



Notice of Funding Availability  
Request for Application  
Office of Economic Opportunity  
Emergency Solutions Grants Program – CARES Act (ESG-CV) Phase II  
CFDA #14.231

## Overview

The state of South Carolina, through the U.S. Housing and Urban Development (HUD), authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, received federal funds for the purpose of preventing, preparing for and responding to the coronavirus pandemic 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 of COVID-19. Retroactive costs associated with preparing for, responding to, or preventing COVID-19 may be eligible for reimbursement with proper documentation.

The CARES Act made available \$4 billion in **Emergency Solutions Grants Program – CARES Act (ESG-CV)** funds to HUD. HUD allocated the first \$1 billion (Phase I) for ESG-CV grants based on the Federal Fiscal Year 2020 ESG formula. The state of South Carolina was awarded \$8,745,852 in ESG-CV Phase I funds of which five percent or \$437,292.60 was retained for administrative expenses and the remainder \$8,308,559.40 awarded in ESG-CV Phase I grants. HUD retained \$40 million for technical assistance and awarded the remaining \$2.96 billion for ESG-CV grants in a second allocation (Phase II) directly to states or units of local government by a separate formula developed by the Secretary. Under ESG-CV Phase II, the state of South Carolina was awarded \$18,346,818. All of the ESG-CV Phase II funds, \$18,346,818, will be made available to private nonprofit entities through this Notice of Funding Availability (NOFA).

HUD sent an award letter on June 9, 2020 to South Carolina Governor Henry McMaster stating that the state of South Carolina was being awarded a second allocation of ESG-CV funds in the amount of \$18,346,818. All applicants are advised that OEO has not received the Funding Approval/Agreement signed by HUD for this allocation as of the posting date of this NOFA. Notices of Intent to Award and grant agreements will not be sent to successful applicants until OEO is in receipt of the Funding Approval/Agreement signed by HUD.

The purpose of this NOFA is to request applications from eligible entities for ESG-CV Phase II funding. The period of performance is from TBD - September 30, 2022. Eligible entities already providing ESG Program services or similar services within the state of South Carolina are encouraged to apply for this funding. This is a competitive grant. ESG-CV Phase II funds are exempt from the match requirement. ESG-CV Phase II funds are subject to availability. Requirements and more details of this funding opportunity are contained in this NOFA.

OEO will be accepting ESG-CV Phase II applications beginning October 9, 2020. Applications and all required documentation must be received by OEO no later than October 23, 2020, 5 p.m. Eastern Standard Time (EST). The table below is a list of important dates an applicant should be cognizant of before applying for this grant.

Timeline and Important Deadlines	
NOFA Release	October 8, 2020, 5 p.m. EST
Withdraw Application <b>Deadline</b>	October 23, 2020, 5 p.m. EST
Application <b>Deadline</b>	October 23, 2020, 5 p.m. EST
Period of Performance	TBD – September 30, 2022
Request for Reimbursement	At least quarterly, as often as bi-weekly
Successful applicant must expend at least 20% of ESG-CV award(s) <b>Deadline</b>	September 30, 2021
Contract and Subcontract Activity Report Deadline	November 1, 2021, 5 p.m. EST
ESG-CV funds may be used to support emergency and temporary emergency shelters <b>Deadline</b>	January 31, 2022
Successful applicant must expend at least 80% of ESG-CV award(s) <b>Deadline</b>	March 31, 2022
Final Request for Reimbursement <b>Deadline</b>	November 14, 2022

## A. Program Description

The Emergency Solutions Grants (ESG) Program is authorized by subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371-11378) as amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. The Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 (Public Law 116-136), signed into law on March 27, 2020 provided for supplemental appropriation to the U.S. Department of Housing and Urban Development (HUD) to respond to the coronavirus pandemic (COVID-19). The ESG CARES Act (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, and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19. In addition to the aforementioned statutes, applicable regulations and grant requirements include but are not limited to 24 C.F.R. Part 576 – Emergency Solutions Grants Program, 2 C.F.R. Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, grant agreement between the South Carolina Office of Economic Opportunity (OEO) and the successful applicant, ESG-CV Handbook, OEO Fiscal Guidance and Procedural Manual, and Technical Memoranda issued by HUD or OEO. HUD notices and applicable guidance for all ESG-CV funds are available on the HUD Exchange website at <https://www.hudexchange.info/>.

OEO is awarded the ESG Program, Code of Federal Domestic Assistance (CFDA) #14.231, for the state of South Carolina and serves as the pass-through entity for this grant. The ESG Program is comprised of five components: 1) street outreach, 2) emergency shelter, 3) homelessness prevention, 4) rapid re-housing assistance, and 5) Homeless Management Information System (HMIS). **All programmatic activities and ESG components funded by ESG-CV funds must be used to prepare for, respond to, or prevent COVID-19.** Program participants served with ESG-CV funds shall not be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing or services.

