

ESG & ESG-CV Office Hours

10/27/2021



How to ask a question...

- NEW Question Format:
 - “Q & A” is disabled, all questions must be submitted in the chat box
 - Please type your organization and question into the chat box
 - The team will read questions out loud at the end of the presentation and will provide answers if possible throughout the presentation
 - All questions and answers entered into the chat box will be recorded as part of the public record



Agenda

- ESG Updates
- ESG-CV Updates
- AAQ Session: Common questions asked
- Additional Q&A

ESG Updates

- Due to technical issues with the eCivis applications, **the due date for the 2021 ESG application has been extended to: October 29, 2021 (Friday)**
 - All applications must be submitted through eCivis – the online Grants Network System. **You can access the link to eCivis (online applications) on the ESG Webpage.**
 - Applications can be submitted in both allocations on a 'rolling' basis (prior to the October 29th deadline)

For applicants that have submitted their 2021 ESG Applications and would like more time to work on their application, email the ESGNOFA@hcd.ca.gov inbox and the ESG team will revert the application back to the applicant.

ESG Updates

What's New in the 2021 NOFAs:

- Applications must be submitted through the eCivis online grants network system. (No paper/binders will be accepted this year)
- **Resolution Template – must be used by all applicants**: Please refer to the BoS or CoC NOFAs for information on submitting Resolutions.
- 2019 ESG Contracts: **Expenditure Deadline was: 10-22-21 (Friday)**
 - Please submit your final Request for Funds (RFFs) for 2019 as soon as possible

ESG-CV Reminders & Updates

- RFF reimbursement for funds spent through September 30, 2021, is due in eCivis by 10/30/2021. Please email your RFF documents to your Grant Administrator prior to submitting in eCivis to ensure accuracy. Remember to redact all Personal Identifying Information from your RFF submissions.
- Racial Equity Foundation Training: 11/2/2021 from 11:00 am – 12:30 pm
<https://docs.google.com/forms/d/e/1FAIpQLSdCzyB5b-SAo-LOS296MdwqHjn2NCutByGjOv-9q2AGdMackQ/viewform>
- HCD is still working with MGD consultants on Indirect Costs. There are no new updates to provide, but please know we are diligently working to get this fixed.

Commonly Asked Questions

From Kristin

Question: Traditionally with unit locator services we either have staff dedicated to unit locating or contract with a property management company to locate units. Could we use ESG-CV to mass market a program to property managers and real estate agents rather than owners directly? If they locate an approvable unit they will get a lump payment for the placement. Our thoughts were that we could give the broker or manager a portion of the eligible landlord incentive. So if the rent is \$1000, we would give \$500 to the agent/property manager, and still have \$2,500 to cover other incentives to the landlord.

Answer: Yes, this is an eligible use of ESG-CV funds, but you must be able to confirm that the unit goes to an ESG-CV RRH client.

Bonus points:

- The entire state is suffering from a lack of available units.
- Those in the real estate industry likely have better connections for finding the units.
- Real estate agents have seen a decrease in income with a tight housing market. With fewer units available to buy/sell/lease, there are fewer opportunities to earn income in their field.
- This is a good use of RRH funds because it addresses the primary barrier that we see now: our programs can't locate enough available units.

From Mackenzie

Question: Is purchasing office furniture an eligible overhead expense under SO, RRH, or HP? If so, can it be considered a direct cost? Further, if it is considered a direct cost, could it be used to determine the Modified Total Direct Cost which is used to determine the claimable 10% De Minimis indirect cost?

Answer: Office furniture is an eligible direct cost for HP, RRH and SO Projects. If the furniture will only be used by ESG-CV and no other programs, it is a direct cost. If the office furniture is to be used by more than just the ESG-CV program, it will be an indirect cost. If furniture is considered a direct cost, then YES, it could be used to determine the Modified Total Direct Cost which is used to determine the claimable 10% De Minimis indirect cost.

