

Scoring Sheet for Consortium HOME-ARP RFP

Agency Name:

Scoring Criteria - 0 points for not providing any information Range of points relative to information provided Highest points allowed for completely satisfying criteria.		Possible Points	Score
For All Projects Provide	Entity organizational chart.	0 - 2	
	List of Current Board Members.	0 - 2	
	Description of any recent significant organizational changes.	0 - 2	
	List of partnering agencies applicant utilizes to assist program beneficiaries with needed services. Did list include agency contact name, email, phone number and a description of role the partner agency would play.	0 - 2	
	From the most recent audit, did Agency attach a copy of the Schedule of Findings/Questioned Costs and Summary Schedule of Prior Audit Findings.	0 - 2	
	If Agency has not had a formal audit, did Agency submit a complete set of financial statements for the most recent fiscal year?	0 - 2	
	Does Agency have any current findings against them from any Federal or State agencies?	0 - 2	
	Did Agency submit a completed Exhibit C - Debarment Certification?	0 - 2	

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	Description of Applicant's relevant experience with activities being proposed.	0 - 2	
	Description of experience/capacity with providing housing services to vulnerable populations (ie. With ESG, TBRA, HOME, Housing Development, Housing Counseling or CoC grants). Did they reference other grants the applicants receives?	0 - 2	
	Description of how clients will be referred to the program.	0 - 2	
	Description of any other information that describes or documents the entity's capacity to carry out the proposed activity through any restricted use or compliance period.	0 - 2	
	Description of long-term goals and objectives related to housing services for qualifying populations, as well as specific activities and strategies designed to achieve those goals and objectives.	0 - 3	
	Description of sustainability plan for continuing these services after the HOME-ARP funds have been fully expended. Was a plan provided for each activity for which funds are being requested.	0 - 3	
	Points Possible	30	

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Project Description	Did narrative provide a concise written understanding of the project, including number of proposed units, eligible population, area median income of households served and location of the project?	0 - 10	
Points Possible		10	
Rental Development - Site Plan / Evidence of Control / Statement of Intent	Was an architectural plan, including landscape architecture document, or a detailed drawing of proposed improvements to a given plot of land provided?	0 - 5	
	Was a Management Plan provided showing a financial and operational strategy for the ongoing management of the property to be developed.	0 - 10	
	Was an Analysis detailing the property's projected net operating income and cash flow projections using its current and potential income and operating expenses. Must cover term of no less than 15 years.	0 - 10	
	Did the Project Timeline list the project / development work items and milestones from date of project award through project completion.	0 - 5	
	Did the Project budget / Sources and Uses include a complete listing of all funding and the sources, needed to complete the proposed development along with an itemized listing of expenses showing how the funding will be used.	0 - 5	

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	Did RFP provide a Current Inventory / Properties Under Management?	0 - 5	
	Did RFP provide Letters of Support?	0 - 5	
	Did RFP provide a Partnership Agency List?	0 - 5	
	Is Agency a Non-Profit? If so, did they provide a Form 990?	Y/N	
	Points Possible	75	
Supportive Services	Did the RFP request funding for Supportive Services?	Y/N	
	Did the RFP list the type of service proposed?	0 - 10	
	Did the RFP list the staff responsible for and process of implementing the services?	0 - 5	
	Did the RFP explain the method of tracking services provided and outcomes?	0 - 5	
	Points Possible	20	
Non-Profit Capacity Building	Did the RFP request funding for Non-Profit Capacity Building?	Y/N	

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	If Agency is a Non-Profit, did they provide documentation to confirm status? <p style="text-align: center;">OR</p> If Agency is Not a Non-Profit, did they list a non-profit partner agency to carry out the activities and provide documentation to confirm non-profit status?	0 - 5	
	Did RFP provide a statement of need for capacity building funds?	0 - 10	
	Did the RFP state how the funds will be utilized including the number of full-time and/or part-time employees hired or supported with the funding?	0 - 5	
	Points Possible	20	
	Total Points Possible	155	