

Applicant Name:

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Instructions:

When responding to the questions in Section B: 1.1 - 1.5:

- 1. Attachments:** Applicant must complete all areas highlighted in **yellow** and upload attachments according to the instructions found on the submission page.
- 2. Responses:** If the response is provided in a separate document, please ensure that the response is uploaded as the appropriate entry in the submission. If the Department is unable to clearly determine which question the response pertains to, the applicant may not receive points for their response.
- 3. Years of Experience:** When responding to years of experience, if the experience is 6 months or greater, round your response up to one year. If it is less than six months, do not. For example: 1 year 5 months would be 1 year and 1 year 6 months would be 2 years.
- 4.** All applicants must complete all parts of the application questions.

Section B.1: Experience

Section	Question	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
1.1	The applicant's experience administering other state or federally funded programs subject to 2 CFR Part 200 or UGMS/TXGMS (currently administered directly by applicant) during the past 10 years. Other grant funds from the Texas Department of Housing and Community Affairs (TDHCA), EXCLUDING the CSBG Discretionary Re-Entry grant, are to be included. If applicant received the grant for more than one fiscal year, include number of years it was received.	State or federally funded grant programs administered: Note: A maximum of 20 points will be awarded. • 2 point for each state or federally funded program administered Note: Points will not be given for current TDHCA CSBG Discretionary Re-Entry grant.	20			
	Table 1.1 In the table below, list all current state or federally funded grant programs administered directly by the applicant and the number of years administering the grant (indicate					
	Grant Name	Funding Entity Providing Award	Purpose of Award	# Years of Award	Federal or State Funds (Y/N)	
Section	Question and Response	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
1.2	FOR CURRENT CSBG-D RE-ENTRY SUBRECIPIENTS ONLY: In the most recently funded CSBG-D Re-Entry contracts, has the applicant failed to submit their monthly performance and/or monthly expenditure reports to the Department by the due date (August - November 2025)? <i>If applicant does not currently have CSBG-D Re-Entry funding, leave blank; self score = 0.</i>	If Department records show late submissions of performance or expenditure reports during the most recently funded CSBG-D Re-Entry contracts (August - November 2025): Deduct 2 points per late submission. EX: 1 late expenditure report + 1 late performance report = -4 points	(points to be deducted based on review)			

	Response: If some were submitted late, list which type of report (expenditure or performance), and which months below in highlighted area:	No late submissions = 0 points				
1.3	FOR CURRENT CSBG-D RE-ENTRY SUBRECIPIENTS ONLY: Provide the following information reported on your organization's current expenditure reports of CSBG Discretionary funds for the most recently completed TDHCA CSBG Discretionary contract, through November 2025 (due 12/15/24). <i>If applicant does not currently have CSBG-D Re-Entry funding, leave blank; self score = 0.</i> Response: Enter your expenditure level through November 2025 Monthly Expenditure Report:	Max 15 total points: Expenditure Reporting through November 2025 (58.33% of contract term): Spent less than 15% of contract = -15 points Spent 15-35% of contract = 0 points Spent 36+% of contract = 15 points Note: The Department will verify from our records.	15			
1.4a	FOR CURRENT CSBG-D RE-ENTRY SUBRECIPIENTS ONLY: Provide the following information reported on your organization's current performance reports of CSBG Discretionary funds for the most recently completed TDHCA CSBG Discretionary contract, November 2025 (due 12/15/24); use data from November MPR, FNPI 4.b. <i>If applicant does not currently have CSBG-D Re-Entry funding, leave blank; self score = 0.</i> Response: Enter the target number and the reported number in FNPI 4.b from your November 2025 Monthly Performance Report:	Max 15 total points: Performance Reporting through November 2025 (58.33% of contract term): Served less than 15% of projected performance target = -15 points Served 15-35% of projected performance target = 0 points Served 36+% of projected performance target = 15 points Note: The Department will verify from our records.	15			
1.4b	FOR PREVIOUS CSBG-D RE-ENTRY SUBRECIPIENTS ONLY: Provide the following information reported on your organization's final performance reports of CSBG Discretionary funds for the most recently completed TDHCA CSBG Discretionary contract. Use data from MPR, FNPI 4.b. <i>If applicant did not have a previous CSBG-D Re-Entry funding, leave blank; self score = 0.</i> Response: Enter the target number and the reported number in FNPI 4.b from your Final Monthly Performance Report:	Max 15 total points: Performance Reporting through Final Report: Served less than 20% of projected performance target = -15 points Served 20-60% of projected performance target = 0 points Served 60+% of projected performance target = 15 points Note: The Department will verify from our records.				
Section	Question	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)

