

# Emergency Solutions Grants (ESG)

Subrecipient Orientation | June 23, 2026 | 10:00 am

# Agenda

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1.

# Welcome

## 2. Introductions

### City of Moreno Valley

**Felicia London**

Chief Financial Officer/City Treasurer

**Patty Yhuit**

Deputy Finance Director

**Joe Barron**

Grants Division Manager

**Monica Lopez**

Senior Management Analyst

### Avant Garde

**Melissa Aguilar**

HUD Consultant

**Cindy Lopez**

HUD Consultant

# 3. Grant Award Process



## Award Notification

**Anticipated Time:**

(Early- Mid June)

The City sent letters notifying organizations of award selection. An acceptance letter was also sent requesting a response from the organization.



## Agreement from HUD

**Anticipated Time:**

(September-October)

Upon obtaining a formal agreement from HUD, City staff start processing subrecipient agreements for approval and signature by the City Manager and City Attorney.

# 3. Grant Award Process



## Agreement Processing & Legal Review

**Anticipated Time:**

(October- November)

The City Attorney's office reviews and approves all subrecipient agreements. Upon approval, the agreements are prepared and routed for subrecipients to provide review/comments.



## Agreements Executed

**Anticipated Time:**

(October- November)

After all comments are received and addressed, the final agreements are routed for internal City signatures. Once an agreement is fully executed, the subrecipient will receive a copy of the agreement and Notice to Proceed.

# 3. Grant Award Process



## Finance Review

**Anticipated Time:** November-December

The Grants Division enters the agreement and all supporting documentation into the City's Financial Operations System and a Purchase Order is created for each subrecipient.



## Invoice Review for Approval

**Anticipated Time:** 2 weeks after the Agreement is signed (November-December)

Subrecipients are expected to submit monthly invoices/reports to the City on the 10<sup>th</sup> of each month for review. City Staff/Consultants will review invoices for completeness and compliance and review program deliverables via a statistical report.

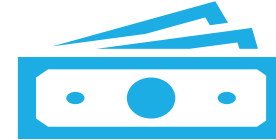
# 3. Grant Award Process



## Invoice Submittal for Payment

**Anticipated Time:** 1-2 weeks processing  
(November-December)

After invoices have been reviewed and approved the Grants Division will submit the invoices to Accounts Payable to initiate the internal approval process.



## Initial Payment Authorization

**Anticipated Time:** 1-2 weeks  
(November-December)

Once the invoices have obtained the necessary approvals, Accounts Payable will then issue the check to subrecipients. All payments are sent as an ACH.



## 4. Contracting Requirements

Contact Information Form

Valid City of Moreno Valley Business License

Updated insurance documents as required by the checklist

SAM's registration

## 5. Program Considerations

- Funding
- Executive Orders
  - Executive Order 14168 – Grant funds cannot be used to promote gender ideology
  - Executive Order 14182 – Grant funds cannot be used to fund or promote elective abortions
  - Executive Order 14218 – Undocumented immigrants cannot receive public benefits

## 6.ESG Basics: ESG Grant Objectives

- Improve the number and quality of emergency shelters for homeless individuals and families;
- Help operate these shelters and provide essential services to shelter residents;
- Rapidly re-house and provide essential services to homeless individuals and families; and
- Prevent families and individuals from becoming homeless and provide essential services to those at risk of homelessness.



## 7. Eligible Activities

- Street Outreach
- Emergency Shelter
- Homelessness Prevention, including rental assistance
- Rapid Re-Housing
- Administration
- Homeless Management Information System (HMIS)

## 8. Participant Eligibility

- Benefitted person(s) should be City residents.
- “Homeless” or those “At Risk of Homelessness” per HUD definitions ([24 CFR 576.2](#)).
- Grant Program must serve extremely low income (30% AMI) persons.
  - Use HUD 2025 Income Limits (Effective 06.01.25) for Riverside County to qualify applicant.

## 9.ESG Income Limits

### Maximum Annual Household Income Limits as Determined by HUD effective June 1, 2026

	# of Persons in Household							
	1	2	3	4	5	6	7	8
Extremely Low Income (30%)	\$25,850	\$29,550	\$33,250	\$36,900	\$39,900	\$42,850	\$45,800	\$48,750

### [2026 Income Limits Dataset | Summary](#)



## 10.ESG Requirements

- Match Requirements – Federal regulations require a 100% match; with documentation to be provided when invoicing the City.
- Participation in HMIS – Must Input Data according to HMIS regulations.
- Active Participation in Continuum of Care (CoC)
- Maintain and Apply Written Standards for providing ESG assistance.

