

# Home Investment Partnership Program (HOME) and Emergency Solutions Grants (ESG)



Application Workshop | January 5, 2023 | 11:30 am

Financial and Management Services Department, Financial Operations Division



# Agenda

1. Welcome/Introductions
2. Workshop Goals
3. 2023-24 Grant Schedule
4. Anticipated Funding / Eligible Activities
5. HOME / ESG Objectives & Policies
6. Evaluation Criteria
7. Tips for Completing the Application
8. Resources
9. Q&A



# Workshop Goals

1. Applicants understand grant requirements
2. Applicants can navigate the application packet
3. Applicants receive helpful information to better understand the application process

# 2023-2024 Schedule

Preliminary Dates	Key Dates
Tues., Jan. 31, 2023 at 5:00pm	HOME/ESG Applications due
Tues., Mar. 28, 2023 at 3:45 pm	Public Meeting 2: Open Technical Review Committee during Finance Subcommittee Meeting
Tues., Apr. 18, 2023 at 6:00 pm	Public Hearing 2: City Council to Review Project Recommendations as issued by the Finance Subcommittee
Tues., May 02, 2023 at 6:00 pm	Public Hearing 3: City Council to Approve Annual Action Plan
Fri., May 19, 2023	Submittal of 2023-24 Action Plan to HUD
July 1, 2023	Start of the new Fiscal Year 2023-24

# Application Deadline

Applications available  
Via PlanetBids

The Deadline is Tuesday  
January 31, 2023, 5:00 p.m.

**ESG:** <https://pbsystem.planetbids.com/portal/24660/bo/bo-detail/100189>

**HOME:** <https://pbsystem.planetbids.com/portal/24660/bo/bo-detail/100190>



# Anticipated Funding

- The Office of Housing & Urban Development (HUD) issues the City Entitlement Funds.
- City is HUD grant “Recipient” and all City awardees are “Subrecipients”
- Anticipated Funding based on FY 2022-23 Award
  - Home Investment Partnerships (HOME) \$745,929
  - Emergency Solutions Grants (ESG) \$171,973

# HOME Anticipated Funding

2023-24 HOME Anticipated Allocation	Amount
Planning and Administration (City) – 10% of annual allocation	\$74,592
Mandatory CHDO Set Aside – 15% of annual allocation	\$111,890
Available for Other Activities – 75%	\$559,447
<b>Total Anticipated Allocation</b>	<b>\$745,929</b>



# HOME Program

## **Grant Purpose (page 3 of application)**

- To expand the supply of decent, safe, sanitary, and affordable housing, primarily rental housing
- To strengthen the ability of state and local government to provide housing.
- To assure that federal housing services, financing, and other investments are provided to state and local governments in a coordinated, supportive fashion
- To expand the capacity of nonprofit Community Housing Development Organizations (CHDO's).
- To leverage private sector participation in financing affordable housing





# HOME Program

## Eligible Activities (page 4 of application)

- Incentives provided by Participating Jurisdictions (City of Moreno Valley) to develop and support affordable rental housing and homeownership affordability through acquisition, new construction, reconstruction, or rehabilitation of non-luxury housing (including manufactured housing)
- Operating expenses and capacity building costs for eligible CHDOs
- Eligible administrative and planning costs



# **Emergency Solutions Grant (ESG)**

# ESG Anticipated Funding

2023-24 ESG Anticipated Allocation	Amount
Planning and Administration (City) – 7.5% of annual allocation	\$12,897
Available for Other Activities – 92.5%	\$159,076
<b>Total Anticipated Allocation</b>	<b>\$171,973</b>



# ESG Program

## **Grant Purpose (page 3 of application)**

- Improve the number and quality of emergency shelters for homeless individuals and families;
- Help operate these shelters and provide essential services to shelter residents;
- Rapidly re-house and provide essential services to homeless individuals and families; and
- Prevent families and individuals from becoming homeless and provide essential services to those at risk of homelessness.



