

FY2026 Emergency Solutions Grant (ESG) Request for Applications Webinar

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AGENDA:

Introduction

Organizational Eligibility to Receive Funds

ESG Project Types

- Client Eligibility to Receiving Services
- Eligible Expenses within each Project

RFA Application

- Table of Contents
- Comparison from FY2025 Process
- How to Use JotForm

Questions

EMERGENCY SOLUTIONS GRANT (ESG) AT IHCDA

- IHCDA received an ESG allocation of approximately \$3.9 million.
- We have caps on funding that can be awarded to each program type in accordance with the Indiana Consolidated Plan
- ESG is a formula grant, applicants that pass threshold requirements and meet minimum score will receive funding.
- Applicants with lower scores will receive less funding than those with higher scores.
- No maximum or minimum caps on request—but must be able to demonstrate ability to match award at 100%.
- We receive more requests for funding than we can honor.
- **Application is due no later than May 29th at 5pm EST.**



RFA TIMELINE:

May 4, 2026 – RFA is released to the general public.

May 29, 2026- Completed RFA Application is due at 5pm EST.

June 25, 2026 (tentative) – IHCD Board of Directors' Meeting

June 29, 2026 (tentative) – Funding Decisions will be sent by 5pm EST

TBD – Agreement detailed finalized

FY2026 award agreements will be effective on July 1, 2026, regardless of the agreement execution date.

EVALUATION CRITERIA OF RFA RESPONSE:

Combination of factors inform our funding decisions, including but not limited to:

- Capacity to meet the organization's request (dependent on amount IHCDCA receives from HUD)
- Meeting the requirements highlighted in Part 2, Section 1 titled "Funding Eligibility Criteria"
- Financial capacity and readiness to manage federal grants
- Spending progress in previous fiscal years
- Service Provision according to the results of prior CAPER reports
- Quality of Application submission as defined below:
 - All questions are completed as accurately as possible; none are left blank unless the question allows.
 - Narrative responses provide a clear and comprehensive context of how the organization's ESG program is administered.

ORGANIZATIONAL ELIGIBILITY TO RECEIVE FUNDING

Organizations must have 501(c)3 Status

Active UEI Number

Registration with Indiana Secretary of State

100% of program clients meet HUD's definition of homelessness (pg.4 of RFA)

An organization that provides services in the Balance of State Continuum of Care region (IN502), which currently includes every county in the State of Indiana except Marion County.

Coordination with organization's Regional Planning Council

An organization that does not have any unresolved findings from IHCD or HUD

Organization has standards conforming with 2 CFR 200.302 "Financial Management" and 200.303 "Internal Controls" regulations*

CLIENT ELIGIBILITY FOR SERVICES

GENERAL NOTES ON ESG CLIENT ELIGIBILITY:

Income requirements
vary by funding
stream

Physically located
within Indiana
Balance of State
Jurisdiction

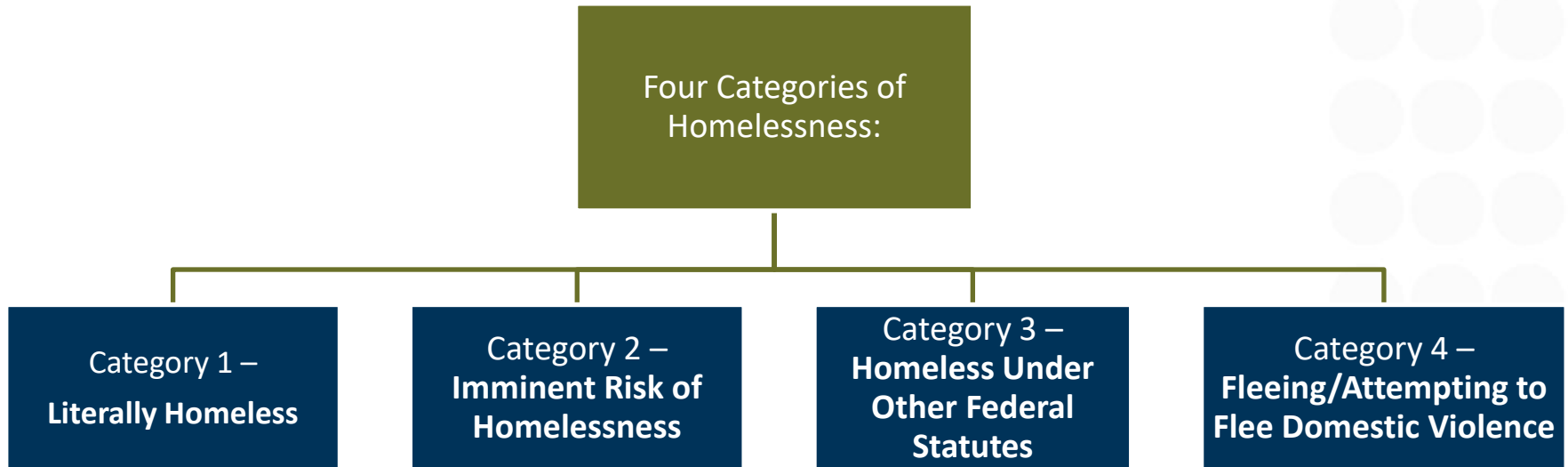
GENERAL NOTES ON ESG CLIENT ELIGIBILITY:

Eligibility for all funding streams is dependent on the Four Categories of Homelessness defined by HUD.

