

EMERGENCY SOLUTIONS GRANT PROGRAM FUNDED BY THE CARES ACT (ESG-CV2)
Background and General Information 1/29/21

The Wyoming Department of Family Services is issuing a Request for Proposals (RFP) for funding consideration under the Federal Emergency Solutions Grant program funded by the Coronavirus Aid, Relief, and Economic Security (CARES) Act (ESG-CV) for the second allotment of CV funds, ESG-CV2. Funds will be made available from the date of executed grant agreement or April 1, 2021, whichever is later, through March 31, 2022. These funds are in addition to the current Federal ESG program. This RFP summarizes the requirements for the ESG-CV grant. Potential applicants should consider their capacity and project concept in relation to all of the requirements, while considering extending the reach of the program. It is an applicant's responsibility to thoroughly review this RFP as well as all regulations, including the Code of Federal Regulations Title 24 Part 576 (24 CFR 576), and guidance before preparing a proposal for funding to ensure that they have the ability to comply with the RFP and the program requirements. NOTE: ALL ESG-CV resources are available here. https://www.hud.gov/program_offices/comm_planning/homeless_esg_covid-19

The purpose of the ESG-CV is to provide Statewide funding to prevent, prepare for, and respond to coronavirus, among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus. The funding provides for emergency shelter, outreach services, rapid re-housing, and homelessness prevention projects that work in collaboration with the broader Continuum of Care (CoC) system in Wyoming. This program is designed to identify sheltered and unsheltered persons experiencing homelessness, as well as those at risk of homelessness, and provide services necessary to help those persons to quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. Through the ESG-CV program, project applicants must use HMIS, data tracking software, maintain data quality according to Wyoming Homeless Collaborative Standards and participate in Wyoming Coordinated Entry System (CES), to assess the participants' housing barriers and then link participants with the program and supportive services appropriate to the specific household situation.

General Information:

*ESG CV2 CARES Act Grant Wyoming Allocation is \$2,901,686.00.

*Zoom Calls are scheduled for pre application questions on Tuesday, 2/2/21 @ 1:00PM or Wednesday, 2/3/21 @ 8:00AM. Email an invitation request to debby.rieff@wyo.gov prior to the first call. The same information will be presented at both calls.

* ESG CV2 Application is due 2/12/21 and must be emailed to: debby.rieff@wyo.gov

* Applicants must submit a completed, signed application, with required attachments by due date.

* NO ZIP FILES

VALUES AND GUIDING PRINCIPLES

We will prioritize programs that:

- Are addressing the disproportionate impacts that homelessness and COVID-19 have on communities of color and other vulnerable populations as determined by data assessment.
- Place importance on Wyoming Homeless Collaborative Data Collection, Quality and ESG /CoC policies, found at WHC website. [Wyoming WHC Policies](#)
- Engage those with lived experience of homelessness and communities most impacted by COVID-19 in creating effective approaches to reducing and ending homelessness.
- Are culturally responsive, culturally specific and led by those who reflect the populations served.
- Initiate or enhance partnerships and collaborations that include traditionally marginalized groups in program planning and implementation.
- Are actively engaged in or seek to build partnerships to deliver services in other Counties.
- Expand capacity through contracting or subcontracting with partners to deliver services more efficiently and effectively. [Contractor guidance in ESG programs](#)
- Are actively engaged in or seek to build partnerships with Tribal Nations in addressing homelessness among Native Americans, in tribal communities and within Tribal Nation land.
- The successful Applicant shall demonstrate the ability to document, coordinate and integrate project activities with direct project costs and expected outcomes that best meet the intent of the funding.

STATE OF WYOMING- Department of Family Services(DFS)
Coronavirus Aid, Relief and Economic Security Act (CARES Act)
Supplemental Funding Application Round 2
EMERGENCY SOLUTIONS GRANTS (ESG-CV2) PROGRAM

1. APPLICANT INFORMATION

A. Name of Applicant _____

Nonprofit Organization Unit of Local Government

P.O. Box _____
Street Address _____
City and Zip Code _____
County _____
Contact Person _____
Title _____
Phone Number _____
E-mail Address _____
E-mail Address _____
DUNS # _____

TOTAL AMOUNT OF ESG FUNDS REQUESTED: _____
(must equal budgeted amount on page 13)

