TX 503 Austin/Travis County CoC
FY2025 NOFO Project Scoring Tool Navigational Guide

The purpose of this document is to guide applicants in structuring their submissions to align with CoC expectations. It includes instructions, definitions, and detailed explanations of the scoring tool sections for each project component. This scoring guide outlines the objective criteria, system performance criteria, and qualitative information used by the Independent Review Team to score each project application in line with the HUD NOFO requirements and policy priorities.

1. **Threshold Requirements:** The pass/fail categories below will determine whether your project will be moving to the scoring stage or not. To proceed to the next stage, you have to pass all the categories. Failing in any of them means your project will be rejected. Below is the table from the scoring tool with explanation regarding each category.

Category	Details/ Attachments Needed
Eligible Applicant-Agency is a private nonprofit organization, State, local government, or instrumentality of State and local government; not suspended; active SAM.gov registration.	You need to attach your agency status and your SAM. gov valid registration
Required Certification: as specified in the NOFO section IV.A;	You must properly complete and submit with your application the standard forms, assurances, and certifications. You can find all forms in the application package or review them and their instructions at Grants.gov Forms. You can also read more about standard forms on HUD's Funding Opportunities page. The identified forms are included in the project applicant profile in e-snaps and must be completed by the project applicant before gaining access to the application.
Acceptable Past Performance (Renewals): No unresolved HUD findings, No outstanding overdue obligations to HUD, No major financial management issues, No unresolved construction or program-delivery issues and No history of low occupancy or chronic underperformance.	In our CoC, this means your project is being audited by HUD or under Performance Improvement Plan (PIP). If so, you need to indicate that and provide the last audit/PIP report
Project Expire Date in CY2026 (Renewals)	Renewals must have an expiration date for their current agreement with HUD falls between Jan-Dec 2026
Coordinated Entry Participation: Applicant Commits to CE participation aligned with CE written Policies	All projects must participate in coordinated entry, and the selection of program participants must be consistent with the CoC's coordinated entry process.
Eligible Component Type: Project is eligible per FY25 component:	No new PSH project will be accepted as approved by the CoC Leadership Council

▪ Transitional Housing (TH) ▪ SSO–Standalone Supportive Services (SSO-SS) ▪ SSO–Street Outreach (SSO-SO) ▪ SSO–Coordinated Entry (SSO-CE) ▪ HMIS ▪ DV Bonus ▪ YHDP Renewal/Replacement	
Match Requirement-Minimum 25% match identified through Cash Letter, In-Kind Letter, or In-Kind MOU.	24 CFR 578.73 of the Rule requires that recipients must match all grant funds, except for leasing funds, with no less than 25 percent of funds or in-kind contributions from other sources.
NOFO Alignment: Project demonstrates alignment with FY25 NOFO priorities: treatment, recovery, accountability, safety, stability, and economic mobility.	Your project design must clearly show how it supports the core priorities in the FY25 NOFO. This means your activities, services, goals, and outcomes should demonstrate the following; •**Treatment and Recovery Focus** – Show how your project supports individuals in overcoming substance use, mental health challenges, or other barriers. Include evidence-based practices, recovery programs, and measurable outcomes. •**Safety and Stability** – Describe how your project will enhance the safety of participants and stabilize housing situations. Highlight policies, procedures, or partnerships that reduce risk and provide a secure living environment. •**Accountability and Outcomes** – Demonstrate systems for tracking participant progress and holding both staff and clients accountable. Include metrics, data collection methods, and strategies for monitoring success. •**Economic Mobility** – Include services that promote long-term self-sufficiency, such as job readiness programs, education support, or financial literacy initiatives. Explain how these services help participants achieve independence.
Affirmative Certification to the Following; 1. The project applicant will not engage in racial preferences or other forms of illegal discrimination. 2. The project applicant will not operate drug injection sites or "safe consumption sites," knowingly distribute drug paraphernalia on or off of property under their control, permit the use or distribution of illicit drugs on property under their control, or conduct any of these activities under the pretext of "harm reduction."	You must certify this. If not mentioned in the application on esnaps, write it as a certification by the beginning of your application.

2. **Project Scoring:** The application is scored out of 100 points, distributed across four sections. To maximize your score, use this navigational guide as a checklist while developing your application.

