



# EMERGENCY SOLUTIONS GRANT (ESG)



Application Workshop | January 08, 2026 | 3:00 pm

Financial and Management Services, Grants Division

# AGENDA



1. Welcome
2. Introductions
3. Workshop Goals
4. 2026-27 Grant Schedule
5. Estimated Funding
6. Purpose of ESG
7. Citizen Participation
8. ESG Overview
9. City Objectives & Policies
10. Application Form Highlights
11. Requirements for Funding
12. Grant Award Process
13. Resources
14. Common Terms & Acronyms
15. Technical Assistance
16. Questions

# INTRODUCTIONS

**Joe Barron**

Grants Division Manager

**Laura Huerta**

Senior Grants Analyst

**Louis Le**

Senior Grants Analyst

**Monica Lopez**

Senior Management Analyst

**Valeria Martin**

Senior Management Analyst

**Dennis Kwan**

Senior Grants Accountant

**Melissa Aguilar**

HUD Consultant

**Cindy Lopez**

HUD Consultant

# WORKSHOP GOALS



Applicants understand the grant requirements.

Applicants know how to navigate the application packet.

Applicants understand the award process.

Fri., Jan. 30, 2026, at 2:00 pm	ESG Applications due
Tues., Mar. 24, 2026	Public Meeting 2: Open Technical Review Committee during Finance Subcommittee Meeting
Tues., Apr. 21, 2026, at 6:00 pm	Public Hearing 2: City Council to Review Project Applications
Tues., May 05, 2026, at 6:00 pm	Public Hearing 3: City Council to Approve Annual Action Plan
Fri., May 15, 2026	Submittal of 2026-27 Action Plan to HUD
Weds. Jul. 1, 2026	Start of the new Program Year 2026-27

# 2026-27 SCHEDULE



# ESG FUNDING ALLOCATIONS

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2026-27 ESG Anticipated Allocation	Amount
Planning and Administration (City) – 7.5% of annual allocation	\$12,900
Other– 92.5% of annual allocation	\$159,100
<b>Total Anticipated Allocation</b>	<b>\$172,000</b>

# FUNDING ALLOCATIONS

ESTIMATED  
FUNDING

# **PURPOSE OF THE EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM**

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# PURPOSE

- 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.



# CITIZEN PARTICIPATION PLAN

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The City of Moreno Valley uses this Citizen Participation Plan to ensure that the public, especially low- and moderate-income residents, directs how federal funds (CDBG, HOME, and ESG) are spent on local needs.

The City ensures transparency by actively reaching out to residents, giving two weeks' notice for all required Public Hearings, and providing a 30-day window for the community to review and comment on the proposed Annual Action Plan before it is adopted.



# ESG OVERVIEW

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# ELIGIBLE ACTIVITIES

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



# PROGRAM BENEFICIARIES

Grant Program must serve extremely low-income (30% AMI) persons.

“Homeless” or those “At Risk of Homelessness” per HUD definitions (24 CFR 576.2).



Family Size	1	2	3	4	5	6	7	8
Extremely Low (30%)	\$23,500	\$26,850	\$30,200	\$33,550	\$36,250	\$38,950	\$41,650	\$44,300

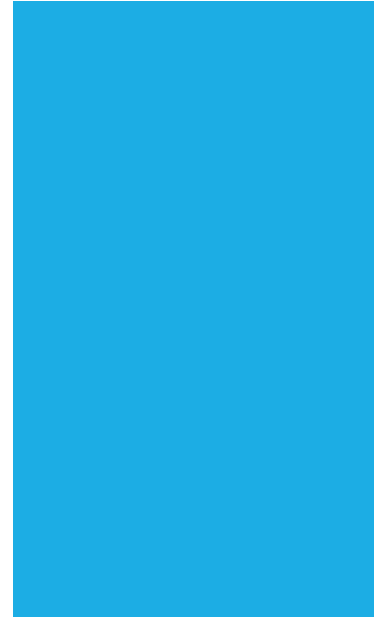
# HUD LOW-MOD INCOME LIMITS

[https://www.huduser.gov/portal/datasets/home-datasets/files/HOME\\_IncomeLmts\\_State\\_CA\\_2025.pdf](https://www.huduser.gov/portal/datasets/home-datasets/files/HOME_IncomeLmts_State_CA_2025.pdf)



# REQUIREMENTS

- Match Requirements – Federal regulations require a 100% match; with documentation to be provided when invoicing the City.
- Participation in HMIS – Must Input Data Monthly.
- Active Participation in Continuum of Care (CoC).
- Maintain and Apply Written Standards for providing ESG assistance.
- Ensure financial assistance provided to an eligible household is not duplicative of other Federal or State-funded assistance.





