

ESG & ESG-CV Office Hours

2/2/2022



How to ask a question...

- Question Format:
 - 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/ESG-CV Updates
- Office Hours Update
- ESG/ESG-CV Q&A
- Brown Bag Session: ESG New Provider Orientation

ESG Updates

2021 ESG Applications

- Currently under Review
- Award announcements are anticipated in February 2022

2020 ESG (annual) Contracts

- Remember that only **Direct** activity costs can be expensed on your RFF.
- Do not submit 'overhead' charges under an activity (RRH, HP, HMIS, SO) unless they are 'Indirect' costs and you have **identified them as such**. If you are not claiming indirect costs and were not awarded Admin money, you will need to find another funding source.

ESG Updates

Mini-Monitoring (asking for back up documentation) - REMINDER

- You will be asked to provide **backup documentation for 2 expenses** on every RFF/DER submitted
 - **For example**, if you submitted expenses for RRH (rental assistance), you may be asked to submit a copy of the lease, copy of the check to the landlord and/or the intake form.
- Your ESG Grant Rep will send you an email with the identified expenses, RFF# and the type of documentation you are required to submit to them (within 5 business days).
- **This will be part of the workflow process going forward.**

ESG Updates

ESG Team Members:

- Diana Prado
- Giovanni Martinez
- Sarah Theobald
- Tuesday Cool
- Sam Lieu
- Anthony Zepeda

We have realigned our grant management territories. You may have a new ESG Grant Rep.

Please reach out to your Rep or contact us at: ESGNOFA@hcd.ca.gov

ESG-CV Reminders & Updates

- Grant Administrators sent a request to all sub-recipients on 1/28 for the contact person/email address of the person that will be responsible for uploading monitoring documents to HCD's monitoring site. If you did not provide this information to your Grant Administrator, please do so as soon as possible.
- All ESG-CV sub-recipients that provided their contact information should have received an email from HCD with a link to access the monitoring site. Please contact your Grant Administrator if your contact person did not receive an email with the link to access the site.

HCD Office Hours Updates

Upcoming Office Hours topics:

- 2/9/2022: CA HCD ESG-CV Monitoring
- 2/16/2022 Housing First Principles
- 2/23/2022: Trauma Informed Practices
- 3/2/2022 Coordinated Entry System: Assessing the Assessment

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](#)

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](#)

Questions?



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

ESG New Provider Orientation

- Karen Kowal
- Matt White







Program Components for HCD ESG-CV

- Rapid Re-housing (RRH)
- Homeless Prevention (HP)
 - Only eligible for ESG-CV1
 - Eviction moratoria impact participant eligibility
 - HCD is disallowing homelessness prevention **rental assistance** to avoid duplication of benefits and make sure that beneficiaries can access the ERAP that provides up to 12 months of assistance
- Emergency Shelter (ES) & Temporary Emergency Shelter (TES)
- Street Outreach (SO)
- Homeless Management Information Systems (HMIS)
- Administration





ESG-CV: Program Components and Eligibility

Components	Homeless	At Risk
Street Outreach	<ul style="list-style-type: none"> ✓ Category 1 <u>OR</u> ✓ Category 4* <u>AND</u> ✓ Must be living on the streets (or other places not meant for human habitation) and be unwilling or unable to access services in emergency shelter 	
Emergency Shelter	<ul style="list-style-type: none"> ✓ Categories 1, 2, 3, 4 	
Homelessness Prevention	<ul style="list-style-type: none"> ✓ Categories 2, 3, or 4 <u>AND</u> ✓ Below 50% AMI 	✓ (any category)
Rapid Re-housing	<ul style="list-style-type: none"> ✓ Category 1 <u>OR</u> ✓ Category 4* 	

* May qualify under Category 4 if also lives in emergency shelter or other place described in paragraph (1) of the “homeless” definition



Participant Eligibility Documentation

- Policies must establish order of preference:
 - third-party documentation first
 - intake worker observations second
 - certification from the person seeking assistance third (self-cert)
- Already available documentation
 - Discharge paperwork
 - HMIS service transactions



