

## Emergency Solutions Grant Application Meeting Minutes and Synopsis 3-13-25

The meeting began at 10:00 a.m. and was conducted by Michele Dowlen, Program Manager with Xena Williams, Program Coordinator monitoring questions for review.

Attendees were reminded that the meeting and presentation material does not replace, substitute, or nullify any information in the ESG PY25-26 NOFA and it is the responsibility of applicants to review the NOFA prior to submitting an application.

Five points were discussed in the presentation.

- ❖ What is ESG?
- ❖ Who does ESG serve?
- ❖ Who can apply for ESG?
- ❖ How does an agency apply?
- ❖ What happens to my application?

What is ESG?

- ❖ ESG is authorized by subtitle IV of the McKinney-Vento Homeless Assistance Act (42 USC 11371-11378) as amended by the Hearth Act. The program authorizes the US Department of Housing and Urban Development (HUD) to make grants to states, units of general purpose, local government and territories.
- ❖ OEO is awarded funding under the ESG Program, Assistance Listing No. 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) homeless prevention, 4) rapid re-housing and 5) Homeless Management Information System (HMIS).
- ❖ ESG is a competitive, reimbursement grant and requires dollar for dollar match.
- ❖ The period of performance of the ESG 2025 Program Year is July 1, 2025, through June 30, 2026.

The five components of ESG are:

- ❖ STREET OUTREACH- Funds used to engage and share resources with homeless persons in their environment.
- ❖ Emergency Shelter- funds used to provide shelter, case management, operation of facilities, and essential services to transition homeless persons back into the community.
- ❖ Homeless Prevention-Funds used to provide case management and/or financial services to prevent participants who are at risk of losing their rental property to remain in their home or move into safe and more sustainable housing.
- ❖ Rapid Re-housing-Funds used to provide case management and/or financial services to transition homeless persons into affordable and sustainable housing.

- ❖ HMIS-funds used to ensure that data and all activities assisted under ESG are entered into the applicable community-wide HMIS or a comparable database (domestic violence providers), in accordance with HUD standards on participation, data collections and reporting under local HMIS.

#### Who does ESG serve?

- ❖ Literally homeless individuals/families are those who lack a fixed, regular, and adequate nighttime residence.
- ❖ At risk individuals/families are those who will imminently (within 21 days) lose their primary nighttime residence with no subsequent residence, resources or support network.
- ❖ Unaccompanied youth under 25 years of age or families with children/youth who do not otherwise meet the homeless definition (see 24 CFR 576.2 for all details).
- ❖ Individuals/families fleeing or attempting to flee domestic violence with no subsequent residence, resources or support networks.

The HUD definitions of homeless and at risk of homelessness are detailed and are extremely important to the ability to carry out the grant and thus OEO requires the use of the ESG Eligibility Verification and Certification for Program Services Form. Please visit the OEO website ([o eo.sc.gov](http://o eo.sc.gov)) to gain access to the form. The eligibility form was reviewed with the attendees.

#### Who can apply for ESG?

- Eligible applicants include all private nonprofit organization who ALREADY provide ESG services or ESG related services to the homeless and/or those at risk of being homeless. (For profit organizations and units of local government are not eligible to apply.) The ESG program is intended to be a supplemental grant for an entity's program and is not intended to be the sole source of funding for the program. All applicants must also submit supporting documentation to meet the eligibility requirements listed below.
- Be a 501(c) (3) organization
- Obtain 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**).
- Applicant must already be providing ESG services or ESG related services (this grant is not intended to begin or establish an ESG program).
- Be registered with the System for Award Management (SAM).
- Have written policies and procedures for fiscal, program, and human resources.
- Not owe federal debt.
- Not be debarred or suspended at the federal or state level.
- Provide all required certifications and documents listed in the NOFA.

- Must be an active member or currently pursuing membership in its local COC and participate in the coordinated entry system.
  - *There are four COCs in South Carolina.* SC Upstate Continuum of Care, Total Care for the Homeless Coalition (TCHC), Midlands Area Consortium for the Homeless (MACH), Lowcountry Continuum of Care.
- Provide matching contributions equal to 100 percent of the amount awarded should the applicant be successful. Contributions identified as match for the ESG Program must not be used as match for any other grant, program or award.

How does my agency apply?

- The most informed way to begin the application process for the ESG program is to read the NOFA located on the OEO website. [OEO.sc.gov](http://OEO.sc.gov)
- In going to the OEO website, under 'Resources and Forms', you will find not only the NOFA but the 25-26 ESG application.
- The completed excel application, certifications, and required documentation can be sent via United States Postal Service or in person at 1205 Pendleton Street, Office of Economic Opportunity, Columbia, SC 29201 or via email to [michele.dowlen@admin.sc.gov](mailto:michele.dowlen@admin.sc.gov).
- Michele Dowlen is the primary point of contact. Applicants, prospective applicants and other interested parties are advised that any communication with any other OEO employee(s), including appointed officials of OEO, or personnel under contract with OEO about the NOFA is strictly prohibited. Applicants or prospective applicants who violate this instruction risk disqualification from further consideration.
- The application can be accessed on the OEO website. A review of the application was completed including how to go to the website and where to find the application.

What happens to my application?

Once an application is received the review team will look at the application to determine if it is complete, verify SAM information, and verify that an agency has not been debarred or suspended. Then the agency and application will be scored. The scoring can be located in the NOFA as well as the deadline for the application and other important dates. The scoring and dates were reviewed with the attendees.

The meeting was concluded and contact information for Michele Dowlen and Xena Williams was provided.

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