

## SNHCoC External Monitoring ESG Program Specific Tool - Year 5

**Overview:** This tool was developed based on the logic and design of the Housing First Standards Assessment Tool as provided by the U.S. Department of Housing and Urban Development by the Strategic Progress External Monitoring Team in collaboration with Clark County Social Service and the SNHCoC Monitoring Working Group. The tool is designed for deployment by the External Monitoring Team at the recipient/subrecipient level for Emergency Services Grant (ESG) program monitoring and compliance assessments. This tool is being deployed as one of a series of tools that have been developed by the Strategic Progress External Monitoring Team, a working group from the SNHCOC, BitFocus HMIS data reports, and HUD. The goal of this tool is to provide a program-specific outcome score for monitoring based on HUD Handbook and CFR standards, regulations and requirements.

**Provider & EMT Information Tab:** Modified from the Housing First Standards Assessment Tool, the Provider & EMT Information tab is designed to collect agency/organization specific information for points of contact for the recipient/subrecipient, program administrators, and External Monitoring team members. From a transparency perspective, this tab will collect all relevant information to the programs, recipients/subrecipients, External Monitoring Team, and related high level data elements.

**Standards:** Similar to the Housing First Standards Assessment Tool, this tool seeks to identify available groupings or partitions of standards to be assessed, monitored, and evaluated during External Monitoring. For the purpose of this tool, standards are defined as specific component areas of the HUD Handbook, where available. Conducting this type of grouping allows for internal tool weighting practices, which assists with prioritization of monitoring and evaluation outcomes.

**Project Type:** This tool was developed for Emergency Services Grant Project Types to be conducted at the program level as a standalone tool from other developed tools. The design of this tool ensures maximization of monitoring efficiency and effectiveness from the agency/organization and program-specific perspectives.

## SNHCoC External Monitoring ESG Program Specific Tool - Year 5

**Safeguarding:** This tool is designed and will be deployed to safeguard concerns when assessing Emergency Services Grant projects. Specifically, this tool will work to assure client record confidentiality especially with programs designed to serve victims of domestic violence. The External Monitoring Team will ensure adequate safety and confidentiality policies and practices are implemented and adhered to throughout monitoring activities.

**Scoring (modified from the Housing First Standards Assessment Tool):** For each standard, there are three scoring criteria: "Say It", "Document It", and "Do It" (as explained further below). To show that a project is in full compliance with each standard, the assessor (monitor) should mark "Always/Every time, 100%" for each scoring criteria. Use the drop down in the three columns to the right and select "Always/Every time, 100%", "Usually, 80% to less than 100%", "Frequently, 60% to less than 80%", "Sometimes, 40% to less than 60%", "Occasionally, 20% to less than 40%", "Rarely, less than 20%", or "Not at All/Never, 0%" (NOTE: this tool includes a "N/A" option that will be available for all standards). Once an answer is chosen, the Report Summary tab will automatically update to reflect the answers.

~"Say It" means that project and agency staff can describe verbally what they do concerning each standard. The assessor (monitor) should be able to identify that the organizational culture supports the standard by how staff talks about what is done.

~"Document It" means that there is written documentation that supports the project's compliance with each standard. Written documentation could include Policies and Procedures, Personnel Handbooks, Professional Development Plans, Project Rules, etc.

~"Do It" means that the assessor (monitor) was able to find evidence that supports the project's compliance with each standard. Evidence could include information contained in client or other administrative files, client acknowledgement that something is being done, staff can point to documentation that supports implementation of the standard, etc.

**Assessor (Monitor) Notes:** A cell below each individual standard allows the assessor (monitor) to add optional notes about the information collected for that particular standard. The notes can include where the information was found, what questions were asked, who answered the questions, what additional information is need to be able to mark that standard as "Always/Every time, 100%", "Usually, 80% to less than 100%", "Frequently, 60% to less than 80%", "Sometimes, 40% to less than 60%", "Occasionally, 20% to less than 40%", "Rarely, less than 20%", or "Not at All/Never, 0%" (NOTE: this tool also includes a "N/A" option).

## SNHCoC External Monitoring ESG Program Specific Tool - Year 5

Tab	Description	Purpose
Provider & EMT Information	Details for the provider, provider contacts, program(s) for monitoring, and EMT contact and role assignment	To promote transparency of the monitoring process and implementation and guide the monitoring of specific programs in collaboration with each provider and associated staff.
HUD Handbook 29-4	Lists each standard for assessment from the HUD Handbook 29-4 with associated CFR or other regulatory entity as pertinent to ESG programs.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to HUD Handbook 29-4.
ESG Shelter Operations	Lists each standard for assessment based on ESG requirements and associated CFR or other regulatory entity as pertinent to ESG Shelter Operations.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to ESG Shelter Operations standards.
ESG Rapid Rehousing and Homeless Prevention	Lists each standard for assessment based on ESG requirements and associated CFR or other regulatory entity as pertinent to ESG Rapid Rehousing and Homeless Prevention.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to ESG Rapid Rehousing and Homeless Prevention standards.
ESG Relocation and Stabilization Services	Lists each standard for assessment based on ESG requirements and associated CFR or other regulatory entity as pertinent to ESG Relocation and Stabilization Services.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to ESG Relocation and Stabilization Services standards.