Each funding stream may require that at least one of these categories be present to qualify for assistance.

Subrecipients should be aware of what funding stream(s) they have and their eligibility criteria

GENERAL NOTES ON ESG CLIENT ELIGIBILITY:



Definitions of each category are outlined on page 4 of RFA Narrative.

GENERAL NOTES ON ESG CLIENT ELIGIBILITY:

Category 1 – Literally Homeless

Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

Has a **primary nighttime residence** that is a public or private place **not meant for human habitation**; or

Is living in a publicly or privately operated shelter designated to provide **temporary living arrangements** (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or

Is **exiting an institution** where (s)he has resided for 90 days or less and who resided in an emergency shelter or place **not meant for human habitation** immediately before entering that institution

Note: An individual or family **only needs to meet one of the three** subcategories outlined in green to qualify as “Homeless Category 1: Literally Homeless”.

GENERAL NOTES ON ESG CLIENT ELIGIBILITY:

Category 2 – Imminent Risk of Homelessness

An individual or family who will imminently lose their primary nighttime residence, provided that:

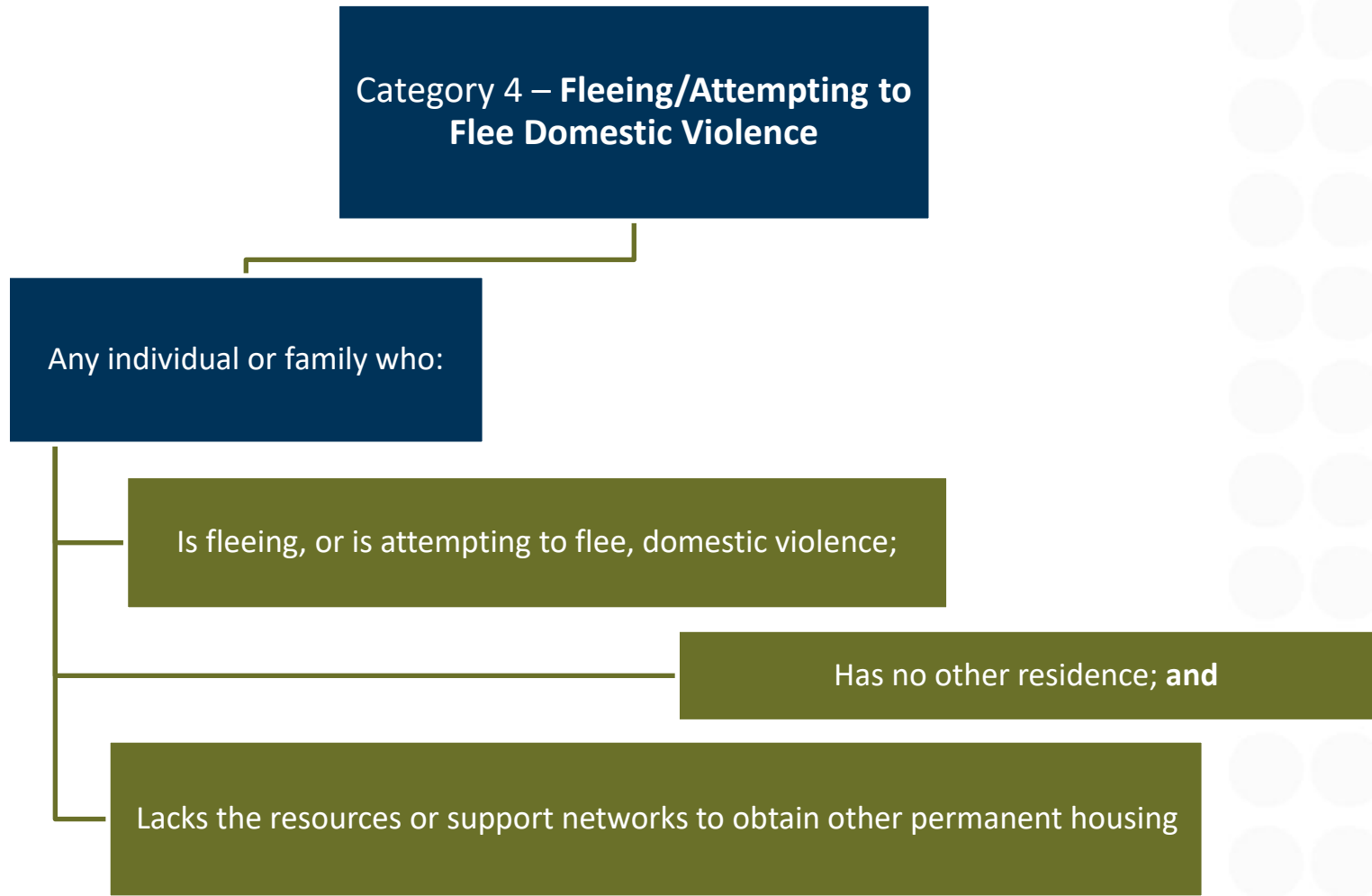
Residence will be lost within 14 days of the date of application for homeless assistance

