



# 2017 HUD CoC Competition Evaluation Instrument

For all HUD CoC-funded projects in the Chicago  
Continuum of Care

**[PROJECT COMPONENT]**

*Must be completed by ALL CoC-funded projects within the Chicago CoC by February 27, 2017.*

## General Instructions

Each year, as the Collaborative Applicant, All Chicago carries out an evaluation of all agencies and projects applying for renewal HUD Continuum of Care (CoC) funds. **In 2017, all agencies receiving HUD CoC funding must submit an Evaluation Instrument.** This includes projects formerly classified as Supportive Housing Program (SHP), and Shelter Plus Care (SPC). SHP and SPC programs fund Permanent Housing (PH), Rapid Re-Housing (RRH), Safe Haven (SH), Transitional Housing (TH) and Supportive Service Only (SSO) programs.

The 2017 Evaluation Instrument contains 2 sections, the **Agency Component** (worth **17 points**) and the **Project Component** (worth **63 points**). All agencies must submit **one** Agency Component, followed by Project Components **for each project** receiving HUD CoC funding that had a grant period operating between January 1, 2016 to December 31, 2016. Please note, all former Shelter Plus Care, or Long Term Rental Assistance (LTRA), projects must submit an evaluation, regardless of renewal date. **All agencies are required to utilize the 2017 Instruction Manual to complete the Evaluation Instrument.** If you have questions, please email [CoCPrograms@allchicago.org](mailto:CoCPrograms@allchicago.org).

### Checklist for Submission

This checklist is provided to aid you in ensuring your submission is complete. Please refer to the Instruction Manual for information on how to submit the Evaluation Instrument.

#### Threshold Section

- Most Recently Submitted APR for the project (e-snaps)
- 2017 Evaluation Report from HMIS for the dates of January 1, 2016 to December 31, 2016 in Excel format (attached in Performance section)
- Threshold Waiver Request explanatory letter for **any “No”** response (*if applicable*)

#### B. Project Operations

- 2017 Recapture Spreadsheet

#### D. Leading Practices – Housing First

- Attach Written Eligibility Criteria for the project.

#### E. Project Performance and Consumer Outcomes

- 2017 Evaluation Report from HMIS for the dates of January 1, 2016 to December 31, 2016 in Excel format

## Cover Page

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### Agency & Project Information

Agency Name \_\_\_\_\_

Project Name \_\_\_\_\_

Project HUD Grant Number (for FY16) \_\_\_\_\_

HMIS Program ID(s) \_\_\_\_\_

### Primary Contact Information for Project Component

Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

Contact Title \_\_\_\_\_

Contact Address +  
City, St, Zip \_\_\_\_\_

Contact Email  
Address \_\_\_\_\_

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### Secondary Contact Information for Project Component (required)

Contact Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

Contact Email  
Address \_\_\_\_\_

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Other Contacts (feel free to list names and emails of up to 2 others you would like to receive information from All Chicago about this project)

Contact Name \_\_\_\_\_ Contact Email Address \_\_\_\_\_

Contact Name \_\_\_\_\_ Contact Email Address \_\_\_\_\_

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## Threshold Questions

Threshold questions must be answered affirmatively, if applicable, in order to be considered for renewal funding. If the question is applicable, and if an agency cannot answer affirmatively, an explanatory letter must be submitted for review by All Chicago. Reviewers may request additional information, and will determine if the agency is eligible for a Threshold Waiver.

