Request for Proposals

YOUTH HOMELESSNESS DEMONSTRATION PROGRAM

DATE ISSUED
March 20, 2020

INFORMATIONAL MEETING
March 25, 2020

LETTER OF INTENT DUE
March 31, 2020

FULL APPLICATION DUE APRIL 17, 2020
Submit questions and proposals by email to Abbey Barrow, YHDP Coordinator at:
abarrow@pchtf.org
Polk County Youth Homelessness Demonstration Program Request for Proposals

BACKGROUND

Polk County is a community dedicated to supporting youth and young adults with the resources they need to thrive. The county has seen impressive strides in homeless services coordination over the past several years, but additional resources are needed to address the strengths and needs of young people who experience homelessness. As a community, it is our task to ensure there is a clear pathway for young adults to swiftly access appropriate services, thereby making youth homelessness a rare, brief, and nonrecurring experience for Polk County residents.

In 2019, Des Moines/Polk County was awarded a transformative grant by the U.S. Department of Housing and Urban Development to meet this very need. As one of 23 communities nationwide selected for the Youth Homelessness Demonstration Program (YHDP), Polk County has a unique opportunity to increase resources to prevent and end youth homelessness. YHDP has awarded Polk County $1.86 million ($930,000/yr.) for a two-year demonstration project that displays our community-wide approach to serving youth in innovative ways. To lead this local effort, the Polk County Continuum of Care has collaborated with key stakeholders across the community, including young people, to develop a local coordinated response to prevent and end youth homelessness. Service providers, public and private organizations, and young leaders with lived experience in homelessness have been crucial partners in this effort to plan for the implementation of YHDP funds in our community.

During this months-long community planning process, a number of project types were identified as priorities for YHDP funding. These projects will build upon current systems and initiatives across the county to target gaps in service for youth at-risk of and experiencing homelessness. Projects will be developed through this request for proposals and selection process, in which providers and partners will propose specific, innovative projects in Polk County for YHDP funding.

YHDP SHARED VISION

All people in Polk County will have a supportive, safe, and stable place to call home.

THE GOALS OF POLK COUNTY’S COORDINATED COMMUNITY PLAN TO PREVENT AND END YOUTH HOMELESSNESS

- The community will join together to prevent youth homelessness by fostering safe, healthy, stable families and permanent connections for youth
- The community will identify all youth and young adults who are experiencing or are at imminent risk of experiencing homelessness.
- The community will rapidly link youth and young adults with safe, affordable, and low-barrier housing of their choice and voluntary supports.
- The community will provide opportunities and supports that are healing-centered and responsive to the individual strengths of youth experiencing homelessness.
- The community will improve education and employment outcomes and provide diverse, skill-building opportunities to ensure youth are successful and thriving.
- The community will eliminate disparities for youth of color and LGBTQ youth to ensure equitable experiences within high quality programs and services

**YHDP VALUES**

Below are the values of the Youth Homelessness Demonstration Program. In their applications, organizations will be asked to address how these values are infused into their YHDP project.

- **Positive Youth Development (PYD):** is an intentional, prosocial approach that engages youth within their communities, schools, organizations, peer groups, and families in a manner that is productive and constructive; recognizes, utilizes, and enhances young people’s strengths; and promotes positive outcomes for young people by providing opportunities, fostering positive relationships, and furnishing the support needed to build on their leadership strengths. For youth experiencing homelessness, it’s crucial to provide physical and psychological safety and security. Positive Youth Development creates this safety and security by establishing clear expectations for behavior, as well as increasing opportunities to make decisions, to participate in governance and rule-making, and to take on leadership roles as one matures and gains more expertise. YHDP projects are asked to incorporate Positive Youth Development through:
  - Emotional and moral support
  - Opportunities to develop positive social values and norms
  - Supportive adult relationships
  - Opportunities to form close, durable human relationships with peers that support and reinforce healthy behaviors
  - A sense of belonging and personal value
  - Opportunities for skill building and mastery
  - Strong links between families, schools, and broader community resources
  - Opportunities for youth to develop confidence in their abilities and master their environment
  - LGBTQ-affirming programming
  - Opportunities for youth to make a contribution to their community and to develop a sense of mattering

- **Trauma-Informed and Healing Centered:** A healing-centered approach views trauma not simply as an individual isolated experience, but rather highlights the ways in which trauma and healing are experienced collectively through events and environments. YHDP projects that value trauma-informed care offer a strengths-based, holistic approach to fostering youth well-being and possibility involving culture, spirituality, civic action, and collective healing.

