

# Score Summary

Case Id:

Name:

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## Score

# 0 out of 100

Status: **Active**

Last updated: 10/21/2025 9:55:25 AM

SECTION	POINTS AWARDED	AVAILABLE POINTS
D. Developer Organization Capacity	0	25
E. Project Design and Development	0	22
G. Financial Capacity/ Project Budget	0	46
H. Required Documents	0	7
Total	0	100

**Reviewer Notes:**

# Score Report

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D: DEVELOPER ORGANIZATION CAPACITY	POINTS AWARDED	AVAILABLE POINTS
<p>D.1., D.2., &amp; D.3. &amp; Section H Reference Documents *   To what extent does the applicant demonstrate relevant experience with federal grant programs (including HOME), affordable housing development. Consider how clearly the applicant describes their past performance, the number and scale of completed projects.</p> <p><b>*Reference Documents (1) Strategic business plan, including description of ongoing and pipeline projects &amp; (2) Description of all previous home funded projects</b></p> <p>Scoring Range based on the applicant’s demonstrated experience with federal grant programs (including HOME), and affordable housing development Projects.</p> <p><b>Points (0-13)</b></p>	0	13
<p>D.4. &amp; Section H Reference Documents *   Based on the applicant’s response, how experienced is the program staff in administering the proposed project?</p> <p><b>*Reference Documents (1) Staff roster and Job descriptions for key staff positions responsible for proposed project &amp; (2) Resumes/Biographies for staff assigned to proposed project (Required for all Collaborators)</b></p> <p>Scoring Range based on experience of staff with administering HOME programs.</p> <p><b>Points (0 - 5)</b></p>	0	5
<p>D.5.   Does the applicant clearly describe their ability to meet or plan for Section 3 requirements.</p> <p>Scoring Range based on the applicant’s response on meeting Section 3 compliance.</p> <p><b>Points (0-2)</b></p>	0	2
<p>D.6   Evaluate the applicant’s experience and capacity to comply with Davis-Bacon and Related Acts (DBRA), including specific examples from past projects, coordination with contractors/subcontractors, and if new to DBRA—the clarity and feasibility of their proposed compliance strategy.</p> <p>Scoring Range is based upon experience and capacity with Davis Bacon compliance.</p> <p><b>Points (0-2)</b></p>	0	2
<p>D.7., D.7a. &amp; D.8.   (if applicable) Has the applicant ever been required to pay back federal funds for violation of regulations or has any development team member been associated with a defaulted development?</p> <p>Scoring Range based on applicant returning federal funds for violation of regulations</p>	0	3

<b>Points (0 = yes; 1-2= (with explanation), 3 = no)</b>		
Section Total	0	25

E: PROJECT DESIGN AND DEVELOPMENT	POINTS AWARDED	AVAILABLE POINTS
E.1., E.2. & E.3   Project Description - Did the applicant adequately describe the project and the need for housing in that area? Are the statistics and overview of the housing market relevant? Scoring Range based on the clarity and relevance of the project description and housing need analysis. <b>Points (0-5)</b>	0	5
E.4., (E.4a. if applicable)   Does the organization currently have site control or describe in detail how they will gain site control prior to the start of the project? Scoring Range based on clarity and feasibility of site control plan. <b>Points (Yes=3, No=2 (with answer to E.4))</b>	0	5
E.6.   Did the applicant provide a recruitment/marketing plan for potential tenants? Scoring Range based on extent of defining the marketing plan. <b>Points (0-5)</b>	0	5
E.7.   Did applicant adequately explain all environmental review concerns and mitigation measures required and how they will be addressed? Scoring Range based on explanation of addressing concerns or mitigation in Environmental Review. <b>Points (0-2)</b>	0	2
E.8.   Is the project zone correctly for the proposed use? Scoring Range: <b>Points (Yes = (1), No = (0))</b>	0	1
E.9. Has the applicant identified on-site amenities, either existing or proposed, as well as amenities within a minimal radius of the site? Are the proposed amenities reasonable and do they meet the needs of area residents? Scoring Range based on the number, relevance, and proximity of amenities to the project site. <b>Points (0-4)</b>	0	4
Section Total	0	22

