

SNHCoC External Monitoring RRH 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 Rapid Rehousing (RRH) 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. Ultimately, the final score of 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 Rapid Rehousing 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.

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Safeguarding: This tool is designed and will be deployed to safeguard concerns when assessing Rapid Rehousing 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 needed 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).

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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 RRH programs.	Assesses the relative compliance of the provider across RRH operations and program administration pursuant to HUD Handbook 29-4
HUD Handbook 29-5	Lists each standard for assessment from the HUD Handbook 29-5 with associated CFR or other regulatory entity as pertinent to RRH programs.	Assesses the relative compliance of the provider across RRH operations and program administration pursuant to HUD Handbook 29-5
CoC RRH 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	justin.gardner@innov8reanalysis.com
Principal Investigator Phone Number	702-630-3255
Name of Monitoring Technical Specialist	Maurice Page
Technical Specialist Email Address	pagem@pagestrategicsolutions.com
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	
Date of Assessment(s)	

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 RRH program?	Please Select	Please Select	Please Select
<i>Optional Notes:</i>					

<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
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 29-5

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Homeless Status and Eligibility Determination	[24 CFR 578.103]	Does the recipient or subrecipient ensure that program participants' eligibility is adequately documented in terms of their homeless status upon entry into the program?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Homeless Status and Eligibility Determination	[NOFA for FY 2014 or FY 2013-2014; 24 CFR 578.103(a)(3)]	Does the recipient or subrecipient meet the requirement to assess participants to ensure eligibility criteria (e.g., household was residing in a place not fit for human habitation, in an emergency shelter, or fulfilled the criteria for chronic homelessness) was met? (as established by the NOFA in the year of the original award)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Component-Specific Requirements	[Definition of permanent housing in 24 CFR 578.3; 24 CFR 578.103(a)(17)]	Did program participants receiving rapid re-housing assistance have a signed lease agreement of at least one year that was renewable (for a minimum term of one month) and terminable only for cause?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)(A); 24 CFR 578.103(a)(17)]	Did the recipient or subrecipient comply with the CoC's written policies and procedures for determining and prioritizing which families and individuals would receive rapid rehousing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)(A); 24 CFR 578.103(a)(17)]	Did the recipient or subrecipient comply with the CoC's written policies on the amount (or percentage) of rent that each program participant must pay?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)]	Did the recipient or subrecipient meet the requirement to expend grant funds for only supportive services, tenant-based rental assistance, administration, or relocation, and only if the grant agreement provided funds for those costs?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)(C); 24 CFR 578.103(a)(17)]	Did the recipient or subrecipient meet the requirement to provide tenant-based rental assistance that did not exceed 24 months per household?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)(D); 24 CFR 578.103(a)(17)]	Did the recipient or subrecipient meet the requirement that program participants receive supportive services for no more than six months after rental assistance ended?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)(E); 24 CFR 578.103(a)(17)]	Were the program participants re-evaluated not less than once annually to determine if they lacked sufficient resources and support networks to retain housing without CoC assistance and the types and amounts of assistance that the program participant needs to retain housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Component-Specific Requirements	[24 CFR 578.37(a)(1)(ii)(F); 24 CFR 578.103(a)(17)]	Does the project require participants to meet with a case manager at least once per month to assist the participant in ensuring long-term housing stability? (Mark N/A if the project is exempt from this requirement of the Violence Against Women Reauthorization Act of 2013 or the Family Violence Prevention and Services Act, which prohibits a recipient or subrecipient from making housing conditional on the program participant’s acceptance of services.)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51(a); 24 CFR 578.103(a)(17)]	Does a review of documentation show that grant funds were not expended for rental assistance provided to a program participant who was already receiving rental assistance, or living in a housing unit receiving rental assistance, or operating assistance through other federal, state, or local sources?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51(a)(2); 24 CFR 578.51(h)(4)(i); 24 CFR 578.51(j); 24 CFR 578.103(a)(17)]	Were grant funds expended for rental assistance only for some or all of the following eligible costs, or the staff and overhead costs directly related to carrying out these eligible costs: rental assistance, administering rental assistance, security deposits, first/last months’ rent, vacancy payments, and damages?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51(c); 24 CFR 578.103(a)(17)]	Were program participants allowed to choose housing of an appropriate size in which to reside?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51(c); 24 CFR 578.103(a)(17)]	If program participants were required to live in a specific area for their entire period of participation, or in a specific structure for the first year and in a specific area for the remainder of their period of participation, do documents establish that the restriction to a structure or area is necessary?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51(c)(3); 24 CFR 578.103(a)(5)(i); 24 CFR 578.103(a)(5)(ii)]	Did a household that was assisted with tenant-based rental assistance move outside of the geographic area for the household’s health and safety based on the household’s reasonable belief that they were imminently threatened for further domestic violence, dating violence, sexual assault, or stalking? If so, do records document that the household complied with all program requirements during their residency and were at imminent risk of further harm?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51(g); 24 CFR 578.103(a)(17)]	With regard to rental assistance paid, did the recipient or subrecipient determine whether the rent charged for the unit receiving rental assistance is reasonable in relation to rents being charged for comparable unassisted units? (Note: Reasonable rent must not exceed rents currently being charged by the same owner for comparable unassisted units.)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Rental Assistance	[24 CFR 578.51; 42 U.S.C. 11304; 24 CFR 578.103(a)(17)]	In instances where grant funds were expended for rental assistance, were lease agreements in place between the program participant and the landlord/landowner?