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PERMANENT SUPPORTIVE HOUSING RENEWALS

FY2024 Renewal Project Optional Self-Scoring Tool
HUD Continuum of Care Homeless Assistance Grant

Instructions

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This tool contains worksheets to help applicants seeking renewal CoC funding to conduct a self-score. While not all components a project is scored on can be self-scored, this tool this tool can still give applicants a better understanding of how the project scores are calculated, and to provide an estimate of the score the organization may expect to receive.

Completion of this tool is optional. Completed tools should not be submitted to HAND with the application materials. This tool is provided for the organization's purposes only. HAND will be conducting its own review and scoring of the applications. The calculations & scores determined by HAND will be deemed the official calculations and scores.

Detailed instructions on how to perform the calculations are given throughout the tool. Please note there are separate tools for each of the different types of projects. If your organization chooses to complete the tool, please be sure the correct one is completed. Data to complete this tool will primarily be taken from a Calendar Year (CY) APR generated from HMIS for the project for the time period of 1/1/2023 – 12/31/2023, although other data sources used are also noted throughout.

Conducting calculations
In most of the worksheets, you will identify a numerator and a denominator. The numerator is divided by the denominator and then multiplied by 100 to arrive at the percentage. Any calculations resulting in decimal points .5 and over will be rounded up to the next whole number. Calculations resulting in decimal points less than .5 will be rounded down to the previous whole number.

Example:
- Numerator = 5
- Denominator = 8
- (5 ÷ 8) x 100 = 62.5%
- Rounded = 63%

Score Summary Chart

Using the chart below, input the points scored from the different components, as calculated. This chart will provide an at-a-glance overview of the project's potential score. Informational only questions from the application are not included.

	Max Points Possible	Points Scored
Component #1: Mainstream Resources & Employment		
A) Leavers with any cash income	5	
B) Leavers with any non-cash benefits	5	
C) Leavers with earned income (employment)	3	
D) Increases in Total Cash Income (either earned or non-earned) for leavers and stayers	2	
E) Stayers with Health Insurance	2	
Component #2: Housing Performance & Quality		
A) Retention in/exit to permanent housing	25	
B) Utilization Rates	10	
C) Length of Time from Referral to Housing Move-in Date	10	
D) Returns to Homelessness	5	
E) Service Staff and Program Availability	3	
F) Facilitation and Tracking Referrals	2	
Component #3: Financial Performance		
A) Spending Rates	8	
B) Outstanding Audit/Monitoring Findings (if applicable)	-10 (if applicable)	
Component #4: HMIS Compliance		
A) Agency Admin meeting attendance	3	
B) Data Quality & Completeness	10	
C) Accurate Reporting of Annual Assessment	1	
D) Exits to known destinations	3	
E) 2024 HIC submission	5	
F) PIT Audit Changes (CoC PSH project only)	3	
G) PIT Audit Changes (non-CoC PSH or RRH if applicable)	2	
Component #5: Inclusion of Persons with Lived Experience of Homelessness		
A) Consumer Participation	2	
B) Meaningful Participation of Persons with Lived Experience of Homelessness: Persons Served	5	
C) Meaningful Participation of Persons with Lived Experience of Homelessness: Staff and Board	5	

	Max Points Possible	Points Scored
Component #6: CoC Participation		
A) Participation in January 2024 Unsheltered Point-in-Time (PIT) Count	2	
Component #7: CAM Participation		
A) Referral Outcome Reporting (CoC Project)	2	
B) Referral Outcome Reporting (all other projects)	2	
C) New Client Entries	2	
D) Housing Move-In Date Completion	4	
TOTAL (excluding bonus points)	**131**	
Component #11: Bonus Points		
A) Timely submission of 3 of the Quarterly Audits by deadline	3	
GRAND TOTAL (including bonus points)		

Component #1: Mainstream Resources & Employment

Measurement & Source	Numerator	Denominator	Result (%)	Scoring Range & Points Possible
(A): Leavers with any cash income Percentage of adult leavers who left the program with one or more sources of cash income. (source: CY APR) $$\left[\frac{Q18: Number\ Adult\ Leavers\ with\ 1+source(s)of\ cash\ income}{Q5a6: Total\ Adult\ Leavers}\right]$$	Q18 adults at exit w/1+ sources cash income:	Q5a6: total adult leavers:		• 65% - 100%: 5 • 40% - 64%: 3 • <40%: 0 Score: _____

Measurement & Source	Numerator	Denominator	Result (%)	Scoring Range & Points Possible
(B): Leavers with any non-cash benefits Percentage of adult leavers who left the program with one or more sources of non-cash income, including health insurance. (source: CY APR) $$\left[\frac{\begin{array}{c}Q20b: Number\ of\ Adult\ Leavers\ with\ 1+source(s)\ noncash\ income\ at\ exit\\ +\ Q21: 1\ source\ of\ Health\ Insurance\ for\ leavers\\ +\ Q21: More\ than\ 1\ source\ of\ Health\ insurance\ for\ leavers\ =\end{array}}{Q5a6: Total\ Adult\ Leavers\ +\ Q5a5: Number\ of\ Leavers}\right]$$ Note: the denominator uses two different numbers for leavers based on the clients included in questions 20 and 21.	Q20b adults with 1+ sources non-cash income at exit for leavers plus Q21 leavers with health insurance:	Q5a6 total adult leavers + Q5a5 total leavers:		• 85% - 100%: 5 • 60% - 84%: 3 • <60%: 0 Score: _____
(C): Leavers with earned income (employment) Percentage of adult leavers who exited with employment (earned income) (source: CY APR) $$\left[\frac{Q18: Adult\ Leavers\ with\ Earned\ Income\ (Only\ Earned\ +\ Both\ Earned\ and\ Other}{Q5a6: Total\ Adult\ Leavers}\right]$$	Q18: Adult leavers w/ earned income:	Q5a6: total adult leavers:		• 10% - 100%: 3 • 5% - 9%: 1 • <5%: 0 Score: _____
(D): Increases in Total Cash Income (either earned or non-earned) for leavers and stayers. Percentage will be calculated using data in APR question 19a1 and 19a2. See page 22 for details.				• 40% - 100%: 2 • 10% - 39%: 1 • <10%: 0