**Street outreach** funds may be used for the costs of providing essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing or critical services, and provide urgent non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing or an appropriate health facility. As permitted in the CARES Act, ESG-CV funds may be used for street outreach activities without regard to the spending cap established by section 415(b) of the McKinney-Vento Act and 24 CFR Part 576.100(b). Eligible activities include but are not limited to engagement activities, case management, emergency health services, emergency mental health services and transportation.

**Emergency shelter** funds may be used for the costs of providing essential services to families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters. As permitted in the CARES Act, ESG-CV funds may be used for emergency shelter without regard to the spending cap established by section 415(b) of the McKinney-Vento Act and 24 CFR Part 576.100(b). The same flexibility applies to using ESG-CV funds to establish and operate temporary emergency shelters. The requirements at 24 CFR 576.102 apply, except funds may be used only for the costs of providing emergency shelter during the period beginning on the date the applicant began preventing, preparing for, and responding to coronavirus and ending on **January 31, 2022**, and only for those costs that are necessary to prevent, prepare for and respond to coronavirus. Shelter and housing standards, procurement requirements and state and local code compliance must be met. Emergency shelters will be subject to the minimum period of use required by section 416(c) of the McKinney-Vento Act and 24 CFR 576.102(c). If there are any prerequisite services a client must engage in, screening individuals out or denying entry, or requiring supportive services, ESG-CV funds will not be awarded to the applicant.

ESG-CV funding amounts provided under the CARES Act 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. Eligible costs include leasing existing real property or temporary structures to be used as temporary emergency shelters;

acquisition of real property (total amount of ESG-CV Phase II funds used for acquisition must not exceed \$2.5 million per real property); renovation (including major rehabilitation and conversion) of real property into temporary emergency shelters; shelter operations costs including the costs of maintenance (including minor or routine repairs), rent, security, fuel, equipment, insurance, utilities, food, furnishings, supplies necessary for the operation of the temporary emergency shelter; services, including essential services under 24 C.F.R. 576.102(a)(1), housing search and placement services under 24 C.F.R. 576.105(b)(1), and housing search and counseling services as provided under 24 C.F.R. 578.53(e)(8); except as otherwise stated in Notice CPD-20-08 or 24 C.F.R. part 576.408; and other shelter costs HUD pre-approves in writing.

Such temporary emergency shelters shall not be subject to the minimum periods of use as required by section 416(c)(1) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11357(c)(1)); however, if funds were 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 C.F.R. 200.311. Federal habitability and environmental review standards and requirements shall not apply to the use of such ESG-CV funding amounts for those temporary emergency shelters that have been determined necessary to prevent, prepare for, and respond to coronavirus. If there are any prerequisite services a client must engage in, screening individuals out or denying entry, or requiring supportive services, ESG-CV funds will not be awarded to the applicant.

In general, funds may be used to support temporary emergency shelters to prevent, prepare for, and respond to coronavirus until **January 31, 2022**. This date may only be extended by HUD. The funding and operation of temporary emergency shelters must comply with the ESG-CV requirements under Notice CPD-20-08 and 24 C.F.R. part 576.

**Homelessness prevention** funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter and prevent incidences of homelessness.

**Rapid re-housing assistance** funds may be used to provide housing relocation and stabilization services and short- or medium-term rental assistance necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

**HMIS** funds may be used to help pay the costs of contributing to the HMIS designated by the Continuum of Care (COC) for the area including an equitable portion of the costs of purchasing hardware, software licenses or equipment, obtaining technical support, completing data entry and analysis, monitoring and reviewing data quality, training, reporting, and coordinating and integrating the system.

All applicants must refer to 24 C.F.R. Part 576-Emergency Solutions Grants Program and HUD notices and applicable guidance for all ESG-CV funds for more detailed information regarding the ESG-CV Program.

Duplication of benefits are unallowable. A duplication of benefits exists when a program beneficiary receives assistance from multiple funding sources totaling an amount that exceeds the need for a particular funding need. The duplication is the amount of assistance provided in excess of the need. It is OEO's intent to ensure that each ESG-CV activity provides assistance only to the extent that an applicant's funding need(s) has not been met by another funding source.

HUD waived the requirements of 24 C.F.R. 576.400(b), however, it is the expectation that applicants coordinate with other programs targeted to homeless people in the area covered by the Continuum of Care or area over which the services are coordinated to provide a strategic, community-wide system to prevent and end homelessness for that area. Applicants that work directly with homeless children and youth should collaborate with designated school district liaisons under the McKinney-Vento Act. A link to a list of district McKinney-Vento homeless liaisons can be accessed at <https://ed.sc.gov/policy/federal-education-programs/essa-title-ix-part-a-mckinney-vento-homeless-assistance-act/>. The ability to demonstrate coordination will be part of the application review process.

