

## Suburban Metro Area CoC Project Evaluation Tool

Each COC-funded project will be ranked using the SMAC Project Evaluation Tool. The scoring criteria is based on performance, both operations and project level. The information and data used to complete the evaluation tool includes: CoC project annual performance report (APR) submitted in SAGE, ICA generated HMIS reports, and CoC project applications. The maximum possible number of points a project can earn is 85 points for PSH projects, 80 for RRH projects.

### Where do the points come from?

	Category	Total Points Possible	Data Source	Percentage of the total
<b>Part 1</b>	Project Performance – Operations 1) Effective Use of Funds 2) Drawdowns 3) Unit Utilization 4) Data Completeness 5) Housing First	40 points	SAGE APR eLOCCS report Project Application	47% of total for PSH  50% of total for RRH
<b>Part 2a – PSH only</b>	Project Performance – PSH 1) Chronic Homeless dedicated beds 2) Exits to Permanent Housing 3) Maintain or increase non-earned income 4) Maintain or increase total income 5) Reoccurrence (all exits) 6) Reoccurrence (successful exits) 7) Mainstream Benefits 8) Health Insurance 9) Coordinated Entry Denials	45 points	SAGE APR Project Application ICA – SPM report ICA – Returns report CES Staff – Denials Report	53% of total
<b>Part 2b – RRH only</b>	Project Performance – RRH 1) Exits to Permanent Housing 2) Increase earned income 3) Increase total income 4) Reoccurrence (all exits) 5) Reoccurrence (successful exits) 6) Mainstream Benefits 7) Health Insurance 8) Coordinated Entry Denials	40 points	SAGE APR Project Application ICA – SPM report ICA – Returns report CES Staff – Denials Report	50% of total

**\*\*Annual APR data will be used. Projects will be required to submit an APR run for the following date range: July 1, 2020-June 30, 2021.** (tentative dates, may change as NOFA deadline dictate)

## Point Breakdown:

### *Part 1: Program Performance – Operations (40 points possible)*

Criteria	8 points	6 points	4 points	0 points
<b>1) Effective Use of Funds</b>	Spent 90-100% of grant	Spent 80-89% of grant	Spent 75-79% of grant	Spent less than 74% of grant

#### Source:

(1) Effective Use of Funds – SAGE APR, Q28. Financial Information

- Divide the Total Expenditures (not including match) by the Total Amount of grant awarded as documented in the HUD announcement
- In the example below: 113,250 divided by 115,000 = .98478 or 98% of grant was used

<b>Total Expenditures</b>	<b>113,250.00</b>
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**Total Grant Award \$115,000.00**

Criteria	8 points	0 points
<b>2) eLOCCS Drawdowns</b>	At least 1 time per quarter	Less than 1 time per quarter
<b>3) Housing First</b>	Yes	No

#### Source:

(1) eLOCCS drawdowns – submission by agency and/or request from HUD Field Office

(2) Housing First – questions found in CoC Project Application

Criteria	8 points	6 points	4 points	2 points	0 points
<b>4) Unit Utilization</b>	96-100%	90-95%	80-89%	70 - 79%	69% or less
<b>5) Data Completeness: (a), (b), and (c)</b>	All 3 are below 2.0%	2 of the 3 are below 2.0%	1 of the 3 are below 2.0%	0 are below 2.0% but none are above 5.0%	0 of the 3 are below 1.0% and one or more are above 5.0%

#### Source:

(1) Unit Utilization – SAGE APR, Q02. Bed and Unit Inventory and Utilization

- Add the four percentages together and divide by four to get the average unit utilization for the program year.
- In the example below: 38.89 + 33.33 + 55.56 + 50 = 177.78 divided by 4 = 44.445%

Utilization Rate - Unit	
January	38.89%
April	33.33%
July	55.56%
October	50.00%

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July 7, 2020

(2) Data Completeness – SAGE APR, Q06a. Data Quality: Personally Identifying Information (PII); Q06b. Data Quality: Universal Data Elements; Q06c. Data Quality: Income and Housing Data Quality

