

ESG and HOPWA Q and A Webinar- March 29, 2019

1. Good morning, On the Emergency Shelter 1 application, #7 Case Management: states "Describe services for which you are seeking DCA ESG Shelter funding in the table provided at the end of this application". I am unsure where this particular table is found on this application. Thank you.

There is a table in the application which has a listing of Emergency shelter services.

2. Hello, on Emergency Shelter 1 application, #3 Equal Access Family Definition - for the ones that do not apply to my agency, do I check "N/A, this project does not serve families" OR "No, the applicant is unable to comply with this HUD provision". I am totally unsure which one needs to be chosen. Thank you.

These are 2 distinct questions so the applicant would choose the one that is applicable to his/her organization.

3. How do you calculate project costs per person in the Support Services app if you are asking for case management for the Shelter? We are also submitting a Shelter application. Case Management is not a separate and distinct program and relies upon the Shelter budget. Does this make sense?

Each ESG project type will require its own set up in HMIS and households served would need to be enrolled in these projects.

4. For HMIS funding, can you request funding for the data quality person that oversees the data compliance and corrections or simply the staff that enters the data initially.

Data Entry is the eligible line item for ESG HMIS project. The staff person's job description and time allocation would need to be submitted.

5. Can you please provide more information on what "supportive services" covers?

The ESG Supportive Service project has 3 sub categories from which applicants can apply: Transportation, Child Care and Case Management. Only 1 category of the Supportive Service application is applicable per applicant.

6. Can street outreach cover a salary for an employee or a vehicle?

Engagement Personnel and staff transportation are some of the street outreach reimbursable expenses.

7. Can you reiterate the question about how to process board member info.....are you saying that we have to have one page for each board member...or can we send an excel sheet with all board members to include individual member attributes

Each board member information will need to be entered on the List of Board Members panel. A new text box will automatically populate in order to accommodate the number of board members that need to be entered.

8. Bulk of agency' s work occurs in 2019 vs 2018, due to late funding. How do we note this?
Throws off our avg. cost tremendously.

The reviewers are aware that it is a calendar year and not the grant year that the persons served information is being asked for.

9. Language access plan - do we need a form for each program or one with all programs listed as compliant?

An acknowledgement form is required per applicant.

10. Is match required for Hotel/Motel Voucher or Outreach?

100% Match is required for all ESG Projects.

11. REHO: HMIS. Do we add the total requested to the final number of Reho request or leave out?

If this question is about HMIS and Rapid-Rehousing, only the Rapid Rehousing information should be on the submit page of your Rapid Re-housing application.

12. This is our first application and we are applying for HMIS. Is there a separate application for this.

There is not a separate application for HMIS funding this year. Only agencies in BOS funded for Rapid Rehousing or Emergency shelter will be considered for HMIS funding. Please refer back to your Application workshop PowerPoint presentation.

13. What period of time should our financial statements cover?

Most recent annual financial statements

14. I am not able to cut and paste my documents, is this a setting that I need to do?

Applicants are able to copy and paste into HSONline. The shortcuts for copying and pasting: control C and control V.

15. For Rapid Rehousing, it is asking for total numbers served in 2018 for Jan 2018-Dec 2018. However, this grant is a 15 month grant. Therefore, our numbers are low which makes our cost seem alot higher per client/household. Will this lower our score and/or impair our funding?

The reviewers are aware that it is a calendar year and not the grant year that persons served information is being asked.

16. When completing the budget section are we to report the total program budget or only previous ESG a Just confirming,

The Project budget asked for ESG Request, Matching, and Total.

17. A letter of consistency is not needed when applying for BOS Hotel/Motel & BoS Street Outreach projects that will not be housed in the HUD consolidation plan jurisdiction.

Projects located in the 22 local jurisdictions listed on the application should submit a completed certification of consistency form. The contacts for each of the jurisdiction are located in the ESG Application Guideline Manual.

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19. Will we be able to print the completed application after we submit it?

Yes, you will have the option of printing a PDF copy of the application after submission.

20. If we plan to serve clients from Floyd county, do we need a Certificate of Consistency from the city of Rome?

Rome is one of the 22 local jurisdictions that a certification of consistency is required.

21. I need the following for the Rapid re-housing grant application forms:

- 15 month budget projection
- Memorandum of Understanding
- Prevention/RRH Projections

The 15-Month Projections are not required forms for 2019. Memorandum of Understanding originates with the applicant.

22. We have submitted our entire application, and once that was complete and we went to print PDFs, one is not coming up. We can see all five dates/times submitted, it states 5 were submitted, but there are only 4 PDFs. Suggestions?

