Merced City and County Continuum of Care 2021 Federal Emergency Solutions Grant Balance of the State (BoS) Local Application

Due: September 27, 2021

Please submit local application and all attachments to the

Collaborative Applicant by 12:00 noon

Applications may be sent via e-mail to the following address,
collabapp@countyofmerced.com
or dropped off in person at the following location,
2115 West Wardrobe Ave, Merced

Introduction

The Merced City and County Continuum of Care (CoC) is looking for qualified public or private agencies to apply for the 2021 Federal Emergency Solutions Balance of the State Grant Noncompetitive Application and the Regional Competitive Application.

The ESG program provides funding for the following objectives:
- Engaging individuals and families experiencing homelessness;
- Improving the quality of Emergency Shelters (ES) for individuals and families experiencing homelessness by helping to operate these shelters, and by providing essential services to shelter residents;
- Rapidly re-housing individuals and families experiencing homelessness; and
- Preventing families and individuals from becoming homeless.

The BoS allocation is made available based on recommendations from CoC in two ways:

1. Through a noncompetitive process
2. Through a regional competition process.

Role of the Merced City and County Continuum of Care

The California Department of Housing and Community Development (HCD) receives funding from the United States Department of Housing and Urban Development (HUD) for the Emergency Solutions Grant (ESG) program. Approximately $5 million in new federal funds, as well as additional disencumbered funds that may become available later this year, will be allocated to the eligible Continuum of Care (CoC) Service Areas.

As noted on page 4 of the 2021 Federal Emergency Solutions Grant Balance of State Allocation Notice of Funding Availability,

"CoCs play an integral role in recommending homeless provider applicants who compete for funds within their local procurement process. Applications from homeless providers shall only be considered if they are recommended by the CoC where the proposed activity is located. CoCs are required to submit the CoC recommendation package, which can be found on the ESG website with the ESG application. A maximum of two applications may be recommended from each CoC for the regional competition, and two applications for the noncompetitive funding.

In making these recommendations, the CoC must follow a fair and open process that meets the requirements of 25 CCR 8404. In addition, CoCs must submit a letter of recommendation that certifies the provider selection process was compliant with the requirements of 25 CCR 8404, 8408, & 8409. Among other things, CoCs are responsible for ensuring that the grantee will:

- provide eligible sources of matching funds;
- operate consistently with system-wide written standards, adopted by the CoC for the proposed eligible activity;
- enter data into the applicable community-wide Homeless Management Information System (HMIS) operated by the CoC; and
- Use the CoC's Coordinated Entry System (CES) in a manner that prioritizes access to people with the most severe needs and otherwise promotes consistency with Core Practices.
- Applicants can be recommended for both the noncompetitive application and the regional competition application.
- Project Impact and Effectiveness scoring will be based on if the CoC Service Areas have shown improvement in either of the following two measures over the 12-month period ending September 30, 2018: 1) Exits to permanent housing; or 2) Number of Chronically Homeless served as measured by HUD.

FUNDING AVAILABLE

Non-Competitive

There is **$161,967** available for **BoS Noncompetitive Funding.** Allowable ESG Amounts under Noncompetitive Rapid Rehousing (RRH) set aside are:

- Rapid Rehousing
- Street Outreach Max 10% of total requested application amount
- Homelessness Prevention Max 10% of total requested application amount
- HMIS Max 10% of total requested application amount

Competitive Regional

BoS Competitive Regional Funding provides up to an amount of $1,019,719 for the **entire** region (Central and Imperial Valley). Entities can apply for a minimum of $75,000 and up to a maximum of $200,000 for each of the three eligible activities:

- Rapid Rehousing $75,000 Min and $200,000 Max
- Emergency Shelter $75,000 Min and $200,000 Max
- Street Outreach $75,000 Min and $200,000 Max

Entities can request the following amounts as part of their requested application amount:

- Homelessness Prevention 10% of total requested application amount, not to exceed $20,000
- HMIS 10% of total requested application amount, not to exceed $20,000

Local 2021 Emergency Solutions Grant (ESG) Application

The Merced City and County Continuum of Care (CoC) is looking for qualified public or private agencies to apply for funding provided by the State of California through the 2021 Federal Emergency Solutions Grant Balance of the State Noncompetitive Application and Balance of the State Competitive Regional Application.

The goal is to engage the Chronically Homeless population countywide and help place them into appropriate housing utilizing resources as Rapid Re-Housing, Street Outreach or Homelessness Prevention programs for the Noncompetitive Application. Rapid Re-Housing, Street Outreach, Emergency Shelter, Day Shelters and Homelessness Prevention programs may be funded under the Regional Competitive Application. It is expected that the grantee will have had past experience that would promoted a successful program and has established relationships/collaborations with other like organizations.

