



Office Hours for ESG-CV State Recipients

May 19, 2022



Housekeeping

The slide deck and a copy of the Chat and Q&A content will be shared with registrants within 2-3 business days

Archive of State Recipient Office Hours recording, and meeting materials located at:

<https://www.hudexchange.info/programs/esg/esg-cv/#webinars-and-office-hours>



Announcements

NEW HUD Resources:

Summary of ESG Program Waivers and Alternative Requirements

ESG-CV Duplication of Benefits

ESG Onboarding Toolkit



Announcements

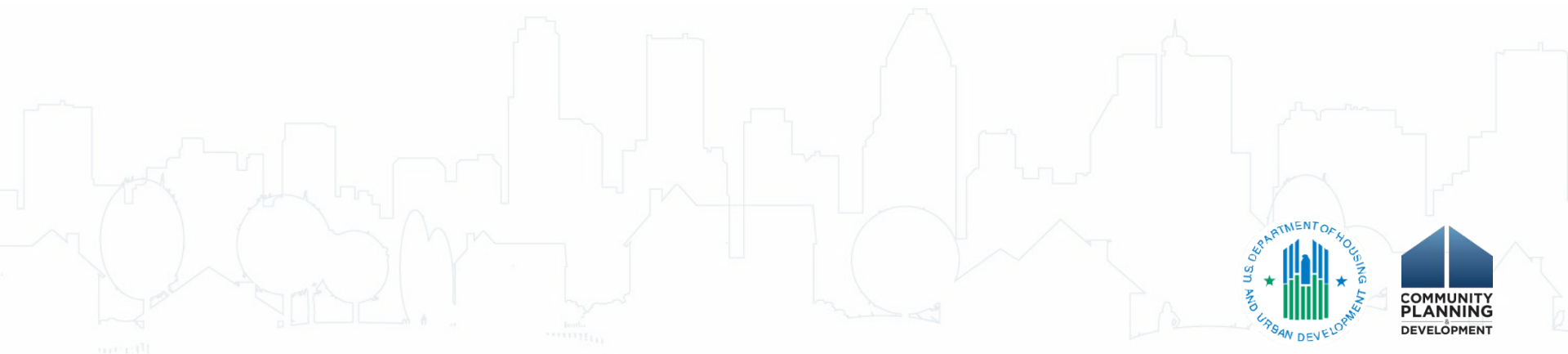
New AAQ Desk! **Homelessness & Infectious Disease Questions AAQ**

- Get answers to questions involving infectious disease outbreaks (e.g., COVID-19, Hepatitis A, Tuberculosis, etc.) among people experiencing homelessness
- Best practices on infectious disease protocols in homelessness response systems
- Staffed by the Disaster Response Team
- AAQ: <https://www.hudexchange.info/program-support/my-question/>



Agenda

- I. IDIS Tips, Tricks and Reports
- II. Strategies to meet HUD's 50% IDIS deadline
- III. Q&A



Background

- April 2022 [Notice CPD 22-06](#) modified the ESG-CV progressive expenditure deadline
- 50% of total ESG-CV funds must be drawn from IDIS by **6/16/22** or HUD may recapture funds