Measurement & Source	Numerator	Denominator	Result (%)	Scoring Range & Points Possible
(E): Stayers with Health Insurance Percentage of stayers as of 12/31/23 with health insurance. (source: CY APR) $$\left[\frac{Q21\!:1\ source\ of\ Health\ Insurance\ for\ Stayers\ +\ Q21\!:More\ than\ 1\ source\ of\ Health\ insurance\ for\ Stayers}{Q5a8\!:Number\ of\ Stayers\ -\ Q21\!:Number\ of\ stayers\ not\ yet\ requried\ to\ have\ annual\ assmn't}\right]$$	Q21 stayers with health insurance:	Q5a8 number of stayers minus stayers not yet due for annual assmn't:		• 80% - 100%: 2 • 50% - 79%: 1 • <50%: 0 Score: _____

Component #2: Housing Performance and Quality

Measurement & Source				
(A): Retention in Permanent Housing or Movement to Other Permanent Housing Percentage of PSH participants who were still in the project as of 12/31/2023 or had exited the project to other permanent housing. Excluded from the calculations: • Clients with an exit in 2023 to one of these destinations will be removed from the calculations: ○ Death ○ Foster Care ○ Hospital/Residential Non-Psychiatric facility ○ Residential project or halfway house with no homeless criteria ○ Nursing home/Long-term care facility • Clients with an exit in 2023, but no Housing Move In Date. These clients will be removed from the denominator, and from the numerator if their exit was to PH. To calculate, refer to guidance provided on pages 23 – 25.	**Numerator** (APR Q5a8 total stayers + Q23c Exits to Positive Destinations) – no Housing Move In Date with exits to PH:	**Denominator** APR 5a1 Total persons served (minus exclusions):	**Result (%)**	**Scoring Range & Points** • 95% - 100%: 25 • 90% - 94%: 20 • 80% - 89%: 10 • <80%: 0 Score: _____

Measurement & Source				
(B) Utilization Rates Project will be scored on the overall average utilization rates as given in the five dates given as compared to the number of beds or units given in the FY2022 project application (question 4B.1). Utilization rates will be calculated based on the number of households served on the following five dates: 1/25/23, 4/26/23, 7/26/23, 10/25/23, 12/27/23. This data will be determined by using the Detroit PSH Outcomes report and filtering for the dates given. See instructions on pages 26-27 for details.	**Numerator** Total number of people or total number of households served:	**Denominator** Total number of beds or total number of units	**Result (%)**	Scoring Range and Points • 90% - 100%: 10 pts • 75% - 89%: 5 pts • <75%: 0 pts Score: _____

If the principle service site is…	*Utilization rate will be evaluated on…*
Dormitory/Hotel/Motel	Beds
Single Room Occupancy (SRO)	Beds
Clustered Apartments	Units
Scattered-Site Apartments	Units
Single Home/Townhouses/Duplex	Units

Measurement & Source		

(C) Length of Time from Referral to Housing Move-In
 	
The average length of time it took projects to move a person into housing (measuring from date of referral to housing move-in date) has been calculated using the quarterly "LOT to Housing" data that has been shared at the PSH workgroups over the past year.
 	
See pages 28 – 29 for details on how individual project performance has been calculated.
	Scoring Range and Points
	PSH Project-Based, non-SRO
	(average = 63 days)
	• 62 days or less: 10
	• 63 to 66 days: 5
	• 67 to 78 days: 3
	• 79+ days: 0
	
	PSH SRO
	(average = 8 days)
	• 7 days or less: 10
	• 8 to 11 days: 5
	• 12 to 23 days: 3
	• 24+ days: 0
	
	PSH Scattered-Site
	(average = 88 days)
	• 87 days or less: 10
	• 88 to 91 days: 5
	• 92 to 103 days: 3
	• 104+ days: 0
		Project Performance: _____
		
		Score: _____
		
		If your entered "0" for the score above:
		
		Did this project earn 0 points for this component in the 2023 competition?
		
		• No: The project will score 0 this year
		• Yes: Is this year's performance at least 10% better than last years?
		    o No: The project will score 0 this year
		    o Yes: The project will score 2 points this year

Measurement & Source				

(D) Returns to Homelessness within 6 months of exit from project to permanent housing
 	
Projects will be scored based on the percentage of clients who exited the project between 10/1/2022 – 12/31/2023 to permanent housing and who returned to homelessness within 6 months of that exit.
 	
HAND staff have generated this data by running the System Performance Measure report on returns to homelessness and filtering this reporting for each individual project under review. As this SPM report cannot be run at a project-level, it may be difficult for providers to replicate doing to do a self-score. Providers may look to their APR to determine the total exits from 10/1/2022 – 12/31/2023 to a permanent destination, and may need to examine individual client records in HMIS to determine if any of those exits returned to homelessness within 6 months.
 	
The formula used to calculate the rate is:
 	
$$\frac{\substack{\textit{Of clients exited Oct } 1, 2022 - Dec\ 31, 2023 \textit{ to a Permanent Housing} \\ \textit{destination,} \\ \textit{the number who returned to homelessness within} \\ 6\ \textit{months of that exit}}}{\substack{\textit{Total client exited from project from Oct } 1, 2022 - Dec\ 31, 2023 \\ \textit{to a Permanent Housing Destination}}}$$
	Numerator
	
	Of clients exited 10/1/2022 – 12/31/2023 to a Permanent Housing Destination, those who returned to homelessness with 6 months of the exit
		Denominator
		
		Total clients exited 10/1/2022 – 12/31/2023 to a Permanent Housing Destination
			Result (%)	Scoring Range and Points
				• 3% or fewer: 5 pts
				• 4% - 5%: 3 pts
				• 6% - 15%: 1 pt
				• >15%: 0 pts
				
				Or:
				
				Did this project earn 0 points for this component in the 2023 competition?
				
