



SAN JOAQUIN COUNTY Neighborhood Preservation Department

**400 E. Main Street,
Stockton, CA 95202**

FY 2025-2026 PERMANENT LOCAL HOUSING ALLOCATION APPLICATION NAVIGATION CENTERS EMERGENCY SHELTERS NOFA

APPLICATIONS ARE DUE BY

4:00 PM, February 20, 2026

Submit in person to:
**SAN JOAQUIN COUNTY
Neighborhood Preservation Division
400 E. Main Street
Stockton, CA 95202**

OR VIA Email:
neighborhood@sjgov.org

You must call (209) 468-3175 to confirm your application was received via email. Faxed copies will not be accepted. Proposals received after the deadline, regardless of postmarked date, will not be accepted. Applications submitted without the required attachments will not be accepted.

GRANT APPLICATIONS CAN BE FOUND AT:

<https://www.sjgov.org/department/hsa/neighborhood-preservation/home>



A. Definitions

1. Housing First— Per the 2019 Permanent Local Housing Allocation (PLHA) program guidelines, this is defined for PLHA Activity 6 as both the “practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6)” and “compliance with Welfare Institutions Code (WIC) Section 8255(b)(8).”
2. Navigation Center— San Joaquin County defines this as a service-enriched emergency shelter for households experiencing or at risk of homelessness. A navigation center uses a low barrier and Housing First model to assist households in accessing supportive/case management services and obtaining permanent housing.
3. Navigation Center Operator— San Joaquin County defines this as the entity responsible for overseeing the day-to-day operations and services of the navigation center, the center’s financial stability and good standing with funders, and the safety and wellbeing of participants, staff, and volunteers.
4. Permanent Local Housing Allocation (PLHA) Per the State webpage, PLHA provides funding to local governments in California for housing-related projects and programs that assist in addressing the unmet housing needs of their local communities.
5. Supportive/Case Management Services— Per PLHA Guidelines, supportive/case management services are defined as those that “allow people to obtain and retain housing.”
6. Target Population—PLHA defines this for Activity 6 as “persons who are experiencing or at risk of homelessness in conformance with 24 Code of Federal Regulations (CFR Section 578.3), up to **30 percent of Area Median Income (AMI)**.”

B. Intent

The intent of this Notice of Funding Availability (NOFA) is to request applications from housing and homelessness service providers (also referred to as “entities”) and based on a review of submissions, select a Respondent to partner with the San Joaquin County Human Services Agency (the “County”). The County will provide a defined, limited amount of Permanent Local Housing Allocation (PLHA) formula funding to the Respondent for emergency shelter / navigation center operations, as well as potentially for emergency shelter / navigation center supportive/case management services. The latter is to be determined by the County and its partners at a later date. As detailed in Table 1, the total known amount of PLHA funding for navigation center operations as of 2023 is \$1,884,922.

Please note: Respondents must have some form of site control for a proposed navigation center to apply. Only proposals that have some form of site control will be accepted and scored.



C. Permanent Local Housing Allocation (PLHA)

The funding included in this NOFA comes from the Permanent Local Housing Allocation (PLHA) formula program. The following sections provide information on PLHA background and funding amounts as well as PLHA regulations and compliance.

C.1. Background and Funding Amounts

In 2017, Senate Bill 2 (The Building Homes and Jobs Act) created the PLHA program. PLHA is funded by monies deposited in the Building Homes and Jobs Trust Fund which are generated through a \$75 fee on all recorded real estate transactions in the State of California. Funding is subject to annual fluctuations, based on real estate activity statewide and actual fees received.

On December 29, 2023, HCD issued a Notice of Funding Availability (NOFA) for PLHA, a program authorized by Senate Bill (SB) 2 (Chapter 364, Statutes of 2017). The NOFA is funded from monies deposited in the Building Homes and Jobs Trust Fund (Fund) beginning in calendar year 2019. SB2 established the Fund and authorizes HCD to allocate 70 percent of the monies collected and deposited into the Fund to local governments for eligible housing and homelessness activities. The intent of SB2 is to provide a permanent, on-going source of funding to local governments for housing-related projects and programs that assist in addressing unmet housing needs. Pursuant to HCD's NOFA, the County is eligible to apply for and receive PLHA program funds in the amount of \$1,123,219 for 2023 and, ultimately, is eligible for an estimated total \$7,571,813 for the period 2019-2023. \$5,587,686 has been received to-date. San Joaquin County is responsible for the administration of the funds.

