
ESG

EMERGENCY SOLUTIONS GRANT

City of Pasadena Workshop

Eligible Activities

Pasadena ESG Program

Eligible Activities

24 CFR 576 Subpart B

STREET OUTREACH

Engagement
Case Management
Emergency Health
Services
Transportation
Services for Special Pop.

576.101

EMERGENCY SHELTER

Case Management
Child Care
Education Services
Employment Assistance
Outpatient Health Svcs
Substance Abuse
Treatment
Transportation
Services for Special Pops.
Shelter Operations

576.102

HOMELESS PREVENTION

Housing Relocation & Stabilization Services

(Deposits, app. fees,
last month's rent,
utilities)

Rental Assistance

(Short & Medium Term)

576.103, 105 & 106

RAPID RE-HOUSING

Housing Relocation & Stabilization Services

(Deposits, app. fees,
last month's rent,
utilities)

Rental Assistance

(Short & Medium Term)

576.104 -106

General ESG Requirements

For all ESG-Funded Projects

Coordination with Other Homeless Services

24 CFR 576.400 (b) & (c)

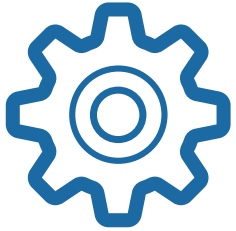
ESG funded programs must coordinate and integrate, to the maximum extent practicable, ESG-funded activities with other programs targeted to homeless people in the Pasadena CoC.

Continuum of Care Program
Section 8
Public Housing Programs
HUD-VASH
Education for Homeless Children & Youth Grants
Grants for the Benefit of Homeless Individuals
Healthcare for the Homeless
Programs for Runaway Homeless Youth
Projects for Assistance in Transition from Homelessness
Services in Supportive Housing Grants
Emergency Food and Shelter Program
Transitional Housing Assistance Grants for Victims of DV
Homeless Veterans Reintegration Program
Domiciliary Care for Homeless Veterans Program

VA Homeless Providers Grant & Per Diem Program
Health Care for Homeless Veterans Program
Homeless Veterans Dental Program
Supportive Services for Veteran Families Program
Veteran Justice Outreach Initiative
Supportive Housing for Persons with Disabilities
HOME Investment Partnerships Programs
Temporary Assistance for Needy Families (TANF)
Health Care Program
State Children's Health Insurance Program
Head Start
Mental Health and Substance Abuse Block Grants
Services Funded under the Workforce Investment Act

Connect Participants to Other Resources

24 CFR 576.401 (d)



ESG funded programs must assist each program participant, as needed, to obtain other Federal, State, local, and private assistance available to assist the program participant in obtaining housing stability.

Medicaid
Supplemental Nutrition Assistance Program
Women, Infants and Children (WIC)
Federal-State Unemployment Insurance Program
Social Security Disability Insurance
Supplemental Security Income (SSI)
Child and Adult Care Food Program
Public housing programs
Housing programs receiving tenant-based or project-based assistance
Supportive Housing for Persons with Disabilities
HOME Investment Partnerships Program
Temporary Assistance for Needy Families (TANF)
Health Center Program
State Children's Health Insurance Program
Mental Health and Substance Abuse Block Grants
Services funded under the Workforce Investment Act

Participation in CES

24 CFR 576.400 (d)



Street Outreach

All individuals assessed using VI-SPDAT and entered into CES through HMIS



Emergency Shelter

Programs highly encouraged to assess clients using the VI-SPDAT. If shelter is unable due to lack of resources, it should refer clients to one of the CES assessment sites or street outreach teams



Homelessness Prevention

Accepts referrals through CES (when applicable)



Rapid Re-Housing

Only accepts referrals through CES or CES-F

Participation in HMIS

24 CFR 576.400 (d)



All ESG-funded programs are required to enter clients in the Homeless Management Information System (HMIS) at first contact.

SO

ES

HP

RRH

Termination Policy

Minimum required process



Written Notice

with a clear statement of the reasons for termination



Review of Decision

allowing participant to present written or oral objections to a person other than the one who approved the termination



Written Notice of Decision

promptly provided to the participant

Grievance Policy

Required of All ESG-Funded Organizations

Each organization should have a grievance procedure and implement it when needed.

In the case of complaints about programs, the Pasadena CoC is not an official oversight entity but be used as an additional resource when needed.

