



**MID-WILLAMETTE VALLEY  
HOMELESS ALLIANCE**  
MOVING TO END AND  
PREVENT HOMELESSNESS

**YOUTH HOMELESSNESS DEMONSTRATION PROGRAM (YHDP)**

**PROPOSAL RATING FORM**

**NEW PROJECTS: COORDINATED ENTRY (SSO-CE)**

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
<i>Minimum Qualifications: Applicant meets minimum threshold requirements.</i>		<i>Yes/No Per Technical Review</i>	<i>N/A</i>	<i>This section will be evaluated by MWWHA consultants</i>
<b>SECTION 1 – APPLICANT EXPERIENCE</b>				
<b>1. FINANCIAL MANAGEMENT EXPERIENCE</b> <ul style="list-style-type: none"> <li>Applicant describes experience in effectively utilizing federal funds, with preference given for experience using HUD funds. Demonstrating capacity may include a description of the applicant’s experience with similar projects.</li> </ul>	Screen 2B, #1  RFP Item #1.1, Supplemental Information 1.1.1.1		4	20
<b>2. EXPERIENCE PERFORMING ACTIVITIES PROPOSED IN THE APPLICATION</b> <ul style="list-style-type: none"> <li>Organization has well-documented experience and positive past performance in providing housing, supportive services, and/or referral services to unaccompanied youth experiencing homelessness.</li> <li>Applicant describes experience working with youth and young adults experiencing homelessness.</li> <li>Applicant describes how the organization has demonstrated commitment to youth and youth outcomes, including examples of ways the organization</li> </ul>	Screen 2B, #1  RFP Item #1.1 and Supplemental Information 1.1.1.2  RFP Supplemental Question 1.4		4	20

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
has designed and improved services, based on experience or youth feedback.				
<b>3. EXPERIENCE LEVERAGING FUNDS AND SECURING MATCH</b> <ul style="list-style-type: none"> <li>Applicant describes experience in leveraging federal, state, local, and private sector funds and in securing matching funds from a variety of sources.</li> </ul>	Screen 2B, #2		2	10
<b>4. BASIC ORGANIZATIONAL AND MANAGEMENT SYSTEM</b> <ul style="list-style-type: none"> <li>Agency describes an organizational infrastructure and administrative/financial capacity to deliver the proposed services.</li> <li>Applicant maintains an accounting system in accordance with generally accepted accounting principles.</li> <li>Applicant describes history of organizational collaboration with other providers or agencies in the Marion-Polk region, including participation with the Continuum of Care.</li> </ul>	Screen 2B, #1, 3 RFP Item #1.2 Supplemental Information #1.2.1		3	15
<b>5. UNRESOLVED AUDIT FINDINGS</b> <ul style="list-style-type: none"> <li>No unresolved audit findings or audit findings are explained to the satisfaction of the Continuum of Care.</li> </ul>	Section 2B, #4	<i>Part of Technical Review</i>	<i>Up to 10 points may be deducted for unresolved audit findings</i>	<i>This section will be evaluated by MWVHA consultants</i>
<b>6. EXPERIENCE WORKING WITH TARGET POPULATION</b> <ul style="list-style-type: none"> <li>Applicant describes experience working with the proposed population and providing housing and/or support services similar to the population(s) proposed in the application.</li> </ul>	Section 2B, #5  Supplemental Question 1.3		2	<u>TOTAL 40</u>  10