A. Organizational Capacity (20 points)

Criteria and Objective Scoring Criteria	Max Points	Details/Attachments Needed
Previous Experience: with federal and/or state grants (HUD, ESG, SAMHSA, state) 0—No Federal or State Grant Experience 1—Minimal related experience Limited involvement with grants (e.g., subrecipient role 2 —Just State, but no Federal Experience 3— One Year of Federal Experience (HUD, ESG, SAMHSA) 4 — 2-5 Years of Federal Experience (HUD, ESG, SAMHSA) 5— 5+ Years of Federal Experience (HUD, ESG, SAMHSA)	5	List out Previous State and Federal Grant Experience, including; • Funding Agency, Funding Amount, Project Type, and Years Administered • Monitoring Reports by Federal Agency of the Project Include most recent APRs of ESG and CoC Funded Projects
Financial Management: Experience of utilizing and leveraging funds 0— No evidence of financial management capacity 1—Limited or outdated financial documentation; internal bookkeeping only; unresolved findings. 2—Internal reviews or informal financial processes; not formal audited statements. 3—any internal reviews or external audits attached 4—audit or financial statement demonstrating strong financial management 5—A clear narrative that demonstrates how audit or financial statement demonstrates strong performance OR partnership agreements that demonstrate additional leveraged funding	5	Attach documentation that verifies your experience and financial capacity. Examples include: • audits or financial statements confirming strong financial management; • partnership agreements that illustrate how you leverage additional funding or resources.
Staffing and Organizational Managements Structure: Board of Directors, management system and	5	Your project should demonstrate that your organization has a strong staffing and management structure capable of delivering the proposed services effectively. To support this,

coordination, Applicants' staff capacity and experience (credentials, supervision, lived experience roles) 0— No organizational information provided. 1—Basic staff list only; unclear reporting lines; limited supervision details. 2—Org chart or board roster but lacking clarity on roles or supervision specific to the project. 3—Org chart, board roster with clarity on roles or supervision specific to the project. 4—Org chart, board roster, and role descriptions showing how staff will support project objectives; supervision/quality assurance elements included. 5—All of the above plus a detailed staffing plan with position descriptions, supervision plans, recruitment/training strategy, and contingency backfill/succession planning tied to project outcomes.		attach documentation such as: • An organizational chart showing reporting lines and coordination or narrative that describes how the project fits into the staff pattern • Board of Directors roster; • supervision or staffing plans;.
Partnerships: Applicants' previous work with healthcare, crisis, DV, youth, workforce, law enforcement 0—No mention or evidence of partnerships or collaboration. 1—General statements of intent to partner but no documented plans or contacts. 2— Identified partners but no formal agreements or demonstrated coordination. 3—detailed plan for incorporating partnerships but limited formal evidence 4—MOUs, letters of support describe partner commitments and roles. 5—Formal agreements plus evidence of past partnership results	5	Highlight any past or current collaboration with healthcare providers, crisis response teams, domestic violence programs, youth-serving agencies, workforce development organizations, and law enforcement. Describe how these partnerships have functioned in practice, such as coordinated case management, shared protocols, referrals, data sharing, or joint service delivery. To support this, attach documentation such as: • memorandum of understanding (MOUs) or partnership agreements; • letters of support or commitment; • descriptions of coordinated protocols or workflows;