- To calculate each percentage:
  - Q06a – overall score row & % of error rate column
  - Q06b - % of error rate column for 5 elements (add and divide by 5)
  - Q06c - % of error rate column for 4 elements (add and divide by 4)
- In the example below: (a) 0.02% (b) 0.00% (c) 0.00%

– Q06a: Data Quality: Personally Identifying Information (PII)

Data Element	Client Doesn't Know/Refused	Information Missing	Data Issues	% of Error Rate
Name	0	0	0	0.00 %
Social Security Number	0	0	0	0.00 %
Date of Birth	0	0	1	0.02 %
Race	0	0	0	0.00 %
Ethnicity	0	0	0	0.00 %
Gender	0	0	0	0.00 %
Overall Score				0.02 %

– Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	0	0.00 %
Project Start Date	0	0.00 %
Relationship to Head of Household	0	0.00 %
Client Location	0	0.00 %
Disabling Condition	0	0.00 %

– Q06b: Data Quality: Universal Data Elements

	Error Count	% of Error Rate
Veteran Status	0	0.00 %
Project Start Date	0	0.00 %
Relationship to Head of Household	0	0.00 %
Client Location	0	0.00 %
Disabling Condition	0	0.00 %

– Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	0	0.00 %
Income and Sources at Start	0	0.00 %
Income and Sources at Annual Assessment	0	0.00 %
Income and Sources at Exit	0	0.00 %

– Q06c: Data Quality: Income and Housing Data Quality

	Error Count	% of Error Rate
Destination	0	0.00 %
Income and Sources at Start	0	0.00 %
Income and Sources at Annual Assessment	0	0.00 %
Income and Sources at Exit	0	0.00 %

*Part 2a: Program Performance – Permanent Supportive Housing (PSH) (40 points possible)*

<b>Criteria</b>	<b>5 points</b>	<b>4 points</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>
<b>1) Dedicated Chronic Homeless Beds</b>	90% or higher	85 – 89%	80 - 84%	75 – 79%	74% or less
<b>2) Housing Stability</b>	90% or higher	85 – 89%	80 - 84%	75 – 79%	74% or less
<b>3) Maintain or Increase Non-Earned Income</b>	60% or higher	55 - 59%	50 - 54%	45 - 49%	44% or less
<b>4) Maintain or Increase Total Income</b>	75% or higher	70 - 74%	65 - 69%	60 - 64%	59% or less
<b>5) Non-Cash Benefits</b>	90% or higher	80 – 89%	70 - 79%	60 - 69%	59% or less
<b>6) Health Insurance</b>	90% or higher	80 – 89%	70 - 79%	60- 69%	59% or less
<b>7) Reoccurrence (SPM)</b>	0 – 5%	5.1 – 10%	10.1 – 15%	15.1 – 20%	20.1% or higher
<b>8) Reoccurrence (Returns report)</b>	0 – 5%	5.1 – 10%	10.1 – 15%	15.1 – 20%	20.1% or higher
<b>9) Coordinated Entry Denials</b>	10% or less	11-15%	16-20%	21-25%	26% or higher

Source:

(1) Dedicated Chronic Homeless Beds - questions found in CoC Project Application

(2) Housing Stability – SAGE APR, Q23c: Exit Destination

- Find “Subtotal” for Exits to Permanent Destinations to get Answer A
- Add the number of stayers from Q22a1, column Stayers & row “Total” to Answer A to get answer B.
- Find “Total” in Q23c to get answer C
- Add the number of stayers from Q22a1, column Stayers & row “Total” to Answer C to get Answer D.
- Divide Answer D by Answer B to get the number of exits to permanent destination including stayers.
- In the example below:
  - 1 (Answer A)
  - 1+11=12 (Answer B)
  - 2 (Answer C)
  - 11+2=13 (Answer D)
  - 12 divided by 13 = .923 or 92.3%