## SNHCoC External Monitoring ESG Program Specific Tool - Year 5

Tab	Description	Purpose
ESG Shelter Operations 2	Lists each standard for assessment based on ESG requirements and associated CFR or other regulatory entity as pertinent to ESG Shelter Operations 2, which are additional requirements for shelter operations beyond those incorporated into ESG Shelter Operations.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to ESG Shelter Operations 2 standards.
ESG Case Management	Lists each standard for assessment based on ESG requirements and associated CFR or other regulatory entity as pertinent to ESG Case Management.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to ESG Case Management standards.
ESG Financial Management	Lists each standard for assessment based on ESG requirements and associated CFR or other regulatory entity as pertinent to ESG Financial Management.	Assesses the relative compliance of the provider across ESG operations and program administration pursuant to ESG Financial Management standards.
CoC ESG Program Specific Tool Scoring	Provides the program-specific outcome scores for the included Standards, Comprehensive Section, and Overall Tool Score.	Designed to calculate and display the program-specific total score for each Standard Comprehensive Section, and the Overall Comprehensive Score for final scoring and reporting procedures.

Provider & Monitoring Team Information	
Provider Information	
Provider's Legal Name	
Project Information	
Project Name(s)	
Project Name(s)	
Project Name(s)	
Project Name(s)	
Project Name(s)	
Project Name(s)	
Project Name(s)	
Project Name(s)	

Provider & Monitoring Team Information	
External Monitoring Team Information	
Name of Monitoring Team Principal Investigator	Dr. Justin S Gardner
Principal Investigator Email Address	<a href="mailto:justin.gardner@innov8reanalysis.com">justin.gardner@innov8reanalysis.com</a>
Principal Investigator Phone Number	702-630-3255
Name of Monitoring Technical Specialist	Maurice Page
Technical Specialist Email Address	<a href="mailto:pagem@pagestrategicsolutions.com">pagem@pagestrategicsolutions.com</a>
Technical Specialist Phone Number	702-340-4813
Name of Monitoring Team Member 1	
Team Member 1 Email Address	
Team Member 1 Phone Number	
Name of Monitoring Team Member 2	
Team Member 2 Email Address	
Team Member 2 Phone Number	
<b>Date of Assessment(s)</b>	

**HUD Handbook Exhibit 29-4**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
HMIS		Does the recipient or subrecipient use project data to meet reporting requirements and to evaluate the success of the ESG program?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
<hr/>					
<i>Topic Area</i>		<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive HUD 29-4		Not at All/Never, 0%	0	0	0
		Rarely, less than 20%	0	0	0
		Occasionally, 20% to less than 40%	0	0	0
		Sometimes, 40% to less than 60%	0	0	0
		Frequently, 60% to less than 80%	0	0	0
		Usually, 80% to less than 100%	0	0	0
		Always/Every time, 100%	0	0	0
		N/A	0	0	0
		Total Count	0	0	0
		Total Available Points	0	0	0
		Total Score	0	0	0
<hr/>					
HMIS		Not at All/Never, 0%	0	0	0
		Rarely, less than 20%	0	0	0
		Occasionally, 20% to less than 40%	0	0	0
		Sometimes, 40% to less than 60%	0	0	0
		Frequently, 60% to less than 80%	0	0	0
		Usually, 80% to less than 100%	0	0	0
		Always/Every time, 100%	0	0	0
		N/A	0	0	0
		Total Count	0	0	0
		Total Available Points	0	0	0
		Total Score	0	0	0

**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Promote Dignity and Respect	[24 Cfr 576.500( c)]	As a recipient/subrecipient of ESG does your emergency shelter implement best practices to meet people where they are and provide person-centered care?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Promote Dignity and Respect	[24 Cfr 576.500( c)]	Were all activities carried out in compliance with the applicable written policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Promote Dignity and Respect	[24 Cfr 576.500( c)]	Were all activities carried out in compliance with the applicable written policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Promote Dignity and Respect	[24 Cfr 576.500( c)]	As a recipient/subrecipient of ESG do your policies and procedures provide clear expectations that shelter clients will be treated with dignity and respect, and does the shelter staff adhere to these expectations?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Promote Dignity and Respect	[24 Cfr 576.500( c)]	Are the rules and regulations for shelter clients clearly communicated and easily accessible for review by clients?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Promote Dignity and Respect	[24 Cfr 576.500( c)]	What best practices are in place that ensure that the shelter exhibits cultural competency?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Promote Dignity and Respect	[24 Cfr 576.500( c)]/24 CFR § 576.403	As a recipient/subrecipient of ESG does your emergency shelter have minimal and reasonable requirements for shelter clients?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Divert people from the homelessness service system	24 CFR § 576.401	Does the a recipient/subrecipient of ESG have a process to divert individuals from shelter to mainstream services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Divert people from the homelessness service system	27 CFR § 576.403/24 CFR § 576.401	As a recipient/subrecipient of ESG what mainstream options are available to shelter clients who need financial assistance, mediation, housing location, legal assistance, or other supports?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Divert people from the homelessness service system	27 CFR § 576.403/24 CFR § 576.401	What role do mainstream programs that you partner with play in supporting shelter seekers and diversion efforts?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			