No subsequent residence has been identified; *and*

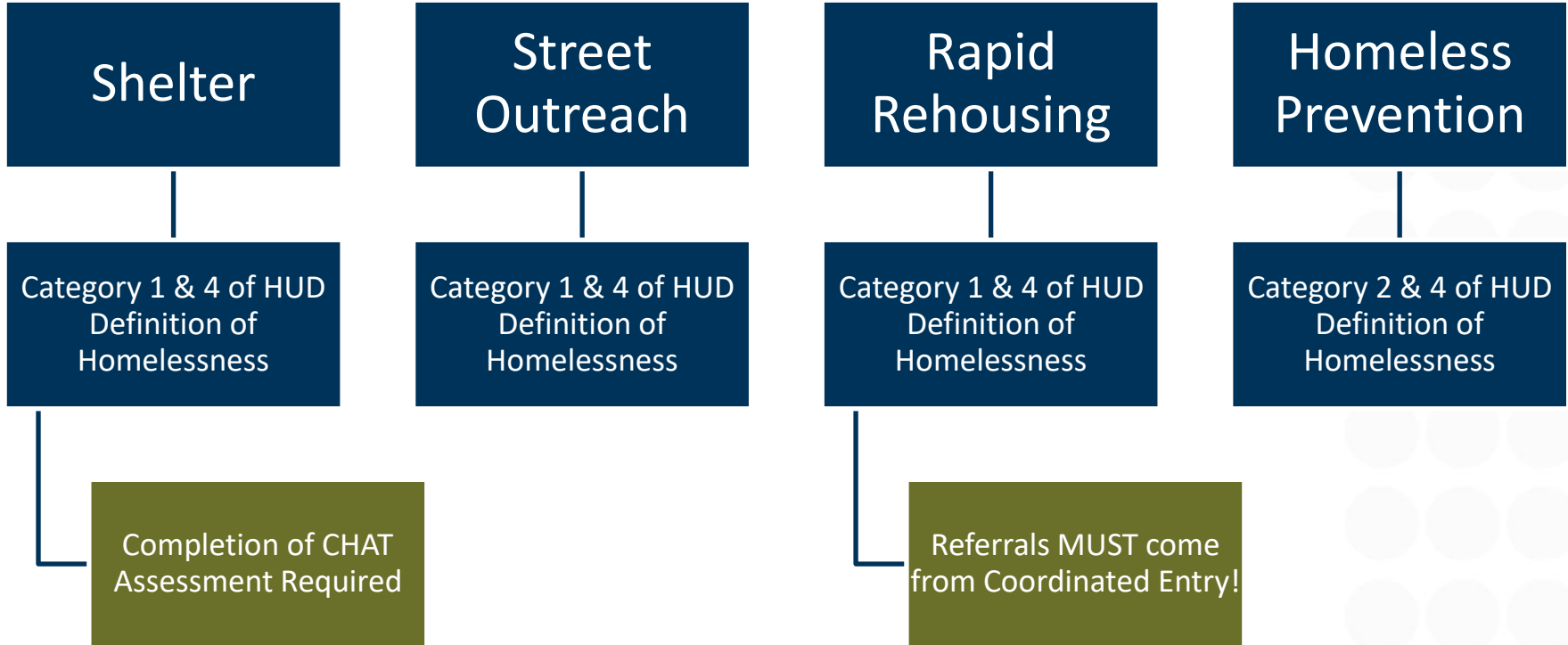
The individual or family lacks the resources or support networks needed to obtain other permanent housing.

Note: Includes individuals and families who are within 14 days of losing their housing, including housing they own, rent, are sharing with others, or are living in without paying rent.

GENERAL NOTES ON ESG CLIENT ELIGIBILITY:



ESG PROJECT TYPES:



EMERGENCY SHELTER:

Serves Category 1—Literally Homeless & Category 4—Fleeing/Attempting to Flee Domestic Violence

No Income Requirement

Age of a child must not be used as a basis for denying shelter to a family

Shelter Required to conduct CHAT assessment/ensure CE enrollment

STREET OUTREACH:

Serves Category 1—Literally Homeless

No Income Requirement

CHAT Assessment Encouraged

RAPID REHOUSING:

Serves Category 1—Literally Homeless & Category 4—Fleeing/Attempting to Flee Domestic Violence

No Income Requirement:

- Households with income, pay 30% of their adjusted gross income
- Households without income are not required to contribute financially to their rent until an increase in income occurs
- Complete the zero-income affidavit if a person enters the program without household income

Clients must come from Coordinated Entry Referrals

HOMELESSNESS PREVENTION:

