

**2015-2016  
Emergency Solutions Grant Program  
Application for Funding**



**ESG Application**

**Important Considerations:**

- By signing this application, you certify that your agency is utilizing HMIS to track services provided to the homeless. The only exception is domestic violence shelters which certify that they are using a comparable system.
- Fill out this application in its entirety. Incomplete applications will not be accepted.
- Please limit narrative responses to 250 words or less.
- If more space is needed than what is available on this application, attachments can be included.  
Please reference the applicable section number for all attachments.
- A representative of your organization must attend a mandatory Application Workshop Training session.  
Refer to the ESG Application Handbook for more information.
- This application must be signed by an executive director of the organization applying for funds.
- **Completed applications are due Friday, October 10, 2014, by 4:00 p.m. Late applications will not be considered.**

**PART I: GENERAL INFORMATION**

**A. FUNDING REQUEST**

<b>Program Title:</b>	<input style="width: 100%;" type="text"/>		
<b>Funding Request:</b>	\$	<input style="width: 100%;" type="text"/>	
<b>Project Category:</b>	<input type="checkbox"/> Street Outreach	<input type="checkbox"/> Emergency Shelter	<input type="checkbox"/> HMIS
	<input type="checkbox"/> Homelessness Prevention	<input type="checkbox"/> Rapid Re-housing	

**B. AGENCY INFORMATION**

<b>Agency Legal Name:</b>	<input style="width: 100%;" type="text"/>		
<b>Tax ID Number:</b>	<input style="width: 100%;" type="text"/>	<b>DUNS Number:</b>	<input style="width: 100%;" type="text"/>
<b>Type of Agency:</b>	<input type="checkbox"/> Private for-profit	<input type="checkbox"/> Gov't./public	
	<input type="checkbox"/> Private non-profit	<input type="checkbox"/> Other: _____	
<b>Agency Director:</b>	<input style="width: 100%;" type="text"/>	<b>Title:</b>	<input style="width: 100%;" type="text"/>
<b>Phone Number:</b>	<input style="width: 100%;" type="text"/>	<b>Fax Number:</b>	<input style="width: 100%;" type="text"/>
<b>Street Address:</b>	<input style="width: 100%;" type="text"/>		
<b>Email Address:</b>	<input style="width: 100%;" type="text"/>		

**Required Documentation for Non-profit organizations:**

- An IRS 501(c)3 status letter must be provided as an attachment.
- A list of current board members must be provided as an attachment.

**Mission Statement:**

**A. LOCAL GOALS & PRIORITIES**

Salt Lake City's 2015-2020 Consolidated Plan is a strategic plan focused on building **Neighborhoods of Opportunity** to promote capacity in neighborhoods with concentrated poverty and to support the City's most vulnerable populations. The five-year plan provides a strategy for maximizing and leveraging the City's block grant allocations to build healthy and sustainable communities that connect and expand opportunities for housing, education, transportation, services and economic development.



Projects funded through Salt Lake City's ESG program must align with the goals and priorities outlined in the 2015-2020 Consolidated Plan.