OEO intends to enter into a grant agreement with successful applicants to award ESG-CV funds to provide ESG services in response to COVID-19 as stated above by ESG component proposed with consideration for applicants located or serving areas identified as “hotspots” by the South Carolina Department of Health and Environmental Control, areas identified to be at risk of experiencing housing instability and homelessness by the Urban Institute (<https://www.urban.org/features/where-prioritize-emergency-rental-assistance-keep-renters-their-homes>), and/or proposing to serve individuals at the severest risk of complications from COVID-19 (e.g. individuals experiencing homelessness over age 50, having particular health issues, minority and indigenous populations) and/or a specific under-served subset of individuals is a part of the application review process.

ESG-CV funds are exempt from the match requirement. Successful applicants will receive funding through a cost-reimbursement payment method (Refer to Section F. Federal Award Administration Information for more information).

## B. Federal Award Information

The period of performance for the ESG-CV Phase II Program is TBD through September 30, 2022. Private nonprofit organizations are encouraged to apply for the ESG-CV Phase II Program. Current subgrantees of the ESG Program Year (PY) 2020 and ESG-CV Phase I Program are also encouraged to apply. All successful applicants must coordinate with their local Continuum of Care (COC) and participate in the HMIS (or comparable database if the applicant is a victim service provider). In addition, several certifications are required to be submitted as part of the application to meet eligibility requirements, which are listed in Section D. Application and Submission Information, of this NOFA.

A successful applicant must expend, at a minimum, 20% of the amount awarded for ESG-CV Phase II by September 30, 2021. Failure to expend this minimum amount by September 30, 2021 may result in HUD recapturing 20% of the total award to the state. Additionally, the successful applicant must expend, at a minimum, 80% of the amount awarded for ESG-CV Phase II by March 31, 2022. Failure to expend at least 80% of the award by March 31, 2022 may result in HUD recapturing 80% of the total award to the state.

OEO intends to enter into a grant agreement with private nonprofit organizations to provide ESG-CV services throughout the state of South Carolina with consideration to areas identified as “hotspots” by the South Carolina Department of Health and Environmental Control, areas identified to be at risk of experiencing housing instability and homelessness by the Urban Institute (<https://www.urban.org/features/where-prioritize-emergency-rental-assistance-keep-renters-their-homes>), and applicants proposing to serve individuals at the severest risk of complications from COVID-19 (e.g. individuals experiencing homelessness over age 50, having particular health issues, minority and indigenous populations) and/or a specific under-served subset of individuals. This is a competitive grant and does not require matching funds. Successful applicants will receive funding through a cost reimbursement payment method (Refer to Section F. Federal Award Administration Information for more information).

The CARES Act made available \$4 billion in ESG-CV funds to HUD. HUD allocated the first \$1 billion (Phase I) for ESG-CV grants based on the Federal Fiscal Year 2020 ESG formula. The state of South Carolina was awarded \$8,745,852 in ESG-CV Phase I funds of which five percent or \$437,292.60 was retained for administrative expenses and the remainder \$8,308,559.40 awarded in ESG-CV Phase I grants. HUD retained \$40 million for technical assistance and awarded the remaining \$2.96 billion for ESG-CV grants in a second allocation (Phase II) directly to states or units of local government by a separate formula developed by the Secretary. Under ESG-CV Phase II, the state of South Carolina was awarded \$18,346,818. All of the ESG-CV Phase II funds, \$18,346,818, will be made available to private nonprofit entities through this Notice of Funding Availability (NOFA).

### C. Eligibility Information

Eligible applicants include all private nonprofit organizations who provide services to assist to the homeless and those at risk of becoming homeless. Successful applicants will use ESG-CV funds for the purposes of preventing, preparing for, and responding to COVID-19 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 of COVID-19. The ESG-CV funds are intended to be a supplemental grant for the applicant's program. For profit organizations and units of local government are not eligible to apply.

Current subgrantees of the ESG PY 2020 and ESG-CV Phase I Program funds may apply and at a minimum must submit a document certifying that the entity continues to meet eligibility requirements submitted and certified to in the PY 2020 ESG Application. Refer to Section D, Application and Submission Information, item f for additional documentation requirements.

All applicants who are not current subgrantees of the ESG PY 2020 or ESG-CV Phase I Program must submit supporting documentation to meet the eligibility requirements listed below. Refer to Section D, Application and Submission Information, item g for documentation and certification requirements.