Serves Category 2—Imminent Risk of Homelessness & Category 4—Fleeing/Attempting to Flee Domestic Violence

Household Income must be at or below **30% AMI**

- Must be re-evaluated every **3 months**
- Households with income, pay 30% of their adjusted gross income

Clients are not required to come from Coordinated Entry, *but...*

- Programs are required to utilize a **Participant Prioritization plan/policy.**

ELIGIBLE EXPENSES BY PROJECT TYPE



Indiana Housing & Community Development Authority

ESG PROJECT TYPES:

Shelter

Street
Outreach

Rapid
Rehousing

Homeless
Prevention

ESG SHELTER – ESSENTIAL SERVICES:

Case Management

Child care

Education Services

Employee Assistance and
Job Training

Legal Services

Life Skills Training

Mental Health Services

Outpatient Health
Services

Substance Abuse
Treatment Services

Transportation

Eligible Activities-Essential Services

Case management- Salary of case manager working directly with shelter clients

Child Care- Payment to a licensed daycare center for child-care of shelter clients including providing meals, snacks, and activities

Education Services- Cost of books, instructional materials, literacy training

Employment Assistance and Job Training- Cost of job training programs; assistance in acquisition of vocational license and/or certificate

Outpatient Health Services- Outpatient Doctor examination, health screening, preventative medical care, medication, dental care

Eligible Activities-Essential Services

Legal Services- Hourly fees and legal advice from licensed attorneys (*on matters impacting a client's housing outcomes only*)

Life Skills Training- Training budgeting resources, managing money, conflict resolution, shopping for food, etc.

Mental Health Services- Outpatient treatment by licensed professionals

Substance Abuse Treatment Services- Outpatient treatment for up to 30 days

Transportation- Travel to and from essential service activities-bus tokens, shelter vehicle, rideshare*

Ineligible Activities – Essential Services

- Salaries of employees **not** working directly with clients
- Staff recruitment/training
 - Training not sponsored by HUD
- Transportation costs not directly associated with service delivery
- Transportation-gas cards or filling client's car with gas
- Inpatient detoxification and other inpatient drug or alcohol treatment

ESG SHELTER - OPERATIONS:

Equipment

Supplies

Food

Shelter Staff

Security

Maintenance

Rent of Shelter Building

Utilities of Shelter Building

Insurance of Shelter Building

Hotel/Motel Voucher*

Eligible Activities- Operations

Equipment: Purchasing new computers, printers, copy machines, microwave for shelter kitchen, etc.

Insurance: Shelter building insurance; auto insurance on shelter owned (or leased) vehicle used for shelter program

Shelter Staff: Max 10% of award (excludes maintenance and security salary costs)

Food: For shelter clients only

Furnishings: mattresses, beds, tables to furnish shelter rooms, etc.

Supplies: office supplies used for the shelter program; cleaning supplies for the shelter building, etc.

Eligible Activities- Operations

Maintenance: Carpet cleaning in shelter rooms; fixing plumbing issue in shelter; salary of maintenance worker; killing bed bugs, etc.

Rent: Lease of shelter building

Security: Monthly cost of security system for shelter; software for computer security

Utilities: Gas or electric bill for shelter building

Fuel: LP heating fuel for shelter

Hotel/Motel Voucher: Only eligible when no appropriate emergency shelter is available

Ineligible Activities- Operations

- Recruitment or ongoing staff training
- Depreciation
- Costs associated with the organization rather than the facility (ex: advertisements, pamphlets about organization, survey)
- Public Relations or fund raising
- Staff training, entertainment, conferences, retreats
- Bad debts/late fees
- Mortgage payments for the shelter

ESG STREET OUTREACH:

Engagement

Case Management

Emergency Mental Health
Services

Transportation

Emergency Health Services

Engagement

- The cost of activities to locate, identify and build relationships with people who are unsheltered and engage them for the purpose of providing immediate support and connection to resources.
- Initial assessment
- Addressing urgent needs; meals, clothing, blankets, toiletries
- Active connection of information and referrals to resources and programs
- **Examples:** connection to assessment for Coordinated Entry System, emergency shelter, community-based services, rapid rehousing programs, etc.

Case Management

- The cost of assessing housing and service needs, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant

Eligible services and activities are as follows:

- Verifying and documenting eligibility; (homeless documentation form)
- Counseling
- Developing, securing and coordinating services
- Obtaining Federal, State, and local benefits
- Monitoring and evaluating program participant progress
- Providing information and referrals to other providers
- Developing an individualized housing and service plan, including planning a path to permanent housing stability

Emergency Health Services

Eligible treatment consists of:

- Assessing a program participant's health problems and developing a treatment plan
- Assisting program participants to understand their health needs
- Providing directly or assisting program participants to obtain appropriate emergency medical treatment
- Providing medication and follow-up services

***Funds may be used only for these services to the extent that other appropriate health services are inaccessible or unavailable within the community

Must have documentation.

Emergency Mental Health Services

Eligible treatment consists of:

- Assessing a program participant's health problems and developing a treatment plan
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Must have documentation.

