

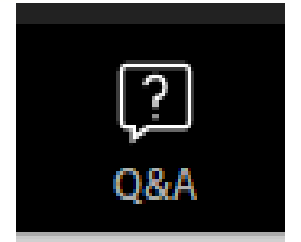
Emergency Solutions Grants (ESG) Program Office Hours – 2024 NOFA Application TA

March 12, 2025





How to ask a question...



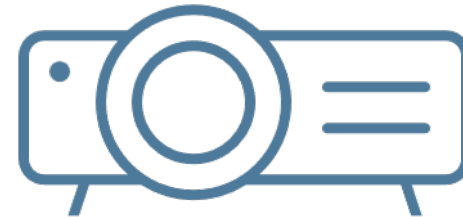
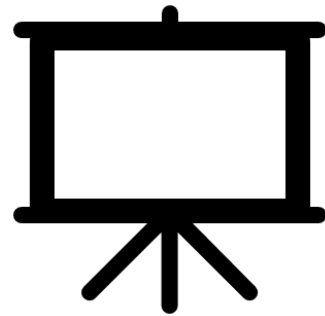
Question Format

- ❖ All Questions must be submitted in the Question & Answer (Q&A) Box:
 - Please type your organization name and question.
- ❖ The team will read questions out loud at the end of the presentation and will also provide answers (if possible) throughout the presentation.
- ❖ All questions and answers entered into the Q&A box will be recorded as part of the public record.



Slides and Recording

Both the slides and recording will be sent to all participants within two weeks of this event.





ESG Updates

2024 ESG NOFA Schedule*:

- ❖ Application Portal is **NOW OPEN**
- ❖ March 28th, 2025 – Applications Due in eCivis by 5:00pm (PDT)
- ❖ July 2025 – Award Announcement

**Dates are tentative and subject to change*



ESG - 2023 Grant Updates

❖ Performance Milestones Reminders:

- ❖ Expenditure deadline for 2023 contracts is August 17, 2025.
- ❖ Grantees are required to submit at least one Request for Funds (RFF) per quarter (we highly recommend monthly).
- ❖ 2025 ESG RFF Form

EMERGENCY SOLUTIONS GRANT PROGRAM REQUEST FOR FUNDS FORM



Draw Request # :

Contract # :

Reporting Period: -

Grantee Name:

Address:

City:

State & Zip:

HCD Representative:

Expiration Date:

Contact Person:

Contact Person Title:

E-mail:

Phone No.:

ESG EXPENDITURES BREAKDOWN

BUDGET BREAKDOWN			REQUEST THIS PERIOD	YEAR TO DATE BREAKDOWN		
Budget Component	Approved Budget	Previously Drawn	Draw Amount	Total Drawn	Percent Drawn	Budget Remaining
Emergency Shelter *	\$500,000	\$0	\$0	\$0	0%	\$500,000
ES Indirect Costs*	\$50,000	\$0	\$0	\$0	0%	\$50,000
Street Outreach	\$0	\$0	\$0	\$0	0%	\$0
SO Indirect Costs	\$0	\$0	\$0	\$0	0%	\$0
Homelessness Prevention	\$0	\$0	\$0	\$0	0%	\$0
HP Indirect Costs	\$0	\$0	\$0	\$0	0%	\$0
Rapid Re-Housing	\$0	\$0	\$0	\$0	0%	\$0
RR Indirect Costs	\$0	\$0	\$0	\$0	0%	\$0
HMIS	\$0	\$0	\$0	\$0	0%	\$0
HMIS Indirect Costs	\$0	\$0	\$0	\$0	0%	\$0
Administration	\$0	\$0	\$0	\$0	0%	\$0
Admin Indirect Costs	\$0	\$0	\$0	\$0	0%	\$0
TOTAL:	\$550,000	\$0	\$0	\$0	0%	\$550,000



ESG – 2023 Grant Updates

❖ Request For Funding Requirements

❖ First RFF:

- Full Back-up Documentation Required for all DER Line Items
- RRH & HP must have approved Policies & Procedures
- Redact all Personally Identifying Information (PII)



ESG – 2023 Grant Updates

❖ Request For Funding (RFF) Requirements

❖ Second (and subsequent) RFFs:

- Supporting documentation for two line-items per component
- Grantee to select the line-items to document*
- Include full client files for RRH and HP
- Redact all Personally Identifying Information (PII)

** HCD reserves the right to request additional documentation (as applicable)*



ESG Updates

General Updates:

- ❖ **2024 Contract Templates (Exhibits) are now posted on the ESG webpage**
- ❖ **Include your approved Policies & Procedures letters with your 2024 NOFA application**
- ❖ **Check your eCivis Accounts – correct contact information**
- ❖ **If you have submitted an RFF in eCivis, please look out for eCivis emails if the ESG team has returned the RFF for changes**



ESG Team Representatives

❖ Sam Lieu

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❖ Giovanni Martinez

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❖ Anthony Zepeda

Anthony.Zepeda@hcd.ca.gov

Please reach out to your ESG Representative listed above or contact us at:

[**ESGNOFA@hcd.ca.gov**](mailto:ESGNOFA@hcd.ca.gov)

ESG Office Hours – Spotlight Series

2024 ESG NOFA Application TA

ESG Program Team

March 12, 2025





ESG – 2024 NOFA: Resolutions

Can you confirm that the authorizing resolution must follow the template provided by HCD in order to be accepted as part of the ESG application?