**Failure to provide such required documentation proving eligibility may render the applicant ineligible and the applicant may not be considered for the ESG-CV Phase II grant.**

OEO reserves the right to request additional information and clarification of documentation submitted as part of the original application. The eligibility requirements for applicants who are not a current subgrantee of the ESG PY 2020 or ESG-CV Phase I Program are as follows:

1. Be a 501(c)(3) organization;
2. Obtain certification of approval (Letter of Support) from the unit of general purpose local government (i.e. county or city) for the geographic area in which those activities will be carried out (emergency shelters only);
3. Applicant must already provide services to assist individuals and families who are homeless or receiving homeless assistance and/or support additional homeless assistance and homelessness prevention activities;
4. Maintain an active Dun and Bradstreet Numbering System (DUNS) number in the System for Award Management (SAM). Applicant must have an active and unexpired DUNS before execution of a grant agreement to avoid delays. Applicant is required to maintain an active SAM registration by re-activating the applicant's DUNS number annually in SAM for the entire period of the grant. DUNS numbers can be registered and renewed each year at the <https://www.sam.gov/SAM/>. If an applicant is in the process of obtaining a DUNS number and SAM registration, proof of such must be provided with the application, and the DUNS number and SAM registration must be active before an award is granted;
5. Have written policies and procedures (fiscal, program, human resources);
6. For applicants meeting the \$750,000 federal funds expenditure threshold, the applicant must be compliant with 2 C.F.R. §200.512, and a copy of the entity's single audit report must be provided. For applicants that do not meet this \$750,000 threshold, a copy of the applicant's audited or compiled financial statements must be provided. If the applicant has not had its financial statements audited or compiled by a certified public accountant (CPA), it must certify that it will have its financial statements audited or compiled by a CPA the next fiscal year and provide a copy of the current unaudited financial statements;
7. Not owe federal debt;
8. Not be debarred or suspended at the federal or state level;
9. Provide all required certifications and documents listed at Section D. Application and Submission Information of this NOFA; and

10. Must coordinate with its local COC and participate in the HMIS (or comparable database if the applicant is a victim service provider).

#### D. Application and Submission Information

- a. OEO has designated the individuals below as the official contacts for purposes of this NOFA. The official contact is the primary authorized contact for this NOFA and handles all related communication on behalf of OEO. OEO has also designated a secondary contact who may only be contacted when authorized by the primary authorized contact. The purpose of the secondary contact is to have a back-up for the primary authorized contact.

**Applicants must first contact the primary authorized contact.** Applicants, prospective applicants and other interested parties are advised that any communication with any other employee(s), including appointed officials, of OEO or personnel under contract with OEO about this NOFA is strictly prohibited. Applicants or prospective applicants who violate this instruction may risk disqualification from further consideration.

##### Primary Authorized Contact

Name: Gregg McConkey  
Address: Office of Economic Opportunity  
1205 Pendleton Street, Columbia, SC, 29201  
Phone: 803-734-2454  
Email: [gregg.mcconkey@admin.sc.gov](mailto:gregg.mcconkey@admin.sc.gov)

##### Secondary Contact

Name: James Irby  
Address: Office of Economic Opportunity  
1205 Pendleton Street, Columbia, SC 29201  
Phone: 803-734-0390  
Email: [james.irby@admin.sc.gov](mailto:james.irby@admin.sc.gov)

- b. The application (Microsoft Excel Workbook format) and NOFA is available in electronic format from the official contact and on OEO's website at [www.oeo.sc.gov](http://www.oeo.sc.gov) under the Resources and Forms tab. Paper copies of all documents are also available from the official contact upon request.
- c. A completed application must be accompanied with all required certifications and supporting documentations listed in the NOFA. All documents submitted as part of the application must include an original signature where applicable. A completed application with all required supporting documentation and certifications may be submitted electronically via email to the official contact noted above, or by submitting a hard copy or electronic copy (CD-ROM or thumb drive) to the official contact. All submissions must include an original signature (electronic or hard signature) where applicable. If any of the required supporting documentation is not compatible with Microsoft Office Word or Microsoft Office Excel, they must be scanned and submitted in Portable Document Format (PDF) or similar file format. An OEO official contact will notify the applicant of receipt of the application through a confirmation email.
- d. The name registered to the applicant's DUNS number must be the name applicant uses on the application.
- e. The applicant must have an active DUNS number and SAM registration prior to the execution of a grant agreement. Applicant must also maintain an active DUNS number and SAM registration for the duration of the grant if awarded.
- f. Current subgrantees of the ESG PY 2020 and ESG-CV Phase I Program may apply and, at a minimum, must submit the following documents to be considered for ESG-CV Phase II funding:

1. A new application (Microsoft Excel Workbook format). Support documentation does not need to be resubmitted, see #4 below, unless applying for an ESG component not previously awarded in ESG PY 2020 or ESG-CV Phase I requiring support documentation;
  2. Documentation identifying whether the applicant's service area is located in a HUD entitlement community that received CDBG-CV, ESG-CV or HOPWA-CV funds. If yes:
    - a. Identify whether any of these funds will be used for rental assistance, utility assistance, security deposits or other homeless assistance activities that will be funded by CARES Act funding;
    - b. Amount of the anticipated entitlement funding to be received;
    - c. Explain whether this application for ESG-CV Phase II funds through OEO will be used to fill in a gap in funding;
    - d. Identify whether your entity is also applying for CARES Act funds through an entitlement community;
  3. A budget for the period of performance to include eligible activities by ESG component specific to the intent of ESG-CV funding; and
  4. Documentation certifying the entity continues to meet eligibility requirements submitted and certified to in the PY 2020 ESG Application or ESG-CV Phase I Program.
- g. An applicant who is not a current subgrantee of the ESG PY 2020 or ESG-CV Phase I funds must submit the following documents and certifications:
1. A completed application (Microsoft Excel Workbook format).
  2. Single Audit Certification;
  3. Most recent single audit report, audited financial statements, compiled financial statements. If the applicant has not had its financial statements audited or compiled, then a copy of the unaudited financial statements must be submitted;
  4. Complete fiscal, program and human resources written policies and procedures (providing just the table of contents does not render the applicant compliant with this requirement);
  5. Organizational chart;
  6. Board of Directors roster, which must specifically identify the director representing the homeless population;
  7. Federally negotiated indirect cost rate agreement, if applicable;
  8. Provide calculation of Modified Total Direct Costs if applicant will charge the de minimis rate;
  9. Letter of commitment from the Board of Directors;
  10. Certification of approval (Letter of Support) from unit of general purpose local government (i.e. county or city) for the geographical area in which those activities will be carried out (emergency shelter only);
  11. IRS Federal 501(c)(3) tax exempt letter;
  12. Current nonprofit registration letter from the South Carolina Secretary of State;
  13. DHEC inspection, if applicable; and
  14. Fire inspection(s), if applicable.
- h. Any supporting documentation or certification required to be submitted must be in effect and active throughout the period of performance. If a supporting document or certification is active at the time of application but will expire prior to the issuance of a grant agreement, the successful applicant must provide an updated document and/or certification.
- i. Listed below are important dates and deadlines. A deadline includes the date and time by which OEO must receive the application. Postmarks by the deadline are not acceptable. Refer to section D. Application and Submission Information, item d as to how and in what format the application may be submitted. Failure to meet the time and date of the deadline will result in the application not being reviewed nor considered. OEO may



amend the schedule as needed. Any changes will be made by means of an addendum to this NOFA and will be posted on OEO's web page.

NOFA Released	October 8, 2020
Application Deadline	October 23, 2020, 5 p.m. EST

- j. An applicant may withdraw its application any time before the application deadline stated above by notifying the primary authorized contact via email at [gregg.mcconkey@admin.sc.gov](mailto:gregg.mcconkey@admin.sc.gov).
- k. Applicants are advised that all materials associated with this NOFA are subject to the terms of the Freedom of Information Act (FOIA), Section 30-2-40(B) of the S.C. Code of Laws, the Privacy Act and all rules, regulations and interpretations resulting from them. If an applicant deems that certain information required by this NOFA is confidential, the applicant must label such information as "CONFIDENTIAL." In the last section of the application, the applicant must reference where the information labeled as confidential is located in the application. For each subsection so referenced, the applicant must provide a convincing explanation and rationale sufficient to justify an exemption of the information from release under the FOIA. The explanation and rationale must be stated in terms of the prospective harm to the competitive position of the applicant that would result if the identified information were to be released, and the reasons why the information is legally exempt from release pursuant to S.C. Code Ann. §30-4-40.
- l. Applicants must include a disclosure statement concerning any current business relationships within the past three years that pose a conflict of interest. A conflict of interest exists when a relationship exists between the applicant and a public official (including an elected official) or state employee that may interfere with fair competition or may be adverse to the interest of the state. OEO will determine whether any disclosed conflict of interest poses a substantial advantage to the applicant over the competition, decreases the overall competitiveness of this NOFA, or is not in the best interest of the state. In the absence of any conflict of interest, an applicant must affirm such in the disclosure statement: "[name of applicant] has no current business relationship (within the past three years) that poses a conflict of interest, as defined in OEO's Fiscal Guidance and Procedural Manual, Section 11 Pre-Awards, page 10, Conflict of Interest and in compliance with 2 C.F.R. §200.112."