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(a); 24 CFR 578.59(a); 24 CFR 578.103(a)(9)]	If supportive services were provided in a facility not contained in a housing structure, were funds expended only for supportive services delivery and costs classified as day-to-day operation of the supportive services facility, including maintenance, repair, building security, furniture, utilities and equipment as supportive services costs?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(a)(1); 24 CFR 578.103(a)(9)]	Were supportive services paid with grant funds necessary to assist program participants to obtain and maintain housing?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(a)(2); 24 CFR 578.103(a)(7)(i)]	Did the recipient or subrecipient conduct an annual assessment of the service needs of all program participants and adjust services as necessary?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(2); 24 CFR 578.103(a)(9)]	One -time moving costs? (Note: Truck rental and hiring a moving company are eligible costs.)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(3); 24 CFR 578.103(a)(9)]	Case management?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(4); 24 CFR 578.103(a)(9)]	Child care?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(5); 24 CFR 578.103(a)(9)]	Education services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(6); 24 CFR 578.103(a)(9)]	Employment assistance and job training?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(7); 24 CFR 578.103(a)(9)]	Food?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(8); 24 CFR 578.103(a)(9)]	Housing search and counseling services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(9); 24 CFR 578.103(a)(9)]	Legal services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(10); 24 CFR 578.103(a)(9)]	Life Skills Training?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(11); 24 CFR 578.103(a)(9)]	Mental health services provided by licensed professionals?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(12); 24 CFR 578.103(a)(9)]	Outpatient health services provided by licensed medical professionals?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(13); 24 CFR 578.103(a)(9)]	Outreach services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(14); 24 CFR 578.103(a)(9)]	Substance abuse treatment? (Note: Inpatient detoxification and other inpatient drug or alcohol treatment are ineligible.)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(i); 24 CFR 578.103(a)(9)]	Transportation: Costs of program participants' travel on public transportation or in a vehicle provided by the recipient or subrecipient to/from medical care, employment, child care, or other eligible supportive services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(ii); 24 CFR 578.103(a)(9)]	Transportation: Costs of mileage allowance for service workers to visit program participants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(iii); 24 CFR 578.103(a)(9)]	Transportation: Costs of purchasing or leasing a vehicle in which staff transport program participants and/or staff service program participants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(iv); 24 CFR 578.103(a)(9)]	Transportation: Costs of gas, insurance, taxes, and maintenance for a vehicle transporting staff serving program participants and/or staff serving program participants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(v); 24 CFR 578.103(a)(9)]	Transportation: Costs of recipient or subrecipient staff to accompany or assist program participants to utilize public transportation?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(vi); 24 CFR 578.103(a)(9)]	Participant's vehicle repairs: A one-time payment for car repairs or maintenance where public transportation did not exist or was insufficient?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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Topic Area	CFR	Definition/Evidence	Say It	Document It	Do It
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(vi)(A); 24 CFR 578.59(a); 24 CFR 578.103(a)(9)]	Participant’s vehicle repairs: Costs did not exceed 10 percent of the Blue Book value of the vehicle?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(vi)(B); 24 CFR 578.59(a); 24 CFR 578.103(a)(9)]	Participant’s vehicle repairs: Costs were paid by the recipient or subrecipient directly to the third party that repairs or maintains the car?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(15)(vi)(C); 24 CFR 578.59(a); 24 CFR 578.103(a)(9)]	Participant’s vehicle repairs: If recipient or subrecipient required program participants to share in the cost of car repairs or maintenance as a condition of receiving assistance with car repairs or maintenance, did the records document the program participant’s contribution?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Supportive Services	[24 CFR 578.53(e)(16); 24 CFR 578.103(a)(9)]	Utility deposits: A one-time fee paid directly to the utility companies?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including HMIS	[24 CFR 578.57(a)(3); 24 CFR 578.103(b)]	If the recipient or subrecipient is a victim service provider, or legal services provider, and if they used grant funds to establish and operate a comparable database, do the records confirm that the comparable database complies with HUD's HMIS requirements?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including HMIS	[24 CFR 578.57(b); 24 CFR 578.103(a)(17)]	Were grant funds expended for HMIS costs that comply with HMIS requirements published by HUD?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Project Administration	[24 CFR 578.59(a); 24 CFR 578.103(a)(17)]	Were project administration funds expended only for the payment of project administration costs related to the planning and execution of CoC activities, including costs for staff and overhead directly related to carrying out overall program management, coordination, monitoring, and evaluation; providing training on CoC program requirements and attending HUD-sponsored CoC trainings; and carrying out environmental reviews?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Relocation Costs	[24 CFR 578.61(a); 24 CFR 578.103(a)(17)]	Did the grant agreement including funding for the costs of complying with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including Relocation Costs	[24 CFR 578.61(a); 24 CFR 578.103(a)(17)]	Were grant funds expended on relocation costs of complying with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970? (Recipient or subrecipient responsibilities for Real Property Acquisition and Residential Displacements.)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Eligible Costs Applicable to Contracts including Relocation Costs	[24 CFR 578.61(b); 24 CFR 578.103(a)(17)]	Were grant funds expended for eligible costs to provide relocation payments and other assistance to persons displaced by a project assisted with grant funds in accordance with 24 CFR 578.83? (Recipient or subrecipients must take all reasonable steps toward minimizing displacement, temporary relocation.)	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Did the recipient or subrecipient meet the requirement that leasing funds were used as the only housing expenditure for this project?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Did the homeless families receive leasing assistance for only a period of 3-6 months or 12-15 months?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