Order of Priority for Documentation

Strength of Documentation

Third-Party	<ul style="list-style-type: none">• HMIS (or comparable database) record(s)• Written referral by another housing or service provider (incl. law enforcement, healthcare, educators, or other professionals) – only for specific instances client was encountered• Written observations by front-line staff or outreach workers• Written physical observation by community members (intake workers must use professional judgment to determine if the source is reliable) – only for specific instances was encountered• Written certification by a housing or service provider in their professional capacity
Second-Party	<ul style="list-style-type: none">• Written physical observations by intake workers based on professional judgment <p>Limitations:</p> <ul style="list-style-type: none">• Always document due diligence in attempting to obtain third-party documentation• Must include specific circumstances/conversations that led staff to believe, in their professional judgment, that the information is accurate
First-Party	<ul style="list-style-type: none">• Self-certification by the individual or head of household seeking assistance <p>Limitations:</p> <ul style="list-style-type: none">• Always document due diligence in attempting to obtain third-party documentation• Must include specific locations and/or time periods



Exceptions to Preferred Order

- **Lack of Third-Party Documentation must not prevent:**
 - Immediate access to Emergency Shelter
 - Receiving Street Outreach Services
 - Immediate access to shelter or services provided by a victim services provider
 - ***To protect the safety of individuals/families fleeing or attempting to flee DV the provider should attempt to obtain a third-party referral ONLY if the safety of the individual/family would not be jeopardized.***



Evaluation of Participant Eligibility and Needs

- Recipient or subrecipient must also conduct an initial evaluation of all households that present for assistance to determine:
 - Eligibility for ESG assistance
 - Amount and type of assistance necessary for household to regain stability in permanent housing
 - Income eligibility for Homelessness Prevention
- Must comply with the ESG written standards
- Must comply with CoC coordinated entry system



Evaluation of Participant Eligibility- Income

- Income criteria do not apply to:
 - Street Outreach
 - Emergency Shelter
 - Rapid Re-Housing at Initial Evaluation
- Rapid Re-Housing Annual Re-Evaluation
 - Household income must not exceed 30% AMI
- Homelessness Prevention Initial Evaluation
 - Household income is less than 50% AMI
- Homelessness Prevention 6-Month Re-Evaluations
 - Household income must not exceed 50% AMI
- Use Annual Income, not Adjusted Income



Other General Requirements for Grantees

- Participate in HMIS
- Participate in Coordinated Entry
- Operate programs according to Written Standards, including process for termination of assistance

Additional ESG/ESG-CV Flexibilities





Newly-Added Additional Eligible Activities (ESG-CV Notice CPD-21-08)



Sponsor-Based Rental Assistance

In addition to tenant-based and project-based rental assistance, funds may now be used for sponsor-based rental assistance (see p. 22-23 of the Notice for more information).



Renter's Insurance

Funding for renter's insurance for rapid re-housing and homelessness prevention program participants. Must be necessary to obtain/maintain housing (e.g., landlord requirement). Payment must be made directly to the insurance company on behalf of the program participant.



Laundry Services

Outreach funds may be used to provide laundry services (e.g., laundry trucks to outdoor locations where people reside).



Furniture & Household Furnishings

Rapid re-housing and homelessness prevention funds may be used to buy furniture and household furnishings for participant use while they are receiving assistance.



Essential Services

Services available to those receiving rapid rehousing or homelessness prevention assistance are expanded to include all listed at 24 CFR 576.102(a)(1).



Personal Protective Equipment (PPE)

Purchase of PPE (e.g., masks, hand sanitizer, etc.) for program participants as an essential service under emergency shelter and street outreach and for program participants receiving homelessness prevention and rapid rehousing.



Vaccine Incentives

Cash payments of up to \$50/dose to people experiencing homelessness as an incentive to receive the coronavirus vaccine.



Centralized/Coordinated Assessment

Additional costs to update/enhance/operate a coordinated entry system under 24 CFR 576.400(d). Documentation must show the use of funds is limited to an increase in system costs due to coronavirus. Recipient use of funds must be coordinated with the Continuum of Care (CoC).



Expanded Use of Cell phones & Internet

Costs to provide temporary cell phones for individuals and families experiencing homelessness, receiving rapid rehousing (CoC, YHDP, ESG) receiving ESG homelessness prevention, or residing in permanent supportive housing (CoC or YHDP). Cell phones must be owned by the recipient/subrecipient and loaned to participants. Wireless service plans must be the recipient/subrecipient's.