# **CITY'S OBJECTIVES & POLICIES**

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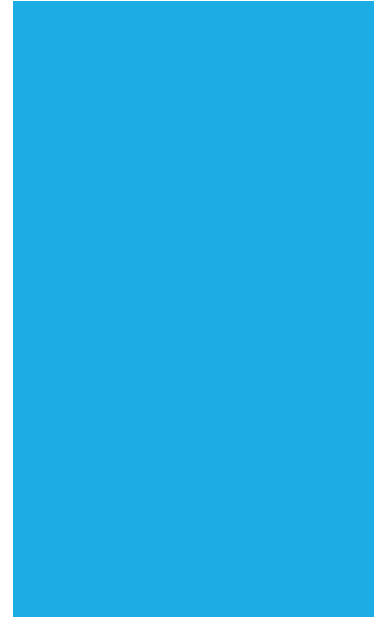
# CITY'S OBJECTIVES & POLICIES

- Priority to Homelessness/Homeless Prevention.
- Final awards are made by the City Council based on identified priorities, application submission, and consideration of past performance (for returning applicants).



# FUNDING POLICIES

- Funding priority for local service providers and previously funded programs.
- Three (3) years of successful grant management experience preferred.
- Match Requirement for ESG - 100% of Award by Subrecipient. In-kind match is acceptable.
- Minimum ESG award is \$50,000.



# APPLICATION FORM HIGHLIGHTS

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(Exhibit B)



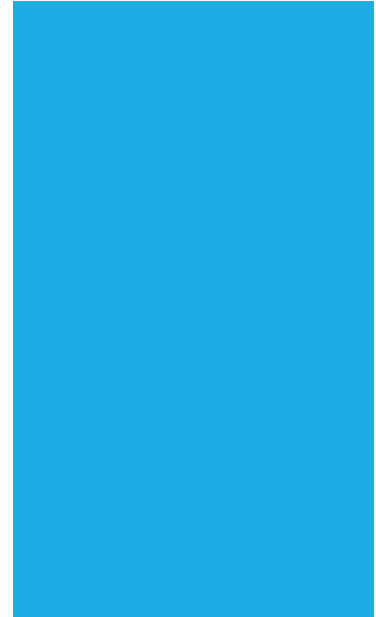
# APPLICATION SECTIONS

## I. GENERAL INFORMATION –

- Agency type
- UEI ([www.SAM.gov](http://www.SAM.gov))
- Contact information

## II. ORGANIZATIONAL INFORMATION

- Pertinent Organization Information/Contact
- Required Attachments



# APPLICATION SECTIONS

## III. PROJECT DESCRIPTION

- Clear project description
- Service model
- Community need addressed
- Purpose
- Goals
- Milestones
- Target beneficiaries



# APPLICATION SECTIONS

## IV. BUDGET

- Select Program Component
- ESG grant request
- Match contribution
- Identify other Funding Sources



# APPLICATION SECTIONS

## V. MATCH REQUIREMENT

- Initial documentation of 100% match via application.
- Proof to be provided prior to Notice to Proceed.
- Match funds cannot be duplicate.





# APPLICATION SECTIONS

## VI. CAPACITY & MANAGEMENT

- Financial & procurement systems
- Audit history & internal controls
- Reporting capacity
- Plan if not fully funded



