



Office of Temporary and Disability Assistance

ANDREW M. CUOMO
Governor

MICHAEL P. HEIN
Commissioner

BARBARA C. GUINN
Executive Deputy Commissioner

Local Commissioners Memorandum

Section 1

Transmittal:	20-LCM-06
To:	Social Services District Commissioners
Issuing Division/Office:	Housing, Refugee Services, and Disability Determinations
Date:	July 9, 2020
Subject:	Coronavirus Aid, Relief, and Economic Security (CARES) Act- Emergency Solutions Grant (ESG) Application
Contact Person(s):	Linda Camoin, Bureau of Housing and Support Services, linda.camoin@otda.ny.gov , (518) 473-6661
Attachments:	Attachment 1 – CARES Act ESG Guidelines Attachment 2 – CARES Act ESG Application Attachment 3 – CARES Act ESG Allocations

Section 2

I. Purpose

The purpose of this Local Commissioners Memorandum (LCM) is to inform social services districts (districts) that the Office of Temporary and Disability Assistance (OTDA) has received an allocation of \$21,730,655 through phase one of the Coronavirus Aid, Relief, and Economic Security Act, (CARES Act) – Emergency Solutions Grant (ESG CV). ESG CV funding will provide resources for counties’ efforts to address the coronavirus pandemic (COVID-19) locally. The ESG CV funds received by OTDA are intended by the U.S. Department of Housing and Urban Development (HUD) to serve areas outside of the twenty-one entitlement areas that directly receive ESG CV. OTDA will make ESG CV funds available to counties that do not receive direct ESG funding with a maximum allocation to each county based on population density numbers (Attachment 3).

II. Background

On March 27, 2020 Congress passed and the President signed H.R. 749, the CARES Act. Included in that legislation is an emergency allocation of \$4 billion in Emergency Solutions Grant ESG CV funding to HUD to be used specifically to address the needs of individuals and families experiencing homelessness that have arisen as the result of COVID-19. Through ESG CV, HUD has allocated funds for street outreach, shelter, rapid re-housing and eviction prevention activities to help communities prevent, prepare for, and respond to COVID-19 among individuals and families who are homeless or receiving homeless assistance. The funds will also support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

Funds available may be used to support costs, including but not limited to: hotel/motel vouchers, shelter operations, incentive pay for staff, supplies, rental assistance, housing relocation and stabilization services, security deposits, utility deposits, rental arrears, utility arrears, moving cost

assistance, case management, or other appropriate activities relating to the Center for Disease Control and Prevention (CDC) recommendations to prevent, prepare for and respond to COVID-19 among persons experiencing homelessness or those at risk of homelessness.

III. Program Implications

In anticipation of receiving these funds, there must be collaboration between the local social service district, the County Department of Health (DOH), the County Emergency Management Office (EMO), and Continuum of Care (CoC) in identifying unmet needs for the county. Each local social services district will work with the CoC, DOH and the EMO to develop a county-wide plan for addressing emergent needs related to homelessness and preventing homelessness due to COVID-19. This local group will collaborate in determining the best-equipped entity to contract with OTDA to administer ESG funds, up to the maximum allocation per county.

ESG CV funds are to be used to ensure the most vulnerable people are assisted and it is expected the community will work with its Coordinated Entry system to identify those deemed most vulnerable. In addition, the community should partner with organizations that serve or represent those most vulnerable, such as the county mental health agency and LGBTQ advocates. ESG CV funds are also designed to be funding of last resort, meaning no alternative resources are available to meet the identified gap in needs, including Public Assistance. The local plan should take into account additional expenses incurred by the local community during the pandemic as well as anticipated costs for activities to address the lasting effects of COVID-19.

Per the attached guidelines (Attachment 1), the local collaborative group will decide which entity should administer the funds and hold the contract(s) with OTDA. Funds can be administered using one contract to fund program activities, one contract utilizing sub-contracts with community partners to fund program activities, or a series of contracts to fund program activities. Local collaborative groups will work with OTDA to determine the approach and negotiate contracts.

Each local collaborative group should submit an ESG CV application (Attachment 2), approved and signed by the Commissioner, indicating proposed uses of the funds, which entity will contract with OTDA, and time frames for utilizing the funds. The completed and signed ESG CV application should be emailed to Linda Camoin at linda.camoin@otda.ny.gov by August 3.

Issued By:

Name: Linda Glassman

Title: Deputy Commissioner

Division/Office: HRDD