

## **EHH/ESG-CV Office Hours**

### **June 2022**

#### **Current Spending Level** (PR= Payment Request)

<b>Funding</b>	<b>Jan 2022 PR</b>	<b>Feb 2022 PR</b>	<b>Mar 2022 PR</b>	<b>Apr 2022 PR</b>
<b>EHH 2021-22</b>	1.1 million 21%	1.5 million 27%	1.8 million 34%	<b>2.3 million</b> <b>43%</b>
<b>ESG-CV</b>	19.9 million 63%	21.8 million 69%	23.6 million 75%	<b>24.7 million</b> <b>79%</b>

#### **ESG-CV 2020-2022**

- The majority of ESG-CV contracts will end June 30<sup>th</sup>
- There will not be a penalty for unspent funds; any unspent funds will simply be reallocated to other grantees

#### **EHH 2021-2022**

- Contracts end 9/30/22
- Keep an eye on spending levels to ensure all funds are utilized
- If unspent funds are likely, prioritize spending HPP and HAP, before ESG

#### **EHH 2022-2023**

- HUD released the FY2022 formula allocations, which includes the ESG awards
  - The state award decreased \$144,000, which will cause a slight reduction in grantee ESG awards
  - Final ESG award amounts will be listed in the contracts
- Some attachments will be needed prior to contract execution; each grantee will be notified on what they need to submit
- DEHCR will hold a mandatory virtual meeting with all EHH 2022-23 grantees (lead agencies and subrecipients) in early July to discuss requirements and expectations; the meeting will be recorded for those who can't attend live
  - We're planning to have multiple sessions: one for program managers and fiscal staff, one for direct service staff/case managers, and one on the subrecipient monitoring process

#### **CAPER 2021**

- Thank you to everyone for their work in submitting performance data
- Many errors and questions arose; DEHCR will provide additional training prior to next year's report

#### **2022 Monitorings**

- To date, we've completed 18 monitorings of EHH and ESG-CV contracts.
  - 14 had insufficient client files
  - 3 had ineligible clients
  - 6 had unallowable costs
  - Altogether, 11 findings and 38 concerns
- Going forward, we're changing the client file submission process
  - Every client file submitted for review must have the DEHCR client file checklist as the first page
  - All file documentation must be placed in the order listed on the DEHCR client file checklist and should be labeled with the checklist number whenever possible

- Any file received that is not compliant with the above will not be reviewed; it will be returned for correction and resubmission
- Starting in July 2022, DEHCR will be choosing the client files to be reviewed during a monitoring
  - The monitoring notification letter will state:
    - “Client files will be chosen by DEHCR. Within seven (7) days of the date of this letter, submit to a list of all clients served in each EHH and ESG-CV funded program (including subrecipient programs). The list should come from HMIS or a comparable database, and each client should be denoted by a unique identifier. Your agency will then be sent the list of client files that must be submitted for the monitoring.”
- Failure to submit materials on time and/or in the correct format will result in an automatic Monitoring Concern to be included in the monitoring results letter

*Meeting notes and recordings are posted at <https://doa.wi.gov/Pages/LocalGovtsGrants/Emergency-Solutions-Grant-Transitional-Housing-Program-Homelessness-Prevention-Program-ETH.aspx>*