

EMERGENCY SOLUTIONS GRANT (ESG)

City of Duluth

FY 2017 Application Guidelines

PROGRAM GOAL

To provide grant funds in support of HEARTH Act goals and outcomes, goals identified in the Heading Home St. Louis County 10-Year Plan to End Homelessness and local priorities established through the Continuum of Care process to address homeless issues through a Homeless Response System for Duluth that includes outreach, Coordinated Access and Assessment, shelter operations, rapid re-housing, prevention assistance for persons at-risk of becoming homeless and collection and maintenance of homeless data and record-keeping requirements under HMIS.

ELIGIBLE PROGRAM APPLICANTS

Applicants must be nonprofit organizations serving homeless persons or those at-risk of homelessness within the City of Duluth through the operation of homeless facilities and rapid re-housing and prevention assistance that results in housing stability. Applicants must demonstrate their capacity to meet HEARTH goals and outcomes and participate in the Coordinated Access and Assessment system developed through the SLC CoC process. ESG applicants must have the ability to expend all funds awarded within an 18 month period from the award start date.

PROGRAM REQUIREMENTS* Outlined under the HEARTH Act and ESG regulations*

Administrative costs will not be reimbursed under ESG grants.

Operational costs are allowed, and may include rent, maintenance, insurance, utilities and HMIS costs. Salaries for staff carrying out maintenance activities for the homeless facility are considered to be operational costs. Operational costs are limited to the "Hold Harmless" amount set in FY 2010 or sixty percent (60%) of the current year allocation. Hold Harmless funds may be used to support and maintain the current inventory of shelter units/beds within the Continuum of Care. *See eligible and ineligible cost items in the Application Instructions.*

Stabilization Services costs are limited by ESG regulations and may not exceed 30% of the total ESG allocation. Salaries for housing stabilization services or other support services provided by staff are considered to be service costs, as are for homeless prevention efforts. However, funding for homeless assistance is also provided under the CDBG Public Services category. Contact City staff if your application proposes the funding of services.

Match - HUD requires a "dollar-for-dollar" match of ESG funds. If funds are awarded, the applicant will be required to provide documentation of match. Under the budget narrative section, please indicate all sources and amounts of funds being leveraged to carry out the proposed program/activities.

Rehabilitation of homeless shelter facilities is not a priority for funding in 2017.

Local Requirements The agency must describe how this application fits into the Duluth/St. Louis County Continuum of Care and the Duluth Homeless Response System

Homeless and at-risk persons accessing the Duluth Homeless Response System must enter through one of the identified Coordinated Access entry sites. Persons will be screened for eligibility and accessed for “right fit” housing placement using ESG protocols established in coordination with the SLC CoC. ESG applicants must agree to participate in coordinated access and follow coordinated access and “right fit” housing placement protocols.

Describe specific activities your agency currently does, or is planning to do under this proposal, that address one or more of the ESG homeless system components (Outreach, coordinated access and assessment, shelter operations (congregate, family, domestic violence), rapid re-housing, prevention, housing stabilization services, housing search and placement and HMIS. In describing your role in Coordinated Access and Assessment include:

- The number and type of housing units/beds your agency operates. This information will be used COC Housing Inventory Chart.
- Any funding, population, programmatic or other restrictions or priorities on any of the units operated by your agency.
- The number of unduplicated persons/households your agency plans to serve under the 2017 ESG grant cycle (4/1/17 – 9/30/18).
- The name of agency staff person(s) who will be imputing/reporting HMIS data
- The number of unduplicated persons/households that your agency has already input and reported on in HMIS (pre 2017) and the number that you anticipate will be newly input and reported on in HMIS during the 2017 ESG program year. For agencies dealing with Domestic Violence, an approved HUD alternative data system may be used.

In describing your agency’s role in Duluth’s homeless response system, please include how your agency has and will assist in meeting the following HEARTH Act goals and describe other accomplishments by your agency that helped to reduce homelessness.

- Reduce the length of homelessness
- Reduce returns to homelessness
- Reduce the number of people who become homeless
- Increase jobs and income
- Thoroughness in reaching homeless populations
- Access to mainstream resources

Funding will be based on previous year’s allocations, accomplishments, and number of beds/units.

Please contact these CD staff persons regarding questions on the application:

Karen Olesen (kolesen@duluthmn.gov)	ESG & CDBG Public Services
Suzanne Kelley (skelley@duluthmn.gov)	ESG & CDBG Public Services
Kate VanDaele (Kvandaele@duluthmn.gov)	ESG & CDBG Public Services