

The City of Duluth
Draft Amendments to the
FY 2011 and FY 2012 Action Plans
For the
Emergency Solutions Grant Program
April 4, 2012

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED May 14, 2012	Applicant Identifier S-11-MC-27-0002
<input type="checkbox"/> Pre-application <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: City of Duluth		Organizational Unit: Department: Business & Community Development	
Organizational DUNS: 077627883		Division: Community Development	
Address: Street: 411 West First Street, Room 407		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Duluth		Prefix:	First Name: Keith
County: St. Louis		Middle Name A.	
State: Minnesota	Zip Code 55802	Last Name Hamre	
Country: United States		Suffix: Community Development Manager	
		Email:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 4 1 - 6 0 0 5 1 0 5		Phone Number (give area code) 218.730.5480	Fax Number (give area code) 218.730.5915
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) C - Municipal Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Emergency Solutions Grant Program (ESG) 1 4 - 2 3 1		9. NAME OF FEDERAL AGENCY:	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Duluth, St. Louis County, Minnesota		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Emergency Solutions Grant (ESG) Fiscal Year 2011 Action Plan Second Allocation	
13. PROPOSED PROJECT Start Date: April 1, 2012		14. CONGRESSIONAL DISTRICTS OF: a. Applicant Eighth	
Ending Date: March 31, 2013		b. Project Eighth	
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
a. Federal	\$ 70,012. ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:	
b. Applicant	\$. ⁰⁰	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
c. State	\$. ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
d. Local	\$. ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
e. Other	\$. ⁰⁰	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
f. Program Income	\$. ⁰⁰		
g. TOTAL	\$ 70,012. ⁰⁰		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix	First Name Don	Middle Name M.	
Last Name Ness	Suffix		
b. Title Mayor	c. Telephone Number (give area code) 218.730.5230		
d. Signature of Authorized Representative	e. Date Signed		

**APPLICATION FOR
FEDERAL ASSISTANCE**

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		2. DATE SUBMITTED May 14, 2012	Applicant Identifier S-12-MC-27-0002
Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION			
Legal Name: City of Duluth		Organizational Unit: Department: Business & Community Development	
Organizational DUNS: 077627883		Division: Community Development	
Address: Street: 411 West First Street, Room 407		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Duluth		Prefix:	First Name: Keith
County: St. Louis		Middle Name A.	
State: Minnesota		Last Name Hamre	
Zip Code 55802	Suffix: Community Development Manager		
Country: United States		Email:	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 4 1 - 6 0 0 5 1 0 5		Phone Number (give area code) 218.730.5480	Fax Number (give area code) 218.730.5915
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) C - Municipal Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Emergency Solutions Grant Program (ESG)		9. NAME OF FEDERAL AGENCY:	
14-231		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Emergency Solutions Grant (ESG) Fiscal Year 2012 Action Plan Second Allocation	
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of Duluth, St. Louis County, Minnesota		13. PROPOSED PROJECT	
Start Date: April 1, 2012		Ending Date: March 31, 2013	
15. ESTIMATED FUNDING:		14. CONGRESSIONAL DISTRICTS OF:	
a. Federal	\$ 97,913 ⁰⁰	a. Applicant Eighth	b. Project Eighth
b. Applicant	\$. ⁰⁰	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
c. State	\$. ⁰⁰	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
d. Local	\$. ⁰⁰	DATE:	
e. Other	\$. ⁰⁰	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
f. Program Income	\$. ⁰⁰	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
g. TOTAL	\$ 97,913 ⁰⁰	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?	
		<input type="checkbox"/> Yes if "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.			
a. Authorized Representative			
Prefix	First Name Don	Middle Name M.	
Last Name Ness			Suffix
b. Title Mayor			c. Telephone Number (give area code) 218.730.5230
d. Signature of Authorized Representative			e. Date Signed

Table of Contents

I. Introduction	3
II. Citizen Participation and Public Comments	3
III. Consultation.....	4
IV. Summary of Consultation Process.....	4
V. Match.....	4
VI. Proposed Activities and Overall Budget	5
A. Proposed Activities	5
B. Discussion of Funding Priorities.....	6
C. Detailed Budget.....	6
VII. Written Standards for Provision of ESG Assistance	6
VIII. Describe Process for Making Sub-awards.....	7
IX. Homeless Participation Requirement	7
X. Performance Standards.....	7
XI. Certifications	7
XII. Required Contents of Substantial Amendments.....	8

