ESG & ESG-CV Office Hours
2/16/2022
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

- Announcements
- ESG/ESG-CV Updates
- Office Hours Update
- ESG/ESG-CV Q&A
- Brown Bag Session: Monitoring
ESG Updates

2021 ESG Applications
- We just finished our Review
- Award announcements will be mid-March 2022 (posted to our ESG webpage)

2020 ESG (annual) Contracts

Detailed Expense Reports (DERs)
- Use our DER form to submit with each RFF. If you need a blank one, contact your ESG Rep.
- Be detailed and itemize out as much as possible on the DERs
- **Staff Charges:** Provide Staff TITLES!
ESG Updates

2020 Contracts - continued

• Expenditure Deadline: July 7, 2022
  • Be sure you are expending your ESG annual funds
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

• ESG-CV Grant Administrators emailed the new RFF and Budget Revision excel sheets on 2/15/22 (if you did not receive these forms, please reach out to your GA).

• ESG-CV sub-recipients next steps are:
  • Review all attachments in the email sent by your GA
  • Complete the budget revision workbook and email it to your Grant Administrator IF: you currently have indirect costs in your eCivis budget and want to keep them, OR you need to update your budget amounts for direct and indirect costs (i.e. remove indirect or change the amount of indirect), OR you need to complete a planned budget amendment
  • Once approved via email, upload the budget amendment into eCivis
  • Submit your January expenses (and/or expenses prior to January) in February’s RFF using the old RFF form
  • Submit 2 RFFs in March using the new RFF form- 1 RFF for Direct Costs and 1 RFF for Indirect costs
  • For April, use the new RFF form (you can include both indirect and direct costs on the same RFF starting in April)
HCD Office Hours Updates

Upcoming Office Hours topics:

• 2/23/2022: Housing First Principles
• 3/2/2022: Trauma Informed Practices
• 3/9/2022: CES: Assessing the assessment
• 3/16/2022: Coordinated Entry System FAQ
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

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**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
Monitoring

- Chris Andrews
The State of California’s Department of Housing and Community Development (CA HCD) is required to monitor each program, function, or activity funded by its ESG & ESG-CV award.

Monitoring is not limited to a one-time event but is rather an ongoing process that assesses the quality of ESG & ESG-CV funded program performance over the life of the Standard Agreement and involves continuous communication and evaluation.

The goal of this process is to assist ESG & ESG-CV funded programs with improving performance, increasing capacity, and avoiding or remedying instances of non-compliance.
HCD’s grantees are required to monitor and report on the performance of their ESG & ESG-CV funded programs, including those implemented by:

- Internal departments and divisions
- Service providers and contractors
Roles & Responsibilities

- **HUD / HUD OIG**
  - Monitoring, Audit, & Oversight of CA HCD

- **CA HCD**
  - Monitoring & Oversight of Grantees
  - Internal Monitoring, Audit, & Oversight

- **Grantees**
  - Monitoring & Oversight of Subrecipients
  - Internal Monitoring, Audit, & Oversight

- **Subrecipients**
  - Local Program Implementation

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### Potential Monitoring Outcomes

<table>
<thead>
<tr>
<th>Outcome</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clearance:</td>
<td>No violation of the program regulations or Standard Agreement requirements</td>
</tr>
<tr>
<td>Concern:</td>
<td>A condition, that if not corrected, may result in a violation of the program regulations or Standard Agreement requirements</td>
</tr>
<tr>
<td>Finding:</td>
<td>A violation of the program regulations and/or Standard Agreement requirements</td>
</tr>
</tbody>
</table>

*Failure to address findings in accordance with the recommended corrective action may result in the temporary denial of reimbursement, repayment of previous reimbursements, or termination of the agreement.*
Conduct evaluation of all ESG-CV recipients to identify the risk of fraud, waste, abuse and non-compliance

Develop a roadmap that prioritizes monitoring higher risk grantees based on outcomes from the risk assessment

Complete a monitoring strategy for each grantee being monitored and notify grantee of monitoring plan and approach

Facilitate entrance and exit conferences and complete applicable monitoring checklists for each grantee

Prepare a summary report for each grantee outlining the outcome of the monitoring visit

Each grantee has 30 days to respond to monitoring letter, if applicable
Monitoring

- Chris Andrews