- **Youth Partnership:** YHDP projects are asked to build collaborative, authentic relationships with youth and young adults with lived experience to ensure the plan and implementation is infused with their voices, ideas, and solutions. A youth partnership model intentionally engages youth who are more often marginalized by the dominant culture including young adults who identify as LGBTQ, Black and Brown youth, youth who have experience in the foster care and juvenile justice systems, and pregnant or parenting youth.

Polk County Youth Homelessness Demonstration Program Request for Proposals
• **Cultural Competency and Responsiveness** - Ensuring that all levels of the YHDP process address the unique needs of youth with sensitivity toward their varied cultural and life experiences. YHDP projects should provide effective, equitable, understandable, respectful, and quality supports and services that are responsive to diverse cultural beliefs and practices, preferred languages, health literacy, and other communication needs.

• **Housing First** - A foundational principle of the Polk County Continuum of Care, Housing First means that assistance and housing are offered to youth and referrals made, including access to intensive, youth-focused case management and services, without preconditions and barriers to entry such as sobriety, criminal background, rental history, credit score or service participation requirements.

• **Innovation** - YHDP projects should be responsive to the needs of youth and sustained on a long-term basis. By thinking “outside of the box”, our community can ensure the projects bring new system models and collaboration to Polk County. See “alternative requirements” section below.

• **Community Engagement** - Youth are connected to existing community organizations for long-term support including mainstream organizations, services, faith community, and social and civic organizations. YHDP utilizes an authentic approach to collaboration, making sure to include young people with lived experience at every step of the process.

• **Addressing Disparities** - Applicants are asked to apply a racial and gender equity lens within the YHDP implementation process and actively assess and address implicit bias and racial disparities in the Polk County homelessness response system.

• **Data-Driven Decision Making** - YHDP applicants should utilize community-level data to drive all decision making, including tracking progress toward identified program performance outcomes. Our community will use data to target and prioritize assistance to youth with the greatest needs and equity gaps.

**REQUEST FOR PROPOSALS DESCRIPTION**

The Des Moines/Polk County Youth Homeless Demonstration Program (YHDP) is seeking proposals from all eligible applicants. Under YHDP, eligible applicants include non-profit organizations, local and state government, and institutionalities of local and state government (such as housing authorities). For-profit entities are not eligible.

These agencies will implement projects in support of the Coordinated Community Plan to Prevent and End Youth Homelessness under the Youth Homelessness Demonstration Program (YHDP), funded by the United States Department of Housing and Urban Development’s (HUD) Office of Special Needs Assistance Programs (SNAPS).

Applications are requested from eligible organizations across Polk County to implement one of four project types approved by the community stakeholders during the planning process. The following projects address a critical need for housing and supportive services for youth under 25 who are at-risk of and are experiencing homelessness:
1. Transitional Housing to Rapid Rehousing Model (TH-RRH)
2. Youth Rapid Rehousing (RRH)
3. Permanent Supportive Housing For Youth (PSH)
4. Supportive Services Only (SSO) projects:
   a. Youth Housing Navigation
   b. Mental Health Network
   c. Youth Drop-In Services

*(See Appendix A for detailed information for each project type)*

*Expansion of Polk County’s Homeless Management Information System (HMIS) for unaccompanied youth under 25 is also being funded through YHDP and will be applied for by the Institute for Community Alliances (ICA) in their role as HMIS Lead for the Polk County Continuum of Care.*

If selected, each project would be awarded for two years with the possibility of renewal through the annual Polk County Continuum of Care program competition. An applicant may apply in partnership with one or more other organizations. Joint applications should submit an MOU reflecting the role of project partners, and specific funding for each organization in the detailed budget. Collaboration is encouraged in the YHDP process.

**AGENCY ELIGIBILITY**

To be considered for funding through this RFP, projects must meet or be prepared to meet the following requirements by June 1, 2020:

1. Be located and/or provide services in the Polk County geographic area and serve people who are experiencing homelessness and/or at imminent risk of homelessness (*Categories 1, 2, and 4 of HUD Homelessness Definitions*);
2. Not debarred from receiving federal funds and in good standing with all government and funding contracts;
3. Participate in the Polk County Homelessness Management Information System (HMIS) or DVMIS
4. Adhere to Housing First practices while serving households experiencing homelessness;
5. Participation in and acceptance of all new program participants through the Polk County Centralized Intake process;
6. Have a person with lived experience on their agency board or equivalent policy making entity. If the agency does not currently have a person with lived experience on their board, they must detail a plan to do so.
REQUIREMENTS FOR FUNDED PROJECTS

Proposed YHDP projects are required to be new to the community and may not be expansions of current projects. Selected YHDP project applicants will be required to fulfill the following:

- Incorporate youth voice in the planning, designing and implementation of the YHDP project. Actively involve youth in the leadership of the project’s implementation, including employment and youth voice in the hiring process.

