

## Overview

BACKGROUND: Each year, the NC Department of Health and Human Services (DHHS), Division of Aging and Adult Services solicits applications from non-profits and local units of government for the Emergency Solutions Grants (ESG) funding opportunity. Activities can include engaging homeless individuals and families living on the street; improving the number and quality of emergency shelters for homeless individuals and families; helping operate emergency shelters; providing essential services to emergency shelter residents, rapidly rehouse homeless individuals and families, and preventing families and individuals from becoming homeless.

Orange County, through the Orange County Partnership to End Homelessness (OCPEH), is eligible to apply for up to **\$98,345** in total ESG funds in four categories:

- Emergency Response: Street Outreach, Emergency Shelter Operations and Services
  - This category has a funding CAP
  - **No more than \$59,007 of the \$98,345 is available for this activity**
- Housing Stability: Rapid Rehousing and Targeted Prevention
  - This category has a funding MINIMUM
  - **No less than \$39,338 of the \$98,345 is available for this activity**
- Homeless Management Information Systems database
- Administration for fiscal sponsors and local units of governments

## Performance Review Committee

Community members with a knowledge of homeless programs and community priorities serve on the Performance Review Committee (PRC). PRC members work with funding recommendations for Emergency Solutions Grant (ESG) and Continuum of Care (CoC) competitions, and monitor program performance throughout the year. The Funding Review Committee (subcommittee) will utilize a project rating and ranking tool used to score ESG project applications and draft a list of recommended projects for OCPEH Leadership Team review. The project rating and ranking tool used are based on the application provided by NCDHHS.

***Funding Review Committee members cannot have ties to agencies applying for CoC or ESG funding and serve July 2024 – June 2026.***

Please email Alex Rubenstein – [arubenstein@orangecountync.gov](mailto:arubenstein@orangecountync.gov) if you would like to learn more about serving on the Performance Review Committee or the Funding Review Committee subcommittee.

**Project applications will be reviewed based on the following criteria:**

1. **Capacity:** Does the agency have paid staff members with the capacity to administer an ESG activity? i.e. Executive Director, Case Manager, etc.
2. **Financial Stability:** Does the agency have operating funds to pay eligible expenses and request reimbursement from the NC ESG Program 45 days after the last day of the billing month?
3. **Expenditure History:** Does the agency have a history of timely, accurate, and appropriate spend-down rates?
4. **Data Collection:** Does the proposed agency utilize HMIS or a comparable database (for DV organizations)?
5. **Program Design**
6. **Agency Experience** in the implementation of similar activities
7. **Past Performance**
8. **Application completeness & accuracy**
9. **Prioritization of Emergency Shelter and Homeless Prevention**

Other areas the CoC will look for during the review process:

- **Coordinated Entry:** Does the agency actively participate in the coordinated entry process providing access to all demographic groups?
- **Written Standards:** Does the agency follow the written standards established by the CoC and promote the CoC's priorities and goals?
- **Planning/Coordination:** Has the agency participated in the CoC meetings contributing to the homeless discussion?
- **Housing First:** Is the agency committed to operating under a housing first model? Does the agency have a Housing First Assessment or similar evaluation of their programs?
- **Low Barrier:** Is the agency committed to operating under a low barrier model?
- **VAWA:** Is the agency an active participant in the CoC's established VAWA process?

Organizations not previously funded with ESG must acknowledge review and understanding of the performance measures and expenditure requirements prior to being awarded funds. The ESG Office also focuses on:

- **Demonstrated Connections:** Show connections between emergency response and housing stabilization programs.
- **Data Questions:** Ensure the data provided from HMIS or comparable database is accurate and answers the question.

The State will also evaluate applications based on demonstrated ability to meet and comply with HUD, ESG, and North Carolina policy and guidelines.

Project selections of accepted/rejected applications will be provided to applicants by written notice no later than 5:00 pm on August 1, 2025.

