

ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS (ADECA)

EMERGENCY SOLUTIONS GRANTS (ESG)
PROGRAM

COMPLIANCE INFORMATION

LETTER OF AWARD DOCUMENTS

ADECA'S ESG WEB PAGE

- www.adeca.alabama.gov
- Scroll over “Divisions” (top right)
- Click “Community and Economic Development”
- Click “Community Development Programs” (left)
- Click “Emergency Solutions Grant”

CONTACT INFORMATION

- Shabbir Olia, CED Division Chief
 - shabbir.olia@adeca.alabama.gov
 - 334-242-5468
- Crystal Davis, Community Services Unit Chief
 - crystal.davis@adeca.alabama.gov
 - 334-353-2630

CONTACT INFORMATION

- Shonda Gray, ESG Program Manager
 - shonda.gray@adeca.alabama.gov
 - 334-353-0288
- Stephanie Rankins, HOPWA Program Coordinator/ESG
 - stephanie.rankins@adeca.alabama.gov
 - 334-242-5384

CONTACT INFORMATION

- Lisa North, ESG Accountant
 - lisa.north@adeca.alabama.gov
 - 334-242-5246
- Chris Perkins, CDBG Engineer
 - christopher.perkins@adeca.alabama.gov
 - 334-353-1028

CONTACT INFORMATION

- Dave Veatch, FH & EO Specialist
 - dave.veatch@adeca.alabama.gov
 - 334-353-0233

LETTER OF AWARD DOCUMENTS

- Budget Forms
- List of Second-tier Subrecipients
- Subrecipient Administration
- Certification Form
- W-9 Form
- Program Correspondence
- Environmental Forms

LETTER OF AWARD DOCUMENTS

- State of Alabama Disclosure Statement Form
- Copy of deeds, mortgages, and appraisals
- Certification of Local Government Approval – must be signed by the chief elected official of the local unit of gov't
- Certification of building use
- Schedule of activities

LETTER OF AWARD DOCUMENTS

- Certificate of Compliance with the Beason-Hammon Act
- Copy of E-Verify Memorandum of Understanding
- Certification of Compliance with the Transparency Act Requirements
- Certifications by the Chief Elected Official (Chief Executive Officer) or the Authorized Official
- Current sam.gov registration

E-VERIFY (for nonprofit Subrecipients only)

- Must be enrolled in the E-Verify Program maintained by the U.S. Dept. of Homeland Security, **only required if agency has one or more paid employees – submit MOU**
- Enrollment is available at (<http://immigration.alabama.gov>)

POLICIES & PROCEDURES

- Eligibility
- Coordination of services
- Prioritizing prevention and re-housing assistance
- Length of time assistance will be provided
- Program participants' share in costs
- Policy regarding Conflicts of Interest
- Policy regarding Confidentiality of Information

POLICIES & PROCEDURES

- Type, amount, and duration of housing stabilization and relocation services to be provided
- Targeting/providing essential services related to street outreach
- Fee for service – funds generated are program income & must be used as match

POLICIES & PROCEDURES

- Admission, diversion, referral, and discharge by emergency shelters assisted under ESG
 - Length of stay
 - Safety and shelter needs of special populations
 - Persons/families with the highest barriers to housing and are likely to be homeless the longest

POLICIES & PROCEDURES

- Assessing, prioritizing, and reassessing program participants' needs for essential services related to emergency shelter
- Terminating assistance
- Access to the ESG program for persons of limited English proficiency
- Policy against involuntary family separation for emergency shelter providers

PROGRAM REQUIRE- MENTS

- Each program participant must go through the local continuum of care's centralized coordinated assessment system before services are provided
- Minimum Habitability Standards for Emergency Shelters and Permanent Housing
- Participation of Homeless Persons