

EMERGENCY SOLUTIONS GRANTS PROGRAM

2014

NOTICE OF FUNDING AVAILABILITY



State of California
Governor Edmund G. Brown Jr.

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I. OVERVIEW

The State of California Department of Housing and Community Development (HCD or Department) has received the U. S. Department of Housing and Urban Development (HUD) Grant Agreement for the Emergency Solutions Grants (ESG) Program funding for Federal Fiscal Year (FFY) 2014-15. Funds awarded in this round are subject to the ESG Interim Rule. HCD strongly recommends that all organizations applying for these funds review ESG Program federal regulations at 24 Code of Federal Regulations (CFR), Parts 91 and 576. (See Appendix H for website link.)

In accordance with the HUD Grant Agreement, HCD is seeking applications for this funding from eligible organizations currently, or newly, providing assistance to persons experiencing homelessness or at risk of homelessness.

II. BACKGROUND

Enacted into law on May 20, 2009, the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 reauthorized and amended the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371 et seq.). The change in the program's name from Emergency Shelter Grants Program to Emergency Solutions Grant reflects the change in the program's focus and the federal goal of ensuring that individuals and families who become homeless return to permanent housing within 30 days. The HEARTH Act also revised the definition of homelessness, revised ESG program rules, established the Continuum of Care (CoC) Program, established performance measures, and enacted other homelessness program reforms.

Terms used in this Notice of Funding Availability (NOFA) are defined in Appendix B: Definitions.

III. REGULATORY AUTHORITY

Funding under this NOFA is made available pursuant to Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act, 42 U.S.C. 11371 et seq., and is subject to:

- 24 CFR, Parts 91 and 576, as may be amended from time to time;
- 24 CFR, Part 58, relating to environmental reviews; and
- Office of Management and Budget (OMB) requirements for Universal Identifier and Central Contractor Registration, 2 CFR Part 25, Appendix A to Part 25-Award Term.

HCD has authority, pursuant to the California Health and Safety Code, Section 50406 (n), to accept these funds and publish this NOFA. HCD will administer the funding awarded under this NOFA pursuant to the federal regulations noted above. In addition, HCD will use appropriate limited sections of the existing State Federal Emergency Shelter Grant (FESG) Program regulations in conformity with the federal Interim Rule. The existing State FESG Program regulations can be found at 25 California Code of Regulations (CCR), Section 8400 et seq. (See Appendix H for website links.)

Prior to submitting an application, applicants should understand the following regulations and program requirements:

- [Interim ESG Regulations](#): 24 CFR Part 576 - The ESG interim rule, published in the Federal Register on December 5, 2011, established the regulations for the Emergency Solutions Grants program.
- HEARTH [Homeless Definition](#) Final Rule: 24 CFR Parts 91, 582 and 583 - The final rule, published in the Federal Register on December 5, 2011, provides the homeless definition which applies to the ESG program.

If federal or State statutes or regulations governing the program or its funding are modified by Congress, HUD, the State Legislature, or the Department prior to completion of work, the changes may become effective immediately and apply to funded activities.

In the event of a conflict between the federal and State regulations, the federal regulations shall prevail. In addition, the Department reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA. If such an action occurs, the Department will notify interested parties.

IV. HCD'S STRATEGIC GOALS AND KEY CHANGES IN 2014

HCD's goals reflected in the 2014 NOFA are consistent with the federal HEARTH Act and with the State's 2013 ESG NOFA. Changes in scoring criteria reflect these goals and are noted in bold in Section XVI.

A. Increase coordination with local community-wide planning efforts to ensure the strategic use of resources to prevent and end homelessness.

1. State-funded ESG activities should contribute to the community's overall efforts to impact homelessness and align with local priorities. ESG applicants and awardees should actively participate in their CoC governance and planning activities.
2. ESG awardees must participate in the local Homelessness Management Information System (HMIS) or comparable database and will be expected to adhere to the CoC written standards and participate in the local centralized or coordinated assessment system, once in place.
3. The 2014 ESG application requires the local CoC to certify within the above areas.

B. Improve access to funded activities to ensure California communities reach those who are experiencing homelessness and need assistance.

1. To help ensure that households experiencing homelessness, including those with high barriers to housing stability or high-service needs, are able to participate in ESG-funded activities, housing first practices will be evaluated. In general, housing first practices include low-barrier program admission and access, housing-focused assistance, and participant self-determination.

2. As required by the federal regulations, use by ESG-funded projects of a centralized or coordinated assessment system, once established by the CoC, will be an important tool in serving those who are experiencing homelessness with the appropriate intervention, if any.

C. Shorten the length of time people experience homelessness through Rapid Re-housing.

1. State objective points will prioritize Rapid Re-housing activities. Rapid Re-housing helps people find and keep permanent housing, typically through landlord outreach and help with housing search, temporary rental assistance, and housing-focused services. With Rapid Re-housing, people should experience a reduced time being homeless, while being connected to resources and support in their community.
2. Applicants are encouraged to review evidence-based best practices and to build upon lessons learned from the Homelessness Prevention and Rapid Re-housing Program and the Supportive Services for Veteran Families Program. Refer to the following links:
 - [Rapid Re-housing: Creating Programs that Work](#)
 - [The New ESG: Using the Lessons of HPRP and Other Initiatives to Inform ESG Implementation](#)

D. Consistent with HEARTH, measure program outcomes.

1. ESG programs should be designed to meet HEARTH performance measures, as cost-effectively as possible, including reducing the length of stay in homelessness, while facilitating program exits to permanent housing.
2. Organizations should use performance data and other tools to understand their program's performance and make improvements.

V. ESG 2014 NOFA AND APPLICATION TIMETABLE

Date	Description
October 30, 2014	Release of NOFA and Application
November 5; November 7; and November 10, 2014	ESG Application Workshops (See Appendix E) and Best Practices Presentation
December 15, 2014	<u>ESG Application Due Date to HCD</u> (Excluding Attachment D)
TBD by CoC	Attachment D - Applicant Deadline for CoC request
January 15, 2015	Attachment D - CoC Deadline for HCD Submission
March 2015	Announcement of Awards
April 2015	Anticipated Contract Distribution Date

Please Note: HCD reserves the right to modify the ESG 2014 NOFA and application timetable as needed.

VI. APPLICATION WORKSHOP AND BEST PRACTICES PRESENTATION

To assist applicants in preparing their applications, HCD will conduct application workshops, which will explain key elements of the NOFA, application, and evaluation criteria. It is recommended that the applicant and grant writer, if any, each attend one of the workshops being held.

In addition, HCD and its HUD technical assistance consultant, Abt Associates, invite CoC's, interested stakeholders, and service providers to attend an afternoon presentation on best practices applicable to ESG activities, including incorporating housing first practices into funded activities and improving outcomes.

See Appendix E for workshop and afternoon presentation details.

HCD staff will be available to provide technical assistance for the 2014 NOFA and application to Monday, December 15, 2014, 5:00 p.m.

VII. ALLOCATION OF FUNDS (24 CFR 576.3; 25 CCR 8402):

HCD’s administered ESG 2014 NOFA allocation is \$9,989,444 for all ESG-eligible components/activities. HCD has established a funding priority for Rapid Re-housing at no less than 35 percent, and \$3,496,305 of the NOFA allocation will be set-aside for this purpose.

ESG 2014 funding will be divided among: three Regional Allocations, a New Program Allocation, and a General Allocation, as follows:

Geographic Allocation of Funds	Approximate Percentage of Total Allocation	Rapid Re-Housing Assistance Set-Aside	Remaining Allocation	Total Allocation
Northern California	33%	\$1,153,781	\$2,142,736	\$3,296,517
Southern California	24%	\$ 839,113	\$1,558,354	\$2,397,467
Rural	19%	\$ 664,298	\$1,233,696	\$1,897,994
New Program	5%	\$ 174,815	\$ 324,657	\$ 499,472
General	19%	\$ 664,298	\$1,233,696	\$1,897,994
TOTAL		\$3,496,305	\$6,493,139	\$9,989,444

The **New Program Allocation** applies to applicants that have been operating an ESG-eligible component/activity for less than two years as of the release date of this NOFA. The applicant may not have received ESG funding from HCD in its previous two funding rounds (i.e., 2012 and 2013).

VIII. GRANT TERM [25 CCR 8402(d)]

The grant term for all funding awarded under this NOFA shall be one (1) year.

IX. GRANT AMOUNTS (MINIMUMS AND MAXIMUMS) [25 CCR 8402(e)]

The minimum and maximum grant amounts per application are \$50,000 and \$200,000.

Note: Applications for Emergency Shelter, Street Outreach, Homelessness Prevention, and Rapid Re-Housing Assistance must be submitted as a **separate, stand-alone** application.

Applications for Transitional Housing, Day Shelters, and Emergency Shelter projects under the Emergency Shelter component must be submitted as a **separate, stand-alone** application.

X. 2014 ESG THRESHOLD REQUIREMENTS

A completed 2014 ESG Application must meet minimum Threshold Requirements shown below to be considered eligible for Rating and Ranking. All items shown below are mandatory for each application submitted to HCD.

Applications that do not meet Threshold Requirements will be deemed ineligible and will not be rated and ranked.

- A. 2014 ESG application must be received by HCD no later than Monday, December 15, 2014, 5:00 p.m.
- B. Requested grant amounts per application must be between \$50,000 and \$200,000.
- C. Applicant must be a Unit of general purpose local government or meet the definition of a private nonprofit organization per the federal regulations. (24 CFR 576.2)
- D. All components/activities must comply with federal and State requirements for that components/activity, including, but not limited to:
 - 1. Emergency Shelters must have been in operation for 12 continuous months prior to the release of the 2014 ESG NOFA.
 - 2. Applicants applying under the Emergency Shelter Component cannot require program participants to sign Occupancy or Lease Agreements. (24 CFR 576.2)
 - 3. The primary purpose of a day shelter must be to provide temporary shelter for persons experiencing homelessness.
 - 4. Applications requesting funds for renovation, rehabilitation, or conversion activities are ineligible under this NOFA.
- E. Project eligibility is based on the physical location of the Applicant's project as shown in Appendix A in this NOFA. Street Outreach services must be provided in an eligible city/county.
- F. Applicants must participate in an HMIS that is compliant with HUD's Data Standards. (24 CFR 576.400)

Victim Service Providers and some Legal Service Providers should use a Comparable Database that complies with HUD's Data Standards.
- G. Applicants must associate and participate in their local Continuum of Care. (24 CFR 576.400)
- H. Applicants must include a completed Authorized Resolution. Refer to Attachment A of the 2014 ESG Application.