The formal grievance policy for the Pasadena CoC can be found in each program's written standards.

Faith-Based Activities

24 CFR 576.406



ESG-funded organizations may not engage in inherently religious activities as part of the programs or services funded under ESG.

Independence

Any religious organization that receives ESG funds retains its independence from Federal, State, and local governments and may continue to carry out its mission provided that ESG funds are not used to support religious activities.

No Discrimination

An organization that receives ESG funds shall not, in providing ESG assistance, discriminate against program participants or prospective participants on the basis of religion or religious belief.

Rehabilitation of Structures

ESG funds may not be used for the rehabilitation of structures used for inherently religious activities.

Other Federal Requirements

24 CFR 576.407 (a, b, d)





Eligibility & Recordkeeping Requirements

Target Population

Unsheltered Homeless

Individuals and families with a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings, including a:

- Car
- Park
- Abandoned building
- Bus or train station
- Airport
- Camping ground

Associated Forms

HMIS Records

- Easiest way to provide documentation of an individual or families' homeless status
- Be sure to document the location, date outreached to, and any other relevant details

Observation by outreach worker

- Alternative option to HMIS
- Be sure to document a description of the living situation and the duration of homelessness

Street Outreach

Eligible Participants

Homeless Individuals & Families

Households served by ESG-funded emergency shelters:

- Lack a fixed, regular, and adequate nighttime residence
- Cannot be served by other programs or resources
- Have no other options for overnight shelter

Associated Forms

Sign-In Sheet

- For nightly turn-out shelters, documentation must be obtained each night
- Sign-in sheet should include a statement at the top informing the individual or head of household that by signing, they certify that they are homeless

Emergency Shelter

Eligibility Determinations

Initial Eligibility

- At-risk or homeless category 2, 3, or 4
- Income \leq 30% AMI

HP Eligibility
Evaluation
(At-Risk Status)

HP Eligibility
Evaluation
(Homeless Status)

Continued Eligibility (every 3 months)

- Lack of resources and support network
- Income \leq 30% AMI

HP
Re-Evaluation
Of Eligibility

Supporting Documentation

Housing Status

HMIS Records

Written 3rd Party
Verification of
At-Risk Status

Written 3rd Party
Verification of
Homeless Status

Observation by
Outreach
Worker

Self-Declaration
of At-Risk Status

Self-Declaration
of Homeless
Status

Income

Income Eligibility
Worksheet

Source
Documents

Written
Verification of
Income

Oral Verification
of Income

Self-Declaration
of Income

Homelessness Prevention

Eligibility Determinations

Initial Eligibility

- Homeless category 1
- Demonstrated need (VI-SPDAT or VI-F-SPDAT)

Continued Eligibility (annual re-examination)

- Lack of resources and support network
- Income \leq 30% AMI

RRH Eligibility
Evaluation

Supporting Documentation

Housing Status

HMIS Records

Written 3rd Party
Verification of
Homeless Status

Observation by
Outreach
Worker

Self-Declaration
of Homeless
Status

Income (annual re-examination)

Income Eligibility
Worksheet

Source
Documents

Written
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Oral Verification
of Income

Self-Declaration
of Income

Rapid Re-Housing

ES Requirements

Emergency Shelter

Safety & Security

Emergency Shelter Requirements

Emergency Shelter programs must create policies and procedures that provide a safe environment for shelter guests and staff; policies and procedures may vary depending on the shelter population being served.

Prohibition Against Involuntary Family Separation

Emergency Shelter Requirements



Any group of people that present together for assistance and identify themselves as a family, regardless of age or relationship or other factors, are considered to be a family and must be served together as such.



Shelters receiving ESG funding cannot discriminate against a family based on composition, age, disability, marital status, actual or perceived sexual orientation, or gender identity.



The age and gender of a child under 18 must not be used as a basis for denying a family's admission to an ESG funded shelter.

HP & RRH Requirements

Rental Assistance & Housing Relocation & Stabilization

Case Management

Homelessness Prevention & Rapid Re-Housing

Program participants must meet with a case manager not less than once per month to assist in ensuring long-term housing stability.