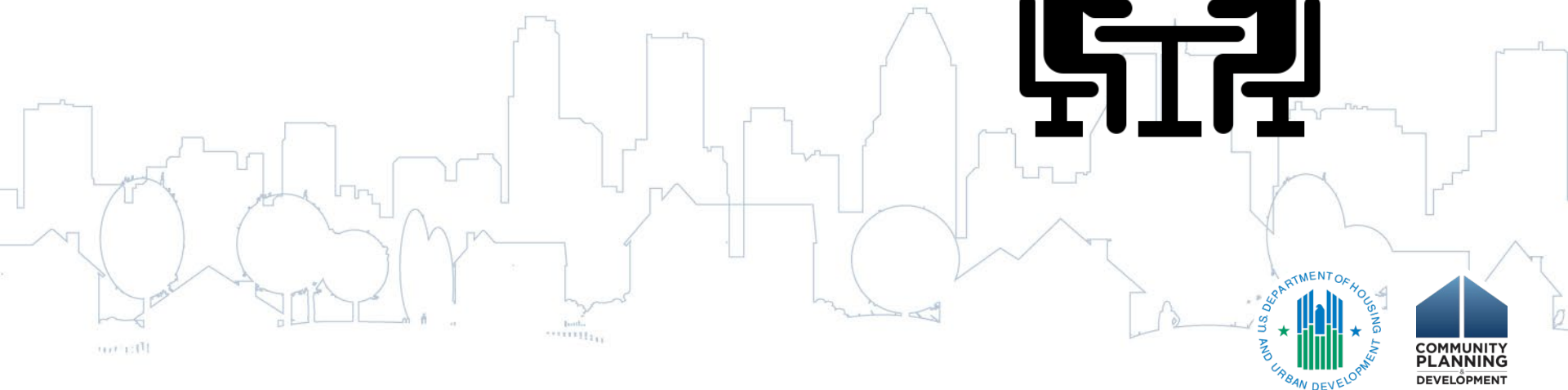
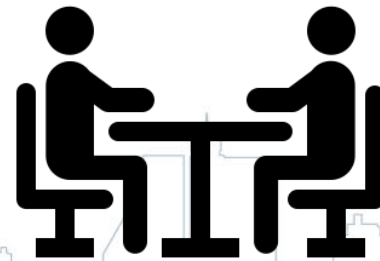
IDIS Tips, Tricks & Reports



IDIS Voucher Reminders

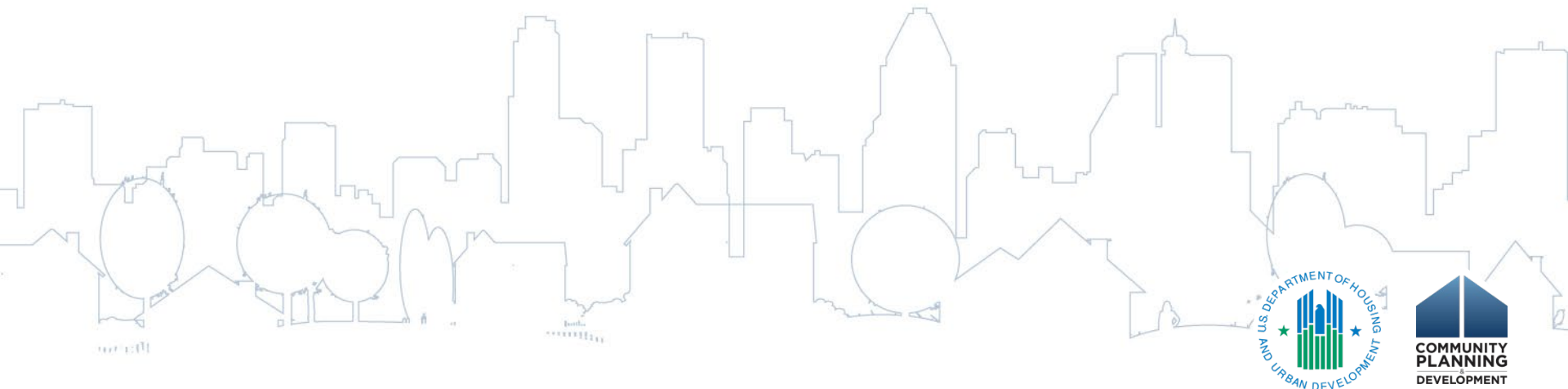
It takes **TWO** people to complete a voucher in IDIS

- Person A creates the voucher
- Person B approves the voucher
- The same person **cannot** create and approve the same voucher in IDIS



General IDIS Reminders

- There is a **one-day lag** between information entered in IDIS and what appears on the reports. Important to keep that in mind in reviewing the PR91 Report.
- **IDIS Hours of Operation:** Monday through Saturday from 7am ET to 10pm ET