- I. An application may be deemed ineligible if the application is incomplete, the proposed component/activities are ineligible, or the application cannot be evaluated for eligibility and/or HCD is unable to reasonably determine what the applicant is proposing.

XI. ELIGIBLE ORGANIZATIONS/PROJECTS [24 CFR 576.202(a)]

A. Eligible organizations are:

1. **Private nonprofit organization**, as defined in 24 CFR 576.2, is an organization that: 1) is a secular or religious organization described in Section 501(c) of the Internal Revenue Code of 1986 and which is exempt from taxation under subtitle A of the Codes; 2) has an accounting system; 3) a voluntary board; 4) practices nondiscrimination in the provision of assistance; and 5) does not include a governmental organization, such as a public housing agency or housing finance agency.
2. **Units of general purpose local government**, as defined in 24 CFR 576.2, is any city, county, town, township, parish, village, or other general purpose political subdivision of a State. Units of general purpose local government must not have received formula ESG funds directly from HUD.

In addition, units of general purpose local government applying for ESG funding for Emergency Shelter and/or Street Outreach must not replace funds the local government provided for these activities during the immediate preceding 12-month period, except in situations of severe financial deficit as determined by HUD.

- B. Project eligibility is based on the physical location of the Applicant's project as shown in Appendix A in this NOFA. Street Outreach services must be provided in an eligible city/county
- C. Further determination of an applicant's eligibility under this NOFA is subject to, and contingent upon, HCD review of an Applicant's unique structure, mission, population(s) served, project-type, etc.

XII. ELIGIBLE COMPONENTS/ACTIVITIES (24 CFR 576.100)

The funding available under this NOFA may be used for the following components/activities: Street Outreach (SO), Emergency Shelter (ES), Homelessness Prevention (HP), Rapid Re-housing Assistance (RR), Homeless Management Information Systems (HMIS), and Local Grant Administration. For specific details of the Program components/activities, refer to 24 CFR 576.101 through 576.108 or refer to Appendix C for List of Eligible Activities by Component Type.

A. Program Component/Activity Expenditure Limits

1. Street Outreach (SO) and Emergency Shelter (ES) [24 CFR 576.100(b)(1)]:

The total amount of the ESG 2014 allocation that may be expended on combined Street Outreach and Emergency Shelter components/activities cannot exceed 60 percent of the total allocation, or \$6,376,241.

2. Rapid Re-housing Assistance (RR) [24 CFR 576.104, 576.105 and 576.106]:

The ESG 2014 NOFA sets aside a minimum of 35 percent or \$3,496,305 for the Rapid Re-housing Assistance Component/Activities.

Once the minimum 35 percent set-aside is met, Rapid Re-housing Assistance component/activities will be awarded pursuant to the rating criteria and grant selection process identified in Sections XVI and XVII.

3. Homeless Management Information System (HMIS):

The Homeless Management Information System (HMIS) component/activities may not exceed \$25,000 per application.

4. Local Grant Administration:

Local Grant Administration component/activities may not exceed 1.5 percent of the component/activity amount. Total funding for local grant administration will not exceed approximately \$149,842 of the 2014 NOFA allocation.

B. Program Component/Activity Requirements

Federal requirements are highlighted below for each component/activity. To understand all component/activity requirements, please consult the federal ESG interim rule. Note: the applicant is asked to certify adherence to all requirements in the ESG application.

1. Emergency Shelter (24 CFR 576.102; 25 CCR 8406)

- a. Emergency Shelter is any facility, the primary purpose of which is to provide a temporary shelter for the homeless in general or for specific populations of the homeless, and which does not require occupants to sign leases or occupancy agreements.

- b. A Day Shelter must meet the criteria in the Emergency Shelter definition and will compete as an Emergency Shelter. The primary purpose of a Day Shelter must be to provide temporary shelter for persons experiencing homelessness. Facilities such as multi-purpose centers or stand-alone soup kitchens do not qualify as Day Shelters. Day Shelters must be targeted to people who are sleeping on the streets, or in emergency Shelter. Homeless clients must be able to stay at the Day Shelter all hours it is open.
- c. The Emergency Shelter component/activities include costs for providing Essential Services to homeless families and individuals in Emergency Shelters. Please note: renovation, rehabilitation, or conversion is not eligible under this NOFA.
- d. Involuntary family separation is prohibited within Emergency Shelters. The age of a child under age 18 must not be used as a basis for denying any family's admission to an emergency shelter that uses ESG funding or services and provides shelter to families with children under age 18.
- e. Lease and/or occupancy agreements are not permitted under the Emergency Shelter Component/Activities.
- f. Hotel/Motel Vouchers may be used only where no appropriate Emergency Shelter is available.
- g. As of the publication date of the NOFA, applicants submitting Year-Round Emergency Shelter Project proposals shall have provided Program Participant housing continuously each day throughout the prior 12 months.
- h. As of the publication date of the NOFA, applicants submitting winter- or summer-only Emergency Shelter applications shall have provided shelter continuously each day throughout the prior winter or summer shelter season.
- i. The limitations identified in g. and h., above, do not apply to applicants that apply under the New Program Allocation, or to activities other than Emergency Shelter.
- j. To the maximum extent practicable, the applicant will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG.
- k. ESG funds may be used for eligible expenses: outpatient health, mental health, and substance abuse treatment services and/or legal services only to the extent that other appropriate services are unavailable or inaccessible within the community.
- l. ESG-funded Emergency Shelters must meet minimum safety, sanitation, and privacy standards. Standards address structural soundness, access, space and security, interior air quality, water supply, sanitary facilities, thermal

environment, illumination and electricity, food preparation, and sanitary conditions. Lead-based paint remediation and disclosure requirements apply. See 24 CFR 576.403 for detail.

2. Street Outreach (24 CFR 576.101)

- a. The Street Outreach component/activities include the provision of Essential Services necessary to reach out to unsheltered homeless individuals; connect them with emergency shelter, housing, or critical services; and provide urgent non-facility-based care to unsheltered homeless individuals who are unwilling or unable to access emergency shelter, housing or an appropriate health facility. The eligible costs for Essential Services under Street Outreach differ from the eligible costs for Essential Services under Emergency Shelter, as they are limited to those necessary to provide emergency care on the street.
- b. Essential Services under Street Outreach include engagement, case management, emergency health services, emergency mental health services, and transportation. Emergency health services and emergency mental health services are restricted to the extent that other appropriate health services are inaccessible or unavailable in the area.

3. Homelessness Prevention (24 CFR 576.103)

- a. Homelessness Prevention component/activities may be provided to individuals and families who meet the criteria under “at risk of homelessness” who have an annual income below 30 percent of the median family income for the area. Refer to: [2014 HUD Median Income Limits - 30%](#)

In addition to the 30 percent income limit, “at risk or homelessness” means the household does not have sufficient resources or support networks to prevent them from becoming literally homeless and that they meet one of several conditions related to housing stability as specified in 24 CFR 576.2.

- b. Homelessness Prevention component/activities include: housing relocation and stabilization services (financial assistance and/or services costs), and short- and/or medium-term rental assistance. Homelessness Prevention must be provided in accordance with requirements under 24 CFR 576.105 for housing relocation and stabilization services; 576.106 for short- and/or medium-term rental assistance; and 576.400 for program requirements and written standards and procedures.
- c. Housing units assisted under Homelessness Prevention must meet the rent reasonableness standards and fair market rent (FMR) limits in accordance with requirements under 24 CFR 576.106(d).

Housing units must also meet minimum habitability standards as specified in the ESG interim rule. Lead-based paint remediation and disclosure requirements also apply. See 24 CFR 576.403 for full detail.

- d. For Homelessness Prevention component/activities that include rental assistance payments, a rental assistance agreement is required between the ESG applicant and the housing owner. The rental assistance agreement must set forth the terms under which rental assistance will be provided and must contain the same payment due date, grace period, and late payment penalty requirements as the ESG participant lease. (24 CFR 576.106(e)).
- e. For Homelessness Prevention component/activities that include rental assistance, a legally-binding, written lease for the rental unit is required between the program participant and the housing owner. This requirement does not apply to assistance solely for rental arrears. (24 CFR 576.106(g)).
- f. Maximum amounts and periods of assistance for housing relocation and stabilization services. Consistent with the written standards, the applicant may set the maximum amount a program participant may receive for financial assistance, and may set the maximum period of time they may receive assistance. With the exception of housing stability case management, the total period for which any program participant, either as an individual or as part of a family, may receive services must not exceed 24 months during any three-year period.
- g. Discretion to set caps and conditions for rental assistance. Consistent with written standards, the applicant may set the maximum amount or percentage of rental assistance or a maximum number of times that a program participant may receive rental assistance. The applicant may also require program participants to share in the costs of rent.
- h. For Homelessness Prevention component/activities that include housing relocation and stabilization services, financial assistance cannot be provided to a program participant who is receiving the same type of assistance through other public sources or who has been provided with replacement housing payments under the Uniform Relocation Act (URA), during the period of time covered by the URA payments. (24 CFR 576.105(d)).
- i. Rental Assistance may be tenant-based or project-based. Tenant-based rental assistance requirements are set forth in 24 CFR 576.106(h). Project-based rental assistance requirements are set forth in 24 CFR 576.106(i).
- j. To terminate rental assistance or housing relocation and stabilization services to program participants, a formal process is required and must include: written notice to the program participant that contains a clear statement of the reasons for termination; a review of the decision with opportunity for the program participant to present written or oral objections; and prompt written notice of the final decision, in accordance with the requirements of 24 CFR 576.402(b).