**Select the Consolidated Plan Priorities and Goals that apply to your program/project. Check all that apply.**

PRIORITY:	GOAL:
<input type="checkbox"/> <b>HOUSING</b> To provide housing options for all economic and demographic segments of Salt Lake City's population while diversifying the housing stock within neighborhoods.	<input type="checkbox"/> Expand housing options for extremely low-income (ELI) individuals and special needs populations. <input type="checkbox"/> Support affordable housing development in high opportunity areas. <input type="checkbox"/> Improve and rehabilitate the housing stock in concentrated areas of poverty. <input type="checkbox"/> Expand affordable housing opportunities within walking distance of transit stations. <input type="checkbox"/> Develop healthy and sustainable housing that utilizes energy conservation and green building technologies. <input type="checkbox"/> Provide housing opportunities to emphasize stable housing as a primary strategy to end homelessness.
<input type="checkbox"/> <b>EDUCATION</b> To promote educational opportunities, with focus on reducing intergenerational poverty.	<input type="checkbox"/> Address the digital divide by promoting digital inclusion through access to communication technologies. <input type="checkbox"/> Expand access to affordable early childhood education to set the stage for academic achievement and social development.
<input type="checkbox"/> <b>HEALTH</b> To promote access to affordable healthcare, fresh foods, and safe living environments.	<input type="checkbox"/> Improve the condition of housing and capital infrastructure in distressed neighborhoods. <input type="checkbox"/> Support access to supportive services for persons experiencing homelessness. <input type="checkbox"/> Expand access to healthy, fresh foods for children living in poverty. <input type="checkbox"/> Support access to healthcare for the City's most vulnerable populations. <input type="checkbox"/> Improve and expand green infrastructure in distressed neighborhoods.
<input type="checkbox"/> <b>TRANSPORTATION</b> To promote access to public transportation for all Salt Lake City residents.	<input type="checkbox"/> Support access to public transportation for vulnerable populations. <input type="checkbox"/> Increase the accessibility of public transit in distressed neighborhoods. <input type="checkbox"/> Expand and improve multimodal transportation infrastructure .
<input type="checkbox"/> <b>ECONOMIC DEVELOPMENT</b> To expand access to economic mobility and commercial facilities.	<input type="checkbox"/> Provide job training programs for vulnerable populations, including chronically homeless, refugees and persons with disabilities. <input type="checkbox"/> Expand and improve commercial infrastructure in distressed neighborhoods. <input type="checkbox"/> Expand economic opportunities for low-income residents.

**Community Needs:**

Based on the *Priorities* and *Goals* selected on the previous page, describe the need or problem to be addressed. Include quantifiable data to demonstrate need.

**Activities to Address Needs:**

Based on the *Priorities* and *Goals* selected on the previous page, how will the proposed project address the identified problem/needs. Include a discussion on the services or activities used to carry out the project/program.

**Anticipated Outputs:**

Briefly describe measurements of the anticipated outputs. Examples would include the number of homeless individuals served, the number of households served, or the number of those placed in housing.

**PART III. PROGRAM/PROJECT INFORMATION**

**A. PROJECT DESCRIPTION**

**Provide a concise description of the proposed project/program:**

**Describe how you would use the ESG funds from Salt Lake City, if awarded:**

**List an address for each project location:**

1)
2)
3)
4)
5)

**Is this an ongoing program or project?**

Yes

No

• If ongoing, how long have you operated this program/project?:

• If ongoing, do you anticipate any changes to the program/project during the 2015-16 program year?

Yes

No

If Yes , describe the anticipated changes:

• If this is a new program/project:

Project start date:

Anticipated end date:

**Describe your agency's experience in providing Rapid-Re-housing or Homeless Prevention:**

**How do the goals of your program address the priorities of the Salt Lake County Continuum of Care?:** (The Continuum of Care Priorities are included in the *ESG Application Handbook*.)

**Does your program address chronic homelessness (as defined by HUD)?**  Yes  No

If Yes, describe methods of addressing chronic homelessness:

**B. PERFORMANCE MEASUREMENTS**

**Objectives:**

Select **one** ESG objective that best describes your program/project:

- Creating Suitable Living Environment** (homeless support activities, essential services, or shelter rehabilitation and operations)
- Providing Decent Housing** (homeless prevention services/rapid re-housing)

**Outcomes:**

The benefits that result from the activity or program for individuals. There are only three possible outcomes for HUD: Availability/Accessibility, Affordability and Sustainability. ESG funds do not apply to the Sustainability outcome. Please select the **one** outcome that best covers the activities proposed to be funded by Salt Lake City ESG funds:

- Availability/Accessibility** (shelter operations, essential services, and supportive services)
- Affordability** (homeless prevention activities/rapid re-housing)

### C. TARGET POPULATION

#### Historical Populations Served:

List the total number of unduplicated persons served by your organization during the last program year:	
Total persons served:	
Persons served with ESG funding received from Salt Lake City, if applicable:	

#### 2015-16 Target Populations:

Estimate the total number of unduplicated persons expected to be served by your organization in program year 2015-2016:	
Total persons expected to be served:	
Persons expected to be served with ESG funding received from Salt Lake City, if applicable:	

### D. PROPOSED BUDGET

The use of funds must meet the requirements of 24 CFR 576 pertaining to the following:

Street Outreach Expenses:	Total Program Amount	SLC ESG Portion
1)		
2)		
3)		
4)		
<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>

Emergency Shelter Expenses:	Total Program Amount	SLC ESG Portion
1)		
2)		
3)		
4)		
<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>

Homeless Prevention Expenses:	Total Program Amount	SLC ESG Portion
1)		
2)		
3)		
4)		
<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>

Rapid Re-Housing Expenses:	Total Program Amount	SLC ESG Portion
1)		
2)		
3)		
4)		
<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>

<b>HMIS Expenses:</b>	<b>Total Program Amount</b>	<b>SLC ESG Portion</b>
1)		
2)		
3)		
4)		
<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>

<b>TOTAL OF ALL EXPENSES:</b>	<b>Total Program Amount</b>	<b>SLC ESG Portion</b>
<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>

**E. LEVERAGING**

Amount of funds requested in this application:

**Matching Funds:**

List your matching funding sources (one to one) for Salt Lake City ESG funds (must match the total listed above):

Source of Matching Funds	Amount
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$
<b>Total:</b>	<b>\$</b>

**Total Program Funds:**

Identify the sources of funds (including the names of major foundation grants) required for the program:

Funding Source	Amount Requested	Amount Secured
Salt Lake City ESG	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total:</b>	<b>\$</b>	<b>\$</b>

**Describe your contingency plan in the event your ESG request is not fully funded, or funded at all by Salt Lake City:**

**Does the program/project collaborate with other service providers in the community?**     Yes     No

If Yes , provide a brief description:

**If funded, how would you continue to implement the project/program if ESG funds are not available in future years?:**

**PART IV. AGENCY CAPACITY**

**Person responsible for general project oversight:**

Name:		Title:	
Phone Number:		Fax Number:	
Address:			
Email address:			

**Person responsible for financial project oversight:**

Name:		Title:	
Phone Number:		Fax Number:	
Address:			
Email address:			



**Describe the processes your agency will use to track and monitor project progress:**

**Describe your agency's record keeping procedures, with regards to homeless individuals:**

Note: HUD and Salt Lake City require ESG recipients to use HMIS (Homeless Management Information System) for reporting services provided to the homeless.

**Describe the procedures your agency will use to segregate and track ESG funds from other agency funds:**

**Describe your agency internal controls for waste and fraud prevention:**

**Does your agency have a Language Access Plan (LAP) to provide Services to limited English proficiency persons?**

- Yes       No

**PART V. APPLICATION SUBMITTAL**

**A: SUBMITTAL INSTRUCTIONS**

Did a representative of your organization attend a mandatory Application Training session  Yes  No

**Completed applications are due Friday, October 10, 2014, by 4:00 PM**

**Two applications must be submitted, as follows:**

**1) HAND-DELIVERED SUBMITTAL**

**Hand-deliver one (1) printed copy to:**

Salt Lake City Corporation  
Housing & Neighborhood Development Division  
City & County Building  
451 South State Street, Room 445  
Salt Lake City, Utah 84114

*\*This is your official application with original signature. Applications must be received by October 10, 2014 at 4:00 pm to be eligible.*

*\* Print applications should be paper clipped together, not stapled. Place applications in a 9"x12" envelope with your organization's name on the front.*

**2) ELECTRONIC SUBMITTAL**

**Submit one (1) electronic copy via either DropBox or email, as follows:**

**Email:** SLCFederalGrants@slcgov.com

**DropBox:** Contact Tammy Hunsaker at tammy.hunsaker@slcgov.com for DropBox submittal instructions.

*\*The PDF submittal is for administrative purposes and does not require a signature.*

**The printed application is the official copy and must be delivered to the Housing and Neighborhood Development office by 4:00 pm on Friday, October 10, 2014 to be eligible.**

**Printed applications must be hand-delivered. Mailed, faxed, or late applications will not be accepted by Salt Lake City.**

**B: APPLICANT CERTIFICATION**

Organization: \_\_\_\_\_

Name of Project: \_\_\_\_\_

Authorized Official: \_\_\_\_\_

Name

Title

Signature

Date