Total	2	2	0	0	0
Total persons exiting to positive housing destinations	1	1	0	0	0
Total persons whose destinations excluded them from the calculation	0	0	0	0	0
Percentage	50.00 %	50.00 %	-	-	-

Q22a1: Length of Participation - CoC Projects

	Total	Leavers	Stayers
30 Days or Less	0	0	0
31 to 60 Days	0	0	0
61 to 90 Days	0	0	0
91 to 180 Days	0	0	0
181 to 365 Days	1	1	0
366 to 730 Days (1-2 yrs)	0	0	0
731 to 1,095 Days (2-3 yrs)	2	0	2
1096 to 1,460 Days (3-4 yrs)	0	0	0
1461 to 1,825 Days (4-5 yrs)	0	0	0
More than 1,825 Days (>5 yrs)	10	1	9
Data Not Collected	0	0	0
Total	13	2	11

(3) Maintain or Increase Non-Earned Income – SAGE APR, Q19a1 and Q19a2: Client Cash Income Change – Income Source – by Start and Latest Status/Exit

- This measure only looks at the 3<sup>rd</sup> row “Number of Adults with Other Income.”
- Add number from 3<sup>rd</sup> column “Retained Income category and same \$ at annual assessment/exit as at start” in 19a1 to number from 8<sup>th</sup> column “Performance measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit” in 19a1 for Answer A.
- Add number from 3<sup>rd</sup> column “Retained Income category and same \$ at annual assessment/exit as at start” in 19a2 to number from 8<sup>th</sup> column “Performance measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit” in 19a2 for Answer B.
- Add Answer A to Answer B to get Answer C.
- Add number from 7<sup>th</sup> column “Total Adults from 19a1 to number from 7<sup>th</sup> column “Total Adults” from 19a2 for Answer D.
- Divide Answer C by Answer D.
- In the example below:
  - $4 + 11 = 15$  (Answer A)
  - $0 + 5 = 5$  (Answer B)
  - $5 + 15 = 20$  (Answer C)
  - $22 + 8 = 30$  (Answer D)
  - $20 \text{ divided by } 30 = .6666 \text{ } 66.7\%$

Q19a1: Client Cash Income Change - Income Source - by Start and Latest Status

	Had Income Category at Start and Did Not Have it at Annual Assessment	Retained Income Category But Had Less \$ at Annual Assessment Than at Start	Retained Income Category and Same \$ at Annual Assessment as at Start	Retained Income Category and Increased \$ at Annual Assessment	Did Not have the Income Category at Start and Gained the Income Category at Annual Assessment	Did Not have the Income Category at Start or at Annual Assessment	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment; Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	0	1	2	0	5	14	22	5	22.73 %
Average Change in Earned Income	-	-886.00	0.00	-	646.60	0.00	0.00	646.60	0.00 %
Number of Adults with Other Income	2	2	4	11	0	3	22	11	50.00 %
Average Change in Other Income	-409.00	-440.50	0.00	743.18	-	0.00	0.00	743.18	0.00 %
Number of Adults with Any Income (i.e., Total Income)	1	3	4	13	0	1	22	13	59.09 %
Average Change in Overall Income	-621.00	-582.00	0.00	860.77	-	0.00	401.00	860.77	0.00 %

Q19a2: Client Cash Income Change - Income Source - by Start and Exit

	Had Income Category at Start and Did Not Have it at Exit	Retained Income Category but Had Less \$ at Exit than at Start	Retained Income Category and Same \$ at Exit as at Start	Retained Income Category and Increased \$ at Exit	Did Not have the Income Category at Start and Gained the Income Category at Exit	Did Not have the Income Category at Start or at Exit	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Exit; Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	1	0	0	1	3	3	8	4	50.00 %
Average Change in Earned Income	-1939.00	-	-	1423.00	2043.33	0.00	0.00	1888.25	0.00 %
Number of Adults with Other Income	2	0	0	2	3	1	8	5	62.50 %
Average Change in Other Income	-359.00	-	-	1169.50	685.00	0.00	0.00	878.80	0.00 %
Number of Adults with Any Income (i.e., Total Income)	2	1	0	3	2	0	8	5	62.50 %
Average Change in Overall Income	-359.00	-719.00	-	2513.67	1593.00	-	1161.00	2145.40	0.00 %