4. Rapid Re-housing Assistance (24 CFR 576.104)

- a. Rapid Re-housing Assistance component/activities may be provided to individuals and families who meet the criteria under paragraph (1) of the “homeless” definition in 24 CFR 576.2 or who meet the criteria under paragraph (4) of the “homeless” definition and live in an emergency shelter or other place described in paragraph (1) of the “homeless” definition.
- b. Rapid Re-housing Assistance component/activities include: housing relocation and stabilization services (financial assistance and/or services costs), and short- and/or medium-term rental assistance. Rapid Re-Housing Assistance must be provided in accordance with requirements under 24 CFR 576.105 for housing relocation and stabilization services; 576.106 for short- and/or medium-term rental assistance; and 576.400 for program requirements and written standards and procedures.
- c. Housing Units assisted Rapid Re-housing Assistance must meet the rent reasonableness standards and FMR limits in accordance with requirements under 24 CFR 576.106(d).

Housing units must also meet minimum habitability standards as specified in the ESG interim rule. Lead-based paint remediation and disclosure requirements also apply. See 24 CFR 576.403 for full detail.

- d. For Rapid Re-housing Assistance Component/Activities that include rental assistance, a rental assistance agreement is required between the ESG applicant and the housing owner. The rental assistance agreement must set forth the terms under which rental assistance will be provided and must contain the same payment due date, grace period, and late payment penalty requirements as the ESG participant lease. (24 CFR 576.106(e)).
- e. For Rapid Re-housing Assistance Component/Activities that include rental assistance, a legally-binding, written lease for the rental unit is required between the Program Participant and the Housing Owner. (24 CFR 576.106(g)).
- f. Maximum amounts and periods of assistance for housing relocation and stabilization services. Consistent with the written standards, the applicant may set the maximum amount a program participant may receive for financial assistance, and may set the maximum period of time they may receive assistance. With the exception of housing stability case management, the total period for which any program participant, either as an individual or as part of a family, may receive services must not exceed 24 months during any three-year period.
- g. Discretion to set caps and conditions for rental assistance. Consistent with written standards, the applicant may set the maximum amount or percentage of rental assistance or a maximum number of times that a program participant may receive rental assistance. The applicant may also require program participants to share in the costs of rent.

- h. For Rapid Re-housing Assistance Component/Activities that include housing relocation and stabilization services, financial assistance cannot be provided to a program participant who is receiving the same type of assistance through other public sources or who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments. (24 CFR 576.105(d)).
- i. Rental Assistance may be tenant-based or project-based. Tenant-based rental assistance requirements are set forth in 24 CFR 576.106(h). Project-based rental assistance requirements are set forth in 24 CFR 576.106(i).
- j. To terminate rental assistance or housing relocation and stabilization services to program participants, a formal process is required and must include: written notice to the program participant that contains a clear statement of the reasons for termination; a review of the decision with opportunity for the program participant to present written or oral objections; and prompt written notice of the final decision, in accordance with the requirements of 24 CFR 576.402(b).

5. HMIS (24 CFR 576.107(a))

- a. Eligible HMIS component/activities include costs of contributing data to the HMIS designated by the CoC for the area, including: purchasing or leasing computer hardware, software or software licenses; purchasing or leasing equipment (i.e., telephones, fax machines, furniture); technical support; leasing office space; utility and high-speed data transmission; salaries; data entry; monitoring and reviewing data quality; data analysis; reporting to HMIS Lead; training staff on HMIS, or comparable database, use; implementing and complying with HMIS requirements; staff travel costs to attend HUD-sponsored/ approved training and/or to conduct intake; and paying HMIS participation fees. Refer to the 2014 ESG Eligible Expense Guide for additional detail.
- b. If the applicant is a Victim Services Provider or a Legal Services Provider, ESG funds may be used to establish and operate a comparable database that collects client-level data over time and generates unduplicated aggregate reports based on the data. Information entered into a comparable database must not be entered directly into or provided to an HMIS.
- c. HMIS Component Activities must comply with HUD's standards on participation, data collection, and reporting under a local HMIS.

6. Local Grant Administration (24 CFR 576.108)

- a. Local Grant Administration component/activities include: general management, oversight and coordination; training on ESG requirements; reporting and environmental review compliance.
- b. Local Grant Administration component/activities do not include staff and overhead costs directly related to carrying out component/activities eligible under 24 CFR 576.101 through 576.107. Those costs are eligible as part of those component/activities.

C. General Provisions

1. Homeless Participation (24 CFR 576.405)

The Applicant must provide for the participation of not less than one homeless individual or formerly homeless individual on the Board of Directors or other equivalent policy-making entity, to the extent that the entity considers and makes policies and decisions regarding any facilities, services or other assistance that receives funding under ESG.

2. Serving Special Populations

See Appendix D for more information on serving special populations. Projects exclusively serving special populations must meet the following requirements:

- a. A State or federal law or regulation requires ESG-funded projects to exclusively serve a special homeless subpopulation.
- b. The nature of the physical facilities or the nature of services provided reasonably necessitates restriction of the housing or program to a particular subpopulation, consistent with federal and State law and the State Fair Housing Law.
- c. Confidentiality Policy for the Provision of Family Violence Services. To ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services, the address or location of family violence shelters funded by ESG may not be made public without the permission of the Applicant. HCD will tag those departmental files containing any such confidential addresses and note within the file that the site address shall not be made public. The site address will not be included in the departmental database. Refer to the ESG Application, Attachment F, Statement of Confidentiality.

3. Program Termination (24 CFR 576.402)

Consistent with the written standards, if an individual or family receiving ESG assistance violates program requirements, the subrecipient may terminate assistance. The subrecipient is required to terminate assistance in accordance with a formal written process that has been established and that recognizes the rights of individuals or families affected. The subrecipient must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination so that a Program Participant's assistance is terminated only in the most severe cases.

Every applicant must describe its termination/denial policy in their Written Standards to be submitted with their ESG application. Generally, program termination should include at least the following elements: A progressive discipline warning system, written notices, a formal appeal process, and consideration of the appeal by someone not involved in the original termination.

XIII. AREA-WIDE SYSTEMS COORDINATION REQUIREMENTS (24 CFR 576.400)

A. Consultation with CoCs (24 CFR 576.400(a))

The applicant must consult with the CoC (or CoCs) that serve(s) their jurisdiction to: (1) determine how ESG funds will be allocated in that region; (2) identify the performance standards for evaluating the outcomes of projects and activities; and (3) identify the funding, policies and procedures for the administration and operation of the HMIS, if appropriate.

B. Coordination with Other Targeted Homeless Services (24 CFR 576.400(b))

The applicant must coordinate and integrate, to the maximum extent practicable, ESG-funded activities with other programs targeted to homeless people in the area covered by the CoC or their service area to provide a strategic, community-wide system to prevent and end homelessness for that area.

C. System and Program Coordination with Mainstream Resources (24 CFR 576.400(c))

The applicant must coordinate and integrate, to the maximum extent practicable, ESG-funded activities with mainstream housing, health, social services, employment, education, and youth programs for which families and individuals at risk of homelessness and homeless individuals and families may be eligible.

D. Centralized or Coordinated Assessment (24 CFR 576.400(d))

Once the CoC has developed a centralized or coordinated assessment system in accordance with requirements to be established by HUD, each ESG-funded project within the CoC's area must use that assessment system. The applicant must work with the CoC to ensure the screening, assessment, and referral of program participants are

consistent with the written standards. A victim service provider may choose not to use the CoC's centralized or coordinated assessment system.

E. Written Standards (24 CFR 576.400(e)(2-3))

Once the CoC has developed written standards in accordance with the requirements outlined in 24 CFR 576.400(e)(2)(3), each ESG-funded project within the CoC area must use those written standards. If the CoC has not yet established its written standards, the applicant must establish and consistently apply written standards for providing ESG Assistance as outlined in 24 CFR 576.400 (e)(2)(3).

At a minimum, written standards must include:

1. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG;
2. Standards for targeting and providing essential services related to street outreach;
3. Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations (e.g., victims of domestic violence, dating violence, sexual assault, and stalking and individuals and families who have the highest barriers to housing and are likely to be homeless the longest);
4. Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs to essential services related to emergency shelter;
5. Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers;
6. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;
7. Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;
8. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and
9. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each

program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receive assistance; or the maximum number of times the program participant may receive assistance.

F. Participation in HMIS (24 CFR 576.400(f))

The applicant must ensure that data on all persons served and all activities assisted under ESG are entered into the applicable community-wide HMIS in the area in which those persons and activities are located, or a comparable database in accordance with HUD's standards on participation, data collection, and reporting under a local HMIS.

If applicant is a victim service provider or a legal services provider, it may use a comparable database that collects client level data over time (i.e., longitudinal data) and generates unduplicated aggregate reports based on the data. Information entered into a comparable database must not be entered directly into or provided to an HMIS.

XIV. OTHER FEDERAL AND STATE REQUIREMENTS (24 CFR 576.406-576.408)

A. General (24 CFR 576.407(a))

The requirements in 24 CFR Part 5, Subpart A are applicable, including the nondiscrimination and equal opportunity requirements at 24 CFR 5.105(a). Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 41701u and implementing regulations at 24 CFR Part 135 apply, except that homeless individuals have priority over other Section 3 residents in accordance with 24 CFR 576.405(c).

B. Faith-Based Activities (24 CFR 576.406)

Religious organizations may receive ESG funds if they agree to provide all eligible activities under this program in a manner that is in accordance with 24 CFR 576.406.

ESG funds may not be used for the rehabilitation of structures to the extent that those structures are used for inherently religious activities. Where a structure is used for both eligible and inherently religious activities, funds may not exceed the cost of those portions of the rehabilitation that are attributable to eligible activities in accordance with the federal cost accounting requirements. Sanctuaries, chapels, or other rooms the religious congregation uses as its principal place of worship are ineligible for ESG-funded improvements. Disposition of real property after the term of the grant, or any change in use of the property during the term of the grant, is subject to government-wide regulations governing real property disposition (See 24 CFR Parts 84 and 85). Note: rehabilitation, conversion, and renovation are not covered under this NOFA.

Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to receive ESG funds. Organizations that are directly funded under the ESG Program may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under ESG. Refer to 24 CFR 576.406 for additional details.