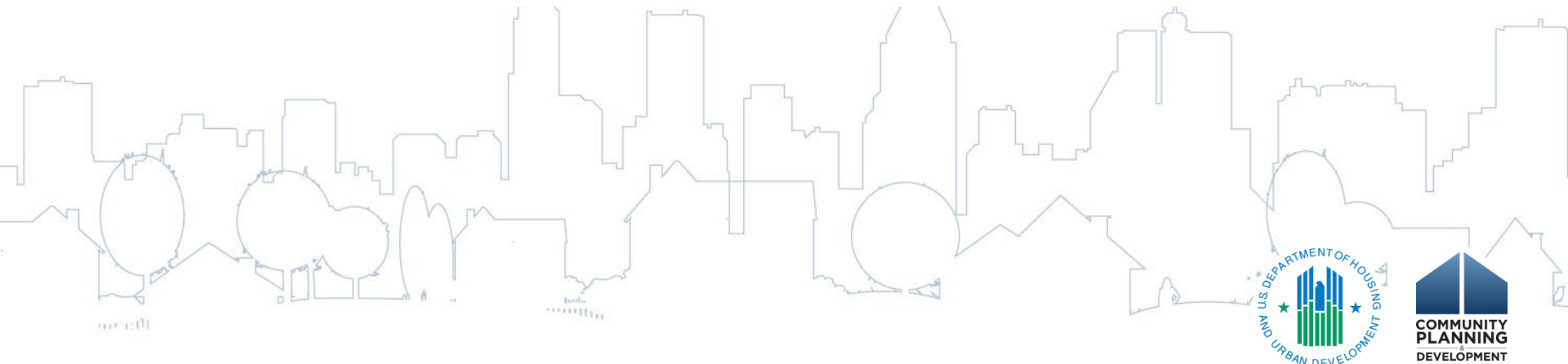
IDIS PR91 – ESG-CV Financial Summary Report

ESG-CV Program Level Summary

Grant Number	Total Grant Amount	Total Funds Committed	Total Funds Available to Commit	% of Grant Funds Not Committed	Grant Funds Drawn	% of Grant Funds Drawn	Available to Draw	% Remaining to Draw
	\$5,412,468.00	\$4,632,313.45	\$780,154.55	14.41%	\$2,024,089.26	37.40%	\$3,388,378.74	62.60%

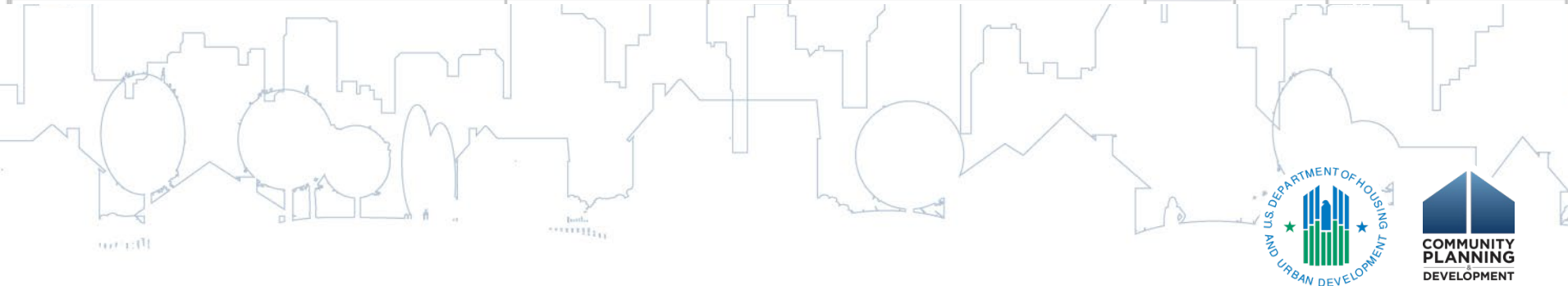
ESG-CV Program Components

Activity Type	Total Committed to Activities	% of Grant Committed	Drawn Amount	% of Grant Drawn
Street Outreach	\$25,200.00	0.47%	\$21,584.06	0.40%
Shelter	\$2,133,144.65	39.41%	\$1,930,105.09	35.66%
Homeless Prevention	\$1,447,155.00	26.74%	\$69,461.11	1.28%
Rapid Re-Housing	\$472,567.00	8.73%	\$1,551.50	0.03%
Data Collection (HMIS)	\$13,000.00	0.24%	\$0.00	0.00%
Administration	\$541,246.80	10.00%	\$1,387.50	0.03%
Funds Not Committed	\$780,154.55	14.41%	\$0.00	0.00%
Funds Remaining to Draw	\$0.00	0.00%	\$3,388,378.74	62.60%
Total	\$5,412,468.00	100.00%	\$5,412,468.00	100.00%