Application information

* **ESG CV2 Application is due 2/12/21**

* Award Notifications 2/19/21

More information on Activities, Supportive Services and Allowable expenses for the ESG program, please review the regulation which can be found here: 24 CFR Part 576. [EMERGENCY SOLUTIONS GRANTS PROGRAM](#) Or for ESG-CV, please read Notice CPD-20-08. [Alternative CARES ACT ESG Requirements](#)

2. ELIGIBILITY
(Mark one Y or N)

- A. Applicant has a written policy designed to ensure that their facility is free from illegal use, possession, or distribution of drugs or alcohol by its beneficiaries and employees.
YES (attach document) NO
- B. Applicant has a written policy to ensure that activities conducted under ESG conform to the nondiscrimination and equal opportunity requirements contained in 24 CFR Part 576.407(a).
YES (attach document) NO
- C. Applicant will make known that use of the facilities, assistance and services are available to all individuals on a nondiscriminatory basis per 24 CFR Part 576.407(b).
YES NO
- D. Does your organization adhere to federal Violence Against Women Act (VAWA) requirements?
YES NO
- E. If Applicant is a primarily religious organization, Applicant agrees to provide all eligible activities under this program in a manner that is free from religious influences in accordance with 24 CFR Part 576.406.
YES NO N/A
- F. Applicant has experience with administering ESG program?
YES NO
**** If No, Applicant must detail experience with other homeless programs.**

- G.** If the proposed application is for street outreach, emergency shelter operations, homelessness prevention, rapid re-housing, housing relocation, or short to medium-term rental assistance, the Applicant agrees to provide services or shelter to homeless individuals and families for at least the period during which ESG CV funds are provided.
YES **NO** **N/A**
- H.** Applicant agrees that all housing, whether the homeless shelter, or the rental housing units assisted with ESG, will meet the shelter and housing standards outlined under 24 CFR Part 576.403.
YES **NO**
- I.** Applicant agrees that all individuals and families, eligible for ESG CV, will be given assistance to obtain permanent housing, medical and mental health treatment, counseling, supervision, and other services essential for achieving independent living; including assistance in obtaining other federal, state, local, and private assistance.
YES (attach proposed plan) **NO**
- J.** Applicant currently has outstanding audit findings, Internal Revenue Service (IRS) findings, Department of Family Services (DFS) monitoring findings or other compliance issues?
YES **NO**
 **If Yes, Applicant must submit a copy of the finding and documentation of how it is being addressed.
- K.** HUD is committed to ensuring Racial Equity among program operations and services. Does your organization commit to operating and providing services in a racially equitable manner and providing racial equity data upon request?
YES (provide an overview or the framework of the plan) **NO**
- L.** ESG-CV requires that organizations follow a low barrier, housing first model. Does your organization commit to operating and providing services under a low barrier, housing first model?
YES **NO**
- M.** To the greatest extent possible, Applicant agrees to incorporate participation of not less than one homeless individual or formerly homeless individual on the board of directors or other equivalent policy-making entity as outlined per CFR 576.405.
YES **NO**
- What have you done in 2020 to work towards achieving this objective?
- N.** Applicant will involve the employment of homeless individuals to the maximum extent practicable.
YES **NO**
- What have you done in 2020 to work towards achieving this objective?
- O.** Is your agency currently a member of either a local Homeless Coalition or Wyoming Homeless Collaborative(WHC)?
YES **NO**
- P.** The ESG program is funded on a reimbursement method, will your agency have the capacity and the available cash flow to effectively administer this program?
YES **NO**

NOTE: If NO is the response to any of the above questions, please provide a written explanation.

3. ELIGIBILITY OF REHABILITATION CONVERSION AND RENOVATION ACTIVITIES ONLY

If you are requesting ESG funds for rehabilitation, conversion or renovation, please answer all questions (A-E) below.

- A. Does the rehabilitation, conversion, or renovation activities involve a building on the National Register of Historic Places, a building located in a Historic District, a building immediately adjacent to a property listed on the National Register, or building deemed to be eligible for inclusion on the National Register by the State Historic Preservation Officer?
YES **NO** **N/A**

- B. If you have answered YES to A, have the final plans and specifications for the rehabilitation project been approved by the State Historic Preservation Officer?
YES **NO** **N/A**

- C. Will the estimated value of the improvements exceed 75 percent of the appraised value of the building before the improvements are made?
YES **NO** **N/A**

- D. If Applicant proposes to utilize ESG funds for rehabilitation, the Applicant agrees that the emergency shelter building will continue to be operated as an emergency shelter for at least 3 years, if major rehabilitation or conversion of the building (75% or more of the appraised value of the building) then at least 10 years.
YES **NO** **N/A**

- E. Upon completion of renovation activity, will the building be accessible in accordance with Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR Part 8; the Fair Housing Act (42 U.S.C 3601 et seq.) and implementing regulations at 24 CFR part 100; and Title II of the Americans with Disabilities Act (42 U.S.C 12131 et seq.) and 28 CFR, part 35.
YES **NO** **N/A**

If you are planning any renovation activities, list and describe in detail what renovation activities are being requested along with at least 2 competitive bids for the project. If you are requesting more than one renovation activity, indicate a priority order.