1.5	Provide the following information on the experience in serving the target population, which for this application is defined as individuals who have recently (within the past 42 months) exited jail, prison, or transitional housing. <u>This information should NOT include any work done with the existing CSBG-D Re-Entry contract.</u>	In assigning points, reviewer will consider: A maximum of 200 total points may be awarded: (a) + (b) + (c) + (d). Additional support should be provided in rows 39-61 below. a. A maximum of 30 points may be awarded for providing direct transitional assistance to the targeted population: 10 points for 2 years of experience; 20 points for 3-4 years; 30 points for 5+ years. b. Provide points for the number of unduplicated persons, within the targeted population, served with direct assistance in the past calendar year: 1-15 persons award 5 points; 16-29 persons award 10 points; 30-45 persons award 20 points; 46 - 60 persons award 30 points; 61+ persons award 40 points c. 10 points will be awarded for each service provided, with a maximum of 50 points possible. d. 10 points will be awarded for each additional service currently being provided, with a maximum of 80 points possible.	200			
In the space below, provide a detailed description of relevant prior experience providing services related to aiding individuals in the target population. Must indicate whether the experience was targeted to providing services to formerly incarcerated populations. If services were provided only to the general population, explain such. Include information on staff qualifications and capacity to meet the needs of the target population. Include any potential experience working with landlords, property managers, and other housing providers.						
a. In the space below, provide the number of years (include particular years i.e. 2016-2025) of relevant experience providing <u>transitional assistance</u> to the target population. Examples of transitional assistance: GED assistance, employment training, transportation help, housing assistance, personal documentation collection (driver's license, ID, etc.), etc. This information should NOT include any work done with the existing CSBG-D Re-Entry contract.						
b. In the space below, provide the number of unduplicated individuals in the target population that were served with some form of transitional assistance by the applicant between January 1 - December 31, 2025. This information should NOT include any work done with the existing CSBG-D Re-Entry contract.						
c. In the space below, indicate how many of the direct housing services, listed below, you CURRENTLY offer to the target population. This information should NOT include any work done with the existing CSBG-D Re-Entry contract. List the total volume of people helped with those service(s), as well as the total volume of people from the targeted demographic who were helped with those service(s) within the last 12 months. Please upload support documentation to substantiate data reported as part of the application.						
Direct Housing Services			Total Unduplicated Persons Served	Unduplicated Persons Served from Targeted Population	% of Targeted Population Assisted	

			#DIV/0!
			#DIV/0!
			#DIV/0!
			#DIV/0!
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d. If you **CURRENTLY** offer other transitional assistance services, describe all your services below. Examples of transitional assistance: GED assistance, employment training, transportation help, housing assistance, personal documentation collection (driver's license, ID, etc.), etc. This information should NOT include any work done with the existing CSBG-D Re-Entry contract. List the total volume of people helped with those service(s), as well as the total volume of people from the targeted demographic who were helped with those service(s) within the last 12 months. Please upload support documentation to substantiate data reported as part of the application.

Direct Housing Services		Total Unduplicated Persons Served	Unduplicated Persons Served from Targeted Population	% of Targeted Population Assisted
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!
Service Provided:				#DIV/0!

250	0	0	0
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NOFA for CSBG Discretionary Funds for Reentry Activities

Section B.2: Prior Performance

Applicant Name:

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Section B.2: Prior Performance

Section	Question	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
2.1	In the table below, list all funded programs administered and monitored in the past 3 years. Provide copies of the most recent monitoring reports for each of the programs listed in response to question 1.1. If the grant has not been monitored, provide information on the name of agency providing funds, contact name, email and phone number and an explanation as to why it hasn't been monitored. Provide follow-up responses from funding agency and your organization to demonstrate resolution of monitoring findings/deficiencies. If follow-up response has not been released, explain. Deficiencies are those which identify issues related to fraud, waste, abuse, or financial irregularity, or <u>significant</u> non-compliance with either federal rules, state regulations/rules including, but not limited to 2 CFR Part 200 or Uniform Grant Management Standards/Texas Grant Management Standards.	Number of monitoring concerns, findings/deficiencies (or other comparable terms), and disallowed costs identified in monitoring reviews of federal and state funded programs. No maximum point deduction for (1)-(6) below. (1) for each concern, deduct -1 point (2) for each finding which is not significant, deduct -3 points: (3) for each finding which is significant, deduct -5 points. Significant findings are those such as ones related to questioned costs or potentially ineligible costs related to client financial assistance due to ineligible clients or cost allocation issues: (4) For each monitoring report of any State or federal funds which had disallowed costs under \$1000, deduct -2 points, in addition to point deductions related to (2) and (3) above. (5) For each monitoring report of any State or Federal funds which had disallowed costs \$1,000 and above, deduct -5 points, in addition to point deductions above. (6) Applicant shows history of not cooperating with or not submitting TDHCA requested monitoring documentation in the past 3 years: Deduct -10 points per fund source of non-cooperation. Note: If monitoring report and follow-up responses are not attached and/or explanatory information as to why a monitoring report is not provided: Deduct -5 points per funded program. If a monitoring report is not attached and/or explanatory information is not provided: Deduct -5 points per grant. Maximum point deduction -20 points total for missing documentation.	(points to be deducted based on review)			

