

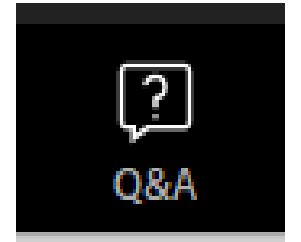
# Emergency Solutions Grants (ESG) Program Office Hours – Rapid Rehousing Refresher

April 23, 2025





# How to ask a question...



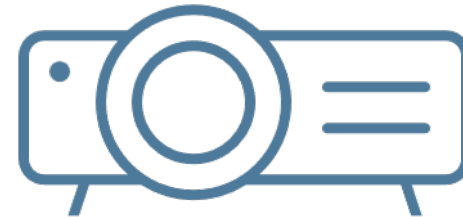
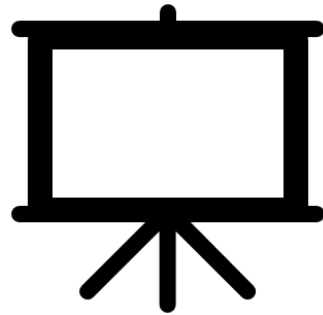
## Question Format

- ❖ 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 Updates

## 2024 ESG NOFA\*:

- ❖ Staff are reviewing funding applications
- ❖ July 2025 – Award Announcements
- ❖ Contract Exhibits are available on the ESG webpage

*\*Dates are tentative and subject to change*



# ESG - 2023 Grant Updates

## ❖ Performance Milestones Reminders:

- ❖ Expenditure deadline for 2023 contracts is August 17, 2025.
- ❖ 80% of contract must be expended by June 17, 2025.
- ❖ If already spent, reach out to your Grant Representative for a Certificate of Completion.



# ESG - 2023 Grant Updates

## ❖ Performance Milestones Reminders:

- ❖ Contract language specifies that grantees are required to submit at least one Request for Funds (RFF) per quarter (we highly recommend monthly).
- ❖ Contract: if RFF deadline is missed, a written action plan must be submitted.
- ❖ Reach out to your representative or NOFA inbox if you need assistance



# ESG Team Representatives

❖ Sam Lieu

[Sam.Lieu@hcd.ca.gov](mailto:Sam.Lieu@hcd.ca.gov)

❖ Giovanni Martinez

[Giovanni.Martinez@hcd.ca.gov](mailto:Giovanni.Martinez@hcd.ca.gov)

❖ Anthony Zepeda

[Anthony.Zepeda@hcd.ca.gov](mailto: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)





Questions?



# ESG Office Hours – Spotlight Series

## Rapid Rehousing Refresher

**ESG Program Team**

April 23, 2025





# ESG – Rapid Rehousing

## ❖ Video Recap:

### ❖ Eligibility Criteria:

- Category 1
- Category 4

### ❖ Eligible Activities:

- Housing Relocation and Stabilization
- Rental Assistance
- Staff and Overhead Costs



# ESG – Rapid Rehousing

## ❖ Video Recap:

### ❖ Federal & State Requirements:

- Written Policies & Procedures
- Coordinated Entry with local CoC
- HMIS Requirements

### ❖ HCD Requirements:

- Review your Standard Agreement language (contracts)
- HCD ESG Rapid Rehousing Policy
- HCD ESG Client File Checklist



# ESG – Rapid Rehousing

## ❖ ESG Webpage Resources:

### Rapid Rehousing

- [ESG Rapid Rehousing Manual \(PDF\)](#)
- [ESG Rapid Rehousing Manual Checklist Form \(PDF\)](#)
- [ESG Client File Checklist – Rapid Rehousing Form \(PDF\)](#)
- [ESG-CV Client file Checklist – Rapid Rehousing Form \(PDF\)](#)
- [Fair Market Rent and Rent Reasonableness Certification Form \(PDF\)](#)
- [ESG Fair Market Rent and Rent Reasonableness Policy Form \(PDF\)](#)



# ESG – Rapid Rehousing

## ❖ 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 – Rapid Rehousing

## ❖ 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 – Rapid Rehousing

## ❖ Complete Client Files

- ❖ Supporting Documentation
- ❖ HUD/HCD Client File Checklist
- ❖ Reach out to your representative or NOFA inbox if you need assistance





