

## ESG-CV Reporting Office Hours: Chat - September 24, 2020

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Chat

September 24, 2020 3:00 PM from Thomas Bednar to everyone:  
Call US +1-415-655-0002 or +1-855-797-9485  
with the meeting number of 171 853 7072

September 24, 2020 3:06 PM from Julianna Crowley to everyone: one of our sub recipients had a sub subrecipient that they funded for a short time period and no longer funding. The amount was small, and it would have cost more for the HMIS set up fees, training and staff time, would be for a new user. They submitted the demographic information using an older report template form recipients were allowed to use as a one-time upload for the CAPER. Is there a way to include this data?

September 24, 2020 3:09 PM from Sarah Isaak to everyone: A current ESG-funded shelter is receiving additional ESG-CV funds for motel vouchers (MV) among other emergency shelter funding. Do these additional MV funds require a separate MV project in HMIS? If the answer is yes, would this MV program be considered a Temporary Emergency Shelter?

September 24, 2020 3:10 PM from Angela Susten to everyone: If we haven't had any client costs in this reporting period, we don't need to set up the bundles for this period, do we?

September 24, 2020 3:11 PM from William Snow: @ Julianna - probably not. However, you might have another option here. The ESG-CV Notice gave a "free pass" for data collection for ESG-CV data collection for projects that operated between January 21, 2020 and June 30, 2020. Projects had a 60-day allowance for not entering data during that period. So I would recommend that you look at the dates that project was operating.

September 24, 2020 3:11 PM from Lisa Worth to everyone: As a recipient, I have been to the dashboard, but I don't see where to enter the subrecipient information to create the bundles. Does that come up after I answer the initial questions about the grant agreement and expenditures?

September 24, 2020 3:13 PM from Julianna Crowley to everyone: I can do that. Thank you!

September 24, 2020 3:14 PM from Angela Susten to everyone: I have heard Michelle present the formula for determining start date for shelters, but I am still confused about this. Can we have a quick review and also explain the purpose of setting this start date?

September 24, 2020 3:14 PM from meradith alsbaugh to everyone: @Angela - yes!

September 24, 2020 3:14 PM from Joshua Gray to everyone: Can the Report start date be a day other than the 1st of a month? In our case shelter A began serving clients on 8/3 shelter B began serving clients on 8/28, after doing the math it a project start date of 8/28 gets us closest to real number of clients being served. Should our start date be 8/28 or does it need to be 9/1?

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September 24, 2020 3:17 PM from Christina Soulard to everyone: Lost audio from William at critical point. Did others?

September 24, 2020 3:17 PM from meradith alsbaugh to everyone:  
<https://files.hudexchange.info/resources/documents/HMIS-Project-Setup-and-Inventory-Changes-during-an-Infectious-Disease-Outbreak.pdf>

September 24, 2020 3:18 PM from Christina Soulard to everyone: @Meradith - Thank you!

September 24, 2020 3:22 PM from Julianna Crowley to everyone: What are the expenditure categories that are different from the CAPER?

September 24, 2020 3:23 PM from Angela Susten to everyone: What if we get reimbursement requests from subrecipients after September 30 that shows they served clients back to the first quarter of 2020. Is it an issue if that isn't reported until the second quarter?

September 24, 2020 3:25 PM from Danielle Humes to everyone: If we have one bundle that has a start date of Sept 1 for RRH bundle, and we would report on that in the first reporting round, can we also have an earlier start date for a different bundle like Emergency Shelter which would start on March 1 2020 (but won't have grant agreements executed by October 30) later on in the next reporting cycle?

September 24, 2020 3:25 PM from kenzie strubank to everyone: How should projects differentiate between normal security deposit payments (under the Rule) and landlord incentive security deposits (up to 3 months of rent) for accounting and reporting purposes?

September 24, 2020 3:28 PM from Angela Susten to everyone: Thank you! That was helpful!

September 24, 2020 3:28 PM from Lisa Worth to everyone: Did I hear correctly that shelters will not have separate programs/projects in HMIS for ESG and ESG-CV? So, their CAPER reports for their annual funds and ESG-CV funds will show the same client data for the months that they were serving clients with both of those funding sources?

September 24, 2020 3:30 PM from meradith alsbaugh to everyone: @lisa - that's right.

September 24, 2020 3:30 PM from Lisa Worth to everyone: Thank you!

September 24, 2020 3:31 PM from William Snow: @ Kenzie - we will require that you report the landlord incentives in a separate line item in the budget in Sage. We don't dictate how you want to track that by recipient/subrecipient. However, we will be asking you to report the expenditures you incur for the landlord incentives. And you will do that by ESG component type (e.g., RRH, ES).

September 24, 2020 3:31 PM from Joshua Gray to everyone: Great Thanks

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September 24, 2020 3:34 PM from Danielle Humes to everyone: I was more talking about that we will not be able to have our grant agreements executed for agencies that would be in our ES bundle by October 30, 2020, so it would not be included in that 1st report that is due. However, by the 2nd report due date, we will be able to set up our ES bundle and that bundle will predate (back to March 2020) the 1st reporting period. Is this an issue?

September 24, 2020 3:38 PM from Christina Soulard to everyone: Our ESG-CV grant agreements are executed and are retroactive to March 1. We've completed advances to subrecipients so far. 1) Do advances function the same way as expenditures under this process? 2) If funds have only be expensed/advanced under one component so far (i.e. emergency shelter), do we need to enter all subrecipients in this first report or only emergency shelter?

