



City of Lowell, MA

Department of Planning and Development
CARES Act – Coronavirus Response

FY20 ESG Supplemental Funding Application (ESG-CV Round 2)

The City of Lowell received notice from the U.S. Department of Housing and Urban Development (HUD) that it has received a second allocation (\$2,349,339) of supplemental Emergency Solutions Grant (ESG-CV 2) funding as part of the Coronavirus Aid Relief, and Economic Safety Act (CARES Act). These special ESG-CV 2 funds are to be used to prevent, prepare for, and respond to the Coronavirus pandemic (COVID-19) among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19. Note: HUD does allow for duplication of services using these funds.

Funding Priorities CARES Act Supplemental Emergency Solutions Grant funding / ESG-CV Round 2

The City has identified five priorities, resulting from its consultation process with homeless service providers that will guide how applications for ESG-CV Round 2 are evaluated. Applications that address these priority needs will be considered more strongly than those that do not (as long as all other eligibility criteria are met).

1. **Permanent Supportive Housing** – Providing supportive housing opportunities for the most vulnerable population.
2. **Rental and Utility Assistance** (Homelessness Prevention and Rapid Re-Housing Activities): This includes financial assistance such as: moving costs, rental application fees, security deposits, up to two months' rent, utility deposits, utility payments, and arrearages up to six months. It may also include rental assistance such as full or partial rent payments made on behalf of the tenant for up to six months.
3. **Street Outreach** - These activities are designed to meet the immediate needs of unsheltered people by connecting them with emergency shelter, housing, and/or critical health services. This may include case management services (salaries), emergency out-patient medical, or mental health services, transportation to shelter or emergency care, travel expense/cell phones for employee(s).
4. **Emergency Shelter Improvements** (Physical Separation and Space Capacity) in Preparation for Colder Weather: Shelters will need to accommodate for physical distancing to reduce the spread of COVID-19. Funds may cover costs of shelter operations such as maintenance and minor repair, furnishings, equipment, shelter supplies and shelter essential services such as case management services, transportation, childcare, job training expenses, and educational training.
5. **Rapid Re-Housing / Housing Relocation and Stabilization** Essential Services for Vulnerable Populations.

Part 1: Applicant Information:

- 1. Organization:
- 2. Address:
- 3. Phone:
- 4. Fax:
- 5. Web Address:
- 6. EIN:
- 7. DUNS # :
- 8. SAMS # :
- 9. Applicant Contact Information
 - a. Name:
 - b. Phone:
 - c. Email:

- 10. CEO Information
 - a. Name:
 - b. Phone:
 - c. Email:

Part 2: Funding Request:

a. Please complete the chart below with the title of the proposed project(s), amount requested for each eligible component, and the number of unduplicated individuals to be served. Do not list households, only individuals. Finally, please request funding in whole dollars. No cents.

ESG Eligible Component	Title of the Proposed Project	Amount Requested	Number of Persons to be Served
Permanent Supportive Housing		\$	
Rental and Utility Assistance		\$	
Street Outreach		\$	
Emergency Shelter Improvements		\$	
Rapid Re-Housing Housing Relocation and Stabilization		\$	
TOTAL		\$	

- b. For each ESG Eligible Component, please explain the use of the above requested funds **to prevent, prepare for, and respond to the coronavirus** among individuals and families who are homeless or at-risk of homelessness. Please also indicate whether these funds will be used for a **new service, an increase in existing service, or to support level service**.

- c. How has COVID-19 impacted your organization's operations?

d. How has COVID-19 impacted your clientele?

Part 3: Authorization to Submit Proposal:

This application is submitted by the undersigned with the full knowledge and consent of the governing body of this organization and is, to the undersigned's best knowledge, accurate in all details.

Name: _____

Title: _____

Signature: _____
(Electronic signature accepted)

Date: _____

Part 4: Budget Information:

Complete the following budget for personnel and non-personnel activity costs.

Eligible costs must be incurred between the dates of **November 1, 2020 – December 31, 2021**

Personnel Costs						
Job Title	Hourly Rate	Total Salary + Fringe Benefits for this Position	Salary Billed to ESG-CV	Fringe Billed to ESG-CV	Total ESG-CV Costs for this Position	% of Salary + Fringe Charged to ESG-CV
Example: Case Manager	\$31.30	\$65,100	\$26,250	\$6,300	\$32,550	50%
TOTALS	\$	\$	\$	\$	\$	

No match is required for ESG –CV 2 Supplemental Funds.

Non-Personnel Activity Costs

Program Activity Costs	Total Activity Costs	Total Activity Cost Billed to ESG-CV 2	% of Total Activity Costs Billed to ESG-CV 2
Example: Financial Assistance	\$1,600	\$800	50%
TOTALS	\$	\$	

Important Information

Tuesday November 10, 2020: RFP released

Tuesday November 24, 2020: Submissions due by 5:00p.m. Applications submitted after this deadline, or applications that are not complete, will not be considered for funding:

Please email applications to:

Chris Samaras - csamaras@lowellma.gov

Betty Rawnsley-Erazo - brawnsley@lowellma.gov

Tuesday December 1, 2020: Awards announced

Evaluations of Proposal

These Special ESG Supplemental Funds will be highly competitive and collaboration among sub-recipients is strongly encouraged. Priority will be given to the applicants who have demonstrated the urgent need for these funds as it relates to the impacts of COVID- 19. Priority categories set by City staff are Permanent Supportive housing, Rental and Utility Assistance, Street Outreach, Emergency Shelter Improvements and Rapid Re-Housing, Housing Relocation and Stabilization. In addition, applicants must have the capacity to fully expend these funds by December 31, 2021. The City of Lowell reserves the right to make emergency allocations based on emerging and Urgent Need in response to COVID-19 of up to 50% of the City's total grant amount outside of this RFP process.

CITY OF LOWELL, MA

DEPARTMENT OF PLANNING & DEVELOPMENT

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