C. Affirmative Outreach (24 CFR 576.407(b))

The applicant must make known that the use of the facilities, assistance, and services are available to all on a nondiscriminatory basis. If it is unlikely that the procedures the Applicant intends to use to make known the availability of its facilities, assistance, and services will reach persons of any particular race, color, religion, sex, age, national origin, familial status, or disability, who may qualify for those facilities and services, applicant must establish additional procedures that ensure that those persons are made aware of the facilities, assistance, and services.

The applicant must take appropriate steps to ensure effective communication with person with disabilities including, but not limited to, adopting procedures that will make available to interested persons information concerning the location of assistance, services, and facilities that are accessible to person with disabilities. Consistent with Title VI and Executive Order 13166, Applicants are also required to take reasonable steps to ensure meaningful access to programs and activities for Limited English Proficiency (LEP) persons.

All applicants should refer to the HUD guidelines on LEP located at the following webpage:

http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/promotingfh/lep-faq

D. Uniform Administrative Requirement (24 CFR 576.407(c))

The requirements of 24 CFR Part 85 apply to the applicants that are units of general purpose local government, except that 24 CFR 85.24 and 85.42 do not apply, and program income is to be used as match under 24 CFR 85.25 (g). The requirements of 24 CFR Part 84 apply to applicants that are private nonprofit organizations, except that 24 CFR 84.23 and 84.53 do not apply, and program income is to be used as the non-federal share under 24 CFR 84.24 (b). These regulations include allowable costs and non-federal audit requirements.

E. Environmental Review Responsibilities (24 CFR 576.407(d))

Costs of carrying out the environmental review responsibilities include:

1. The applicant shall supply all available, relevant information necessary for HCD to perform for each property any environmental review as required under 24 CFR Part 50. The applicant shall also carry out mitigating measures required by HCD or select an alternate eligible property. HCD may eliminate from consideration any application that would require an environmental impact statement (EIS).
2. The applicant, or any contractor of the applicant, may not acquire, rehabilitate, convert, lease, repair, dispose of, demolish, or construct property for a project, or commit or expend ESG or local funds for eligible activities under this part, until the Department has performed an environmental review under 24 CFR Part 50 and the Applicant has received HCD's approval of the property.

For all funded applications, HCD will inform the Applicant of any required additional environmental research. HCD may need to visit the project site.

F. Procurement of Recovered Materials (24 CFR 576.407(f))

The applicant and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceed \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

G. Displacement, Relocation, and Acquisition (24 CFR 576.408) (Not to relevant to eligible components/activities in this NOFA.)

Applicants must minimize the displacement of persons, (families, individuals, businesses, non-profits organizations, and farms) as a result of a components/activities assisted with ESG funds. A displaced person must be provided Relocation Assistance at the levels described in, and in accordance with, the URA and 49 CFR Part 24.

Temporary relocation is not permitted. No tenant occupant of housing (a dwelling unit) that is converted into an Emergency Shelter may be required to relocate temporarily for a Component/Activity assisted with ESG funds or be required to move to another unit in the same building/complex. When a tenant moves for a project assisted with ESG funds under conditions that trigger the URA, the tenant should be treated as permanently displaced and offered relocation assistance and payments consistent with URA requirements.

The acquisition of real property, whether funded privately or publicly, for a Component/Activity assisted with ESG funds is subject to the URA and the federal government-wide regulations at 49 CFR Part 24, Subpart B. Refer to 24 CFR 576.408 for additional details.

Refer to 24 CFR 576.408 for additional details regarding relocation requirements applicable to ESG.

H. Match (24 CFR 576.201; 25 CCR 8410)

Applicants must make matching contributions in an amount that equals the amount of ESG funds awarded, under this NOFA.

Matching contributions may be obtained from any source, including any federal source other than the ESG Program, as well as State, local, and private sources. Note: If ESG

funds are used to satisfy the matching requirements of another federal program, then funding from that program may not be used to satisfy the matching requirements under this section. Refer to 24 CFR 576.201 for additional details.

I. Shelter and Housing Standards (24 CFR 576.403)

The revised standards for Emergency Shelters require all shelters to meet minimum habitability standards related to safety, sanitation, and privacy. Emergency Shelter standards address: Structural soundness, access, space and security, interior air quality, water supply, sanitary facilities, thermal environment, illumination and electricity, food preparation, sanitary conditions, and fire safety. Lead-based paint remediation and disclosure requirements apply.

If ESG funds are used to help program participants remain in or move into permanent housing, that housing must meet minimum standards that address: structural soundness; space and security; interior air quality, water supply, sanitary facilities, thermal environment, illumination and electricity, food preparation, sanitary conditions, and fire safety. Lead-based paint remediation and disclosure requirements apply.

See 24 CFR 576.403 for full details.

J. Recordkeeping and Reporting Requirements (24 CFR 576.500)

Applicants must have policies and procedures to ensure that recordkeeping and reporting requirements are met. The policies and procedures must be established in writing and implemented to ensure that ESG funds are used in accordance with the requirements. In addition, sufficient records must be established and maintained to enable HCD and HUD to determine whether ESG requirements are being met. Refer to 24 CFR 576.500 for additional details.

K. Enforcement (24 CFR 576.501)

HUD will review the performance of subrecipients in carrying out its responsibilities under this Part whenever determined necessary by HUD, but at least annually. In conducting performance reviews, HUD will rely primarily on information obtained from the records and reports from HCD, and when appropriate its subrecipients, as well as information from onsite monitoring, audit reports, and information from the Integrated Disbursement & Information System (IDIS) and HMIS. HUD may also consider relevant information pertaining to HCD's, and its subrecipients', performance gained from other sources, including citizen comments, complaint determinations, and litigation. Reviews to determine compliance with specific requirements of this Part will be conducted as necessary, with or without prior notice to HCD or its subrecipients. Refer to 24 CFR 576.501 for additional details.

XV. ESG 2014 APPLICATION

A. Application

The ESG 2014 application may be obtained on the HCD website at: <http://www.hcd.ca.gov/fa/esg/>. Some of the forms are not available in data entry format and formatting is the applicant's responsibility.

B. Application Due Date

Applications are due to HCD no later than 5:00 p.m. on Monday, December 15, 2014. Applications received after this date/time will be date stamped and disqualified based on the time of receipt.

C. Application Guidelines and Requirements

1. Applications for Emergency Shelter, Street Outreach, Homelessness Prevention, and Rapid Re-housing must be submitted as a separate, stand-alone application.

Application for Transitional Housing, Day Shelters, and Emergency Shelter projects under the Emergency Shelter component must be submitted as a separate, stand-alone application.

2. HMIS and/or local Grant Administration components/activities may be included in any application, in accordance with the limitations of this NOFA.
3. An application may be deemed ineligible if the application is incomplete, the proposed activities are ineligible, an executed Authorizing Resolution is missing, or HCD is unable to reasonably determine what the applicant is proposing. Please refer to page 8 (Section X) of this NOFA for threshold requirements
4. Applicants that do not meet threshold requirements will be deemed ineligible and disqualified from rating and ranking. HCD may request that an applicant revise application documents, as necessary, to meet HCD requirements as long as such revisions do not alter competitive scoring.

D. Attachments to the ESG 2014 Application

All ESG Applications must include the following Attachments:

1. Attachment A - The "Authorizing Resolution" must be appropriately executed with the name and title of the representative authorized to sign;
2. Attachment B - The "Certification of Application Information" must be acknowledged and signed by the authorized representative;
3. Attachment C - The "Statement of Certifications" must be acknowledged and signed by the authorized representative;

4. Attachment D - The “Continuum of Care Need Determination and Certification” must be submitted to the Applicant’s CoC for scoring. Applicants must contact their CoC to receive instructions for submission;
5. Attachment E - The “Certification of Local Approval” must be submitted by private nonprofit organizations. The document must be completed and signed by the City or County where the component/activity is located;
6. Attachment F - The “Statement of Confidentiality” must be consistent with the provisions set forth in 24 CFR 576.500(x), signed by the authorized representative and submitted by all applicants;
7. Attachment G - The “Certification of Religious Compliance” must be consistent with the provisions set for in 24 CFR 576.406. The document must be signed by the authorized representative and submitted by all applicants;
8. Attachment H - The “Incorporation Data,” private nonprofit organizations must submit their Articles of Incorporation and Evidence of IRS tax exemption, (501(c)3 status);
9. Attachment I - The “Site Control” documentation must be included for any applicant providing services and activities under the Emergency Shelter component/activity;
10. Attachment J - The “Matching Contributions” must be consistent with the provisions set forth in 42 U.S.C. Section 11375 and 24 CFR Section 576.201;
11. Attachment K - The “Payee Data Record” is required to receive payment from the State of California in lieu of IRS W-9;
12. Attachment L - The “Memorandum of Understanding” must be completed when the applicant is allocating ESG funds to one or more partner agencies providing ESG activities and sharing the budget. A signed memorandum of understanding (MOU) is required;
13. Attachment M - The “Maintenance of Effort” must be consistent with the provisions set forth in 24 CFR 576.101 and applies only to units of general purpose local government that provide funding for Street Outreach and/or Emergency Shelter;
14. Attachment N - The “Component Staffing” sheet is a list staff who provide direct client services. It must be completed by all applicants;
15. Attachment O - The “Budget Information” is the applicant’s current, proposed and detailed project budget sheets. Budget Information must be completed by all applicants;
16. Attachment P - The “Written Standards” used to operate the program. Applicants must submit a PDF copy on a compact disc or USB flash drive; and

17. Attachment Q - The "HMIS or Comparable Database Reports" supporting documentation is required to complete the Project Performance and Cost Efficiency questions in the 2014 ESG Application.

E. Application Submittal

1. All applications submitted to HCD must consist of: one hardcopy application with wet, original signatures and one compact disc copy or USB flash drive of the hardcopy Application, with signatures.
2. Faxed and/or emailed applications will not be accepted.
3. HCD will only accept applications through a mail carrier service such as U.S. Postal Service, UPS, Fed Ex or other carrier services that provide date stamp verification confirming delivery to HCDs offices at:

Department of Housing and Community Development
Division of Financial Assistance
Emergency Solutions Grants Program
2020 W. El Camino Avenue, Suite 400
Sacramento, CA 95833

- Please Note:** HCD strongly urges applicants to provide ample time for delivery of applications.
4. The CoC will submit a packet to HCD by January 15, 2015, 5:00 p.m. that includes:
 - a. Scored and Certified Attachment D forms for each application submitted to the CoC;
 - b. CoC's Written Procedures for evaluating, scoring and ranking Applications; and
 - c. Complete **Summary Table** located in Attachment D of the 2014 ESG Application.
 5. Applications received after Monday, December 15, 2014, 5:00 p.m. will be date stamped and disqualified due to the time of receipt.