- Agree to work with Polk County’s YHDP team and Technical Assistance support on project design, scope, final budget, and implementation once awarded including the application submission to HUD.

- Continuous Quality Improvement: Awarded agencies must agree to engage in the community’s continuous quality improvement process, and demonstrate their flexibility and willingness to adjust course depending upon lessons learned and performance outcomes.

- Reporting and Evaluation: Applicants are responsible for complying with all HUD, Continuum of Care, and YHDP program requirements. In addition, all YHDP projects will be evaluated by a local Performance Measures committee. This is a requirement for all YHDP funded projects.

- Provide 25% of the project’s total cost in match to the project, minus leasing costs. Agencies may provide match through cash and/or in-kind sources.

YHDP WAIVERS/ALTERNATIVE REQUIREMENTS

Funds available through this Request for Proposals (RFP) are subject to requirements of the FY2018 YHDP Notice of Funding Availability (NOFA), and the regulations that guide CoC funding, 24 CFR Part 578.

In order to encourage innovation, HUD encourages the CoC to seek alternative requirements (“waivers”) of existing regulations where justified to make a project more responsive to the needs of the target population and community. Project applicants may request any alternative requirements they believe will enhance their project. Alternative requirements may not be approved prior to project implementation, therefore applicants must be able to implement their project without waivers. See HUD’s FY18 YHDP NOFA Appendix A for more information about Waivers.

Examples of CoC program regulations that can be requested to be waived include the following:

1. Requirement to have a 12-month lease in Rapid Rehousing Projects. Applicants have been allowed to use lease agreements that cover less than 12-months.
2. Requirement for annual assessment of eligibility for assistance after determination of initial eligibility. YYA in the program only need to satisfy eligibility requirements once upon program entry and retain their eligibility in the program regardless of changes in circumstance.
3. 24-month time limit in Rapid Rehousing. Applicants have been allowed to increase the time limit for program participation to 36 months.
4. Prohibition against combining leasing and rental assistance in a single structure. Applicants have been granted the flexibility to use a leasing model for some YYA program participants and a rental assistance model for others as determined by individual circumstance.
PROPOSAL REQUIREMENTS

To be considered for YHDP funds, full completion and submission of the YHDP Application is required and must be submitted to abarrow@pchtf.org by Friday, April 17 at 5pm. The Application includes the following sections:

- **Basic Information**- include organization name, project type application, project name, budgeted amount, date of submission, point of contact including contact information

- **Project Design (70 points)**- Describe the details of the proposed project including location, proposed activities, partners, and timeframe. Address the target populations of the grant and highlight your organization’s experience and capacity to serve youth experiencing homelessness with these federal dollars. Finally, detail the supportive services proposed via your organization’s YHDP plan.

- **Project Quality (32 points)**- Explain why the project best meets the needs of the proposed target populations. Address your organization’s commitment to the YHDP values listed above and how those values infuse the YHDP project

- **Project Administration (5 points)**- Demonstrate the applicant’s history with past grant findings and a willingness to adhere to YHDP expenditure requirements

- **Performance Measures and Project Outcomes (6 points)**- Establish the proposed project outcomes for youth and how success will be evaluated. Explain how data-driven decision making and continuous quality improvement is essential to the success of the YHDP project.

- **Youth Partnership and Evaluation (6 points)**- Address the ways in which youth program participants will be involved in program evaluation and how youth voice factors into YHDP decision making.

- **Budget and Cost Effectiveness (18 points)**- Provide the full YHDP project budget including leasing, rental assistance, operating costs, supportive services, and the funding you intend to use to meet the 25% cash and/or in-kind match requirement.

- **Attachments**- In addition to the completed application with the above information, organizations will be asked to provide:
  - Copies of MOU(s) for partners in the YHDP project application (optional)

PROPOSAL EVALUATION PROCESS

1. **Threshold Review**- All applications will undergo a threshold criteria review. Polk County Continuum of Care staff will review proposal packages for eligibility and completeness and that each project has met the minimum requirements set forth in this RPF. Incomplete or ineligible proposals will not receive further review. Project applications that pass the threshold review will proceed to be reviewed by a YHDP grant application review panel.

