

Allegheny County
Department of Human Services
Application Q&A
2023 Application for Emergency Solutions Grant (ESG) Funds

July 11, 2023

1. What is the amount of funds available for each category?

The Department of Human Services' (DHS) allocation for the 2023 Emergency Solutions Grant (ESG) is \$1,174,237, and the City of Pittsburgh's allocation is \$1,207,044. In total, the allocation is \$2,381,281. At minimum, 40% of the funds need to be dedicated to the Homelessness Prevention and Rapid Re-Housing (HPRRH) program type for each jurisdiction, but beyond that standard, the County and the City have discretion in the distribution of funds across the project types.

July 17, 2023

2. Our income is generally under \$50,000 except during covid19. Is our organization required to submit a financial statement audit or is our program audit performed in 2020 sufficient to apply for the ESG grant? We haven't been under contract with the city or county in the last 3 years.

If the program audit performed in 2020 is the last audit you received, yes, it is sufficient to provide for the submission of your Application. However, following review, the County and/or the City may request additional information or documentation.

July 18, 2023

3. Typically, ESG applications have a budget sheet attachment that must be completed. I understand there is a budget sheet requirement, but I'm not seeing a budget template. Am I missing this, or are we able to prepare our own budget in the format of our choosing?

Thank you for bringing this to our attention. This Application will be amended to provide a Budget Worksheet template for each project type.

4. Both applications reference attached budget worksheets to use, but these spreadsheet files are not available in the application materials. Are we to use our own templates or is there a required template expected to be used that has not been made available?

Please see the response to question three.

Amendments

July 18, 2023

This Application has been amended to include a Budget Worksheet template for the Shelter and Street Outreach Application and a Budget Worksheet template for the Homelessness Prevention and Rapid Rehousing Application. Applicants must complete the Budget Worksheet template for the project type(s) they're applying for. Please see the following:

APPLICATION INSTRUCTIONS

1. The Overview section lists all the known and potential funding that applies to the above Applications.
2. 2023 ESG funding (City and County) requires a minimum of a 1:1 match.
3. All Applicants must complete and submit the following
 - a. Topic-specific Application (Shelter and Street Outreach, Homelessness Prevention and Rapid Re-housing, or both).
 - b. Board Resolution
 - c. **Topic-specific Budget Worksheet (Shelter and Street Outreach, Homelessness Prevention and Rapid Re-housing, or both).**
 - d. Budget Narrative
 - e. Matching Funds Documentation
 - f. Proof of Insurance
 - g. Program and Financial Policies
 - h. Job Descriptions