**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Housing First Approach and low barrier access to emergency shelter	25 CFR § 576.403	As a recipient/subrecipient of ESG does your shelter operations focus on disruptive or dangerous behaviors or compliance to rules/case plans?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing First Approach and low barrier access to emergency shelter	26 CFR § 576.403	Does your shelter welcome self-defined family and kinship groups to seek shelter together?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing First Approach and low barrier access to emergency shelter	27 CFR § 576.403	As a recipient/subrecipient of ESG how has staff identify financial resources that can support the adoption of low-barrier policies and practices and support extended or flexible hours and adapted service-delivery models?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing First Approach and low barrier access to emergency shelter	27 CFR § 576.403/24 CFR § 576.401	Does your shelter accommodate pets and belongings?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Housing First Approach and low barrier access to emergency shelter	28 CFR § 576.403/24 CFR § 576.401	Does your shelter intake process and housing navigation services coordinate closely with community-based outreach services and coordinated entry?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Emergency Shelter serving as a platform for PSH	27 CFR § 576.403/24 CFR § 576.401	Does your emergency shelter provide immediate assistance and link guests with housing options?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Emergency Shelter serving as a platform for PSH	28 CFR § 576.403/24 CFR § 576.401	Explain what tools are used to track frequent users, identify trends, record housing successes and other performance measures?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Emergency Shelter serving as a platform for PSH	29 CFR § 576.403/24 CFR § 576.401	As a recipient/subrecipient of ESG how does your emergency shelter use project data to meet reporting requirements or provide specific reports to reduce or limit risk for shelter clients?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Emergency Shelter serving as a platform for PSH	24 CFR § 576.400	Tell me how does your emergency shelter coordinate with the other homeless service and housing providers in system-level planning?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Emergency Shelter serving as a platform for PSH	24 CFR § 576.409	How does your emergency shelter assess and address safety risks for individuals fleeing domestic violence?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Shelter Operations	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Promote Dignity and Respect	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Divert people from the homelessness service system	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
Total Score	0	0	0	
Housing First Approach and low barrier access to emergency shelter	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
Total Score	0	0	0	

**HUD Handbook Exhibit 29-7**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Emergency Shelter serving as a platform for PSH	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Evaluations	[24 CFR 576.401(a)]	Did the recipient or its subrecipient conduct an initial evaluation to determine each individual's or family's eligibility for rapid re-housing or homelessness prevention assistance and the amount and types of assistance the individual or family needs to regain stability in permanent housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Evaluations	[24 CFR 576.401(b)(1); 24 CFR 576.500(f)]	Do program participant records document that the recipient or its subrecipient re-evaluated program participants' eligibility and the types and amounts of assistance the program participant needs not less than once every 3 months for program participants receiving homelessness prevention assistance and not less than once annually for program participants receiving rapid re-housing assistance?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Evaluations	[24 CFR 576.401(b)(1)(i)-(ii); 24 CFR 576.500(e); 24 CFR 576.500(f)]	Do program participant records document that each re-evaluation of eligibility established that the program participant: a. did not have an annual income that exceeds 30% AMI as established by HUD; and b. lacked sufficient resources and support networks necessary to retain housing without ESG assistance?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligibility	[24 CFR 576.103; 24 CFR 576.401(c); 24 CFR 576.500(b); 24 CFR 576.500(c); 24 CFR 576.500(e); 24 CFR 576.500(f)]	Did the recipient or its subrecipient document that all program participants who received homelessness prevention assistance: a. met the eligibility criteria of the “at risk of homelessness” definition or categories 2, 3, or 4 (if category 4, not sleeping in a place described in category (1)) of the “homeless” definition; and b. have an annual income (as determined in accordance with 24 CFR 5.609) below 30% AMI?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligibility	[24 CFR 576.104; 24 CFR 576.500(b); 24 CFR 576.500(f)]	Did the recipient or its subrecipient document that all program participants who received rapid re-housing assistance met the eligibility criteria: a. under category (1) of the homeless definition, or b. under category (4) and live in an emergency shelter or place described in category (1) of the homeless definition?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligibility	[24 CFR 576.500(d)]	For each individual and family determined ineligible to receive ESG assistance, did the recipient or its subrecipient document the reason for that determination?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligibility	[24 CFR 576.103; 24 CFR 576.500(f)]	Were all homelessness prevention costs eligible and necessary to help the program participant regain stability in the program participant’s current housing or to move into other permanent housing and achieve stability in that housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Written Standards	[24 CFR 576.400(e)(1); 24 CFR 576.400(e)(2); 24 CFR 576.400(e)(3)(i); 24 CFR 576.400(e)(3)(v); 24 CFR 576.400(e)(3)(vi); 24 CFR 576.400(e)(3)(vii); 24 CFR 576.400(e)(3)(viii); 24 CFR 576.400(e)(3)(ix); 24 CFR 576.500(f)]	<p>a. Did the recipient and/or its subrecipients adopt written standards for the provision of homelessness prevention and rapid re-housing assistance, as required by 24 CFR 576.400(e)(1) and 24 CFR 576.400(e)(2)?</p> <p>b. Did these written standards cover the following topics (listed in 24 CFR 576.400(e)(3)):</p> <ol style="list-style-type: none"> <li>1. evaluating individuals' and families' eligibility for assistance under ESG;</li> <li>2. coordination among emergency shelter providers, essential services providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers;</li> <li>3. determining and prioritizing which eligible families and individuals would receive homelessness prevention assistance and which eligible families and individuals would receive rapid re-housing assistance;</li> <li>4. determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;</li> <li>5. determining how long the program participant will be provided with rental assistance and whether and how the amount of that assistance would be adjusted over time;</li> <li>6. determining the type, amount, and duration of housing stabilization and/or relocation services to provide to the program participant?</li> </ol> <p>c. Do the program participant records show that homelessness prevention and rapid re-housing assistance were provided in accordance with the applicable written standards?</p>	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					