4. SITE CONTROL - *Shelters Only*

Indicate below the status of the shelter and attach documentation of site control (lease agreement, purchase option or property deed, if not already submitted).

- _____ Applicant own property: Date acquired: _____
- _____ Lease. Expiration date: _____
- _____ Option to Purchase: Expiration date: _____
- _____ Other: Describe: _____

5. ACCESSIBILITY FOR PERSONS WITH DISABILITIES

Federal regulations require that all agencies assisted with ESG funds must not exclude or deny benefits or assistance to people with disabilities. Emergency shelters and service agencies should therefore seek to ensure that their shelter and/or agency are physically accessible to people with disabilities. Accessibility includes such things as: entrance ramps, parking with universal logo signage, grab bars around commodes and showers, top of toilet seats between 17-19 inches from the floor, drain lines under lavatory sink either wrapped or insulated, space for wheelchair maneuverability, accessible water fountains, access between floors (elevators, ramps, lifts), and other improvements needed to assure full access to funded facilities/programs, including serving the blind and deaf.

6. ELIGIBLE PROJECT DESCRIPTIONS

In order to address the COVID-19 pandemic, HUD is providing a supplemental allocation of ESG funds as authorized by the Coronavirus Aid, Relief and Economic Security (CARES) Act, Public Law 116-136. These special ESG-CV funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19) among individuals and families who are homeless or receiving homeless assistance. The funds will also support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

Emergency Shelter Component (24 CFR 576.102)

ESG-CV funds may be used only for the costs of providing emergency shelter during the period beginning on the date the recipient or subrecipient began preventing, preparing for and responding to coronavirus (March 13, 2020) and ending on January 31, 2022 and only for those costs that are necessary to prevent, prepare for and respond to coronavirus.

Renovation

- Eligible costs include labor, materials, tools and other costs for renovation (including major rehabilitation of an emergency shelter or conversion of a building into an emergency shelter). The emergency shelter must be owned by a government entity or private nonprofit organization.

Operations

- Eligible costs include maintenance/repair, rent, security, fuel, equipment, insurance (shelter only), utilities, food, furnishings and supplies necessary for the operation of the emergency shelter. Also hotel/motel costs for individuals and families experiencing homelessness, receiving rapid rehousing assistance under CoC or ESG programs, receiving homelessness prevention under the ESG program, or residing in permanent supportive housing. The subrecipient may pay for a hotel room directly or through a hotel or motel voucher. Additionally, funds can be used to pay for cleaning of hotel and motel rooms used by program participants as well as to repair damages caused by program participants above normal wear and tear of the room. These flexibilities are provided to allow recipients to secure hotel and motel rooms more quickly to be available when needed to prevent the spread of coronavirus (for example, when a program participant needs to isolate to keep from spreading the virus to other shelter occupants or household member).

Essential Services (For use with shelter residents only)

- Eligible costs include case management, child care, education, employment, life skills services, legal services, mental health, substance abuse services, transportation and services for special populations.

Temporary Emergency Shelter (HUD Notice CPD-20-08)

As permitted by the CARES Act, ESG-CV funds may be used to pay for temporary emergency shelters for individuals and families experiencing homelessness in order to prevent, prepare for and respond to coronavirus. Funds may be used to support temporary emergency shelters to prevent, prepare for, and respond to coronavirus until January 31, 2022. This date will ensure that ESG-CV funds are available to serve more individuals and families with assistance to prevent, prepare for, and respond to coronavirus. Eligible costs include:

