



2018 – 2019 ESG RFA Informational Workshop

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May 1, 2018

Purpose of the Emergency Solutions Grant (ESG)

ESG funds are intended to be used as part of a crisis response system using a low barrier, housing-focused approach to ensure that homelessness is “rare, brief, and one time.” (Matthew Doherty, USICH)

- Engage homeless individuals and families living on the street;
- Improve the number and quality of emergency shelters for homeless individuals and families;
- Help operate emergency shelters;
- Provide essential services to emergency shelter residents,
- Rapidly re-house homeless individuals and families
- Prevent families and individuals from becoming homeless.

Eligible Activities

- **Emergency Response**
 - **Street Outreach**
 - **Emergency Shelter (Operations and Services)**
- **Housing Stabilization**
 - **Targeted Homelessness Prevention**
 - **Rapid Rehousing (Housing Relocation & Stability Services and Financial Assistance)**
- **HMIS and Domestic Violence Comparable Database**
- **Administration**

Emergency Response

Street Outreach

Services offered in to persons experiencing homelessness, living in unsheltered places (e.g. streets)



Engagement & Case Management



Transportation to shelter or service providers



Public Transit Tickets



Outpatient Emergency Health & Mental Health Services

Services must be provided in unsheltered situations

Emergency Shelter

Services offered to persons experiencing homelessness, staying in or visiting emergency shelters

ESSENTIAL SERVICES



Shelter



Case Management



Child Care Costs



Public Transit Tickets



Education Services



Employment Training



Life Skills Training



Outpatient Health & Mental Health Services
Substance Abuse Treatment Services



Legal Services to obtain & retain housing

Housing Stabilization

Rapid Re-Housing or Homelessness Prevention

Housing services offered to persons experiencing homelessness or at risk of homelessness

RENTAL ASSISTANCE

HOUSING RELOCATION & STABILIZATION SERVICES

FINANCIAL ASSISTANCE



Rental Application fees
Security Deposit
Last Month's Rent



Utility deposit & payment



Moving costs

HOUSING SERVICES



Housing Search & Placement
Housing Stability Case Management



Mediation services to keep housing
Legal services to obtain & retain housing



Credit Repair

Eligible Subrecipients

- Units of general local government, including metropolitan entitlement communities that receive direct ESG allocations from HUD

OR

- Private 501(c)3 designated nonprofit organizations.

Local Planning Area / Continuum of Care

- The voluntary group of homeless stakeholders within a set geographic boundary organized to plan for and provide a system of strategies to address the various needs of homeless persons and persons at risk of homelessness for a specific geographic area.
- For CoCs that are not the Balance of State (BoS), the LPA is the same as the CoC. For the BoS CoC, the LPA is the Regional Committee. There are thirteen Regional Committees in the BoS CoC, therefore there are thirteen LPAs under the BoS CoC.
- LPAs are responsible for their region. They communicate goals and priorities, share information, “vet” fiscal sponsors and project applicants – ensure cohesiveness of “region.”

Fiscal Sponsors

- **A Fiscal Sponsor is a unit of local government or 501(c) 3 non-profit that:**
 - **Contracts with the State and Sub-contracts with any other agencies receiving funds within it's region**
 - **Reimburses agencies in a timely fashion**
 - **Submits reimbursement requests to the State**
 - **Acts as the central point of contact for all reporting requirements**
 - **Accepts responsibility to ensure ESG funds are properly spent and assuring contractual compliance**

- **Agencies that elect to utilize a Fiscal Sponsor must get approval from the CoC/LPA. The CoC/LPA must then get approval of the Fiscal Sponsor from the NC ESG Office two weeks prior to the application submission deadline. Fiscal Sponsors must:**
 - **Demonstrate financial solvency and resilience and**
 - **Demonstrate sound fiscal management and**
 - **Have demonstrated history of ability to meet Tier 1 spending if previously funded with State ESG**

LPAs & The Regional Application

The LPA is responsible for the Regional Application, including coordination and vetting of all project applicants. During this process, LPAs should first consider:

- **Capacity:** Does the agency have paid staff members with the capacity to administer an ESG activity? i.e. Executive Director, Case Manager, etc.
- **Financial Stability:** Does the agency have operating funds to pay eligible expenses and request reimbursement from the NC ESG Program 45 days after the last day of the billing month?
- **Expenditure History:** Does the agency have a history of timely, accurate, and appropriate spend down rates?
- **Data Collection:** Does the proposed agency utilize HMIS or a comparable database (for DV organizations)?

LPAs Create a Robust Vetting Process

Key elements the LPA should look for during the vetting process:

- **Coordinated Entry:** Does the agency actively participate in the coordinated entry process providing access to all demographic groups?
- **Written Standards:** Does the agency follow the written standards established by the CoC/LPA and promote the CoC/LPA's priorities and goals?
- **Planning/Coordination** - Has the agency participated in at least 75 percent of the community meetings contributing to the homeless discussion?
- **Housing First:** Is the agency committed to operating under a housing first model?
- **VAWA:** Is the agency an active participant in the CoC/LPA's established VAWA process?

Individual Project Applications

- **The project applicants should understand the key elements the LPA will look for during the vetting process. Additionally, applicants should pay close attention to:**
 - **Narrative Questions**
 - **Required Attachments**
 - **Policies and Procedures for each ESG activity**
 - **Policy Ex. – Program Rules, Intake, Fair Housing, non-discrimination of clients etc.**
 - **Procedure Ex. – Termination of Assistance, Grievance Process, Appeal process etc.**
 - **Up-to-date Documents**

ESG Office Robust Vetting Process

The NC ESG Office puts each regional application and project application through a robust vetting process. During this process, the NC ESG Office takes into consideration:

- **The LPA's Review:** How did the LPA review applications? Was the process fair and transparent? Are the applications recommended for funding able to start January 1st, 2019?
- **Performance Measures:** Has the agency met the performance measures outlined in the contract?
- **Program Standards:** Do the agency's ESG program standards comply with and meet the requirements of the ESG program?
- **Expenditure History:** Are the agency's expenditures timely, accurate, and appropriate for the funding level received.

*Organizations not previously funded with ESG must acknowledge review of the performance measures and expenditure requirements prior to being awarded funds.

ESG Office Robust Vetting Process Continued

During this process, some of the more common mistakes identified are:

- **Submission Order:** Submit applications in the order requested with only the documentation requested.
- **Demonstrated Connections:** Show connections between emergency response and housing stabilization programs.
- **Data Questions:** Ensure the data provided from HMIS or comparable database is accurate and answers the question.
- **Check for Signatures:** Make sure where signatures are required, the proper individual has signed.
- **State and Federal Forms:** Make sure all sections of the forms are filled out completely. (see handouts)

Q & A

Contact Information

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