

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

December 16, 2020 3:02 PM from Gaither Stephens to everyone: Good Afternoon from Southwest Florida!

December 16, 2020 3:03 PM from Thomas Bednar to everyone:
US Toll free +1-855-797-9485
US Toll +1-415-655-0002
Access code for Wednesday, December 16: 178 748 3888

December 16, 2020 3:03 PM from Carter Blue to everyone: If I am a subrecipient is the information in this webinar applicable for me?

December 16, 2020 3:06 PM from Meradith Alspaugh to everyone: Hi Carter - the target audience for this office hours call is the ESG Recipient. We will be reviewing their responsibilities related to Sage reporting, not subrecipients or HMIS Leads.

December 16, 2020 3:07 PM from Carter Blue to everyone: Okay thank you!

December 16, 2020 3:09 PM from Rob Brodrick to everyone: Friendly Reminder: In this context, Q1 means the first full quarter of ESG-CV reporting. After the initial period, ESG-CV moves forwards in quarters that do not line up with the federal year, calendar year, etc.

December 16, 2020 3:10 PM from Amanda Cordova to everyone: Good reminder thanks Rob

December 16, 2020 3:14 PM from Carolyn Noble to everyone: Do I understand that if we don't execute any of our ESG-CV agreements until February and they have expenditures back to July, we report all of their expenditures in Q2?

December 16, 2020 3:17 PM from Paula House to everyone: If we had a signed agreement on 7-1-20 for homelessness prevention but nothing has been expended yet we don't add it though, correct?

December 16, 2020 3:18 PM from Shane Burgin to all panelists: Will these slides be made available to us?

December 16, 2020 3:19 PM from Jaini Christison to everyone: If we have a current active program that we are going to give additional ESG-CV funds, can that be an ongoing program in SAGE or do we have to create a new program with the new funds?

December 16, 2020 3:19 PM from Thomas Bednar to everyone: @Shane, yes all materials and the recording will be posted to the HUD Exchange

December 16, 2020 3:19 PM from Meradith Alspaugh to everyone: @shane - yes, they will be posted to the HUD exchange in a few days.

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

December 16, 2020 3:20 PM from Kailee Van Brunt to everyone: In the first reporting quarter, one of my subrecipients said they expended \$10,500. I reported in the financials that they spent \$10,500. Once I actually got the invoices after the report was already due, I found out they actually only spent \$10,000. What should I do about this?

December 16, 2020 3:22 PM from Paula House to everyone: Thank you!

December 16, 2020 3:22 PM from Carolyn Noble to everyone: The agreements WOULD be executed in February.... would... if the subrecipient has expenses back to July, do we report all of those expenditures in the 2nd quarter.

December 16, 2020 3:22 PM from Kelly Russell to everyone: Taking your expenditure reporting answer into account. What if you reported expenses on your first report, yet there was no executed agreement?

December 16, 2020 3:24 PM from Hope Ealey to everyone: Do we need to do anything to differentiate whether our funds for certain projects came from different Rounds of ESG-CV funds?

December 16, 2020 3:24 PM from Meradith Alspaugh to everyone: @Jaini - do you mean you are giving additional funds to an ESG-CV project you've already funded?

December 16, 2020 3:24 PM from Kailee Van Brunt to everyone: Thanks!

December 16, 2020 3:24 PM from Meradith Alspaugh to everyone: @Hope - no.

December 16, 2020 3:26 PM from Marlisa Grogan to everyone: @Carolyn - right. If you don't execute your subrecipient grant agreements, you wouldn't report on those expenditures until that applicable quarter (not before)

December 16, 2020 3:28 PM from carolyn noble to everyone: @Marlissa, so if once they execute in February and have previous expenses, maybe July to January, has there been a decision when those would be reported?

December 16, 2020 3:28 PM from Charla Gaskins to everyone: Does the naming convention for projects in SAGE have to match the naming convention in HMIS?

December 16, 2020 3:29 PM from Rose Lyda to everyone: Our temporary emergency shelter is being operated by the rescue mission and they are collecting all the beneficiary data. other agencies are supporting the shelter, but I did not enter them in a bundle since they are not collecting beneficiary data. I plan to enter those operations/essential services on the financial outlay page. Am I incorrect?

December 16, 2020 3:30 PM from Meradith Alspaugh to everyone: @Charla - ideally it would. At a minimum, the name the recipient calls the project in Sage should be identifiable to the HMIS Lead or VSP so that they can match the projects up and ensure that the correct projects are included in the bundle.

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

December 16, 2020 3:30 PM from Marlisa Grogan to everyone: @Carolyn - right. If the first time you're reporting is for Q2 and your subs have expenditures not yet reported, then you'd report those on your first report.

December 16, 2020 3:31 PM from carolyn noble to everyone: Thank you Marlisa, that's what I was trying to determine.