# ESG – Rapid Rehousing

## ❖ Complete Client Files

- ❖ Fair Market Rent (FMR) Certification
- ❖ Homeless Certification (signed, dated)
- ❖ HMIS Report showing entry/exit dates
- ❖ Rent Reasonableness Certification
- ❖ Income Eligibility



# ESG – Rapid Rehousing

## ❖ Complete Client Files (cont.)

- ❖ Rental/Lease Agreements (signed, dated)
- ❖ Copies of Rental Payments / Invoices
- ❖ VAWA Addendum
- ❖ Lead Based Paint Notice
- ❖ Rent Reasonableness Certification



# ESG – Rapid Rehousing

## ❖ Annual Monitoring & Mini Monitoring

- ❖ ESG Annual Monitoring is a Federal requirement
- ❖ HCD conducts Annual Monitoring of ESG subrecipients
- ❖ Mini Monitoring is conducted on each RFF submitted
- ❖ Note: Grantees are required to monitor their contractors and sub-sub recipients.



# ESG – Rapid Rehousing

## ❖ 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 – Rapid Rehousing

## ❖ 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 – Rapid Rehousing

## DOCUMENTS REQUIRED BY ACTIVITY

DOCUMENT	Street Outreach	Emergency Shelter	Homelessness Prevention		Rapid Re-Housing	
			Rental Assistance	Housing Relocation and Stabilization Services	Rental Assistance	Housing Relocation and Stabilization Services
Documentation of homeless status	X	X			X	X
Documentation of at-risk of homelessness status			X	X		
Income Evaluation (*for RRH this is only required at re-evaluation, not at initial evaluation)			X	X	X*	X*
Income Documentation (*for RRH this is only required at re-evaluation, not at initial evaluation)			X	X	X*	X*
Services and assistance provided to participant	X	X	X	X	X	X
Housing Stability Plan			X	X	X	X
Rental Assistance Agreement			X		X	
Rent Reasonableness Certification			X		X	
Minimum Habitability Standards or Housing Quality Standards Inspection			X		X	
Evidence household received Lead-Based Paint Disclosures (for units built before Jan 1, 1978 and households with children under age 6)			X		X	
Evidence household received Protect Your Family from Lead in Your Home pamphlet			X		X	



# ESG – Rapid Rehousing

DOCUMENTS REQUIRED BY ACTIVITY						
DOCUMENT	Street Outreach	Emergency Shelter	Homelessness Prevention		Rapid Re-Housing	
			Rental Assistance	Housing Relocation and Stabilization Services	Rental Assistance	Housing Relocation and Stabilization Services
Lead-Based Paint Visual Assessment (for households with children under age 6)			X		X	
Lease			X		X	
VAWA Lease Addendum			X		X	
VAWA Notice of Occupancy Rights (HUD 5380)			X		X	
VAWAVictimSelf-CertificationForm(5382) (ifapplicable)			X		X	
VAWAEmergencyTransferRequest(HUD5383)			X		X	
Notificationof Termination of ESG Services(if applicable)			X	X	X	X
Termination of Assistance Appeal (if applicable)			X	X	X	X





# ESG – Rapid Rehousing

## ❖ ESG Webpage Resources

### Rapid Rehousing

- [ESG Rapid Rehousing Manual \(PDF\)](#)
- [ESG Rapid Rehousing Manual Checklist Form \(PDF\)](#)
- [ESG Client File Checklist – Rapid Rehousing Form \(PDF\)](#)
- [ESG-CV Client file Checklist – Rapid Rehousing Form \(PDF\)](#)
- [Fair Market Rent and Rent Reasonableness Certification Form \(PDF\)](#)
- [ESG Fair Market Rent and Rent Reasonableness Policy Form \(PDF\)](#)



Questions?



# 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](mailto:ESGNOFA@hcd.ca.gov)



## Follow HCD on social media



Like us on Facebook: [/CaliforniaHCD](#)



Follow us on X (Twitter): [@California\\_HCD](#)



Follow us on LinkedIn: [/company/californiahcd](#)



# Join Team HCD

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](https://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](https://jobs.ca.gov).