B. Project Design (40 Points)

Criteria and Objective Scoring Criteria	Max Points	Details/Attachments Needed
Project Description and Alignment with Community Funding Priorities: Mirroring FY2025 NOFO funding objectives. 0—Project does not align with NOFO or community priorities. 1-2—Project is not clear about alignment to NOFO priorities 3-4— Partial alignment. Basic description referencing priorities but lacking supporting detail or specificity. 5-6—Clear narrative describing how the project aligns with FY2025 NOFO funding priorities 7-8—Narrative alignment supported by some data, internal metrics, or limited documentation of past performance. 9-10— Narrative alignment supported by data from performance outputs and outcomes. Evidence of past performance showing successful implementation of NOFO objectives.	10	Below are the NOFO objectives and details to align with each one with examples provided **Ending the Crisis of Homelessness on Our Streets** ➢ Focus on outreach, engagement, and intervention for unsheltered individuals. ➢ Partner with law enforcement, first responders, and local governments to safely reduce encampments and public camping. ➢ Include strategies to help participants regain stable housing and achieve self-sufficiency. **Prioritizing Treatment and Recovery** ➢ Incorporate on-site behavioral health treatment, substance use recovery support, and wraparound services. ➢ Include participation requirements that encourage engagement in services and recovery programs. ➢ Leverage mainstream programs and local/private resources to maintain safe, stable housing. **Advancing Public Safety** ➢ Ensure your project contributes to community safety for participants and the public. ➢ Design interventions that reduce exposure to dangerous encampments, illicit drug activity, and trauma. ➢ Collaborate with first responders to support participant engagement and protect vulnerable populations, especially women and youth. **Promoting Self-Sufficiency** ➢ Offer pathways to long-term economic independence, such as employment support, education, childcare, and financial literacy. ➢ Show how your project helps participants increase income, gain skills, and transition out of homelessness permanently. **Improving Outcomes** ➢ Demonstrate measurable impact: reduced homelessness, improved self-sufficiency, and increased participation in treatment and recovery. ➢ Use data to show effectiveness, including past performance if applicable.

		➢ Consider strategies like project reallocation, expansion, or transition grants to enhance program reach and overall CoC performance. **Minimizing Trauma** ➢ Implement trauma-informed care practices throughout your project. ➢ Prioritize participant safety, especially for youth and survivors of domestic violence, sexual assault, dating violence, or stalking. ➢ Provide safe, gender-sensitive spaces and services to reduce trauma and support recovery.
Targeted Population: The population to be served must meet program eligibility requirements as described in the Act, the Rule, and section III.G.10 of this NOFO. 0— Target population not described. 1—Incorrect population targeting 2—Population described but not clearly tied to eligibility requirements. 3—Narrative clearly outlines target population in alignment with NOFO requirements 4—Demonstrated experience of the agency with the target population 5—Reported documentation of performance from past grants or awards that verify experience with the target population	5	Participants eligible to be served by projects funded under this NOFO are effectively described in the mentioned section and divided across the project type. Please read this carefully and make sure it's reflected in your application.
Supportive Services Engagement and Requirement Plan: Demonstration of program participation in supportive services 0—Did not answer the question. 1-2—Services listed but no engagement strategy or coordination plan. 3-4—Services described but not tied to treatment, recovery, or stability goals. 5-6—Service agreement for clients is provided	10	The project should clearly outline how participants will be connected to and actively engaged in supportive services that promote treatment, recovery, stability, and self-sufficiency. A strong plan includes the following elements: **Clear Participation Expectations** ➢ Define what supportive services participants are expected to engage in (e.g., behavioral health treatment, substance use recovery services, case management, employment readiness, life-skills training). ➢ Explain how participation requirements will be communicated, monitored, and reinforced.

7-8—Service plan provides services that promote treatment, recovery, stability and self-sufficiency 9-10—agency has sufficient experience with providing services outlined in the plan, or has attached MOUs or letters of support to demonstrate partnerships with agencies who do.		**Structured Engagement Approach** ➢ Describe the process for assessing participant needs, creating individualized service plans, and setting goals. ➢ Show how staff will work with participants to maintain engagement through regular appointments, follow-ups, and progress reviews. **Service Delivery Model** ➢ Outline whether services are delivered on-site, co-located, or provided through community partners. ➢ Ensure the plan reflects access to robust wraparound services, including treatment, recovery, employment, education, and housing stability supports. **Coordination With Key Partners** ➢ Demonstrate formal partnerships with behavioral health providers, workforce programs, crisis teams, and other supports essential to participant success. ➢ Include MOUs or agreements showing coordinated service delivery. **Accountability and Monitoring** ➢ Explain how the program will track participation (attendance logs, case notes, progress evaluations). ➢ Describe how staff will address non-participation and re-engage participants while maintaining program expectations. **Outcomes and Impact** ➢ Connect supportive service engagement to measurable outcomes such as recovery progression, improved safety, employment, income growth, and long-term housing stability. ➢ Demonstrate how supportive services directly advance FY2025 NOFO priorities.
Cost Effectiveness 0 — No Narrative around cost effectiveness 1-2 — Weak narrative lacking connection to 2 CFR 200.404. 3-4 —adequate narrative around compliance with this requirement 5 —Strong narrative supported by financial data and budget to	5	The Project should provide services that are cost-effective consistent with 2 CFR 200.404. To demonstrate cost effectiveness, make sure to ➢ Provide a **realistic and transparent budget** that clearly ties resources to project activities. ➢ Justify all costs and show **efficient use of funds**; emphasize leveraging other public or private resources.