- |   |  |  |
|---|--|--|
| <p><b>1. Project Utilization: Is your project at or above 80% capacity?</b><br/> <i>For projects with beds, data will be taken from the 2017 Evaluation Report, run for the dates of January 1, 2016 to December 31, 2016.</i></p> <p><i>Agencies must be at or above 80% for <u>all</u> of the following:</i></p> <ul style="list-style-type: none"> <li>• <i>Average bed utilization rate</i></li> <li>• <i>The 4 point-in-time bed utilization rates</i></li> </ul> <p><i>Agency self-report - Please list the number of beds and units this project has at full capacity, <u>according to your contract with HUD</u>: _____</i></p> | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | <p><i>All Projects must submit the 2017 Evaluation Report in Excel format</i></p> <p><i>DV Projects: complete based on most recently submitted APR</i></p> <p><i>SSOs will be verified using self-report</i></p> |
| <p><b>2. Did your project submit the most recent APR to HUD in e-snaps?</b><br/> <input type="checkbox"/> <i>Attachment of most recently submitted APR required.</i></p>  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | <p><i>Attachment of APR required</i></p>   |
| <p><b>3. Does your agency participate in HMIS for this project?</b><br/> <i>Participation is defined as making reasonable efforts to enter all required data elements for all clients.</i></p>  | <input type="checkbox"/> Yes<br><input type="checkbox"/> No<br><input type="checkbox"/> No-DV Exclusive Agency |  |
| <p><b>4. Is the project operating consistently with Chicago’s Program Models Chart (revised 2014)?</b><br/> <i>If Yes, please provide a detailed narrative which outlines the program model and how the components of the project are consistent with the <a href="#">Program Models Chart</a>.</i></p>   | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | <p><i>Narrative required if Yes</i></p>  |

5. Does this project serve families where there is at least one parent and one child?

Yes  
 No

*Question 5 is informational.*

*If No, agency can move on to Threshold Question 6. Project does not need to submit explanatory letter if project does not serve families.*

*If Yes, answer questions 5A-5C, which are Threshold questions.*

If Yes, please answer the following questions, which are Threshold questions for projects that serve families:

5A. Does the project accept all families with children 18 and under without regard to the age or gender of any child?  Yes  No

5B. Does the project ensure that a staff person has designated responsibility for ensuring that children are enrolled in school and connected to appropriate services in the community?  Yes  No

5C. Are the proposed project policies and practices consistent with the laws related to providing education services to individuals and families?  
 Yes  No

6. Does this project agree to take measures to ensure that the address or location of any family violence shelter project in the Chicago CoC, which is assisted with HUD CoC funds, will not be made public, except with written authorization of the person responsible for the operation of such project?

Yes  
 No

7. Is the project able to meet and document the minimum match requirement of 25% (minus leasing) at the time of grant execution?

Yes  
 No

*Projects are required to have match in place at the time of application and will be required to submit match documentation at the time of grant execution.*

8. According to HUD, does this project follow a Housing First Approach?

*Projects able to check Yes to all of the items below will be considered Housing First:*

8A. Does the project quickly move participants into permanent housing?

Yes  No

8B. Has the project removed the following barriers to accessing housing and services?

Yes to All

No

Having too little or no income

Active or history of substance abuse

Having a criminal record with exceptions for state-mandated restrictions

History of domestic violence (e.g. lack of protection order, period of separation from abuser, or law enforcement involvement)

8C. Has the project removed the following as reasons for program termination?

Yes to All

No

Failure to participate in supportive services

Failure to make progress on a service plan

Loss of income or failure to improve income

Domestic violence

Any other activity not covered in a lease agreement typically found in the project's geographic area.

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## A. Project Certification Checklist/ Site Visit Requirements

The certification checklist is a way for agencies to demonstrate compliance with the standards outlined by HUD and the Chicago CoC, without having to submit the extensive documentation required in the past. The checklist contains questions related to Grant Management, Housing Quality and Standards, Best Practices, Resource Linkage, and Policies and Procedures. The certification checklist must be completed and signed by the Authorized Representative of the agency verifying the documents are in place and E-signature will be required for submission. All Chicago, in conjunction with the Service Providers Commission and the Lived Experience Commission, will be conducting site visits to selected agencies and will request the supporting documentation to support any answer to these questions.