The awarded grantee may use up to 10 percent of its ESG grant for the payment of administrative costs related to the planning and execution of ESG activities. This does not include staff and overhead costs directly related to carrying out eligible activities. Funds awarded cannot be used to supplant existing services being provided by the awardee.

Please complete the following questions:

1. **Does your organization currently have an existing Rapid Rehousing program or has it had one in the past?** ☐ Yes ☐ No If yes, please describe program in detail.

2. **Does your organization currently provide a street outreach program, street engagement activities or transportation services to homeless persons?**
☐ Yes ☐ No If yes, please describe existing programs in detail.

3. **Does your organization currently provide shelter or day shelter services to homeless persons?** ☐ Yes ☐ No If yes, please describe services provided.

4. **Does your organization manage an existing Homelessness Prevention Program?** ☐ Yes ☐ No If yes, please describe current program in detail.

5. **Please provide a brief narrative describing your organizations proposed project that you are seeking the CoC recommendation in order to submit an ESG NOFA Application.** *A project narrative shall include the following:*

   - Street outreach and engagement services in Merced city and county;
   - Rapid Re-Housing rental assistance program with a Housing Navigator who is dedicated to providing homeless persons' assistance in finding rental units.
   - Usage of HMIS for all client data entry and case management notations, including services provided and financial assistance provided.
   - Usage of the Coordinated Entry System and participation in CES meetings.
   - Demonstrated collaboration with existing providers of homeless projects.
   - Outcomes and Measurable
   - Staffing to Services ratios
   - Advancing Racial Equity strategies

6. **Please provide a proposed project budget that will support the Scope of Work and services that your organization program would be providing.**
ESG funding requires that the minimum grant award allowed per application for funds awarded under the regional competitive application is $75,000, and the maximum award allowed per application is $200,000.

7. **The Emergency Solutions Grant Program requires a dollar-for-dollar match. Please complete the following question regarding match.** *NOTE: Match includes all funds, resources, and/or in-kind services that the applicant can secure on behalf of clients being served by the proposed project. While match includes all cash matching funds, it is broader in scope, including any other services, supplies, equipment, space, etc. that are not included in your project budget noted above.*

    a. What **match will your agency provide?** *NOTE: Please provide a list of all funds, resources, and/or services with a brief description for each.*

8. **Does your agency currently participate in the Merced City and County CoC Homeless Management Information System (HMIS)?** ☐ Yes ☐ No

    a. If yes, please describe your involvement in detail.

    b. If no, please explain why?

9. **Does your organization participate in the Merced City and County CoC Coordinated Entry System (CES)?** ☐ Yes ☐ No

    a. If yes, please describe your involvement in detail.

b. If no, please explain why?
10. Required submissions:

Please submit the following with this application which can be found here:
https://gn.ecivis.com/GO/gn_redir/T/1abzym21xpfik

- IRS 501(C)(3) Tax Determination Letter;
- Articles of Incorporation;
- Agency By-Laws;
- Agency Organizational Chart.
- A financial statement to help determine the capacity of the agency to provide the federal required 100% match which can be cash and/or in-kind services and donations will be required and match budget included.
- CoC Outcomes by Race and Ethnicity (Two Forms)
- Indirect Cost Budget
- Cost Efficiency Form
- HMIS Database Report

11. If selected for recommendation, the following will need to be provided by October 13, 2021 (Forms can be found here: https://gn.ecivis.com/GO/gn_redir/T/1abzym21xpfik

- Government Agency Taxpayer ID Form
- STD 204 Form
- BOS Resolution (Must use template provided in packet)
- Certificate of Indirect Costs
- General Certifications

- **Appendix A – Housing First**

The Housing First model is an approach to: **1)** quickly and successfully connect individuals and families experiencing homelessness to permanent supportive housing **2)** without barriers to entry, such as sobriety, treatment or service participation requirements or **3)** related preconditions that might lead to the program participant's termination from the program. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

For more information, go to the following web pages:

- https://www.usich.gov/solutions/housing/housing-first

- http://www.endhomelessness.org/library/entry/what-is-housing-first

- https://www.hudexchange.info/training-events/courses/hud-and-usich-core-principles-of-housing-first-and-rapid-re-housing-webinar/

All ESG assisted projects shall operate in a manner consistent with Housing First practices as reflected in the Core Practices section of the state ESG regulations at 25 CCR 8409, and the CoC written standards and progressive engagement and assistance practices, including the following:

- Ensuring low-barrier, easily accessible assistance to all people, including, but not limited to, people with no income or income history and people with active substance abuse or mental health issues;
- Helping participants quickly identify and resolve barriers to obtaining and maintaining housing;
- Quickly resolving a participant's housing crisis before focusing on other non-housing related services;
- Allowing participants to choose the services and housing that meets their needs, within practical and funding limitations; and
- Connecting participants to appropriate support services available in the community that foster long-term housing stability.