Appendices

- Appendix A: 30-Day Public Comment Period and Public Hearing Notice
- Appendix B: Citizen Comments
- Appendix C: Table 1- FY 2010 Declaration of Emergency Shelter Grant Budget
- Appendix D: Table 3-FY 2011 and FY 2012 Detailed Budget Tab
- Appendix E: Duluth City Council Resolution
- Appendix F: ESG Certifications

I. Introduction

The City of Duluth is amending its Fiscal Year 2011 and Fiscal Year 2012 Action Plans to comply with new requirements under the new Emergency Solutions Grant Program. Through federal legislation known as the Homeless Emergency Assistance and Rapid Transition to Housing Act (HEARTH), the Emergency Shelter Grant Program underwent several revisions, including a change in the program name to the Emergency Solutions Grant Program (ESGP), a change in eligible activities similar to those under the Homeless Prevention and Rapid Re-housing Program (HPRP), a change in focus from addressing the needs of people in emergency and transitional facilities to expansion of prevention activities and the addition of a new rapid re-housing component that assists people to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness.

The 2011 and 2012 Action Plans for the City of Duluth were submitted to the U.S. Department of Housing and Urban Development (HUD) on February 14, 2011 and February 14, 2012 respectively. The City will receive \$70,012 additional funds for FY 2011 and \$194,477 for FY 2012 ESGP funds that constitute a total allocation of \$222,378.

On November 15, 2011, HUD posted the interim rule for the Emergency Solutions Grant Program and Consolidated Plan conforming amendments (Interim Rule) on HUD's Homelessness Resource Exchange website at www.hudhre.info. On December 5, 2011, the Interim Rule was published in the Federal Register (see 76 FR 75954). Also on November 15, HUD announced the amounts of the second allocation of FY 2011 ESGP funds. To receive ESGP funds, the City must amend and submit to HUD its FY 2011 and FY 2012 Consolidated Plan Annual Action Plans.

This Notice advises ESGP recipients of the 24 CFR part 91 requirements that apply to substantial amendments, highlights the relevant changes under the Interim Rule, and provides guidance on critical decisions to be made in the planning process.

II. Citizen Participation and Public Comments

In accordance with 24 CFR 91.105(c)(3) for local governments and territories, a Public Notice was released by the City of Duluth for citizen review and comment of the amended Consolidated Plan requesting published a notice of the amendments made to the Consolidated Plan for the use of ESGP funds was released for citizen review and comment on April 4, 2012. During the 30-day public comment period from April 2, 2012 through May 3, 2012, the Draft ESG Amendments were made available to the public at the City of Duluth Main Public Library, in the Clerk's Office at the City of Duluth, and St. Louis County Planning and Community Development offices and the City of Duluth Community Development website at www.cityofduluthmn.gov.

Following the 30-day public comment period, the City's Community Development Committee will hold a Public Hearing on April 24, 2012 to review the public comment to the amendments and recommend the approval to the Duluth City Council. The Duluth City Council will meet on May 14, 2012 and is anticipated to then approve the FY 2011 and FY 2012 Action Plan Amendments for submission to HUD on May 15, 2012.

A copy of the public hearing notice is presented in Appendix A. A summary of citizen comments received during the 30-day public review period and at the public hearing and responses to these citizen comments are presented in Appendix B. A copy of the City of Duluth resolution appears in Appendix E.

The substantial amendments are prepared and submitted in accordance with the City of Duluth Citizen Participation Plan for federal entitlement funding and the requirements of 24 CFR Part 91, as amended by the Interim Rule.

III. Consultation

The City of Duluth works closely with St. Louis County (SLC) as participants in a comprehensive and coordinated Continuum of Care system that includes participation of communities, County Departments, Community Development staff for the City of Duluth, non-profit housing and homeless service providers, homeless advocates, public housing providers, social service and mental health agencies, victim service providers, homeless school liaisons, organizations that serve homeless and formerly homeless veterans, faith-based organizations, interested business leaders and other stakeholders. Gaps in homeless services, unmet need, and priorities are identified through the County's Continuum of Care system and the Continuum of Care process.

The SLC Continuum of Care (CoC) system, as well as the County's 10-Year Plan to End Homelessness called Heading Home St. Louis County, was developed to meet the needs of homeless and at-risk individuals and families across two distinctly different geographic service areas. The southern part of the county is comprised of the metropolitan city of Duluth, the rest of the county is comprised of several small, rural communities. Duluth, an entitlement community, provides programs and services for the homeless in the city primarily through its CDBG, HOME and ESGP programming. St. Louis County also receives entitlement funding from HUD and uses CDBG, HOME and ESGP funds to address homelessness in the rural parts of the county. In the northern part of the County, the CoC process is facilitated through the Rural Housing Coalition (RHC) and in Duluth, the process is facilitated through the Affordable Housing Coalition (AHC). Both the AHC and the RHC act as working groups for the Heading Home St. Louis County Leadership Council formed to oversee the activities of the 10-Year Plan, the CoC and other homeless assistance.

