

The background is a deep blue gradient. On the left, three blue Christmas ornaments hang vertically, each with a white snowflake pattern. The largest ornament at the bottom has a bright white highlight. The top left corner is decorated with large, intricate white snowflakes. The top right features white, swirling vine-like patterns. The right side of the image has a vertical strip with a pattern of small white snowflakes and a larger, stylized white snowflake. The bottom right corner shows a silhouette of a snowy mountain range with white lines suggesting falling snow or light trails. The text "Happy Holidays" is written in a dark blue, elegant script font, centered in the upper half of the image.

*Happy
Holidays*

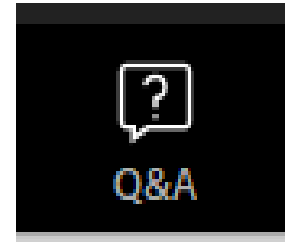
Emergency Solutions Grants (ESG) Program Office Hours – 2024 Contracts – Review & TA

December 3, 2025





How to ask a question...



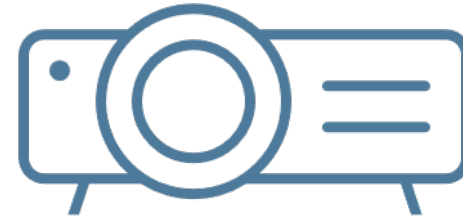
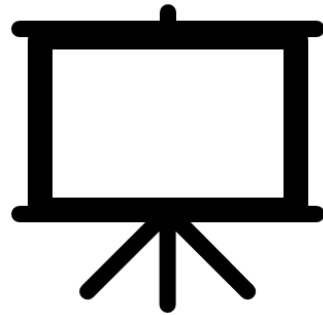
Question Format

- ❖ 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 approximately two weeks of this event.





ESG – 2024 Contracts

❖ Prior to Submitting 1st RFF:

- ❖ Liability Insurance Forms
- ❖ Authorized Signatory Forms
- ❖ Review Contract “Timely Submission Dates”

***CoC Quarterly Reporting*





ESG – 2024 Contracts

❖ Reminders for 1st RFF:

- ❖ Full Monitoring of All Line Items
- ❖ Billing starts at date of Award Letter
- ❖ Suggest Staff Time and Keep it Simple





ESG Team Representatives

❖ Sam Lieu

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❖ Giovanni Martinez

Giovanni.Martinez@hcd.ca.gov

❖ Ryan Un

Ryan.Un@hcd.ca.gov

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

ESGNOFA@hcd.ca.gov



Questions?

ESG Office Hours – Spotlight Series

2024 Contracts – Review & TA

ESG Program Team

December 3, 2025





ESG – 2024 Standard Agreements

❖ Previous FY RFF Process ([2023 contracts](#)😊)

- RFF Form – Signed PDF
- Detailed Expense Report – Excel
- Supporting Documentation – Client Files, Invoices, etc.
- eCivis





ESG – 2024 Standard Agreements

❖ 2025 RFF Process (*for 2024 contracts*😊)

- Simplify and streamline the RFF submission process
- Accurately tracking Indirect Costs through the life of the contract
- Combined RFF & DER into one form
- Indirect Costs Calculator





ESG – 2024 Standard Agreements

2024 Contracts:
Filling out the *NEW* DER/RFF Workbook

Tim Koop-Whittley
ESG Program Manager



Questions?



2024 Indirect Costs Calculator

❖ 2024 Indirect Costs:

- Starting GY 2024 the de minimis is 15%
- Not all direct costs are eligible for Indirect Costs
- The Indirect Costs Calculator will help you establish Indirect Costs





2024 Modified Total Indirect Costs

❖ Costs that are eligible for indirect costs are:

- Direct salaries, wages and benefits
- Supplies and Materials
- Up to \$50,000 of each subaward
- Modified Total Indirect Costs (MTDC)





2024 Modified Total Indirect Costs

❖ Indirect Costs Calculator:

ESG Rapid Re-Housing Budget Detail			
Essential Services			
Activity	Direct Amount	Indirect Amount	Total Amount
Housing Search and Placement		\$0.00	\$0.00
Housing Stability Case Management		\$0.00	\$0.00
Legal Services		\$0.00	\$0.00
Mediation		\$0.00	\$0.00
Credit Repair (i.e. Credit Counseling)		\$0.00	\$0.00
Supplies		\$0.00	\$0.00
Equipment		\$0.00	\$0.00
Financial Assistance			
Rental Application Fees		\$0.00	\$0.00
Security Deposits		\$0.00	\$0.00
Utility Deposits		\$0.00	\$0.00
Moving Costs		\$0.00	\$0.00
Rental Assistance (Short- & Medium-Term)		\$0.00	\$0.00
Rental Arrears		\$0.00	\$0.00
Utility Payments		\$0.00	\$0.00
Subaward / Subrecipient			
Subaward / Subrecipient #1		\$0.00	\$0.00
Subaward / Subrecipient #2		\$0.00	\$0.00
Subaward / Subrecipient #3		\$0.00	\$0.00
Subaward / Subrecipient #4		\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00





2024 Indirect Costs Special Notes

❖ HCD grantees with subawards:

- Your subgrantee may take Indirect Costs at the same rate as yours.
- Your subgrantee's Indirect Costs are your direct costs.
- Enter a single line item on your DER as Direct Costs.
- Not eligible for additional Indirect Costs





2024 Indirect Costs Special Notes

❖ HCD grantees with subawards:

- You may take Indirect Costs on up to \$50,000 of each subaward
- Claim these cost when you have reimbursed your sub-awardee.
- Enter the amount reimbursed in the Subaward section of the IDC Calculator.

2	Subaward / Subrecipient			
3	Subaward / Subrecipient #1		\$0.00	\$0.00
4	Subaward / Subrecipient #2		\$0.00	\$0.00
5	Subaward / Subrecipient #3		\$0.00	\$0.00
6	Subaward / Subrecipient #4		\$0.00	\$0.00
7	Total	\$0.00	\$0.00	\$0.00



Questions?



ESG Resources

❖ ESG Webpage:

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

❖ ESG Program Team Contact:

ESGNOFA@hcd.ca.gov



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HCD values diversity at all levels of the Department and is committed to fostering an environment in which employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees and their unique ideas inspire innovative solutions to complex housing challenges.

Join us and help improve the lives of all Californians.

To find jobs at HCD:

Visit: jobs.ca.gov and click “Advanced Job Search.”

- Search for California Department of Housing and Community Development

New to state service? Don't worry.

You can view the step-by-step process on jobs.ca.gov.

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