

Attachment E

Application Scoring Sheet

2024 Keys to Home FL-508 RFP (DCF) – Project Review Evaluation Matrix

Organization Name: _____

Project Name: _____

Date: _____ Applicant Name: _____

FINANCIAL INFORMATION	
CoC Funding Requested	\$
Match Funds	\$
Total Project Cost	\$

APPLICANT ELIGIBILITY		
<i>A TOTAL OF 10 POINTS CAN BE AWARDED</i>	Points Awarded	Max Value
Applicant is a registered 501(c)(3)		1
Applicant is registered with the System for Awards Management (SAM)		1
Applicant proposal demonstrates the fiscal capacity to successfully and accurately manage multiple contracts, allocate funds, and track expenses by fund.		1
Applicant demonstrates adequate cash flow to support the cost-reimbursement nature of the grant, including a minimum of 2 months of reserves to support project operation and expenses		1
Applicant provided Articles of Incorporation		1
Applicant attested to having an active Board of Directors with the following components: bylaws, regular scheduled meetings, meeting minutes, and financial oversight.		1
Applicant demonstrated strong financial policies and procedures		1
Applicant organization is registered with the Division of Corporation (sunbiz.org)		1
Applicant is registered with the Florida Dept. of Agriculture & Consumer Services: Solicitation of Contributions		1
Applicant submitted match letter(s) in accordance with each grant applying for.		1
Total Points Awarded		10

LOCAL PRIORITIES, BEST PRACTICES AND SERVICES APPROACH		
<i>A TOTAL OF 20 POINTS CAN BE AWARDED</i>	Points Awarded	Max Value
Does the proposal identify and work to reduce chronic homelessness?		1
Does the proposal work to reduce unsheltered homelessness?		1
Does the proposal work to prevent homelessness or first-time homelessness?		1
Does the proposal work to reduce the length of time persons experience homelessness?		1
Does the proposal work to reduce the number of returns to homelessness?		1
Does the proposal work to increase retention of housing placements?		1
Does the applicant proposal demonstrate their organization follows best practices and services approach for one or more of the following: <ul style="list-style-type: none"> • Low Barrier • Housing First • Trauma Informed • Fair Housing and Equal Access <i>(1 point per best practice/approach)</i>		4
Does the proposal intend to serve rural counties (Bradford, Gilchrist, Levy, and/or Putnam)?		5
Does the Applicant organization reside in a rural county (Bradford, Gilchrist, Levy, and/or Putnam)?		5
Total Points Awarded		20

ADDITIONAL REQUIREMENTS		
<i>A TOTAL OF 15 POINTS CAN BE AWARDED</i>	Points Awarded	Max Value
Has the applicant been actively participating with the CoC for at least one year OR commits to participating?		4
Does the applicant participate in the CoC's Coordinated Entry System (CES) OR commit to participating in CES? Full points awarded if applicant effectively demonstrates participation through service as an entry point, accepting CoC referrals through CES, and/or attending Case Conferencing.		4
Does the applicant participate in the CoC's Homeless Management Information System (HMIS) or commit to participating in HMIS? Full points awarded if CoC HMIS Administrator confirms applicant has a demonstrated record of maintaining data quality.		4
Does the applicant attest to personnel requirements as outlined in RFP?		3
Total Points Awarded		15

HUD PRIORITIES		
<i>A TOTAL OF 25 POINTS CAN BE AWARDED</i>	Points Awarded	Max Value
Ending homelessness for all persons		2
Use a housing first approach		2
Reducing unsheltered homelessness		2
Improving system performance		2
Partnering with housing, health, and service agencies		5
Racial equity		5
Improving assistance to LGBTQ+ Individuals		5
Utilizing persons with lived experience		2
	Total Points Awarded	25

PROGRAM EXPERIENCE		
<i>A TOTAL OF 30 POINTS CAN BE AWARDED</i>	Points Awarded	Max Value
Applicant describes previous experience of working with proposed population, services to be provided and number of persons to be served in the application. If the Applicant includes discussion of any Evidence Based Practice (“EBP”), Evidence Informed Models (“EIM”)/Promising Practice (“PP”) to be used in the service delivery, they addressed model use, training, and potential fidelity issues.		10
Applicant describes the implementation and use of “housing first” approach via 1) Eligibility Criteria 2) Process for accepting new clients 3) process and criteria for exiting clients. Applicant demonstrates a history of permanent housing placements in a reasonable length of time.		10
Applicant describes experience undertaking and managing similar projects for people experiencing/at risk of homelessness and has sufficient management resources available to successfully implement a compliant program. Proposal describes the Applicant’s implementation of a quality management plan and expected service improvements for the proposed population of focus resulting from its implementation.		10
	Total Points Awarded	30

TOTAL APPLICATION POINTS: ____/100