Applicants may appeal the Funding Review Committee's decision for project selection as follows:

1. Applicants may submit a written appeal between August 4 and August 8, 2025, to the Collaborative Applicant (lead agency) and the Funding Review Committee.
2. The Funding Review Committee will convene with the team to review the appeal statement.
3. The Funding Review committee will make a decision and the Collaborative Applicant will proceed with filing the ESG application in accordance with this policy and the determination of the Performance Review Committee.

## **Other Requirements**

1. Selected applicant(s) are conditionally selected until final approval is made by the State. Selected applicant(s) approved by the State will contract directly with the State.
2. Contracts are expected to be sent out by the State by the middle of December 2025.
3. Facilities licensed by the Department of Health and Human Services are not eligible to apply.
4. Funds may be used only to assist persons meeting the HUD definition of homeless or at-risk of being homeless.
5. Selected applicant(s) must be a member of the 513 Orange County Continuum of Care (CoC) on Homelessness.
6. Selected applicant(s) will be required to participate and maintain records in the Homeless Management Information System (HMIS).
7. Domestic violence agencies are exempt from the HMIS participation but must meet separate reporting requirements that make their data available to the state for all State and Federal reporting and evaluations.
8. Selected applicant(s) will be required to participate in the community-wide, coordinated intake/assessment process.
9. Funding will be provided directly from the State to the selected applicant using a reimbursement method.
10. The selected applicant will be required to submit invoices for payment in accordance with the State's guidelines.
11. Selected applicants shall not have the right to assign or delegate any of their duties or obligations under the contract to any other party without written permission.
12. The Funding Review Committee reserves the right to refuse award in the event that none of the applicants demonstrate adequate assurance of their ability to successfully implement and maintain the program.

## Timeline

Local Deadline	Activity
June 27 <sup>th</sup> , 2025 (Friday)	Local RFA Released/Updated
July 25 <sup>th</sup> , 2025 (Friday) by 5:00 P.M.	Project applications must be received by lead Agency in person or via mail (300 W Tryon)
July 25 <sup>th</sup> , 2025 (Friday)	Applications sent to Funding Review Committee
July 30 <sup>th</sup> (Wednesday)	Funding Review Committee will review, score, and select project applications for submission to the State
August 1 <sup>st</sup> , 2025 (Friday)	Notices will be sent to all project applications of PRC's decision
August 4 <sup>th</sup> (Monday) to August 8 <sup>th</sup> , (Friday) 2025	Project applicants will be given the opportunity to appeal
August 18 <sup>th</sup> , 2025	Appeal responses sent to applicants
August 18 <sup>th</sup> , 2025 (Monday) to August 25 <sup>th</sup> , Monday, 2025	Final Regional and Project Applications are reviewed for completion by the CoC Lead Agency. CoC Lead Agency submits all components (CoC Regional and Project applications) to the State
State's Estimated Deadline	Activity
August 25 <sup>th</sup> , 2025	All Applications Due (this will not change)
August 26 <sup>th</sup> , 2025 – October 2 <sup>nd</sup> , 2025	NC ESG Application Review
October 3 <sup>rd</sup> , 2025	Funding Decisions Announced
October 17 <sup>th</sup> , 2025	Agency's intent to appeal Due
October 24 <sup>th</sup> , 2025	Appeals and Special Consideration Materials Due
November 21 <sup>st</sup> , 2025	Appeal Responses
December 15 <sup>th</sup> , 2025	Contracts Sent Out

Project applications, guidelines, certifications, and submittal requests can be obtained via:

- Email: Alex Rubenstein [arubenstein@orangecountync.gov](mailto:arubenstein@orangecountync.gov);
- Telephone: 919-886-9852
- CoC website: [Orange County Partnership to End Homelessness | OCEPH](#)
- At the Orange County Housing Department address: 300 W Tryon St. Hillsborough, NC 27278

For more information about the application process please visit the OCEPH website or the North Carolina Department of Health and Human Services website at [NC DHHS: Emergency Solutions Grant Program Information for Grantees](#)