

# ESG & ESG-CV Office Hours

09/08/2021



# How to ask a question...

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- Webinar questions:
  - Click “Q & A” chat bubble to submit a question to the team
  - Please insert your name, organization and region associated with your question, you will need to type it in the “Your Name” box
  - The team will read questions out loud throughout the presentation and will provide answers if possible
  - All questions will be saved and recorded as part of the public record



# Agenda

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- ESG Updates
- ESG-CV Updates
- Examples of Eligible ESG-CV Costs
- Q&A

# ESG Updates

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- All 2021 ESG applications are due by 5:00pm, October 19, 2021
  - 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 19<sup>th</sup> deadline)

# ESG Updates

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## 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.
- 'The application must include a completed Authorizing Resolution (AR) approved by the Applicant's governing board. The AR designates a person or persons responsible for, and authorized to execute, all documents related to the application for ESG funds and submittal of funds requests. Please see the instructions for completing the AR, along with AR form (template) on the ESG website. Failure to use the AR form provided by HCD will require execution of a corrected AR and may delay execution of HCD's Standard Agreement for ESG funds.
- 'If a governing body must prepare a separate resolution concurrently that conforms to its local standard, it may do so, so long as the AR (authorizing resolution) form provided by HCD is completed in full.'

# ESG-CV Reminders & Updates

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- Request for Funds (RFF) were due August 31st, with expenses through June 30th. Be on the lookout for communication from your Grant Administrator (GA) about any additional information or edits needed for this most recent submission.
- Please remember to not include Personally Identifiable Information (PII) on your RFF documentation. This includes not only client level data but also staff information.
- Accrual estimates for July 1st - present are required from each grantee immediately. Please ensure you have emailed your GA this information.
- Spending plans were due yesterday. If you hit submit, it went to HUD. Please send a PDF version to your GA today, if you have not done so already.

# Prior ESG Appropriations for COVID Response

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## **Applicability of this Notice to Annual ESG Funds:**

- In accordance with the authority provided by the CARES Act, the same flexibilities (including statutory exemptions, waivers, and additional eligible activities) established for ESG-CV funds in the CARES Act and this Notice apply to FY2020 and prior fiscal year ESG funds (“annual ESG funds”) a recipient uses to prevent, prepare for, and respond to coronavirus until September 30, 2022, subject to the following conditions:

# Prior ESG Appropriations (continued)

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1. Identify the specific activities and funding allocated to prevent, prepare for, or respond to coronavirus, and communicate those to your Annual ESG representative.
2. Report the amount of annual ESG funds expended to prevent, prepare for, and respond to coronavirus in the CAPER by component type for each annual grant.



# Examples of Eligible ESG-CV Costs

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## Core Components

1. Street Outreach
2. Emergency Shelter/ Temporary Emergency Shelter
3. Rapid Re-Housing
4. Homeless Prevention

## Other Costs

5. Homeless Management Information System (HMIS)
6. Administrative Costs

# 1. Street Outreach

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## **Example A.**

Transporting individuals and families experiencing homelessness to medical appointments.

## **Example B.**

Providing personal protective equipment (PPE) to people experiencing homelessness and outreach staff.

## 2. Emergency Shelter

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### **Example A.**

Temporary emergency shelters to isolate individuals who have contracted coronavirus from other program participants and people experiencing homelessness and to expand capacity for non-congregate shelters when current shelter capacity is insufficient while maintaining social distancing protocols.

### **Example B.**

Shelter rehabilitation intended to keep shelters safe and functioning (roof repairs; fire safety systems; ventilation systems, etc.) or enable appropriate social distancing (installation of partitions; etc.).

**Please note that in the event of rehabilitation of any kind, an environmental review is required. In the event of an exemption, documentation is still required. Costs associated with completion of the environmental review are eligible under the ESG-CV Administrative Component.**

# 2.1. Temporary Emergency Shelter

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## **Example A.**

Paying hazard pay to recipient or subrecipient staff who put their own health at risk to continue to provide necessary services to individuals and families at risk of homelessness.

## **Example B.**

Transporting individuals and families experiencing homelessness to essential services facilities (i.e., transportation to medical care, vaccination events, and testing events).

# 3. Rapid Re-Housing

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## **Example A.**

Rental assistance to those who are literally homeless to mitigate the economic impacts caused by coronavirus and reduce the risk of COVID-19 infection by providing stable housing.

## **Example. B**

Training homeless providers on infectious disease prevention and mitigation.

# 4. Homeless Prevention

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## **Example A.**

Developing a strategy and recruiting landlords to provide housing to people at risk of homelessness.

## **Example B.**

Legal services (limited to those necessary to help protect program participants from losing housing where they currently reside or obtain other permanent housing).

# 5. HMIS

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## **Example A.**

Gathering and analyzing data to determine needs and other eligible activities determined by the recipient to prepare for coronavirus.

## **Example B.**

Evaluating program performance.



# 6. Administrative Costs

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## **Example A.**

Preparing budgets, schedules, reports, amendments, and agreements with subrecipients and contractors for program activities.

## **Example B.**

Monitoring and evaluating program activities **AND** Increasing grants management capacity for ESG-CV funding.

## **Example C.**

Administrative services performed under third-party contracts or agreements.

**SAVE THE DATE!**

**Webinar to  
Support ESG-CV  
Rollout**

**Who should attend?**

All grantees and staff from their ESG-CV sub-recipient partners are encouraged to attend—front line staff, supervisors, program directors, finance staff

**Topic:**

Building Staff Capacity with ESG-CV & Creative Uses of ESG-CV Funds

**Date:** Monday, September 20, 2021 from 9:30 to 11:00am

**Register here:**

[https://us06web.zoom.us/webinar/register/WN\\_YkpFOhn0R8aMOCiBluzQpQ](https://us06web.zoom.us/webinar/register/WN_YkpFOhn0R8aMOCiBluzQpQ)

**Look for an email with this information that you can forward to subrecipients**

# New HUD Resource!

## Direct vs. Indirect Costs

### Why is classifying costs as direct or indirect important?

By classifying costs as either “direct” or “indirect”, it governs how they are allocated (2 CFR 200.412). For additional information, see Section 10a, [Defining Direct and Indirect Costs of the Multifamily Housing Program Financial Management Toolkit](#).

Some examples of direct and indirect costs are as follows:

#### Direct Costs

Direct costs are those that can be specifically identified with a particular award or activity relatively easily with a high degree of accuracy. Examples of direct costs are the salary and benefits paid to a case manager, a rental assistance check paid directly to a landlord and mileage reimbursement for staff making home visits.

#### Indirect Costs

Indirect costs are those that have been incurred for “shared” or “joint” objectives and cannot be readily identified with any particular activity. Examples of indirect costs are rent, utilities, maintenance and other expenditures related to a shared space; and administrative and executive team functions that support multiple program areas.

For more information about indirect costs, please refer to the [CoC and ESG Indirect Cost Toolkit](#). The CoC and ESG Indirect Cost Toolkit was developed to assist recipients and subrecipients under the CoC and ESG programs to better understand indirect costs—such as facility or administrative costs—and how they can be calculated and charged under these programs. Recipients can use this toolkit to make an informed decision concerning the best method for computing and seeking reimbursement for indirect costs for their ESG and CoC funded programs.

Looking for definitions of the common CoC and ESG Program terms referenced throughout the Virtual Binders?

[Virtual Binders Glossary](#)

<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-esg-financial-management/overview/>

# ESG Resource Links

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[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

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## **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](#)

Questions?



# Contact Us...

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