2. **Presentation to Youth Action Council** Following application submission, eligible applicants will be asked to present their proposals to the Youth Action Council (YAC), a group of young
leaders in our community with lived experience in homelessness. These brief presentations will allow YAC to hear firsthand how the proposed projects will serve young people experiencing homelessness and provide them the opportunity to ask clarifying questions of applying organizations. Final project decisions will be made using the panel’s scoring and YAC presentation ranking. (Presentations are pending COVID-19 safety and health precautions.)

3. The YHDP Review Panel- will evaluate proposals utilizing the scoring criteria (see Appendix) and will select the highest-scoring valid proposal for each program type to recommend for funding. The review panel will consist of the Polk County Continuum of Care Grant Committee, YHDP Leadership, the Youth Action Council, funding partners, and other individuals knowledgeable about homelessness and housing. The panel membership is consistent with the Polk County Continuum of Care conflict of interest policy to ensure a fair selection process.

This RFP is competitive. All interested parties must complete the application packet by the deadline to be considered for funding. All completed applications turned in on or before the deadline that meet the agency eligibility requirements will be reviewed and individually scored by members of the review panel.

Multiple proposals may be selected per program type depending on the scale and budget of proposals submitted. If applicable, the YHDP Grant Application Review Panel will seek additional information from the applicants to maximize all YHDP project funds and/or discuss potential project partnerships.

**ANTICIPATED POLK COUNTY YHDP TIMELINE** (The timeline below is subject to change pending COVID-19 health and safety precautions)

- RFP Released- March 20
- Online Bidders Conference- March 25
- Letter of Intent Due: March 31
- Application due to Polk County Continuum of Care- April 17
- Project Presentations to Youth Action Council- Afternoon of April 23
- RFP review and scoring meeting- April 27
- All applicants notified of awards- May 6
- CoC Board Meeting Approval of Projects- May 11
- City Council Vote to Approve YHDP Projects- May 18
- Final projects entered into HUD database- June 2020 (deadline July 1)
- YHDP Projects begin- Fall 2020
APPENDIX A: PROJECT DESCRIPTIONS

Transitional Housing to Rapid Rehousing Model (TH-RRH)

**Summary** - This project will provide short-term, crisis housing (TH) for youth/young adults while working with the youth to quickly exit them to permanent housing (RRH). Youth in the TH program will be provided a low-barrier, safe and healthy shelter. Navigation services will be provided to connect youth/young adults with supportive services and a rapid pathway to permanent housing. Participants will have the option to choose crisis housing (TH) and/or rapid rehousing (RRH) assistance upon entry to the program, and both components must be available for the youth to choose from.

**Needs Met** - Fulfills a need for emergency/crisis shelter, while helping youth transition to permanent, stable housing

**Target Population** - Youth ages 18-24, including special populations of youth who are Pregnant/Parenting, LGBTQ, victims of trafficking, and those fleeing domestic violence. Project has the potential to serve youth under 18 as well.

**Essential Elements**

- Hands-on case management in and outside of the office setting.
- Focus on skill-building
- Provides opportunities for participants to connect with each other through community activities, volunteerism, support groups, and other formal/informal peer groups
- Principles of Positive Youth Development
- Culturally responsive approach
- Housing First
- Youth Choice

**HUD Categories Served** - Categories 1,2, and 4

**HUD Project Type** - Joint Project: Transitional Housing and Rapid Rehousing (TH/RRH)

**Outcomes**

- Short length of stay in Transitional Housing
- Successful Exit to Permanent Housing
- Low return to homeless or long-term Successful Housing Retention

**USICH Outcomes Addressed** - Stable Housing, Permanent Connections,

**Estimated Budget** - Annually $250,000-$280,000 (2 year $500,000-$560,000)
Youth Rapid Rehousing (RRH)

Summary- This project will provide rapid rehousing assistance for youth/young adults, including assistance securing safe housing, up to 24 months of rental assistance, security deposits, and voluntary case management and supportive services.