ESG Rapid Re-housing and Homeless Prevention					
Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Housing Stability Case Management	[24 CFR 576.401(e)(1); 24 CFR 576.500(f)]	While providing rapid re-housing or homelessness prevention assistance to a program participant, does the program participant file document that the program participant met with a case manager at least once per month to assist the participant in ensuring long-term housing stability?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Stability Case Management	[24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	While providing rapid re-housing or homelessness prevention assistance to a program participant, did the recipient or its subrecipient document in the program participant's file that it developed a plan to assist the program participant to retain permanent housing after the ESG assistance ends, taking into account all relevant considerations, such as the program participant's current or expected income and expenses, other public or private assistance for which the program participant will be eligible and likely to receive; and the relative affordability of available housing in the area?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Connections to Mainstream and Other Resources	[24 CFR 576.401(d)(1); 24 CFR 576.401(d)(2); 24 CFR 576.500(f)]	While providing rapid re-housing or homelessness prevention assistance to program participants, did the recipient or its subrecipients assist each program participant to obtain mainstream and other resources as needed?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Recordkeeping (Program Participant Records)	[24 CFR 576.500(f)]	Did each program participant record document: a. the services and assistance provided to that program participant, including, as applicable, security deposit, rental assistance, and utility payments made on behalf of the program participant; and b. compliance with all applicable requirements for providing services and assistance to that program participant?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Terminating Assistance	[24 CFR 576.402(a); 24 CFR 576.402(b)]	a. If the recipient or any of its subrecipients terminated any participants from the program, did they do so in accordance with a formal process established by the recipient or its subrecipient(s) that recognizes the rights of individuals affected, that met the following requirements: (1) written notice to the program participant containing a clear statement of the reasons for termination, (2) a review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate) who made or approved the termination decision, and (3) prompt written notice of the final decision to the program participant? b. Did the recipient and/or its subrecipient examine all extenuating circumstances in determining when violations warrant termination so that a program participant's assistance is terminated only in the most severe cases?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

ESG Rapid Re-housing and Homeless Prevention					
Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Lead-Based Paint	[24 CFR 35.700-730 (PBRA); 24 CFR 35.1000-1020 (Supportive Services); 24 CFR 35.1200-1225 (TBRA); 24 CFR 576.403(a)]	Where ESG funds were used for rental assistance (TBRA or PBRA) or supportive services, do records reflect that the recipient and subrecipient complied with all lead-based paint requirements?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Minimum Habitability Standards	[24 CFR 576.403(c); 24 CFR 576.500(j)]	Did the recipient and its subrecipients ensure that all housing units met the minimum habitability standards before incurring any costs to help program participants remain in or move into those housing units?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Conflicts of Interest	[24 CFR 576.404(a)]	Did the recipient and its subrecipients ensure that: a. no type or amount of ESG assistance was conditioned on an individual or family's acceptance of housing owned by the recipient, subrecipient, contractor, parent, or subsidiary of the subrecipient; and b. no subrecipient (nor any of its parent or subsidiary organizations) that owns housing, carried out the initial evaluation under 24 CFR 576.401, or administered homelessness prevention assistance for occupants of that subrecipient's housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

<b>ESG Rapid Re-housing and Homeless Prevention</b>				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Rapid Rehousing and Homeless Prevention	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
Total Score	0	0	0	
Evaluations	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
Total Score	0	0	0	

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligibility	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Written Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Housing Stability Case Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Connections to Mainstream and Other Resources	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Recordkeeping (Program Participant Records)	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Terminating Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Lead-Based Paint	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Minimum Habitability Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0