From Mackenzie

Question: What are the rules regarding use of ESG RRH funds for rental deposits, rent and/or rental arrears for rental units in “subsidized” or “low-income” units? Does this apply to apartment complexes that were built using LIHTC?

Answer: You are allowed to use ESG-CV RRH with LIHTC properties as long as the unit is a market rate open unit and not a unit with a subsidy attached to it. If the unit is open it may not be attached to another subsidy, however, there would still be a certification process due to it being a LIHTC property. To ensure the unit is not attached to a subsidy the case manager would need to talk with the property manager as they would likely know how many units are not attached to another subsidy such as Section 8, etc.

From Mackenzie

Question: For RRH Case Management under Relocation/Stabilization Services, would payment for a client to repair or pay for registration on a vehicle be allowable expenses? If not are these allowable anywhere else in this grant?

Answer: For the RRH Component Relocation and Stabilization Services (under both the R&SS Services and Financial Assistance section), car repairs and car registrations are NOT an eligible expense and they are not eligible under another ESG component.

From Mackenzie

Question: For Hazard Pay, how is the amount of Hazard Pay determined? Would the Hazard pay only be for the hours the staff is in proximity to persons with coronavirus or working in locations with a high likelihood of contracting coronavirus? For example, a street outreach worker is out working with the public 35-37 hours/week but checks into the office and completes street outreach tasks in the morning 2.5 – 5 hours/wk. Are they paid hazard pay for the 35-37 hours/week or the whole 40 hours/week?

Answer: Hazard Pay is determined between the County and the subrecipient. Per the Notice, there is no required process for determination when calculating Hazard Pay. The county and the subrecipient can negotiate if it should be all 40 hours or the 35-37 hours, as there is no current guidance.

However, Hazard Pay must fit into the following per the Notice:

"As permitted by the CARES Act, funds may be used to pay hazard pay for recipient- or subrecipient-staff working directly to prevent, prepare for, and respond to coronavirus among persons who are homeless or at risk of homelessness. Examples of recipient or subrecipient staff working directly in support of coronavirus response include emergency shelter intake staff, street outreach teams, emergency shelter maintenance staff, emergency shelter security staff, staff providing essential services (e.g., outpatient health or mental health, housing navigators), and staff in proximity to persons with coronavirus or working in locations with a high likelihood of contracting coronavirus."

From Mackenzie

Question: Can Hazard Pay be backdated?

Answer: Yes, it can be backdated to when COVID-19 was declared an emergency on January 20, 2020

From Mackenzie

Question: Can you confirm that the acquisition of a facility (house) to be used as temporary emergency shelter is allowable and that they would not be subject to disposition as long as they will continue to be used as such after the ESG-CV spending period?

For example, the TES house could provide shelter during the winter months while we continue to try and get folks into permanent housing in a tight rental market. The real estate market for larger, older homes doesn't seem to have gotten nearly as hot as the market for smaller houses has gotten, so that may be a reasonable and cost-effective solution. Homes with 5+ bedrooms are sitting on the market for months and we could fill those rooms in literal minutes.

Answer: This type of activity is eligible. Building type is not defined, so a variety of property types can be used as TES. If the building continues to be used this way, disposition requirements do not apply. If the grantee chooses to sell for another purpose, then they would have to re-pay.

From Mackenzie

Question: A rapid rehousing provider wants to rent a house to serve as “transitional” placement for their rapid rehousing clients while searching for units. Would this be eligible?

Answer: The activity would need to be classified as Emergency Shelter--and specifically TES with the costs falling under "Leasing existing real property or temporary structures". It is not eligible as an RRH expense.

From Kim:

Question: Can ESG-CV funds be used to pay for subrecipients' employee salaries for Case Management and Housing Search Placement if those employees refer tenants to other rent and utility payment programs not funded by ESG-CV?

Answer: Yes, as long as the participants are receiving ESG-CV services then salaries can be paid if they refer individuals to other programs, but if a client is receiving housing from another program such as TBRA then salaries cannot be reimbursed with ESG-CV funds.

