

Emergency Solutions Grant – Coronavirus (ESG-CV)

**2020 Request for Funds (RFF) Instructions for Colusa, Glenn, and Trinity
Counties**

Dos Rios CoC (CA-523)

Introduction

This Request for Funds (RFF) announces the availability of funding for the Program Years (PY) June 1, 2020-September 30, 2022 for the Emergency Solutions Grant – Coronavirus Program (ESG-CV). The ESG-CV Program is funded and regulated under the Coronavirus Aid, Relief, and Economic Stimulus (CARES) Act enacted March 27, 2020. In an effort to issue awards in the most efficient and timely manner, the California Department of Housing and Community Development (HCD) has moved to a single, direct-allocation method. This method of distribution was approved in the Executive Order N-66-20 issued May 29, 2020, which provides for partial waiver of the California State ESG Regulations.

The Dos Rios Continuum of Care (CoC) Region serves Colusa, Glenn and Trinity counties and the initial total allocation for the region is \$547,800. This solicitation is for entities interested in offering program services under this funding opportunity and additional rounds of funding for ESG-CV as allowed.

Funding Objectives

The ESG-CV Notice of Funding Availability (NOFA) provides funding for the following objectives:

- 1) Prevent, prepare for, and respond to coronavirus among individuals and families who are experiencing homelessness or receiving homeless assistance
- 2) Support additional homeless assistance and homeless prevention activities to mitigate the impacts created by coronavirus

Eligible ESG-CV activities include:

- **Street Outreach:** Is designed to meet the immediate needs of unsheltered homeless people by connecting them with emergency shelter, housing, and/or critical health services.
- **Emergency Shelter:** Is designed to increase the quantity and quality of temporary shelters provided to homeless people, through existing shelters or conversion of buildings to shelters, paying for the operating costs of shelters, and providing essential services.
- **HMIS:** Is designed to fund ESG recipients' and subrecipients' participation on in the HMIS collection and analyses of data on individuals and families who are homeless and at-risk of homelessness.
- **Rapid Re-housing:** Is designed to move homeless people quickly to permanent housing through housing relocation and stabilization services and short-and/or medium term rental assistance.

Application

The funds will be distributed directly to Dos Rios CoC service area, to its currently approved Administrative Entity (AE). The Glenn County Community Action Department has been designated as AE to administer the funding for the Dos Rios CoC Service area. This RFF outlines application

requirements and timelines for the AE to solicit funding, and partner organizations to solicit funding under this allocation to serve the counties of Colusa, Glenn, and Trinity. The AE is responsible for administering ESG-CV funds in collaboration with the Dos Rios CoC and the local county CoC committees.

CoC selected providers/agencies will also be required to enter into a subrecipient agreement in addition to supplying an application, including all required attachments, and supporting documents, in response to this RFF, in compliance with ESG federal and state Regulations and Program Guidelines.

This RFF is for a two (2) year funding request for programs for households at-risk to homelessness or homeless individuals and families that are designed to prevent or end homelessness. All funding must be expended by August 31, 2022, and agreements will expire on September 30, 2022.

The Dos Rios CoC has divided the \$547,800 allocated funds evenly between the three counties in the region, Colusa, Glenn, and Trinity, with less the \$28,800 set aside for administrative costs to the AE. There is \$173,000 available for each county to divide locally amongst all eligible service providers servicing that county, with the possibility of additional funds through additional funding rounds.

Eligible Applicants

Applicants may be public agencies or non-profit agencies that provide direct services to homeless persons or persons at-risk of becoming homeless. The applying entity needs to be an active Dos Rios CoC member and regularly attend local CoC meetings. In addition, to be eligible to receive federal funds, applicants must be registered and in good standing under the System of Awards (SAM). Visit www.sam.gov for more information. Proof of registration must be included with the application.

Authorizing Legislation

Please refer to Emergency Solutions Grants Program (link provided) – Coronavirus 2020 Notice of Funding Availability for all guidelines, including:

- Authorizing Legislation
- Program Requirements
- Eligible ESG Costs
- Eligible Activities
- Duplication of Benefits

https://www.hcd.ca.gov/grants-funding/active-funding/esg/docs/2_esg-cv_nofa_signed.pdf

Match Requirements

No match requirements apply to the ESG-CV funding allocation.

Application Process and Instructions

All applicants must submit one (1) electronic copy via email or via a USB flash drive, with the completed RFF and attachments by 5:00 PM on October 30, 2020 to:

Glenn County Community Action Department
Attn: Dos Rios CoC Coordinator
125 E Walker Street
Orland, CA 95963
gccad@countyofglenn.net

Hand delivered applications are by appointment only. All supporting documents must be included in the submissions. Incomplete proposals will not be considered for funding.

Questions / Technical Assistance

The CoC Coordinator is available to answer questions and provide technical assistance to any applicant wishing to submit a RFF, but must be requested by October 19, 2020. Questions regarding this Request for Funds should be directed to the Dos Rios CoC via email: gccad@countyofglenn.net Questions & Answers will be emailed to Dos Rios Executive board by October 23, 2020.

Release of RFF	October 12, 2020
Deadline for RFF Questions	October 19, 2020
Questions & Answers Provided	October 23, 2020
Deadline for RFF Proposals	October 30, 2020
Funding Awards announced	November 2020

Selection Process

Selection of activities is based on a competitive process according to, but not limited to, the following criteria: conceptual soundness of the project; financial feasibility of the project; applicant's demonstrated ability to implement and administer the project; applicant's ability to meet and maintain compliance with applicable federal, state, and/or local regulations; community value (cost versus community impact); demonstrable link between the COVID-19 crisis and the increase in services.