Please send an email to HSONline@dca.ga.gov describing this issue.

23. HMIS funds applied for never show up in the total for the program...will those be awarded on top of the shelter or rrh program we applied for? Just felt uncertain since they never show up anywhere on any of the final pages after submitting...

Only the Rapid Rehousing information should be on the submit page of your Rapid Re-housing application.

24. The match has to be ESG eligible activity - but does it have to be ESG eligibility for that particular grant? As in match for RRH has to be match for the RRH program, correct - can't use match from Emergency Shelter, correct?

Match cannot be duplicated. Applicants need to ensure that match and ESG award both meet the eligibility of the service provided.

25. the last session it was asked if we used just ESG funding or match for numbers and it was answered yes. So we do include the match ie if legal if provided to shelter clients we include those as well

Applicants need to ensure that match and ESG award both meet the eligibility of the service provided.

26. If case management is done by more than one person do we list the names or just the position for example shelter advocates

If salary is requested for staff, the staff person's job description and time allocation would need to be submitted.

27. Please confirm that HOPWA application also requires a financial match.

HOPWA Application do not require financial match. Please write the leveraging services with HOPWA Program in the narrative section.

28. Does all of the ESG supplemental documents need to be filled out if we are applying for the HOPWA based grant?

Only the Organizational Documents and the HOPWA Application needs to be completed for HOPWA.

29. Just confirming, if you apply for Homeless Prevention with casemanagement, then you would complete the ESG Supportive Services application on line, correct

Applicants decide which ESG project types to apply for. Homeless Prevention and Supportive services are 2 separate applications. Case management is an eligible line item in the Homeless Prevention application. Case management is 1 of the 3 sub-categories for the Supportive service application.

30. Is a letter of consistency needed for ESG supportive services if located in the 22 county jurisdiction.

Certification of Consistency is required for any ESG housing or service projects.

31. For two of the questions on the application there is one answer, if I previously answered that question can I put see see answer 13 for the one answer?

Please answer each questions so the information is available for the reviewers.

32. My applications are completed. However I am waiting on my Supplemental Documents from the City. Can I submit my applications now? and upload the supplemental documents when the my City officials signs them?

Applicants can re-submit applications up to the deadline date of April 2nd 2019 at 12 noon.

33. Just confirming, If you receive funds from HUD/DCA for projects, but you are applying for a project that you are not currently funded for, you would put n/a for any information concerning 2018. (i.e. policies and procedures) and check new agency for this particular grant

Applicants who are not currently funded are considered new applicants.

34. SO do we need to do an LEP acknowledgement form for each grant then?

An acknowledgement form is required per agency.

35. I heard you say in this presentation that match has to be for ESG eligible activities. I've always understood that the match has to be specific to the grant you're matching. Can ESG emergency shelter matching money count for RRH match? I hope this makes sense.

Match cannot be duplicated. Applicants need to ensure that match and ESG award both meet the eligibility of the service provided.

36. Do we need to submit the hotel addresses for the Hotel/Motel application on the application or in the supplemental documentation?

Questions asked about the hotel/motel should be answered as requested.

37. Do we need to list the Hotels we plan to use as Primary Site Names on the hotel/motel application?

The primary sites are the locations where the applicants offer services and not the sites for 3rd party entities that the applicants may have agreements or relationships with.

38. So I am understanding that if my budget is greater than 100K we must submit audited financials

As stated in the application PowerPoint Presentation: Organizations that expends greater than \$100,0000 in state funds must submit (independently) audited financial statements.

39. If we are applying for Hotel/Motel funds and Supportive Services funds, should our HMIS name be the same for both if they are for the same program?

HMIS naming configuration should closely match the description of the project type. Each ESG Project type should have a different name.

40. Will we need to enter clients in HMIS twice for each grant if awarded Hotel/Motel and Case Management?

Each ESG project type will require its own set up in HMIS and households serve would need to be enrolled in these projects.

41. If we are receiving CoC funds for RRH, can these funds be used as match for Hotel/Motel?

Applicants would need to make sure the HUD CoC matching funds have not been and will not be used to match any other Federal program's funds nor any other ESG grant. Additionally, some CoC activities may not be eligible ESG activities and vice versa.

42. Do we need to turn in a hud apr report for the grants?

No HUD APR are required to be submitted with the grant. DV agencies will be contacted if additional data quality reports are needed.

43. If an application is submitted for street outreach or supportive services, can an organization that receives funding for PATH, can you still apply for street outreach or supportive services funds

ESG funds cannot be used to serve PATH eligible clients.