**Section One: Application Summary**

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| **1. ESG Lead Agency Information** | |
| Organization Name: | Counties Included in Regional Application |
| Street Address: | Contact Person: |
| City, State, Zip: | Contact Person Title: |
| Mailing Address: | Contact Person E-mail: |
| City, State, Zip: | Contact Person Telephone: |
| Telephone: | Fax: |
| Website: | |
| **2. Please complete the following information about the ESG Lead Agency** | |
| a. Check all the following that apply:  Non-profit or  Unit of Local Government  Single County or  Regional/Multiple County | |
| b. Does your ESG Lead Agency provide direct services?  Yes  No | |
| c. Does your ESG Lead Agency have paid staff to provide administrative support to the CoC/Regions as a part of their job description?  Yes  No | |
| d. Is the ESG Lead Agency requesting Emergency Response or Housing Stabilization Activities funding for itself?  Yes  No | |
| e. *Optional:* What additional information not covered elsewhere in this application should we know about the ESG Lead Agency? ( 150 word limit) | |
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**Section Two: Fiscal Sponsor**

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| **3a. Has your CoC/Regions chosen to use a Fiscal Sponsor this year?** | |
| Yes  No (If no, skip to Section Three) | |
| **3b. If yes, fill out the following information.** | |
| Select which type of Fiscal Sponsor your CoC/Regions is applying for:  Housing Stabilization Activities Only    Emergency Response and Housing Stabilization Activities (all activities) | |
| 3c. Is the Fiscal Sponsor prepared to: | |
| Hold the ESG contract with the State  Sub-contract with all other ESG agencies  Reimburse ESG sub-contractors for eligible ESG activities  Submit reimbursement requests to the State on behalf of the region  Be the central point of contact for all reporting requirements  Coordinate monitoring visits and training opportunities in the region | |
| **4. Fiscal Sponsor Information:** | |
| Organization Name: | |
| Street Address: | Contact Person: |
| City, State, Zip: | Contact Person Title: |
| Mailing Address: | Contact Person E-mail: |
| City, State, Zip: | Contact Person Telephone: |
| Telephone: | Fax: |
| Website: | Fiscal Year (i.e. July 1 - June 30): |
| Federal Tax ID: | DUNS #: |
| **5. Does the Fiscal Sponsor have paid staff to provide administrative support for the ESG funds?** | |
| **Yes**  **No** | |
| **6. Will the Fiscal Sponsor also be providing services?** | |
| Yes  No | |
| **7. If awarded funds, who do you want to receive emails?** | |
| For contract issues? If needed, add additional names and emails on a separate piece of paper, placed behind this one. | |
| Name(s): | Email(s): |
| For program implementation information? *If needed, add additional names and emails on a separate piece of paper, placed behind this one.* | |
| Name(s): | Email(s): |

**Section Three: Continuum of Care**

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| **8. Continuum of Care/Regional Committee** |
| 8a. Continuum of Care/Regional Committee Name: |
| 8b. Does your CoC/Regions participate in Coordinated Assessment?  Yes  No |
| 8c. Has your CoC/Regions developed Housing Stabilization Standards?  Yes  No  8d. If yes, will all recommended projects for funding adhere to Housing Stabilization Standards as determined by the CoC/Regions?  Yes  No |
| 8e. What was the amount of funds allocated to the CoC/Regions for the 2015-2016 ESG Program Year? |
| 8f. As of October 1, 2016, what percentage of CoC/Regions funds have been submitted for reimbursement to NC ESG Program?  80% - 100%  70% - 79%  51% - 69%  0 - 50% |

**Section Four: CoC/Regions Goals and Outcomes**

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| 9. In order of priority list the top three (3) goals of the CoC/Regions and how will the goals be measured at the end of the funding cycle. | | | | |
| Goal #1 | | | Measurement | |
| Goal #2 | | | Measurement | |
| Goal #3 | | | Measurement | |
| 10. What percentage of program exits are to permanent housing? The NC ESG program’s statewide goals are:  \*80% of rapid re-housing program exits to permanent housing.  \*30% of emergency shelter exits to permanent housing | | | | |
| Type of Program | % of exits to permanent housing current year | % of exits to permanent housing last year | | Don't Know |
| Emergency Shelter |  |  | |  |
| Rapid Re-Housing |  |  | |  |
| Prevention |  |  | |  |