(4) Maintain or Increase Total Income –SAGE APR, Q19a1 and 19a2: Client Cash Income Change – Income Source – by Start and Latest Status/Exit

- This measure only looks at the 5<sup>th</sup> row “Number of Adults with Any Income (i.e. total income).”
- Add number from 3<sup>rd</sup> column “Retained Income category and same \$ at annual assessment/exit as at start” in 19a1 to number from to number from 8<sup>th</sup> column “Performance measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit” in 19a1 for Answer A.
- Add number from 3<sup>rd</sup> column “Retained Income category and same \$ at annual assessment/exit as at start” in 19a2 to number from 8<sup>th</sup> column “Performance measure: Adults Who Gained or Increased Income from Start to Annual Assessment/Exit” in 19a2 for Answer B.
- Add Answer A to Answer B to get Answer C.
- Add number from 7<sup>th</sup> column “Total Adults from 19a1 to number from 7<sup>th</sup> column “Total Adults” from 19a2 for Answer D.
- Divide Answer C by Answer D.
- In the example below:
  - 4 + 13 = 17 (Answer A)
  - 0+5 = 5 (Answer B)
  - 5+17 = 22 (Answer C)
  - 22+8 = 30 (Answer D)
  - 20 divided by 30 = .6666 %

Q19a1: Client Cash Income Change - Income Source - by Start and Latest Status

	Had Income Category at Start and Did Not Have it at Annual Assessment	Retained Income Category But Had Less \$ at Annual Assessment Than at Start	Retained Income Category and Same \$ at Annual Assessment as at Start	Retained Income Category and Increased \$ at Annual Assessment	Did Not have the Income Category at Start and Gained the Income Category at Annual Assessment	Did Not have the Income Category at Start or at Annual Assessment	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment; Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	0	1	2	0	5	14	22	5	22.73 %
Average Change in Earned Income	-	-886.00	0.00	-	646.60	0.00	0.00	646.60	0.00 %
Number of Adults with Other Income	2	2	4	11	0	3	22	11	50.00 %
Average Change in Other Income	-409.00	-440.50	0.00	743.18	-	0.00	0.00	743.18	0.00 %
Number of Adults with Any Income (i.e., Total Income)	1	3	4	13	0	1	22	13	59.09 %
Average Change in Overall Income	-621.00	-582.00	0.00	860.77	-	0.00	401.00	860.77	0.00 %

Q19a2: Client Cash Income Change - Income Source - by Start and Exit

	Had Income Category at Start and Did Not Have it at Exit	Retained Income Category but Had Less \$ at Exit than at Start	Retained Income Category and Same \$ at Exit as at Start	Retained Income Category and Increased \$ at Exit	Did Not have the Income Category at Start and Gained the Income Category at Exit	Did Not have the Income Category at Start or at Exit	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Exit; Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	1	0	0	1	3	3	8	4	50.00 %
Average Change in Earned Income	-1939.00	-	-	1423.00	2043.33	0.00	0.00	1888.25	0.00 %
Number of Adults with Other Income	2	0	0	2	3	1	8	5	62.50 %
Average Change in Other Income	-359.00	-	-	1169.50	685.00	0.00	0.00	878.80	0.00 %
Number of Adults with Any Income (i.e., Total Income)	2	1	0	3	2	0	8	5	62.50 %
Average Change in Overall Income	-359.00	-719.00	-	2513.67	1593.00	-	1161.00	2145.40	0.00 %

