OAEH HUD CoC Scoring Tool Information Sheet

The OAEH HUD CoC Scoring Tool measures the specific components outlined in the various HUD related tools. As a Continuum of Care, the OAEH is primarily measured by HUD on specific system performance measures, monitoring outcomes and compliance, the extent we serve marginalized and underserved populations, and alignment and coordination throughout the system. The OAEH HUD CoC Scoring Tool for Renewal/Expansion and First Year Renewal Projects may require agencies to pull data from the below reports. See the HUD CoC Scoring Tool for specifics on which reports are needed for your project. Agencies will need to pull the appropriate date range for the reporting period needed, which is June 1st – May 31st. If you have further questions, contact Emily Fessler (efessler@cpozarks.org) and Dandy Myles (Dandy.Myles@ICAlliances.org)

COC APR REPORT

1. Before running the CoC APR, ensure your **Enter Data As** is set to the project you are running the report for.
2. Select **Reports** on the left-hand navigation menu to open the report dashboard.
3. Under Provider Reports, click the **FY CoC APR tile**.
4. Complete the report prompts as follows:

Name:	Enter a name for your report
Provider Type:	Provider
Provider:	If the Enter Data As is set correctly the correct provider will default. Select the **"This provider ONLY" radio button**.
Program Date Range:	Enter the date range for which you are running the report.
Entry/Exit Types:	Select HUD

5. Click **Build Report** to run
6. When the report is complete, click the **Magnifying Glass icon** next to the report to view it.
7. To include a pdf of the report with your CoC application, **right-click anywhere in the report** and select **Print**.

8. When the print window opens, select **Save as PDF for Destination**, and **ALL pages**, click **Save** in the bottom-right corner. File Explorer will open for you to name the PDF and save it to a file.

This report will cover the following questions on the Scoring Tool:
Renewal/Expansion – J., K., M., O., Q.
First Time Renewal – J., K., M., P., R.
New Project – Not Applicable

SYSTEM PERFORMANCE MEASURE 2

This report will need to be pulled by an HMIS Administrator. Agencies will need to communicate the appropriate dates for the reporting period needed when contacting ICA about the System Performance Measure 2 Report.

To view the report, contact MOHMIS@ICAlliances.org
For HUD CoC Application, contact Dandy Myles at Dandy.Myles@ICAlliances.org

This report will cover the following questions on the Scoring Tool:
Renewal/Expansion – L.
First Time Renewal – Not Applicable
New Project – Not Applicable

SPRINGFIELD MONITORING REPORT

1. All HMIS users with a BusinessObjects license have access to the report. To run the Springfield Monitoring Report, connect to **BusinessObjects** and follow the path to the report: **Folders tile > Public Folders > missouri_live_folder > Springfield CoC**, click on the **Springfield Monitoring Report** to run the report.