XVI. APPLICATION RATING CRITERIA (25 CCR Section 8411)

A. Applicant Capability - (Maximum 300 Points)

Assignment of points for Applicant Capability will be based on the following:

1. The number of years the applicant has been providing housing and supportive services for the homeless. (Maximum 30 Points)
2. Applicant experience with the proposed project or a similar project. (Maximum 30 Points)

3. **The process utilized by the applicant to review and evaluate the project's performance.**
Points will be awarded for: surveys that support the degree of involvement of program participants and staff in the evaluation process. Applicants that provide supporting documentation of their evaluation process and outcomes will receive more points for this rating factor. (Maximum 30 Points)
4. The applicant's experience administering other homelessness grants. (Maximum 30 Points)
5. The relative number of years' experience of key staff working in the Project or related experience. (Maximum 60 Points)
6. The proposed ratio of "Key Staff" to program participants. (Maximum 60 Points)
7. Whether the applicant has any unresolved monitoring findings or concerns from Emergency Shelter/Solutions Grants awarded in no more than the previous four years. (Maximum 20 Points)
8. Whether the applicant has obligated and expended funds and submitted expense reports in a timely manner for Emergency Shelter/Solutions Grants awarded in no more than the previous four years. (Maximum 20 Points)
9. Whether the applicant has submitted Annual Performance Reports (APRs), Quarterly Performance Reports (QPRs), Section 3 and other required reports in a timely manner for Emergency Shelter/Solutions Grants awarded in no more than the previous four years. (Maximum 20 Points)

B. Need for Funds - (Maximum 100 Points)

Each CoC will develop written criteria to evaluate, score and priority rank all applicants for 2014 ESG funds in their service area. (Refer to 25 CCR 8411(b)(2).)

The assignment of points will be evaluated and determined by the CoC based on the following criteria:

1. Project Alignment with CoC Priorities (Maximum 100 Points).

Once each application in a CoC's service area has been scored, the CoC must rank each using a 5 point spread. No duplicate ranking will be allowed.

Each CoC must certify as to the applicant's level of participation in the following:

- a. **Participating in CoC governance and planning activities; and**
- b. **Participating in required CoC functions;**

- **Participating in HMIS or comparable database;**
- **Applicant follows CoC's written standards, if available;**
- **Participation in CoC centralized or coordinated assessment system;**
- **Utilization and/or implementation of housing first practices.**

C. Impact and Effectiveness - (Maximum 250 Points)

The assignment of points for Impact and Effectiveness will be based on the following:

1. **Housing first practices: Projects will be scored based on the extent they utilize and/or implement housing first practices:** (Maximum 50 Points)
 - a. **Screening, triage and access; and**
 - b. **Housing-focused assistance and participant self-determination.**
2. **Length of Stay/Participation: Projects will be evaluated and scored according to the length of time a program participant remains in temporary housing and receives assistance.** (Maximum 40 Points)
3. **The percentage of homeless adults exiting to permanent housing.** (Maximum 60 Points)
4. **The percentage of homeless adults who gained or increased employment.** (Maximum 30 Points)
5. **The percentage of homeless adults who gained or increased non-employment cash income (e.g. SSI, TANF, SNAP).** (Maximum 30 Points)
6. **The extent and quality of applicant organization's involvement in their local CoC governance and planning activities. (The CoC will provide certification in the 'Need for Funds' - Attachment D section of the 2014 ESG Application.)** (Maximum 40 Points)

D. Cost Efficiency - (Maximum of 100 Points)

Assignment of points will be based on the following factors:

1. **Average cost per exit. (All components/activities)** (Maximum 50 Points)
2. **For ES, HP, RR: Average cost per permanent housing outcome. For SO: Average cost per successful outcome.** (Maximum 50 Points)

E. State Objectives - (Maximum 35 Points)

Applications for Rapid Re-housing Assistance will receive full assignment of points. (Maximum 35 Points)

Total Application Points – (Maximum 785 Points)

XVII. GRANT SELECTION (25 CCR 8405)

HCD will review and evaluate all applications received to determine their eligibility for funding. Eligible applications must:

- A. Within the applicable allocations and expenditure limits noted in Sections VII and XII, HCD will award all Rapid Re-housing Assistance set-aside funding in advance of all other funding.

Rapid Re-housing Applications will only be funded through a competitive process if the total funding applied for exceeds the set-aside funding available, and/or all set-aside funding has been exhausted.

1. Once all Rapid Re-housing Assistance set-aside funding has been exhausted, ESG funds will be awarded to the remaining eligible applicants through a competitive process, funded in descending rank order, by total score, for the eligible amount requested and within the applicable allocations and expenditure limits noted above.
2. Awards will continue to be made until the remaining funds in each allocation are insufficient to fully fund the next highest ranked application(s).
3. Partial funding may occur if the application is ranked just above the funding cut-off line and:
 - a. The applicable allocation set-aside has been reached; and/or
 - b. There are certain costs within an application that are ineligible or inadequately described in the application.
4. Applicants are advised that if they are funded, their application will be incorporated by reference into the Standard Agreement between HCD and the subrecipient. HCD will carefully examine subrecipient records at the time of grant monitoring to determine the accuracy of statements made in their application. If there has been any misrepresentation, HCD reserves the right, with reasonable notice, to cancel the grant and demand repayment.
5. After an application is approved for funding, any change in the component/activities must be requested by the applicant in writing and submitted to HCD for approval or denial. Any change requested may only be made with HCD's written approval, prior to implementation.

XVIII. CONTRACT EXPENDITURE AND OBLIGATION REQUIREMENTS

- A. All costs incurred and reimbursable shall be in accordance with the availability dates set by HUD in the Grant Agreement between HUD and HCD.
- B. Subrecipients shall not expend any funds requiring reimbursement prior to the date the Standard Agreement is executed by HCD. In addition, no funds shall be expended until any required environmental review process has been completed to HCD's satisfaction.
- C. All activities for which the subrecipient requests funds must have already been performed, (reimbursement-only basis), with the exception of activities paid for under the provision of a Grant advance.
- D. Subrecipients may request an advance of 30 days' working capital or \$5,000, whichever is greater, after the Standard Agreement is executed. One advance is allowed and must be requested within 60 days of the execution of the Standard Agreement. Thereafter, the subrecipient will be reimbursed for the amount of its actual cash disbursements. Subrecipients must request funds not less than once during each quarter of the Grant term.
- E. All ESG funds must be obligated within 180-days from the date of the Award Notification Letter from HCD. Documentation that funds have been obligated shall be evidenced by the subrecipient submitting a request for reimbursement (drawdown) to HCD or submitting accounting records, and other federally required reports used to report the subrecipient's expenditures. In addition to the obligation requirement, the subrecipient must incur expenditures by the obligation deadline.

Subrecipients failing to meet the 180-days obligation of funds requirement will be subject to Grant termination and all Grant funds will be disencumbered by HCD and made available for reallocation.

- F. The Standard Agreement will terminate 12 months from the date the Standard Agreement is executed by both parties, and in no event will it terminate later than June 30, 2016.

XIX. APPEALS

Time is of the essence in awarding federal ESG Program funds. Any funding delays could result in the loss of all ESG Program funding received by HCD. Therefore, HCD's funding decisions are final and are not subject to appeal.

**APPENDIX A - PART 1
(FY 2014 ESG)
2014 STATE ESG PROGRAM ELIGIBLE COUNTIES**

Project eligibility is based on the physical location of the Applicant's project. Street Outreach services must be provided in an eligible city/county.

All counties listed on this page are eligible to apply for Federal ESG funds, including the cities and nonprofit shelters within these counties, except where noted.

NORTHERN CALIFORNIA ALLOCATION REGION
<p>(519) Butte County (507) Marin County (520) Merced County (506) Monterey County (All cities eligible to apply except Salinas) (515) Placer County (500) Santa Clara County (All cities eligible to apply except San Jose) (508) Santa Cruz County (518) Solano County (513) Tulare County</p>

SOUTHERN CALIFORNIA ALLOCATION REGION
<p>(605) Ventura County (All cities eligible to apply except Oxnard)</p>

RURAL ALLOCATION REGION		
<p>(615) Alpine County (526) Amador County (526) Calaveras County (523) Colusa County (528) Del Norte County (525) El Dorado County (523) Glenn County (522) Humboldt County (613) Imperial County (615) Inyo County</p>	<p>(513) Kings County (523) Lake County (523) Lassen County (514) Madera County (519) Mariposa County (509) Mendocino County (519) Modoc County (615) Mono County (517) Napa County (515) Nevada County (523) Plumas County</p>	<p>(506) San Benito County (516) Shasta County (523) Sierra County (519) Siskiyou County (524) Sutter County (523) Tehama County (523) Trinity County (526) Tuolumne County (521) Yolo County (524) Yuba County</p>

**APPENDIX A - PART 2
(FY 2014 ESG)
ELIGIBLE CITIES IN INELIGIBLE COUNTIES**

Project eligibility is based on the physical location of the Applicant's project. Street Outreach services must be provided in an eligible city/county.

Projects located in ineligible counties are eligible ONLY if they are physically located in the city limits of one of the following incorporated cities. Projects located in other cities in these counties are **not eligible**. Projects located in the unincorporated areas of these counties are **not eligible**.

