



Reaching Your Destination: Addressing Impediments to Program Success

OHHLHC Grantee

Program Manager's School

April 27 - 28, 2009

Orlando, Florida

Technical Assistance Visits

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QuanTech, Inc.

- Grantees rated RED for two quarters
- Documentation review:
 - Award and quarterly benchmarks
 - Five-factor narrative/work plan
 - Quarterly reports and GTR letters
 - Work-out plan, weekly/monthly reports, etc.
- Conference call with GTR and HH Rep

TA Visit

- QuanTech and HH Rep
- 1-2 days at Grantee offices
- Major aspects of Grantee performance:
 - Recruitment of units
 - Evaluation
 - Completion
 - LOCCS

Quarterly Evaluations

- Evaluation Factors and Weights:
 - Lead Hazard Control Grants
 - Assessments/Evaluations = 10
 - Units Completed = 40
 - LOCCS Drawdowns = 30
 - Outreach Events = 10
 - Individuals Trained = 10

Quarterly Evaluations (cont.)

- Evaluation Factors and Weights

Lead Hazard Reduction Demonstration Grants

-Assessments/Evaluations = 10

-Units Completed = 50

-LOCCS Drawdowns = 40

-Outreach Events = 0

-Individuals Trained = 0

- Scoring:

Factor Score = (Actual/Benchmark)*Weight

Quarterly Evaluations (cont.)

- Example (LHC):
 - Units Completed Benchmark = 61
 - Actual Completed to Date = 37
 - Score = $(37/61)*40 = 24.3$
= 25 (rounded up)
- Scoring
 - 0-69: RED
 - 70-89: YELLOW
 - 90-100: GREEN

Quarterly Evaluations (cont.)

- Most Important Factors in Quarterly Score are:
 - Units Completed (LHC = 40, LHRD = 50)
 - LOCCS Draws (LHC = 30, LHRD = 40)
- Can't be GREEN if badly behind in either
- Many Grantees behind in LOCCS unnecessarily

Rating Projections

- Rating spreadsheet
- Rating for quarter just completed (if applicable)
- Projection for current quarter
 - Applications received and expected
 - Assessments completed and scheduled
 - Units completed, under contract, out for bid, specs being written, etc.

Discussion of Issues with Grantee

- Recruitment
 - Application
 - Matching contributions and liens
 - Code compliance requirements
 - Partner organizations
 - Assistance/incentives for participants
 - Tracking sources of applications
 - Multifamily properties

Discussion of Issues with Grantee (cont.)

- Assessments/Evaluations
 - Staffing difficulties
 - Contractor capacity
 - Multifamily properties
- Unit Completion
 - Contractor capacity
 - Ceiling on grant funds per property
 - Contract approvals
 - Historical properties
 - Climate

Discussion of Issues with

Reporting and Follow-Up

- Report with recommendations for Grantee actions to improve performance
- Extensions
- Compare future quarterly reports with projections from TA visit
- TA Tool development