December 16, 2020 3:31 PM from Gwen Beebe to everyone: If we update our project names, will Sage reflect those new names in a future cycle or year?

December 16, 2020 3:31 PM from Jaini Christison to everyone: Yes. We are giving round 2 ESG-CV funding to the same program that we gave round 1 funding. We will do a change order to their agreements for the additional funds.

December 16, 2020 3:32 PM from Meradith Alspaugh to everyone: @Jaini, I see. No, there is no need to setup separate projects if you're giving the existing ESG-CV project more funds.

December 16, 2020 3:32 PM from Marlisa Grogan to everyone: @Rose - are those other agencies funded with ESG-CV?

December 16, 2020 3:33 PM from Daniel Mouer to everyone: Can I set up my 2nd quarter bundles before the end of the 2nd quarter? Or do I need to wait until Jan 2

December 16, 2020 3:34 PM from Meradith Alspaugh to everyone: @Daniel - yes you can start before Jan 2!

December 16, 2020 3:34 PM from Audrey White to everyone: For Round 2 Funding, do new provider pages need to be created?

December 16, 2020 3:35 PM from Marlisa Grogan to everyone: @Rose - yes, if the other providers are funded with ESG-CV, then you do need to report those related expenditures on the financial section of the report.

December 16, 2020 3:37 PM from Meradith Alspaugh to everyone: @Rose, following up on Marlisa's response - you're correct in your bundle setup. you do not need to include the other providers in the bundle.

December 16, 2020 3:38 PM from Rose Lyda to everyone: Great. Thank you, all!

December 16, 2020 3:38 PM from Georgia Sathoff to host (privately): could we see the previous screen again for a minute or two please?

December 16, 2020 3:40 PM from Kailee Van Brunt to everyone: During the first reporting period, my HMIS lead advised me to include all projects that had signed contracts regardless of whether or

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

not they had expenditures. As such, I included two homelessness prevention projects and indicated that we didn't spend any funds on them. Earlier in this webinar you stated that we should not include projects if there wasn't expenditures. What should I do about this now?

December 16, 2020 3:41 PM from Kelly Russell to everyone: Taking your expenditure reporting answer into account. What if you reported expenses on your first report, yet there was no executed agreement? We emailed our subrecipients to get their expenses for a few of the categories we reported those in Sage. The report was accepted by our local HUD Office.

December 16, 2020 3:42 PM from Kailee Van Brunt to everyone: Thanks!

December 16, 2020 3:43 PM from Rob Brodrick to everyone: @Kelly - thanks for reposting!

December 16, 2020 3:43 PM from Kelly Russell to everyone: OOOH Thank you

December 16, 2020 3:43 PM from carolyn noble to everyone: I'm a bit confused on bundles... who creates the bundles and are the bundles the activities?

December 16, 2020 3:43 PM from Gwen Beebe to everyone: If we update our project names, will Sage reflect those new names in a future cycle or year? We want to clean those names up but are worried we'll cause future problems for ourselves by doing so.

December 16, 2020 3:45 PM from carolyn noble to everyone: OOOH so a bundle is like activities/subrecipients

December 16, 2020 3:45 PM from carolyn noble to everyone: I understand... Thank you very much!

December 16, 2020 3:45 PM from Alexis Alexander to everyone: What's the best resource to reference the HMIS data entry expectations for a day shelter funded with ESG-CV dollars?

December 16, 2020 3:46 PM from Jett Black-Maertz to host: I am a county who received ESG-CV through the state, not the federal government. Do I have to do this reporting, or is it the state's responsibility?

December 16, 2020 3:46 PM from Lesa Weikel to everyone: So the link HMIS contact receives will tell them the projects to include in each HMIS report based on the bundles set up by the recipient?

December 16, 2020 3:46 PM from Ma Teresa Soriano to everyone: do we include those ESG-CV SAGE reports as attachments when we submit 2020 CAPER?

December 16, 2020 3:46 PM from Scott Gloden to everyone: @Lesa, that's correct.

December 16, 2020 3:47 PM from Rob Brodrick to everyone: @Lesa - Correct

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

December 16, 2020 3:49 PM from Rob Brodrick to everyone: @Ma Teresa - I'm not sure I understand which reports you're talking about. Sorry. Can you clarify please?

December 16, 2020 3:49 PM from Amy Bickford to everyone: Is there a written ESG-CV guidebook...I thought there was but can't locate it on the HUD Exchange...or is the only thing available the slides from all of these calls?

December 16, 2020 3:50 PM from Scott Gloden to everyone: @Alexis, <https://files.hudexchange.info/resources/documents/ESG-Program-HMIS-Manual.pdf>, pg. 13 helps provide context for project set-up.

December 16, 2020 3:50 PM from Ma Teresa Soriano to everyone: We're purchasing a vehicle for a subrecipient's Street outreach, do they need to do the Quarterly Reporting?