## E. Application Review Information

- a. It is the intent of OEO to conduct a comprehensive, fair and impartial evaluation of applications received in response to this NOFA. Items to be considered during the evaluation process include but are not limited to the ESG component services proposed and amounts requested, location of the applicant, and use of ESG-CV Phase II funds proposed in response to the allowable activities as they relate to COVID-19. Consideration for applicants located or serving areas identified as "hotspots" by the South Carolina Department of Health and Environmental Control, areas identified to be at risk of experiencing housing instability and homelessness by the Urban Institute (<https://www.urban.org/features/where-prioritize-emergency-rental-assistance-keep-renters-their-homes>), and/or proposing to serve individuals at the severest risk of complications from COVID-19 (e.g. individuals experiencing homelessness over age 50, having particular health issues, minority and indigenous populations) and/or a specific under-served subset of individuals is a part of the application review process. Funds to be awarded to successful applicants are subject to availability.
- b. An evaluation team consisting of at least three individuals will be designated to evaluate and score applications submitted in response to this NOFA. The contents of all submitted applications, including any confidential information, will be shared with the evaluation team. An application that fails to meet the eligibility requirements or significantly deviates from the requirements of this NOFA may be denied. Results of the evaluation and scoring of applications will be shared with staff from the Department of Administration (Admin) and a stakeholder group. The stakeholder group consists of representatives from other South Carolina state agencies that work directly or indirectly with at risk of homelessness and/or the homeless. Final funding decisions will be

made in consultation with this stakeholder group and OEO/Admin staff based on scoring, funding availability, specific project and activity request.

- c. Duplication of benefits are unallowable. A duplication of benefits exists when a program beneficiary receives assistance from multiple funding sources totaling an amount that exceeds the need for a particular funding need. The duplication is the amount of assistance provided in excess of the need. It is OEO’s intent to ensure that each ESG-CV activity provides assistance only to the extent that an applicant’s funding need(s) has not been met by another funding source.
- d. All applications must comply with the requirements specified in this NOFA. To be eligible for evaluation, the application must be received by OEO on or before the due date and time, the submission must meet the application format requirements, the submission must follow the required application outline, and the submission must be complete and include all required support documentation and certifications. Failure to follow instructions or satisfy these minimum submission requirements may result in the application being deemed ineligible and the application denied.
- e. Applications meeting the minimum submission requirements, including eligibility requirements, will be evaluated according to the established criteria. The criteria are the objective standards that the evaluation team will use to evaluate the merits of an application. Only the criteria listed in item g below will be used to evaluate eligible applications.
- f. Applicants will be sorted by the regional Continuum of Care where they are a member or pursuing membership, which is as follows:
  - SC Upstate Continuum of Care: Abbeville, Anderson, Cherokee, Edgefield, Greenville, Greenwood, Laurens, McCormick, Oconee, Pickens, Saluda, Spartanburg and Union.
  - Total Care for the Homeless Coalition – Chesterfield, Clarendon, Darlington, Dillon, Florence, Georgetown, Horry, Kershaw, Lee, Marion, Marlboro, Sumter and Williamsburg.
  - Midlands Area Consortium for the Homeless (MACH) – Aiken, Allendale, Bamberg, Barnwell, Calhoun, Chester, Fairfield, Lancaster, Lexington, Newberry, Orangeburg, Richland and York.
  - Lowcountry Continuum of Care – Beaufort, Berkley, Charleston, Colleton, Dorchester, Hampton and Jasper.

Consideration for applicants located or serving areas identified as “hotspots” by the South Carolina Department of Health and Environmental Control, areas identified to be at risk of experiencing housing instability and homelessness by the Urban Institute (<https://www.urban.org/features/where-prioritize-emergency-rental-assistance-keep-renters-their-homes>), and/or proposing to serve individuals at the severest risk of complications from COVID-19 (e.g. individuals experiencing homelessness over age 50, having particular health issues, minority and indigenous populations) and/or a specific under-served subset of individuals is a part of the application review process.

- g. All applications will be scored based on the following criteria. An applicant may receive up to a maximum of 80 points, which includes 25 bonus points. Scores will be based on a rating system of zero through five, with zero being nonresponsive and five being exceptional. Each criterion listed within a category (applicant capacity, fiscal capacity, proposed project and other) will be scored individually and is worth up to five points each. Scores will be awarded based on the applicant’s responses to the criteria and documents provided. All applicants’ points earned will then be converted to a percentage score (total points earned divided by maximum points = percentage score), which will then be used to determine the applicant’s rank within the pool of applicants.