PR91 ESG Subrecipient Vouchers

Subrecipient	Activity Type	IDIS Activity ID	Activity Name	Voucher Number	Voucher Line Item	Paid Date	Drawn Amount
Bethel Winter House	Shelter	2482	ESG20 Shelter		1	2/27/2021	\$49,231.25
					1	6/9/2021	\$352,616.77
					1	6/17/2021	\$15,405.41
					1	8/19/2021	\$38,050.32
					1	12/3/2021	\$27,047.98
					1	4/5/2022	\$148,680.52
BROTHER FRANCIS SHELTER	Administration	2484	ESG20 Administration		5	6/17/2021	\$5,000.00
					3	8/19/2021	\$379.00
					3	4/5/2022	\$12,081.25
	Shelter	2482	ESG20 Shelter		1	8/19/2021	\$32,932.88
					1	12/3/2021	\$336.00
					1	4/5/2022	\$97,994.92
	Rapid Re-Housing	2483	ESG20 Rapid Rehousing		3	6/17/2021	\$20,000.00
					2	8/19/2021	\$2,229.50
					2	12/3/2021	\$9,237.06



Strategies to meet HUD's 50% Spending Deadline



ESG-CV Eligible Activities

- Rapid Re-Housing
- HMIS
- Shelter Renovation Outreach
- EHV service packages
- Testing & Vaccination Incentives
- Landlord Incentives
- Infectious Disease Staff Training
- Hazard Pay
- Severance Packages
- Pre-award costs, to 1/20/20 (or date of local COVID response)



Expenditure Team & Action Plan

Assemble ESG-CV expenditure team and develop action plan for communication and prioritization of ESG-CV funds

- Set internal deadlines, based on agreed-upon timeline, to meet June 16, 2022, deadline of having 50% of ESG-CV funds

DRAWN FROM IDIS

- Work back from June 16th to set deadlines for each step



Reconcile IDIS Draws with Approved Expenditures

Review HUD's IDIS PR91 - ESG-CV Financial Summary

Look at ESG-CV Program Level Summary to:

- ✓ Verify that Grant Funds Drawn = the amount of approved ESG-CV expenditures
 - If not, work with finance/IDIS team to draw funds for all approved ESG-CV expenditures
- ✓ Verify that Total Grant Amount = Total Committed Funds
 - If not, coordinate program/contracting/IDIS to ensure all funds are obligated, contracted, and funded in IDIS



Don't Forget About Administration

Ensure that IDIS draws for Administration are current, **especially those incurred by the recipient**



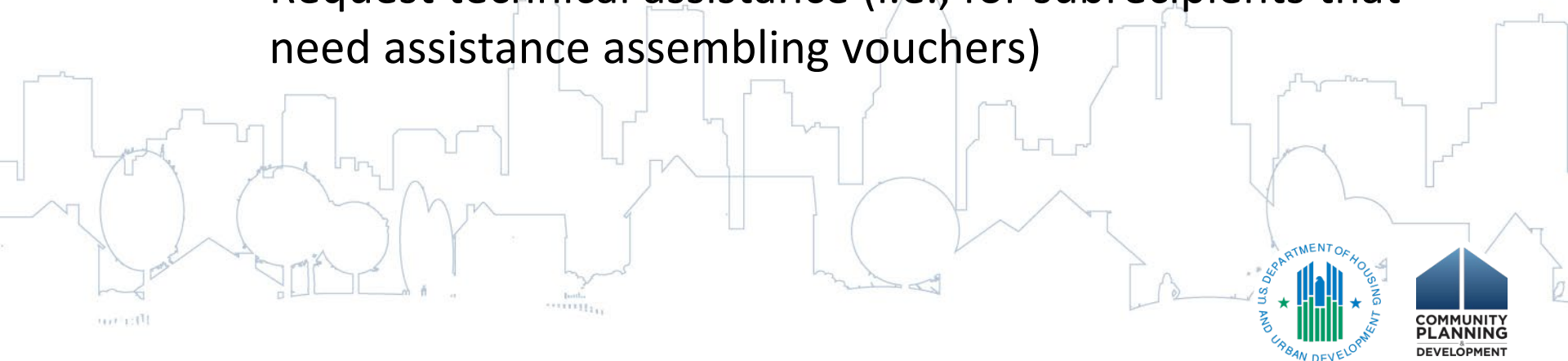
Strategically Review ESG-CV vouchers

- ✓ Identify low-risk vouchers and process first
 - From subrecipients whose previous submissions were approved without corrections
 - For a single eligible activity
- ✓ Prioritize high-dollar vouchers
- ✓ Batch low-risk expenses across multiple vouchers (i.e., rent for program participants for whom leases have previously been reviewed)
- ✓ Request HUD technical assistance