Needs Met- Fulfills a need for safe housing, while helping youth transition to permanent, stable housing

Target Population- Youth ages 18-24, including special populations of youth who are Pregnant/Parenting, LGBTQ, victims of trafficking, and those fleeing domestic violence

Essential Elements

- Hands-on case management in an outside of the office setting.
- Focus on skill-building around housing retention
- Provides opportunities for participants to connect with each other through community activities, volunteerism, support groups, and other formal/informal spaces (peer groups)
- Principles of Positive Youth Development
- Culturally responsive approach
- Housing First
- Youth Choice

HUD Categories Served- Categories 1, 2, and 4

HUD Project Type- Rapid Rehousing (RRH)

Outcomes

- Successful Exit to Permanent Housing
- High percentage of youth remaining in permanent housing
- Low return to homelessness

USICH Outcomes Addressed- Stable Housing, Permanent Connections,

Estimated Budget- Annually $215,000-$275,000 (2 year $430,000-$550,000)
Permanent Supportive Housing For Youth (PSH)

**Summary**- Supportive Housing programs provide non-time-limited housing assistance and supportive services for youth ages 18-24 with disabilities. Program should have the availability to serve single and family households.

**Needs Met**- Create the first dedicated Permanent Supportive Housing program for youth in Polk County. Help youth with disabilities attain stable housing and supports appropriate to their needs.

**Target Population**- Youth ages 18-24 with disabilities, including historically marginalized populations.

**Essential Project Elements**

- Intensive case management and coaching
- Principles of Positive Youth Development
- Client-driven
- Culturally responsive approach
- Housing First model
- Non-time limited rental assistance to ensure consistent housing affordability
- Trauma-informed approach
- Transportation support
- Life Skills and training

**HUD Categories Served**- Categories 1 and 4

**HUD Project Type**- Permanent Supportive Housing

**Outcomes**

- High percentage of youth remaining in or exiting to permanent housing
- Low percentage of youth returning to homelessness at program exit

**USICH Outcomes Addressed**- Stable Housing, Permanent Connections, Social-Emotional Well-Being

**Estimated Budget**- Annually $192,000-$220,000 (2 year $384,000-$440,000)
Youth Housing Navigator (SSO)

**Summary**- This project will create a Youth dedicated housing system navigator who will support identification of youth, navigation of centralized intake, and access to existing housing, connection to non-housing resources and mainstream benefits, and connection to other supports such as education and employment. A housing navigator helps youth experiencing homelessness apply for housing vouchers, attend housing application meetings, complete paperwork, complete the housing search, find an apartment, and sign and understand the responsibilities of their lease. They also work with local landlords and other Polk County system navigators to identify available units and maintain a list for those in need.

**Needs Met**- Polk County has a need for a youth-specific support role to help young people navigate a complex housing system. This project will provide a centralized point of contact and support for young people

**Target Population**- Youth 18-24

**Essential Elements**-
- Fair Housing and Equal Access
- Youth Voice and Partnership
- Positive Youth Development
- Trauma-Informed Care
- Youth-Driven Goals
- Evidence-Based Practices
- Community Collaboration

**HUD Categories Served**- Categories 1, 2, and 4

**HUD Project Type**- Supportive Services Only (SSO)

**Outcomes**-
- Youth achieve stable housing more quickly
- Youth are able to better maintain stable housing
- Shorter length of time young adults are unsheltered
- Increased community collaboration and system streamlining

**USICH Outcomes Addressed**- Permanent Connections, Education/Employment, Social-Emotional Well Being

**Estimated Budget**- Annually $53,000-$80,000 (2 year $106,000-$160,000)
Mental Health Network (SSO)

**Summary**- This project aims to support the social/emotional development of youth and young adults as they access and maintain stable housing. Youth have the ability to quickly access clinical mental health specialists, as well as regular meetings with a peer support navigator. These professionals have access to a flexible funding pool to address immediate youth needs including transportation and employment needs. Peer navigator support can ensure a sustainable network of support for young people.

**Needs Met**- Polk County has a need for increased mental health support for youth, especially for those without a diagnosed disability. This project will make social/emotional support more accessible, helping to ensure youth have the tools they need to maintain housing and reach their identified goals.

**Target Population**- Youth 16-24, specifically those of lower vulnerability who are not served by other programs and supports.