Table 2.1 (Instruction: Please provide copies of the most recent monitoring reports for each funding source. If the grant has not been monitored in the past 36 months, provide a document from the funding source to that effect. Scan all monitoring reports into one document and include a cover page labeled as "Documents in response to Question #2.1.")

				# of Concerns	Copy of Report attached (Y/N)	
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Funding Source		Name of Most Recent Monitoring Report	# of Findings/Deficiencies	Date of Last Monitoring (MM/DD/YY)	Amount of Disallowed Costs	
Section	Question and Response	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
2.2	Has the applicant been placed on a modified cost reimbursement basis of payment for TDHCA Community Affairs funded programs during the past 3 years (a contract sanction whereby reimbursement of costs incurred by a Subrecipient is made only after the Department has reviewed and approved backup documentation provided by the Subrecipient to support such costs)? Response: Select Yes or No in the drop down menu of the cell below: Is the applicant currently on a modified cost reimbursement method of payment for TDHCA funded programs? Response: Select Yes or No in the drop down menu of the cell below:	Applicant's history of being on a modified cost reimbursement method of payment for TDHCA Community Affairs Division funded programs. • Yes, during the past 3 years: Deduct -10 points • Yes, currently on modified cost reimbursement: Deduct -20 points • No, not during the past 3 years: 0 point deduction	(points to be deducted based on review)			

Section	Question and Response	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
2.3	Audit: Submit the most recently completed Single Audit or third-party audit. Also include management letters and responses to management letters as applicable. Submit/upload with Attachment C. If the audit indicates that the findings/questioned costs, disallowed costs, or internal control deficiencies/ concerns, are the same as those raised in the monitoring reports already addressed in Section 2.1, the application will not lose points in both areas for those items. Section 2.1 will be scored first, and any additional point deductions will be applied here. An organization <i>not</i> subject to either the Federal or the State Single Audit requirements must submit one copy of a third-party audit of financial statements prepared by a Certified Public Accountant, including any notes to the audit. Submit/upload with Attachment C. Private Nonprofit Organizations that have expended less than \$750,000 in Federal or State funds <u>and</u> who have received LIHEAP or CSBG funds from the Department in the last fiscal year are not required by federal or state law to have an audit and therefore are not required to submit a separate audit with this RFA. For these organizations, Section 2.1 will suffice as the scoring tool to be used for prior performance.	Three Scoring Areas: - Audit Findings for most recent audit period - Audit with no findings: 0 points - Audit with some findings (not significant): -5 points - Audit with significant findings (Note that significant findings/deficiencies may deem an application ineligible: -10 points) - Disallowed Costs for current audit period - No disallowed costs: 0 points - Questioned costs: -5 points - Disallowed costs (significance based on other than minor administrative error): -10 points if disallowed costs are 10% or more of the related grant award. If below 10% of the related grant award, deduct -7 points. - Internal Control Deficiencies or Material Weakness for current audit period - No internal control deficiencies or material weakness or concerns: 0 points - Material weakness(es) identified: - 5 points - Significant Internal Control Deficiency(ies) identified: -10 points - Internal Control Deficiencies identified: -5 points - Single Audit has not been completed and is overdue (do not deduct points if an extension is allowed due to COVID-19): -20 - If applicant does not meet threshold for completing a Single Audit and has not had a third-party audit of financial statements prepared by a Certified Public Accountant, deduct -20 points.	(points to be deducted based on review)			

NOFA for CSBG Discretionary Funds for Reentry Activities
Section B.3: Proposed Reentry Services/Activities

Applicant Name:

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Section B.3: Proposed Reentry Services/Activities

Section	Question	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
3.1	In the table below , briefly describe the allowable initiatives and how your organization will implement the proposed initiatives and evaluate progress on accomplishing what is proposed.	Evaluation of Initiative: Review plan to evaluate proposed initiative and award points as follows: Evaluation plan should include, but not be limited to, identification of the tasks, steps to accomplish tasks, planned outreach methods, method of evaluating success, and frequency of evaluation. • Award up to 10 points for each of the listed activities to be offered below. Max of 70 points if applicant has a well laid out plan for the program, with appropriate methods for outreach and internal evaluation and will be providing 7 of the 7 possible services. <u>Example:</u> if applicant is currently providing, or proposing, 3 of the 7 possible services = 30 points.	70			

3.1 Table

Evaluation Process - In second column, identify and describe which activities/services you intend to provide; 3) In third column, identify the steps to accomplish the activity/service; 4) In fourth column, describe planned outreach methods to reach target population with proposed services, 5) In fifth column, describe methods for evaluating success, and 6) In sixth column, describe frequency of evaluation of the activity/service.

