

Received By: _____ Applic. # _____

2023 ESG FUNDING REQUEST PROPOSAL

1. Applicant Information:

Organization: _____

Address: _____

City: _____ Zip: _____

Telephone: _____ Fax: _____

Contact Person: _____ Title: _____

Email: _____ Phone: _____

2. Certification:

I certify that I have reviewed this application and that to the best of my knowledge and belief, all of the information provided in this application is true, and the application has been authorized by the organization's Board of Directors.

Signature of Authorized Representative

Date

Print Name

Title

3. Program Information (each proposed activity requires a separate application):

Proposed Activity:

Requested Funding Amount: \$_____

Subtotal Rapid Re-Housing \$_____

Subtotal Homeless Prevention \$_____

Subtotal Shelter (Operations) \$_____

Subtotal Shelter (Essential Services) \$_____

4. Narrative Sections:

a. Project Narrative: up to 30 points

i. Target population (include demographic characteristics)

ii. Priorities, needs, objectives, outcomes, and how measured and tracked

iii. Specific program components that ESGP will support

iv. Objective and Outcome addressed

v. Total number of households and persons served

vi. The geographic location(s) of services

b. Experience Narrative: up to 45 points

Describe capacity to implement and administer the project. Include description of the credentials and experience of the individual(s) who will perform the work. If applicable, include agency or facility accreditation or licensure or special recognitions or awards. Indicate whether the positions for which you are requesting funding are already filled or will be new hires. Discuss effectiveness in creating sustainable housing. Describe partners will be involved in your project and their experience. If requesting funding for financial assistance, describe your process for making assistance payments and making eligibility determinations.

c. Budget Narrative: up to 25 points

Provide line item justification for each cost center. ESGP may not be used to cover a disproportion share of operational costs (example utilities), space and or staffing costs if supported by other funding. Requests for building utilities must be in proportion to the overall budget of this cost time. Staff performing other tasks unrelated to the ESGP must include the total annual salary and benefits and explain how the FTE was calculated.