**ESG Rapid Re-housing and Homeless Prevention**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Conflicts of Interest	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Financial Assistance Costs	[24 CFR 576.105(d)]	Did the recipient and its subrecipients ensure that: a. no program participant received financial assistance under 24 CFR 576.105(a) that was of the same type of assistance that the program participant was receiving through other public sources; and b. no program participant who received replacement housing payments under the Uniform Relocation Act (URA) received financial assistance under 24 CFR 576.105(a) during the period of time covered by the URA payments?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Financial Assistance Costs	[24 CFR 576.105(a)]	Were eligible costs listed in 24 CFR 576.105(a) paid only to a housing owner, utility company, or other third party (not directly to the program participant)?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Financial Assistance Costs	[24 CFR 576.105(a)(1)]	Were rental housing application fees paid for with ESG funds a standard charge issued by the owner to all applicants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Financial Assistance Costs	[24 CFR 576.105(a)(2)]	Were security deposits paid for with ESG funds equal to no more than 2 months rent?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Financial Assistance Costs	[24 CFR 576.105(a)(3)]	Were costs for the last month's rent paid for with ESG funds: a. necessary to obtain housing for a program participant; b. paid to the owner of the housing at the time the owner was paid the security deposit and first month's rent; c. less than or equal to one month's rent; and d. included in calculating the program participant's total rental assistance?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Financial Assistance Costs	[24 CFR 576.105(a)(4)]	Were utility deposits paid for with ESG funds only for eligible types of utility services (gas, electric, water, and sewage) and required by the utility company for all customers	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Financial Assistance Costs	[24 CFR 576.105(a)(5)]	Were utility payments paid for with ESG funds: a. within the limit of 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service; b. only provided when the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments; and c. only for eligible types of utility services (gas, electric, water, and sewage)?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Financial Assistance Costs	[24 CFR 576.105(a)(6)]	Were moving costs paid for with ESG funds only for moving-related activities such as truck rental, hiring a moving company, and allowable temporary storage fees (up to 3 months, fees accrued after the date the program participant began receiving services and before the program participant moves into permanent housing, and excluding storage fees in arrears)?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Services Costs	[24 CFR 576.105(b)(1)]	Were housing search and placement costs paid for with ESG funds: a. necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing; and b. one of those listed in 24 CFR 576.105(b)(1)(i)-(viii)?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Services Costs	[24 CFR 576.105(b)(2)(A)-(H)]	Were the activities paid for with ESG funds: a. one of those listed in 24 CFR 576.105(b)(2)(A)-(H), and b. for the purposes of assessing, arranging, coordinating, or monitoring the delivery of individualized services to: (1) facilitate housing stability for a program participant who resides in permanent housing; or (2) to assist a program participant in overcoming immediate barriers to obtaining housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Services Costs	[24 CFR 576.105(b)(2)]	Were the housing stability case management costs paid for with ESG funds: a. under the Rapid Re-housing component, limited to: (1) 30 days during the period the program participant is seeking permanent housing; and (2) 24 months during the period the program participant is living in permanent housing; and b. under the Homelessness Prevention component, limited to 24 months?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Services Costs	[24 CFR 576.105(b)(3)]	Were mediation costs paid for with ESG funds necessary to prevent the program participant from losing permanent housing in which the program participant currently resides, and used for mediation between the program participant and the owner or person(s) with whom the participant is living?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Services Costs	[24 CFR 576.102(a)(1)(vi)(A); 24 CFR 576.102(a)(1)(vi)(D); 24 CFR 576.102(a)(1)(vi)(E); 24 CFR 576.105(b)(4)]	<p>Did the recipient and its subrecipients ensure that the legal services costs paid for with ESG funds consisted only of the following types of costs:</p> <p>a. for either: hourly fees for legal advice and representation by attorneys licensed and in good standing with the bar association of the State in which the services are provided, or by person(s) under the supervision of the licensed attorney; or fees based on the actual service performed (i.e., fee for service), where the recipient/ subrecipient documented that such costs were less than what the cost of hourly fees would have been;</p> <p>b. for filing fees and other necessary court costs;</p> <p>c. subrecipients' employees' salaries and other costs necessary to perform the services (if the subrecipient is a legal services provider and performs the services itself); and</p> <p>d. for the following component services:                      (1) client intake;                      (2) preparation of cases for trial;                      (3) provision of legal advice; (4) representation at hearings;                      (5) counseling?</p>	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Services Costs	[24 CFR 576.105(b)(4); 24 CFR 576.102(a)(1)(vi)(B); 24 CFR 576.102(a)(1)(vi)(C)]	<p>Did the recipient and its subrecipients ensure that the legal services costs paid for with ESG funds were only used:</p> <p>a. to the extent necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which they currently reside;</p> <p>b. for the following subject matters:</p> <ul style="list-style-type: none"> <li>(1) landlord/tenant matters;</li> <li>(2) child support;</li> <li>(3) guardianship;</li> <li>(4) paternity;</li> <li>(5) emancipation;</li> <li>(6) legal separation;</li> <li>(7) orders of protection and other civil remedies for victims of domestic violence, dating violence, sexual assault, and stalking;</li> <li>(8) appeal of veterans and public benefit claim denials; and</li> <li>(9) the resolution of outstanding criminal warrants; and</li> </ul> <p>c. to the extent that other appropriate legal services were unavailable or inaccessible in the community?</p>	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Relocation and Stabilization Services	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Financial Assistance Costs	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0



**ESG Housing Relocation and Stabilization Services**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Service Costs	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Short- and Medium-Term Rental Assistance**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rental Assistance (Limit)	[24 CFR 576.106(a)]	Did each program participant’s total rental assistance, including any rental arrears and last month’s rent, stay within the limit of 24 months during any 3-year period?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rental Assistance (Changes in Household Composition)	[24 CFR 576.106(j)]	Did the recipient and its subrecipients apply the limits on rental assistance to the total assistance each individual received, either as an individual or as part of a household?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rental Assistance (Use with Other Subsidies)	[24 CFR 576.106(c)]	Except for a one-time payment of rental arrears on the tenant’s portion of the rental payment, did the provision of rental assistance exclude: a. program participants who were receiving tenant-based rental assistance or living in a housing unit receiving project-based rental assistance or operating assistance through other public sources; and b. program participants who were provided with replacement housing payments under the URA during the period of time covered by the URA payments?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

ESG Short- and Medium-Term Rental Assistance					
Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Rental Assistance (Fair Market Rent and Rent Reasonableness)	[24 CFR 576.106(d)(1); 24 CFR 576.106(d)(2); 24 CFR 576.500(i)]	Did the recipient and its subrecipients ensure that ESG rental assistance was only provided to units for which the rent complied with HUD's standard of rent reasonableness and did not exceed the applicable Fair Market Rent? NOTE: For this purpose, rent equals the sum of the total monthly rent for the unit, any fees required for occupancy under the lease (other than late fees and pet fees) and, if the tenant paid separately for utilities, the monthly allowance for utilities (excluding telephone) established by the public housing authority for the area in which the housing is located.	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rental Assistance (Rental Assistance Agreement)	[24 CFR 576.106(e); 24 CFR 576.500(h)]	Does the documentation show that the recipient or its subrecipients entered into a rental assistance agreement with each owner before providing the owner with rental assistance payments, including rental arrears?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Short- and Medium-Term Rental Assistance**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rental Assistance (Rental Assistance Agreement)	[24 CFR 576.106(e); 24 CFR 576.106(f)]	Did each rental assistance agreement: a. set forth the terms under which rental assistance will be provided, including the requirements that apply under 24 CFR 576.106; b. provide that, during the term of the agreement, the owner must give the recipient or its subrecipient a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant; and c. contain the same payment due date, grace period, and late payment penalty requirements as the program participant’s lease?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					
Rental Assistance (Payments)	[24 CFR 576.106(f)]	Did the recipient or its subrecipient make timely payments to each owner in accordance with the rental assistance agreement?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					
Rental Assistance (Payments)	[24 CFR 576.106(f)]	Did the recipient and its subrecipients pay any late payment penalties that they incurred only with non-ESG funds (i.e., no ESG funds were used to pay late payment penalties incurred by the recipient or subrecipient)?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