# ESG Program

## Eligible Activities (page 3 of application)

- Street Outreach
- Emergency Shelter
- Homelessness Prevention, including rental assistance
- Rapid Re-Housing
- Administration
- Homeless Management Information System (HMIS)



# ESG Programs

## Other Requirements

- Match Requirements – Federal regulations require a 100% match; with documentation to be provided when invoicing the City.
- Participation in HMIS – Must Input Data Monthly
- Active Participation in Continuum of Care (CoC)
- Maintain and Apply Written Standards for providing ESG assistance



# Program Beneficiaries

- Grant Programs must serve from low-to-moderate (80% AMI) to extremely low income (30% AMI) persons
- HUD annual Income Limit Tables are measuring stick
- **HOME:** Family income up to 80% of Average Median Income (AMI) are eligible
- **ESG:** “Homeless” or those “At Risk of Homelessness” per HUD definitions (24 CFR 576.2)

# HUD Low-Mod Income Limits

Family Size	1	2	3	4	5	6	7	8
Extremely Low (30%)	\$18,500	\$21,150	\$23,800	\$27,750	\$32,470	\$37,190	\$41,910	\$46,630
Very Low Income (50%)	\$30,800	\$35,200	\$39,600	\$44,000	\$47,550	\$51,050	\$54,600	\$58,100
Low-Mod Income (80%)	\$49,300	\$56,350	\$63,400	\$70,400	\$76,050	\$81,700	\$87,300	\$92,950

<https://www.hudexchange.info/resource/5334/cdbg-income-limits/>





# **City's Objectives & Policies**

(page 6 of HOME application, page 10 of ESG application)

- Priority to Affordable Housing, Health & Safety (HOME)
- Priority to Homelessness/Homeless Prevention (ESG)
- Ranking based on community input and need studies
- Final awards are made by the City Council based on identified priorities, application submission, consideration of past performance (for returning applicants)



# Grant Policies

- Three (3) years of successful grant management experience preferred
- Services provided within City limits
- Match Requirement for ESG - 100% of Award by Subrecipient. In-kind match is acceptable
- Minimum Grant: \$25K HOME and \$ 50K for ESG



# **Evaluation Criteria**

**(page 28 of ESG application, page 23 of HOME application)**

- Administration Capacity
- Identification/Analysis of Local Needs
- Program Design
- Program Budget
- Technical Quality of Application
- Collaboration (bonus points)



# Online Application

Online submission should include:

- Application Form - Exhibit B
- All Required Attachments per Section II of the application
- Signature page (digital and wet signatures)
- Any Additional information to support the application



# Evaluation Process

- Initial Review for completeness & eligibility
- Technical Review Committee scoring based on Evaluation Criteria
- Finance Subcommittee Review and Recommendation
- Final Reviews and Selections by City Council



# Application Tips

- Research and review the grant and the applicable requirements
- Know the City objectives and policies
- Develop a realistic work plan for the grant with performance goals that are tangible and achievable
- Proposed budget – Are the proposed costs realistic and allowable for the grant and program purpose?
- Clearly answer the questions and provide all requested documentation

# Federal Regulations

Subrecipients will be held to Federal Grant Regulation Standards for:

**ESG** grants– [24 CFR 576](#)

**HOME** grants– [24 CFR 92](#)

Uniform Administrative Requirements – [2 CFR 200](#)

Must have staff who can study, understand, and comply with the complexities of the Regulations.

**ESG:** <https://www.ecfr.gov/current/title-24/subtitle-B/chapter-V/subchapter-C/part-576>

**HOME:** <https://www.ecfr.gov/current/title-24/subtitle-A/part-92?toc=1>

**Uniform Admin Regs:** <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>







# **Federal Regulations**

Title 2 CFR 200

UNIFORM ADMINISTRATIVE REQUIREMENTS, COST  
PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL  
AWARDS

Labor Standards

Internal Controls

Record Keeping

Purchasing

Conflicts of Interest

Anti-Discrimination

Applies to all HUD grants and can be found at:

[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)



# Subrecipient Agreements

- Written commitment based on approved application/proposal
- Acceptance letter sent requesting response (July 2023)
- Agreements executed once City receives HUD agreement
- Retroactive to July 1, 2023
- Grant paid on a REIMBURSEMENT basis



# Subrecipient Reporting & Monitoring

- HOME subrecipients must provide a Monthly Statistical Report
- ESG reports via the HMIS site
- The City may conduct monthly desk reviews to evaluate program performance or yearly on-site visits to tour the facility, interview staff, and review financial and participant information/document
- HUD also conducts monitoring visits where subrecipients will need to be available to speak with HUD Program Monitors and make program documents available for review

# Questions & Answers?

For Technical Assistance on HUD regulations, contact  
Ana LeNoue at [alenoue@agi.com.co](mailto:alenoue@agi.com.co)

For Additional Technical Assistance on Application,  
contact:

Financial Operations Division,  
951.413.3450

[grantsadmin@moval.org](mailto:grantsadmin@moval.org)