**Essential Elements**-
- Positive Youth Development
- Trauma-Informed Care
- Youth-Driven Goals
- Peer Support

**HUD Categories Served**- Categories 1, 2, and 4

**HUD Project Type**- Supportive Services Only (SSO)

**Outcomes**-
- Percentage of youth obtaining and/or increasing employment
- Successful Exit to Permanent Housing

**USICH Outcomes Addressed**- Permanent Connections, Education/Employment, Social-Emotional Well Being

**Estimated Budget**- Annually $70,000-$100,000 (2 year $140,000-$200,000)
Youth Drop-In Services (SSO)

Summary- Drop-in programs allow youth and young adults to stop by for basic services such as showers, food, laundry, clothing, case management, transportation, computers, employment programs, crisis counseling, life skills classes, and other services. The Polk County community currently has one youth-specific drop-in center with limited, weekday hours.

Needs Met- Providing new drop-in center access and programming will allow the community to reach more youth, including those who are unstably housed or at-risk of experiencing homelessness.

Target Population- Drop-in services reach youth 16-24 and special populations in need of additional support.

Essential Elements-

- Welcoming, safe space for youth
- Positive Youth Development
- Trauma-Informed Care
- Culturally responsive approach
- Equitable access to services
- Youth engagement and voice

HUD Categories Served- Categories 1, 2, and 4

HUD Project Type - Supportive Services Only (SSO)

Outcomes-

- Large numbers of community youth served
- Youth connected to case management

USICH Outcomes Addressed- Permanent Connections, Education/Employment, Social-Emotional Well Being

Estimated Budget- Annually $35,000-$55,000 (2 year $70,000-$110,000)
### APPENDIX B: 2020 CoC YHDP Application Scoring Sheet