Criteria	Maximum Points
<b>Applicant Capacity</b>	15

<ul style="list-style-type: none"> <li>• Applicant demonstrates prior organizational experience in administering ESG or related homeless assistance programs. <i>This is determined by review of listed personnel, organizational chart and overall project description and proposed budget. (Up to 5 points)</i></li> <li>• Applicant provided evidence of appropriate programmatic internal controls. <i>This is determined by review of program, human resources and other policies and procedures produced with the application. (Up to 5 points)</i></li> <li>• Applicant is actively participating in COC related activities and/or meetings. <i>This is verified through a written endorsement from the COC and/or documentation showing coordination with COC. (Up to 5 points)</i></li> </ul>	
<p><b>Fiscal Capacity</b></p> <ul style="list-style-type: none"> <li>• Applicant's financial ratios show applicant has financial ability to operate on a cost-reimbursement basis. <i>Financial ratios are calculated based on financial information submitted by applicant. (Up to 5 points)</i></li> <li>• Applicant has a financial management and accounting system in place to track and record program expenditures as required by HUD. <i>This is determined by review of the applicant's chart of accounts, fiscal policies and procedures, and responses to questions regarding fiscal capability in the application. (Up to 5 points)</i></li> <li>• Applicant has appropriate fiscal internal controls in place. <i>This is determined by review of the applicant's fiscal policies and procedures as it relates to segregation of duties, integrity of financial and accounting information, protected personally identifiable information, and other mechanisms in place to ensure and promote fiscal accountability. In addition, applicant's audited financial statement will be reviewed for any issues pertaining to internal controls. (Up to 5 points)</i></li> </ul>	15
<p><b>Proposed Project</b></p> <ul style="list-style-type: none"> <li>• Applicant's Project proposal illustrates an understanding of the ESG Program and requested use of funds eligible under the ESG-CV regulations. <i>This is determined by review of applicant's proposed project narrative and budget proposals. (Up to 5 points)</i></li> <li>• Applicant's project proposal illustrates how the applicant will work with ESG Program partners in providing services. <i>This is determined by review of documentation provided that shows applicant is already collaborating with partners or how they intend to begin to collaborate with partners. (Up to 5 points)</i></li> <li>• Applicant's project proposal clearly identifies the urgency of the community for the prevention, preparation for and response to COVID-19. <i>This is determined by review of supporting documentation that this program meets a community need and is in relation to COVID-19. (Up to 5 points)</i></li> <li>• Applicant's project proposal clearly identifies a pathway to address the need and clearly defines the impact on individuals/households that will receive services and how these services will prevent, prepare for and respond to COVID-19. <i>This is determined by the level of detail contained in the proposals narrative and budget. More points will be awarded for a more detailed plan that clearly defines relationship to COVID-19. (Up to 5 points)</i></li> <li>• Applicant's project proposal complies with applicable federal and state regulations, ESG Handbook, OEO Fiscal Guidance and Procedural Manual. <i>This is determined by</i></li> </ul>	25

<p><i>review of applicant's proposed project narrative, budget and policies and procedures. (Up to 5 points)</i></p>	
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Applicant applied for ESG-CV Phase I grant and was not awarded the full amount. <i>This is determined by review of applicant's ESG-CV Phase I application and allocation. (Up to 5 bonus points)</i></li> <li>• Applicant's proposal includes a needed or unique service in an under-served subset of individuals located in a geographic area. <i>This is determined by review of applicant's project proposal narrative, services currently or requested in the geographic area, and review of population proposing to serve. (e.g. individuals experiencing homelessness over age 50, having particular health issues, minority and indigenous populations, etc.) (Up to 5 bonus points)</i></li> <li>• Applicant proposes to serve individuals located in COVID-19 hotspots. <i>This is determined by a review of COVID data posted by DHEC. (Up to 5 bonus points)</i></li> <li>• Applicant proposes to serve individuals located in economically affected areas. <i>This is determined by a review of economic data provided by Urban Institute. (Up to 5 bonus points)</i></li> <li>• Applicant's project proposal includes a needed ESG component that is not currently provided within applicant's geographic area. <i>This is determined by review of all applicants and current subgrantees in South Carolina and components requested (Shelter, Street Outreach, Homelessness Prevention, Rapid-Re-housing). (Up to 5 bonus points)</i></li> </ul>	<p>25</p>

- h. Awards will not be made to an entity who has been suspended or debarred from receiving federal funds. In addition, OEO may refuse to award a grant agreement to any entity who has an outstanding federal debt shown on the SAMS system.
- i. Upon completing the evaluation of eligible applications, the evaluation team will share results of the evaluation and scoring of applications with OEO/Admin staff and the stakeholder group. Final funding decisions will be made in consultation with the stakeholder group and OEO/Admin staff based on scoring, funding availability, specific project and activity request.

## F. Federal Award Administration Information

HUD sent an award letter on June 9, 2020 to South Carolina Governor Henry McMaster stating that the state of South Carolina was being awarded a second allocation of ESG-CV funds in the amount of \$18,346,818. All applicants are advised that OEO has not received the Funding Approval/Agreement signed by HUD for this allocation as of the posting date of this NOFA. Notices of Intent to Award and grant agreements will not be sent to successful applicants until OEO is in receipt of the Funding Approval/Agreement signed by HUD.

Successful applicants will be sent a Notice of Intent to Award by email or U.S. mail within a reasonable period once a decision has been made and offered an opportunity to negotiate an agreement with OEO. Such negotiations may, but will not automatically, result in a grant agreement. A risk assessment of the successful applicant will be performed and will be made part of the negotiations. Additional grant conditions may be placed on the successful applicant depending on the results of the risk assessment.

