

**FMERPA Homeless NOI Criteria Checklist<sup>1</sup>**

NOI: \_\_\_\_\_

Reviewer Number: \_\_\_\_\_

Note: Evaluations are based on documentation included with the NOI.

<b>NOI Application Checklist – To indicate resources available for review</b>				
1.	A description of the homeless assistance program proposed, including the purposes to which the property or facility will be put, which may include any activity which clearly meets and identified need of the homeless and fills a gap in the continuum of care.	Evidence presented	No evidence presented	Evidence unclear
2.	A description of the need for the program.	Evidence presented	No evidence presented	Evidence unclear
3.	A description of the extent to which the program is or will be coordinated with other homeless assistance programs in the communities in the vicinity of the installation.	Evidence presented	No evidence presented	Evidence unclear
4.	Information about the physical requirements necessary to carry out the program including a description of the buildings and property at the installation that are necessary to carry out the program	Evidence presented	No evidence presented	Evidence unclear
5.	A description of the homeless assistance provider, financial plan, the organization, and the organizational capacity to carry out the program.	Evidence presented	No evidence presented	Evidence unclear
6.	An assessment of the time required to start carrying out the program.	Evidence presented	No evidence presented	Evidence unclear
<b>Organizational Credentials</b>				
7.	Current 501c.3 status/operating as a non-profit organization	Evidence presented	No evidence presented	Evidence unclear
8.	Proven track record of expertise in offering successful programs	Evidence presented	No evidence presented	Evidence unclear
9.	Audited financials available for review	Evidence presented	No evidence presented	Evidence unclear
10.	More than one staff currently employed	Evidence presented	No evidence presented	Evidence unclear
11.	Board of Directors that meets on regular basis	Evidence presented	No evidence presented	Evidence unclear
12.	Addresses a gap in the HUD continuum of care	Evidence presented	No evidence presented	Evidence unclear

<sup>1</sup> This Checklist was adapted from a checklist developed by Rechtman Consulting Group for the Fort McPherson Local Redevelopment Authority

<b>Track Record Working with Homeless People</b>				
13.	Program and organizational competencies align with community needs and priorities	Evidence presented	No evidence presented	Evidence unclear
14.	Demonstrated history of collaboration/willingness to work with other nonprofit organizations and with the surrounding community	Evidence presented	No evidence presented	Evidence unclear
15.	History of working with homeless populations	Evidence presented	No evidence presented	Evidence unclear
16.	Ability to focus on community needs, not merely organizational needs	Evidence presented	No evidence presented	Evidence unclear
<b>Organization Capacity &amp; Demonstrated Success</b>				
17.	History in delivering services related to those listed in the application	Evidence presented	No evidence presented	Evidence unclear
18.	Demonstrated staff stability, leadership and experience	Evidence presented	No evidence presented	Evidence unclear
19.	Demonstrations of fiscal responsibility (especially no recurring deficit)	Evidence presented	No evidence presented	Evidence unclear
<b>Quality Program Design/Use of Property</b>				
20.	Well thought out purpose/use of property to achieve results	Evidence presented	No evidence presented	Evidence unclear
21.	Cost efficient use of existing base and organizational infrastructure	Evidence presented	No evidence presented	Evidence unclear
22.	Clear program goals and target population; measurable results	Evidence presented	No evidence presented	Evidence unclear
23.	Design takes into account opportunities for partnership and collaboration	Evidence presented	No evidence presented	Evidence unclear
24.	NOI demonstrates accreditation needed to implement the proposed program.	Evidence presented	No evidence presented	N/A
<b>Project Sustainability</b>				
25.	Realistic plan that is financially feasible	Evidence presented	No evidence presented	Evidence unclear
26.	Strong, sound organization financial history	Evidence presented	No evidence presented	Evidence unclear

27.	Diverse funding streams for the organization and proposed program	Evidence presented	No evidence presented	Evidence unclear
28.	Well informed approach to handling risks and opportunities inherent in a future oriented project	Evidence presented	No evidence presented	Evidence unclear
29.	Demonstrates capacity to develop the type of resources needed for the proposed program.	Evidence presented	No evidence presented	Evidence unclear
<b>Strategic &amp; Aligned with Emerging Vision and Principles</b>				
30.	Strategic in nature (versus an administrative building to support programming)	Evidence presented	No evidence presented	Evidence unclear
31.	Alignment with the MCCP Objective to End Chronic Homelessness 10 year plan.	Evidence presented	No evidence presented	Evidence unclear
32.	Alignment with MCCP Needs: Emergency Shelter	Evidence presented	No evidence presented	Evidence unclear
33.	Alignment with MCCP Needs: Transitional Housing	Evidence presented	No evidence presented	Evidence unclear
34.	Alignment with MCCP Needs: Permanent Housing			

**Reviewer's comments**