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
<ul style="list-style-type: none"> <li>Applicant describes the organization’s experience accommodating and supporting clients who have physical disabilities, mental health needs, and behavioral challenges.</li> <li>Applicant describes the organization’s experience working with diverse populations, including youth with cultural and/or linguistic differences, people of color, and LGBTQ+.</li> <li>Applicant describes experience working with youth involved with juvenile justice, foster care systems, and/or with victims of sexual assault or sexual trafficking and exploitation.</li> </ul>			2	10
<b>SECTION 2 - PROJECT DESCRIPTION</b>				
<b>7. PROJECT DESIGN</b> <ul style="list-style-type: none"> <li>Project design is fully described and includes provision of appropriate supportive services.</li> <li>Project meets the needs of rural and urban areas of the Marion-Polk region.</li> <li>Project implementation plan describes clearly stated project readiness, schedule and start date. This includes the timeline for hiring staff, staff training, project evaluation, and benchmarks for project outcomes.</li> <li>Applicant describes the staffing plan for this project, including the number and role of each staff and client to staff ratios.</li> <li>Applicant describes how the project will ensure equity and inclusion for diverse populations, including staff training in cultural humility.</li> </ul>	Screen 3B, #1, 1c, 2  RFP #2.1.1, Supplemental Information 2.1.1.1, 2.1.1.3, 2.1.1.4, 2.1.1.5, 2.1.1.6, 2.1.1.7		2	<u>TOTAL 50</u> 10  10  10  10

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
<p><b>8. TARGET POPULATION PLAN</b></p> <ul style="list-style-type: none"> <li>Project will serve vulnerable and often overrepresented young people, including LGBTQ+ youth; pregnant and parenting youth; youth with involvement with juvenile justice and foster care systems; youth of color; and/or victims of sexual trafficking and exploitation.</li> <li>Applicant describes method of service delivery that includes culturally-specific elements, including elements responsive to the specific needs of LGBTQ+ youth; pregnant and parenting youth; youth involved with juvenile justice and foster care systems; youth of color; and/or victims of sexual assault or sexual trafficking and exploitation.</li> <li>Applicant describes method of service delivery that ensures access to individuals with disabilities, including accessible physical locations for individuals who use wheelchairs, as well as people least likely to access homeless assistance; providing appropriate auxiliary aids and services necessary to ensure effective communication (e.g., Braille, audio, large type, assistive listening devices, and sign language interpreters.); and adapting assessment questions and instructions to reflect the developmental capacity of participants being assessed.</li> <li>Applicant describes method of service delivery incorporating reasonable steps to offer CE process materials and participant instruction in multiple languages to meet the needs of minority, ethnic, and groups with Limited English Proficiency.</li> </ul>	<p>Screen 3B, #1, 1d</p> <p>RFP #2.1, and Supplemental Information 2.1.2.1, 2.1.2.2</p>		<p>2</p> <p>2</p> <p>2</p> <p>2</p>	<p><u>TOTAL 40</u></p> <p>10</p> <p>10</p> <p>10</p> <p>10</p>

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
<b>9. INCORPORATION OF YOUTH VOICE, POSITIVE YOUTH DEVELOPMENT, AND TRAUMA-INFORMED CARE ELEMENTS</b> <ul style="list-style-type: none"> <li>Applicant describes how youth were involved in designing the project.</li> <li>Applicant describes how youth will have an ongoing role in project management and evaluation.</li> <li>Applicant describes how trauma-informed care is integrated into the project design.</li> </ul>	Screen 3A, #1a, 1b  RFP #2.1 and Supplemental Information 2.1.2.3		2  2  2	<u>TOTAL 30</u>  10  10  10
<b>10. COMMUNITY PARTNERSHIPS</b> <ul style="list-style-type: none"> <li>Applicant describes how proposed project will collaborate with other providers or agencies in the Marion-Polk region, and how the applicant will participate with community partners through the Continuum of Care.</li> </ul>	Screen 3A, #1  RFP #2.1 and Supplemental Information 2.1.3.1		3	15
<b>11. OUTCOMES AND PERFORMANCE MEASURES</b> <ul style="list-style-type: none"> <li>Applicant describes proposed project outcomes that are objective, measurable, trackable, and meet or exceed any established HUD benchmarks for System Performance Measures.</li> <li>Applicant describes relevant experience using a data system to report program outcomes and a plan to use the Homeless Management Information System for the new project.</li> </ul>	Screen 3A, #1  RFP #2.1 and Supplemental Information 2.1.4.1, 2.1.4.2	<i>Part of Technical Review</i>	10	50  <i>This section will be evaluated by MWVHA consultants</i>
<b>12. HOUSING FIRST</b> <ul style="list-style-type: none"> <li>Applicant follows a Housing First approach.</li> </ul>	Screen 3A, #5, 5a-d	<i>Part of Technical Review</i>	<i>Screen out, if answer is "no"</i>	<i>This section will be evaluated by MWVHA consultants</i>