The Notice of Intent to Award does not authorize the entity to begin performance nor does it constitute a budget approval. Once the grant agreement has been signed by the director of OEO, the grant agreement will be provided to the

successful applicant by U.S. mail for signature. The grant agreement will be the authorizing document once signed by OEO (grantee) and the successful applicant (subgrantee).

Any supporting documentation or certification required to be submitted must be in effect and active prior to the issuance of a grant agreement and must be in effect throughout the period of performance.

All required reports, invoices and other documentation, must be sent to the grantee in a manner acceptable to the grantee, to comply with HUD standards for participation, data and reporting under the HMIS. “Acceptable to the Grantee” means that the work product was submitted within the required time frame and completed in accordance with generally accepted accounting principles and is consistent with the approved budget and the grant agreement. Subgrantee also agrees to comply with the Office of Management and Budget requirements for Universal Identifier and Central Contractor Registration and Reporting award and Executive Compensation Information at 2 C.F.R. 25, Appendix A to Part 25 – Award Term, and 2 C.F.R. Part 170, Appendix A to Part 170 – Award Term.

Successful applicants will be required to submit the Request for Reimbursement (RFR) to OEO at least once quarterly and may be submitted as often as bi-weekly. All supporting documentation must be submitted such as invoices, bills, timesheets, cancelled checks, bank statements, etc. In addition, each time an RFR is submitted to OEO, the current Data Completeness Report Card must be attached to the RFR. OEO reserves the right to advance funds on case-by-case basis when appropriate circumstances and responsibilities exist.

Successful applicants will be required to complete the Contract and Subcontract Activity Report and submit it to OEO no later than November 1, 2021. OEO will provide additional information regarding this report before the deadline. This report is required to fulfill the minority business enterprise and women’s business enterprise reporting requirement of HUD.

Unsuccessful applicants will be sent a Notice of Denial of Award by email or U.S. mail within a reasonable period once a decision has been made.

## G. Federal Awarding Agency Contact

OEO has designated the individual below as the primary authorized contact for purposes of this NOFA. OEO has also designated a secondary contact who may only be contacted when authorized by the primary authorized contact. The purpose of the secondary contact is to have a back-up for the primary authorized contact. **Applicants must first contact the primary authorized contact.** The official contacts are the only authorized contacts for this NOFA and handle all related communication on behalf of OEO. Applicants, prospective applicants and other interested parties are advised that any communication with any other employee(s), including appointed officials, of OEO, or personnel under contract with OEO about this NOFA is strictly prohibited. Applicants or prospective applicants who violate this instruction may risk disqualification from further consideration.

### Primary Authorized Contact

Name: Gregg McConkey  
Address: Office of Economic Opportunity  
1205 Pendleton Street, Columbia, SC, 29201  
Phone: 803-734-2454  
Email: [gregg.mcconkey@admin.sc.gov](mailto:gregg.mcconkey@admin.sc.gov)

### Secondary Contact

Name: James Irby  
Address: Office of Economic Opportunity

1205 Pendleton Street, Columbia, SC 29201  
Phone: 803-734-0390  
Email: [james.irby@admin.sc.gov](mailto:james.irby@admin.sc.gov)

Please ensure that email screening software, if used, recognizes and accepts emails from these individuals. All questions regarding this NOFA or the application process must be directed to the official contact.

## H. Other Information

- a. OEO reserves the right to correct inaccurate notices resulting from clerical errors. This may include, in extreme circumstances, revoking the notice of the right to negotiate an award already made to an applicant and subsequently offering the right to negotiate an award to another applicant. Such action on the part of OEO shall not constitute a breach of agreement on the part of OEO since the agreement with the initial applicant is deemed to be void *ab initio* and of no effect as if no contract ever existed between OEO and the applicant.
- b. Unless expressly authorized by OEO, all services hereunder shall be provided by the subgrantee directly and no sub-contract for the provision of such services shall be entered into by the subgrantee. Authorized subcontracts under this grant shall be in writing, attached to this grant and shall be subject to the terms of this grant. The subgrantee shall be responsible for the performances of all subcontracts.
- c. Below are links applicants may go to for additional information.
  - Office of Economic Opportunity  
<http://oeo.sc.gov/>
  - Access to the Electronic Code of Federal Regulations website to view the 24 C.F.R. Part 576 – Emergency Solutions Grants Program, and 2 C.F.R. Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards  
<https://www.ecfr.gov/cgi-bin/ECFR?page=browse>
  - U.S. HUD Exchange website for ESG Program information  
<https://www.hudexchange.info/programs/esg/>
  - Urban Institute  
<https://urban.org/>
  - List of South Carolina School District McKinney-Vento Liaisons  
<https://ed.sc.gov/policy/federal-education-programs/essa-title-ix-part-a-mckinney-vento-homeless-assistance-act/>