

2019/2020
Emergency
Solutions Grants
(ESG)

Pre-Application
Meeting

May 20, 2020



AGENDA

- Welcome
- ESG Overview
- Funding & Application Process
- Application Types
- Application Submission & Deadlines
- Q&A Session
- Closing Remarks

Emergency Solutions Grant (ESG) Overview

- What ESG is NOT:
 - Easy funding to spend freely
- What ESG IS:
 - Funding to support Homeless or At Risk of Homelessness individuals and families ONLY
 - HUD funding with additional Local Requirements/Restrictions:
 - Many rules & documentation requirements
 - Limitations that can be frustrating
 - Reporting/Expenditure/Monitoring Requirements
 - Centralized Client Intake via Allegheny Link
 - Homeless Management Information System (HMIS)
 - Reimbursement-based
 - Critical resource to help our very vulnerable homeless and at risk of homelessness citizens

Funding & Application Process

Funding Sources Included:

- City & County direct entitlement 2020 ESG allocations
- City & County 2019 ESG-CV allocations
- Any PADCED ESG and ESG-CV funds received by County
- Any future COVID-related Federal or State allocations or awards of ESG funding received by City or County

Application Process:

- Single Application Process for existing & new grantees with:
 - 2 Applications
 - Shelter/Street Outreach
 - Homeless Prevention Rapid Rehousing
 - 2 Request for Proposals
 - Inspections/Fair Market Rent/Rent Reasonableness
 - Legal & Mediation Services
- Electronic Application & email only submission

Application Types:

Shelter/Street Outreach

2020 Funds & In General

- Shelter Eligible Expenses:
 - Essential Services
 - Shelter Operations
 - Major rehabilitation, renovation, or conversion
- Street Outreach Eligible Expenses:
 - Essential Services
- 1:1 Match Requirement
- Primarily existing providers, ESG-funded or not.

Application Types:

Shelter/Street Outreach

2019-CV Funds Changes

- Removed:
 - Match: NO Match requirement!
 - Habitability & Environmental Review: Waived for Temporary Shelters
- Added:
 - COVID: All costs must tie to COVID & be documented as such.
 - Cost time eligibility: HUD discusses costs from January of 2020 as being eligible for reimbursement – no firm date yet
 - Shelter: Adding Temporary or Permanent Shelter Capacity is allowable, both in preparation and/or during COVID health crisis and as part of the COVID economic recovery.
 - Street Outreach:
 - Geographic Targeting, especially Pittsburgh Police Zones 1, 2 & 5
 - Partnership rich strategies
 - Co-response model with public safety officials

Application Types:

Homelessness Prevention & Rapid Rehousing (HPRRH)

City/County HPRRH Local Program Overview

- Single Program implemented by multiple “Lead Agency” providers with service (i.e. inspections, Allegheny Link, HMIS) partners.
 - Uniformity for equitable client services
 - Uniform case management and rental assistance resource provision to clients
 - Uniform documentation requirements
- Lead Agency functions:
 - Client eligibility & documentation
 - Client needs assessment & documentation
 - Landlord negotiations/housing locator
 - 3rd Party payment (landlord, utility, etc.)
 - Client Case Management
 - Client Re-Assessments
- Centralized Intake, Assessment, including Pre-Eligibility Screen & Prioritization: Provided via ACDHS’s Allegheny Link. Lead Agencies get client referrals via Link
- Centralized Inspection/Fair Market Rent & Rent Reasonableness Services
- Back Again: Centralized Legal and Mediation Services

Application Types:

Homelessness Prevention & Rapid Rehousing (HPRRH)

2020 Funds: General

- Housing relocation and stabilization services and rental assistance as necessary to prevent the individual or family from becoming homeless
 - Annual income is below 30% median family income
- Financial Assistance
- Housing Relocation and Stabilization Services
- Client Determined Eligible as HP or RRH based upon Housing Status.
- Eligible Costs include:
 - Direct Client-related Staffing Costs
 - 3rd Party payments:
 - Rent: Total currently allowable is 12 months, but likely to change
 - Rental Arrears (max 6 months)
 - Forward Rent
 - Utility Arrears
 - Security Deposit
 - Etc.
 - Limited Organizational costs tied to Direct Client Services

Application Types:

Homelessness Prevention & Rapid Rehousing (HPRRH)

2019-CV Funds Changes

- Changed:
 - Annual income is raised from below 30% to below 50% median family income
- Added:
 - Funds must be used to assist those who are experiencing homelessness or at risk of homelessness due to the COVID 19 pandemic. Documentation will be required.
 - HPRP Lead Agencies are allowed to request up to 2.5% in administrative costs.