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| 11. What are the barriers to obtaining housing for homeless persons in your region? | | |
| Criminal backgrounds  Poor credit  Poor rental history  Area landlords aren’t interested in working with organization  Area rents are too high  Available units aren’t the right size | | Area rents are greater than HUD FMR  Not enough existing rental housing in area  Lack of transportation between units and services/jobs/amenities  Income  Available units don’t pass inspection  Other: |
| 12. Has your region implemented any strategies towards reducing these barriers? | | |
| Yes  No  If yes, which of the following? | | |
| Master lease  Co-lease  Payment of rental or utility arrears  Requests for reasonable accommodation  Staff Training on how to make a request for a reasonable accommodation  Building relationships with area landlords  Assertively assist clients to engage in credit repair  SOAR worker on staff  Link clients to SOAR worker | Payment of deposits or last month’s rent  Provides transportation or bus tokens  Encourage landlords to list properties on NC Housing Search  Engage legal services (legal aid or volunteer attorneys) to assist with criminal records  MOA with DSS to help clients link with benefits  Support or coordinate local fair housing training for property managers  Other: | |
| 13. What are the barriers to maintaining housing for households in your region? | | |
| Clients’ incomes are too low  Lack of employment opportunities  Mental health services  Lack of tenancy supports  Transportation  Unhealthy social network  Lack of knowledge of tenant/landlord rights & responsibilities  Other: | | |
| 14. Has your region implemented any strategies towards reducing these barriers? | | |
| Yes  No  If yes, which of the following?  Partnership with employment/job training program  Arrangement with TANF to pay 3 months of rent for TANF eligible families  Partnership with Vocational Rehabilitation  MOU with MCO  Provide transportation or bus tickets  Provide tenant/landlord rights & responsibilities and fair housing training  Offer tenant-based rental assistance  Peer support programs  Other: | | |

**Section Five: CoC Policies and Procedures- Tab C**

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| |  | | --- | | **15. CoC Policies and Procedure: Conflict of Interest, Appeals, ESG Assistance**  *\*\*The CoC is responsible for establishing and enforcing the following policies and procedures for subrecipients receiving ESG funds.* | | **15a. Conflict of Interest:**  What is the CoC policy to ensure conflict of interest is minimized in recommending project applications. **Attach policy at the end of the Regional Application identified as “Attachment A.”** | | **15b. Appeals**  What is the CoC policy that outlines how agencies can appeal decisions determined by the CoC  i.e. funding, priorities and recommendations. Policy must include the number of days to provide written request to CoC Lead, time frame hearing and resolution of the appeal. (ex. hearing will be held within 10-30 days of receipt of appeal, written resolution will be mailed 10-30 days after hearing). **Attach policy at the end of the Regional Application identified as “Attachment B.”** | | **15c. Housing Stabilization Standards**  Attach CoC Housing Stabilization Standards at the end of the Regional Application identified as "Attachment C." | |
| **16. ESG Assistance**  ***Emergency Shelter***  16a. Provide the written policy to address how shelters move homeless persons to permanent housing as quickly as possible (Housing First Model). **Attach policy at the end of the Regional Application identified as “Attachment C1.”**    16b. Provide the written policy that address how clients are prioritized to receive emergency shelter services. **Attach policy at the end of the Regional Application identified as “Attachment C2.”**  ***Rapid Re-Housing***  16 c. Provide the written policy that address how clients are prioritized to receive rapid re-housing financial assistance and services. **Attach policy at the end of the Regional Application identified as “Attachment D1.”**  16 d. Provide the written policy for determining what percentage or amount of rent and utility costs each program participant must pay while receiving rapid re-housing financial assistance (this is only applicable if the participant has income). **Attach policy at the end of the Regional Application identified as “Attachment D2.”**  Example:  Clients with income will pay 40% of their net income for rent and utilities.  16e. Provide the written policy to project the maximum number of months a program participant will be provided with rental assistance. In addition, how would you determine the eligibility amount for each participant? **Attach policy at the end of the Regional Application identified as “Attachment D3.”**  Example:  Clients with greatest barriers may receive up to 6 months of financial assistance totaling $7,200 per individual or family.  Average rent deposit $1,200 (may have to offer an incentive of 2 months rent to landlord)  Average utility deposit $ 150  Average monthly rent $ 600  Average monthly utilities $ 250  Total funds allocated for RR FA = $30,00 $30,000/$7,200 = 4.1 (number of individuals/families to be served during program year for RR FA)  Clients with intermediate barriers may receive up 3 months of financial assistance.  16f. Provide the written documentation demonstrating how non NC ESG funds are also allocated to support Rapid Re-Housing Financial Assistance activities. Attach policy at the end of the Regional Application identified as "Attachment D4."    ***Prevention***  16g. Provide the written policy that address how clients are prioritized to receive prevention financial assistance and services. **Attach policy at the end of the Regional Application identified as “Attachment E1.”**  16h. Provide the written policy for determining what percentage or amount of rent and utility costs each program participant must pay while receiving prevention financial assistance (this is only applicable if the participant has income). **Attach policy at the end of the Regional Application identified as “Attachment E2.”**  Example: Clients with income will pay 40% of their net income for rent and utilities.  16i. Provide the written policy to project the maximum number of months a program participant will be provided with rental assistance. In addition, how would you determine the eligibility amount for each participant? **Attach policy at the end of the Regional Application identified as “Attachment E3.”**  Example: Clients may receive up to 2 months of financial assistance totaling $2,000 per individual or family |

