

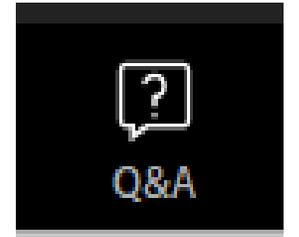
Emergency Solutions Grants (ESG) Program Office Hours – Rapid Rehousing Refresher

April 23, 2025





How to ask a question...



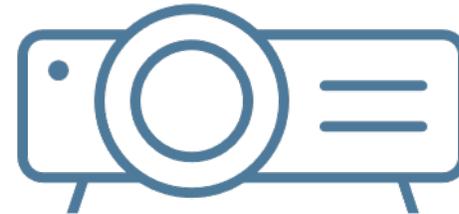
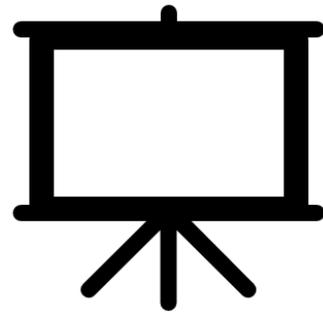
Question Format

- ❖ 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

❖ Giovanni Martinez

Giovanni.Martinez@hcd.ca.gov

❖ 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)



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

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ESG – Rapid Rehousing

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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						
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			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) (if applicable)			X		X	
VAWAEmergencyTransferRequest(HUD5383)			X		X	
Notification of 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

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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



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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.

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- Search for California Department of Housing and Community Development

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