## (5) Non-Cash Benefits – SAGE APR, Q20b: Number of Non-Cash Benefit Sources

- This measure only includes adults in households.
- Note the number of adults in the program from Q05a: Report Validation Table - number of adults (age 18 or over).
- Add number of people in row “No Sources,” column “Benefit at latest annual assessment for stayers to column “Benefit at exit for leavers.”
- Subtract from the total number of adults.
- Divide that number by the number of adults.
- In the example below:
  - Number of Adults = 17
  - Number of No Sources “Benefit at latest annual assessment for stayers” = 3
  - Number of No Source “Benefit at exit for leavers” = 2
  - $3+2 = 5$ ;  $17-5 = 12$ ;  $12$  divided by  $17 = .7058$

## — Q05a: Report Validations Table

Total Number of Persons Served	47
Number of Adults (Age 18 or Over)	17
Number of Children (Under Age 18)	30
Number of Persons with Unknown Age	0

## — Q20b: Number of Non-Cash Benefit Sources

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
No sources	5	3	2
1+ Source(s)	11	5	6
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	1	1	0
Total	17	9	8

## (6) Health Insurance – SAGE APR, Q21: Health Insurance

- This measure includes everyone (adults and children).
- Note the number of total people served in the program from Q05a: Report Validation Table – Total Number of Persons Served.
- Add number of people in row “No Health Insurance,” column “At Annual assessment for Stayers” and column “At exit for leavers” for Answer A.
- Take Total Number of Persons served and subtract the number in row “Number of Stayers Not Yet Required to Have an Annual Assessment” column “At Annual assessment for Stayers” for Answer B.
- Take Answer A and subtract from Answer B to get Answer C.
- Divide Answer C by Answer B.
- In the example below:
  - Total Number of Persons served = 47
  - $7 + 12 = 19$  (Answer A)
  - $47 - 1 = 46$  (Answer B)
  - $46 - 19 = 27$  (Answer C)
  - $27$  divided by  $46 = .5869$  or  $58.7\%$

— Q05a: Report Validations Table

Total Number of Persons Served	47
Number of Adults (Age 18 or Over)	17
Number of Children (Under Age 18)	30
Number of Persons with Unknown Age	0

— Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	3	0	2
Medicare	0	0	0
State Children's Health Insurance Program	22	12	6
VA Medical Services	0	0	0
Employer Provided Health Insurance	0	0	0
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	5	4	1
Indian Health Services Program	0	0	0
Other	0	0	0
No Health Insurance	18	7	12
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	1	0
1 Source of Health Insurance	28	14	9
More than 1 Source of Health Insurance	1	1	0

(7) Reoccurrence (SPM) – ICA generated HMIS report

- The SPM (system performance measure) report calculates any successful exit from a CoC-funded housing program into an Emergency Shelter/motel voucher program that uses HMIS within 2 years of an exit.

(8) Reoccurrence (MN Returns report) – ICA generated HMIS report

- The MN Returns report calculates any exit from a CoC-funded housing program into an Emergency Shelter/motel voucher program that uses HMIS within 2 years of an exit.

(9) Coordinated Entry Denials outside CoC approved Eligibility Criteria – CES CoC Denials Report

- The SMAC Coordinated Entry staff will compile a report showing all denials for criteria falling outside of the eligibility criteria approved by the CoC Governing Board from each CoC project.



*Part 2b: Program Performance – Rapid Re-Housing (RRH) (40 points possible)*

<b>Criteria</b>	<b>5 points</b>	<b>4 points</b>	<b>3 points</b>	<b>2 points</b>	<b>1 point</b>
<b>1) Housing Stability</b>	75% or higher	70 - 74%	65 - 69%	60 - 64%	59% or less
<b>2) Increase Earned Income</b>	30% or higher	25 - 29%	20 - 24%	15 - 19%	14% or less
<b>3) Increase Total Income</b>	60% or higher	55 - 59%	50 - 54%	45 - 49%	44% or less
<b>4) Non-Cash Benefits</b>	90% or higher	80 - 89%	70 - 79%	60 - 69%	59% or less
<b>5) Health Insurance</b>	90% or higher	80 - 89%	70 - 79%	60 - 69%	59% or less
<b>6) Reoccurrence (SPM)</b>	0 - 5%	5.1 - 10%	10.1 - 15%	15.1 - 20%	20.1% or higher
<b>7) Reoccurrence (Returns report)</b>	0 - 5%	5.1 - 10%	10.1 - 15%	15.1 - 20%	20.1% or higher
<b>8) Coordinated Entry Denials</b>	10% or less	11-15%	16-20%	21-25%	26% or higher