- (a) Leasing existing real property or temporary structures to be used as temporary emergency shelters;
- (b) Acquisition of real property (e.g. hotels, ancillary structures, parking lots). The total amount of ESG-CV funds used for acquisition must not exceed \$2.5 million per real property. If funds are used for acquisition or renovation (including conversion or major rehabilitation) the property's use and disposition will be subject to the real property requirements in 24 CFR 200.311;
- (c) Renovation (including major rehabilitation and conversion) of real property (3.g. hotels) into temporary emergency shelters. Eligible costs include labor, tools and other costs for renovation;
- (d) Shelter operations costs including the costs of maintenance (including minor or routine repairs), rent, security, equipment, insurance, utilities, food, furnishings, supplies necessary for the operation of the temporary emergency shelter;
- (e) Services, including essential services under 24 CFR 576.102(a)(1), housing search and placement services under 24 CFR 576.105(b)(1), and housing search and counseling services as provided under 24 CFR 578.53(e)(8); except as otherwise stated in this Notice or 24 CFR part 476.408 and;
- (f) Other shelter costs HUD pre-approves in writing.

Street Outreach Component (24 CFR 576.101)

- Eligible costs include, engagement, case management, emergency health and mental health services, transportation, and services for special populations.

Homelessness Prevention Component (At Risk of Homelessness Individuals and/or Households) (24 CFR 576.103)

Housing Relocation and Stabilization Services

- Eligible costs include: Housing search and placement, case management, mediation and legal services, credit repair/budgeting/money management.

Financial Assistance

- Eligible costs include: Rental application fees, security deposits, last month rent, utility deposits, utility payments (including up to six months of arrearages), and moving cost assistance.
- Landlord Incentives – ESG-CV funding may be used to add the eligible cost of paying for landlord incentives as reasonable and necessary to obtain housing for individuals and families experiencing homelessness and at risk of homelessness. The limitation to three times the rent charged for each unit ensures enough ESG-CV funds remain available to provide other eligible activities necessary to prevent the spread of coronavirus. Eligible landlord incentive costs include:
 - (i) Signing bonuses equal to up to 2 months of rent;
 - (ii) Security deposits equal to up to 3 months of rent;
 - (iii) Paying the cost to repair damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit; and
 - (iv) Paying the costs of extra cleaning or maintenance of a program participant's unit or appliances.

Rental Assistance

- Eligible costs include: Short term and medium term rental assistance plus up to 6 months arrearages. Medium-term is established as for more than 3 months but not more than 12 months. This alternative requirement will allow more households to receive rapid rehousing and homelessness prevention assistance, which is necessary to prevent, prepare for, and respond to coronavirus.

Rapid Re-Housing Component (Homeless Individuals and/or Households) (24 CFR 576.104)

Housing Relocation and Stabilization Services

- Eligible costs include: Housing search and placement, case management, mediation and legal services, credit repair/budgeting/money management.

Financial Assistance

- Eligible costs include: Rental application fees, security deposits, last month rent, utility deposits, utility payments (including up to six months of arrearages), and moving cost assistance.
- Landlord Incentives – ESG-CV funding may be used to add the eligible cost of paying for landlord incentives as reasonable and necessary to obtain housing for individuals and families experiencing homelessness and at risk of homelessness. The limitation to three times the rent charged for each unit ensures enough ESG-CV funds remain available to provide other eligible activities necessary to prevent the spread of coronavirus. Eligible landlord incentive costs include:
 - (v) Signing bonuses equal to up to 2 months of rent;
 - (vi) Security deposits equal to up to 3 months of rent;
 - (vii) Paying the cost to repair damages incurred by the program participant not covered by the security deposit or that are incurred while the program participant is still residing in the unit; and
 - (viii) Paying the costs of extra cleaning or maintenance of a program participant's unit or appliances.

Rental Assistance

- Eligible costs include: Short term and medium term rental assistance plus up to 6 months of rental arrearages. Medium-term is established as for more than 3 months but not more than 12 months. This alternative requirement will allow more households to receive rapid rehousing and homelessness prevention assistance, which is necessary to prevent, prepare for, and respond to coronavirus.

Training (HUD Notice CPD-20-08) – as permitted by the CARES Act, ESG-CV funds may be used for training on infectious disease prevention and mitigation for staff working directly to prevent, prepare for and respond to coronavirus among persons who are homeless or at risk of homelessness and the use of funding shall not be considered administrative costs. These training costs are eligible as a standalone activity and are not to be charged to an activity under 24 CFR 576.101 to 24 CFR 576.109.

Hazard Pay (HUD Notice CPD-20-08) – As permitted by the CARES Act, funds may be used to pay hazard pay for staff working directly to prevent, prepare for, and respond to coronavirus among persons who are homeless or at risk of homelessness.