PLHA Activity 6 can be used to assist people who are experiencing or at-risk of homelessness. There are a wide range of eligible projects. The County has chosen to allocate funding to Navigation Center Operations and Supportive/Case Management Services, using the 2022, and 2023 allocations. The County will retain 5% of the allocations for grant administration, which is allowable per the guidelines. Table 1: PLHA, Activity 6 Funds for this NOFA, illustrates the amount of funding allocated to Activity 6 and included in this NOFA. Disbursement of funds is pending submittal of supporting documentation to the State.



Table 1: PLHA, Activity 6 Funds

Jurisdiction	Activity 6		
	2022	2023	
95% of Allocation for Navigation Center Operations	95% of Allocation for Navigation Center Operations		
San Joaquin County	\$1,067,059.00	\$817,863.00	Emergency Shelter / Navigation Operations
Admin	\$56,160.00	\$43,045.00	Management & Administration of grant
Total Allocation	\$1,123,219.00	\$860,908.00	

C.2. Regulations and Compliance

The County and the Respondent are both responsible for complying with PLHA guidelines and regulations.

The County is responsible for grant administration of its formula PLHA. This includes preparing and submitting Annual Streamlined Applications, Annual Progress Reports, Grant Agreements, Requests for Funds, Project Files, and Project Monitoring, signing Standard Agreements/Amendments, and managing long-term accounting of the funds.

The Respondent's responsibilities related to PLHA are outlined in Section G.8. of this NOFA. More information about the PLHA program can be found here: [Permanent Local Housing Allocation Program \(PLHA\) | California Department of Housing and Community Development](https://www.hcd.ca.gov/plha)



D. Approach to Services

The Navigation Center must operate using both low barrier and Housing First approaches. Respondents must be committed to operating the facility and its programs in adherence with these concepts, both in letter and in spirit, to be eligible for consideration.

1. **Low Barrier**—A low barrier emergency shelter is a form of congregate housing where a minimal number of expectations are placed on people who wish to stay there. The aim is to have as few barriers and rules as possible to allow more people to access services. This often means that people staying in low barrier shelter are not expected to abstain from using alcohol or drugs (off-site), forced to adhere to time limits, or other rules. Providing low barrier shelter means not screening people out of services, but rather using assessment and case management to design personalized service plans for each participant. Dismissals (asking a client to leave) are to be a last resort only, and used only in cases in which a participant poses imminent danger to other participants or staff. In cases in which a participant is dismissed, the dismissal is not to be permanent.
2. **Housing First**—Housing First is an approach guided by the belief that housing is the solution to homelessness. This strategy prioritizes successfully connecting individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment, or service participation requirements. Participants in services at the Navigation Center are to be moved into independent and permanent housing as quickly as is safe and appropriate, then provided with additional supports and services as needed. Additionally, Housing First is based on the theory that client choice is valuable in housing selection and supportive services participation.

More information about the Housing First approach required by PLHA for the Navigation Center can be found in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in WIC Section 8225(b)(8).

E. Scope of Services

The Navigation Center Operator will be responsible for ensuring that all of the activities listed below are available to the Target Population (Section G.9.). Services may be provided by the Navigation Center Operator or by another party with which the Navigation Center Operator subcontracts.



E.1. Day-to-Day Facility Operations

The Emergency Shelter is to be open and available to all persons and families experiencing homelessness in San Joaquin County 24 hours per day, 365 days per year. The Emergency Shelter Operator will be responsible for all day-to-day facility operations, including:

1. Building maintenance and security.
2. Community relations.
3. Providing, or subcontracting with other entities to provide, all services and activities listed in this section.
4. Maintaining and scheduling use of areas in which outside service providers can provide one-on-one and/or group services.
5. Maintaining and managing Memorandums of Understanding (MOUs) and subcontracts with outside providers, if needed.
6. Fiscal management of the overall project.

E.2. Emergency Shelter (Day and Overnight)

The Navigation Center will provide overnight shelter and day shelter services to individuals and families experiencing homelessness in San Joaquin County. Shelters offer persons experiencing homelessness a safe environment in which to spend time, away from inclement weather and in which they can access Navigation Services.