From Kim:

Question: Can ESG-CV funds be used to purchase a bus/train ticket for diversion activities? (i.e. reunification with family in another town, relocation for a job in a new community, etc).

Answer: Diversion activities such as bus/train tickets are NOT eligible.

From Kim:

Question: Can regular ESG be used for CV activities?

Answer: Both Annual ESG and ESG-CV can be used to pay for expenses related to Covid, but CV funds can ONLY be used to pay for ESG components that an agency used to "Prepare For, Prevent, and Respond To" coronavirus. It's important for a grantee to balance the time constraints of ESG-CV to ensure that funds are spent before the end of the period of performance.

From Taylor

Question: Is water and food now an allowable expense under ESG-CV Street Outreach?

Answer: Providing snacks, water, transportation, PPE, or incentives under SO are approved activities if they can be directly linked to preparing, preventing, or responding to Covid. For example, one of the California CoCs is providing water, snacks, transportation, and incentives for upcoming vaccination events targeted to homeless individuals.

Question: Are staff meals an eligible cost?

Answer: No, staff meals are not eligible.

Question: Are items like creamer and coffee for staff eligible?

Answer: No, this is classified as staff food also and is not eligible.

From Taylor

Question: Can ESG-CV funds be used for costs associated with the Point In Time app?

Answer: Yes, this would be an eligible street outreach activity. Follow the ESG-CV guidance for HMIS and data collection in determining eligible costs.

From Taylor

Question: In the RFF Mental Health Services is separated from Case Management. We have a case manager who is an LCSW doing therapy. Which line item should this go under- Case Management or Mental Health Services?

Answer: In this example, this staff person's salary costs can be listed under Case Management. The only reason to separate the salary into Mental Health Services is if that is the only job duty the Case Manager has.

Question: Can shelter staff be billed under case management or security?

Answer: It can be either case management or security.

From Taylor

Question: Are camping fees for a public camping ground where an unsheltered person is staying eligible? Outreach workers could visit this person on a regular basis at the campground in order to provide consistent services/assistance to access permanent housing?

Answer: Yes this is an eligible cost as it fits under Essential Services- The costs of activities to locate, identify, and build relationships with unsheltered homeless people and engage them for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs.

From Taylor

Question: Are court fees from an eviction an eligible expense?

Answer: A client's court fees associated with the eviction are NOT eligible.

Question: Are past-due utility bills eligible?

Answer: Yes, but late fees are not allowed.

Question: Are reconnection fees for utilities eligible?

Answer: Yes, but ONLY if rolled into a deposit.

From Taylor

Question: Are pet fees eligible?

Answer: No, pet fees are not eligible.

Question: Are pet supplies or pet food eligible?

Answer: No, pet food/supplies are not eligible.

From Mollie:

Question: A city in a desert community experienced a power outage that impacted 600+ households. Due to the extreme weather conditions, the grantee wanted to place the households in temporary non-congregate shelters until power is restored, which could take a few days to a week. Based on the definition of temporary emergency shelter under CPD Notice 20-08, can the grantee assist these temporarily displaced households under ESG-CV?

Answer: Yes, this is eligible. Lack of power is not meant for human habitation, TES would keep them safe from COVID in a habitable place and is an eligible use of these funds.

From Mollie:

Question: Are birth certificates an eligible cost?

Answer: With the most recent ESG-CV notice, Essential Services is now eligible under all project types, so YES birth certificates are eligible.

Question: An emergency shelter would like to purchase a truck and hauling trailer not for the use of transporting clients, but as an employment services expense. The equipment will create an on-the-job training opportunity for shelter residents. Participants will clean up litter, debris, and dumping within the city. However, the intention of the vehicle is not to transport clients. Participants will be compensated, remain sheltered, and receive case management based in employment skills and life skills. They will continue to be scored for RRH and linked to it when they score appropriately on the VI-SPDAT.