Review Subrecipient Expenditures

- ✓ Use internal tracking or IDIS PR91 to identify subrecipients that have met 50% vouchered target or subrecipients from which a voucher would impact expenditure rates
- ✓ Communicate with subrecipients about internal deadlines
- ✓ Work with subrecipients to identify & remove barriers for voucher submission
 - Consult with HUD Field Office for recommendations
 - Request technical assistance (i.e., for subrecipients that need assistance assembling vouchers)



Prioritize Payment and IDIS Draws for Approved ESG-CV Vouchers

- ✓ Identify the process steps for approved ESG-CV vouchers
- ✓ Agree to prioritization for ESG-CV vouchers for all steps within process
- ✓ Communicate with ESG-CV expenditure team about any bottlenecks



Resources Available

- [Using IDIS Online for the Emergency Solutions Grants Program](#) (Section 7: Drawing ESG Funds, starting on page 40, Section 10: Using ESG Reports, review starting on page 74 for the PR91 ESG Subrecipients Vouchers report)
- [IDIS Setup and Draw Webinar \(for ESG-CV Grants\)](#)
- [State Recipient Office Hours](#) covers these topics:
 - Managing Grant Payments in Accordance with Applicable Rules and Requirements
 - Balancing Grant Payment Documentation (Adequate Recordkeeping) vs. Streamlined Grant Payment Process
 - Submit an IDIS Ask A Question (AAQ) for IDIS technical assistance in creating/approving a voucher



Find Assistance

Request TA

- <https://www.hudexchange.info/technical-assistance/>

HUD Exchange Ask A Question

- <https://www.hudexchange.info/get-assistance/my-question/>

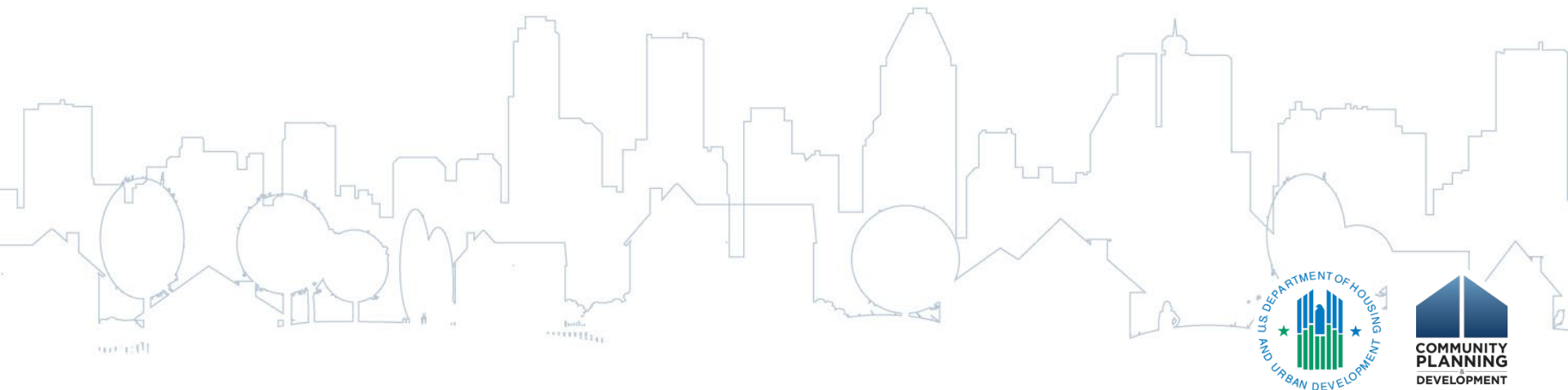
ESG FAQs

- <https://www.hudexchange.info/esg/faqs/>



Find Assistance

- ESG Resources
 - <https://www.hudexchange.info/esg>
- IDIS Resources
 - <https://www.hudexchange.info/idis>



Q&A