1. Participants are to be eligible for shelter services regardless of their participation in any other service offered at the Navigation Center.
2. Wherever possible, shelter participants should be assigned a bed that they may return to each night throughout their enrollment, although the operator may develop policies regarding exceptions to this guideline (i.e., overflow beds are offered only on a night-by- night basis, "reserved" beds are re-assigned upon a participant's failure to return to shelter for a specified number of nights, etc.). Bedding must be laundered by the Navigation Center Operator in-between participants, and at least once per week if participants are returning to the same bed each night.



3. Shelter is to be offered 24/7, however, sleeping areas may be closed during daytime hours.
4. The Navigation Center Operator is responsible for ensuring that shelter is provided in a safe and sanitary manner.
5. The Navigation Center facility should include on-site features designed to assist participants in meeting their basic needs. These features may include, but are not limited to:
 - a. At least one meal per day for people accessing the center during the day.
 - b. Three meals per day for people accessing the center's emergency shelter services.
 - c. Charging stations for cell phones and other devices.
 - d. Showers and hygiene supplies.
 - e. Laundry and/or clean clothing exchange.
 - f. Mail center (an address at which participants can receive mail).
 - g. Document storage (safe storage of birth certificates and other important documents).
 - h. Medication storage (safe and refrigerated storage of medication).
 - i. Accommodations for pets.

E.3. Navigation Services (Housing-Focused Case Management)

The primary objective of Navigation Services is to assist participants in exiting homelessness. This may look very different from one participant to another, and the program must be structured to allow for individualized service plans and to allow each participant to progress according to their own preferences and speed. Navigation Services are to be offered to all participants, regardless of their participation in overnight shelter or any other service.

Importantly, Navigation Services are voluntary and people who access Emergency Shelter services are not required to participate in Navigation Services. People may access Navigation Services independently of Emergency Shelter services. In other words, they do not need to partake in Emergency Shelter services to access Navigation Services, and they do not need to partake in Navigation Services to access Emergency Shelter services.

1. Navigation Services will include assistance with connecting to any on-site or off-site service that will promote stabilization and thus increase the participant's readiness to be housed and likelihood of being successful in permanent housing. These include connections to income development assistance such as job training or public benefits, Navigation Services are to be offered to all participants, regardless of their desire or lack of desire to receive assistance in obtaining permanent housing.



2. Navigation Services are to be offered to any individual within the Target Population (Section G.9.) regardless of participation in other Navigation Center services. Housing Navigators (staff that provide Navigation Services) will meet with each participant as part of the participant's Intake Meeting. Intake meetings will include collection of Homeless Management Information System (HMIS) data elements and initial screening and assessment to determine Navigation Service needs.
3. Navigation Services provided to those who are literally homeless should focus primarily on Screening Barriers (factors that prevent the participant from being able to obtain permanent housing).
4. Navigation Services may be provided to participants who exit homelessness into housing should focus on Retention Barriers – factors that, if not addressed, may limit the participants' ability to retain their housing.
5. Navigation Services provided to those at imminent risk of becoming homeless should focus first on immediate interventions that will assist the participant in retaining their existing housing, then on Retention Barriers to increase the likelihood that they will be successful in retaining their housing in the long-term.
6. Participants who decline Navigation Services are to be clearly informed that they may choose to engage in Navigation Services at any time and are encouraged, but not required, to do so.
7. Rather than simply providing referrals to additional services, Housing Navigators actively connect and advocate for participants with community partners. They make in-person introductions where possible, assist participants in setting up appointments with community partners, coordinate transportation for participants with outside appointments and provide ongoing case management and follow-up with participants.
8. It is expected that the Navigation Center Operator will coordinate with community partners to provide a robust array of services, including, but not limited to:
 - a. 12 step and peer support groups (e.g. Alcoholics Anonymous and Narcotics Anonymous)
 - b. Behavioral health care
 - c. Child support services
 - d. Communicable disease screening and prevention education
 - e. Computer access for job and housing searches
 - f. Dental care
 - g. Domestic violence assessment



SAN JOAQUIN COUNTY

Greatness grows here.

- h. Domestic violence assistance services
- i. Faith-based assistance services
- j. Family reunification
- k. Home health nursing care
- l. Indoor and outdoor recreational activities
- m. Job training
- n. Job training opportunities
- o. Lesbian, gay, bisexual, transgender, and queer (LGBTQ+) services and referrals
- p. Life skills classes
- q. Mainstream services (e.g. CalFresh, Medi-Cal, CalWORKs)
- r. Medical care
- s. Mental health assessments
- t. Screening for Adverse Childhood Experiences (ACEs)
- u. Substance use disorder assessments
- v. Substance use recovery services, including medication-assisted treatment
- w. Veterans benefit assistance
- x. Veterinary services for pets

The Navigation Center Operator's goal should be to arrange to have as many services as possible provided on-site at the Navigation Center. In cases in which this is not possible, the Navigation Center Operator will be responsible for providing real connections between participants and off- site service providers, assisting participants in setting appointments and providing participants with transportation to off-site service locations.