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### Grant Management

- |  |   |
|--|---|
| 1. The project draws down funds from HUD's Line of Credit Control System (LOCCS) at least quarterly. For SPC (LTRA) Projects only, the project submits monthly vouchering to DFSS.   | <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| 2. The project has a tracking system in place that tracks the status of the award through the technical submission, grant agreement, development activities, start of operations, amendments, end of operations, and renewal. The tracking system also communicates dates of submission of APRs, audits, and required monitoring remedies/sanctions. | <input type="checkbox"/> Yes <input type="checkbox"/> No  |
| 3. The project has been monitored by HUD within the last two years and is able to provide monitoring documentation (audit notification letter from HUD, HUD monitoring report, and all monitoring related correspondence between agency and HUD).  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br><input type="checkbox"/> N/A – Agency has not been monitored by HUD |

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### Housing Quality and Standards

- |   |  |
|---|--|
| 4. The project and its facilities meet the ADA requirements for accessibility that were in place at the time the project was awarded, including making reasonable accommodations to the building, common areas, living areas and bathrooms. (Note that the ADA requirements were updated in 2010, but agencies are only required to comply with the standards in place at the time the project began, or at the time any of the units were rehabbed.) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 5. The project is able to provide inspection forms regarding the regular Housing Quality Standards/Health and Safety Inspections (at the facility where services are provided). The project is able to demonstrate the frequency with which the inspections occur, title(s) of who conducts inspections.  | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. The project is able to provide HUD approved documentation for the Environmental Review of all new and renewal units.   | <input type="checkbox"/> Yes <input type="checkbox"/> No |

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### Best Practices

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7. The project has documentation demonstrating the topics of staff diversity trainings (which may include topics such as race, cultural, religion, sexual orientation, gender, or age) attended by project staff within the last calendar year.  Yes  No
8. The project has documentation demonstrating the topics of staff development trainings (other than diversity trainings) attended by project staff within the last calendar year, including but not limited to:
- a. Formal trainings in Harm Reduction  Yes  No
- b. Formal trainings in Motivational Interviewing  Yes  No
9. The project is able to demonstrate how the staff members who deliver services or case management for the project use Motivational Interviewing strategies with consumers.  Yes  No
10. The project is able to demonstrate how the staff members who deliver services or case management for the project use the Stages of Change model with consumers to ensure that services are appropriate and responsive to consumer needs.  Yes  No
11. The project is able to provide documentation of the evidence based practice model if the staff members who deliver services or case management for the project use other evidence based practice models with consumers.  Yes  No  
 N/A

## Resource Linkage

12. The project has access or linkage to specialized resources for consumers in the project to meet the unique needs of consumers with:
- a. Psychosocial barriers (i.e. substance use counseling, psychiatric services).  Yes  No
- b. Physical disabilities  Yes  No
- c. Communication barriers (i.e., interpreter, bilingual materials, Braille materials, Text Telephone – TTY/TDD).  Yes  No

## Policies and Procedures

13. Does the agency have the [Chicago HMIS Privacy Packet](#) available and require each consumer to sign the [Consent form](#) (Release of Information) for all consumers who are entered into HMIS?  Yes  No  
 N/A – DV
14. The project is able to provide a copy of the consumer handbook and/or orientation that demonstrates how the discharge policy is explained and is easily accessible to consumers.  Yes  No



15. The project's written discharge policies include all of the following:  Yes  No

- a. An internal, due process hearing or investigation prior to discharging the consumer.
- b. Assistance with locating other housing (for housing projects) or service (for SSO projects) options, if needed.
- c. A statement that the agency will make and document all reasonable attempts to avoid discharging consumers onto the street or without needed services.

16. The project has a written policy allowing consumers to remain in the project even if they require an absence of 90 days or less due to the reasons outlined below:

- a. Substance use treatment intervention  Yes  No
- b. Mental health treatment intervention  Yes  No
- c. Hospitalization  Yes  No
- d. Incarceration  Yes  No

17. The project is able to provide a copy of the menu of services available to consumers which demonstrates a variety of services offered.  Yes  No

18. For family projects, the project has policies that are in alignment with the following:  Yes  No

- a. The case management model includes developmentally appropriate intake and service planning for each member of the family as an individual (including bio psychosocial or other appropriate assessment).  N/A – Project does not serve families
- b. Services are delivered where the child is living or the project provides a space for home based, early childhood services.
- c. Facilitate on-site development screening for all children that enter the program.
- d. Actively assist the families in accessing child care.
- e. Has written procedures that require agency workers to provide guidance and support around enrolling children in pre-school or school.
- f. Connects families to **Chicago Public School's Students in Temporary Living Situations** liaisons and/or inform families of their homeless student rights.
- g. Assess, track and monitor the health of children in the program, including providing assistance with connecting to health care provider(s).
- h. **The program's administrative, service-delivery, and living facilities** utilize space and materials to promote healthy parent-child engagement that fosters healthier relationships.