**Section Six: Homelessness Management Information System (HMIS) and Comparable Data Tracking System (if a DV Shelter)**

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| **17. What is your CoC/Regions’s HMIS bed coverage for the following? (What percentage of the year round/seasonal overflow beds for each category are putting their information into HMIS and DV Shelter Comparable Data Tracking Systems?):** | | |
| **Category** | **Year Round** | **Seasonal Overflow** |
| Emergency Shelter Beds for Households without Children: | **%** | **%** |
| Emergency Shelter Beds for Households with Children: | **%** | **%** |
| Emergency Shelter Beds for Households with only Children: | **%** | **%** |
| RRH Beds for Households without Children: | **%** | **%** |
| RRH Beds for Households with Children: | **%** | **%** |
| RRH Beds for Households with only Children: | **%** | **%** |
| Permanent Supportive Housing Beds for Households without Children: | **%** | **%** |
| Permanent Supportive Housing Beds for Households with Children: | **%** | **%** |
| Permanent Supportive Housing Beds for Households with only Children: | **%** | **%** |
|  | | |

**Section Seven: Funding Priorities**

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| **18. What is the amount of funding that the CoC/Regions is eligible to receive?**  **$** |
| **19. Types of Funding Requested:** |

|  |  |
| --- | --- |
| Emergency Response Activities  (Maximum of 60% for ER activities)  Street Outreach $  Emergency Shelter $  Total Amount Requested $ | Housing Stabilization Activities  (Minimum of 40% for HS activities)  Rapid Re-Housing $  Targeted Prevention $  HMIS $  Total Amount Requested $ |
| **20. Emergency Shelter Funding** | |
| Recommending funding emergency shelter at the same level as 15-16  Recommending shifting money from emergency shelter to: (check all that apply)  Street Outreach  Rapid Re-Housing  Targeted Prevention  HMIS    No emergency shelter funds requested | |
| **21. Housing Stabilization Activities Funding (check all that apply)** | |
| Partially Maintaining Rapid Re-Housing Capacity from NC ESG/Other  Maintaining Rapid Re-Housing Capacity from NC ESG/Other  Creating New Rapid Re-Housing Capacity  Partially Maintaining Targeted Prevention Capacity from NC ESG/Other  Maintaining Targeted Prevention Capacity from NC ESG/Other  Creating New Targeted Prevention Capacity | |
| **22. What was used to set funding priorities:** | |
| CoC/Regions priorities  HMIS data  Consolidated Plan/Action Plan data  Ten Year Plan  Other: | |

**Section Eight: Selection Process**

In this section, we want to understand how your CoC/Regions determined which organizations and activities should be funded.

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| **23. How did your region solicit interest in ESG funds?** | | |
| RFP/RFA  CoC meetings  Public comment  Community dialogues  Outreach to organizations that serve homeless people/at risk of becoming homeless populations  Newspaper  Websites  Other: | | |
| **24. Explain the process that was used to determine which of the interested parties would be funded and for which activities they would be funded (max 5,000 characters)**. | | |
|  | | |
| **25. Please include under Tab D any materials used to select the organizations to be funded such as RFP, application, checklists, scorecards, etc.** | | |
| **26. Are data and outcome experience being used to drive changes in who receives what type of funds?** | | |
| Yes  No | | |
| **27. If yes, please describe. If no, why not?** | | |
|  | | |
| **28. Please list all members of your selection committee ESG funding below.** | | |
| **Name** | **Representing (CoC, Local Government, etc.)** | **How were they selected for the committee?** |
|  |  | ESG experience  HPRP experience  CoC/CoC application experience  Other HUD funds experience  Understanding of HMIS Data  Other: |
|  |  | ESG experience  HPRP experience  CoC/CoC application experience  Other HUD funds experience  Understanding of HMIS Data  Other: |
|  |  | ESG experience  HPRP experience  CoC/CoC application experience  Other HUD funds experience  Understanding of HMIS Data  Other: |
|  |  | ESG experience  HPRP experience  CoC/CoC application experience  Other HUD funds experience  Understanding of HMIS Data  Other: |
|  |  | ESG experience  HPRP experience  CoC/CoC application experience  Other HUD funds experience  Understanding of HMIS Data  Other: |
| **28a. Were representatives from potentially funded agencies on the selection committee?** | | |
| Yes  No | | |
| **28b. If yes, how was conflict of interest addressed?** | | |
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**Section Nine: Budget and Distribution of Funds –Tab B**

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| **29. The Excel spreadsheet “ESG Regional Budget” should be completed and included in the application binder under Tab B.** |

**Section Ten: Authorized Signature**

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| **30. To the best of my knowledge and belief, all information in this application is true and correct.** | |
| Name of ESG Lead Agency Organization | |
| Name of Authorized Official | |
| Title | Date |
| Signature | |