Application Types:

Homelessness Prevention & Rapid Rehousing (HPRRH)

2019-CV Funds General:

- Significant funding source to help with the imminent eviction crisis.
- City/County & others are working on a systems-based approach to ensure clients eligibility & needs are best matched to the most appropriate resources, inclusive of ESG HP.
 - ESG funded entities expected to implement changes in eligibility priorities and financial resources as needed.
- Provider Agency Capacity:
 - Staffing:
 - Time of Application
 - Ramp-up
 - Financial:
 - Reimbursement Based Contracts.
 - Other

Application Types:

Requests for Proposals

Soliciting vendors for specialized services to support the HPRRH Program:

- Inspections/Fair Market Rent/Rent Reasonableness
 - Vendor(s) selected will support all selected HPRRH Lead Agencies by undertaking unit inspections and undertaking Fair Market Rent and Rent Reasonableness calculations in keeping with HUD & Local protocols.
 - Strict timelines for completing per-unit assignments.
 - Documentation standards
- Legal and Mediation Services
 - Vendor(s) selected will support all selected HPRRH Lead Agencies by providing eligible legal and mediation services

RFP Process:

- Separate RFP Process. Do NOT use ESG Application materials or instructions. Only follow what's in the RFP itself.
- Separate location of RFP.
 - Located here: <https://pittsburghpa.gov/beacon/bid-opportunities.html>
- Different Deadline

Application Submission:

Requirements

- Required for ALL applicants:
 - Topic Specific General Application
 - Budget
 - Budget Narrative
 - Proof of Insurance
 - Staffing Chart
 - Job Descriptions
- 2020 ESG Applicants:
 - Must provide Match documentation
- New Applicants
 - No contract with City/County in past 3 yrs
 - Must also submit Attachment A
- Renovation:
 - Must also submit Attachments B and C

Application Submission:

Implementation Example

Steps:

1. Pick Shelter/Street Outreach or HP RRH or both
2. Review which attachments are required for your agency & gather additional documents
3. Fill out application, completely & concisely.
 - Jump into how you are set up to succeed in providing ESG-eligible services & how you excel at ESG services or are set-up to excel even if this is a new program/funding source to you.
4. Determine ESG-2020 or ESG 2019-CV or both.
5. Complete budget narrative:
 - You set your own template. Goal is for you to explain what you want the funding for and how you will use it.
6. Review the check-list and make sure you have prepared everything
7. Follow the to-be-posted document labeling and zip-file creating instructions.
8. Email Application by the deadline using submission instructions.

Application Submission:

How to Submit

- Application materials must be submitted as a Zip folder
 - Ensure all documents are named accurately
 - Double check all required documents are ready
 - Select all documents to be submitted
 - Right click >> "Send To" >> "Compressed (Zip) Folder"
 - You may have to make sure none of the items are open prior to sending to zip folder
 - Attach Zip Folder to email
 - Submit!



Application Submission:

Deadlines

Day	Date	Time	Activity
Wednesday	May 20th	2:30pm	Application Proposal Information Session via Zoom. Registration information located here: https://pittsburghpa.gov/omb/grant-opportunities
Wednesday	May 27th	2:30pm	Application and Request for Proposals content-related questions due to ESGApplication@AlleghenyCounty.us . These are questions applicants have concerning clarity on programmatic elements, application and proposal elements and budgets that are related to everything except for the technical aspects of how to submit the application.
Monday	June 1st	2:30pm	Application and Request for Proposals technical related questions must be submitted to ESGApplication@AlleghenyCounty.us . These are only questions related to how to technically complete and submit the application and related documents.
Wednesday	June 3rd	4:00pm	Shelter/Street Outreach and Homelessness Prevention and Rapid Rehousing Applications due to ESGApplication@AlleghenyCounty.us .
Monday	June 8th	4:00pm	Inspection/FMR/Rental Reasonableness and Legal & Mediation Services Requests for Proposals due. Visit https://pittsburghpa.gov/beamcon/bid-opportunities.html for submission details.

Q & A: Now

- Submit “I have a question” through the chat feature, please send to Everyone. We will call on you.
- We have limited time and may not be able to answer all questions. Additional questions may be sent to ESGApplication@AlleghenyCounty.us by deadlines below:
 - Content questions: 5/27/20 by 2:30pm
 - Tech questions: 6/1/20 by 2:30pm
- Questions that are applicable to all applicants will be posted in a Q&A format here (same info will be on both sites):
 - County:
<https://www.alleghenycounty.us/economic-development/residents/emergency-solutions-grants.aspx>
 - City:
<https://pittsburghpa.gov/omb/grant-opportunities>

Closing Remarks

- Thank you for attending
- Hope to receive applications from you

- Quick reminders:
 - All questions to ESGApplication@AlleghenyCounty.us
 - Applications due June 3rd by 4:00pm
 - Proposals due June 8th and to be submitted per instruction located within the RFP document.

We look forward to working together to help our community's homeless and at risk of homeless individuals and families.