## B. Project Operations: 3 Points

It is the priority of the Chicago CoC to ensure that all projects operate under the highest quality of industry standards, while meeting HUD requirements and seeking to continually improve the operations of the project, as well as using grant funds as efficiently and as effectively as possible.

<p>1. Was the project able to draw down from HUD and expend <u>100%</u> of the funds for this project for the grant term that most recently ended?</p> <p>1A. If no, how much \$ was unspent? _____</p> <p>1B. If no, explain the reason for not expending 100% of the funds: _____</p> <p><i>If funds have not been expended in full, project must complete and attach Recapture Spreadsheet detailing the last three grant terms of unspent funds.</i></p> <p><i>Are you willing to reallocate any portion of the funds left unspent?</i></p> <p><i>If Yes, what amount? _____</i></p> <p><i>LTRA projects will not be scored in 2017, but will be scored on this question in 2018.</i></p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A for New</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>	<p><i>3 points if &gt;95% of funds expended</i></p> <p><i>2 points for reallocation of at least 80% of 3 year average of unspent funds</i></p> <p><i>1 point will be deducted from overall score if &gt; 5% unspent with no reallocation</i></p> <p><i>LTRA projects and New projects (that have not completed first full grant year) will not be scored</i></p>
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<p>2. Did your project submit the most recent APR to HUD in e-snaps <u>by the established HUD deadline?</u></p> <p><i>If No, please provide a brief explanation for not submitting the APR by the deadline, as required (not scored): _____</i></p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p><input type="checkbox"/> N/A for LTRA or New</p>	<p><i>Informational</i></p>
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## C. Homeless Management Information System (HMIS) Implementation & Data Quality: 17 Points

HMIS participation and data quality are priorities for both the Chicago CoC and HUD. By implementing a system-wide HMIS, the Chicago CoC will be able to provide information on persons served, including local trends. Accurate and timely data can inform the work of all programs to ensure priorities are appropriately assigned and needs of the community are addressed. HMIS will also provide system-wide data which will assist Chicago in measuring our success in implementing the HEARTH Act and Plan 2.0.

1. Does this project *exclusively* serve victims of domestic violence?  Yes  No *Informational*

*If yes, please answer 1A and 1B, then skip to Section D: Leading Practices.*

A. Does this project meet HUD requirements by entering the HUD required APR data into a comparable database?  Yes  No

B. If yes, what database? \_\_\_\_\_

2. Has your project complied with the requirements of the last 4 Quarterly Data Quality Assessment Processes, including missing data and child-only entries, as administered by the HMIS Lead program at All Chicago? *Check all that apply:* *3 points per quarter for a total of 12 points*

a. January 2016  Yes  No

b. April 2016  Yes  No

c. June 2016  Yes  No

d. October 2016  Yes  No

*Evidence of participation is kept on file at All Chicago. Please see Instruction Manual for details on requirements.*

*Please note: Other data quality factors may be scored in 2018, including timeliness of data entry and bed coverage.*

3. Does the project have 5% or less missing values on all HUD required Universal Data Elements and Program Specific Data Elements in HMIS for the reporting period of January 1, 2016 to December 31, 2016?  Yes  No *5 points for all data elements missing less than 5%*

*For assistance, please reference the 2016 Chicago Quarterly Data Quality Assessment*

*Information will be verified by All Chicago through ServicePoint.*

*Each data element missing >5% results in one less point earned*

## D. System Priorities: 11 Points

The CoC Governing Board sets the priorities for the system and these priorities were endorsed with the passage of **Chicago’s updated plan to end homelessness, Plan 2.0**. The CoC also takes into consideration the priorities set by HUD in accordance with the federal strategic plan to end homelessness, *Opening Doors*. The following questions allow the project to demonstrate alignment with both current system priorities, as well as federal priorities emphasized by HUD, such as ending chronic homelessness by 2017.