IV. Summary of Consultation Process

It is the role of the Leadership Council to oversee the activities outlined in The Plan and the funding that supports homeless activities in Duluth and greater St. Louis County (Continuum of Care, Family Homeless Prevention and Assistance Program, Emergency Solutions Grant). Strategies outlined in the 10-Year Plan strive to coordinate housing with case management, skills training, access to mainstream resources and other housing services to create future housing stability for clients. In addition, The Plan outlines key goals and strategies necessary to reduce and eliminate homelessness in St. Louis County and improve the current systems of housing and services for the homeless. Going forward, these groups will focus on greater coordination in aligning the 10-Year Plan, the CoC and ESG Programs with the Federal Plan to End Homelessness, with HEARTH Act, and with new ESGP and CoC regulations.

V. Match

Agencies receiving ESGP funds are required to match 100% of the ESG funds they receive from non-ESG sources. Agencies are required to submit documentation of their ESG match funding as part of the annual ESGP application process. Matching funds must be utilized in conjunction with ESGP funds throughout the program year to operate the homeless program and provide program services. Funds used to match a previous ESGP activity may not be used to match a subsequent grant award. Applicants may use any of the following sources as match: cash; the value or fair rental value of any donated material or building; the

A. Discussion of Funding Priorities

The funding priority outlined in the funding table is based upon the City's experience with HPRP where most of the funding, 70%, was utilized for Prevention services and 30% for Rapid Rehousing. Using this as a guide, but wanting to encourage more Rapid Rehousing activities the budget reflects targeting 60% for Prevention services and 40% for Rapid Rehousing.

B. Detailed Budget

FY 2011 & FY 2012 Detailed Budget Table 3s are attached as Appendix D.

VII. Written Standards for Provision of ESG Assistance

- A. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG.
- B. Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.
- C. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance. All program participants are already literally homeless and will only be using rapid re-housing assistance.
- D. Standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.
- E. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.
- F. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participants receives assistance; or the maximum number of times the program participants may receive assistance.

The City of Duluth's Response to Standards for Provision of ESG Assistance:

The City of Duluth has a strong partnership with St. Louis County in the Continuum of Care process and is working closely with the CoC Coordinator as the lead, the housing and homeless service agencies participating in the Continuum of Care through the Affordable Housing Coalition, including agencies funded under the CoC, ESGP, CDBG FHPAP and HPRP, the Heading Home SLC Leadership Council, HMIS lead agency staff and other interested parties through the Homeless Crisis Response Committee to develop and use a centralized and coordinated assessment system to initially assess the eligibility and needs of individuals and families who seek homeless assistance through the ESG Program. This group will be looking at best practices identified under the HPRP program, the Family Homeless Prevention and Assistance Program, which is very similar to the HPRP program, through HMIS data and through research and guidance from HUD to develop written

protocols to be used by homeless service providers in such areas as assessment, coordination, prioritization, rent/utility payments, duration of service and rent assistance, and the extent of prevention and rapid re-housing stabilization services program participants will receive. Until a centralized/coordinated assessment process is developed, ESG-funded agencies will conduct an initial client intake using a common assessment tool to verify program eligibility and determine the level of client need.

VIII. Describe Process for Making Sub-awards

City of Duluth will conduct a competitive Request for Proposal (RFP) process with St. Louis County Community Development. Both jurisdictions will utilize the SLC Leadership Council, with input from the Affordable Housing Coalition, to review proposals and make preliminary recommendations to the Community Development Committee. The Community Development Committee will make recommendations to the City Council for grant awards.

IX. Homeless Participation Requirement

Currently, the City of Duluth uses documentation of 'homeless' and 'at-risk' of homelessness, as defined by HUD, to determine eligibility for program assistance. Under the HPRP program, prevention assistance was provided to anyone seeking assistance who was documented to be 'at-risk'. However, because of the limited amount of ESGP funds available for rent and utility assistance, our community understands that targeting will be necessary and targeting protocols will need to be established to make sure that the limited amount of funds available under the ESG program will serve those most in need, through both prevention and rapid re-housing assistance. Community Development staff will seek assistance from the Homeless Response Committee to help draft the homeless participation requirements for the ESG Program. The AHC, the SLC Leadership Council and the Community Development Committee all have formerly homeless individuals as members and active participants in the planning and review processes.