**ESG Short- and Medium-Term Rental Assistance**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rental Assistance (Leases)	[24 CFR 576.106(g); 24 CFR 576.500(h)]	Does each program participant receiving rental assistance have a file that contains a legally binding, written lease between the program participant and the owner of the property or his/her agent for the rental unit; OR b. If the assistance was solely for rental arrears for a program participant who had an oral lease agreement in place: (1) does each agreement give the program participant an enforceable leasehold interest under state law; and (2) are the agreement and rent owed sufficiently documented by the owner’s financial records, rent ledgers, or canceled checks?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					
Rental Assistance (Rental Arrears)	[24 CFR 576.106(a)(3)]	Were the rental arrears paid for with ESG funds one-time payments that did not exceed 6 months of rent in arrears (including any late fees on those arrears)?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					
Recordkeeping (Homelessness Prevention and Rapid Re-housing)	[24 CFR 576.500(h)]	Did the recipient or its subrecipient keep records, including copies of documentation of payments made to owners for rental assistance provided, and supporting documentation for these payments, including dates of occupancy by program participants?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

**ESG Short- and Medium-Term Rental Assistance**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rental Assistance (TBRA)	[24 CFR 576.106(h)(3)(i)-(iii)]	For tenant-based rental assistance, did the recipient and its subrecipients terminate the rental assistance agreement with the owner and stop providing rental assistance payments under that agreement when any of the following conditions were met: a. the program participant moved out of the unit for which the program participant has a lease; b. the lease terminated and was not renewed; or c. the program participant became ineligible to receive ESG assistance?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					
Rental Assistance (Project-based Rental Assistance)	[24 CFR 576.106(i)(2)]	If the recipient or any of its subrecipients used ESG funds to pay the rent for a project-based unit before a program participant moved into the unit, does the program participant file reflect that : a. the program participant signed a lease and moved into the unit before the end of the month for which the first month's rent was paid; and b. the amount paid was less than or equal to the rent to be charged under the program participant's lease and included when determining that program participant's total rental assistance?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					
Rental Assistance (PBRA)	[24 CFR 576.106(i)(3)]	Did the recipient and its subrecipients make monthly rental assistance payments only for months when a unit was leased to a program participant (either partial or the whole month)?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

ESG Short- and Medium-Term Rental Assistance					
Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Rental Assistance (PBRA)	[24 CFR 576.106(g); 24 CFR 576.106(i)(5)]	For program participants living in housing with project-based rental assistance, does the program participant's file contain a lease with an initial term of at least 1 year AND did the recipient or its subrecipient (whoever signed the agreement) enter into a rental assistance agreement with the owner for an initial term of 1 year?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rental Assistance (PBRA)	[24 CFR 576.106(i)(4)]	If a program participant was determined ineligible or reaches the maximum number of months over which rental assistance could be provided, did the recipient or its subrecipient suspend or terminate the rental assistance payments for the unit?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rental Assistance (PBRA)	[24 CFR 576.106(i)(4)]	Did the recipient and its subrecipients ensure that the term of occupancy in each program participant's lease was not conditioned on the provision of rental assistance payments, and if ESG funded rental assistance was suspended, was the program participant allowed to remain in the unit as permitted under the lease?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rental Assistance (PBRA – Expenditure Deadline)	[24 CFR 576.106(i)(5)]	Did the recipient and its subrecipients commit ESG funds only to be expended: a. within the expenditure deadline in 24 CFR 576.203; and b. for current ESG grants (i.e., not before a grant is awarded)?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

<b>ESG Short- and Medium-Term Rental Assistance</b>				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Rental Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Rental Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0



**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
General Recordkeeping Requirements	[24 CFR 576.500]	Do the records demonstrate that the recipient had written intake procedures in place to ensure that documentation of program participants' homeless or at-risk of homelessness status is maintained in accordance with the program requirements?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
General Recordkeeping Requirements	[24 CFR 576.500(v)(1)]	Did the recipient retain copies of all solicitations of and agreements with subrecipients, records of all payment requests by and dates of payments made to subrecipients, and documentation of all monitoring and sanctions of subrecipients, as applicable?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 28-1**