demonstrate compliance with this requirement		➢ Demonstrate **value for money** by showing how the project maximizes impact relative to investment.
HMIS and Performance Management Plan: data collection, project performance, client feedback 0— No HMIS/performance plan provided. 1— Minimal description of data collection. No mention of standards or monitoring. 2— Partial plan referencing some data quality or performance activities**.** 3— Narrative certifies adherence to ECHO's Data Quality Management Plan, Performance Scorecards and Technical Assistance Efforts, and participation in CoC-wide client feedback survey process 4— Plan or narrative that demonstrates internal Key Peformance Indicators for client success 5— Narrative and plans from above are aligned with NOFO priorities	5	The project should present a clear, structured plan that shows your ability to collect high-quality data, monitor performance, and incorporate client feedback for continuous improvement.
Mainstream benefits: SSI, SSDI, SNAP, Medicaid and healthcare 0— No strategy for connecting clients to benefits. 1— Minimal narrative describing general benefit referrals. 2— Basic plan without clear workflows or partner connections. 3— Clear strategy for connecting clients to mainstream benefits. 4— Demonstrated agency experience successfully connecting participants to benefits. 5— Comprehensive, documented approach. Includes procedures, MOUs or letters of support from partnerships, benefit staff roles, or performance data	5	The project should show a comprehensive strategy for connecting participants to mainstream benefits that support long-term stability, economic mobility, and improved health.

showing past successful enrollment
outcomes.

C. Performance Measurement Data and Planning (20 Points)

Criteria	Max Points	Details/Attachments Needed
Housing Retention: strategy to reduce return to homelessness (appropriate to project type) **For Housing Renewal Projects Only**: 10 Points - data that shows that less than 10% of clients return to homelessness in less than 12 months according to CoC performance metrics **For New Projects or (SSO Renewals, HMIS Renewals, TH Renewals) Only (not Housing Renewals):** 10 Points - has clear evidence-based approach to help clients remain stably housed and reduce returns to homelessness	10	**For Housing Renewal Projects** (Based on System Performance Measure Only) **For New and Non-Housing Projects** include the following: The project must show a realistic, evidence-based approach to helping participants remain stably housed after placement. The plan should fit your project type (Transitional Housing, SSO, Outreach, etc.) and include the following components: **Performance Monitoring** ➢ Explain how your project will use data to track exits to permanent housing, return to homelessness, and ongoing stability. ➢ Describe how your team will review these metrics to adjust strategies and improve retention rates. **Alignment With FY2025 NOFO Priorities** ➢ Clearly connect your housing retention strategy to improved safety, increased self-sufficiency, strong recovery support and minimized trauma. ➢ Emphasize how stable housing helps achieve long-term recovery and economic independence.
Strategize earned income growth **For Renewal Projects Only (except SSO renewals)**: 10 Points - data that shows at least 50% of clients increased their <mark>employment</mark> income. **For New Projects :** 10 Points - has a clear strategy for supporting participants in increasing <mark>earned</mark> income. **SSO Renewals Only:** 10 Points - has a clear strategy for supporting participants in increasing earned or unearned income.	10	The project should present a clear strategy showing how participants will be supported in securing employment, increasing earnings, and building long-term economic independence.

D. Component Specific Factors (20 Points)

1- Transitional Housing (TH)

Criteria and Objective Scoring Criteria	Max Points	Details/Attachments Needed/ Questions
Supportive Service Design and Requirements	5	➢ Describe the strategy to provide or partner with other organizations to provide 40 hours of eligible supportive services weekly to participants in obtaining or maintaining housing. ➢ The applicant should demonstrate how the project will require program participants to take part in supportive services (e.g. case management, employment training, substance use treatment, etc) in line with 24 CFR 578.75(h) by attaching a supportive service agreement (contract, occupancy agreement, lease, or equivalent).
Experience	5	The applicant should explain experience administering transitional housing or projects that help participants exit to permanent housing within 24 months
Employment and income generation: at least 50% of participants exit with income within 24 months	5	Describe how your project plans to achieve this percentage. What resources/partnerships do you have or will have to support this outcome?
Exit plan to permanent housing: at least 50% of participants exit to permanent housing within 24 months	5	Describe how your project plans to achieve this percentage. What resources/partnerships do you have that will have to support this outcome?