SOUTHERN CALIFORNIA ALLOCATION REGION		
<p><u>(604) KERN</u></p> <p>Delano Maricopa Taft Wasco</p> <p><u>(600) LOS ANGELES</u></p> <p>Alhambra Artesia Baldwin Park Bellflower Burbank Carson Downey Gardena Glendora Hawthorne Hidden Hills Huntington Park Industry Inglewood Lakewood Lancaster Lynwood Montebello Monterey Park Norwalk Palmdale Palos Verdes Estates Paramount City Pico Rivera Rolling Hills Redondo Beach Rosemead Santa Clarita Santa Monica Torrance Vernon West Covina Whittier</p>	<p><u>(602) ORANGE</u></p> <p>Buena Park Costa Mesa Fountain Valley Fullerton Huntington Beach Irvine La Habra Laguna Niguel Lake Forest Mission Viejo Newport Beach Orange (City) Rancho Santa Margarita San Clemente San Juan Capistrano Tustin Westminster</p> <p><u>(608) RIVERSIDE</u></p> <p>Calimesa Cathedral City Corona Hemet Indio Jurupa Valley Lake Elsinore Menifee Moreno Valley Palm Desert Palm Springs Perris Rancho Mirage Temecula</p>	<p><u>(609) SAN BERNARDINO</u></p> <p>Apple Valley Chino Chino Hills Hesperia Rancho Cucamonga Redlands Rialto Upland Victorville</p> <p><u>(601) SAN DIEGO</u></p> <p>Carlsbad El Cajon Encinitas Escondido La Mesa National City Oceanside San Marcos Santee Vista</p> <p><u>(614) SAN LUIS OBISPO</u></p> <p>Grover Beach Pismo Beach</p> <p><u>(603) SANTA BARBARA</u></p> <p>Goleta Guadalupe Santa Barbara (City) Santa Maria</p> <p><u>(605) VENTURA</u></p> <p>Camarillo San Buenaventura Simi Valley Thousand Oaks</p>

**APPENDIX A - PART 2
(FY 2014 ESG)
ELIGIBLE CITIES IN INELIGIBLE COUNTIES (continued)**

Project eligibility is based on the physical location of the Applicant's project. Street Outreach services must be provided in an eligible city/county.

Projects located in ineligible counties are eligible ONLY if they are physically located in the city limits of one of the following incorporated cities. Projects located in other cities in these counties are **not eligible**. Projects located in the unincorporated areas of these counties are **not eligible**.

NORTHERN CALIFORNIA ALLOCATION REGION		
<p><u>(502) ALAMEDA</u></p> <p>Alameda (City) Fremont Hayward Livermore Pleasanton San Leandro Union City</p> <p><u>(505) CONTRA COSTA</u></p> <p>Antioch Concord Pittsburgh Richmond Walnut Creek</p>	<p><u>(514) FRESNO</u></p> <p>Clovis Coalinga Firebaugh Fowler Huron Orange Cove Parlier San Joaquin</p> <p><u>(503) SACRAMENTO</u></p> <p>Citrus Heights Elk Grove Rancho Cordova</p> <p><u>(511) SAN JOAQUIN</u></p> <p>Lodi</p>	<p><u>(512) SAN MATEO</u></p> <p>Daly City Redwood City San Mateo (City) So. San Francisco</p> <p><u>(504) SONOMA</u></p> <p>Petaluma Santa Rosa</p> <p><u>(510) STANISLAUS</u></p> <p>Riverbank Turlock</p>

APPENDIX B

DEFINITIONS

ADMINISTRATION means expenses necessary to administer the Grant, including costs to prepare ESG reports, communicate with HCD staff, and pay the ESG share of a required audit. Grant administrative expenses do not include the cost of carrying out eligible activities.

AREA-MEDIAN INCOME (AMI), Refers to the income limits under ESG:

[2014 HUD Median Income Limits - 30%](#)

AT RISK OF HOMELESSNESS means an individual or family that has an annual income below 30 percent (30%) of median family income for the area, as determined by HUD, and does not have sufficient resources or support networks. For full definition, refer to 24 CFR 91.5.

AVAILABILITY DATE means the date the ESG funding starts and ends, commencing with the date HUD signs the Grant Agreement notifying the Department.

CAPITAL DEVELOPMENT means a Renovation, Major Rehabilitation, and/or Conversion project.

CHRONICALLY HOMELESS means an individual who is homeless and has been homeless and living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter for at least one year or on at least four separate occasions in the last three years and can be diagnosed with a disability or illness, or an individual who has been residing in an institution care facility, or a family with an adult (or minor) head of household that meets the definition of an individual who is chronically homeless. For full definition, refer to 24 CFR 91.5.

CITY is defined at 42 U.S.C., Section 5302 (a) (5).

CONTINUUM OF CARE means the group composed of representatives of relevant organizations, which generally includes private nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons that are organized to plan for and provide, as necessary, a system of outreach, engagement, and assessment; emergency shelter; rapid re-housing; transitional housing; permanent housing; and prevention strategies to address the various needs of homeless persons and persons at risk of homelessness for a specific geographic area.

DAY means calendar day.

DAY SHELTER is a Facility that meets the definition of Emergency Shelter whose primary purpose is to provide homeless persons temporary shelter during the day. A Day Shelter may offer a wide range of services to large numbers of homeless persons on any given day that may include, but is not limited to, food services, clothing services, employment services, case

management services, and addiction recovery support services. Day Shelters do not regularly provide overnight shelter accommodations, but homeless people must be able to stay in the facility for as many hours as it is open. The following do not qualify as eligible emergency shelters: a health facility where a person can only stay for the time of the appointment; multi-purpose service centers serving all people in need or stand-alone food pantries/soup kitchens/cafeterias.

See <https://www.hudexchange.info/faqs/983/can-a-day-shelter-be-funded-as-an-emergency-shelter-under-esg> for additional information.

DEPARTMENT means the California Department of Housing and Community Development.

DIRECTOR means the Director of the Department of Housing and Community Development.

ELIGIBLE ACTIVITIES mean those activities upon which ESG funds may be expended. Refer to 24 CFR 576.100 – 576.108.

ELIGIBLE APPLICANT means Units of general purpose local government (cities and counties) that do not receive formula ESG funds directly from HUD; and are located in or serving an Eligible-City or Eligible County in the State of California, and provide or contract with community organizations to provide activities eligible under ESG; Private Nonprofit Organizations applying for programs that are located in Eligible cities or Eligible Counties. NOFA Attachment A lists those Eligible Cities and Eligible Counties, (general purpose local governments), known to HCD; and Faith-based organizations receiving ESG funds, like all organizations receiving HUD funds, must serve all eligible beneficiaries without regard to religion.

ELIGIBLE CITY means a City that within the current federal fiscal year meets one of the following conditions: It is located within a county that is a Non-entitlement area pursuant to 42 U.S.C., Section 5302; it is a Metropolitan City that receives no federal ESG funds directly from HUD pursuant to 42 U.S.C., Section 11373; it is a City that is located within an Eligible County and that is not a Metropolitan City; or it is a City that is not a Metropolitan City and that is also not part of an agreement pursuant to 42 U.S.C., Section 5302 to receive federal ESG, CDBG and HOME funds as part of the Urban County within which it is located.

ELIGIBLE COUNTY means a county that within the current federal fiscal year meets one of the following conditions: The county is not an Urban County pursuant to 42 U.S.C., Section 5302 (a)(6), or the county is an Urban County that is receiving no federal ESG funds directly from HUD pursuant to 42 U.S.C. Section 11373.

EMERGENCY SHELTER (Includes Day Shelters) means any facility, the primary purpose of which is to provide a temporary shelter for the homeless in general or for specific populations of the homeless and which does not require occupants to sign leases or occupancy agreements.

ESG is the acronym for the Emergency Solutions Grants Program administered by the Department.

ESSENTIAL SERVICES ESG Funds may be used to provide Essential Services to individuals and families who are in emergency shelters as it is defined in 24 CFR 576.102 or to reach out to unsheltered homeless people on the street as it is defined in 24 CFR 576.101.

FACILITY means the physical location where Project activities are to be provided.

FESG Federal Emergency Shelter Grants Program (FESG), renamed to federal “Emergency Solutions Grants” (ESG) Program per the HEARTH Act of 2009.

HCD means State of California Department of Housing and Community Development.

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) means the information system designated by the Continuum of Care to comply with HUD’s data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.

HOMELESS is an individual or family who lacks a fixed, regular, and adequate nighttime residence, an individual or family who will imminently lose their primary nighttime residence, unaccompanied youth under 25 years of age, families with children and youth, who do not otherwise qualify as homeless under this definition, or any individual who is fleeing life threatening conditions or has no other residence or lacks the resources or support networks to obtain other permanent housing. For full definition, refer to 24 CFR 576.2.

HOMELESSNESS PREVENTION ESG Funds may be used to provide Housing Relocation and Stabilization Services and Short- and/or Medium-term rental assistance to individuals and families who meet the criteria under the “At Risk of Homelessness” definition, or who meet the criteria in Paragraph 2, 3, or 4 of the homeless definition in 24 CFR 576.2 and have an annual income of below 30 percent of median family income for the area, as determined by HUD. For full definition refer to 24 CFR 576.103.

HOUSEHOLD means an individual or a family that was served during the reporting period. For projects that serve single individuals, the household is the same as the individual. For projects that serve couples, families with children, and other multi-person households, the household outcome should be based on data recorded for the head of household. Use the last project exit that occurred during the year for households who were served multiple times (i.e., households with two or more project entry dates).

HOUSING FIRST MODEL is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

HPRP means Homeless Prevention and Rapid Re-Housing Program, under Title XII of the American Recovery and Reinvestment Act of 2009.

HUD means the U.S. Department of Housing and Urban Development.

MAINTENANCE OF EFFORT: If the Subrecipient is a unit of general purpose local government, its ESG funds cannot be used to replace funds the unit of general purpose local government provided for street outreach and emergency shelter services during the immediately preceding 12-month period, unless HUD determines that the unit of general purpose local government is in a severe financial deficit. For full definition, refer to 24 CFR 576.101 (c).

MAJOR REHABILITATION means rehabilitation that involves costs in excess of 75 percent of the value of the building before rehabilitation.

MANUFACTURED HOUSING means mobile homes, trailers, and factory-built homes.

MATCHING FUNDS is the contribution of the Subrecipient toward the eligible grant cost or cost sharing. This can include cash contributions, in-kind, and donated materials that could otherwise be charged to the grant. Refer to: 42 U.S.C. 11375.

- A. The matching contribution requirements shall be consistent with the provisions set forth in 42 U.S.C., Section 11375 and 24 CFR, Section 576.
- B. Pursuant to subdivision (A), the Department will set forth in the applicable ESG NOFA any requirement of ESG Applicants to provide documentation of matching funds. (Authority: Section 50406 (n), Health and Safety Code Reference: 42 U.S.C. Section 11375, 24 CFR Section 576.2010.)