				• No: The project will score 0 this year
				• Yes: Is this year's performance at least 3% better than last years?
				  ○ No: The project will score 0 this year
				  ○ Yes: The project will score 1 point this year

Measurement & Source
(E) Service Staff and Program Availability Projects will be scored based on the extent to which supportive service staff, including on-call crisis staff, are available outside of typical business hours. Of the following options, select the one most reflective of the available of supportive service staff, including on-call staff, for clients in the PSH program: _____ Services are available on flexible schedules, out of regular business hours, with on call crisis services available 24 hrs a day, 7 days a week: 3 points _____ Services are available 8AM – 5PM Monday -Friday, with some weekend availability (4 – 12 hours scheduled on weekends): 2 points _____ Services are available 9AM – 5PM Monday -Friday: 1 point Score: _____
(F) Facilitation and Tracking of Referrals Projects will be scored based on agency response to the following question in the application: "The primary supportive housing service provider facilitates and tracks referrals, and in some cases transportation, to community service providers for tenants including, at a minimum, behavioral healthcare, primary healthcare, substance abuse treatment and support, employment services, and benefits assistance." ___ Yes: 2 points ___ No/unknown: 0 points ___ This information is not currently tracked: 0 points Score: _____

Component #3: Financial Performance

Measurement & Source		Scoring Range & Points Possible
(A) Spending Rate Expenditure information will be taken directly from Sage. Reference Appendix A in the "FY2024 HUD Continuum of Care Funding Competition Renewal Application and Evaluation Policies and Procedures" for the percentage of funds expended from CoC grants.	Percentage Expended as Given in Appendix A:	Projects without a rental assistance budget line: • 95% - 100% expended: 8 • 94% - 90% expended: 4 • 89% - 85% expended: 2 • Less than 85% expended: 0 Projects with a rental assistance budget line: • 90% - 100% expended: 8 • 89% - 80% expended: 4 • 79% - 75% expended: 2 • Less than 75% expended: 0 Score: _____
(B) Deduction for Outstanding Audit Findings Up to 2 points may be deducted from a project's score *for each of the following that apply*: • *Agency Financial Audit* (other than A-133 Audit): Repeat and/or unresolved audit findings from prior audit year. • *A-133 Audit:* Repeat and/or unresolved audit findings from prior audit year associated with CoC grants. • *A-133 Audit:* Repeat and/or unresolved audit findings from prior audit year associated with federal grants other than CoC grants. • *HUD CoC Program Monitoring report:* No Corrective Action Plan submitted by HUD's deadlines, or Correction Action Plan submitted did not meet HUD's approval. • *City Homeless Program Monitoring Report:* No Corrective Action Plan submitted by City's deadlines, or Correction Action Plan submitted did not meet City's approval.		Up to -10 if applicable: Score: _____

Component #4: HMIS Participation

Measurement & Source	Result	Scoring Range & Points Possible
(A): HMIS Agency Admin meeting attendance Agency will be scored based on attendance at HMIS Agency Administrator in 2023. The score received by the agency will be applied to all the agency's renewing projects. The "e-blasts" sent on 4/18/23, 8/22/23, and 11/15/23 in lieu of an on-line meeting will automatically count as two meetings each agency attended. Example, if an agency attended 2 of the on-line Agency Admin meetings, they would be counted as having attended 5 meetings (3 eblasts + 2 on-line meetings). Check the meeting dates of the HMIS Agency Administrator meetings that were attended by your Agency Administrator or another representative from your agency. ___ March 7, 2023 ___ July 11, 203 ___ May 30, 2023 ___ October 3, 2023 To calculate the total number of meetings the agency will get credit for: $$Number\ of\ online\ admin\ meetings\ applicant\ agency\ attended\ in\ 2023$$ $$+3\ (eblasts) = Total\ Number\ of\ Meetings$$ Each applicant agency is automatically credited "attendance" for the 3 eblasts that were sent in 2023.	# of mtgs: _____	• 6 or more mtgs (ie, 3 or more meetings + 3 eblasts): 3 • 5 or fewer mtgs (ie, 2 or fewer meetings + 3 eblasts): 0 Score: _____

Measurement & Source	Result	Scoring Range & Points Possible
NOTE TO SCORING 4B, 4C, AND 4D: The data for scoring for 4B, 4C, and 4D will all come from a calendar year APR the HMIS Lead Agency will generate for all of any agency's projects identified in Appendix C of the renewal application materials. The score received by the agency will be applied all the agency's renewing projects. In order to ensure accurate reporting, the HMIS Lead Agency staff will generate an APR from HMIS for all of an applicant's projects to be included in this review. Agencies may run the APRs for their projects identified in Appendix C to identify any data errors that may need to be remedied. Agencies should note, however, that the HMIS Lead Agency staff will begin running these APRs for scoring purposes by mid- May.		
(B): **Data Quality and Completeness** Agency will be scored based on the percentage error rates for the following: • Name • Date of Birth • Relationship to Head of Household • Income Source at Entry • Income Source at Exit • Race & Ethnicity • Gender • Client Location • Disabling Condition • Veterans Status	Projects may earn 1 point for each of the 10 data elements given where the error rate is 5% or less. Up to 10 points total may be earned (1 point for each data element)	