2- Supportive Services Only (SSO) Standalone (20 points)

Criteria	Max Points	Details/Attachments Needed
Annual Needs Assessment Planning	8	➢ Describe the project's assessment module and data collection. ➢ If there is a specific target population, describe the specific target population served by the project (e.g., youth, DV survivors, chronically homeless, families).
Connection to Permanent Housing	8	➢ Explain the service pathways the project uses to connect participants to permanent housing options.
Service delivery plan, timeline and staffing	4	➢ Describe case management staffing ratios ➢ Describe realistic project outcomes

3- Supportive Services Only (SSO) Street Outreach (20 points)

Criteria	Max Points	Details/Attachments Needed
Outreach coverage and system integration	5	➢ What is the program's contribution to the system measures? What gaps do they fill? ➢ Describe the geographic areas covered by street outreach and how coverage ensures contact with unsheltered people across the CoC. ➢ Describe how the project addresses barriers to engagement (language, mobility, distrust of systems, behavioral health).
Partnerships with law enforcement and first responders plan	5	Demonstrate that the agency has a history of partnering with first responders and law enforcement to engage people living in places not meant for human habitation to access emergency shelter, treatment programs, reunification with family, transitional housing or independent living. The applicant must cooperate, assist, and not interfere or impede with law enforcement to enforce local laws such as public camping and public drug use laws.
Supportive Services Engagement	5	Describe how the proposed project has a strategy for providing supportive services to eligible program participants including those with histories of unsheltered homelessness and those who do not traditionally engage with supportive services.
Experience	5	Describe how your agency has experience providing outreach services consistent with the activity description at 24 CFR 578.53(e)(13) and has demonstrated effectiveness at helping people successfully exit from places not meant for human habitation to emergency shelter, treatment programs, transitional housing or permanent housing programs.

4- SSO- Coordinated Entry (SSO-CE) (20 points)

Criteria	Max Points	Details/Attachments Needed
Coordinated Entry Accessibility	5	Demonstrate how your CE project contributes to meeting the following objective: Coordinated Entry system is easily available and reachable for all people within the CoC's geographic area who are seeking homelessness assistance. The system must also be accessible for people with disabilities within the CoC's geographic area.
Reaching highest need clients	5	Describe the project strategy for advertising that is designed specifically to reach households experiencing homelessness with the highest needs.

Standardized Assessment	5	Describe how the project uses the CoC Board (Leadership Council) adopted standard assessment process
Housing Linkage	5	Describe how the project will ensure that program participants are directed to appropriate housing and services that fit their needs

5- DV Bonus Project

Criteria	Max Points	Details/Attachments Needed
VAWA confidentiality compliance	5	➢ Does the project exclusively serve individuals and families who are fleeing or attempting to flee domestic violence, dating violence, sexual assault, or stalking as defined under 24 CFR 578.3 and the McKinney-Vento Act? ➢ Describe how the project ensures safety planning and confidentiality protocols in accordance with VAWA requirements. ➢ Does the project have written policies and procedures describing the survivor-centered intake and assessment process?
Quality, intensity, and appropriateness of trauma-informed, survivor-centered services. Includes housing navigation, safety planning, supportive services, and connections to PH or transitional programs	5	➢ Describe how the project incorporates trauma-informed, survivor-centered practices in all aspects of program design. ➢ Describe how the project will provide or connect participants to PH services?
Projected outcomes for survivors: reduced returns to homelessness, increased housing stability, connections to mainstream resources, and effectiveness in Coordinated Entry system.	5	➢ Describe how the project will increase housing stability and reduce returns to homelessness among DV survivors. ➢ Does the project participate in the CoC's Coordinated Entry (CE) process using a survivor-specific CE access point or CE-alternative process approved for DV providers? ➢ Describe how the project coordinates with victim service providers, law enforcement, healthcare, and shelter programs.
Safety planning & confidential service environment	5	➢ Explain how your program protects participant identities, secures client information, maintains confidential locations, and implements trauma-informed safety planning throughout service delivery.