



CITY OF PROVIDENCE  
MAYOR BRETT P. SMILEY

**APPLICATION SCORING RUBRIC**

***Housing Trust Fund -NOFA***

This Application Scoring Worksheet informs the decision-making process for funding of affordable housing projects - and can be utilized in the following programs: HOME, HOME-ARP, City ARPA, Providence Housing Trust Fund.

Projects must meet the threshold criteria in Section 1 to receive full consideration for funding.

This worksheet is informational only and the scores are not the singular criteria for project funding.

|  |            |           |                     |
|--|------------|-----------|---------------------|
| <b>Applicant:</b>                        |            |           |                     |
| <b>Proposal (# + Name):</b>              |            |           |                     |
| <b>Request:</b>                          |            |           |                     |
| <b>Reviewer Recommended Award:</b>       |            |           |                     |
| <b>Meets Threshold?<br/>(circle one)</b> | <b>YES</b> | <b>NO</b> | <b>Total Score:</b> |

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COMMENTS:

SCORE: \_\_\_\_\_

## **Section 2: Application Evaluation**

*For projects which meet the Threshold Criteria, reviewer proceed to complete remaining portions of the Application Scoring Worksheet. Total Score = Section 1 + Section 2.*

**2.A Benefit to Low- and Moderate-Income Persons**

**MAX POINTS: 15 (+4 possible bonus)**

Each application must demonstrate that the proposed project will serve primarily low- and moderate-income households. The greater percentage of the project that is restricted for target incomes, the more points are awarded:

- 80 - 100% Affordable Units = 15 points
- 50 - 79% Affordable Units = 12 points
- 20 - 49% Affordable Units = 10 points
- <20% Affordable Units = 2 points
- 0% Affordable Units = 0 points

Projects that meet income targets that are lower than required funding source and/or that have extended affordability will be eligible for up to 4 bonus points:

- Project has a significant percentage of units that target AMI levels lower than is what is required by the funding source = up to 2 bonus points
- Project has an affordability period that is materially longer than what is required by the funding source (>20 years) = up to 2 bonus points

COMMENTS:

SCORE: \_\_\_\_\_

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2.B Priority for Equity and Accessibility

MAX POINTS: 25 (+6 possible bonus)

Each application must demonstrate that the project will help the City achieve its goal of increasing the availability of equitable, accessible, and sustainable affordable housing and services:

- How the project either helps increase availability of affordable housing in a broader range of neighborhoods (up to 10 points)
- Project is in transit growth corridor (up to 5 points)
- How the project will serve/reach a diverse set of applicants, including diverse low-income residents in the host neighborhood (up to 5 points)
- How the project will comply with Section 504 and ADA requirements (up to 5 points)

Projects that incorporate either Universal Design or are Fully ADA Accessible are eligible for up to 2 bonus points in this section.

Projects that comply with the Rhode Island Stretch Energy Code are eligible for up to 2 bonus points. An additional 2 bonus points may be awarded for projects that are 100% electric.

COMMENTS:

SCORE: \_\_\_\_\_

2.C Project Staff Experience and Expertise

MAX POINTS: 15

Each application must demonstrate that the proposed project will be successfully managed by a team with sufficient expertise and experience, including:

- Staff assigned to the project have worked on similar projects and have demonstrated sufficient understanding of their role in this kind/type of project and resumes included with application (up to 5 points)
- Contractors and/or consultants selected for the project have a history of on-time completion of the kind of work they've been hired for (up to 5 points)
- The project's timelines are reasonable given the other commitments of the organization's team and the overall context of the project (up to 5 points)

COMMENTS:

SCORE: \_\_\_\_\_

2.D Cost Reasonableness and Effectiveness

MAX POINTS: 15

Each application must demonstrate that the project's finances are reasonable and will effectively sustain the project, including:

- Budgeted costs and subsidy per unit are reasonable and in line with industry standards (up to 5 points)

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- Funding commitments are secured. Projects with speculative funding, or projects that rely more than 50% on the funding sought in this application, will be lower priority (up to 5 points)
- Project is financially viable (sources adequate to cover uses; operating budget cash flow positive through year 30 if rental) (up to 5 points)
- Project can provide debt service to Providence Housing Trust (up to 5 points)

COMMENTS:

SCORE: \_\_\_\_\_

### **Section 3: Scoring Total**

|                          |   |       |
|--------------------------|---|-------|
| TOTAL SCORE – SECTION 1: | + | _____ |
| TOTAL SCORE – SECTION 2: |   | _____ |
|                          |   | _____ |
| APPLICATION TOTAL SCORE: |   | _____ |

### **Section 4: Reviewer Comments**

*Please note the major strengths of the application as well as deficiencies, if any, along with any other comments that are relevant to the evaluation of the application.*

4.A Reviewer Comments



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