

# Emergency Solutions Grant (ESG) Informational Meeting

October 18, 2021

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Ramsey County



**HeadingHome**  
**RAMSEY**

A regional initiative to end homelessness  
in Saint Paul and Ramsey County

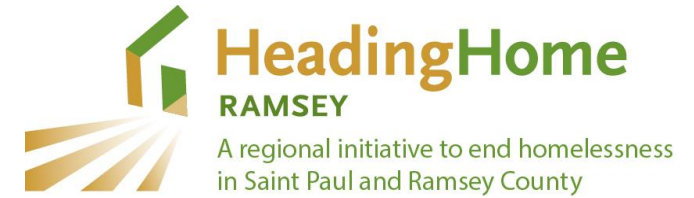
# Agenda

- Welcome/Introductions
- ESG Overview
- ESG Program Components
- Target populations
- Provider Qualifications
- LOI requirements

# ESG Overview

- The [ESG](#) program was created through the McKinney-Vento Homeless Assistance Act as Amended by S.896 Homeless Emergency Assistance and Rapid Transition to Housing ([HEARTH](#)) Act of 2009.
- The focus of ESG program is to assist people to quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.
- Ramsey County administers the City of Saint Paul's ESG funds through a Joint Powers Agreement as of December 2019.

# ESG Program Components



- Street Outreach



- Emergency Shelter



- Rapid Rehousing (RRH)



- Homelessness Prevention



- *Homeless Management Information System (HMIS)* – Lead Agency  
receives a percent automatically

# Street Outreach

- Activities are designed to meet the immediate needs of unsheltered homeless people by connecting them with emergency shelter, housing and/or critical health services.
- Eligible costs:
  - Engagement
  - Emergency mental health services
  - Case management
  - Transportation
  - Emergency Health Services
  - Services for Special Populations

# Emergency Shelter

- Activities are designed to increase the quantity and quality of temporary shelters provided to people experiencing homelessness through:
  - Renovation of existing shelters or conversion of buildings to shelters
  - Paying for the operating costs of shelter
  - Providing essential services
- Eligible Costs – Renovation (also includes Major Rehab and Conversion)
  - Labor
  - Materials
  - Security
  - Other costs for renovation (including rehab for conversion)

# Emergency Shelter Continued

- Eligible Costs – Shelter Operations
  - Maintenance
  - Rent
  - Security
  - Fuel
  - Equipment
  - Insurance
  - Utilities
  - Food
  - Furnishings
  - Supplies necessary for shelter operation
  - Hotel/Motel vouchers – when no emergency shelter is available

# Emergency Shelter Continued

- Eligible Costs – 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



# Emergency Shelter Continued

- Eligible Costs – Assistance Required Under the Uniform Relocation and Real Property Acquisition Act of 1970 ([URA](#))
  - Relocation Payments
  - Other assistance to displaced persons

# Rapid Rehousing (RRH)

- Activities are designed to move people experiencing homelessness quickly to permanent housing through housing relocation and stabilization services and short and/or medium-term rental assistance
  - Eligible Costs: Rental Assistance:
    - Short-term rental assistance
    - Medium-term rental assistance
    - Rental arrears
- \*\*Rental assistance can be project-based or tenant-based.

# Rapid Rehousing (RRH) Continued

- Eligible Costs – Housing Relocation and Stabilization Services (Financial Assistance):
  - Rental Application Fees
  - Security Deposits
  - Last Month's Rent
  - Utility Deposits
  - Utility Payments
  - Moving Costs

# Rapid Rehousing (RRH) Continued

- Eligible Costs – Housing Relocation and Stabilization Services (Services Costs):
  - Housing Search and Placement
  - Housing Stability Case Management
  - Mediation
  - Legal Services
  - Credit Repair

# Homelessness Prevention

- Activities are designed to prevent an individual or family (i.e.: household) from moving into emergency shelter or living in a place not meant for human habitation.
- Eligible Costs – Housing Relocation and Stabilization Services:
  - Housing Search and Placement
  - Housing Stability Case Management
  - Landlord-tenant Mediation
  - Tenant Legal Services
  - Credit Repair

# Homelessness Prevention Continued

- Eligible Costs – Rental and Financial Assistance:
  - Rental assistance and rental arrears
  - Rental application fees
  - Security and utility deposits
  - Utility payments
  - Last month's rent
  - Moving costs

# Homeless Management Information System (HMIS)

- Activities are designed to fund ESG recipients' and subrecipients' participation in the HMIS collection and analyses of data.
- Eligible costs:
  - Contributing data to the HMIS (i.e.: user fee for HMIS license)
  - Victim services or legal services provider costs to establish and operate a comparable database.
  - *HMIS Lead Agency only*: HMIS lead costs for managing the HMIS system (total available to HMIS Lead Agency – 2% of total ESG allocation amount)

# Target Populations

- Single adults (ages 25 and older) or couples without children
- Unaccompanied youth (ages 18-24 years old)
- Families with Dependent Children (at least one person is age 18 or older)
- Street Outreach, Prevention, Emergency Shelter, and Rapid Rehousing
- 12 or less contracted agencies for calendar year 2022



# Provider Qualifications

- A minimum of two years of experience in providing services under the program component that a provider is applying for.
- Be a registered non-profit.
- Providers may apply for more than one program component as outlined above.
- **Providers must match all grant funds that they are applying for with an equal amount of contributions**, which may include cash, donated buildings or materials, and volunteer services.