MEDIUM-TERM RENTAL ASSISTANCE means the provision of rental assistance for 4 months up to 24 months in a 36-month period.

MEMORANDUM OF UNDERSTANDING (MOU) means a written agreement between the Eligible Applicant and the Collaborating Organization agreeing to assist in the delivery of ESG services.

METROPOLITAN CITY means a city that was classified as a metropolitan city under 42 U.S.C. 5302(a) for the fiscal year immediately preceding the fiscal year for which ESG funds are made available. This term includes the District of Columbia. (24 CFR, Section 576.2)

NEW PROGRAM applies to Applicants that have been operating an ESG-eligible Component for less than two years from the release date of this NOFA, and the Applicant has not received ESG funding from HCD in its previous two funding rounds (i.e., 2012 and 2013).

NOFA is the acronym for a Notice of Funding Availability.

NON-ENTITLEMENT AREA means an area, which is not a metropolitan city or part of an urban county and does not include Indian tribes.

OBLIGATED FUNDS means that the entity awarded ESG funds has placed orders, awarded contracts, received services, or entered into similar transactions that require payment from the grant. Obligated Funds include grant amounts that a City or County awards to a private nonprofit organization by an award letter if the award letter requires payment from the grant amount.

PERMANENT HOUSING means community-based housing without a designated length of stay, and includes both permanent supportive housing and rapid re-housing. Additionally, in the regulatory definition of “permanent housing”, HUD clarifies that to be permanent housing, “the program participant must be the tenant on a lease for a term of at least one year that is renewable and is terminable only for cause”.

PERMANENT HOUSING DESTINATION means a permanent housing destination that is a subsidized or unsubsidized housing situation, and also includes living with family or friends on a permanent basis. Clients with the following destinations at exit based on HUD’s 2014 HMIS Data Standards(s) should be included:

- Owned by client, no ongoing housing subsidy
- Owned by client, with ongoing housing subsidy
- Rental by client, no ongoing housing subsidy
- Rental by client, with VASH housing subsidy
- Rental by client , with ongoing housing subsidy
- Moved from one HOPWA funded program to HOPWA permanent housing program
- PSH for formerly homeless persons
- Staying or living with family, permanent tenure
- Staying or living with friends, permanent tenure

PRIVATE NONPROFIT ORGANIZATION means a private nonprofit organization that is a secular or religious organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, which is exempt from taxation under subtitle A of the Code, has an accounting system and a voluntary board, and practices nondiscrimination in the provision of assistance. A private nonprofit organization does not include a general purpose local governmental organization, such as a public housing agency or housing finance agency.

PROGRAM PARTICIPANT (also referred to in this NOFA as “Participant”) means an individual or family who is assisted under the ESG Program.

PROJECT is made up of one or more of the following ESG components/activities: Emergency Shelter; Street Outreach; Homelessness Prevention; or Rapid Re-housing, in addition to HMIS and Administration, which will be used to assist the homeless with shelter and/or services.

PROJECT-BASED: If a Subrecipient identifies a permanent housing unit that meets ESG requirements and becomes available before a Program Participant is identified to lease the unit, the Subrecipient may enter into a rental assistance agreement with the owner to reserve the unit and subsidize its rent in accordance with 24 CFR 576.106 (i).

RAPID RE-HOUSING ASSISTANCE: ESG funds may be used to provide Housing Relocation and Stabilization Services and Short- and/or Medium-Term Rental Assistance to Program Participants who meet the criteria under paragraph (1) of the “Homeless” definition in 24 CFR 576.2 or who meet the criteria in Paragraph (4) of the “Homeless” definition and live in an emergency shelter or other place described in paragraph (1) of the “Homeless” definition. For full definition, refer to 24 CFR 576.104.

RECIPIENT means any state, territory, metropolitan city, or urban county, or in the case of reallocation, any unit of general purpose local government, approved by HUD to assume financial responsibility and which enters into a grant agreement with HUD to administer ESG.

RENOVATION means eligible costs include labor, materials, tools, and other costs for renovation (including major rehabilitation of an emergency shelter or conversion of a building into an emergency shelter). The emergency shelter must be owned by a government entity or private nonprofit organization.

RURAL means a County with a population of less than 200,000.

SHELTER OPERATIONS means the cost of maintenance (including minor or routine repairs), shelter rent, shelter security, fuel, equipment, insurance, utilities, food, furnishings, and supplies necessary for the operations of the emergency shelter.

SHORT-TERM RENTAL ASSISTANCE means the provision of rental assistance for up to three months.

SITE CONTROL means the legal right to occupy and use the site, as evidenced by such things as: a deed demonstrating ownership in fee title; or a lease demonstrating a leasehold interest in the site and its improvements for at least the term of the ESG Grant or forgivable deferred interest loan; or a purchase/lease agreement; or where ESG funds will be used for Capital Development activities, an enforceable option contract to purchase or lease which shall extend at least through the anticipated closing date of the ESG Capital Development loan.

For rotating shelter programs, site control may include other evidence provided by the Applicant granting permission to use the site(s). Such evidence must be submitted by the Applicant and approved by the Department prior to the deadline for submission of the State ESG Application stated in the applicable NOFA.

STANDARD AGREEMENT means the contract entered into by the department and the ESG Subrecipient setting forth the basic terms and conditions governing the award of ESG Funds.

STREET OUTREACH: ESG Funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide agent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. For full definition, refer to 24 CFR 576.101.

SUBRECIPIENT means a unit of general purpose local government or private non-profit organization to which a recipient makes available ESG funds.

TENANT-BASED means a Program Participant who receives Tenant-Based Rental Assistance may select a housing unit in which to live and may move to another unit or building and continue to receive rental assistance, as long as the Program Participant continues to meet the program requirements. The Subrecipient may require that all program participants live within a particular area for the period in which the rental assistance is provided.

The rental assistance agreement with the owner must terminate and no further rental assistance payment under that agreement may be made if the conditions in 24 CFR 576.106 (h)(i-iii) are met.

UNIT OF GENERAL PURPOSE LOCAL GOVERNMENT means any city, county, town, township, parish, village, or other general purpose political subdivision of a State.

VICTIM SERVICE PROVIDER means a private nonprofit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. This term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

HOMELESS YOUTH means a person who is less than 18 years of age who is emancipated pursuant to Part 6 of Division 1 of the Family Code and who is "Homeless" or "At Risk of Homelessness" or a person who is not older than 24 years of age and meets one of the following conditions: is "Homeless" or "At Risk of Homelessness"; or is no longer eligible for foster care on the basis of age; or has run away from home. (California Government Code Section 11139.3).

APPENDIX C LIST OF ELIGIBLE ACTIVITIES BY COMPONENT TYPE

COMPONENTS					
Street Outreach	Emergency Shelter	Homelessness Prevention	Rapid Re-Housing Assistance	HMIS	Local Grant Administration
MAIN ELIGIBLE ACTIVITIES					
*Essential Services *Engagement *Case Management *Em Hlth Svs *Em Mntl Hlth Svs *Transportation *Svcs to Spec Pop	*Essential Services	*Housing Relocation & Stabilization Services	*Housing Relocation & Stabilization Services	*Hardware Software Equipment	*General Mgmt Oversight Coordination
	*Shelter Operations	<u>Financial Assistance</u> *Moving Costs *Rent App Fees *Security Deposits *Last Month's Rent *Utility Deposit *Utility Payment	<u>Financial Assistance</u> *Moving Costs *Rent App Fees Security Deposits *Last Month's Rent *Utility Deposit *Utility Payment	*Tech Support *Office Space *Utilities *Staff Salaries *Data Quality *Data Analysis *Reporting	*Salaries *Monitoring *Reporting *Evaluation *ESG Training *HMIS Fees
	*Assistance Required Under URA	<u>Services</u> *Hsg Search *Hsg Placement *Hsg Stability *Mediation *Legal Services *Credit Repair *Budgeting *Money Mgmt	<u>Services</u> Hsg Search Hsg Placement Hsg Stability Mediation Legal Services Credit Repair Budgeting Money Mgmt	<u>Training</u> *HMIS Comparable	*Consolidated Plan
		<u>Rental Assistance</u> *Short-Up to 3 Mos. *Medium- 4-24 Mos. *Tenant-Based *Project-Based	<u>Rental Assistance</u> *Short-Up to 3 Mos. *Medium- 4-24 Mos. *Tenant-Based *Project-Based	*Legal Services/ Victim Services Comparable	*Environmental Review

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

DIVISION OF FINANCIAL ASSISTANCE

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Sacramento, CA 94252-2054

(916) 263-2771

FAX (916) 263-3391



APPENDIX D

SERVING SPECIAL POPULATIONS WITH ESG FUNDING

The following is a simplified layman's guide for ESG providers seeking to serve special populations using ESG Program funds administered by HCD.

Legal Requirements: Generally, service to special populations must comply with a variety of legal requirements, including the 14th Amendment to the U. S. Constitution, the U. S. Fair Housing Act (and amendments of 1968 and 1988), the California Fair Employment and Housing Act and the California Unruh Civil Rights Act. Depending on the circumstances, other statutes may apply, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Additionally, there are specific applicable provisions of the Federal ESG Regulations (24 CFR Section 576). Given the potential overlap of legal requirements, facilities and programs interested in applying for State ESG funds should consult an attorney to identify the specific applicable requirements for serving any selected population of clients.

State Requirements Applicable to ESG Funds: Pursuant to eligibility requirements for the State ESG Program and case law for the Unruh Civil Rights Act, which prohibits all arbitrary discrimination, facilities and programs receiving State ESG cannot choose their clients in a manner that denies the benefits of the facility or program on an arbitrary basis or illegally discriminates.

Under Unruh, discrimination is considered non-arbitrary if the nature of the physical facilities or the nature of the services provided reasonably necessitates a particular restriction. Because whether a facility or program is in compliance with Unruh is a fact driven question, applicants and contractors are encouraged to consult their own legal counsel regarding this issue.

Alternatively, if a State or Federal law or regulation requires an ESG facility or program to exclusively serve a select homeless subpopulation; such a restriction would not be considered arbitrary.