<p>1. According to the 2017 HUD Evaluation Report, does this project <b>serve individuals and families that meet HUD’s definition of chronically homeless?</b></p> <p><i>If Yes, please complete 1A and 1B with data from the 2017 HUD Evaluation Report.</i></p> <p><i>If No, please proceed to question 3.</i></p> <p>1A: How many <b>people</b> have you served from January 1, 2016 to December 31, 2016 <b>that meet HUD’s definition of chronically homeless?</b> _____</p> <p>1B: How many total <b>people</b> did you serve from January 1, 2016 to December 31, 2016? _____</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>_____%</p> <p>Divide 1A by 1B and enter percentage in the space above</p>	<p><i>4 points for serving 70%+ chronic</i></p> <p><i>2 points for serving 50%-69.9% chronic</i></p> <p><i>1 point for serving 25%-49.9% chronic</i></p>
<p>2. If the project serves individuals or people in families that meet any of the criteria below, please complete 2A and 2B <b>with data from the 2017 HUD Evaluation Report.</b></p> <p>2A: How many <b>households</b> have you served from January 1, 2016 to December 31, 2016 have the following conditions:</p> <p style="margin-left: 40px;">i. Have a HUD-defined disability (head of household) _____</p> <p style="margin-left: 40px;">ii. Are youth heads of households ages 14-24 _____</p> <p style="margin-left: 40px;">iii. Are families _____</p> <p style="margin-left: 40px;">iv. Are veterans (head of household) _____</p> <p>2B: How many total <b>households</b> did you serve from January 1, 2016 to December 31, 2016? _____</p>	<p>_____%</p> <p>Divide the <b>highest number</b> in items i. – v. by 2B and enter percentage in the space above</p>	<p><i>4 points for serving 70%+ special population</i></p> <p><i>2 points for serving 50%-69.9% special population</i></p> <p><i>1 point for serving 25%-49.9% special population</i></p>
<p>3. Does the project provide and explain the written eligibility criteria which are in line with the Housing First philosophy to consumers?</p> <p><i>Attach the project’s Written Eligibility Criteria for verification to receive full points. See Instruction Manual for details on acceptable documentation.</i></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p><i>3 points for Yes and attachment</i></p>

## E. Project Performance and Consumer Outcomes: 32 points

It is the priority of the CoC Governing Board that all projects participating under Plan 2.0 and receiving HUD funding meet high standards for performance in identified priority areas including housing stability and acquisition of income. Questions in this section reflect the outcomes expected for each project type, as outlined in the most recently revised (2014) Program Models Chart. This section uses HMIS data for the dates of *January 1, 2016 to December 31, 2016* to assess the project's performance. Questions in this section will be awarded points based on the scoring criteria noted for each question, as indicated.

- 1. Please select the Chicago Program Model type for this project and complete the appropriate questions below based on selection:**
- Interim Housing
  - Permanent Housing with Short-Term Supports
  - Youth Transitional Housing (Project Based)
  - Permanent Supportive Housing & Safe Havens
  - Engagement Services (SSO)
  - Rapid Re-housing