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
<b>SECTION 3 - SUPPORTIVE SERVICES</b>				
<b>13. SUPPORTIVE SERVICES DESCRIPTION</b> <ul style="list-style-type: none"> <li>Applicant describes how participants will be assisted to quickly exit homelessness by obtaining or retaining housing.</li> </ul>	Supplemental Question 2.1.5.1		2	10
<b>14. SYSTEM NAVIGATORS</b> <ul style="list-style-type: none"> <li>Applicant describes plan for the use of system navigators to facilitate program activities.</li> </ul>	Supplemental Question 2.1.5.2		4	20
<b>15. COORDINATED ENTRY CRITERIA</b> <p>a. To what extent does the proposed CE project cover the entire Marion-Polk geographic area?</p> <p>b. Will the CE process be affirmatively marketed and easily accessible by youth and young adults seeking assistance?</p> <p>c. Is the advertisement strategy for the CE process designed to reach those with the highest barriers to accessing assistance?</p> <p>d. Does the CE process use a comprehensive, standardized assessment process?</p> <p>e. Does the CE referral process ensure program participants are directed to appropriate housing and services?</p> <p>f. If the CE process includes differences in access, entry, assessment, or referral for certain subpopulations, are those differences limited to only: (1) adults without children; (2) adults accompanied by children; (3) unaccompanied youth; (4) households fleeing domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions (including human trafficking); and (5) persons at risk of homelessness?</p>	Supplemental Question 2.1.5.3  Screen 3A, #4a-g		2  2  2  2  2	<u>TOTAL 80</u> 10  10  10  10  10

Criteria	Corresponding Item Numbers*	Rating 0-5	X Weight	Maximum Points
g. Does this CE project refer persons experiencing homelessness to projects that specifically coordinate and integrate mainstream health, social services, and employment programs to program participants for which they may be eligible?			2	10
h. In what ways does this CE project tailor its processes and protocols for youth?	Supplemental Question 2.1.5.4		2	10
<b>SECTION 4 – BUDGET</b>				
<b>16. BUDGET</b>				
<ul style="list-style-type: none"> <li>Budgeted costs are allowable by HUD.</li> <li>Budget is cost effective and adequate to implement and sustain project activities over the grant period.</li> <li>Budgeted costs are reasonable, given the proposed number of clients to be served.</li> <li>Budgeted costs are justified.</li> </ul>	Screen 6A Supplemental Question 4.1	<i>Part of Technical Review</i>	10	50  <i>This section will be evaluated by MWVHA consultants</i>
<b>SECTION 5 – SUPPLEMENTAL EQUITY QUESTIONS</b>				
<b>17. EQUITY</b>				<u>TOTAL 50</u>
<ul style="list-style-type: none"> <li>Applicant describes ways that stakeholders with different identities (i.e., race/ethnicity, LGBTQ, gender non-conforming)—especially those most adversely affected—have been informed, meaningfully involved, and authentically represented in proposal development.</li> <li>Applicant describes positive impacts on equity and inclusion that could result from the proposal and identities that could benefit.</li> </ul>	Supplemental Questions 5.1.1 and 5.1.2		5  5	25  25
<b>TOTAL</b>			100	500

**RATING KEY:**

5 = Excellent    4 = Very good    3 = Average    2 = Fair    1 = Poor

\*Corresponding e-snaps items found in YHDP Round 4 & 5 New Project Application Detailed Instructions