

2019 EMERGENCY SOLUTIONS GRANT RFP

Bidder's Conference
July 1, 2019

The Emergency Solutions Grant (ESG) program provides federal funds to support local programs to assist individuals and families to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness.

ESG FUNDS CAN PAY FOR SERVICES FROM THE FOLLOWING FIVE PROGRAM COMPONENTS:



1. Street outreach
2. Emergency shelter
3. Homelessness prevention
4. Rapid re-housing
5. Data collection

For more information, visit HUD Exchange
<https://www.hudexchange.info/programs/esg/>

2019 FUNDING AREAS:

**STREET OUTREACH
EMERGENCY SHELTER**

\$313,000

**PREVENTION
RAPID REHOUSING
DATA COLLECTION**

\$558,887

Total : \$871,887

Please note: Allocations based on quality and quantity of proposals and may effect award amounts.

STREET OUTREACH

Essential Services:

- Reaching out to unsheltered individuals and families
- Connecting them with emergency shelter, housing, critical services
- Providing urgent, non-facility based care
- To help regain stability in current housing or other permanent housing

Eligible Activities:

- Engagement
- Emergency Mental Health Services
- Case Management
- Transportation
- Emergency Health Services
- Services for Special Populations

EMERGENCY SHELTER

Purpose: Increase the quantity and quality of emergency shelter services provided to homeless individuals and families through

- Renovation of existing shelters
- Conversion of building to shelters
- Paying for the operating cost of shelter and providing essential services

Eligible Activities:

- Essential services: Case management, Child Care, Education Services, Employment Assistance and Job Training, Outpatient Health Services, Legal Services, Life Skills Training Mental Health Services, Substance Abuse Treatment Services, Transportation, Services for Special Populations
- Renovation (Major Rehab and conversion): Labor, Materials, Tools, Other costs for renovation (including rehab or conversion)
- Shelter operations: Maintenance, Rent, Security, Fuel, Equipment, Insurance, Utilities, Food Furnishings, Supplies necessary for shelter operation, eligible costs may also include a hotel or motel voucher for that family or individual.

PREVENTION

Purpose:

- To prevent persons from becoming homeless in a shelter or an unsheltered situation
- To help persons regain stability in their current housing or other permanent housing

Eligible Activities:

- Financial assistance: rental application fees, security and utility deposits, utility payments, last month's rent, moving cost
- Services: housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, credit repair
- Rental Assistance: Short and medium-term rental assistance and rental arrears

RAPID REHOUSING

Purpose:

- Housing relocation and stabilization services
- Short or medium-term rental assistance as necessary to move individuals and families as quickly as possible into permanent housing and achieve stability

Eligible Activities:

- Rental Assistance: rental assistance and rental arrears
- Financial Assistance: rental application fees, security and utility deposits, utility payments, last month's rent, moving costs
- Services: housing search and placement, housing stability case management, landlord-tenant mediation, tenant legal services, credit repair

DATA COLLECTION (HMIS)

Defined Purpose: Fund ESG recipients' and subrecipients' participation in the HMIS collection and analyses of data

Eligible Activities:

- Contributing data to the HMIS designated by the CoC for the area
- HMIS Lead (as designated by the CoC) costs for managing the HMIS system
- Victim services or legal services provider costs to establish and operate a comparable database

REQUIREMENTS

Grant Term: One (1) Year

Continuum of Care Participation:

All subrecipients must:

- participate in the Continuum of Care
- participate actively in the CoC's Coordinated Entry System
- provide services consistent with a "Housing First" approach

HMIS Utilization: Organizations must utilize the CoC's approved HMIS system, Service Point. Please contact Institute of Community Alliances at (314) 655-4778.

Match: The City requires that each subrecipient provide a 100% match. This match must be expended on ESG-eligible activities.

Claims Reimbursement

- Subrecipient will be reimbursed for eligible expenses.
- Each claim submitted must contain expenses that were either incurred or paid during the month claimed.
- Claims for reimbursement shall be submitted to DHS within fifteen (15) calendar days after the calendar month in which the expenses are incurred or paid.
- Claims for reimbursement must be submitted to DHS Contract Compliance Officer.
- ALL supporting documentation must be submitted with reimbursement claim.

Project Proposal

Don't Forget Cover Sheet!

- Project Description, Scope & Relevance
- Client Population
- Case Management & Services Planning
- CoC Goals, Priorities & Participation
- Organizational Capacity and Experience
- HUD Experience & Knowledge
- Communication & Reporting
- Timeline
- Budget & Spending Capacity
- HMIS Utilization
- Match

Narrative includes these sections:

- MWBE and/or DBE
- Job Descriptions/Resumes
- Claims for Reimbursement

ATTACHMENTS



- Evidence of 501 (c) 3 status
- Copy of System for Award Management (SAM) Report
- HMIS Participation Letter
- Organizational Chart
- Current List of the Board of Directors
- Federal Form 990
- Job Descriptions/Resumes (for key personnel involved)
- Detailed Project/Program Budget
- Agency Budget
- Recent A133
- Recent Income Statement
- Balance Sheet for last three years
- Recent statement of Cash Flows
- Letter of support from the Alderman/woman

1

Date: Wednesday,
July 17, 2019

2

Time: 4:00 pm

3

Provide seven (7)
copies – no staples

SUBMISSION DATE

SELECTION



Homeless Services Review of Proposals to Meet Minimum Criteria as stated in the RFP



Continuum of Care Review & Recommendation



Individual Review by all Selection (PSA) Committee Members



PSA Committee Meets to Review, Discuss and Make Selection of Proposals



DHS will notify all applicants in writing of Selection Decisions

QUESTIONS



Submit in Writing by July 10, 2019 to:

Amy Bickford

Chief Program Manager

Homeless Services Division

bickforda@stlouis-mo.gov

(314) 657-1718