### INTERIM HOUSING: 16 points - Please complete questions 2-4 and 16-17

- 2.** Of the program participants who left the project, what percentage went into permanent housing within 180 days? \_\_\_\_\_%
- N/A – No Leavers
- 6 points for 70%-100% (far exceeding benchmark)*
- 5 points for 55.1%-69.9% (exceeding benchmark)*
- 4 points for 50%-55% (meeting benchmark)*
- 3 points for 43.1%-49.9%*
- 2 points for 36.5%-43.0%*
- 1 points for 29.6%-36.4%*
- 0 points for <29.5%*
- Question will be scored using data from HMIS. Please reference the detailed instruction manual.*
- 3.** What percentage of program participants without income at entry obtained employment? \_\_\_\_\_%
- N/A – 100% of participants had income at entry
- 8 points for 35%-100% (far exceeding benchmark)*
- 7 points for 20.1%-34.9% (exceeding benchmark)*
- 6 points for 15%-20% (meeting benchmark)*
- 5 points for 12.9%-14.9%*
- 4 points for 10.8%-12.8%*
- 3 points for 8.7%-10.7%*
- 2 points for 6.6%-8.6%*
- 1 point for 4.5%-6.5%*
- 0 points for <4.5%*
- Question will be scored using data from HMIS. Please reference the detailed instruction manual.*

**4.** Of the program participants who left the project, what percentage went into permanent housing within 120 days? \_\_\_\_\_%  
 N/A – No Leavers

*2 points – 30% or greater (meeting benchmark)*  
*0 points - <30% (not meeting benchmark)*

**PERMANENT HOUSING WITH SHORT-TERM SUPPORTS: 16 points - Please complete questions 5-6 and 16-17**

**5.** Of the program participants who left the project, what percentage exited to permanent housing and/or assumed responsibility for their lease within 2 years? \_\_\_\_\_%  
 N/A – No Leavers

*8 points for 95%-100% (far exceeding benchmark)*  
*7 points for 90.1%-94.9% (exceeding benchmark)*  
*6 points for 85%-90% (meeting benchmark)*  
*5 points for 80.8%-84.9%*  
*4 points for 76.6%-80.7%*  
*3 points for 72.4%-76.5%*  
*2 points for 68.2%-72.3%*  
*1 point for 64.5%-68.1%*  
*0 points for <64.5%*

*Question will be scored using data from HMIS.  
 Please reference the detailed instruction manual.*

**6.** What percentage of program participants *without income at entry* obtained employment? \_\_\_\_\_%  
 N/A – 100% of participants had income at entry

*8 points for 95%-100% (far exceeding benchmark)*  
*7 points for 90.1%-94.9% (exceeding benchmark)*  
*6 points for 85%-90% (meeting benchmark)*  
*5 points for 80.8%-84.9%*  
*4 points for 76.6%-80.7%*  
*3 points for 72.4%-76.5%*  
*2 points for 68.2%-72.3%*  
*1 point for 64.5%-68.1%*  
*0 points for <64.5%*

*Question will be scored using data from HMIS.  
 Please reference the detailed instruction manual.*

**YOUTH TRANSITIONAL HOUSING (PROJECT BASED): 16 points - Please complete questions 7-9 and 16-17**

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<p><b>7.</b> What percentage of program participants exited to permanent destinations?</p> <p><i>Question will be scored using data from HMIS. Please reference the detailed instruction manual.</i></p>	<p>_____ %</p> <p><input type="checkbox"/> N/A – No Leavers</p>	<p><i>8 points for 80%-100% (far exceeding benchmark)</i></p> <p><i>7 points for 65.1%-79.9% (exceeding benchmark)</i></p> <p><i>6 points for <b>60%</b>-65%(meeting benchmark)</i></p> <p><i>5 points for 56.0%-59.9%</i></p> <p><i>4 points for 52.0%-55.9%</i></p> <p><i>3 points for 48.0%-51.9%</i></p> <p><i>2 points for 44.0%-47.9%</i></p> <p><i>1 point for 40.0%-43.9%</i></p> <p><i>0 points for &lt;40.0%</i></p>
<p><b>8.</b> Of the program participants who left the project, what percentage exited with employment?</p> <p><i>Question will be scored using data from HMIS. Please reference the detailed instruction manual.</i></p>	<p>_____ %</p>	<p><i>4 points for 45.1%-100% (exceeding benchmark)</i></p> <p><i>3 points for <b>40%</b>-45% (meeting benchmark)</i></p> <p><i>2 points for 30.9%-39.9%</i></p> <p><i>1 point for 20.8%-30.8%</i></p> <p><i>0 points for &lt;20.8%</i></p>
<p><b>9.</b> Of the program participants who left the project, what percentage exited with a high school diploma or were enrolled in an educational program?</p>	<p>_____ %</p> <p><u>Agency Self Report Required</u></p>	<p><i>4 points for 45.1%-100% (exceeding benchmark)</i></p> <p><i>3 points for <b>40%</b>-45% (meeting benchmark)</i></p> <p><i>2 points for 30.9%-39.9%</i></p> <p><i>1 point for 20.8%-30.8%</i></p> <p><i>0 points for &lt;20.8%</i></p>