- Additional case management may be provided on a case-by-case basis based on demonstrated needs.
- May not exceed 30 days during the period of time a participant is seeking permanent housing
- May not exceed 24 months during the period in which the program participant is living in permanent housing

Rental Assistance

Homelessness Prevention & Rapid Re-Housing



TOTAL AMOUNT

No more than 24 months during any 3-year period plus security deposit (no more than 2 month's rent)

Max Participant Portion

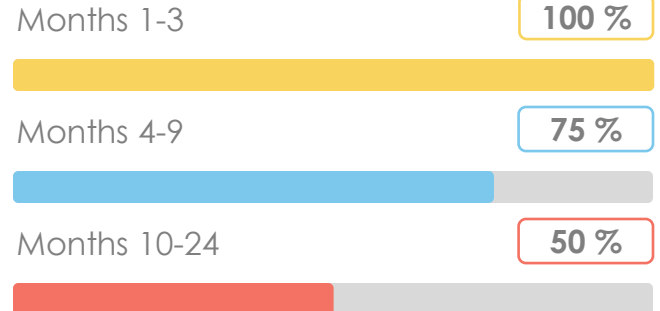
The key to rental assistance is ensuring long-term housing stability for the client. Therefore, participants may pay **no more than 60% of their income towards rent.**

FMR & Rent Reasonableness

- Rent must not exceed the LA County Fair Market Rent
- In addition, rent must comply with HUD's standard of rent reasonableness

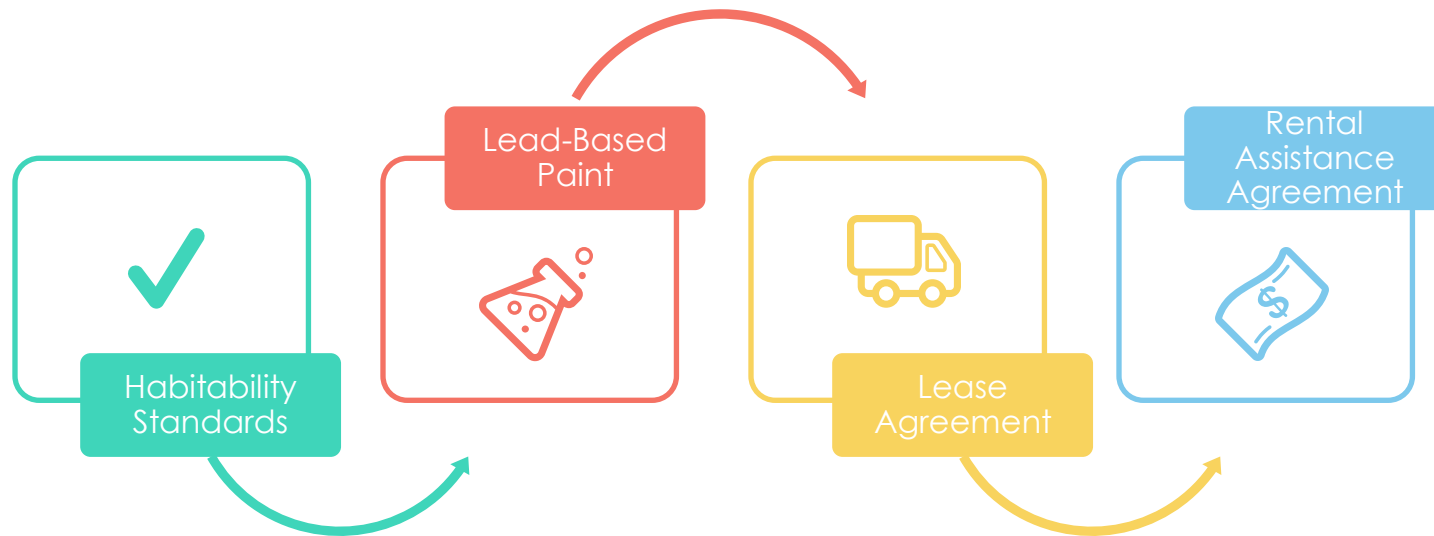
Gradual Declining Subsidy

Tapered structure allows households to confidently assume full responsibility of monthly rent at the end of the assistance period.



Rental Assistance

Homelessness Prevention & Rapid Re-Housing



- **Habitability standards** checklist
- **Lead-based paint** worksheet
- **Lease agreement** – term of one year, renewable upon expiration for a minimum of one month, terminable only for cause
- **Rental assistance agreement** – between subrecipient and housing owner, sets forth terms under which rental assistance is provided and requires the owner to provide the subrecipient with a copy of any notices given to the participant



Thank You

Questions?