# 11. Compliance Certification

COMPLIANCE CERTIFICATION  
City of Moreno Valley  
2024-2025 ESG Program  
Homeless Prevention & Rapid Rehousing

Exhibit D

INVOICE DATE/ INVOICE NO. : \_\_\_\_\_

Neighborhood Housing Services of the Inland Empire hereby certifies that the below procedures were performed; and policies, guidelines, and requirements (among other regulations) related to the acceptance and use of ESG funds have been adhered to and complied with as stipulated in the executed agreement for the above-mentioned program:

Y/N/NA

An initial evaluation was conducted to determine each individual's or family's eligibility for Homelessness Prevention assistance

\* Rapid Re-housing and the amount and types of assistance the individual or family needs to regain stability in

There is documentation that all program participants who received Homelessness Prevention assistance:   
a. met the eligibility criteria of the "At risk of homelessness" definition or "Homeless" definition categories 2, 3 or 4 in in 24 CFR 576.2;

b. had an annual income (as determined in accordance with 24 CFR 5.609) does not exceed 30% AMI per Notice CPD-20-08.

[24 CFR 576.2, 24 CFR 576.103; 24 CFR 576.401(c); 24 CFR 576.500(b); 24 CFR 576.500(c); 24 CFR 576.500(e); 24 CFR 576.500(f); and

c. certified there were no benefits applied for and receive duplicative to that provided by LSSSC (see Exhibit K of the Agreement).

There are documentations that all program participants who received Rapid Re-housing assistance met the eligibility   
a. under category (1) of the "Homeless " definition, or

b. under category (4) and live in an emergency shelter or place described in category (1) of the homeless definition. [24 CFR 576.2, 24 CFR 576.104; 24 CFR 576.500(b); 24 CFR 576.500(f)]

Subrecipient Name] records document that the program participant's eligibility were re-evaluated and the types and amounts of assistance the program participant needs not less than once every 6 months for program participants receiving   
Homeless Prevention assistance and not less than once annually for program participants receiving Rapid Re-housing

Subrecipient Name] adopts written standards for the provision of Homelessness Prevention and Rapid Re- housing assistance.

Subrecipient Name] records document that each re-evaluation of eligibility established that the program participant:   
a. did not have an annual income (as defined in 24 CFR 5.609) that exceeds 30% AMI as established by HUD; and

b. lacked sufficient resources and support networks necessary to retain housing without ESG assistance [24 CFR 576.401(b)(1)(i)-(ii); 24 CFR 576.500(e); 24 CFR 576.500(f)]



# 13. Budget

PY 2026-2027 ESG AGREEMENT - Subrecipient Name - Program Name

**EXHIBIT A  
BUDGET**

EXHIBIT A  
Page 1 of 1

Recipient Department:	
Project Title:	
Location:	
Scope of Service:	

**Performance Measurements Outcome Statement:**

**Objective:**

- Creating Suitable Living Environment
- Providing Decent Housing
- Creating Economic Opportunity

**Outcome:**

- Availability/Accessibility
- Affordability
- Sustainability

**Project Budget:**

Approved Component(s)	Individuals To Be Served	MoVal ESG Grant	Recipient Department ESG Match
1) Street Outreach		\$0	\$0
2) Emergency Shelter		\$0	\$0
3) Rapid Rehousing		\$0	\$0
4) Homelessness Prevention		\$0	\$0
5) HMIS		\$0	\$0
<b>TOTAL</b>		\$0	\$0

ESG BUDGET LINE ITEMS	BUDGET AMOUNT
<b>TOTAL</b>	

SOURCE OF MATCH	MATCH TYPE	AMOUNT
	Cash/In Kind	
<b>TOTAL</b>		

# 14. Monthly Invoices

Exhibit D

CITY OF MORENO VALLEY  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Subrecipient Payment Request FY \_\_\_\_/\_\_\_\_/\_\_\_\_

AGENCY NAME:	DATE:
PROJECT TITLE:	INVOICE NO.:
PREPARER'S NAME:	
EMAIL:	PHONE:

ACCOUNT SUMMARY:

Approved CDBG Budget	
CDBG Reimbursements Received To Date	
Pending Reimbursements To Date (including this invoice)	
Remaining CDBG Balance	\$ -

CURRENT REQUEST:

CDBG BUDGET LINE ITEM PER APPROVED AGREEMENT <small>(List individual line item costs per approved budget, Exhibit "B")</small>	BUDGET AMOUNT \$	(PREVIOUS REQUESTS)	(CURRENT AMOUNT REQUESTED FOR REIMBURSEMENT)	REMAINING BUDGET BALANCE
<b>PERSONNEL COSTS:</b>				
Salaries				\$ -
Fringe Benefits				\$ -
<b>Total Personnel Costs:</b>	\$ -	\$ -	\$ -	\$ -
<b>OPERATING COSTS:</b> <small>(List individual operating line item costs)</small>				
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
<b>Total Operating Costs:</b>	\$ -	\$ -	\$ -	\$ -
<b>TOTAL: (Personnel Costs + Oper. Costs)</b>	\$ -	\$ -	\$ -	\$ -

**TOTAL PAYMENT REQUESTED THIS INVOICE:** \$ -

NOTE: Corresponding back-up source documentation must be attached. The "Documentation Required for Reimbursement Checklist" may be included as back-up and/or used for guidance in preparing the submittal.

Signature of Preparer \_\_\_\_\_ Date \_\_\_\_\_

Signature of Authorized Supervisor, Executive Director, or Board Member \_\_\_\_\_ Date \_\_\_\_\_

<b>For City Use Only:</b>	Date Received: _____	By: _____
P.O. No.: _____	Amt. \$: _____	
Inv. No.: _____	Acct. No.: _____	
Inv. Date.: _____	Auth. By.: _____	

# 15. Reporting

Data Element	Emergency Shelter Entry/Exit	Emergency Shelter Night-by-Night	Homelessness Prevention	Rapid Re-Housing	Street Outreach
4.02 Income and Sources	x		x	x	x
4.03 Non-Cash Benefits	x		x	x	x
4.04 Health Insurance	x		x	x	x
4.05 Physical Disability	x	x	x	x	x
4.06 Developmental Disability	x	x	x	x	x
4.07 Chronic Health Condition	x	x	x	x	x
4.08 HIV/AIDS	x	x	x	x	x
4.09 Mental Health Disorder	x	x	x	x	x
4.10 Substance Use Disorder	x	x	x	x	x
4.11 Domestic Violence	x	x	x	x	x
4.12 Current Living Situation		x			x
4.13 Date of Engagement		x			x
4.14 Bed Night		x			
4.19 Coordinated Entry Assessment	x*	x*	x*	x*	x*
4.20 Coordinated Entry Event	x*	x*	x*	x*	x*
C4 Translation Assistance	x	x	x	x	x
W5 Housing Assessment at Exit			x		





## 17. Monitoring

- On-Site Visits
- Participant Eligibility
- Monthly Performance Statistics
- Request for Reimbursement



## 17. Monitoring: Common Concerns

- Behind on program milestones and goals
- Incomplete or inaccurate reporting
- Late invoice submissions
- Ratio of budget expenditures to program activity



## 17. Monitoring: Common Findings

- Participant ineligibility
- Inadequate record keeping
- Lack of adequate accounting, policies and procedures, and internal controls

# 18. Federal Regulatory Requirements

- Title 2 of Code of Federal Regulations Part 200 ([2 CFR Part 200](#))- Uniform Administrative Requirements:
  - Conflict of Interest ([200.112](#))
  - Standards of Financial Management ([200.302](#))
  - Internal Controls ([200.303](#))
  - Program Income ([200.307](#))
  - Procurement Standards ([200.320](#))
  - Monitoring ([200.329](#))
  - Direct & Indirect Cost Principles ([200.412](#) & [200.413](#))
  - Audit Requirements ([200.501](#))

## 18. Federal Regulatory Requirements cont.

- Title 24 of Code of Federal Regulations Part 576 ([24 CFR Part 576](#))- Basic provisions for all ESG grants:
  - Eligible Activities;
  - Records to be maintained
  - Labor standards (Davis-Bacon Prevailing Wage)
- Section 3 requirements for HUD awards in excess of \$200,000 for Covered Projects. Most ESG and CDBG programs are exempt.
- Various non-discrimination and affirmative action regulations.

## 19. HUD Exchange – ESG Resources

- Register for [HUD Exchange Account](#)
- [Updated ESG Interim Rule \(2017\)](#)
- [ESG Services Matrix](#)
- [Homeless Definition Matrix](#)
- [HMIS Data Standards](#)



## 20. Next Steps

- Agreements will be circulated to subrecipients for review and signature(s)
- The City receives its agreement from HUD
  - Timeline for this item varies and impacts the timeline in which the City can execute its agreements with subrecipients
- The City executes the subrecipient agreements
  - Executed copies are sent to subrecipients
  - A Notice to Proceed is issued

## 21. Q & A



## 22. We're Here to Help!

### **Moreno Valley**

Monica Lopez

### **Call:**

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Main Line - 951.413.3450

### **Email:**

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[grantadmin@moval.org](mailto:grantadmin@moval.org)