

**NOTICE OF REQUEST FOR PROPOSALS – RFP No. HSD-2020-001
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
2020 FEDERAL EMERGENCY SOLUTIONS GRANT PROGRAM
FUNDED BY THE CARES ACT (ESG-CV)**

FREQUENTLY ASKED QUESTIONS

Updated November 17, 2020

General Application

Q: How should applicants handle the signature in the word document? Should they insert an image?

A: Applicants must include signatures either in wet ink (printed, signed, and scanned) or electronically (via Adobe eSign) in PDF format. Signatures are not required for Microsoft Word or Excel format.

General Budget

Q: What percentage of the budget is allowed for administrative overhead cost?

A: As permitted by the CARES Act, a recipient may use up to 10 percent of its total ESG-CV grant for administrative costs specified in 24 CFR 576.108.

Q: How quickly and how often will we be reimbursed for our expenditures for rental assistance and other aid covered by the grant?

A: Sub-recipients of the grant must provide monthly invoices with supporting documentation of eligible expenditures. Reimbursements will be processed in the order the invoices are received, payment will be issued upon approval of the invoices.

Q: Would there be a possibility of applying for an extension of the 20-month period to expend the funds received through the grant?

A: HUD's [Notice CPD-20-08](#) provided the statutory requirement that all ESG-CV funds awarded to a sub-recipient must be spent by September 30, 2022. Applicants should submit a budget proposal that spends down their funds by August 31, 2022 as stated in the RFP as the City sets aside the last month for grant reconciliation if needed.

Homeless Prevention Project

Q: Indicated on page 4, can a single agency receive up to \$322,179 for Homelessness Prevention in Round 1 or is \$322,179 the total amount of funds you have to distribute?

A: The first round of ESG-CV funding will provide a maximum of \$322,179 for a single project. The City prefers to award one sub-recipient this full amount for Homeless Prevention.



Rapid Re-Housing Project Budget

Q: On page 9 of the RFP, it says 80% of Homelessness Prevention proposed project budget must be used directly for temporary financial assistance. We cannot find a similar requirement for Rapid Re-Housing budget. Is there a required amount of budget that must be used for direct temporary financial assistance for Rapid Re-Housing budget?

A: The City did not include Rapid Re-Housing rental assistance requirement. The applicants shall provide a budget that proposes to serve a reasonable number of clients while meeting the staffing needs and performance measures of the project.

<http://www.longbeach.gov/health/services/directory/homeless-services/rfp-esg-cv/>