X. Performance Standards

The City of Duluth will work with the Continuum of Care through the Homeless Crisis Response Committee to develop written uniform performance standards for ESGP service providers and for CoC and FHPAP service providers that will help to meet the following goals:

- Shorten the number of days people are homeless
- Reduce the number of homeless living on the streets and in shelters
- Reduce housing barriers and reduce housing stability risk
- Target those most in need

XI. Certifications

- A. Written standards required for recipients who are eligible and decide to use part of the second allocation of FY 2011 funds for emergency shelter and street outreach activities.

Not applicable: the FY 2011 second allocation will be used for prevention and rapid re-housing activities only. Also, the FY 2012 second allocation will be used for prevention and rapid re-housing activities only.

- B. Requirements for recipients who plan to use the risk factor under paragraph (1) (iii) (G) of the “at risk of homelessness” definition

Not applicable: rapid re-housing by definition serves those already homeless

- C. Requirements for Optional Changes to the FY 2011 Annual Action Plan

1. Centralized or Coordinated Assessment System

The City of Duluth is intending to work towards a centralized/coordinated assessment system. The common assessment form utilized under HPRP by subrecipients was a valuable tool for consistent application of services and sharing of improvement plan information.

2. Monitoring

The City of Duluth will monitor the grant activities in accordance with the goals and objectives of the Consolidated Plan and will coordinate with the Continuum of Care. The evaluation of the ESG activities by the SLC Leadership Council will be utilized by both the Community Development staff and the Community Development Committee during the CAPER review process. On-site monitoring will be conducted by staff at least once every two years to ensure compliance with expenditure requirements under HUD guidelines.

XII. Required Contents of Substantial Amendments

Appendix A: 30-Day Public Comment Period and Public Hearing Notice

**COMMUNITY DEVELOPMENT PROGRAM
PUBLIC COMMENT PERIOD AND PUBLIC HEARING NOTICE**

The Community Development Committee (CD Committee) is announcing a 30-day public comment period on the following Emergency Solution Grant Program (ESGP) project addition:

Substantial Amendment to the 2011 and 2012 ESGP Program

The following projects are being added to the City of Duluth's 2011 and 2012 Annual Action Plans – (HESG) HEARTH (Homeless Emergency Assistance and Rapid Transition to Housing) Emergency Solution Grant funding. The additional funding of \$70,012 in FY 2011 and \$97,913 in FY 2012 ESGP Program will be focused on Homeless Prevention and Rapid Rehousing. These funds shall be granted as outlined in the substantial amendment, which is on the City's website <http://www.duluthmn.gov/planning/cd/index.cfm>. In accordance with the City's Citizen Participation Plan, when there is a substantial amendment such as adding a program activity that was not part of an approved Action Plan, the City shall hold a public hearing and a 30-day comment period on the proposed amendment.

The public comment period begins on April 4, 2012, and will end on May 5, 2012. Copies of this notice are available at any of the Public Libraries or at the Community Development office, Room 407 City Hall.

The CD Committee shall hold a public hearing on the proposed amendment to the 2011 and 2012 ESGP Program for the purpose of hearing comments from the public, especially persons of color and low- to moderate-income people, on April 24, 2012, at 6:30 p.m., in City Council Chambers, 3rd Floor.

Should you require special need accommodations, please contact the Community Development office at 730-5480 by Friday, April 20, so that we may make appropriate arrangements. For hearing impaired persons, call the City's TTY/Information Assistance at 730-5000 or the Minnesota Relay Service at 1-800-627-3529.

Anyone wishing to comment on this proposed amendment may do so (within 30 days) in any one of the following ways:

Send written comments to:

Community Development Division
Room 407 City Hall
Duluth, MN 55802
ATTN: Keith Hamre
E-mail: khamre@duluthmn.gov
Telephone: 218-730-5480
Fax: 218-730-5915

Appendix B: Citizen Comments

Appendix C:

Table 1: Declaration of FY 2010 Emergency Shelter Grant Budget

Activity Type	Obligated Amount
Essential Services/Street Outreach	19,000
Homeless Prevention	0
Shelter Operations	101,000
Administration	4,272
Total	124,272