<b>Topic Area</b>	<b>CFR</b>	<b>Definition/Evidence</b>	<b>Say It</b>	<b>Document It</b>	<b>Do It</b>
General Recordkeeping Requirements	[24 CFR 576.404(b); 24 CFR 85.36 or 2 CFR 200.317-200.326; and 24 CFR 576.500(v)(2)]	If the recipient procured goods and services, did its records document that it did so in compliance with the requirements of the Uniform Administrative Requirements, including the codes of conduct and conflict of interest requirements, and did the recipient retain copies of all procurement contracts?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Recordkeeping (Program Participant Eligibility)	[24 CFR 576.400(e)(3); 24 CFR 576.401(a), (b), and (c); 24 CFR 576.500(a), (b), (c), and (e)]	Does the recipient have written policies and procedures in place that ensure that the recipient and/or its subrecipients are: a. conducting an initial evaluation and re-evaluations as required, and b. documenting eligibility in accordance with HUD requirements?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Data Collection and Recordkeeping	[24 CFR 576.400(f); 24 CFR 576.500(n)]	Did the recipient document that it ensured that data on all persons served under ESG, under all components, and all activities assisted under ESG were entered into the applicable community-wide HMIS or, for victim services providers (and legal services providers that opt out), into a comparable database in accordance with HUD’s HMIS data standards?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Faith-Based Activities	[24 CFR 576.406(b); 24 CFR 576.500(r)]	Does the documentation show that the recipient and its subrecipients did not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under ESG; and if the recipient or any subrecipients conducts these activities, were they offered separately, in time or location, from the programs or services funded under ESG, and was participation voluntary for all program participants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Essential Services (Employment Assistance and Job Training)	[24 CFR 576.102(a)(1)(iv)]	Were ESG funds used for eligible costs of employment assistance and job training programs, including, but not limited to, classroom, online and/or computer instruction; on-the-job instruction; and services that assist individuals in securing employment, acquiring learning skills, and/or increasing earning potential, and providing reasonable stipends to program participants in employment assistance and job training programs?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Essential Services (Life Skills Training)	[24 CFR 576.102(a)(i)(vii)]	Were ESG funds used for the eligible costs of teaching critical life management skills that might never have been learned or have been lost during the course of physical or mental illness, domestic violence, substance abuse, and homelessness, as listed under 24 CFR 576.102(a)(i)(vii), and was the training necessary to assist the program participant to function independently in the community?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 28-1**

<b>Topic Area</b>	<b>CFR</b>	<b>Definition/Evidence</b>	<b>Say It</b>	<b>Document It</b>	<b>Do It</b>
Essential Services (Mental Health Services)	[24 CFR 576.102(a)(1)(viii)]	Were ESG funds used for the provision of eligible treatment of mental health conditions, as described under 24 CFR 576.102(a)(1)(viii), and was that treatment: a. by licensed professionals; and b. only to the extent that other appropriate health services are unavailable or inaccessible within the community?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Essential Services (Substance Abuse Treatment Services)	[24 CFR 576.102(a)(1)(ix)]	Were ESG funds used for eligible substance abuse treatment services (as listed under 24 CFR 576.102(a)(1)(ix)) designed to prevent, reduce, eliminate or deter relapse of substance abuse or addictive behaviors, and were the services: a. provided by licensed or certified professionals, and b. only to the extent that other appropriate substance abuse treatment are unavailable or inaccessible within the community?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Shelter Operations	[24 CFR 576.102(a)(3); 24 CFR 576.500(k); 24 CFR 576.500(u)(2)]	Did the recipient's or its subrecipients' records document that ESG funds were used for the costs of maintenance, rent, security, fuel, equipment, insurance, utilities, food, furnishings, supplies necessary for the operation of the emergency shelter, and, when no appropriate emergency shelter is available, for hotel or motel vouchers for homeless families or individuals?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 28-1**

<b>Topic Area</b>	<b>CFR</b>	<b>Definition/Evidence</b>	<b>Say It</b>	<b>Document It</b>	<b>Do It</b>
Terminating Assistance	[24 CFR 576.402(a)]	If the recipient or its subrecipients terminated any participants from the program, did they: a. do so in accordance with a formal process established by the recipient or subrecipient that recognizes the rights of individuals affected; and b. examine all extenuating circumstances in determining when violations warrant termination so that a program participant’s assistance is terminated only in the most severe cases?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Minimum ESG Habitability Standards	[24 CFR 576.403(b); 24 CFR 576.500(j)]	If ESG funds were used for shelter operations or renovation, do the records of the recipient and its subrecipients reflect that the shelter met the minimum safety, sanitation, and privacy standards set forth at 24 CFR 576.403, including inspection reports required by 24 CFR 576.500(j)?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Shelter Operations 2	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
General Recordkeeping Requirements	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Recordkeeping	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Data Collection and Recordkeeping	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Faith-Based Activities	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Essential Services	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0



**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Shelter Operations	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Terminating Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**HUD Handbook Exhibit 28-1**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Minimum ESG Habitability Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Case Management**

<b>Topic Area</b>	<b>CFR</b>	<b>Definition/Evidence</b>	<b>Say It</b>	<b>Document It</b>	<b>Do It</b>
Person Centered Case Management	Person Centered Case Mangement 42 CFR 441.540	How do you describe the case management model you utilize?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Person Centered Case Management	Person Centered Case Mangement 42 CFR 441.541	What does an average caseload ratio look like?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Person Centered Case Management	Person Centered Case Mangement 42 CFR 441.542	Describe your experience in social services, working with men, women, youth, or children with chemical dependency and/or mental health conditions?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Person Centered Case Management	Person Centered Case Mangement 42 CFR 441.543	Describe how you establish a relationship with your client base?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Person Centered Case Management	Person Centered Case Mangement 42 CFR 441.544	What strategies do you use to build rapport if there are cultural differences between you and your client?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	How are clients engaged when transitioning from the streets to housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	What engagement strategy is used once a client is housed? Include frequency and method.	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	What process do you utilize to help tenants thrive and prepare to be self-sufficient?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

ESG Case Management					
Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	Tell me how you mitigate barriers to housing.	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	Describe how you prepare your clients for successful tenancy.	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	What is your landlord engagement strategy?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Housing Coordination	Housing Coordination [24 CFR 576.401(e)(2); 24 CFR 576.500(f)]	How do you identify viable housing units?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Care Coordination	Care Coordination [24 CFR 578.103(a)(3); 24 CFR 576.500(b)]	Describe your process for care coordination and linking clients to services and benefits they are entitled to.	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Supportive Services	Supportive Services [24 CFR 578.37(a)(1)(i); 24 CFR 578.53(a); 24 CFR 578.103]	Describe your process for recording case information?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Supportive Services	Supportive Services [24 CFR 578.37(a)(1)(i); 24 CFR 578.53(a); 24 CFR 578.103]	Can you describe how you include people with lived experience in program decision making and community planning?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Data Management	Data Management 24 CFR § 578.57	How do you track and analyze outcome performance?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