	% of Error Rate	If <5%, input "1" into cell
Name (APR 6a)		
Date of Birth (APR 6a)		
Relationship to HoH (APR 6b)		
Income Source at Entry (APR 6c)		
Income Source at Exit (APR 6c)		
Race & Ethnicity (APR 6a)		
Gender (APR 6a)		
Client Location (APR 6b)		
Disabling Condition (APR 6b)		
Veterans Status (APR 6b)		
Sum (this is the score; max 10 pts):		

Measurement & Source	Result	Scoring Range & Points Possible
(C) Accurate Recording of Annual Assessment Agency will be scored based on the percentage of people served for which the annual assessment has been accurately recorded. The formula to be used to determine performance rate is: $$\frac{Q18: Number\ of\ adult\ stayers\ without\ required\ annual\ assesment}{Q5a9: Number\ of\ Adult\ stayers}$$	Percentage of persons served without required annual assessment: • 5% or less: 1 pt • 6% or more: 0 pts Score: _____	
(D): Known Destinations Projects will be scored based on the percentage of persons who exit to a known destination. The formula to be used to determine performance rate is: $$\frac{Q5a5: Number\ of\ Leavers\ -\ Q23: Data\ Not\ Collected\ (no\ exit\ interview\ completed)}{Q5a5: Number\ of\ Leavers}$$	_____%	• 75% - 100%: 3 pts • <75%: 0 pts Score: _____
(E): 2024 HIC Submission Did your organization submit the required HIC information by due date of February 16, 2024?	___ Yes ___ No	• All HICs submitted by due date: 5 • All HICs not submitted by due date: 0 Score: _____

Measurement & Source	Result	Scoring Range & Points Possible
(F) Accurate Reporting for Quarterly Point-in-Time Count/Housing Move-In-Date Audit for CoC funded project *(CoC Funded PSH project under review only)* Agency will receive a score based on the extent to which the agency refrains from making changes to its PIT count data following the quarterly Housing Move-In Date audits. To score this, the HMIS System Administrator staff will select one of the four PIT dates from 2023 (1/25/23, 4/26/23, 7/26/23, 10/25/23). Agencies will not be informed which date was chosen until after the review is completed. The same date will be used for all agencies. The HMIS System Administrator will re-run the project APR for this date and compare the data in that APR to the data in the APR that was confirmed back when the audit was completed. To do a self-score, agencies may run the APR for the 4 PIT dates above and compare it to the final data affirmed with HAND as of that date. Note: as the HMIS System Administrator will be picking only one of these 4 dates, in order to conduct a self-score, the applicant agency may need to review all of the dates to get an idea of how the project may score.	Percentage of client records changed after PIT count audit submission: • 0% - 5%: 3 • 6% - 19%: 1 • 20%+: 0	
(G) <u>Accurate Reporting for Quarterly Point-in-Time Count/Housing Move-in-Date Audit for non-CoC funded PSH or RRH projects</u> This criterion only applies to agencies that had non-CoC funded PSH or RRH in operation in 2023. This component will be scored the same as described for Component F above, and the self-score process would also be the same.	Percentage of client records changed after PIT count audit submission: • 0% - 5%: 2 • 6% - 19%: 1 • 20%+: 0	

Component #5: Inclusion of Persons with Lived Experience of Homelessness

Measurement & Source	Scoring Range & Points Possible
(A) Consumer Participation in Agency Board or Equivalent Points will be awarded based on the extent to which an agency demonstrates the participation of a homeless or formerly homeless individual on the agency's board of directors or equivalent policymaking entity. This is a score to be earned by the agency; those points will be applied to all of that agency's renewing projects. The applicant will need to provide documentation of a consumer participation on board or equivalent decision-making body in order to earn points.	• Had consumer participation in CY2023 and provided documentation of same = 2 pts • No consumer participation over the course of CY2023 = 0 pts Score: _____
(B) Meaningful Participation of Persons with Lived Experience of Homelessness: Persons Served Points will be awarded based on the agency's response to the following narrative question: This is a score to be earned by the agency; those points will be applied to all of that agency's renewing projects. Describe how your agency ensures the meaningful participation of persons with lived experience of homelessness (PWLEH) within your homelessness programming. In your response, describe: • How persons served by all your homeless/housing projects (not just the project receiving CoC funding) are invited to provide feedback and input into the programming. Include in your description the frequency and manner in which people are invited to provide feedback. Also note the most recent time this process was completed (month/year). • How your agency responds to this feedback and input. • Describe at least one change your agency has made to your homeless programming over the past two years in response to the input received from PWLEH. This change could have been made within the project that receives CoC funding or another homeless project within your agency.	Because this is a narrative response, conducing a self-score may not be the same as the final score the reviewers give. Applicants are informed that this is the scoring scale reviewers will use when reviewing responses. Applicants are encouraged to review this scale to determine how their response aligns: • **4 – 5 points:** Responses clearly demonstrates the agency purposefully and intentionally responds to and incorporates the input and feedback of people served. Response indicates multiple methods of getting input and feedback, including oppourities for anonymous feedback. More points may be earned if most recent feedback process was completed within the last year. More points may be earned if the change made within the past two years had a direct correlation with improving client housing outcomes. • **2 – 3 points:** Some, but not strong, evidence the agency seeks and responds to input and feedback of persons served. Based on response, it is not clear if there are oppourities for anonymous feedback. Most recent feedback process was completed over a year ago. Described change made within past two years not directly correlated to improving client housing outcomes. • **1 point**: Very little evidence that agency seeks or incorporates feedback of people served. Any description given of these efforts is vague and/or not connected to the agency's homelessness programming. • **0 points:** No clear evidence that agency seeks or incorporates feedback of people served.