**PERMANENT SUPPORTIVE HOUSING & SAFE HAVEN: 16 points - Please complete questions 10-11 and 16-17**

<p><b>10.</b> What percentage of program participants remained permanently housed for 12 months?</p> <p><i>Question will be scored using data from HMIS. Please reference the detailed instruction manual.</i></p>	<p>_____ %</p>	<p><i>Points by <b>Percentile</b></i></p> <p><i>8 points for 100%</i></p> <p><i>If not 100%:</i></p> <p><i>7 points for 90<sup>th</sup> percentile</i></p> <p><i>6 points for 80<sup>th</sup> percentile</i></p> <p><i>5 points for 70<sup>th</sup> percentile</i></p> <p><i>4 points for 60<sup>th</sup> percentile</i></p> <p><i>3 points for 50<sup>th</sup> percentile</i></p> <p><i>2 points for 40<sup>th</sup> percentile</i></p> <p><i>1 point for 30<sup>th</sup> percentile</i></p> <p><i>0 points for &lt;30<sup>th</sup> percentile</i></p>
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**11.** Of the program participants who left the project, what percentage exited to permanent destinations? \_\_\_\_\_%

*Question will be scored using data from HMIS.  
Please reference the detailed instruction manual.*

*Points by Percentile*

*8 points for 100%*

*If not 100%:*

*7 points for 90<sup>th</sup> percentile*

*6 points for 80<sup>th</sup> percentile*

*5 points for 70<sup>th</sup> percentile*

*4 points for 60<sup>th</sup> percentile*

*3 points for 50<sup>th</sup> percentile*

*2 points for 40<sup>th</sup> percentile*

*1 point for 30<sup>th</sup> percentile*

*0 points for <30<sup>th</sup> percentile*

**Engagement Services (SSO): 16 points - Please complete questions 12-13 and 16-17**

**12.** What percentage of program participants engaged in case management services exited to stable housing (including family/friends, longer-term shelter or housing program or permanent housing)? \_\_\_\_\_%

N/A – No Leavers

*Question will be scored using data from HMIS.  
Please reference the detailed instruction manual.*

***For Outreach:***

*8 points for 40%-100% (far exceeding benchmark)*

*7 points for 25.1%-39.9% (exceeding benchmark)*

*6 points for **20%**-25% (meeting benchmark)*

*5 points for 17.0%-19.9%*

*4 points for 14.0%-16.9%*

*3 points for 11.0%-13.9%*

*2 points for 8.0%-10.9%*

*1 point for 5.0%-7.9%*

*0 points for <5.0%*

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***For Drop In Centers:***

*8 points for >60% (far exceeding benchmark)*

*7 points for 45.1%-59.9% (exceeding benchmark)*

*6 points for **40%**-45% (meeting benchmark)*

*5 points for 36.0%-39.9%*

*4 points for 32.0%-35.9%*

*3 points for 28.0%-31.9%*

*2 points for 24.0%-27.9%*

*1 point for 20.0%-23.9%*

*0 points for <20.0%*



2017 HUD CoC Competition Evaluation Instrument – Project Component  
*Must be completed by ALL CoC-funded projects within the Chicago CoC by February 27, 2017*

