

SNHCoC External Monitoring Project Scoring 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 agency/organization-wide monitoring and compliance assessments for final scoring. 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 the overall outcome score for monitoring based on HUD Handbook and CFR standards, regulations and requirements from all other developed and deployed tools. Ultimately, the final score presented in this tool will inform the overall monitoring score for SNHCoC HUD funded programs for consideration and inclusion in the annual Scoring and Ranking process for available HUD grant funds.

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 ALL Project Types to be inclusive of all monitoring conducted at the agency/organization system level as a standalone tool from program specific tools. The design of this tool ensures maximization of monitoring efficiency and effectiveness from the agency/organization perspective. This was identified as a fundamental need in External Monitoring tool design because many recipients/subrecipients in the SNHCoC have multiple programs funded annually.

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Safeguarding: This tool is designed and will be deployed to safeguard concerns when assessing ALL 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.

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).

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.
Project Scoring Report	Lists each of the different tools deployed as part of monitoring and available points (percentage basis) for each tool as well as embedded calculation.	To determine the total project performance score for each monitored project based on all incorporated tools as well as a miscellaneous comment section to explain any scoring determinations or outcomes.

Provider & Monitoring Team Information

Provider Information

Provider's Legal Name	
Acronym (if Applicable)	
Year Incorporated	
EIN	
Street Address	
Zip Code	

Provider & Monitoring Team Information	
Project Information	
Project Name	
Project Budget	
Grant Number	
Name of Project Director	
Project Director Email Address	
Project Director Phone Number	
Which best describes the project*	
<i>Short Summary of the project being monitored...</i>	
Are your services targeted to any of the following populations specifically? Please select one if so, as this impacts your assessment questions.	
<small>*Please note that when you select a project type, particular standards may not be relevant.</small>	

Provider & Monitoring Team Information

Management Information

Name of CEO	
CEO Email Address	
CEO Phone Number	
Name of Staff Member Guiding Assessment	
Staff Email Address	
Staff Phone Number	

Provider & Monitoring Team Information	
External Monitoring Team Information	
Monitoring Team Principal Investigator	Dr. Justin S Gardner
Principal Investigator Email Address	justin.gardner@innov8reanalysis.com
Principal Investigator Phone Number	702-630-3255
Monitoring Team Technical Lead	Maurice Page
Technical Lead Email Address	pagem@pagestrategicsolutions.com
Technical Lead Phone Number	702-340-4813
Monitoring Team Member	
Team Member Email Address	
Team Member Phone Number	
Monitoring Team Communication Lead	Ashley Gardner
Communication Lead Email Address	ashley.gardner@innov8reanalysis.com
Communication Lead Phone Number	702-630-7763
Monitoring Team Contract Manager	Cyndy Ortiz Gustafson
Contract Manager Email Address	cyndy@strategicprogress.com
Contract Manager Phone Number	702-241-8033
Date of Assessment(s)	

Project Performance Monitoring Scoring Tool Results

Performance Compliance Section

<i>Topic Area</i>	<i>Standards</i>	<i>Reviewer(s)</i>	<i>Date of Review</i>	<i>Tool Score</i>	<i>Total Tool Points</i>	<i>Scoring Weight</i>	<i>Score</i>
Performance Monitoring Report v3	What is the total of points on the program’s Performance Monitoring Report-v3? Enter the score based on the calculation below.				100	30%	0.00
	<i>30% of Total Score (PTS AWARDED/PTS POSSIBLEx30%)</i>						
Spending Rate/ Drawdown Rate	What is the total of points of the program’s Spending Rate/Drawdown Rate? Enter the score based on the calculation below.				10	10%	0.00
	<i>10% of Total Score (PTS AWARDED/PTS POSSIBLEx10%)</i>						
Utilization Rate	What is the total of points of the program’s Utilization Rate? Enter the score based on the calculation below.				10	10%	0.00
	<i>10% of Total Score (PTS AWARDED/PTS POSSIBLEx10%)</i>						
Performance Compliance Subtotal	What is the total of all points on this section of the monitoring tool?						0.00
	<i>50 points possible</i>						

Project Performance Monitoring Scoring Tool Results

Monitoring Compliance Section

Topic Area	Standards	Reviewer(s)	Date of Review	Tool Score	Total Tool Points	Scoring Weight	Score
External Monitoring Main Tool	What is the total of points of the program’s External Monitoring Main Tool? Enter the score based on the calculation below.				100	18.75%	0.00
	<i>18.75% of Total Score (PTS AWARDED/PTS POSSIBLEx18.75%)</i>						
External Monitoring Program Specific Tool	What is the total of points of the program’s External Monitoring Program Specific Tool? Enter the score based on the calculation below.				100	12.5%	0.00
	<i>12.5% of Total Score (PTS AWARDED/PTS POSSIBLEx12.5%)</i>						
Participant Eligibility & Client File Tool	What is the total of points of the program’s Participant Eligibility & Client File Tool? Enter the score based on the calculation below.				100	6.25%	0.00
	<i>6.25% of Total Score (PTS AWARDED/PTS POSSIBLEx6.25%)</i>						
Coordinated Entry Tool	What is the total of points of the program’s Coordinated Entry Tool? Enter the score based on the calculation below.	<i>NOT INCLUDED IN 1 JULY 2021 - 30 JUNE 2022 MONITORING</i>		0	100	0%	0.00
	<i>0% of Total Score (PTS AWARDED/PTS POSSIBLEx00%)</i>						
Housing First Standards Assessment Tool	What is the total of points of the program’s Housing First Standards Assessment Tool? Enter the score based on the calculation below.				100	12.5%	0.00
	<i>12.5% of Total Score (PTS AWARDED/PTS POSSIBLEx12.5%)</i>						
HMIS Data Quality & Compliance Tool	What is the total of points of the program’s HMIS Data Quality & Compliance Tool? Enter the score based on the calculation below.	<i>NOT INCLUDED IN 1 JULY 2021 - 30 JUNE 2022 MONITORING</i>		0	100	0%	0.00
	<i>0% of Total Score (PTS AWARDED/PTS POSSIBLEx0%)</i>						
Monitoring Compliance Subtotal	What is the total of all points on this section of the monitoring tool?						0.00
	<i>50 points possible</i>						

Project Performance Monitoring Scoring Tool Results

Project Performance Monitoring Tool Score

<i>Topic Area</i>	<i>Standards</i>	<i>Reviewer(s)</i>	<i>Date of Review</i>	<i>Tool Score</i>	<i>Total Tool Points</i>	<i>Scoring Weight</i>	<i>Score</i>
<i>Total Score</i>	What is the total of all points on this monitoring tool?	Strategic Progress External Monitoring Team					0.0
	<i>100 points possible</i>						

Miscellaneous Comments or Explanations of Scoring Components

Project Performance Monitoring Tool Additional Comments

Please use this space to list any additional comments, concerns, or observations.

Empty space for additional comments, concerns, or observations.