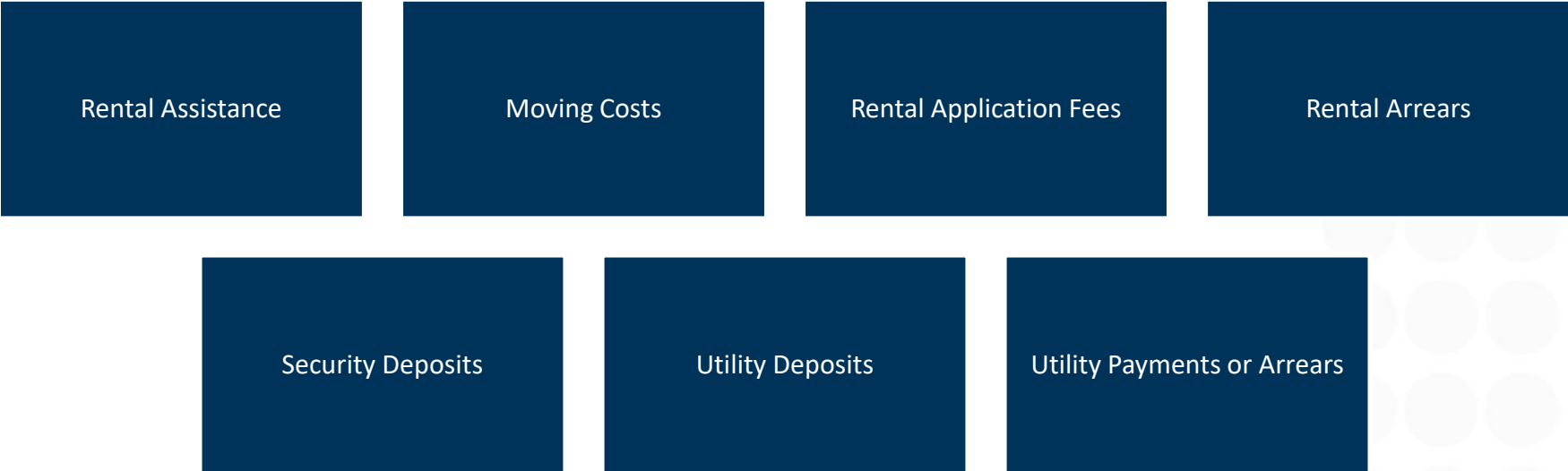
Transportation

The transportation costs of travel by outreach workers, social workers, medical professionals, or other service providers are eligible, provided that this travel takes place during the provision of ESG eligible services

Eligible costs include:

- The cost of a program participant's travel on public transportation
- The cost of transporting a participant to emergency housing or other service facilities
- Mileage reimbursement when an employee's own vehicle is used
- The cost of purchasing or leasing a vehicle for the sub-recipient in which staff transports program participants and/or staff serving program participants, and the cost of gas, insurance, taxes and maintenance for the vehicle
- The travel costs program staff to accompany or assist program participants to use public transportation

ESG RAPID REHOUSING/HOMELESS PREVENTION – FINANCIAL ASSISTANCE:



Housing Relocation & Stabilization Services: Financial Assistance Costs

ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs:

- **Rental application fees:**

ESG funds may pay for the rental housing application fee that is charged by the owner to all applicants

- **Security deposits:**

ESG funds may pay for a security deposit that is equal to no more than 2 months' rent.

- **First month's rent:**

This line is used for non-recurring rental assistance used to obtain housing, or if landlord requires Security Deposit, First Month and Last Month rent upon move-in

- **Last month's rent:**

If necessary to obtain housing for a program participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner is paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating the program participant's total rental assistance, which cannot exceed 24 months during any 3-year period.

Housing Relocation & Stabilization Services: Financial Assistance Costs

- **Utility deposits:**

ESG funds may pay for a standard utility deposit required by the utility company for all customers. Deposits are limited to the allowable covered utilities as noted below.

- **Utility payments or arrears:**

ESG funds may pay for up to 24 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month.

- This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments.
- Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 24 months of utility assistance within any 3-year period.

- **Moving costs:**

ESG funds may pay for moving costs, such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible.

Housing Relocation & Stabilization Services – Financial Assistance

Important Notes:

- Even though this is not rental assistance, an HQS Inspection must be completed for the above financial assistance items.
- NOT required to review Rent Reasonableness nor be within HUD FMR because rental assistance was not provided
- Case Management is required – at least 1 x month while funds are being provided

Housing & Relocation Stabilization: Rental Assistance

Rental Assistance (short and medium-term) :

- Sub-recipient may provide a program participant with up to 24 months of rental assistance during any 3-year period.

Rental Arrears (up to 6 months max) :

- Payment of rental arrears consists of a one-time payment for up to 6 months of rent in arrears, including any late fees on those arrears.