Handwashing Stations and Portable Bathrooms (HUD Notice CPD-20-08) – ESG-CV funds may be used for installing and maintaining handwashing stations and bathrooms (i.e. porta potties) in outdoor locations for people experiencing unsheltered homelessness. Allowing ESG-CV funds to pay for the costs of handwashing stations and bathroom facilities

will help prevent the spread of coronavirus by providing people living in unsheltered locations regular access to bathrooms and the ability to wash their hands.

Volunteer Incentives (HUD Notice CPD-20-08) – ESG-CV funds may be used for the cost of providing reasonable incentives to volunteers (e.g. cash or gift cards) who have been and are currently helping to provide necessary street outreach, emergency shelter, essential services and housing relocation and stabilization services during the coronavirus outbreak.

HMIS Component (24 CFR 576.107)

- Eligible costs include: Computer hardware/software/software licenses, office space/utilities/equipment, obtaining technical support, salaries for HMIS operations, staff travel for HUD approved HMIS training and participant intakes, and participation fees charged by the HMIS Lead

Administration Component (24 CFR 576.108)

- Up to 10% of the ESG budget.
- Eligible costs include: Administrative costs related to planning and execution of the ESG activities. This does not include staff and overhead costs directly related to carrying out street outreach, emergency shelter, homelessness prevention, and rapid re-housing activities, as those costs are eligible as part of those activities.

Expenditure Deadlines

To ensure ESG-CV funds are spent quickly on eligible activities to address the public health and economic crisis caused by coronavirus, the following alternative requirements are established:

- (i) HUD may recapture up to 20 percent of a recipient’s total award, including first and second allocation amounts, if the recipient has not expended at least 20 percent of that award by September 30, 2021.
- (ii) HUD may recapture up to 80 percent of a recipient’s total award, including first and second allocation amounts, if the recipient has not expended at least 80 percent of that award by March 31, 2022.

DFS reserves the right to review a subrecipient’s balance of funds quarterly and reallocate unused funds if the subrecipient is not meeting the expenditure requirements above.

What type of Clientele will you be serving? (Check all that apply)

- Homeless individuals and/or households
- At risk of homelessness individuals and/or households
- Survivors of Domestic and Sexual Violence Only

**7. PERFORMANCE OUTCOME MEASUREMENTS – for all applicants
12 month period of April 1, 2021 through March 31, 2022.**

As appropriate, please provide the **proposed outcomes** of your project from **April 1, 2021 through March 30, 2022**. Please note this information will be used to determine funding amounts for your agency.

A. Proposed number of person(s) or households to be served?

Persons: _____

Households: _____

B. Proposed # of homeless individuals and/or households that will be served by **Rapid Re-Housing?**

1. Individuals _____

2. Households _____

C. Number of individuals and/or households that will be served by **Homelessness Prevention funding?**

1. Individuals _____

2. Households _____

D. Number of individuals and/or households that will be in **Emergency Shelter?**

1. Individuals _____

2. Households _____

E. What is the demographic composition of the proposed populations to be served?

- F.** What is the demographic composition of agency staff, board and proposed project staff?
- G.** Describe how the proposed program will address equity and provide equitable solutions to homelessness given the demographic composition of the persons or households to be served.
- H.** Describe the community need that this proposed program will be solving. How has this need increased or been exacerbated by COVID-19? How was this need identified? How will these needs be addressed with the ESG-CV funding?
- I.** Describe the project your agency is proposing to meet the identified need.
- J.** Describe which communities/ counties you plan to serve and how you will offer services effectively throughout this geographic area.
- K.** Can your agency start this project immediately? What is your organization's ramp up plan and timeline?
- L.** If your agency is only applying for funding for a specific population, attach a narrative describing how you have partnered with other agencies in your community to help homeless individuals that you DO NOT serve to ensure they receive the needed services.
- M.** Describe the project staffing plan for this project. Describe the experience of project staff with individuals and communities in the proposed program. Include working and partnering across demographics, those with lived experience, and relevant credentials and certifications, education and training received by project staff. Will additional staff be added?
- N.** Attach a narrative describing any limitations your agency may have within this program regarding the services, length of time, including limiting the amount of assistance clients may receive.
- O.** Attach a narrative explaining the intake process utilized within your ESG program and any diversion methods utilized. Include any additional eligibility requirements and justification of added restrictions on program entry.
- P.** Provide an overview of any organizations that will serve as your partners for the proposed program. Include their mission/primary services, role, demographic composition, and history serving proposed project populations. Designate if you intend to contract or subgrant for services.