Appendix D: Table 3-FY 2011 and FY 2012 Detailed Budget Tab

FY 2011 Detailed Budget Table					
First Allocation	\$124,465.00	FY 2011 Emergency Shelter Grants/Emergency Solutions Grants Program Allocations			
Second Allocation	\$70,012.00				
Grant Amount	\$194,477.00				
Total Administration	\$14,585.78				
		First Allocation		Second Allocation	Total Fiscal Year 2011
	Eligible Activities	Activity Amount	Reprogrammed Amount	Activity Amount	Activity Amount
Emergency Shelter Grants Program	Homeless Assistance	\$120,000.00	\$0.00		\$120,000.00
	<i>Rehab/Conversion</i>	\$0.00	\$0.00		\$0.00
	<i>Operations</i>	\$101,000.00	\$0.00		\$101,000.00
	<i>Essential Services</i>	\$19,000.00	\$0.00		\$19,000.00
	Homelessness Prevention	\$0.00	\$0.00		\$0.00
	Administration	\$4,465.00	\$0.00		\$4,465.00
	Emergency Shelter Grants Subtotal	\$124,465.00	\$0.00		\$124,465.00
Emergency Solutions Grants Program	Emergency Shelter**			\$0.00	\$0.00
	<i>Renovation**</i>			\$0.00	\$0.00
	<i>Operation**</i>			\$0.00	\$0.00
	<i>Essential Service**</i>			\$0.00	\$0.00
	<i>URA Assistance**</i>			\$0.00	\$0.00
	Street Outreach - Essential Services**			\$0.00	\$0.00
	HMIS			\$8,000.00	\$8,000.00
	Rapid Re-housing		\$0.00	\$20,757.00	\$20,757.00
	<i>Housing Relocation and Stabilization Services</i>			\$7,500.00	\$7,500.00
	<i>Tenant-Based Rental Assistance</i>			\$12,257.00	\$12,257.00
	<i>Project-Based Rental Assistance</i>			\$0.00	\$0.00
	Homelessness Prevention		\$0.00	\$31,135.00	\$31,135.00
	<i>Housing Relocation and Stabilization Services</i>			\$10,000.00	\$10,000.00
	<i>Tenant-Based Rental Assistance</i>			\$21,135.00	\$21,135.00
	<i>Project-Based Rental Assistance</i>			\$0.00	\$0.00
	Administration			\$10,120.00	\$10,120.00
		Emergency Solutions Grants Subtotal		\$0.00	\$70,012.00
				Total Grant Amount:	\$194,477.00

**Allowable only if the amount obligated for homeless assistance activities using funds from the first allocation is less than the expenditure limit for emergency shelter and street outreach activities (see Section III.B. of this Notice).

FY 2012 Detailed Budget Table

First Allocation		\$124,465.00	FY 2012		
Second Allocation		\$97,913.00	Emergency Shelter Grants/Emergency Solutions Grants		
Grant Amount		\$222,378.00	Program Allocations		
Total Administration		\$16,678.35			
		First Allocation		Second Allocation	Total Fiscal Year 2012
Eligible Activities		Activity Amount	Reprogrammed Amount	Activity Amount	Activity Amount
Emergency Shelter Grants Program	Homeless Assistance	\$120,000.00	\$0.00		\$120,000.00
	Rehab/Conversion	\$0.00	\$0.00		\$0.00
	Operations	\$120,000.00	\$0.00		\$120,000.00
	Essential Services	\$0.00	\$0.00		\$0.00
	Homelessness Prevention	\$0.00	\$0.00		\$0.00
	Administration	\$4,465.00	\$0.00		\$4,465.00
Emergency Shelter Grants Subtotal		\$124,465.00	\$0.00		\$124,465.00
Emergency Solutions Grants Program	Emergency Shelter**			\$0.00	\$0.00
	Renovation**			\$0.00	\$0.00
	Operation**			\$0.00	\$0.00
	Essential Service**			\$0.00	\$0.00
	URA Assistance**			\$0.00	\$0.00
	Street Outreach - Essential Services**			\$0.00	\$0.00
	HMIS			\$8,000.00	\$8,000.00
	Rapid Re-housing		\$0.00	\$31,080.00	\$31,080.00
	Housing Relocation and Stabilization Services			\$10,000.00	\$10,000.00
	Tenant-Based Rental Assistance			\$21,080.00	\$21,080.00
	Project-Based Rental Assistance			\$0.00	\$0.00
	Homelessness Prevention		\$0.00	\$46,620.00	\$46,620.00
	Housing Relocation and Stabilization Services			\$14,500.00	\$14,500.00
	Tenant-Based Rental Assistance			\$32,120.00	\$32,120.00
	Project-Based Rental Assistance			\$0.00	\$0.00
	Administration			\$12,213.00	\$12,213.00
Emergency Solutions Grants Subtotal			\$0.00	\$97,913.00	\$97,913.00
			Total Grant Amount:		\$222,378.00

**Allowable only if the amount obligated for homeless assistance activities using funds from the first allocation is less than the expenditure limit for emergency shelter and street outreach activities (see Section III.B. of this Notice).

Appendix E: Duluth City Council Resolution

Appendix F: ESG Certifications

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature/Authorized Official Date

Title