ESG RAPID REHOUSING/HOMELESS PREVENTION – FINANCIAL SERVICES:

Mediation

Credit Repair

Housing Search and
Placement

Housing Stability Case
Placement

Legal Services

Administration

Housing Relocation & Stabilization Services: Financial Services Costs

ESG funds may be used to pay the costs of providing the following services:

Housing Search & Placement:

Services or activities necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing, include the following:

- Assessment of housing **barriers**, needs, and preferences
- Development of an action plan for locating housing
- Housing search
- Outreach to and negotiation with landlords/owners
- Assistance with submitting rental applications and understanding leases
- Assessment of housing for compliance with Emergency Solutions Grant (ESG)
- Requirements for habitability, lead-based paint, and rent reasonableness
- Assistance with obtaining utilities and making moving arrangements
- Tenant counseling

Housing Relocation & Stabilization Services: Financial Services Costs

Housing Stability Case Management:

- Using the coordinated entry system to evaluate needs of households applying for or receiving homelessness prevention or rapid re-housing assistance
- Conducting the initial evaluation including verifying and documenting eligibility (getting 3rd party documentation of homelessness), for individuals and families applying for rapid re-housing assistance
- Counseling
- Developing, securing, and coordinating services and obtaining Federal, State, and local benefits
- Monitoring and evaluating program participant progress
- Providing information and referrals to other providers
- Developing an individualized housing and service plan, including planning a path to permanent housing stability
- Conducting re-evaluations as required in the new progressive engagement standards
- This assistance **cannot exceed 30 days** during the period the program participant is seeking permanent housing and **cannot exceed 18 months** during the period the program participant is living in permanent housing.

Housing Relocation & Stabilization Services: Financial Services Costs

Housing Stability Case Management - Activities:

While providing RR or HP assistance to a program participant, the sub-recipient **must**:

- Meet with the participant **at least once monthly** to check in on housing related goals and ensure the household can access support and resources as needed
- Develop a **housing plan** (utilize HMIS) to assist the program participant in finding and retaining permanent housing after the ESG assistance ends

* The Arizona Matrix tool (in HMIS) can be a helpful tool to establish goals for the housing plan

Housing Relocation & Stabilization Services: Financial Services Costs

Mediation:

ESG funds may pay for mediation between the program participant and the owner or person(s) with whom the program participant is living, provided that the mediation is necessary to prevent the program participant from losing permanent housing in which the program participant currently resides.

Legal services:

Eligible subject matters also include landlord/tenant matters, and the services must be necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides.

Credit repair:

ESG funds may pay for credit counseling and other services necessary to assist program participants with critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. This assistance does not include the payment or modification of a debt.

Administration-Rapid Rehousing & Homeless Prevention

Subrecipients can use up to 7.5% of their RRHP award to cover Administration costs.

Eligible Program Administration costs include the following:

- Preparing program budgets and schedules, and amendments to those budgets and schedules
- Developing systems for assuring compliance with program requirements
- Preparing reports and other documents directly related to the program for submission to IHCD
- Evaluating program results against stated objectives
- Purchase or rental of equipment and office supplies necessary to deliver program services;
- Insurance, utilities, rent and maintenance of program office space

IMPORTANT NOTES ON RAPID REHOUSING AND HOMELESS PREVENTION FUNDING:

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Use with other subsidies:

- **Except for a one-time** payment of rental arrears on the tenant's portion of the rental payment, **rental assistance cannot be provided** to a program participant who is receiving tenant-based rental assistance, or living in a housing unit receiving project-based rental assistance or operating assistance, **through other public sources** such as Section 8.
- Cannot pay rent payment if tenant is receiving HUD-VASH rental assistance. However, if HUD-VASH doesn't cover security or utility deposit, then ESG RRH can pay security up to the amount of 2 months rent and utility deposit.

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Rent restrictions:

- Rental assistance cannot be provided if the rent **exceeds** the Fair Market Rent established by HUD, as provided and **complies with HUD's standard of rent reasonableness.**

Rental Assistance can also include: utilities (excluding telephone), security deposit or other fees required under the lease, (other than late fees and pet fees) and, **if** the tenant pays separately for **utilities**, the monthly allowance for utilities (excluding telephone). Monthly allowances are released by IHCDA every year.

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Rental Assistance Agreement:

Rental assistance payments only to an **owner with whom the sub-recipient has entered into a rental assistance agreement**. The rental assistance agreement must set forth the terms under which rental assistance will be provided, including the requirements that apply under this section:

The rental assistance agreement must provide that during the term of the agreement, the owner must give your agency a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant.

Required lease forms:

1. Required RAP between landlord and your agency
2. Required RAP Agreement between tenant and sub-recipient regarding payment and who is responsible for which housing costs and amounts-Useful to prevent confusion for the tenant.
3. Copy of signed lease between tenant and landlord.
4. **VAWA HUD form 5380.**

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Late Payments:

- The sub-recipient **must make timely payments** to each landlord/owner in accordance with the rental assistance agreement. The rental assistance agreement must contain the same payment due date, grace period, and late payment penalty requirements as the program participant's lease.
- **The sub-recipient is solely responsible for paying late payment penalties that it incurs with non-ESG funds.**

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Lease:

- Each program participant receiving rental assistance must have a legally binding, written lease for the rental unit, unless the assistance is solely for rental arrears. The lease must be between the owner and the program participant.
- Where the assistance is solely for rental arrears, **IHCDA still requires a copy of the lease to be included in the client's file.**

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Rent Reasonableness

Determines whether the rent being charged for an assisted unit is both:

- Reasonable in relation to rents being charged for comparable unassisted units with similar features and amenities; **and**
- Not more than rents currently being charged by the same owner for comparable unassisted units.