G: FINANCIAL CAPACITY/ PROJECT BUDGET	POINTS AWARDED	AVAILABLE POINTS
G.1   What amount of HOME funding is being requested and does the amount of HOME funding requested appear to be reasonable for the proposed project? Scoring Range is based on the extent to which the amount of HOME funding requested appears reasonable and appropriate in relation to the proposed project's scope, costs, and anticipated outcomes. <b>Points (0-2)</b>	0	2
G.4., G.4a., & Section H Reference Documents *   Has the applicant provided detailed information on additional sources of funding, including the status of each commitment, to demonstrate that sufficient financing is available to complete the project? <b>*Reference Documents (1) Financing Plan Description &amp; (2) Current</b>	0	6

<p><b>fiscal year operating budget</b> Score based on how clearly and completely the applicant identifies additional sources of funding and the status of each commitment to demonstrate that sufficient financing is available to complete the project. <b>Points (0-6)</b></p>		
<p>G.5.   How well has the applicant identified sources for necessary matching funds? Does the match total at least 25% of the entire HOME funding request? Scoring Range is based on sources listed that meet the match requirement. <b>Points (0-3)</b></p>	0	3
<p>G.6., G.7. &amp; G.8, &amp; Section H Reference Documents *   Working Capital &amp; Letters of Commitment – How adequately has the applicant described and documented its line of credit or 90-days of working capital? Has the applicant provided letters of commitment for matching, leveraged funds, and/or resources used to complete the project? Does it meet the requirements outlined in the RFP? Scoring Range is based on how well the applicant documents access to a line of credit or at least 90 days of working capital, and whether they provide valid letters of commitment for matching. <b>*Reference Documents (1) Evidence of community support for project (letters, public meeting notices, public comments, etc.)</b> <b>Points (0-8)</b></p>	0	8
<p>G.9. &amp; Section H Reference Documents *   Does the applicant have the capacity to pay operations and maintenance cost for the project over the long term? <b>*Reference Documents (1) 20 Year Development &amp; Operating Pro Forma</b> Scoring Range is based on the clarity and strength of applicant’s financial plan to sustain long-term operations and maintenance. <b>Points (0-7)</b></p>	0	7
<p>G.10. &amp; G.11.   Is the proposed budget complete and all arithmetic, correct? Did the applicant submit a detailed budget? Does the budget narrative explain the total development budget with detail about items that are not usual and customary? Scoring Range is based on budget with a clear line-item breakdown, and a narrative that explains all costs—especially any that are unusual or outside standard practice. <b>Points (0-8)</b></p>	0	8
<p>G.12.   Does the amount allocated to overhead fees and developer fees appear to be reasonable? What amount of HOME funding is being requested and does the amount of HOME funding requested appear to be reasonable for the proposed project? Scoring Range is based on the clarity and strength of their financial plan to sustain long-term operations and maintenance. <b>Points (0-3)</b></p>	0	3
<p>G.13   Will the project be exempt from ad valorem taxes? If yes, did the applicant provide an adequate explanation or documentation supporting the exemption? Scoring range is based on whether the project is exempt from ad valorem taxes and if a clear explanation is provided for the exemption. <b>Points (0-2)</b></p>	0	2
<p>G.14 &amp; G.15   Does the proposal contain a detailed timeline, including each</p>	0	7

<p>phase, for the entire project? Does the implementation schedule/milestones, including sale of the units, appear to be acceptable (i.e., not greater than 2 years from start to finish)?</p> <p>Scoring Range is based on detail of timeline and scheduled milestones are within an acceptable timeframe.</p> <p><b>Points (0-7)</b></p>		
Section Total	0	46

H: REQUIRED DOCUMENTS	POINTS AWARDED	AVAILABLE POINTS
<p>H.1 &amp; H.11   Community Support – Has the applicant taken sufficient measures to garner community support for the project? Did the applicant include notification letters, letters of support, and notices of meetings?</p> <p>Scoring Range based on documents providing information on community support, notification letters, meeting notices.</p> <p><b>Points (0-5)</b></p>	0	5
<p>H.2 through H.22   Does the proposal include documentation to support the application?</p> <p>Score Range based on documentation providing support of the application.</p> <p><b>Points (0= no ; 2 = yes)</b></p>	0	2
Section Total	0	7