**13.** What percentage of persons encountered completed an assessment and/or engaged in case management services?

Yes  No

Agency Self Report  
Required

*Agency Self-Report Required. May be verified using HMIS data.*

*8 points for 100% (far exceeding benchmark)*

*7 points for 95.1-99.9% (exceeding benchmark)*

*6 points for 90%-95% (meeting benchmark)*

*5 points for 85.9%-89.9%*

*4 points for 81.8%-85.8%*

*3 points for 77.7%-81.7%*

*2 points for 73.6%-77.6%*

*1 point for 69.5%-73.5%*

*0 points for <69.5%*

**RAPID RE-HOUSING: 16 points - Please complete questions 14-17**

**14.** Of the program participants who left the project, what percentage exited to permanent destinations?

\_\_\_\_\_ %

*8 points for 75%-100% (far exceeding benchmark)*

*7 points for 60.1%-74.9% (exceeding benchmark)*

*Question will be scored using data from HMIS.  
Please reference the detailed instruction manual.*

*6 points for 55%-60% (meeting benchmark)*

*5 points for 51.0%-54.9%*

*4 points for 47.0%-50.9%*

*3 points for 43.0%-46.9%*

*2 points for 39.0%-42.9%*

*1 point for 35.0%-38.9%*

*0 points for <35.0%*

**15.** Of the program participants who exited to permanent destinations, what percentage remained permanently housed at 6-month follow up?

\_\_\_\_\_ %

*8 points for 100% (far exceeding benchmark)*

*7 points for 85.1%-99.9% (exceeding benchmark)*

*Question will be scored using data from HMIS.  
Please reference the detailed instruction manual.*

*6 points for 80%-85% (meeting benchmark)*

*5 points for 76.0%-79.9%*

*4 points for 72.0%-75.9%*

*3 points for 68.0%-71.9%*

*2 points for 64.0%-67.9%*

*1 point for 60.0%-63.9%*

*0 points for <60.0%*

**ALL PROJECT TYPES: 16 Points – Please complete questions 16-17**

<p><b>16.</b> What percentage of program participants without source of non-cash benefits at entry, obtained <u>non-cash</u> benefits through mainstream resources?</p> <p><i>Question will be scored using data from HMIS. Please reference the detailed instruction manual.</i></p>	<p>_____ %</p> <p><input type="checkbox"/> N/A – 100% of participants had non-cash benefits at entry</p>	<p><i>Points by Percentile</i></p> <p><i>8 points for 100% obtained non-cash benefits</i></p> <p><i>7 points for 90<sup>th</sup> percentile</i></p> <p><i>6 points for 80<sup>th</sup> percentile</i></p> <p><i>5 points for 70<sup>th</sup> percentile</i></p> <p><i>4 points for 60<sup>th</sup> percentile</i></p> <p><i>3 points for 50<sup>th</sup> percentile</i></p> <p><i>2 points for 40<sup>th</sup> percentile</i></p> <p><i>1 point for 30<sup>th</sup> percentile</i></p> <p><i>0 points for &lt;30<sup>th</sup> percentile</i></p>
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<p><b>17.</b> What percentage of program participants maintained or increased their income through cash benefits, earned income, or combination of both?</p> <p><i>Question will be scored using data from HMIS. Please reference the detailed instruction manual.</i></p>	<p>_____ %</p>	<p><i>Points by Percentile</i></p> <p><i>8 points for 100%</i></p> <p><i>7 points for 90<sup>th</sup> percentile</i></p> <p><i>6 points for 80<sup>th</sup> percentile</i></p> <p><i>5 points for 70<sup>th</sup> percentile</i></p> <p><i>4 points for 60<sup>th</sup> percentile</i></p> <p><i>3 points for 50<sup>th</sup> percentile</i></p> <p><i>2 points for 40<sup>th</sup> percentile</i></p> <p><i>1 point for 30<sup>th</sup> percentile</i></p> <p><i>0 points for &lt;30<sup>th</sup> percentile</i></p>
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## Certification

By checking this box and entering the Authorized Representative name in the space below, I certify (1) to the statements contained in certification checklist (2) that the information throughout the application is true, complete, and accurate to the best of my knowledge and (3) all supporting documentation will be made available if selected for a site visit conducted by CoC representatives and All Chicago staff.

\_\_\_\_\_

Authorized Representative Signature (type name and title)

*Please refer to the detailed instructions for a definition of authorized representative.*