Utilize Affordablehousing.com/GoSection8 software for Rent Reasonable (refer to manual)

- Efficient
- Accurate
- Time saver
- No cost to you
- Training available
- Utilize Affordablehousing.com (formerly GoSection8) website to complete the rent reasonable checks. This is a requirement. We no longer accept paper forms of checks.

IMPORTANT NOTES: Rapid Rehousing & Homeless Prevention

Rent Calculation

•Income to include:

Wages, salaries, overtime rates, bonuses, incentive payments, tips, self employment, AFDC, welfare, social security, unemployment, worker's compensation, child support, interest, dividends, Assets, etc. (See HUD Rental Calculation form for all Income inclusions and exclusions)

•Clients pay 30% of their adjusted gross income.

•Resources: Utilize Rental calculation manual provided by HUD (will be on IHCD website) Calculation Tool provided. Must have verification & documentation of expenses in client file.

RFA APPLICATION:

RFA APPLICATION FEATURES:

Save + Continue Later Setting Enabled

Ability to Review Answers before Submission

- Click on “Review Answers” on the final page of the application instead of the “Submit” button.

Conditional Logic


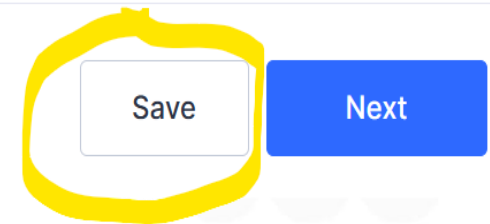
- Your responses impact which questions are/are not visible to you.
- Impacts which questions are/are not required.

SAVING YOUR RFA APPLICATION RESPONSE:


How to save application:

- Look to bottom of application page and click on white button titled “Save”.
- On next screen, either click on “Skip Create an Account” or “Sign up with Email.”
- Type in your email address so that JotForm will send you the link to the application in progress.
- If you lose the link, you’ll have to redo the progress you’ve made on your application! IHEDA Staff will only have access to submitted applications.

SAVING YOUR RFA APPLICATION RESPONSE:



ihcda
Indiana Housing & Community Development Authority

 Sign up with Email


Already have an account? [Log in](#)

[Skip Create an Account](#)



Submission saved as draft

If you want to continue your form later, please enter your email address.

 To:

 Send

 Get Draft Link

MATERIALS NEEDED FOR AGENCIES TO APPLY:

RFA Application via JotForm

Required Attachments to add to JotForm:

- Proof of 501(c)3 Status
- Evidence of an active UEI Number from sam.gov
- Confirmation that organization is registered with Indiana Secretary of State
- Financial Documentation: Organization's 990, 2025 year-to-date balance sheet, income statement, cash flow statement, and 2024 or 2025 financial statements
- List of agency's current Board of Directors: names, affiliating organization(s), email address, and phone number
- Board of Director's bylaws
- Organization's staffing/organization chart of ESG staff
- General Liability Insurance documentation to evidence policy (only need summary page showing coverage)
- Fidelity Bond Insurance documentation to evidence policy or bond
- Proof of Worker's Compensation Coverage

Proof of Auto Insurance (only required if using ESG funds for transportation in an agency vehicle)

MATERIALS NEEDED FOR AGENCIES TO APPLY:

Required Attachments for Shelter Requests Only:

- Fire Inspection Report
- Health Department Inspection dated within last 6 months (if shelter serves food)

Required Attachments for Homeless Prevention Requests Only:

- Participant Selection Plan/Policy

RFA APPLICATION

Application Table of Contents

- Organization Information
- Threshold Requirement Questions
- Financial Management Information
- Staff and Board of Directors
- Emergency Shelter*
- Street Outreach*
- Rapid Rehousing*
- Homeless Prevention*
- Certification and Signature

APPLICATION WALKTHROUGH:

RELEVANT REMINDERS AND ADVICE:

IMPORTANT REMINDERS:

RFA Deadline: May 29,
2026; 5pm EST

Only complete and
submitted applications
will be considered.

Late submissions will
not be accepted unless
approval was granted
beforehand.

JotForm allows you to save
your progress and the
ability to review answers
before submitting!

GENERAL ADVICE:

Start early!

- Gather all supplemental documentation for your application submission.
- Make sure you're prepared to answer essay questions in the RFA Application. **Questions are posted on IHCD's ESG webpage.**

Double-check that your submission of the RFA Application is complete before submission.

- There is a "Review Answers" button at the end of application.