September 24, 2020 3:38 PM from Danielle Humes to everyone: So there will be a workaround for that scenario it sounds like?

September 24, 2020 3:41 PM from Danielle Humes to everyone: and if we do not know who we are funding with ESG-CV ES yet, and cannot make our bundle prior to October 30, 2020 then we will exclude them from our reporting?

September 24, 2020 3:41 PM from Jim Conner to everyone: I 2nd Danielle's Q

September 24, 2020 3:42 PM from Andrea Curtis to everyone: Is there any consideration to adjusting the due date for each quarter? 30 days to receive expenditures reports from Subs, compile, and submit is a tight turnaround

September 24, 2020 3:43 PM from Danielle Humes to everyone: and if we do not know who we are funding with ESG-CV ES yet, and cannot make our bundle prior to October 30, 2020 then we will exclude them from our reporting? I am not referring to contracts, but more so we literally do not know who we are giving this money to yet.

September 24, 2020 3:43 PM from Danielle Humes to everyone: How can we include them if we do not know who they are?

September 24, 2020 3:43 PM from William Snow: @ Danielle and Jim - Yes. There is a work around. That is the painful process, but we will work with you to make it happen.

September 24, 2020 3:44 PM from Kali Adams to everyone: For projects that have not expended funds and served clients by September 30 they will be excluded in the initial report and then included in the first or second report?

September 24, 2020 3:44 PM from Kali Adams to everyone: thank you

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September 24, 2020 3:45 PM from Sarah Isaak to everyone: Thank you for doing these calls. They are extremely helpful!

September 24, 2020 3:45 PM from Amy Bickford to everyone: can you show that reporting timeline grid again

September 24, 2020 3:46 PM from Danielle Humes to everyone: Can someone answer my question in the chat so I can screen shot it for further reference? Please!!

September 24, 2020 3:46 PM from Christina Soulard to everyone: Another expenditures question - are expenditures only counted for this process when we as a state request reimbursement for them? (Sorry to belabor this! A little learning curve)

September 24, 2020 3:46 PM from Kelly Cutrone to everyone: Thank you for all of this information!

September 24, 2020 3:47 PM from Amy Bickford to everyone: I'm confused on if something is due sept 30 or due oct 30...

September 24, 2020 3:47 PM from Dimitri Florez to everyone: The reporting start date will be the same for every sub, however, does that mean that each bundle will have a different start date or every bundle will still have the same start date?

September 24, 2020 3:47 PM from Amy Bickford to everyone: I thought I had seen a calendar of when our reports are due...

September 24, 2020 3:48 PM from Aidan Rich to everyone: If we want to give hazard pay to Temporary Emergency Shelter funded staff or volunteer incentives to Temporary Emergency Shelter volunteers, will we have to record that under Emergency Shelter?

September 24, 2020 3:48 PM from meradith alsbaugh to everyone: @amy - gotcha, I know what you are referring to now!

September 24, 2020 3:48 PM from William Snow: @ Danielle - please clarify which question. You have several questions and we have replied in writing to several of them in the Chat

September 24, 2020 3:49 PM from Dimitri Florez to everyone: thank you

September 24, 2020 3:49 PM from Kali Adams to everyone: I know that Shelter has the same projects in HMIS regardless of funding source, but RRH and HP are separate projects dependent on funding source. Should there be separate Street Outreach projects in HMIS for ESG and ESG-CV?

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September 24, 2020 3:49 PM from Paula Weber to everyone: Part of our response to COVID-19 was funding Wellness Shelters. We funded three in the spring and they are now closed. It is our intent to submit a reimbursement request for those costs to FEMA. We have been working with FEMA on several requests and that request has not yet been submitted. The FEMA process is lengthy. If FEMA rejects our reimbursement request for the Wellness Shelters (in whole or in part) we will fund the eligible expenses with ESG-CV.

It is extremely likely that the eventual funding source for those Wellness Shelters will be unknown in October

How should we address this in the SAGE Quarterly Report?

September 24, 2020 3:50 PM from Aidan Rich to everyone: They are not right now

September 24, 2020 3:50 PM from meradith alsbaugh to everyone: @amy - slide 14 here: <https://files.hudexchange.info/course-content/esg-cv-reporting-requirements-training-series-for-state-territory-esg-recipients/ESG-CV-Report-Training-Slides-Part-1-All-Audiences.pdf>

September 24, 2020 3:50 PM from Amy Bickford to everyone: that's it. thanks

September 24, 2020 3:54 PM from Amy Bickford to everyone: not sure this is an appropriate question here...but we designated funds to ES in the substantial amendment...if we now want some of that going to Temp ES, do we have to update HUD through another amendment process?

September 24, 2020 3:55 PM from Paula Weber to everyone: Thank you

September 24, 2020 3:56 PM from Amy Bickford to everyone: great, thanks

September 24, 2020 3:56 PM from Andrea Curtis to everyone: Can reports be revised if the information submitted by the deadline was not accurate?

September 24, 2020 3:57 PM from Danielle Humes to everyone: Good question, Andrea!

September 24, 2020 3:57 PM from Andrea Curtis to everyone: Yes, exactly.

September 24, 2020 3:58 PM from Andrea Curtis to everyone: Is there is a possibility of looking at a 45-day due date, rather than 30 days?

September 24, 2020 3:59 PM from Andrea Curtis to everyone: It's not the people served, it's the expenditures that I'm concerned about.