Existing Additional Eligible Activities (originally included in ESG-CV Notice CPD-20-08)



Handwashing Stations & Portable Bathrooms

Funds may be used to install and maintain handwashing stations and bathrooms in outdoor locations for people experiencing unsheltered homelessness.



Volunteer Incentives

Funds may be used to provide reasonable incentives to volunteers who have been/are currently helping to provide necessary street outreach, emergency shelter, essential services, and housing relocation and stabilization services during the coronavirus outbreak.



Training

Funds may be used for training on infectious disease prevention and mitigation for staff working directly to prevent, prepare for, and respond to coronavirus among persons who are homeless or at risk of homelessness. This training is not considered an administrative cost and is, therefore, not subject to the administrative cap on funding.



Temporary Emergency Shelters

Funds may be used to pay for the following costs related to temporary emergency shelters: leasing of real property, acquisition of real property (up to \$2.5 million per real property), renovation, shelter operations, services. Additional requirements for temporary emergency shelters are established in Section III.E.3.a of the Notice.



Landlord Incentives

Funds may be used to pay for landlord incentives for up to 3 times the rent charged for the unit, including signing bonuses, security deposits, repairing damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit, and cost of extra cleaning or maintenance.

Hazard Pay

Provide 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.

Additional Program Flexibilities



No cost limitation ES: No further limitation on costs of providing emergency shelter or temporary emergency shelter. ESG-CV funds may be used to pay for emergency shelter and temporary emergency shelter costs as needed.



No time limit for rental assistance: No time limitation on services or rental assistance while receiving ESG-CV assistance. Rental arrears are capped at 6 months and grant funds must be expended by ESG-CV expenditure deadline.



Vacancy payment: Project-based rental assistance may pay for rent for a maximum of 30 days from the end of the month in which a unit was vacated while attempting to house another eligible program participant in that unit.



Additional Program Flexibilities

- **Subleases:** Participants may enter into subleases when receiving rapid re-housing or homelessness prevention assistance
- **No habitability for HP housing relocation/stabilization:** Recipients/subrecipients must ensure housing meets minimum habitability standards or Housing Quality Standards before helping a participant remain in or move into housing. Housing relocation and stabilization services for participants receiving homelessness prevention assistance may be provided without conducting a habitability or HQS inspection
- **Case management:** Recipients/subrecipients providing housing stability case management may provide those services for up to 60 days while the participant is seeking housing



Additional Program Flexibilities

- **Subawards to Indian Tribes:** No limitations on sub-awarding funds to Indian tribes and tribally-designated housing authorities
- **Temporary Emergency Shelter:** Allows conversion of Temporary Emergency Shelter acquired or improved with ESG-CV funds into Emergency Shelter without triggering disposition requirements
- **50% AMI for Homeless Prevention:** At risk of homelessness definition income limited raised from 30% of AMI to Very Low-Income limit of the area

Addressing Challenges in Rapid Rehousing for New Projects





Rapid Re-Housing Requirements

Providers administering RRH projects must ensure the following steps are completed when providing rental assistance to participants/clients:

- Lease (in client name, and is between client and landlord)
- Rent reasonableness determination
- Habitability Inspection
- Lead Based Paint notice (only if the building was built before 1978, and/or if there is a child under 6 and/or pregnant woman in the household)
- Rental Assistance Agreement (this is completed between the landlord and provider agency)



Rapid Rehousing Best Practices

1. Housing Identification

- Client choice of location
- Focus on landlord engagement, recruitment, retention (project vs. agency vs. system)
- Specialized project staff dedicated to landlord recruitment and retention
- Formalized partnership with landlord/property management company
- Offer flexible package of landlord incentives based on local market standards



Rapid Rehousing Best Practices

2. Move in and rent assistance

- Progressive assistance with regular recalibration (individualized rather than a “package” of assistance)
- Flexible length and depth of financial assistance
- Avoid “cliff effect” with step down assistance
- Leverage other, local resources for other household needs
- Establish clear work flows for processing financial assistance payments
- Plan for unpredictable but urgent costs
- Track and frequently update current and projected spending



Rapid Rehousing Best Practices

3. Housing-focused Case Management

- Focus on resolving the current crisis, RRH is not an anti-poverty program
- Housing First
- Trauma-informed, strengths-based approach
- Support participant choice
- Provide individualized, flexible, household-specific services
- Closing the case – each participant has a plan for future housing crises

ESG New Provider Orientation

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