Appendix B – Rapid Re-Housing

Rapid Re-Housing is a model of housing assistance that is designed to assist the homeless, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing. Rapid re-housing assistance is time-limited, individualized, and flexible, and is designed to complement and enhance homeless system performance and the performance of other homeless projects. While it can be used for any homeless person, preliminary evidence indicates that it can be particularly effective for households with children.

For more information, go to the following web pages:

- https://www.usich.gov/solutions/housing/rapid-re-housing

- http://www.endhomelessness.org/library/entry/rapid-re-housing-a-history-and-core-components

- https://www.hudexchange.info/training-events/courses/hud-and-usich-core-principles-of-housing-first-and-rapid-re-housing-webinar/

Appendix C

§ 576.108 Administrative activities.

(a) *Eligible costs.* The recipient may use up to 7.5 percent of its ESG grant for the payment of administrative costs related to the planning and execution of ESG activities. This does not include staff and overhead costs directly related to carrying out activities eligible under § 576.101 through § 576.107, because those costs are eligible as part of those activities. Eligible administrative costs include:

(1) *General management, oversight and coordination.* Costs of overall program management, coordination, monitoring, and evaluation. These costs include, but are not limited to, necessary expenditures for the following:

(i) Salaries, wages, and related costs of the recipient's staff, the staff of sub recipients, or other staff engaged in program administration. In charging costs to this category, the recipient may either include the entire salary, wages, and related costs allocable to the program of each person whose *primary* responsibilities with regard to the program involve program administration assignments, or the pro rata share of the salary, wages, and related costs of each person whose job includes *any* program administration assignments. The recipient may use only one of these methods for each fiscal year grant. Program administration assignments include the following:

(A) Preparing program budgets and schedules, and amendments to those budgets and schedules;

(B) Developing systems for assuring compliance with program requirements;

(C) Developing interagency agreements and agreements with sub recipients and contractors to carry out program activities;

(D) Monitoring program activities for progress and compliance with program requirements;

(E) Preparing reports and other documents directly related to the program for submission to HUD;

(F) Coordinating the resolution of audit and monitoring findings;

(G) Evaluating program results against stated objectives; and

(H) Managing or supervising persons whose primary responsibilities with regard to the program include such assignments as those described in paragraph (a)(1)(i)(A) through (G) of this section.

(ii) Travel costs incurred for monitoring of sub recipients;

(iii) Administrative services performed under third-party contracts or agreements, including general legal services, accounting services, and audit services; and

(iv) Other costs for goods and services required for administration of the program, including rental or purchase of equipment, insurance, utilities, office supplies, and rental and maintenance (but not purchase) of office space.

(2) *Training on ESG requirements.* Costs of providing training on ESG requirements and attending HUD-sponsored ESG trainings.

(3) *Consolidated plan.* Costs of preparing and amending the ESG and homelessness-related sections of the consolidated plan in accordance with ESG requirements and 24 CFR part 91.

(4) *Environmental review.* Costs of carrying out the environmental review responsibilities under § 576.407.

(b) *Sharing requirement.*

(1) *States.* If the recipient is a State, the recipient must share its funds for administrative costs with its sub recipients that are units of general-purpose local government. The amount shared must be reasonable under the circumstances. The recipient may share its funds for administrative costs with its sub recipients that are private nonprofit organizations.

(2) *Territories, metropolitan cities, and urban counties.* If the recipient is a territory, metropolitan city, or urban county, the recipient may share its funds for administrative costs with its sub recipients.

All ESG assisted projects shall operate in a manner consistent with Housing First practices as reflected in the Core Practices section of the state ESG regulations at 25 CCR 8409, and the CoC written standards and progressive engagement and assistance practices, including the following:

1. Ensuring low-barrier, easily accessible assistance to all people, including, but not limited to, people with no income or income history and people with active substance abuse or mental health issues;
2. Helping participants quickly identify and resolve barriers to obtaining and maintaining housing;
3. Quickly resolving a participant's housing crisis before focusing on other non-housing related services;
4. Allowing participants to choose the services and housing that meets their needs, within practical and funding limitations; and
5. Connecting participants to appropriate support services available in the community that foster long-term housing stability.