<table>
<thead>
<tr>
<th>Organization:</th>
<th>Project Name:</th>
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</thead>
<tbody>
<tr>
<td><strong>Amount Requested:</strong> $</td>
<td><strong>YHDP Project Type:</strong></td>
</tr>
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<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points Possible</th>
<th>Points Breakdown</th>
<th>Source Documentation</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>I. Centralized Intake System</strong></td>
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<tr>
<td>Project must receive referrals ONLY from the Polk County Centralized Intake</td>
<td>Eligibility Threshold</td>
<td>If answer &quot;Yes&quot;, <strong>project is eligible</strong> for funding; if answer &quot;No&quot;, <strong>project is not eligible</strong> for funding.</td>
<td>CI Participating Agency Report</td>
<td></td>
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<tr>
<td><strong>II. HMIS Participation</strong></td>
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<tr>
<td>Project must participate in Polk County HMIS/DVMIS system</td>
<td>Eligibility Threshold</td>
<td>If answer &quot;Yes&quot;, <strong>project is eligible</strong> for funding; if answer &quot;No&quot;, <strong>project is not eligible</strong> for funding.</td>
<td>HMIS Participating Agency Report</td>
<td></td>
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<tr>
<td><strong>III. Housing First</strong></td>
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<tr>
<td>Project must operate under a Housing First Model</td>
<td>Eligibility Threshold</td>
<td>If Housing First questions are answered &quot;Yes&quot;, <strong>project is eligible for funding</strong>;</td>
<td>Project Application Questions III. #1-13</td>
<td></td>
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<tr>
<td><strong>IV. Project Design</strong></td>
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<tr>
<td>Describes a detailed, youth-specific plan to help participants secure and maintain safe, affordable, and accessible housing and/or supportive services; Describes collaborative community partners involved in programming; Demonstrates an understanding of YHDP implementation and program length.</td>
<td>10</td>
<td>Answered completely, plan for realistic, impactful YHDP project implementation = <strong>10 points</strong>; Answer incomplete and/or organization lacks fully realized plan for YHDP activities = <strong>5 points</strong>; answer doesn't address the question or provide a structured plan for the YHDP project = <strong>0 points</strong></td>
<td>Project Application Question IV. # 1</td>
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1—CoC 2019 PSH/RRH/TH Application Score Sheet
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points Possible</th>
<th>Points Breakdown</th>
<th>Source Documentation</th>
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<tbody>
<tr>
<td>Describes a detailed, youth-specific plan to help young people access the program, including outreach efforts and the use of Centralized Intake/referrals</td>
<td>5</td>
<td>Answered completely, plan for realistic, YHDP outreach and program access = <strong>5 points</strong>; Answer incomplete and/or organization lacks fully realized plan for YHDP outreach and access = <strong>2.5 points</strong>; answer doesn’t address the question or provide a plan for youth to access the project = <strong>0 points</strong></td>
<td>Project Application Question IV. # 2</td>
<td></td>
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<tr>
<td>Details Project Housing Type <em>(If Applicable)</em></td>
<td>10</td>
<td>&quot;Single Structure &quot; or &quot;Scattered Site&quot; = <strong>1 point</strong>; neither checked = <strong>0 points</strong>. Number of units AND number of beds completed = <strong>1 point</strong>; Either one not completed = <strong>0 points</strong>. Identifies a realistic strategy for building a landlord network, mitigating landlord reluctance to rent to youth, and preventing evictions= <strong>8 points</strong>; Strategy is incomplete= <strong>4 points</strong>; Does not provide a realistic strategy = <strong>0 points</strong></td>
<td>Project Application Question IV. # 3-5</td>
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<tr>
<td>Youth Population Served</td>
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<tr>
<td>The target YHDP project population(s) are described in detail including the needs and strengths of identified youth</td>
<td>10</td>
<td>Completely describes comprehensive target population, inclusive of YHDP Special Populations = <strong>10 points</strong>; Answer incomplete and/or organization lacks fully realized strategies for youth populations = <strong>5 points</strong>; answer doesn’t address the question or provide a structured plan for the youth who will participate in the YHDP project = <strong>0 points</strong></td>
<td>Project Application Question IV. # 6-7</td>
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<tr>
<td>Focus on YHDP Special Populations</td>
<td>10</td>
<td>2+ populations served= <strong>10 points</strong>; 1 population= <strong>5 points</strong>; No populations= <strong>0 points</strong></td>
<td>Project Application Question IV. # 8</td>
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<td>Organization Experience</td>
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<tr>
<td>Organization’s experience in serving youth experiencing homelessness and understanding of the unique strengths and needs of this population</td>
<td>5</td>
<td>Fully describes the organization’s past performance and infrastructure to manage YHDP = <strong>5 points</strong>; Answer incomplete and/or organization lacks youth homelessness experience and structures = <strong>2.5 points</strong>; answer doesn’t address the question or provide information as to the applicant’s experience and capacity = <strong>0 points</strong></td>
<td>Project Application Question IV. # 9-10</td>
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<td>Criteria</td>
<td>Points Possible</td>
<td>Points Breakdown</td>
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<tr>
<td>Explains the applicant’s capacity to manage YHDP programming using highly skilled, trained staff and stable administrative management</td>
<td>5</td>
<td>Completely describes the organization’s staff and administrative qualifications to manage YHDP = 5 points; Answer incomplete and/or organization lacks some staff and administrative qualifications to manage YHDP = 2.5 points; answer doesn’t address the question or provide a relevant training and capacity information = 0 points</td>
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<tr>
<td><strong>Supportive Services</strong></td>
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<tr>
<td>Project Supportive Services and Frequency are outlined for the YHDP project</td>
<td>15</td>
<td>Services, providers, and frequency identified match the needs of the population described above = 15 points; not all services selected meet the needs of the population described = 7.5 points; Support services and Frequency chart not completed = 0 points</td>
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<tr>
<td><strong>V. Project Quality</strong></td>
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<tr>
<td>Demonstrates how the type, scale, and location of the housing fit the needs of the youth in the program (If Applicable)</td>
<td>4</td>
<td>Up to 4 points for a detailed description that includes the type, scale and location of the housing and how it fits the needs of the clients; 0 points if answer does not address the question</td>
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<tr>
<td>Demonstrates how the type and scale of all supportive services, regardless of funding source, meet the needs of the clients to be served and will aid participants in obtaining/maintaining housing</td>
<td>4</td>
<td>Up to 4 points for description that includes the type and scale of each supportive service and how it will meet the client’s needs; 0 points if answer does not address the question</td>
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<tr>
<td>Accessibility to community amenities - description of accessibility matches degree of accessibility checked</td>
<td>4</td>
<td>Very accessible = 4 points; Somewhat accessible = 2 points; Not accessible = 0 points</td>
<td></td>
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<tr>
<td>How participants are assisted to obtain and remain in permanent housing</td>
<td>4</td>
<td>Up to 4 points for a detailed description that includes the specific resources and how youth will be assisted; 0 points if answer does not address the question</td>
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</tbody>
</table>