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<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Do records document that no more than 18 months of leasing assistance was provided to any program participant?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Do records document that only homeless families were being accepted into this project?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Do records document that the homeless families originated from the streets or an emergency shelter where the family had resided for a minimum of 7 consecutive days prior to project acceptance?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Do records document that the homeless families met at least one of the moderate barriers to housing prior to being accepted into the program?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.A.4.w; 24 CFR 578.103(a)(17)]	Were supportive services funds only used for the following activities: housing placement, case management, legal assistance, literacy training, job training, mental health services, childcare services and substance abuse services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[Federal Register, July 10, 2008 – NOFA – Section I. Funding Opportunity Description (A) Program Description (w) Rapid Re-Housing for Families Demonstration Program, page 39843; 24 CFR 578.103(a)(17)]	Did the recipient or subrecipient expend no more than 30 percent of the total award amount (award total minus 7 percent for administrative costs) for Rapid Re-Housing Documentation Program-eligible support services?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

HUD Handbook Exhibit 29-5

<i>Topic Area</i>	<i>CFR</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.C.12.c; 24 CFR 578.103(a)(17)]	Do records document that the same single assessment tool is being used for all program participants?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			
Rapid Rehousing for Families Demonstration Program	[2008 CoC NOFA, Section I.C.12.b.i-ix; 24 CFR 578.103(a)(17)]	Do records document that the assessment tool used by the recipient or subrecipient contained sufficient information to meet the requirements outlined within the 2008 NOFA?	Please Select	Please Select	Please Select
		<i>Optional Notes:</i>			

HUD Handbook Exhibit 29-5

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive HUD 29-5	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
Homeless Status and Eligibility Determination	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 29-5

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Component-Specific 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
Eligible Costs Applicable to Contracts including 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 29-5

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including 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	
Eligible Costs Applicable to Contracts including 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 29-5

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including Project Administration	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
Eligible Costs Applicable to Contracts including Relocation 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	

HUD Handbook Exhibit 29-5

<i>Topic Area</i>	<i>Definition/Evidence</i>	<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rapid Rehousing for Families Demonstration Program	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

RRH Program Specific Monitoring Tool Scoring

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
<i>Topic Area</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

RRH Program Specific Monitoring Tool Scoring

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
<i>Topic Area</i>		<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Comprehensive HUD 29-5	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
Homeless Status and Eligibility Determination	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

RRH Program Specific Monitoring Tool Scoring

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
<i>Topic Area</i>		<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Component-Specific 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
Eligible Costs Applicable to Contracts including 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

RRH Program Specific Monitoring Tool Scoring

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
<i>Topic Area</i>		<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including 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
Eligible Costs Applicable to Contracts including 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

RRH Program Specific Monitoring Tool Scoring

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
<i>Topic Area</i>		<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Eligible Costs Applicable to Contracts including Project Administration	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
Eligible Costs Applicable to Contracts including Relocation 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

RRH Program Specific Monitoring Tool Scoring

<i>Project Name:</i>		<i>Grant Year: 1 July 2021 - 30 June 2022</i>		
<i>Topic Area</i>		<i>Say It</i>	<i>Document It</i>	<i>Do It</i>
Rapid Rehousing for Families Demonstration Program	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	

RRH Program Specific Monitoring Tool Scoring				
Project Name:		Grant Year: 1 July 2021 - 30 June 2022		
Topic Area		Say It	Document It	Do It
Comprehensive CoC RRH 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		