Measurement & Source	Scoring Range & Points Possible
(C) Meaningful Participation of Persons with Lived Experience of Homelessness: Staff and Board Points will be awarded based on the agency's response to the following narrative question: Describe how your agency ensures the meaningful participation of persons with lived experience of homelessness (PWLEH) within your homelessness programming. In your response, describe: • Detroit the extent to which your agency intentionally hires PWLEH within your homelessness programming. In your response, note the positions PWLEH are typically hired for. • If the PWLEH staff within your agency are primarily front-line staff, describe how these staff members' perspectives, experiences, and input on agency programming are acknowledged and responded to by agency leadership. • How does your agency ensure equity in pay scales for PWLEH staff who are performing the same/similar job duties as non-PWLEH staff? • Describe how your agency provides opportunities for education, training, and/or career advancement for PWLEH who are hired within your agency. • Describe how PWLEH are recruited for and incorporated into the decision-making structures within your organization. "Decision-making structures" are defined as being the agency's Board of Directors or other similar policy-making and oversight body within the organization. This is a score to be earned by the agency; those points will be applied to all of that agency's renewing projects.	Because this is a narrative response, conducing a self-score may not be the same as the final score the reviewers give. Applicants are informed that this is the scoring scale reviewers will use when reviewing responses. Applicants are encouraged to review this scale to determine how their response aligns: • **4 – 5 points:** Responses clearly demonstrates the agency purposefully and intentionally hires PWLEH within their agency. The response provides a strong and clear description of how staff in these positions are paid equitably to similar positions and how staff are provided training or advancement opportunities. The response provides a strong indication agency leadership responding to front-line staff input and perspectives. Response also indicates intentional efforts to incorporate PWLEH within agency board and/or other decision making structure. • **2 – 3 points:** Response provides some, but not strong, evidence the agency takes intentional steps to hire PWLEH or included PWLEH in board/decision making structures. Some, but not strong, description of how agency leadership responds to input from front line staff or if staff are paid equitably compared to other positions. • **1 point**: Very little evidence that agency incorporates PWLEH within staffing or decision-making structures. Any description given of these efforts is vague and/or not clearly not intentional. • **0 points:** No clear evidence agency intentionally attempts to hire PWLEH or include PWLEH on board/decision making structures.

(D): Substantiated Grievances
Review record of any substantiated grievances against your agency in 2023 and how they will be scored as given in Appendix D. Agencies would have received communication from the Grievance Committee if they had any substantiated grievances in 2023.

Component #6: CoC Participation

Measurement & Source	Result	Scoring Range & Points Possible
(A) Did your organization participate in the January 2024 Unsheltered Point-in-Time count by at least one of the following? Having a team on the street during the street count (night of Jan 31, 2042)? ___ yes ___ no OR Having a team participate in a next-day interview shift on either February 1 or February 2, 2024? ___ yes ___ no		• Yes to at least one = 2 pts • No to both = 0 pts Score: _____

Component #7: CAM Participation

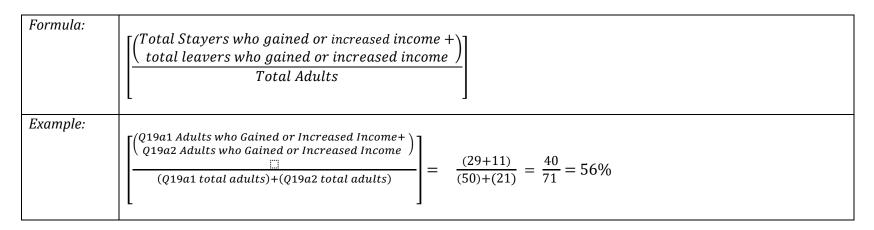| Measurement & Source	Numerator	Denominator	Result	Scoring Range & Points Possible
(A) Referral Outcome Reporting Projects will be scored having reported outcomes for referrals received from CAM from January-December 2023. The Referral Report will be used to determine this. This report will be run for the project under review for the period of 1/1/2023 – 12/31/2023. If needed, the client's record in HMIS will also be reviewed to determine if the outcome referral was completed. Exceptions will be made when needed for client transfers. By "referral outcome" meaning the receiving agency has indicated in HMIS if the referral from CAM is accepted, declined, or canceled.	Number of referrals received from CAM in 2023 that had referral outcome completed:	Total number of referrals project received from CAM in 2023:	% of referrals received from CAM in 2023 that outcome reporting was completed:	• 85% - 100%: 2 • <85%: 0 Score: _____
(B) Referral Outcome Reporting Agencies will be scored based on the extent to which outcomes to referral to non-CoC funded projects received from CAM in 2023 are recorded. The Referral Report will be used to determine this. This report will be run for all of an agency's projects in Appendix C for the period of 1/1/2023 – 12/31/2023. If needed, the client's record in HMIS will also be reviewed to determine if the outcome referral was completed. Exceptions will be made when needed for client transfers. By "referral outcome" meaning the receiving agency has indicated in HMIS if the referral from CAM is accepted, declined, or canceled.	Number of referrals received from CAM in 2023 that had referral outcome completed:	Total number of referrals project received from CAM in 2023:	% of referrals received from CAM in 2023 that outcome reporting was completed:	• 75% - 100%: 2 • <75%: 0 Score: _____