# **REQUIREMENTS FOR FUNDED PROJECTS & CERTIFICATION**

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**(EXHIBIT C)**



# SUBRECIPIENT REQUIREMENTS



REPORTING



INSURANCE



COMPLIANCE

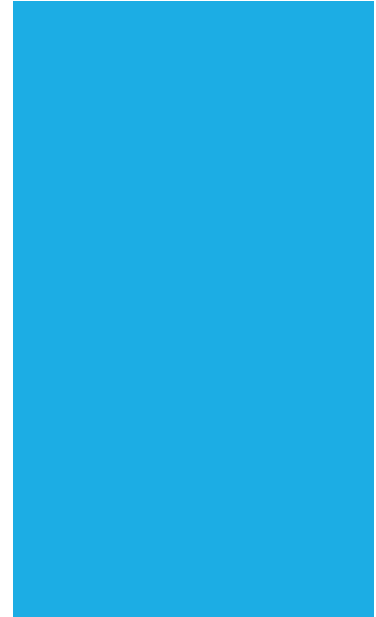
# EVALUATION CRITERIA

- Administration Capacity – 10 points
- Identification/Analysis of Local Needs – 20 points
- Program Design – 10 points
- Reasonable Budget/Leveraging Funds – 10 points
- Technical Quality of Application – 5 points
- Collaboration – 5 (bonus points)



# EVALUATION PROCESS

- Initial Review for completeness & project eligibility.
- Technical Review Committee scoring based on Evaluation Criteria.
- Final Review and Selections are made by the City Council based on identified priorities, application submission, and consideration of past performance (for returning applicants).



# APPLICATION TIPS: DEADLINE

Applications available  
Via PlanetBids

The Deadline is  
**Friday, January 30, 2026,**  
**2:00 p.m.**

ESG:

<https://vendors.planetbids.com/portal/24660/bo/bo-detail/135543>



# GRANT AWARD PROCESS

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## **Award Notification**

### **Anticipated Time:**

(Early- Mid June)

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



## **Agreement from HUD**

### **Anticipated Time:**

(September-October)

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



## **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.

# **GRANT AWARD PROCESS**







## 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.



## 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, compliance, and review program deliverables via a statistical report.

# GRANT AWARD PROCESS

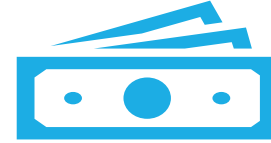




## Invoice Submittal for Payment

**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.

# GRANT AWARD PROCESS



# RESOURCES

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# RESOURCES: FEDERAL REGULATIONS

Subrecipients will be held to Federal Grant Regulation Standards for:

**ESG** grants – [24 CFR 576](#)

Must have staff who can study, understand, and comply with the complexities of the Regulations.



# RESOURCES: FEDERAL REGULATIONS

## Title 2 CFR 200

UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS

Labor Standards

Record Keeping

Conflicts of Interest

Internal Controls

Purchasing

Anti-Discrimination

Applies to all HUD grants and can be found at:

[https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)



# COMMON TERMS / ACRONYMS

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# COMMON TERMS AND ACRONYMS



**AMI:** Area Median Income-The median income for a specific metropolitan area or county, determined annually by HUD. Used to calculate LMI eligibility.



**ESG:** Emergency Solutions Grants-Federal HUD program that provides funding for homelessness prevention, emergency shelter, rapid rehousing, street outreach, and HMIS.



**HUD:** U.S. Department of Housing and Urban Development The federal agency that administers the ESG program and is responsible for its regulations and funding.



**LMI:** Low- and Moderate-Income-The primary target group for ESG benefits. Defined by HUD as a household or area where income is at or below 80% of the



**PY:** Program Year- The Program Year for the Federal Award.

# TECHNICAL ASSISTANCE

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# TECHNICAL ASSISTANCE (TA) & SUPPORT

Last date to request assistance or ask questions

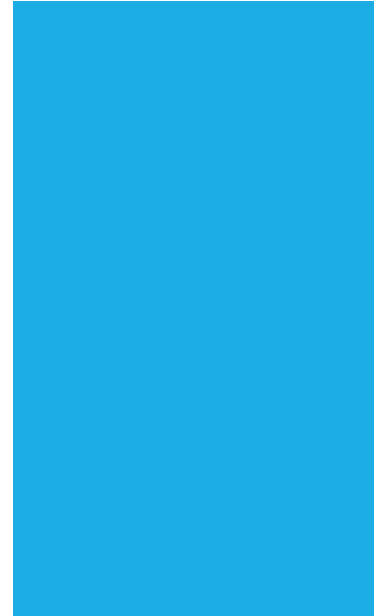
- **January 15, 2026 @ 5 PM**

PlanetBids troubleshooting tips

- [PlanetBids Vendor Portal](#)

How to contact staff

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





# QUESTIONS

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