When in doubt – ask us! We may be able to help.

RFA CONTACT INFORMATION:

IHCDA Community Services Team Email: communityservices@ihcda.in.gov

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QUESTIONS

Q/A:

Last year, we were able to request any amount, but our award was essentially the same as prior years. So, does it matter how much we ask if the max amount awarded will remain the same as prior years?

- You can still request any amount. However, keep in mind that you will have to demonstrate your plan to meet match for it. Even if your grant amount is the same, we can look at request amounts as indications of the need. So keep asking anyway!

Q/A:

In the attachments section, what documentation do you need for fidelity bond insurance?

- That can be demonstrated with the "Accord" or cover sheet of your insurance coverage. Sometimes this is included with your liability and other types of insurance coverage.

What do you want included in the Cash flow statement?

- In its most general sense, it tracks the actual cash generated and spent during a period. The difference between a cash flow statement and an income statement is pretty technical. Any questions about financial attachments should be sent over to either Jim or myself.

Q/A:

For the supplies, on the budget line item--does this have to be line-itemed out (ie supplies-pens, supplies-paper, supplies-cleaning, etc.)

- It is a single line item, so the cost of all of those things would fall under just the Supplies line.

Does internet fall under utilities?

- Yes!

Under shelter program, what category would motel vouchers fall under?

- It is its own line-item.

Q/A:

I have not made it all the way through the application yet. With that being said, I see on the RFA that HP needs to submit the participant selection plan/policy. Do you have the rest of the narrative responses listed somewhere so I can gather what I need?

- We have the PDF file of the questions posted on the IHCD A ESG page. [ESG FY2026 RFA Application.pdf](#)
- The attachments are all listed in the RFA narrative, on page 8-9: [RFP Boilerplate \(00010796.DOCX;1\)](#)

Will the size and typical census of the shelter be considered in funding allocations?

- Yes, that will be one of the items we will evaluate.

Q/A:

Do you have a suggestion for what type of roles/persons should be included (in the organization information section of application)?

- We need to know who will be signing agreements for your organization, along with the person we should contact with any questions we have on the application. then you can list any staff you would like to receive updates.

Do we need to include Resume for ESG folks or is the ORG chart sufficient (in the Staff and Board of Directors section of application)?

- Your organizational chart is sufficient.

Is the fire inspection report for our shelter? For our facility?

- Fire inspection is for the shelter facility or where you are serving folks.

Q/A:

What would be a reasonable amount of money to ask for rapid rehousing and homeless prevention?

- This is subjective to the organization applying. BUT ask us for what you need! Even if we are not able to fund the full request, we can nonetheless look at the request as a testament to the need. Keep in mind you'll have to demonstrate your ability to meet the 100% match requirement established by HUD.

What if we have administered other grants but not Federal or State grants?

- The original application asks for federal grant experience, because there are additional requirements that come with federal grant funding, even if receiving it from a passthrough organization like IHCDA. We look at all parts of your application. If you have questions or concerns, please let us know.

Q/A:

Is there a list of ESG awards from prior years?

- Last year's award list is not currently on our ESG webpage. We will work on getting that posted.

Are there character parameters to the narrative Q's?

- No, there should not be a character parameter on any question.

Will they allow you to advance without filling out all the fields? So we can prep ahead or work collaboratively internally before inputting the form?

- As Jim said, the tabs added on the application should let you move across the form. If that doesn't work for whatever reason, you can also use the PDFs on our website.

Q/A:

Are there any circumstances where ESG would reduce or eliminate the matching requirements, like a request that you would make in the application?

- Not at this moment. If you have concerns on the match requirement specifically, please reach out to us. We can provide kind of some guidance on matching. You can do a lot with volunteer time and with donated items that the in-kind route can be very helpful. Some of the funds or other resources you already receive could potentially be that match, so while there may be some flexibilities that are possible, a waive on requirements is not possible.

Q/A:

Since it is short notice to get a current fire inspection, is it possible to submit a fire extinguisher inspection done March 2026 and fire security system inspection done January 2026. The most recent fire inspection was July 2025 so not sure if fire department's inspection results would come out prior to July 2026?

- Submit what you have and maybe provide an explanation or a plan of when your next inspection would be. We want to make sure, and it's stipulated in the regulations, that certain safety requirements are met and that folks are safe. Submit what you have with an explanation, and then try to get something scheduled, you know, in the next six months, and then you could supply that result to us.

Q/A:

What is required for a match commitment verification? Just the award letter?

- During the application process, you are not expected to provide a letter directly from United Way or another community foundation stating what grant(s) you've received. Instead, you would write a letter to us stating that you will match 100% of your request and then outline all the sources of match (cash, in-kind goods, or in-kind services) that you will use. While you don't need to be exact on every source (like volunteers or non-monetary donations), we need to see that you're committing those funds and that you've got something in place, even if it's private funds that from donations that you'll be using. At the end of the program year, you will be submitting documentation showing exactly like where those funds came from and how they were used. This is more just kind of you're putting your name down that you commit those funds.