Source:

(1) Housing Stability – SAGE APR, Q23a: Exit Destination – More than 90 Days; Q23b: Exit Destination – Less than 90 Days

- Find “Subtotal” for Exits to Permanent Destinations to get Answer A
- Add the number of stayers from Q22a1, column Stayers & row “Total” to Answer A to get answer B.
- Find “Total” in Q23c to get answer C
- Add the number of stayers from Q22a1, column Stayers & row “Total” to Answer C to get Answer D.
- Divide Answer D by Answer B to get the number of exits to permanent destination including stayers.
- In the example below:
  - 1 (Answer A)
  - 1+11=12 (Answer B)
  - 2 (Answer C)
  - 11+2=13 (Answer D)
  - 12 divided by 13 = .923 or 92.3%

Total	2	2	0	0	0
Total persons exiting to positive housing destinations	1	1	0	0	0
Total persons whose destinations excluded them from the calculation	0	0	0	0	0
Percentage	50.00 %	50.00 %	-	-	-

– Q22a1: Length of Participation – CoC Projects

	Total	Leavers	Stayers
30 Days or Less	0	0	0
31 to 60 Days	0	0	0
61 to 90 Days	0	0	0
91 to 180 Days	0	0	0
181 to 365 Days	1	1	0
366 to 730 Days (1-2 yrs)	0	0	0
731 to 1,095 Days (2-3 yrs)	2	0	2
1096 to 1,460 Days (3-4 yrs)	0	0	0
1461 to 1,825 Days (4-5 yrs)	0	0	0
More than 1,825 Days (>5 yrs)	10	1	9
Data Not Collected	0	0	0
Total	13	2	11

(2) Increase Earned Income – SAGE APR, Q19a3: Client Cash Income Change – Income Source – by Start and Latest Status/Exit

- This measure only looks at the 1<sup>st</sup> row “Number of Adults with Earned Income.”
- Add the number in 8<sup>th</sup> column “Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment” in Q19a1 to the number in the 8<sup>th</sup> column in Q19a2 to get Answer A.
- Add number in 7<sup>th</sup> column “Total Adults” in Q19a1 to number in 7<sup>th</sup> column in Q19a2 to get Answer B.
- Divide Answer A by Answer B.
- In the example below:
  - $7+5 = 12$  (Answer A)
  - $38+21 = 59$  (Answer B)
  - $7/59 = 0.118644$  or 11.7%

– Q19a1: Client Cash Income Change - Income Source - by Start and Latest Status

	Had Income Category at Start and Did Not Have it at Annual Assessment	Retained Income Category But Had Less \$ at Annual Assessment Than at Start	Retained Income Category and Same \$ at Annual Assessment as at Start	Retained Income Category and Increased \$ at Annual Assessment	Did Not have the Income Category at Start and Gained the Income Category at Annual Assessment	Did Not have the Income Category at Start or at Annual Assessment	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment, Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	6	2	0	1	6	23	38	7	18.42 %
Average Change in Earned Income	-1044.33	-171.50	-	1987.00	1874.17	0.00	0.00	1890.29	0.00 %
Number of Adults with Other Income	6	2	7	13	2	8	38	15	39.47 %
Average Change in Other Income	-538.00	-313.50	0.00	233.23	841.00	0.00	0.00	314.27	0.00 %
Number of Adults with Any Income (i.e., Total Income)	6	4	5	19	3	1	38	22	57.89 %
Average Change in Overall Income	-676.67	-1083.00	0.00	677.95	1361.67	0.00	225.00	771.18	0.00 %