# Provider Qualifications Continued

- Providers must have experience and access to using the Homeless Management Information System (HMIS). Exception to this would be victim service providers; victim service providers would need to have a comparable database.
- **RRH Providers** must be willing to participate in the Coordinated Entry System (CES) in Ramsey County for referrals.
- Knowledge of community resources.
- Experience and knowledge of the Coordinated entry system (CES) in Ramsey County.

# LOI Requirements

- Should not exceed 10 pages
- Responses should include:
  - Provider name, contact person, address, phone number and email address
  - Narrative detailing agency's experience and qualifications in each program component; include target populations and total number of households to be served

# LOI Requirements Continued

- Responses should include:
  - Proposal speaks to the experience, training, technical and professional ability and capacity of the organization.
    - a. List minimum of two (2) years of paid experience in providing services to which the program component is applying. Describe experience and access to using the Homeless Management Information System (HMIS). If a victim service provider, describe and name comparable database.
    - b. List active relationships and knowledge of mainstream community partnerships that include health care and housing services.
    - c. Describe experience and knowledge of the Coordinated Entry System (CES) in Ramsey County.
    - d. Describe participation of people with lived experience in planning, policy, and decision-making.

# LOI Requirements Continued

- Responses should include:
  - Proposal shows a clear understanding of service needs and the ability to meet the needs of clients.
    - a. Illustrate philosophical framework for services that are person/family-centered and in line with best practices.**
    - b. Describe how practices are creative and flexible to meet the needs of the person/household.**
    - c. List supports that will maximize community partnerships**, such as connections to faith community, volunteer opportunities, etc., as well as facilitation of services, up to and including entry into housing.
    - d. Describe a high level of communication & strong collaboration** with interdisciplinary team members and other professionals.
    - e. Describe collaboration and partnership with the local Ramsey County Coordinated Entry System (CES).**
    - f. List evaluation and assessment tools** utilized to monitor program effectiveness.
    - g. Describe how agency outcomes align with the HUD Continuum of Care System Performance Measures?**

# LOI Requirements Continued

- Responses should include:
  - Proposal outlines a plan that clearly demonstrates the organization’s ability to effectively operate as a business and identifies the agency’s financial stability and solvency.
    - a. Proposal should describe the agency’s fiscal management capabilities.**
    - b. Budget provides sufficient information: ~~Administrative costs (list items—maximum of 7.5% of total budget)~~, Support Services (i.e.: Staffing) costs (list items/salaries), and Direct Assistance costs (list items)**
    - c. Costs should be reasonable and appropriate.**
    - d. Describe connection between costs and outcomes.**
    - e. Services should be cost effective** (i.e.: Total amount requested, total number of households served, average cost per household)
    - f. Costs must be appropriate and allowable per the service models.**
    - g. List 100% match and source of match.**

# LOI Requirements Continued

- Responses should include:
  - Proposal demonstrates the agency’s capability to provide services in a manner that is compatible with language and cultural needs and/or preferences.
    - a. Proposal demonstrates competency in language and culture; describe how services will be delivered in a manner that honors cultural norms and practices.
    - b. Express agencies commitment to and experience with providing services that are culturally and linguistically appropriate.
    - c. List how agency is connected to culturally specific community resources. Describe how agency Describe/list sound strategies for the recruitment, retention, and promotion of diverse staff.
    - d. List any specialties in serving specific populations or communities, specific to the Ramsey County region and gaps as identified in the Heading Home Ramsey Biannual Needs Assessment.

# LOI Requirements Continued

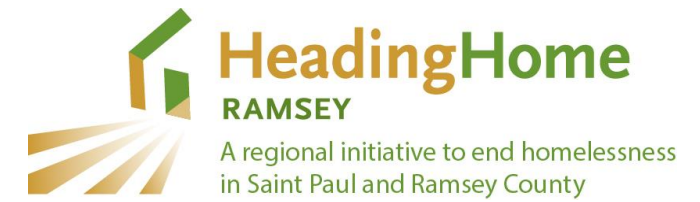
- Additional attachments required (not included in the 10-page maximum):
  - Program budget per each program component (excel spreadsheet) – budget should include source and amount of match (100% program match required) – be detailed!
  - Proof of 100% program match – i.e. Award Letter
- Responses due by 3pm (central time) on Monday, October 25, 2021
  - Email response and attachments to Loni Aadalen, [loni.Aadalen@co.ramsey.mn.us](mailto:loni.Aadalen@co.ramsey.mn.us)



# Timeline

- October 4, 2021: ESG Letter of Interest released
- October 18, 2021: Informational Meeting for providers
- October 25, 2021: Letter of Interest due at 3pm
- 2<sup>nd</sup> week of November: Ranking Committee meets
- 3<sup>rd</sup> week of November: CoC Coordinators notifies providers if they were selected
- January 1, 2022: Anticipated contract start date (contracts will be for one year)

# Additional Questions?



Thank you for attending!!