December 16, 2020 3:50 PM from Meradith Alspaugh to everyone: @Amy <https://files.hudexchange.info/resources/documents/COVID-19-Homeless-System-Response-ESG-CV-Reporting-Guidance.pdf>

December 16, 2020 3:50 PM from Elizabeth Garcia to everyone: I'm a bit confused with the reporting, if my city will be running the HP and RR programs in house, we will reporting thru HMIS and it will also be bundle with other subrecipients?

December 16, 2020 3:50 PM from Meradith Alspaugh to everyone: @Amy - this was just posted too <https://files.hudexchange.info/resources/documents/COVID-19-Homeless-System-Response-ESG-CV-Supplemental-Reporting-Instructions.pdf>

December 16, 2020 3:50 PM from Jett Black-Maertz to all attendees: I am a county who received ESG-CV through the state, not the federal government. Do I have to do this reporting, or is it the state's responsibility?

December 16, 2020 3:51 PM from Amy Bickford to everyone: got it. Thanks!

December 16, 2020 3:52 PM from carolyn noble to everyone: ok so this is a very silly question.... and we haven't gotten into SAGE yet to go through this. SAGE typically collects beneficiary data for the CAPER, the Financial piece is new for ESG CV. Is the new CSV capturing both Financial and beneficiary data?

December 16, 2020 3:52 PM from Jazmyn Thomas to everyone: Can we cancel a subrecipient's project in SAGE? We have a sub that might get their funding recaptured. They were reported in the initial reporting period.

December 16, 2020 3:53 PM from Ma Teresa Soriano to everyone: Thank you.

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

December 16, 2020 3:54 PM from Edina Chester to everyone: We have a few subrecipients who have emergency shelters however, we do not fund them with our regular ESG funds. We are funding them with our ESG-CV funds. Do new activities need to be created in HMIS for these sub-recipients?

December 16, 2020 3:54 PM from Elizabeth Garcia to everyone: recipient

December 16, 2020 3:55 PM from Rob Brodrick to everyone: @Elizabeth - did I get that right?

December 16, 2020 3:55 PM from Carolyn Dodge to all attendees: On the HMIS Lead call earlier, it was stated that an ESG-CV funded SO project funded to only provide PPE does not need to enter into HMIS. Is this in writing somewhere?

December 16, 2020 3:56 PM from Marlisa Grogan to everyone: @Jett - no, you are considered a subrecipient of the State and the State has the responsibility for reporting.

December 16, 2020 3:56 PM from Elizabeth Garcia to everyone: yes, thank you.

December 16, 2020 3:56 PM from Tiffany Leung to everyone: If a report gets rejected, then what do you do next? It looks like we are not able to edit the report since it has been submitted

December 16, 2020 3:57 PM from carolyn noble to everyone: OK so the expenditure data is not coming in on the CSB

December 16, 2020 3:58 PM from carolyn noble to everyone: *CSV

December 16, 2020 3:58 PM from Meradith Alspaugh to everyone: @carolyn - right.

December 16, 2020 3:58 PM from Meradith Alspaugh to everyone: * That right is for Carolyn N. (I realize there are multiple Carolyn's here!)

December 16, 2020 3:59 PM from carolyn noble to everyone: @Meradith Thank you... making sooo much more sense!

December 16, 2020 3:59 PM from Charla Gaskins to everyone: If our funded project is part of a collaborative effort, would we stop reporting when our ESG funds are expended or when the entire project ends?

December 16, 2020 4:02 PM from Tiffany Leung to everyone: Thanks

December 16, 2020 4:02 PM from Nathan Salter to everyone: If I am understanding the explanations correctly, we are not to report on sub-recipients that have been contracted/funded but have not had expenditures. We have just completed the contracting phase and do not expect to have expenditures until the new year.

ESG-CV Reporting Office Hours: Chat – December 16, 2020

Please note that this document should not be considered formal HUD guidance; the HUD Ask A Question Desk should be leveraged for official HUD responses to questions. Additionally, this document has not been edited. The content reflects the language used by participants and panelists during the meeting.

Q&A Session for ESG-CV Reporting: Recipient Training for Q1 (Cities/Counties)

Session number: 1787483888

Date: Wednesday, December 16, 2020

Starting time: 2:30 PM

Natalie Komuro - 2:56 PM

Q: Does someone have us on hold?

-Jeanne Goodman (She/Her) - 2:56 PM

A: The meeting will begin shortly.-

-Jeanne Goodman (She/Her) - 2:58 PM

A: We play music for people to be able to test their audio while they're waiting for us to start.-☒

☒-Gaither Stephens - 2:56 PM

Q: Hi Jeanne, the music is a little distorted and loud.

-Jeanne Goodman (She/Her) - 2:56 PM

A: Thanks, I'll check it out.-

-Jeanne Goodman (She/Her) - 2:57 PM

A: Wow. That was NOT suppose to be so high! Thanks for the heads up.-☒