E.4. Coordinated Entry System (CES) Participation

The San Joaquin County Coordinated Entry System (CES) is a community-wide system through which people experiencing or at risk of experiencing homelessness can access the crisis response system in a streamlined way. Individuals and families in need of housing enter the CES through undergoing a standardized assessment that measures their needs and strengths and adding them to the community-wide Housing Needs List. Participating providers then use the List to identify potential participants for their housing and housing-related services. The Navigation Center will be required to accept referrals from the CES into its emergency intervention services, assess and enter participants into the CES, and/or facilitate access to CES for participants through 211 San Joaquin County

E.5. Homeless Management Information System (HMIS) Participation

The Homeless Management Information System (HMIS) is a local information technology system used to collect client-level data and data on the provision of housing and other services to homeless individuals and families and persons at risk of homelessness on a community-wide basis. All clients, programs and services provided at the Navigation Center are to be tracked using this community-wide system.



E.6. Reporting

The Navigation Center Operator will be responsible for ensuring that all HMIS data, as well as any data requested by all funders and governing agencies, is collected accurately by all Navigation Center staff and subcontractors, to the extent permitted by laws that govern each service type. The Navigation Center Operator will be expected to provide regular reports to governing agencies and others as directed by governing agencies.

E.7. Coordinated Community Response

The Navigation Center Operator will build and maintain effective working partnerships with community partners to ensure that wraparound services are provided seamlessly. Providers offering services relevant to stabilization for participants are to be invited to provide such services on-site at the Navigation Center and provided the accommodations necessary to do so wherever possible. Accommodations are to include, but are not to be limited to, use of private meeting offices to meet confidentially with participants, use of group rooms to provide services to multiple participants at the same time where appropriate, access to a secure wireless internet connection while on-site and access to printers, fax machines and other office equipment wherever possible.

E.8. Permanent Local Housing Allocation (PLHA)

The County and the Navigation Center Operator are both responsible for complying with PLHA guidelines. The requirements of the Navigation Center Operator include:

1. Operate the Navigation Center in a manner consistent with Housing First practices described in 25 CCR, Section 8409, subdivision (b)(1)-(6) and in compliance with WIC Section 8225(b)(8).
2. Serve the target population: people who are experiencing or at risk of homelessness in conformance with 24 Code of Federal Regulations (CFR Section 578.3) and only up to 30 percent of Area Median Income (AMI).
3. Provide supportive/case management services that allow people to obtain and retain housing.
4. Ensure that no costs incurred more than one year prior to commitment by the County may be paid from PLHA funds (in this case, commitment means the authorizing resolution selecting the chosen Respondent at the completion of this NOFA process).
5. Share timely information and data to the County and other parties identified by the County upon the County's request.
6. Comply with onsite monitoring of the facility by the County and/or the County's PLHA consultant. Monitoring will be planned for in advance and documentation will be requested from the Navigation Center Operator.
7. Maintain accounting records of PLHA grant funds expenditures.



8. Provide accounting records of PLHA grant funds expenditures to the County annually at the end of each fiscal year and upon request of the County or the State.
9. Comply with requests by the County or the State. This may include auditing of records and interviewing employees at any time.
10. Comply with all PLHA standard agreements/amendments, guidelines, and regulations as determined by the County and the State. These may be updated from time to time.

F. Threshold Requirements

F.1. Eligible Applicants

Eligibility is limited to 501(c)(3) non-profit organizations or units of local government, however, the Navigation Center Operator may subcontract with other entities, including for-profit entities, as necessary to meet the objectives of the project.

F.2. Minimum Qualifications

In order to be considered for selection, Respondents must meet the following minimum qualifications:

1. The application and budget was complete and received by the deadline.
2. 501(c)(3) non-profit organizations must have an active registration with the System for Awards Management (SAM) and this registration must be configured to be publicly searchable. Or the entity may provide documentation that this is in process. Attach copy of 501 (c)
3. Respondents must demonstrate having the fiscal capacity to successfully and accurately manage multiple contracts, allocate funds, and track expenses by fund, must include organizational chart.
4. Clients served must be at or below 30% AMI. Please provide your last quarter's HMIS report for reference.