**ESG Case Management**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Cultural Capacity	Cultural Capacity	What strategy do you use to reduce racial disparities related to outcomes on your caseload?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

<b>ESG Case Management</b>				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Case Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Person Centered Case Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

ESG Case Management				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Housing Coordination	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Care Coordination	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

ESG Case Management				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Supportive Services	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Data Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0



<b>ESG Case Management</b>				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Cultural Capacity	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Financial Management and Cost Allowability**

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Use of the Coordinated Assessment System	[24 CFR 576.400(d); 24 CFR 576.500(g)]	If the CoC has established a coordinated assessment system that meets HUD requirements, does the documentation show that each ESG-funded program or project within the CoC's area (except for victim service providers that opt out) is participating in the CoC's coordinated assessment system? <b>NOTE:</b> ESG-funded victim service providers may choose not to use the CoC's coordinated assessment system.	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Coordinated Assessment (Consistency with Written Standards)	[24 CFR 576.400(d); 24 CFR 576.401(a)]	If the CoC has established a coordinated assessment system: a. did the recipient work with the CoC to ensure that the screening, assessment, and referral of program applicants are consistent with the ESG written standards required under 24 CFR 576.400(e); and b. if the system meets HUD requirements, were all initial evaluations conducted in accordance with the coordinated assessment system requirements?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Establishing Written Standards (Local Governments/Territories)	[24 CFR 576.400(e)(1)]	If the recipient is a local government or territory, did it consistently apply, and ensure that its subrecipients consistently applied, its written standards for the provision of ESG assistance to all program participants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Establishing Written Standards	[24 CFR 576.400(e)(3)]	Did the recipient ensure that the written standards include all of the required elements?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

<b>ESG Financial Management and Cost Allowability</b>				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive ESG Financial Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Use of the Coordinated Assessment System	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

<b>ESG Financial Management and Cost Allowability</b>				
<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Coordinated Assessment (Consistency with Written Standards)	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Establishing Written Standards (Local Governments/Territories)	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**ESG Financial Management and Cost Allowability**

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Establishing Written Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

**CoC ESG Program Specific Monitoring Tool Scoring**

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
		<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive HUD 29-4	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
HMIS	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Comprehensive ESG Shelter Operations	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Promote Dignity and Respect	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring					
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022		
			Say It	Document It	Do It
Divert people from the homelessness service system	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0
Housing First Approach and low barrier access to emergency shelter	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0



CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Emergency Shelter serving as a platform for PSH	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Comprehensive ESG Rapid Rehousing and Homeless Prevention	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Evaluations	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Eligibility	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Written Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Housing Stability Case Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Connections to Mainstream and Other Resources	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Terminating Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Lead-Based Paint	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Minimum Habitability Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring					
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022		
			Say It	Document It	Do It
Conflicts of Interest	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0
Comprehensive ESG Relocation and Stabilization Services	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Financial Assistance Costs	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Service Costs	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Comprehensive ESG Rental Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Rental Assistance	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0



CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Comprehensive ESG Shelter Operations 2	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
General Recordkeeping Requirements	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Recordkeeping	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Data Collection and Recordkeeping	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Faith-Based Activities	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Essential Services	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring					
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022		
			Say It	Document It	Do It
Shelter Operations	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0
Terminating Assistance	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Minimum ESG Habitability Standards	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Comprehensive ESG Case Management	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring					
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022		
			Say It	Document It	Do It
Case Management	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0
Comprehensive ESG Financial Management	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0

CoC ESG Program Specific Monitoring Tool Scoring				
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022	
		Say It	Document It	Do It
Use of the Coordinated Assessment System	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0
Coordinated Assessment (Consistency with Written Standards)	Not at All/Never, 0%	0	0	0
	Rarely, less than 20%	0	0	0
	Occasionally, 20% to less than 40%	0	0	0
	Sometimes, 40% to less than 60%	0	0	0
	Frequently, 60% to less than 80%	0	0	0
	Usually, 80% to less than 100%	0	0	0
	Always/Every time, 100%	0	0	0
	N/A	0	0	0
	Total Count	0	0	0
	Total Available Points	0	0	0
	Total Score	0	0	0

CoC ESG Program Specific Monitoring Tool Scoring					
Project Name:		0	Grant Year: 1 July 2021 - 30 June 2022		
			Say It	Document It	Do It
Establishing Written Standards (Local Governments/Territories)	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0
Establishing Written Standards	Not at All/Never, 0%		0	0	0
	Rarely, less than 20%		0	0	0
	Occasionally, 20% to less than 40%		0	0	0
	Sometimes, 40% to less than 60%		0	0	0
	Frequently, 60% to less than 80%		0	0	0
	Usually, 80% to less than 100%		0	0	0
	Always/Every time, 100%		0	0	0
	N/A		0	0	0
	Total Count		0	0	0
	Total Available Points		0	0	0
	Total Score		0	0	0



CoC ESG Program Specific Monitoring Tool Scoring					
Project Name:		0		Grant Year:	1 July 2021 - 30 June 2022
		Say It	Document It	Do It	
Comprehensive CoC ESG Monitoring Tool Score	Total Overall Section Points Available	0	0	0	
	Total Overall Comprehensive Section Score	0	0	0	
	Total Overall Points Available	0			
	Total Overall Comprehensive Score	0			