Possible Services	Description of how you will provide these services. For any services you will not provide, write N/A	Steps to allow you to begin providing these services, if you are not already doing so. If you are, describe your current process.	Outreach methods you will use to reach target population with proposed services	Methods for evaluating success	Frequency of evaluating implementation/success
Landlord Incentives ----- Up to \$1500 for a 6-month lease, up to \$2000 for 12-month lease					
Housing Application Fees ----- Payment of standard housing application fees					
Deposit Payments ----- Payment of standard security or utility deposit(s) prior to lease commencing					
Damage Coverage ----- Payment of up to \$3,000 in applicable property damages for eligible tenant					
Unexpected Vacancy Coverage ----- Payment of up to 2 months' rent in the event of an unexpected vacancy during the lease term					
High Risk Administrative Costs -----					

Must be associated with regular business practices: security deposit insurance, renter's insurance						
Rent						
First 4 months rental assistance payments maximum OR up to 4 months of rental arrears assistance to avoid/prevent eviction						
Section	Question	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
3.2	Provide target for the total number of unduplicated persons to be served through the grant (only counting the individual once, even if they will receive multiple services). This number should be reasonable, based on the data reported in 1.5(c)(d). <i>This target number will be in your contract, if awarded.</i>	Award points as follows: 0-9 persons: 0 points 10-19 persons: 20 points 20-29 persons: 40 points 30+ persons: 60 points	60			
3.2 Response:						
Section	Question	Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
3.3	Provide the following information in the yellow-highlighted area below: Describe how your organization will coordinate and partner with other service providers in the service area to meet the varied needs of clients enabling them to maintain safe and stable housing. Include current and planned efforts, and identify them as such. List all applicable partners and their services on tab Section B.3.3.	In assigning points, reviewer will consider the depth to which items are described: Applicant provided information that demonstrates: a. Section 3.3 below: provide narrative answer of clear coordination and planned efforts: 10 point maximum. b. On the next tab, "Section B.3.3," list all your partners and the variety of client needs addressed through those coordination efforts; 5 points per activity. EX: If all 12 columns (Columns B-M on following tab) are covered = 60 points max. EX: If 7 columns are covered = 35 points.	70			
3.3 Response						

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200	0	0	0
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3.3 - Table

Below, list all partners and identify the services they offer. Indicate whether they are referral partners, working partners, or if you have an MOU/contract in place. Add lines as necessary.

[illegible]

NOFA for CSBG Discretionary Funds for Reentry Activities				
Section 4: Budget				
Applicant Name:		0		
Instructions: Complete tabs B.4.1 - B.4.3 in full detail; this tab will auto-populate				
Amount of CSBG Funds Applicant is Requesting:				
BUDGET CATEGORIES		AMOUNT		
B.4.1 Personnel/Fringe/Supplies		\$	-	
B.4.2 Direct Client Services		\$	-	
B.4.3 Indirect Costs		\$	-	
TOTAL BUDGET*		\$	-	
% of Budget Spent on Direct Client Service Expenses		#DIV/0!		
Scoring Mechanism	Maximum Points	Self-Score	Reviewer 1 (TDHCA use only)	Reviewer 2 (TDHCA use only)
Award points based on % of budget spent on direct client services: 100% 100 points 85-99.99%: 85 points 70-84.99%: 70 points 0-69.99% 0 points	100			

PERSONNEL_FRINGE_SUPPLIES				
Personnel Salary Costs for Staff (Admin, Management, Program Staff, etc)				
Job Titles of Admin, Mgmnt, Program Staff (only staff titles)	# of months	Annual Salary	% of CSBG-D Support	Amount of CSBG funds
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Personnel Subtotal:				\$0.00
Fringe Benefit Costs for Staff (Admin, Management, Program Staff, etc)				
Job Titles of Admin, Mgmnt, Program Staff (only staff titles)	# of months	Annual Salary	% of CSBG-D Support	Amount of CSBG funds
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Fringe Benefit Subtotal:				\$0.00
Equipment Costs				
Other Costs (this is not expected)	# of months	Monthly Costs	% of CSBG-D Support	Amount of CSBG funds
				\$0.00
				\$0.00