SAN JOAQUIN COUNTY FY 2025-2026 PERMANENT LOCAL HOUSING ALLOCATION APPLICATION

GENERAL INFORMATION

1. Name of Entity or Organization: _____

Address: _____

City: _____ Zip Code: _____

2. Mailing Address (if different from above): _____

3. Executive Director/CEO: _____ E-mail: _____

4. Telephone Number: _____ Fax Number: _____

5. Contact Person: _____ E-mail: _____

6. Unique Entity Identifier (UEI) (**Mandatory**) _____

Amount of Grant Funds Requested: \$ _____

IMPORTANT NOTICE FOR APPLICANTS: These funds, if awarded, are **NOT** an on-going source of support. If you receive funding this year, there is no guarantee that approved projects will receive funding in subsequent years.

Title of Proposed Project: _____

Project Site Location: _____

A. PROJECT NARRATIVE

1. Project Description. Provide a concise description of the proposed project (work to be performed; how funds will be used, the need this project address, target population, total number of unduplicated individuals or households to be served by the project over the grant term).
2. Needs Statement. Identify specific needs the shelter is experiencing and how the funding will address the need.
3. Activities & Methodology. Specify tasks/activities to be undertaken for outreach and engagement, prevention and diversion, street outreach and supportive/case management. Provide examples/success stories
4. Accessibility. Describe how the project is/will be accessible to persons with disabilities.
5. Coordinated/HMIS Entry. Describe how the project participates in Coordinated Entry and HMIS.
6. Housing First. Describe how the project meets housing first requirements.

B. PROJECT CHARACTERISTICS

1. Name and address of the project site or facility:
2. Legal property owner (provide evidence of site control):
3. Describe the geographic boundaries of the neighborhood, community, or region to be served by the project.

Provide a copy of the project's rules, policies and procedures, and an organization chart identifying key personnel/roles.

C. BENEFICIARY INFORMATION

Each activity must have a direct or indirect benefit to persons of low- to moderate-income. A direct beneficiary is defined as a person or family receiving a direct service (benefit) for which they are required to either complete a personal income verification form, or submit an application for the purpose of demonstrating eligibility under a particular criteria (such as income limit). An indirect (area) beneficiary is defined as a person or family who receives a service (benefit) that is equally provided to the whole community or a targeted portion of the community.

1. How does (will) your organization verify income eligibility of your clients?

Yes or No
Clients AMI must be at or below 30% AMI.
Self Certification. Clients independently "self-certify" on an intake form, membership form, etc. If you use this method, please attach a blank intake form.
Client Document Review. Clients provide tax documents, pay stubs, etc., to verify income. Documents are reviewed by staff. If you use this method, please attach a blank worksheet.
Presumed Beneficiaries. Clients served are <u>primarily and specifically</u> from one of the following groups: elderly persons (62 years of age or older), special needs/disabled persons, migrant farm workers, handicapped individuals, homeless persons, veterans. If you use this method, please indicate which group. *Please note sidewalks and handicap ramps do not have a presumed benefit to any group of person listed above.

2. Provide the number of people AND households that will directly benefit from your program daily and annually. Indicate how these numbers were obtained or derived. (History of program, Census data).
3. Describe the method used to gather demographic and other statistics for reporting purposes (Include the name of software, if applicable.)

D. DEMOGRAPHIC INFORMATION (ALL)

(Numbers provided should be based upon historic levels or supportable projections.)

1. Indicate the percentage (%) of clients to be served by age group:

0-5	_____ %	6-17	_____ %	18-24	_____ %	25-34	_____ %
35-44	_____ %	45-54	_____ %	55-64	_____ %	Over 65	_____ %

SECTION III. ORGANIZATION INFORMATION**A. BACKGROUND**

Please check all that apply:

Non-Profit Organization

Public Agency

Faith-Based Organization ¹

¹Generally, a faith-based organization was founded or is inspired by faith or religion. Such organizations often choose to demonstrate that faith by carrying out one or more activities that assist persons who are less fortunate.

