



2022 ESG Continuum of Care NOFA Allocation FAQ's

As of 06/28/22

| | QUESTION | ANSWER |
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| 1. | Can you give me a definition of Administrative Entity please? | An administrative entity (AE) is a unit of general-purpose local government approved by the Department to administer State ESG funds every two (2) years through the Solicitation of Interest process. An AE is selected by their Continuum of Care (CoC). The AE is responsible for administering ESG eligible activities. |
| 2. | What is the timeline for this funding? | Applications are due by 5pm on August 17, 2022. We anticipate making award announcements in December 2022. |
| 3. | What is the expenditure period for the 2022 contracts? | <p>The Recipient's (HCD) grant must be expended for the eligible activity costs within 24 months after the date HUD signs the grant agreement with HCD.</p> <p>Once applications are received, HCD makes every effort to score, rate and rank applications and make award announcements as quickly as possible. This process often shortens the length of the contracts term. Note: Awarded applicants will be allowed to incur eligible costs after the date of their award letter.</p> |
| 4. | Where can we find additional information about the new Homelessness Prevention requirements? | <p>The Homelessness Prevention Manual is on the ESG web page.</p> <p>Applicants that are awarded HP funding must develop policies and procedures outlining how they will implement their HP program. These policies and procedures must be submitted to HCD prior to reimbursement for HP expenses.</p> |
| 5. | Where can I find more information about Single Audit Requirements? | Please refer to page 2 of the 2022 CoC NOFA as well as 2 CFR part 200. |



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| 6. | Do we have to fill out the Racial Equity data this year, if we filled out last year? | Yes, this is an HCD requirement based on guidance from HUD. |
| 7. | Is a new resolution needed for this round of ESG funds? | Yes, a new resolution is needed for each NOFA. |
| 8. | Do we have to use the Resolution Template, or can we provide our own? | Yes, the template is mandatory however, if you would like to submit your own resolution in conjunction with our template, you can. Please note that applications received without the mandatory template may be deemed ineligible. |
| 9. | Can we submit a draft resolution to HCD to review? Our resolution generally follows the template, but County Counsel has inserted some required elements (such as the date of expiry for the Delegation of Authority). | No, the HCD ESG Team does not have the capacity to review resolutions prior to the application deadline. If you follow the resolution template, your resolution will be sufficient. |
| 10. | Are E-signatures allowed? | Yes, however if it is an E-signature for your Resolution then you will need to also include the approval of use for E-signatures from the Governing Board. |
| 11. | What if we cannot get a finalized resolution prior to the application deadline on August 17, 2022, since our Board is in recess? | Please email the ESGNOFA@hcd.ca.gov inbox with specific details so we can review for possible approval of a 'draft' resolution. |
| 12. | Is there a suggested amount/percentage to increase the dollar amount for the resolution? | We recommend that you double the amount of your allocation - insert 'not to exceed,' in your resolution. |
| 13. | Could you please help to provide the current Letter of Designee template for the 2022 ESG CoC Application? | Yes. Please email the ESGNOFA@hcd.ca.gov inbox and request a copy of the template. |



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| 14. | Are we able to access the webinar presentation somewhere? | Yes, the webinar is posted on the HCD website. http://www.hcd.ca.gov/grants-funding/active-funding/esg.shtml |
| 15. | What if I have questions about the application? | We are here to provide TA, so of you have questions please email the ESGNOFA@hcd.ca.gov inbox for questions. |
| 16. | What is the email support address for eCivis? | If you are having issues with eCivis (i.e., forgot your password, site is triggering an error message etc.) please contact support@ecivis.com . If you have ESG program questions or concerns regarding the application portion in eCivis please contact ESGNOFA@hcd.ca.gov |
| 17. | What if the person that filled out or started the application is no longer with our Agency? Can we change the user, so we do not have to start over? | Currently the eCivis system cannot change ownership of accounts in application status. They can only be changed once a contract is executed. We recommend, if you are able, to use a general email to create the account and complete the application, therefore multiple people can have access in the case of employee changes. |