Yes, applicants must submit their Authorizing Resolution on the HCD-provided templates

Our local governing body requires an authorizing resolution different than the required HCD template:

If your Governing Board requires a template that differs from the required HCD ESG Authorizing Resolution, then your agency may submit two resolutions:

1. The Required HCD ESG Authorizing Resolution; and
2. An Authorizing Resolution that conforms to the local standards of your Governing Board



ESG – 2024 NOFA: Resolutions

We are going to submit a 3-year Authorizing Resolution, do we enter the 3-year total or the 1-year total from Appendix A?

- For a 3-year Authorizing Resolution, you will list the 3-year amount in the Authorizing Resolution.
- For a 1-year Authorizing Resolution, you will list the 1-year amount in the Authorizing Resolution.

Why do we enter 150% in Section XX and 25% in Section XXX?

- For a 3-year Authorizing Resolution, you will list the 3-year amount in the Authorizing Resolution.



ESG – 2024 NOFA: CoC Recommendation Letter

Who signs the CoC Recommendation letter?

- The Authorized Representative for the CoC.

CERTIFICATION

Name: _____

Title of Authorized Representative*: _____

Signature of Authorized Representative*: _____

Date: _____

Must be signed by the Authorized Representative of the CoC



ESG – 2024 NOFA: Budget & Goals

Should we enter the 1-year or 3-year budget in eCivis at the time of application?

You should enter the 1-year total. The budget will be updated in subsequent years via an amendment.

For the Indirect Costs Budget Worksheet, should we enter the 1-year or 3-year amount in eCivis?

You should enter the 1-year amount.

We cannot enter our budget and/or project goals in eCivis.

Online example provided during Office Hours



ESG – 2024 NOFA: Indirect Cost Workbook

What is the Indirect Cost Workbook?

- If you are claiming Indirect Costs, the Indirect Cost Workbook identifies the Indirect Costs in your budget
- The Indirect Costs Workbook does not auto-populate so applicants will need to ensure their totals are correct.

What is our Indirect Costs Rate?

- Majority of applicants will claim the “De Minimis” Indirect Costs Rate of 15%
- Your Indirect Costs Rate for ESG will be determined by your Finance department/Accounting Team.



ESG – 2024 NOFA: Indirect Cost Workbook

ESG Proposed Budget

Grantee Name:	Example
Indirect Cost Method:	De Minimis
Indirect Cost Rate:	15%

ESG Amount Requested			
Activity Component	Direct Amount	Indirect Amount	Total Amount
Street Outreach	\$1,000.00	\$150.00	\$1,150.00
Emergency Shelter	\$0.00	\$0.00	\$0.00
Homelessness Prevention	\$0.00	\$0.00	\$0.00
Rapid Re-Housing	\$5,000.00	\$750.00	\$5,750.00
HMIS	\$0.00	\$0.00	\$0.00
Administration	\$0.00	\$0.00	\$0.00
Total	\$6,000.00	\$900.00	\$6,900.00

Budget Cap Compliance			
Activity Component	Max Allowed	Proposed	Compliant
SO & ES	\$4,140.00	\$1,150.00	Y
Administration	\$517.50	\$0.00	Y



ESG – 2024 NOFA: TIN & STD 204

Also, checking that form STD 204 is only required for a non-profit?

- Yes. Non-profits will submit a STD 204.
- Government entities will submit a TIN

Do these forms need to be signed by the authorized representative named on the resolution or can another position sign?

These forms should be signed by the person in your agency authorized to sign financial documents. It will vary agency by agency.

We cannot locate the sections in eCivis to upload the STD 204.

You can locate the upload slots at the bottom of the application, right below the Budget & Goals.



ESG – 2024 NOFA: General Questions

Where can we find all of the requirements for the 2024 ESG NOFA Application?

- Pages 15-16 of the 2024 ESG NOFA identify the Threshold Requirements for your application to be considered for funding
- Pages 16-17 also list the State and Federal requirements for the ESG program.
- The last portion of the ESG application lists all the Threshold Requirements of the eCivis Application



ESG – 2024 NOFA: General Questions

The 2024 Application is different than previous years, where can I find section XXXX?

- 2024 Application was streamlined to improve the overall process
- Changes in each Component Requirements (added some, deleted others)
- New Minimums required for Participant Triage, Written Standards, Coverage Areas, and Housing Problem Solving
- New requirements in Street Outreach and Emergency Shelter:
 - Diversion
 - Rapid Exit



ESG Resources

❖ ESG Webpage:

[Emergency Solutions Grants Program \(ESG\) | California Department of Housing and Community Development](#)

❖ 2024 ESG NOFA:

[2024-esg-nofa.pdf](#)

❖ ESG Program Team Contact:

ESGNOFA@hcd.ca.gov



Questions?



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