Measurement & Source	Numerator	Denominator	Result	Scoring Range & Points Possible
(C) New Client Entries Projects will be scored based on the extent to which new project entries in 2023 were from CAM. Report to be used: Detroit PSH Outcomes Report, as follows: On the "Client Detail" tab: each client with a Project Start at some point in 2023 will be compared to the date in the "Date Matched" column. The date in the "Date Matched" column should also be in 2023 (or late 2022, if project start was early 2023). Instances where "Date Matched" is not 2023 or late 2022 will be examined case-by-case to determine if the entry was a transfer from another PSH project or to determine if there is other evidence in HMIS that the client was referred from CAM. If needed, internal CAM records (ie, Salesforce) will also be reviewed to ensure referral came from CAM).	Total clients with a project start date in 2023 that were referred from CAM:	Total clients with a project start date in 2023:	% of new client entries from Jan – Dec 2023 who came via the CAM process:	• 100%: 2 pts • <100%: 0 pts Score: _____
(D) Housing Move in Date Completion Projects will be scored based on the extent to which Housing Move in Dates (HMID) are completed for clients served over the course of 2023. The following clients will be excluded from the numerator: • Clients with an entry and exit in 2023 but no Housing Move In Date based on the assumption that the agency ended up not working with the client to house them. • Clients with a project start date between 10/1/2023 – 12/31/2023 with no Housing Move In Date as of 12/31/2023 will be excluded based on the assumption that the client was still in the housing search process as of the end of 2023. Report to be used: Detroit Housing Move-in Date Audit for calendar year 2023.	Total clients served MINUS Total clients from the "Clients Not Housed" tab:	Total clients served by the project over the course of 2022 taken from "ClientDetail_All" tab:	% ____	• 90- 100%: 4 • 80% - 89%: 2 • 70% - 79%: 1 • <70%: 0 Score: _____

Component #11: Bonus Points

Measurement & Source	Result	Scoring Range & Points Possible

(A): On-Time submission of 2023 HMIS Quarterly Audits
 	
Agencies may earn up to 3 bonus points based on their timely submission of the HMIS Quarterly Audits in 2023. Any bonus points earned will be applied to all an agency's renewing projects.
 	
The dates of Quarterly Audit for 2023 were as follows:
• Q1 & Q2 2023 Quarterly Audit (10/1/2022 – 3/31/2023) due May 1, 2023
• Q3 Quarterly Audit (4/1/2023 – 6/30/2023) due August 1, 2023
• Q4 Quarterly Audit (7/1/2023 – 9/30/2023) due November 1, 2023
 	
Was the Q1 and Q2 2023 Quarterly Audit submitted by 5/1/2023?
 	
   ___ Yes   __ No
 	
Was the Q3 2023 Quarterly Audit submitted by 8/1/2023?
 	
   ___ Yes   __ No
 	
Was the Q4 2023 Quarterly Audit submitted by 11/1/2023?
 	
   ___ Yes   __ No
	# of Quarterly Audits submitted on time: _____	• 3 quarterly audits submitted on time: 3
		• 0-2 quarterly audits submitted on time: 0
		
		Score: _____

Component #1D Calculation Guidance (Leavers & Stayers with increase in cash income)

The data for this component is taken from APR questions 19a1 (stayers) and 19a2 (leavers). The percentage will be calculated as in the example below.

Formula:	$\left[\dfrac{\left(\begin{array}{c}Total\ Stayers\ who\ gained\ or\ increased\ income\ + \\ total\ leavers\ who\ gained\ or\ increased\ income\end{array}\right)}{Total\ Adults} \right]$
Example:	$\left[\dfrac{\left(\begin{array}{c}Q19a1\ Adults\ who\ Gained\ or\ Increased\ Income + \\ Q19a2\ Adults\ who\ Gained\ or\ Increased\ Income\end{array}\right)}{(Q19a1\ total\ adults) + (Q19a2\ total\ adults)} \right] = \dfrac{(29+11)}{(50)+(21)} = \dfrac{40}{71} = 56\%$

19a1 - Client Cash Income Change - Income Source - by Start and Latest Status

Income Change by Income Category (Universe: Adult Stayers with Income Information at Start and Annual Assessment)	Had Income Category at Start and Did Not Have It at Annual Assessment	Retained Income Category But Had Less $ at Annual Assessment Than at Start	Retained Income Category and Same $ at Annual Assessment as at Start	Retained Income Category and Increased $ at Annual Assessment	Did Not Have the Income Category at Start and Gained the Income Category at Annual Assessment	Did Not Have the Income Category at Start or at Annual Assessment	Total Adults (including those with No Income)	Performance Measure: Adults who Gained or Increased Income from Start to Annual Assessment, Average Gain	Performance measure: Percent of Persons who Accomplished this Measure
Number of Adults with Earned Income (i.e., Employment Income)	1	0	4	0	1	44	50	1	2%
Average Change in Earned Income	-680	0		0	658			658	
Number of Adults with Other Income	0	12	0	28	1	6	50	29	58%
Average Change in Other Income	0	-542		362.96	50			352.17	
Number of Adults with Any Income (i.e., Total Income)	1	12	2	28	1	3	50	29	58%
Average Change in Overall Income	-680	-487.17		363.46	50			352.66	

19a2 - Client Cash Income Change - Income Source - by Start and Exit

Income Change by Income Category (Universe: Adult Leavers with Income Information at Start and Exit)	Had Income Category at Start and Did Not Have It at Exit	Retained Income Category But Had Less $ at Exit Than at Start	Retained Income Category and Same $ at Exit as at Start	Retained Income Category and Increased $ at Exit	Did Not Have the Income Category at Start and Gained the Income Category at Exit	Did Not Have the Income Category at Start or at Exit	Total Adults (including those with No Income)	Performance Measure: Adults who Gained or Increased Income from Start to Exit, Average Gain	Performance measure: Percent of Persons who Accomplished this Measure
Number of Adults with Earned Income (i.e., Employment Income)	1	0	0	1	1	18	21	2	10%
Average Change in Earned Income	-1,330	0		41	1,400			720.5	
Number of Adults with Other Income	0	6	2	9	2	2	21	11	52%
Average Change in Other Income	0	-524.33		65.67	1,277			285.91	
Number of Adults with Any Income (i.e., Total Income)	1	6	2	10	1	1	21	11	52%
Average Change in Overall Income	-1,330	-524.33		398.6	600			416.91	

Component #2A Calculation Guidance (Retention in or Exit to Permanent Housing)

Use the formulas below to follow the example provided on the following pages. Use data from the following APR questions: Q5a1 (total served), Q5a8 (number of stayers), Q23c (exit destinations) to answer this question. Use data from the Detroit PSH Outcomes Report to determine additional exclusions from the calculation. The example in the box below uses data from the sample reports given on the following screen shots.

