partnerships.		out of	6
Administrative Expenses	Proposals must limit administrative expenses to no more than five percent (5%) of total amount awarded.	4 pts - Proposal identifies 5% or less of total request for administrative expenses. 0 pts - Proposal identifies <u>more</u> than 5% of total request for administrative expenses. 0 pts - Proposal is unclear on amount of funding requested for administrative expenses.		out of	4
Home4Good Program Application Requirements	Proposal includes a fully-executed Home4Good Program Application (Appendix A in the RFP) as well as the Performance Metrics Form (Appendix B in the RFP).	6 pts - Proposal has submitted a fully executed Program Application. 0 pts - Proposal's Program Application is not fully executed and is missing forms or information		out of	6
Member Bank Co-Applicants on Project	From the RFP: "Proposals submitted through participating CoC's must have at least one participating member institution co-applicant, <u>but multiple member co-applicants are encouraged.</u>	4 pts - Multiple member co-applicants included on proposal 2 pts - One member co-applicant included on proposal 0 pts - No member co-applicants included on proposal		out of	4
Proposal Evaluation				out of	62
YORK CITY/COUNTY PRIORITIES EVALUATION					
Applicant Experience - Population	Home4Good applicant and/or partners have past experience with the population defined within the proposal.	6 pts - Both applicant and partners have past experience with the population defined in the proposal. 3 pts - Only partners defined in the proposal have past experience with the population. 0 pts - Past experience with the population defined in the proposal is not clear or missing from the proposal.		out of	6

Applicant Experience - Activities	Home4Good applicant and/or partners have past experience with the activities defined within the proposal.	6pts - Both applicant and partners have past experience with the type of activities defined in the proposal. 3 pts - Only partners defined in the proposal have past experience with the type of activities defined. 0 pts - Past experience with the type of activities defined in the proposal is not clear or missing from the proposal.		out of	6
Budget (Appropriate)	Budgeted costs are reasonable, allocable, and allowable	6 pts - Budget is appropriate for the proposal across all requested categories 3 pts - Budget has some unreasonable categories of request but overall proposal budget is acceptable 0 pts - Significant budget concerns identified in the proposal		out of	6
Leveraging of Other Resources	Home4Good proposal shows at least a 25% match or leveraging of resources from other sources for their project	6 pts - Proposal has a minimum of 25% of requested H4G amount in match/leveraging. 3 pts - Proposal does not meet the minimum requested 25% match/leveraging threshold, but provides match/leveraging sources. 0 pts - Proposal is unclear on specifics of source and or amount of match/ leveraging.		out of	6
Geographical Area Served	Home4Good proposal encompasses the full geographical area of the CoC.	6 pts - Proposal identifies coverage of the full geographical area. 4 pts - Proposal limits coverage, but provides rationale for the limitation 0 pts - Proposal is unclear on the coverage area.		out of	6
York City/County Priorities Evaluation				out of	30
PA-512's Strategic Plan Goals					

<p>Proposal aligned with CoC's Guiding Principles</p>	<p>Home4Good proposal is aligned with the CoC's 5 Guiding Principles:</p> <ol style="list-style-type: none"> 1. Every homeless person who needs housing and services can easily access them. 2. The system identifies and addresses the full range of housing and service needs of each homeless family and individual. 3. The time a person is homeless is minimized. 4. Every homeless person is treated with dignity and respect. 5. All county agencies maximize efforts to prevent homelessness. 	<p>4 pts - Proposal is aligned with all Guiding Principles that are appropriate for the scope. 2 pts - Proposal is aligned with some of the Guiding Principles that are appropriate for the scope. 0 pts - Proposal is unclear on how the Guiding Principles fit the scope.</p>	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	<p>out of 4</p>	
<p>CoC's Strategic Plan Themes</p>	<p>Home4Good proposal fits one or more of the CoC's 5 Themes:</p> <ol style="list-style-type: none"> 1. Increase Leadership, Collaboration, & Civic Engagement 2. Increase Access to Stable & Affordable Housing 3. Increase Economic Stability 4. Improve Health & Stability 5. Transform the Homeless Crisis Response System 	<p>4 pts - Proposal fits multiple Themes that are appropriate for the scope. 2 pts - Proposal fits at least one Theme that is appropriate for the scope. 0 pts - Proposal is unclear on how the Themes fit the scope.</p>		<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	<p>4</p>
<p>CoC's Goals to End Homelessness</p>	<p>Home4Good proposal moves the CoC's goals forward on ending homelessness for:</p> <ol style="list-style-type: none"> 1. Chronic homeless 2. Families with Children (under 18) 3. Youth (Unaccompanied or Parenting) 4. Individuals 	<p>4 pts - Proposal assists the CoC's goals of ending homelessness on 2 or more populations. 2 pts - Proposal assists the CoC's goals of ending homelessness for at least 1 population. 0 pts - Proposal is unclear on whether or not it will provide assistance to one of these populations.</p>			<div style="border: 1px solid black; width: 100%; height: 100%;"></div>
<p>PA-512's 10 Year Plan Goals</p>			<p>out of 12</p>		
<p>TOTAL SCORE</p>			<p>out of 110</p>		