

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.

Applicant:				
Proposal (# + Name):				
Request:				
Reviewer Recommended Award:				
Awaru:				
Meets Threshold? (circle one)	YES	NO	Total Score:	

Section 1: Threshold Criteria

Projects which receive a score of 10 or below in Section 1 are not eligible for full consideration.

1.A Pro	oject Eligibility	MAX POINTS: 15		
Each application must demonstrate that the proposed project meets minimum eligibility criteria:				
•	 Project is designed to serve the intended target households (5 points) Project financing is within any per unit or per project limits set by the funding source (5 points) Project either complies with local land use ordinances and regulations, as verified by the zoning enforcement official and Department of Planning and Development (DPD) staff, or has a viable and timely path to comply, with the support of the DPD (5 points); 			
	or			
•	 Project proposal would require considerable modification on any of the above to be eligible (2 points) Project does not demonstrate an ability to meet eligibility criteria or the applicant is otherwise debarred or ineligible for federal funds (0 points) 			
COMM	<u>ENTS</u> :			
		<i>SCORE:</i>		
1.B Organizational Capacity		MAX POINTS: 15		

**Each application must demonstrate that the applicant is capable of successfully executing the proposed project – along with the corresponding compliance, reporting and administrative requirements - given its complexity and risks, including:

- Past performance successfully executing previous government-funded affordable housing development projects (15 points); or
- Past performance successfully executing any affordable housing development project (10 points); or
- Past performance successfully executing housing projects similar in scope to the current proposal (5 points); or
- Past performance successfully executing housing projects not similar to the current proposal (2 points); or
- Past performance successfully executing any construction or development project (1 point); or
- No previous construction or development experience (0 points)

If the applicant has not been awarded City or PRA funds previously, they should demonstrate successfully executing projects similar to what is proposed

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 <i>bonus</i>)	MAX POINTS: 15 (+4 possible
Each application must demonstrate that the propose moderate-Income households. The greater percentage incomes, the more points are awarded: \circ 80 - 100% Affordable Units = 15 points \circ 50 - 79% Affordable Units = 12 points \circ 20 - 49% Affordable Units = 10 points \circ <20% Affordable Units = 2 points \circ 0% Affordable Units = 0 points	
what is required by the funding source =	points: units that target AMI levels lower than is up to 2 bonus points is materially longer than what is required
<u>COMMENTS</u> :	
	SCORE:

2.B Priority for Equity and Accessibility *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.

<u>COMMENTS</u>:

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)

<u>COMMENTS</u>:

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)

- 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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