Excluded from the calculations:
- Clients with an exit in 2023, but no Housing Move In Date. These clients will be removed from the denominator. They will also be removed from the numerator if their exit was to permanent housing.
- Clients with an exit to one of these destinations:
  - Death
  - Foster Care
  - Hospital/Residential Non-Psychiatric facility
  - Residential project or halfway house with no homeless criteria
  - Nursing home/Long-term care facility

Formula:	$$\left[\frac{(Total\ Stayers + Exits\ to\ Permanent\ Detinations) - (No\ Housing\ Move\ in\ Date\ with\ exit\ to\ PH)}{(Total\ persons\ served) - (excluded\ persons)}\right]$$
Example:	$$\left[\frac{\begin{array}{c}(Q5a8 + Q23c\ Exits\ to\ Positive\ Destinations) - \\ persons\ from\ the\ Housing\ Move\ in\ reprot\end{array}}{(Q5a1) - (No\ Housing\ Move\ In\ Date + 23c\ Exclusions)}\right] =$$ $$\frac{(72+2)-1}{(81)-(3+1)} = \frac{73}{77} = 95\%$$

To determine the Numerator:

5a - Report Validations Table	
Report Validations Table	
1. Total Number of Persons Served	81
2. Number of Adults (age 18 or over)	81
3. Number of Children (under age 18)	0
4. Number of Persons with Unknown Age	0
5. Number of Leavers	9
6. Number of Adult Leavers	9
7. Number of Adult and Head of Household Leavers	9
8. Number of Stayers	72

23c - Exit Destination - All persons	Total
Total	4
Total persons exiting to positive housing destinations	2
Total persons whose destinations excluded them from the calculation	1

Also determine any clients with no Housing Move In Date, but exits to permanent housing, that need to be excluded (see below for details).

To determine the Denominator:
Step 1: Determine the exclusions of those with no Housing Move-in Date

1) Run the "Detroit PSH Outcomes Report" report for the project for 1/1/2023-1/1/2024 (end date is 12/31/2023, so end date plus one is 1/1/2024). This report is currently found here: Connect to Business Objects → Folders → Public Folders→ Michigan_live_folder → Provider Specific → Detroit → #Funder & Grant Specific Reports → CoC Competition Reports → Detroit PSH Outcomes Report v3.
2) View the "Client Detail" tab. Then filter in this order:
   a) Filter "Housing Move-in Date (Applicable) for records that have "Missing HMD – Verify". These are the clients in the project with no valid Housing Move in Date.
   b) Filter "Exit Date" for any dates in 2023. You will be left with those clients who exited the project at some point in 2023 and had no Housing Move in Date.
3) Of the clients left, look at the "Permanent Housing Destination" column:

a) Clients with a Permanent Destination will be removed from the numerator
b) All Clients with no housing move-in date will be removed from the denominator

Example:
The screen shot below is an example of the steps above. (Some columns that you will see in the spreadsheet are hidden in the screen shot below)

• The one highlighted client - with an exit to permanent housing – will be removed from the numerator
• All *three* clients will be removed from the denominator

Client HMIS ID	Relationship to HoH	Age	PSH Agency Client Matched With	Project Start	Housing Move-In Date Displayed	Housing Move-In Date (Applicable)	Project Exit Date	Entry Exit Destination	Permanent Housing Destinations
XXXXXX	Self (head of household)	XX	Agency Name	11/23/2021		Missing HMD - Verify	1/5/2022	Staying or living with family, temporary tenure (HUD)	No
XXXXXX	Self (head of household)	XX	Agency Name	1/29/2022		Missing HMD - Verify	5/3/2022	Rental by client, with HCV voucher (tenant or project based) (HUD)	Yes
XXXXXX	Head of household's spouse or partner	XX	Agency Name	3/29/2022		Missing HMD - Verify	6/9/2022	Emergency shelter, incl. hotel/motel paid for w/ ES voucher,	No

Step 2: Determine the exits that will be excluded, based on highlighted areas below

23c – Exit Destination – All persons	
	Total
Total	4
Total persons exiting to positive housing destinations	2
Total persons whose destinations excluded them from the calculation	1

Step 3: Determine the Total Persons Served, as given in the screen shot

5a – Report Validations Table	
Report Validations Table	
1. Total Number of Persons Served	81

Component #2B Utilization Rates Calculation Guidance

Project will be scored on the overall average utilization rates as given in the five dates given below as compared to the number of beds or units the project is funded to provide (per the project's FY2022 renewal project application (question 4B.1). Utilization rates will be calculated based on the number of households or persons served on these five dates: 1/25/23, 4/26/23, 7/26/23, 10/25/23, 12/27/23. This data will be determined by using the Detroit PSH Outcomes Reports filtering for the dates given.