8. SUMMARY OF ESG-CV FUNDS REQUESTED
April 1, 2021 through March 2022.

Please complete as accurately and completely as possible. Failure to do so may result in a reduction or denial of funding. Request only those funds expected to be expended over an 12-month period. Round to the nearest \$1.00. Applicants should refer to 24 CFR Part 576 and for further clarification of how and when these services can be provided.

Activity Type	Requested Amount
SHELTER ACTIVITIES	\$
Renovation	\$
Operations (total of all subcategories below)	\$
▪ Maintenance	\$
▪ Insurance	\$
▪ Utilities	\$
▪ Furnishing/Appliances	\$
▪ Food	\$
▪ Rent	\$
▪ Security	\$
▪ Supplies	\$
▪ Equipment	\$
▪ Hotel/Motel Vouchers	\$
Essential Services (Shelter Residents Only)	\$
TEMPORARY EMERGENCY SHELTER	\$
Acquisition	\$
Renovation	\$
Operations	\$
Essential Services (Shelter Residents Only)	\$
STREET OUTREACH	\$
RAPID RE-HOUSING ACTIVITIES	\$
Housing Relocation and Stabilization Services	\$
Financial Assistance	\$
Tenant-Based Rental Assistance	\$
Project-Based Rental Assistance	\$
HOMELESSNESS PREVENTION ACTIVITIES	\$
Housing Relocation and Stabilization Services	\$
Financial Assistance	\$
Tenant-Based Rental Assistance	\$
Project-Based Rental Assistance	\$
HMIS	\$
Administrative Activities	\$
Total CARES Act Funding Request	\$

TOTAL BUDGET FOR OPERATIONS AND SERVICES

The Emergency Solutions Grants Program funding must be used in coordination with other funding sources and programs to ensure a continuum of services. This budget will provide information on your organization's activities, resources, and expenditures currently for 2021 and projected for 2021. Please complete as accurately and completely as possible. Failure to do so may result in a reduction or denial of funding.

Resources: Project the amounts to be received for 2021

Expenses: Project the amounts to be expended for 2021

9. TOTAL <u>PROJECTED</u> BUDGET FOR OPERATIONS AND SERVICES FOR	
2021 ALLOCATION April 1, 2021 through March 2022.	
Anticipated Resources	Amount Projected 2021
United Way	
VOCA (Victims of Crime Assistance)	
Daniels Fund	
ESG (Emergency Solutions Grants) This must equal your total request	
Other CARES resources (specific)	
City/County Government Contribution	
FEMA (Emergency Food and Shelter Program)	
Documented Cash Contributions	
FVPS (Family Violence and Prevention)	
STOP Violence Against Women Grants	
Other Resources (specify)	
Other Resources (specify)	
Projected Expenses ESG-CV	
Renovation	
Shelter Operations	
Shelter Essential Services	
Street Outreach	
Homelessness Prevention Activities	
Rapid Re-Housing Activities	
HMIS Activities	
Staff Salaries	
Administration of ESG CV	
Other Supportive Services(specify)	
Other Expenses (specify)	
Other Expenses (specify)_____	

10. ATTACHMENTS

Please attach the following items:

- A. Copy of Certificate of Good Standing from Wyoming Secretary of State Attached
- B. Articles of Incorporation Attached
- C. Documentation of 501(c)(3) status from the U.S. Internal Revenue Service Attached
- D. Organizational chart of the Agency Board and Staff Attached
- E. Bids - at least 2 competitive bids for renovation/rehabilitation activities Attached
 Not Requested
- F. Copy of the purchase or lease agreement(s) for the building(s) currently used as a shelter and/or office space Attached
- G. Provide evidence of financial accountability such as a recent audit Or annual accounting with balance sheet Attached
- H. Workplace non-discrimination policy Attached
- I. Copy of past two board meeting minutes Attached
- J. Confidentiality Policy Attached
- K. Discharge Policy Attached
- L.. Drug- Free Workplace Policy Attached

11. CERTIFICATION

The Applicant certifies that all information in this application and all information furnished in support of this application is given for the purpose of obtaining funds under the Emergency Solutions Grant Program and is true and complete to the best of the Applicant's knowledge and belief. The Applicant shall not, in the provisions of services, or in any other manner, discriminate against any person on the basis of race, color, creed, religion, sex, national origin, age, familial status or disability. Verification of any of the information contained in this application may be obtained from any source named herein.

I certify that I am authorized to execute this application on behalf of the Applicant.

Signature

Date