– Q19a2: Client Cash Income Change - Income Source - by Start and Exit

	Had Income Category at Start and Did Not Have it at Exit	Retained Income Category but Had Less \$ at Exit than at Start	Retained Income Category and Same \$ at Exit as at Start	Retained Income Category and Increased \$ at Exit	Did Not have the Income Category at Start and Gained the Income Category at Exit	Did Not have the Income Category at Start or at Exit	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Exit, Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	2	1	1	2	3	12	21	5	23.81 %
Average Change in Earned Income	-1300.00	-806.00	0.00	994.00	1402.67	0.00	0.00	1239.20	0.00 %
Number of Adults with Other Income	4	4	0	6	1	6	21	7	33.33 %
Average Change in Other Income	-456.50	-250.75	-	206.50	110.00	0.00	0.00	192.71	0.00 %
Number of Adults with Any Income (i.e., Total Income)	2	5	1	10	1	2	21	11	52.38 %
Average Change in Overall Income	-1358.50	-462.60	0.00	552.80	812.00	0.00	62.00	576.36	0.00 %

(3) Increase Total Income –SAGE APR, Q19a3: Client Cash Income Change – Income Source – by Start and Latest Status/Exit

- This measure only looks at the 5<sup>th</sup> row “Number of Adults with Any Income.”
- Add the number in 8<sup>th</sup> column “Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment” in Q19a1 to the number in the 8<sup>th</sup> column in Q19a2 to get Answer A.
- Add number in 7<sup>th</sup> column “Total Adults” in Q19a1 to number in 7<sup>th</sup> column in Q19a2 to get Answer B.
- Divide Answer A by Answer B.
- In the example below:
  - $22+11 = 33$  (Answer A)
  - $38+21 = 59$  (Answer B)
  - $22/59 = 0.37288$  or 37.3%

Q19a1: Client Cash Income Change - Income Source - by Start and Latest Status

	Had Income Category at Start and Did Not Have it at Annual Assessment	Retained Income Category But Had Less \$ at Annual Assessment Than at Start	Retained Income Category and Same \$ at Annual Assessment as at Start	Retained Income Category and Increased \$ at Annual Assessment	Did Not have the Income Category at Start and Gained the Income Category at Annual Assessment	Did Not have the Income Category at Start or at Annual Assessment	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Annual Assessment; Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	6	2	0	1	6	23	38	7	18.42 %
Average Change in Earned Income	-1044.33	-171.50	-	1987.00	1874.17	0.00	0.00	1890.29	0.00 %
Number of Adults with Other Income	6	2	7	13	2	8	38	15	39.47 %
Average Change in Other Income	-538.00	-313.50	0.00	233.23	841.00	0.00	0.00	314.27	0.00 %
Number of Adults with Any Income (i.e., Total Income)	6	4	5	19	3	1	38	22	57.89 %
Average Change in Overall Income	-676.67	-1083.00	0.00	677.95	1361.67	0.00	225.00	771.18	0.00 %

Q19a2: Client Cash Income Change - Income Source - by Start and Exit

	Had Income Category at Start and Did Not Have it at Exit	Retained Income Category but Had Less \$ at Exit than at Start	Retained Income Category and Same \$ at Exit as at Start	Retained Income Category and Increased \$ at Exit	Did Not have the Income Category at Start and Gained the Income Category at Exit	Did Not have the Income Category at Start or at Exit	Total Adults (Including Those with No Income)	Performance Measure: Adults Who Gained or Increased Income from Start to Exit; Average Gain	Performance measure: Percent of persons who accomplished this measure
Number of Adults with Earned Income (i.e., Employment Income)	2	1	1	2	3	12	21	5	23.81 %
Average Change in Earned Income	-1300.00	-806.00	0.00	994.00	1402.67	0.00	0.00	1239.20	0.00 %
Number of Adults with Other Income	4	4	0	6	1	6	21	7	33.33 %
Average Change in Other Income	-456.50	-250.75	-	206.50	110.00	0.00	0.00	192.71	0.00 %
Number of Adults with Any Income (i.e., Total Income)	2	5	1	10	1	2	21	11	52.38 %
Average Change in Overall Income	-1358.50	-462.60	0.00	552.80	812.00	0.00	62.00	576.36	0.00 %