Answer: This is NOT eligible under ESG or ESG-CV: employment assistance and training doesn't include equipment to do jobs, etc

From Mollie:

Question: Can ESG-CV landlord incentives be paired with EHV vouchers or incentives and paid to the same landlord (in order to attract landlords who may not be open to the current incentive amount)? The rental market has tightened with the start of the college/university/school year, it will be helpful to increase the incentives offered.

Answer: Yes, EHV and ESG-CV funds can work together, but you need to be careful to avoid duplication of benefits. One of the keys is that when used together EHV and ESG-CV funds must provide different types of assistance--even though there is quite a bit of crossover in what they can fund. You'll need to make sure that documentation clearly shows that the benefits, when provided together, do not create duplication. For more details please see:

<https://files.hudexchange.info/resources/documents/COVID-19-Homeless-System-Response-Emergency-Housing-Vouchers-Funding-Briefs-ESG-ESG-CV-RRH-and-HP.pdf>

From Mollie:

Question: An agency was notified that their server is on the verge of failure. Replacement will be about \$25,000 (a very detailed estimate was included in the request). The server is needed to support all computer and database operations--including 150 ES beds every night.

Answer: This cost is eligible under Maintenance/Operations.

From Mollie:

Question: A Grantee is looking for approval for 2 projects:

Project 1: Expansion of their food storage area. Due to the increase in beds capacity they will be expanding their food storage/pantry area to accommodate the increased food/donations/emergency food that are received to keep the shelter fed.

Project 2: The shelter did an expansion to increase bed capacity by 75 (25 for women and 50 for children) and the bathrooms in that area only have toilets and no baths/showers. Currently women and children stay in the expanded area with toilet stalls only and have to cross campus to where the men are staying to bathe. They proposed converting some of the bathroom stalls into ADA compliant showers in the same area where the women and children are currently staying to allow for distancing.

Answer: Yes, both proposed projects are eligible under Emergency Shelter: Renovation. Pay attention to whether an Environmental Review will be necessary based on 24 CFR Part 576: 102 -- Emergency shelter component. Also, any property to be renovated must be owned by a government entity or nonprofit organization. <https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-576/subpart-B/section-576.102>



Questions?

ESG Resource Links

- [ESG Regulations](#) - (update published April 2017)
- [ESG-CV Notice](#)
- General ESG Information
 - [HUD ESG Landing Page](#)
 - [ESG Program Overview](#)
 - [ESG Program HMIS Manual](#)
 - [ESG Minimum Habitability Standards ES and Permanent Housing](#)
- [ESG Standards and Inspections](#)
- [Habitability Example Checklist](#)

TA Resources:

- [Disease Risks and Homelessness](#) - landing page for resources on a wide range of topics
- [ESG-CV Notice Summary](#)
- [Flexibilities/Waivers Granted by the CARES Act + Mega Waiver and Guidance](#) - applicable Waivers on pages 11-14
- [Strategies to Design and Implement a Successful ESG-CV Program](#)
- [IDIS Fact Sheet for ESG and ESG-CV Funds Setup](#)
- [ESG-CV Quarterly Reporting Calendar](#)
- [National Alliance RRH Toolkit](#)

COVID Response Resources

Standing Up Infection Control Measures:

- [Alternative Approaches to Sheltering](#)
- [Shelter Preparedness Checklist](#)
- [Creative Staffing Solutions \(See Appendix 1\)](#)
- [COVID Informational Flyers](#)
- [Vaccine Messaging Toolkit](#)
- [Eligible ESG Program Costs for Infectious Disease Preparedness](#)

CDC and NHCHC Guidance:

- [Strategies for Proactive Universal Testing](#)
- [Guidance for Service Providers to Respond to COVID](#)

Contact Us...

- If you have any further questions, please contact us:
 - Annual ESG – Please reach out to your ESG Representative or ESG@hcd.ca.gov
 - ESG-CV – Please reach out to your Grant Administrator