**YHDP Values**
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points Possible</th>
<th>Points Breakdown</th>
<th>Source Documentation</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project prioritizes trauma-informed care and a healing-centered approach to the YHDP project</td>
<td>4</td>
<td>Up to 4 points for detailed description of how trauma-informed programming will be provided and how the project will remain healing-centered; 0 points if answer does not address the question</td>
<td>Project Application Question V. #5</td>
<td></td>
</tr>
<tr>
<td>Positive Youth Development is infused throughout the applicant’s plan to serve youth</td>
<td>4</td>
<td>Up to 4 points for a detailed description that includes the specific principles of positive youth development engrained in the project and the ways it will connect youth to opportunities and positive outcomes; 0 points if answer does not address the question</td>
<td>Project Application Question V. #6</td>
<td></td>
</tr>
<tr>
<td>The organization demonstrates a commitment to building safe, welcoming, and inclusive spaces for youth</td>
<td>4</td>
<td>Up to 4 points for description that includes the type and scale of each supportive service and how it will meet the client’s needs; 0 points if answer does not address the question</td>
<td>Project Application Question V. #7</td>
<td></td>
</tr>
<tr>
<td>The YHDP project presents a new or innovative approach to youth homelessness in Polk County</td>
<td>4</td>
<td>Project is very new and/or innovative = 4 points; Somewhat new or innovative = 2 points; Project is neither new nor innovative = 0 points</td>
<td>Project Application Question V. #8</td>
<td></td>
</tr>
</tbody>
</table>

### VI. Project Administration

| Findings & corrective action on any previous HUD CoC or ESG grants                                                                 | 5               | No = 5 points; Yes & corrective action taken = 4 points; Yes & correct action will be taken = 2.5 points; Corrective action not taken = 0 points                                                                 | Project Application Question VI. #1      |       |

### VII. Performance Measures and Project Outcomes

<p>| Strategic YHDP Outcomes and Evaluation Plan                                                                                      | 3               | Answer outlines concrete project outcomes and evaluation plan = 3 points Description addresses some outcomes or evaluation plans = 1.5 points Description doesn’t include project outcomes or evaluation plan = 0 points | Project Application Question VII. #1     |       |
| Organization presents familiarity and experience with Data-Driven Decision Making                                                | 3               | Organization displays a history and comfort level with data-driven decision making = 3 points Organization describes some understanding of data-driven decision making processes = 1.5 points Organization lacks experience or understanding with data-driven decision making = 0 points | Project Application Question VII. #2     |       |</p>
<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points Possible</th>
<th>Points Breakdown</th>
<th>Source Documentation</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>VIII. Youth Partnership and Evaluation</strong></td>
<td></td>
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<tr>
<td>Project will conduct anonymous youth satisfaction surveys</td>
<td>1</td>
<td>Yes = 1 points</td>
<td>Project Application Question VIII. #3</td>
<td></td>
</tr>
<tr>
<td>Provides opportunity for feedback from all youth at exit regardless of reason for leaving</td>
<td>1</td>
<td>Yes = 1 points</td>
<td>Project Application Question VIII. #4</td>
<td></td>
</tr>
<tr>
<td>Presents youth feedback to agency Board of Directors</td>
<td>1</td>
<td>Yes = 1 points</td>
<td>Project Application Question VIII. #5</td>
<td></td>
</tr>
<tr>
<td>Youth with lived experience are authentic partners in project decision making</td>
<td>3</td>
<td>Youth are heavily engaged in program decision making = 3 points Youth are somewhat involved in program decision making = 1.5 points Youth are not involved in program decision making = 0 points</td>
<td>Project Application Question VIII. #6-7</td>
<td></td>
</tr>
<tr>
<td><strong>IX. Budget/Cost Effectiveness</strong></td>
<td></td>
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<tr>
<td>Project Budget</td>
<td>10</td>
<td>The project budget provided is clear and reflects sound allocation of resources, matching the program components including staffing costs, and operating costs. The budget supports the services proposed and is competitive with other proposals = 10 points; The project budget contains some issues, questions, or errors = 5 points ; The project budget is incomplete or not related to the services proposed = 0 points</td>
<td>Project Application Section IX</td>
<td></td>
</tr>
<tr>
<td>Cash and/or In-Kind Match</td>
<td>5</td>
<td>Match 25% of Total YHDP request = 5 point; Match less than 25% of Total YHDP Request = 0 points</td>
<td>Calculate 25% of applicant’s Total CoC Request in Budget Summary</td>
<td></td>
</tr>
<tr>
<td>Cost Efficiency - Cost per person</td>
<td>3</td>
<td>Project is cost effective with costs not deviating substantially from the norm for the type of activities and location = 3 points; Costs deviate substantially from the local norm for the same type of housing and/or services = 0 points</td>
<td>Divide the total budget by the number of households served during the grant year (Project Application)</td>
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</table>

**REVIEWER COMMENTS AND THOUGHTS:**