Report and Prompts to be Used:
1. Run the "Detroit PSH Outcomes Report" report for the project for 1/1/2023-1/1/2024 (end date is 12/31/2023, so end date plus one is 1/1/2024). This report is currently found here: Connect to Business Objects → Folders → Public Folders→ Michigan_live_folder → Provider Specific → Detroit → #Funder & Grant Specific Reports → CoC Competition Reports → Detroit PSH Outcomes Report v3.
2. Report generated for project in question
3. Tab: Client Detail

Filtering Report
1. After running report, do the following:
2. Tab: Client detail
3. Filter Column "Relationship to Head of Household" for "Self (head of household)". **Do not clear this filter while doing the rest of the filtering.**
4. Filters to determine occupancy for each of the five dates given:
    a. January 25, 2023
        - Project Start Date: Filter for all Project Start dates on or prior to 1/25/2023; THEN
        - Project Exit: Filter for all Project Exit dates before 1/25/2023
        - Number of records remaining are the number of households being served on 1/25/2023
    b. April 26, 2023
        - Project Start Date: Filter for all Project Start dates on or prior to 4/26/2023; THEN
        - Project Exit: Filter for all Project Exit dates before 4/26/2023
        - Number of records remaining are the number of households being served on 4/26/2023
    c. July 26, 2023
        - Project Start Date: Filter for all Project Start dates on or prior to 7/26/2023; THEN
        - Project Exit: Filter for all Project Exit dates before 7/26/2023
        - Number of records remaining are the number of households being served on 7/26/2023
    d. October 25, 2023
        - Project Start Date: Filter for all Project Start dates on or prior to 10/25/2023; THEN
        - Project Exit: Filter for all Project Exit dates before 10/25/2023
        - Number of records remaining are the number of households being served on 10/25/2023
    e. December 27, 2023

- Project Start Date: Filter for all Project Start dates on or prior to 12/27/2023; THEN
- Project Exit: Filter for all Project Exit dates before 12/27/2023
- Number of records remaining are the number of households being served on 12/27/2023

AVERAGE UTILIZATION RATE		
	Households	FY21 Application Question 4B
	Based on filtering above, the number of households served on the given night	Total Units or Beds
1/25/2023		
4/26/2023		
7/26/2023		
10/25/2023		
12/27/2023		
SUM COLUMNS		
Calculate Average Occupancy Using this Formula: **(SUM OF ALL HOUSEHOLDS/SUM OF ALL UNITS) *100 = Average Occupancy Percentage**		
Overall Average *(may be greater than 100%)*		

2C: Length of Time from Referral to Housing Move-In

The Average Length of Time from Referral to Housing Move-in was calculated using the quarterly "LOT to Housing" data that has been shared at the PSH workgroups over the past year. This data may be accessed here. The length of time was calculated as follows:
- For each project, the total number of households housed moved in was summed
- For each project, the total number of days from referral to housing move in date for each household was summed
- The number of days was divided by the number of households, to arrive at the overall average

Average Length of Time to Housing: Overall Project Type

	Acronym in "PSH Type" Column Below	Total Households	Total Days from Referral to Housing Move In (all households combined)	Overall 2023 Average LOT (days)
PSH Project-Based (non-SRO)	PB	37	2,327	63
PSH SRO	SRO	39	320	8
PSH Scattered Site	SS	187	16,519	88

Average Length of Time to Housing: Individual Projects

Agency Name	Project Name	HMIS ID #	PSH type	Total Households	Total Days from Referral to Housing Move In (all households combined)	Overall 2023 Average LOT (days)
CCSS	Scott PSH	10996	SRO			N/A*
CCSS	Travis PSH	11619	SRO			N/A*
CCSS	Thomasson Apt	11931	PB	1	8	8
CCSS	Webb PSH	10997	SRO			N/A*
CCSS	Brady (Cass) Apartments	9866, 8579, 13087	PB	4	110	28
CCIH	Supportive Housing Program	224	SS	13	1,525	117
CCIH	Leasing Project	10833	SS	11	917	83
CHS	Perm Community Support II	11722	SS	12	854	71
CHS	Perm Community Support	8755	SS	8	464	58
COTS	Buersmeyer Manor	2428	PB	2	114	57
COTS	Pathways to Housing	10160	SS	13	1,052	81
DRMM	Cornerstone PSH	116	SRO	36	285	8

Agency Name	Project Name	HMIS ID #	PSH type	Total Households	Total Days from Referral to Housing Move In (all households combined)	Overall 2023 Average LOT (days)
DWIHN	(CCIH) S+C County	11338	SS	9	736	82
DWIHN	(DCI/COTS) Omega Project	1025	SS	3	172	57
DWIHN	(CCIH) Permanent Housing	11339	SS	4	257	64
DWIHN	(MiSide/SWCS) Matrix Rental	180 & 3629	SS	4	617	154
Mariners Inn	Mariners Inn Permanent Housing	185	SRO	2	27	14
MDHHS	**Detroit PSH Consolidated Grant**	**Total of Subrecipients listed below**				
	COTS State S+C	12802	SS			
	DCI State S+C	12803	SS			
	DCI State S+C	12804	SS	26	2,510	97
	NSO State S+C	12809	SS			
	SWCS State S+C	12811	SS			
	TASMD State S+C	12789	SS			
MiSide/SWCS	Consolidated Leasing	9654	SS			N/A*
MiSide/SWCS	Consolidated Rental Assistance	11558	SS	15	1,559	104
MiSide/SWHS	Campbell St Apartments	TBD	PB	N/A: Project has not yet started operations		
NLSM	Project Hope	10984	SS	5	373	75
NLSM	Project Hope II	11411	SS	2	73	37
NSO	Supportive Housing	8584	SS	6	503	84
NSO	Bell Supportive Housing Project	9147	PB	20	1,199	60
NSO	FUSE	11559	SS			N/A*
NSO	Clay Apartments	12309	PB	6	537	90
NSO	NSO/COTS	11560	SS	1	33	33
Ruth Ellis	Clairmount	13369	PB	5	367	73
Ruth Ellis	YHDP PSH	13572	SS	N/A: Not scored as project had less than 12 months operation in 2023		
TASMD	BEIT	122	SS	8	278	35
TASMD	Infinity	123	SS	5	263	53
Wayne Metro	Wayne Metro PSH	12710	SS	42	4,333	103

Projects with an N/A will not be scored on this component as the quarterly LOT to Housing reports did not include data for the project