Selecting Clients on the Basis of Age: Service to homeless youth who meet the requirements of Government Code Section 11139.3 would not be considered arbitrary discrimination under the State ESG Program. It authorizes the provision of housing for homeless youth and does not consider such service unlawful age discrimination. This Section shall not be construed to permit discrimination against families with children.

Housing for homeless youth includes emergency, transitional, or permanent housing tied to supportive services that assist homeless youth in stabilizing their lives and developing the skills and the resources they need to make a successful transition to independent, self-sufficient adulthood.

If there are any questions regarding these issues, please refer to Government Code Section 11139.3 or contact Coral Gaines, Emergency Solutions Grants Program Interim Manager, at (916) 263-2734 .

APPENDIX E
ESG 2014 NOFA AND APPLICATION WORKSHOPS &
BEST PRACTICES PRESENTATION

The format of the NOFA and Application Workshop has changed from previous years.

8:00 a.m. - Sign-In:

HCD encourages you to attend both sessions. Please limit the number of attendees to two (2) per organization.

If you have difficulties registering, please contact Alisha Senter at:
Alisha.senter@hcd.ca.gov or (916) 263-2635.

8:30 a.m. - 12:00 noon - Morning Session: 2014 ESG NOFA Application Workshop

The first half of the day will focus on review of the 2014 ESG Application and NOFA. Those that are interested in receiving technical advice and guidance on how to complete these documents should attend the morning session.

1:30 p.m. – 4:30 p.m. - Afternoon Session: 2014 Best Practices Presentation

HCD is committed to collaboration and capacity building among the State, CoCs, and providers. Focusing efforts on the expansion and inclusion of housing first practices and building strong Rapid Re-housing programs will be the topic for the afternoon session.

Please join HCD along with Abt Consulting for an afternoon presentation and discussion on best practices and the elements needed to build and maintain successful Rapid Re-housing programs in the State.

4:30 p.m. – 5:00 p.m. - Wrap-Up

Workshop Sites

November 5, 2014 (Santa Rosa)

Sonoma County Community Development Commission
1440 Guerneville Road
Santa Rosa, CA 95403

November 7, 2014 (Sacramento)

2020 W. El Camino Avenue, Room 402a/b
Sacramento, CA 95833

November 10, 2014 (Santa Ana)

Shared Spaces – The Village at 17th Street
1505 E. 17th Street, CASA Training Room
Santa Ana, CA 92705

APPENDIX F

ESG PROGRAM CONTACT LIST

REBECCA MATT Section Chief Homeless and Housing Assistance Section	E-mail: rebecca.matt@hcd.ca.gov Phone: (916) 263-2736
CORAL GAINES Homeless Operations ESG Program Interim Manager	E-mail: coral.gaines@hcd.ca.gov Phone: (916) 263-2734
ALISHA SENTER Program Assistant	E-mail: alisha.senter@hcd.ca.gov Phone: (916) 263-2635
AMANDA LOCKWOOD HCD Representative	E-mail: amanda.lockwood@hcd.ca.gov Phone: (916) 263-2700
CATHY KUNGU HCD Representative	E-mail: catherine.kungu@hcd.ca.gov Phone: (916) 263-2659
HELENE HIROMOTO HCD Representative	E-mail: helene.hiromoto@hcd.ca.gov Phone: (916) 263-2634
JUSTIN JEREMIAH HCD Representative	E-mail: justin.jeremiah@hcd.ca.gov Phone: (916) 263-2709

APPENDIX G
CALIFORNIA CONTINUUM OF CARE (CoC) CONTACT LIST

CoC #	Name of Continuum of Care	Lead Contact	Phone #	Email Distribution List
500	San Jose/Santa Clara City & County CoC	Hilary Barroga	408-646-3953	Hilary.Barroga@hhs.sccgov.org
502	Oakland/Alameda County CoC	Riley Wilkerson	510-670-9797	Riley.Wilkerson@acgov.org
503	Sacramento City & County CoC	Michele Watts	916-577-9769	mwatts@sacstepsforward.org
504	Santa Rosa/Petaluma/Sonoma County CoC	Jenny Abramson	707-565-7548 707-953-6319 Fax: 707-565-7583	Jenny.Abramson@sonoma-county.org
505	Richmond/Contra Costa County CoC	Lavonna Martin	925-313-7704	Lavonna.Martin@hsd.cccounty.us
506	Salinas/Monterey, San Benito Counties CoC	Katherine Thoeni	831-883-3080 Fax: 831-883-3085	chspmontry@aol.com
507	Marin County CoC Health & Human Services	Jason Satterfield	415-473-3501	JSatterfield@marincounty.org
508	Watsonville/Santa Cruz City & County CoC	Julie Conway	831-454-5162	Julie.Conway@santacruzcounty.us
509	Mendocino County CoC	Sandi Canaday	707-463-7938	canadays@co.mendocino.ca.us
510	Turlock/Modesto/ Stanislaus County CoC	Michele Gonzales	209-557-2025 Fax: 209-557-2035	Michele@stancoha.org
511	Stockton/San Joaquin County CoC	Christine Becerra	209-468-3157 Fax: 209-468-9575	cbecerra@sjgov.org
512	Daly/San Mateo County CoC	Wendy Goldberg	650-802-3378	wgoldberg@co.sanmateo.ca.us
513	Visalia, Kings, Tulare Counties CoC	Machael Smith	559-326-2122	msmith@kingstularecoc.org
514	Fresno/Madera County CoC	Angie Nguyen	559-443-8439 Fax: 559-445-8922	anguyen@fresnohousing.org
515	Nevada-Placer Counties CoC	Janice Critchlow	916-924-0534	jcritchlow@sbcglobal.net
516	Shasta County/City of Redding CoC	Jessica Delaney	530-225-5169	Jdelaney.coc@gmail.com
517	Napa City & County CoC	Mitch Wippern	707-259-8653	mwippern@co.napa.ca.us

CoC #	Name of Continuum of Care	Lead Contact	Phone #	Email Distribution List
518	Vallejo/Solano County CoC	PJ Davis	707-422-8810	Pjdavis47@yahoo.com
519	Chico/Paradise/Butte County CoC	Thomas Tenorio	530-712-2888	ttenorio@buttecaa.com
520	Merced City & County CoC	Jeanette Garcia	209-628-4765	http://www.mercedcoc.com
521	Davis/Woodland/Yolo County CoC	Janice Critchlow	916-924-0534	jcritchlow@sbcglobal.net
522	Humboldt County CoC	Sally Hewitt	707-441-5527	shewitt@co.humboldt.ca.us
523	Dos Rios CoC Colusa, Glenn, Lake, Tehama, Trinity, Lassen, Plumas, and Sierra Counties	Bill Wathen	530-934-6510	bwathen@hra.co.glenn.ca.us
524	Yuba City, Marysville/Sutter, Yuba Counties CoC	Chaya Galicia	530-216-4533 Fax: 530-671-7213	Chaya.galicia@usw.salvationarmy.org
525	El Dorado County CoC	Matt Huckabay	530-626-1450	math@thecenternow.org
526	Tuolumne, Calaveras, Amador Counties CoC	Beetle Barbour	209-533-1397 Ext. 251 Fax: 209-533-1034	bbarbour@atcaa.org
600	Los Angeles City & County CoC	Michael Arnold	213-683-3333	marnold@lahsa.org
601	San Diego City & County CoC	Dolores Diaz	858-292-1392 Fax: 858-514-6561	dolores@rtfhsd.org
602	Santa Ana-Anaheim-Orange County CoC	Juanita Preciado	714-480-2727	Juanita.Preciado@occr.ocgov.com
603	Santa Maria/Santa Barbara County CoC	Anacleto Quinoveva	805-560-1090	aquinoveva@co.santa-barbara.ca.us
604	Bakersfield/Kern County CoC	Christine Lollar	661-834-2734	Christine.l@uwkern.org
605	San Buenaventura/Ventura County CoC	Christy Madden	805-485-6288 Ext. 273	Christy.madden@ventura.org
606	Long Beach CoC	Susan Price	562-570-4003 FAX: 562-570-4066	susan.price@longbeach.gov
608	Riverside City & County CoC	Jill Kowalski	951-358-5636	jkowalsk@riversidedpss.org
609	San Bernardino City & County CoC	Christy Hamilton	909-386-8203	chamilton@hss.sbcounty.gov
613	Imperial County CoC	Gina Vargas	760-353-6922 Fax: 760-353-8372	gvargas@womanhaven.org
614	San Luis Obispo County CoC	Morgan Torell	805-781-5113	mtorell@co.slo.ca.us
615	Inyo, Mono, Alpine Counties CoC	Larry Emerson	760-873-3021 Ext 5	lemerson@imaca.net

APPENDIX H

WEBSITE REFERENCES

Emergency Solutions Grants Website:

<http://www.hcd.ca.gov/fa/esg/>

State Regulations:

http://www.hcd.ca.gov/fa/fesg/07-12-04_FESG_State_Regulations_Final_Text.pdf

Federal Regulations:

http://www.hudhre.info/documents/HEARTH_ESGInterimRule&ConPlanConformingAmendments.pdf

HEARTH Homeless Definition Final Rule: 24 C.F.R. Parts 91, 582 and 583

http://www.hudhre.info/documents/HEARTH_HomelessDefinition_FinalRule.pdf

ESG Eligible Expenses Guide:

<http://www.hcd.ca.gov/fa/esg/ESGEligibleExpenseGuide.pdf>

HUD Exchange:

<https://www.hudexchange.info/grantees/>

BEST PRACTICES RESOURCES

Rapid Re-housing: Creating Programs that Work

<http://www.endhomelessness.org/pages/rapidrehousing1>

The New ESG: Using the Lessons of HPRP and Other Initiatives to Inform ESG Implementation

<http://www.endhomelessness.org/content/article/detail/4346>

Federal Strategic Plan to Prevent and End Homelessness

http://www.usich.gov/PDF/OpeningDoors_2010_FSPPreventEndHomeless.pdf

What Gets Measured, Gets Done: A Toolkit on Performance Measurement For Ending Homelessness

<http://www.endhomelessness.org/content/article/detail/2039>