1. Project Description: describe the specific types of services/activities/projects that your organization provides, how funds will be used, the need this project address, target population, total number of unduplicated individuals or households to be served by the project over the grant term

2. Longevity:

a) Number of year's organization has been in business _____

b) Number of year's organization has operated as a 501 (c) _____

c) Has this organization operated under another name? Yes No
If yes, list all previous names:

d) Number of year's organization has conducted the program for which funding is requested: _____

B. QUALIFICATIONS

1. Describe the organization's outreach and service delivery methods.

2. Provide an Organizational Chart with descriptions

3. Describe your organization's experience in managing grant-funded programs.

SECTION IV. FUNDING NARRATIVES (ALL)

1. Has your organization previously received funding from San Joaquin County?
(Yes No)
 - a. If yes, remaining balance \$ _____
 - b. Expenditure Deadline _____
 - c. Describe the specific use of that funding to date.
2. What other sources of funding are budgeted for the proposed activity? Please list all committed and proposed sources of funding for this project and indicate the status of each source. Attach copies of any commitment letters you may have.

SECTION V. FINANCIAL INFORMATION (ALL)

1. Provide a proposed line-item budget for this activity indicating the sources and uses of funds. The format for the budget should be four columns with the first column consisting of a line item description; the second column indicating, by line item, the proposed expense/revenue excluding proposed PLHA assistance; the third column indicating the proposed PLHA assistance in the appropriate line(s); and the fourth column totaling columns 2 and 3 and reflecting the agencies proposed fiscal year budget. (Sample line-item budget can be found on the last page of the application.)
2. Provide a copy of your organization's financial statement for the most recent completed fiscal year. Include a balance sheet and income and expenditure statement.
3. Provide a copy of letter or audit indicating review of most recent financial statement from certified and/or public accountant.
4. If non-profit, provide proof of non-profit status; copy of determination letter from State Franchise Tax Board or Federal Internal Revenue Service confirming non-profit status.

SECTION VI. AUTHORIZED SIGNATORY

I hereby certify that I have read this application and the exhibits thereto, and know the contents thereof, and that the statement therein are true, and that I have been authorized by the governing board to submit this application.

Authorized Representative Signature

Date

Printed Name and Title

SAMPLE BUDGET WORKSHEET

Note: The completed sample worksheet is intended to show the level of detail the County is seeking for the budget only and does not necessarily reflect appropriate project cost effectiveness, leveraging ratios, or other application criteria.

Applicant: VERY BEST ORGANIZATION Activity:		Activity Cost		
		Application Amount (PLHA)	Other Sources	Total
Director		\$87,360		
Case Manager		\$49,900		
Community Health Outreach Worker		\$30,350		
TOTAL Personnel Cost		\$167,610		
Operating Subsidies				
Utilities – Gas		\$40,000	\$5,000	\$45,000
Utilities - Electric		\$40,000		
Security Alarm		\$3,000	\$1000	\$4,000
Property Tax		\$4,100		
Property Insurance		\$24,630		
Maintenance		\$17,900		
TOTAL Operating Costs		\$129,630		
TOTAL PLHA REQUEST TOTAL ACTIVITY COST - ALL SOURCES COMBINED TOTAL		\$297,240	\$6,000	\$303,240



Permanent Local Housing Allocation (PLHA) Scoring Sheet

Organization Name: _____

MAXIMUM 100 TOTAL POINTS.	MAXIMUM POINTS	SCORE
THRESHOLD		
Emergency Shelter / Navigation Shelter: Funding is available to shelters in San Joaquin County	Pass/Fail	
PROJECT NARRATIVE	35	
Project description is detailed and complete	10	
Describes the needs and services provided	5	
Shelter describes services available to participants	5	
Accessibility to persons with disabilities	5	
Participation in Coordinated Entry and HMIS	5	
Meets Housing First Requirements	5	
BENEFICIARY INFORMATION	10	
Does the request align with the definition of "homeless" or "at risk of homelessness"? Are proposed clients within the required income bracket (below 30% of AMI)	10	
ORGANIZATION INFORMATION	10	
Does the organization have a track record of successfully serving the homeless population?	5	
Longevity: 0 – 2 years = 1, 3 – 4 = 2, 5 – 7= 3, 8 – 10 = 4, more than 10 years = 5	5	
QUALIFICATIONS	25	
Organization's history and experience in providing services	5	
Organizational Chart demonstrates staffing ratio is adequate	5	
Organization demonstrates experience managing grant funded programs	5	
Based on qualifications and applicant's experience administering grants, can the activity be successful?	10	
FUNDING REQUEST & PROJECT BUDGET	20	
Demonstrated need for funding?	10	
Provided a clear and reasonable budget? Request will be compared to financials	10	
Total No. of Funding Request Points:	100	