2. Complete the report prompts as follows:

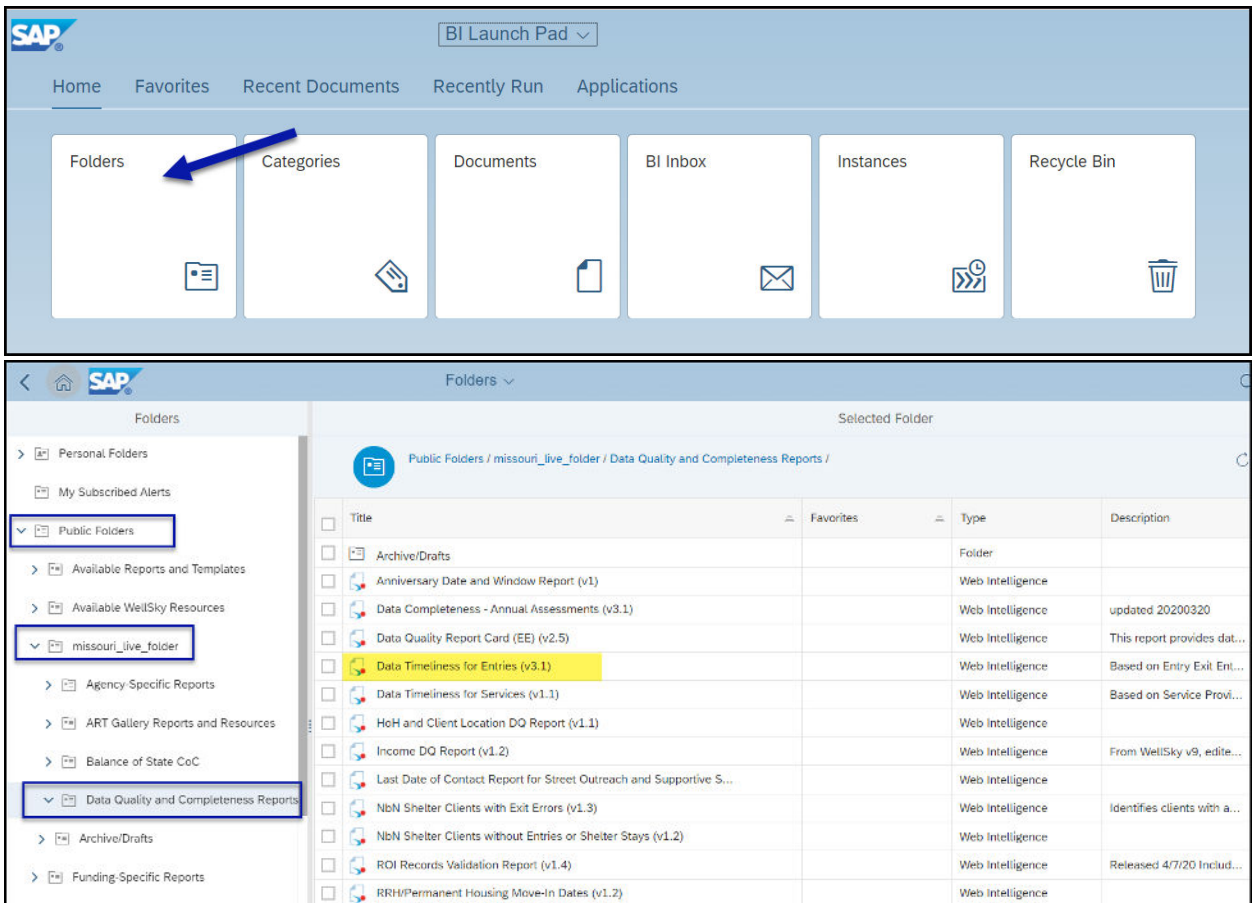|	
Select Provider:	Select the project you are running the report for
EDA Provider:	Select the project you are running the report for
Enter Effective Date:	The effective date is the same as **End Date Plus 1 Day** and should match the date selected for the "Enter Current Year End Date PLUS 1 Day" prompt below. It is the last day you want included in the report plus 1 day.
Enter Current Year End Date PLUS 1 Day:	Select the last day you want included in the report plus 1 day.
Enter Prior Year Start Date:	Select the Start Date that is one year prior to the report's start date. If you are running the report for 1/1/2022 – 12/31/2022 then the Prior Year Start Date is 1/1/2021.
Enter Current Year Start Date:	Select the start date for which you are running the report.

Example: Effective Date: 01/01/2023

Current Year End Date PLUS 1 Day: 01/01/2023

Prior Year Start Date: 01/01/2021

Current Year Start Date: 01/01/2022

This report will cover the following questions on the Scoring Tool:

Renewal/Expansion – N., P.

First Time Renewal – L., N.,

New Project – Not Applicable

DATA TIMELINESS FOR ENTRIES (ICA CUSTOM REPORT)

1. All HMIS users with a BusinessObjects license have access to the report. To run the Data Timeliness for Entries report, connect to **BusinessObjects** and follow the path to the report: **Folders tile > Public Folders > missouri_live_folder > Data Quality and Completeness Reports**, click on the **Data Timeliness for Entries** report to run the report.

2. Complete the report prompts as follows:

Select Federal Partner:	Select CoC (Continuum of Care)
Select Provider:	Select the project you are running the report for

Select Reporting Group:	Leave blank, do NOT select a group
Select CoC:	Leave blank, do NOT select a CoC
Select Project Type:	Select the correct project type (i.e., PH-Permanent Supportive Housing, PH-Rapid ReHousing, etc.)
Join split projects?	No selection needed – prompt defaults to "No"
Show client names?	No selection needed – prompt defaults to "No"
Enter Start Date:	Select the start date for which you are running the report
Enter End Date PLUS 1 Day:	Select the last day you want included in the report plus 1 day
EDA Provider:	Select the project you are running the report for

This report will cover the following questions on the Scoring Tool:

Renewal/Expansion – R.

First Time Renewal – Q.

New Project – Not Applicable