				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Equipment Subtotal				\$0.00
Supplies Costs				
Other Costs (EX: audit, office supplies, office space, etc)	# of months	Monthly Costs	% of CSBG-D Support	Amount of CSBG funds
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Supplies Subtotal:				\$0.00
TOTAL PERSONNEL/FRINGE/EQUIPMENT/SUPPLIES COSTS:				\$0.00
NOTE: Enter Number of Months, Annual Salary, and % of CSBG Support only, the subtotal is auto-calculated.				
NOTE: This submitted budget will be the budget in your contract, if awarded. Contract amendments will be allowed to move funds from Worksheets B.1 or B.3 to Worksheet B.2, but Worksheet B.2 funds will not be allowed to move to Worksheets B.1 or B.3. The funds of this contract are intended to be direct client service expenses.				

DIRECT CLIENT SERVICES			
List of Available Direct Client Service Options	Total Costs	% charged to CSBG-D	Amount of CSBG funds
Landlord Incentives			\$0.00
Housing Application Fees			\$0.00
Deposit Payments			\$0.00
Damage Coverage			\$0.00
Unexpected Vacancy Coverage			\$0.00
High Risk Admin Costs			\$0.00
Rental Assistance/Eviction Avoidance			\$0.00
			\$0.00
			\$0.00
			\$0.00
TOTAL DIRECT CLIENT SERVICES COSTS:			\$0.00
NOTE: Include all direct client services allocable to the CSBG-D program. All direct client activities must result in a minimum 6-12 month lease on a rental unit (hotel/motel vouchers are NOT allowed).			
NOTE: The breakdown of expenses between the allowable activities is an estimate based on the services you intend to provide.			
NOTE: This submitted budget will be the budget in your contract, if awarded. Contract amendments will be allowed to move funds from Worksheets B.4.1 or B.4.3 to Worksheet B.4.2, but Worksheet B.4.2 funds will not be allowed to move to Worksheets B.4.1 or B.4.3. The funds of this contract are intended to be direct client service expenses.			

INDIRECT COSTS		
If your Agency currently has a federally approved Indirect Cost Rate and you will be charging it to the grant, then please provide a copy of the Approval Letter and documents which indicate the approved rate.		
Indirect Costs		
%	Base	CSBG-D Indirect Costs
		\$0.00
Enter Base amount (full CSBG-D budget) in B6 then % of IC rate in A6.		
CSBG-D Indirect Cost Support For Other Program(s) - List all Program(s) being supported (this is NOT expected):		
Program 1:		
%	Base	CSBG-D Indirect Costs
		\$0.00
Program 2:		
%	Base	CSBG-D Indirect Costs
		\$0.00
Program 3:		
%	Base	CSBG-D Indirect Costs
		\$0.00
TOTAL INDIRECT COSTS:		\$0.00
NOTE: This submitted budget will be the budget in your contract, if awarded. Contract amendments will be allowed to move funds from Worksheets B.4.1 or B.4.3 to Worksheet B.4.2, but Worksheet B.4.2 funds will not be allowed to move to Worksheets B.4.1 or B.4.3. The funds of this contract are intended to be direct client service expenses.		

NOFA for CSBG Discretionary Funds for Reentry Activities

Section B: Scoring Summary

Applicant Name:		0		
Checklist of Application Questions Requesting Attachments				
Question		Attachment Item Requested		
	2.1	Most recent monitoring report for each grant listed in 1.1 in the last 3 years		
	2.3	Most recently completed Single Audit or Third Party Audit (if required)		
Application Question Sections				
Scoring Section	Maximum Points	Self Score Points Received	Reviewer 1	Reviewer 2
Section B.1: Experience	250	0	0	0
Section B.2: Prior Performance	0	0	0	0
Section B.3: Proposed Services/Activities, Outreach & Partnerships	200	0	0	0
Section B.4: Budget	100	0	0	0
Maximum Points = 550				
Final Score	550	0	0	0

** The Self-Score column on Attachment B Parts 1-3 are to be completed by the Applicant; however, the Department does not base its scoring of the application on the Applicant's self-score.*

***The Department reserves the right to reject applications with a score below 50% of the maximum eligible points. See Section VI of the NOFA for further details.*

****TDHCA reserves the right to request further information related to the application for clarification purposes during the scoring review period.*

Department of Criminal Justice; followed by Section B.4 (highest score); followed by Section B.1.5 (highest score); followed by Section B.3.1 (highest score).