An evaluation panel comprised of no more than three (3) qualified individuals, including Continuum of Care Executive Committee Members, will review and evaluate each proposal that is deemed eligible and complete. Each proposal will be evaluated on its own merits. Ineligible and incomplete proposals will not be considered. Funding recommendations will be submitted by the AE to the CoC Executive Committee for review and final action in November 2020.

Evaluation Criteria

The evaluation panel will score applications based on a weighted scale of 100 points and the following criteria:

Evaluation Criteria	Available Points
Threshold requirements	Pass / fail
Organizational capacity	15 pts
Target Population	10 pts
RFF Application (Attachment A)	30 pts
Local County Goals (Attachment B)	20 pts
Program Budget (Attachment C)	25 pts
Maximum Points Available	100 pts

Subrecipient Compliance and Monitoring

If your proposal is selected and recommended for funding, your organization will be required to enter into a subrecipient agreement with Glenn County Community Action Department, the designated Administrative Entity, as is required by HCD to monitor all subrecipients for compliance. Subrecipients will be required to comply with all the applicable terms of the master agreement between Glenn County and HCD. Subrecipients will need to be familiar with HUD and HCD requirements for the use of ESG and ESG-CV funding. For additional information on program compliance for ESG and ESG-CV please see the HCD and HUD websites.

ESG-CV Reporting

Each ESG recipient will, at a minimum, report on:

1. Projected performance measures
2. Contract expenditures
3. Progress on the following performance measures:
 - a. Number of homeless persons served
 - b. Number of unsheltered homeless person served
 - c. Average length of time unsheltered adult spent as homeless before entry into program
 - d. Number of persons exiting the program into permanent housing
 - e. Number of persons exiting the program into homelessness
4. HMIS data entry

The County of Glenn will generally upon request provide appropriate aids and services leading to effective communication for persons with disabilities.

Attachment A: RFF Application and Questionnaire

A completed, signed Application and Questionnaire must be received by Glenn County Community Action Department no later than October 30, 2020. Application packets may be hand delivered by appointment to Glenn County Community Action Department, Attn: Dos Rios CoC Coordinator, 125 E. Walker Street, Orland, CA 95963. Email scanned questionnaires combined with application packet to: gccad@countyofglenn.net

1. Legal Name of Applicant Organization:			
2. Contact Name:		Title:	
3. Address:	Physical:	Mailing:	
4. Contact Email:			
5. Phone		Fax:	
6. Agency DUNS Number:			
7. Agency Tax ID Number:			
8. Intent to Apply for Funds:			
<input type="checkbox"/> We intend to apply for renewal of the follow project(s) (please name separately):			
Name of Project:	Amount Requested:	Proposed Number of Persons assisted	For Office Use Only:
Emergency Shelter:			
Homeless Prevention:			
Rapid Rehousing:			
Street Outreach:			
HMIS:			
1. Proposed project : Please indicate why your project should be funded with ESG-CV.			

<p>2. Scope of Service: How will the proposed activities prevent, prepare or respond to the Coronavirus pandemic?</p>
<p>3. Performance Assessment: Please provide a project description and use Attachment B, "ESG-CV Local County Goals" to forecast expected outcomes. The following will be utilized to assess project performance, and evaluate the outcomes/impacts of ESG-CV funded activities. (Attach additional sheet if needed).</p>
<p>4. Project Budget and Budget Narrative: Attach a proposed project budget and budget narrative that lists the total funds requested in the proposal and/or letter of interest submitted to the Glenn County Community Action Department. You may use Attachment C for the Budget Narrative. The Budget Narrative should describe in detail what the funds will be used to support during the duration of the program.</p>

 Executive Director Name
 Printed

 Executive Director Signature

 Date

Attachment B

ESG-CV Local County Goals

County:

Program: 2020 ESG-CV

Stage: Pre-Award

TOTAL AVAILABLE FUNDS PER COUNTY \$173,000

Budget Items

Category	Type	Total
Emergency Shelter		
	Number of Bed Capacity	
	Number of Beds	
	Number of Cribs	
	Number of Households Served	
	Number of Persons Served	

Street Outreach		
	Number of Housholds Served	
	Number of Persons Served	

Homelessness Prevention		
	Number of Households Served	
	Number of Persons Served	

Rapid Re-Housing		
	Number of Housholds Served	
	Number of Persons Served	

Attachment C

ESG-CV Local County Budget Allocation

County:

Program: 2020 ESG-CV

Stage: Pre-Award

TOTAL AVAILABLE FUNDS \$173,000

Budget Items

Category	Title	Description	Direct Cost
Emergency Shelter			
	Emergency Shelter	Essential Services, Shelter Operations	
Emergency Shelter Total			
Street Outreach			
	Street Outreach	Essential Services	
Street Outreach Total			
Homelessness Prevention			
	Homelessness Prevention	Housing Relocation & Stabilization Services- Financial Assistance, Short-and Medium Term Rental Assistance	
Homelessness Prevention Total			
Rapid Re-Housing			
	Rapid Re-Housing	Housing Relocation & Stabilization Services- Financial Assistance, Short-and Medium Term Rental Assistance	
Rapid Re-Housing Total			
HMIS			
	HMIS	Staffing, Hardware, Equipment & Software Costs, Training and Overhead	
HMIS Total			
Total			