#### (5) Non-Cash Benefits – SAGE APR, Q2ob: Number of Non-Cash Benefit Sources

- This measure only includes adults in households.
- Note the number of adults in the program from Q05a: Report Validation Table - number of adults (age 18 or over).
- Add number of people in row “No Sources,” column “Benefit at latest annual assessment for stayers to column “Benefit at exit for leavers.”
- Subtract from the total number of adults.
- Divide that number by the number of adults.
- In the example below:
  - Number of Adults = 17
  - Number of No Sources “Benefit at latest annual assessment for stayers” = 3
  - Number of No Source “Benefit at exit for leavers” = 2
  - $3+2 = 5$ ;  $17-5 = 12$ ;  $12$  divided by  $17 = .7058$

#### Q05a: Report Validations Table

Total Number of Persons Served	47
Number of Adults (Age 18 or Over)	17
Number of Children (Under Age 18)	30
Number of Persons with Unknown Age	0

#### Q20b: Number of Non-Cash Benefit Sources

	Benefit at Start	Benefit at Latest Annual Assessment for Stayers	Benefit at Exit for Leavers
No sources	5	3	2
1+ Source(s)	11	5	6
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	1	1	0
Total	17	9	8

#### (6) Health Insurance – SAGE APR, Q21: Health Insurance

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- This measure includes everyone (adults and children).
- Note the number of total people served in the program from Q05a: Report Validation Table – Total Number of Persons Served.
- Add number of people in row “No Health Insurance,” column “At Annual assessment for Stayers” and column “At exit for leavers” for Answer A.
- Take Total Number of Persons served and subtract the number in row “Number of Stayers Not Yet Required to Have an Annual Assessment” column “At Annual assessment for Stayers” for Answer B.
- Take Answer A and subtract from Answer B to get Answer C.
- Divide Answer C by Answer B.
- In the example below:
  - Total Number of Persons served = 47
  - $7 + 12 = 19$  (Answer A)
  - $47 - 1 = 46$  (Answer B)
  - $46 - 19 = 27$  (Answer C)
  - 27 divided by 46 = .5869 or 58.7%

#### – Q05a: Report Validations Table

Total Number of Persons Served	47
Number of Adults (Age 18 or Over)	17
Number of Children (Under Age 18)	30
Number of Persons with Unknown Age	0

#### – Q21: Health Insurance

	At Start	At Annual Assessment for Stayers	At Exit for Leavers
Medicaid	3	0	2
Medicare	0	0	0
State Children's Health Insurance Program	22	12	6
VA Medical Services	0	0	0
Employer Provided Health Insurance	0	0	0
Health Insurance Through COBRA	0	0	0
Private Pay Health Insurance	0	0	0
State Health Insurance for Adults	5	4	1
Indian Health Services Program	0	0	0
Other	0	0	0
No Health Insurance	18	7	12
Client Doesn't Know/Client Refused	0	0	0
Data Not Collected	0	0	0
Number of Stayers Not Yet Required to Have an Annual Assessment	0	1	0
1 Source of Health Insurance	28	14	9
More than 1 Source of Health Insurance	1	1	0

#### (7) Reoccurrence (SPM) – ICA generated HMIS report

- The SPM (system performance measure) report calculates any successful exit from a CoC-funded housing program into an Emergency Shelter/motel voucher program that uses HMIS within 2 years of an exit.

#### (8) Reoccurrence (MN Returns report) – ICA generated HMIS report

- The MN Returns report calculates any exit from a CoC-funded housing program into an Emergency Shelter/motel voucher program that uses HMIS within 2 years of an exit.

#### 9) Coordinated Entry Denials outside CoC approved Eligibility Criteria – CES CoC Denials Report

- The SMAC Coordinated Entry staff will compile a report showing all denials for criteria falling outside of the eligibility criteria approved by the CoC Governing Board from each CoC project.