

ESG

QUESTION NUMBER	CONTENT	COMMENT / NOTES
GENERAL INFORMATION		
1	ORGANIZATION NAME AND ADDRESS	
2	CONTACT INFORMATION	
3	501 (C) (3) OR 501 (C) (4)	YES OR NO / DOCUMENTATION REQUIRED (IF APPLICABLE)
3 a	ATTENDANCE TO HOMELESS SERVICES COUNCIL -75%	YES OR NO - IF NO, PROVIDE EXPLANATION
4	CURRENTLY REGISTERED WITH SAM	YES OR NO
5	YEARS ORGANIZATION HAS BEEN IN EXISTANCE	
5 a	YEARS PROJECT HAS BEEN IN EXISTANCE	
6	PROJECT NAME	
7	ESG AMOUNT REQUESTED VIA THIS PROPOSAL	DOLLAR AMOUNT
7a	ESG PERCENT OF TOTAL PROJECT COST	PERCENTAGE - THIS IS THE AMOUNT REQUESTED (QUESTION 7) DIVIDED BY THE TOTAL BUDGET FOR THE PROJECT (QUESTION 21 & 22)
PROJECT INFORMATION		
8	USE OF REQUESTED FUNDS	i.e. OPERATING COSTS, PAYROLL, RENT, UTILITIES ETC
9	ESG NEEDS AND PRIORITY LEVEL	SELECT CATEGORY WHICH APPLIES TO PROJECT
9 a	PROJECT IN HMIS	YES OR NO
10	PROJECT SUMMARY	BRIEFLY DESCRIBE THE PROPOSED PROJECT. INCLUDE THE NEED OR PROBLEM TO BE ADDRESSED IN RELATION TO THE COMMUNITY DEVELOPMENT AND HOUSING NEEDS SURVEY, AS WELL AS THE POPULATION TO BE SERVED OR THE AREA TO BENEFIT. DESCRIBE THE WORK TO BE PERFORMED, INCLUDING THE ACTIVITIES TO BE UNDERTAKEN OR THE SERVICES TO BE PROVIDED, THE GOALS AND OBJECTIVES, METHOD OF APPROACH AND THE IMPLEMENTATION SCHEDULE. ALSO, INCLUDE THE DAYS AND HOURS OF OPERATION FOR THIS PROJECT.
10 a	HOMELESS VERIFICATION	DESCRIBE HOW HOMELESS PARTICIPANTS ARE QUALIFIED. - CONTINUE ON SHEET PROVIDED IF TEXT IS LONGER THAN CURRENT FIELD
11	PROJECTED OUTPUTS	ACCOMPLISHMENTS AND EXPENDITURES WITH TOTALS AT BOTTOM OF EA COLUMN
FINANCIAL INFORMATION		
12	FINANCIAL TRACKING SYSTEM	
13	PROFESSIONAL CERTIFICATIONS FOR OPERATIONS	YES OR NO / IF YES, EXPLANATION REQUIRED
14	WILL ORGANIZATION SPEND MORE THAN \$750,000 OF FEDERAL FUNDS	YES OR NO
15	AUDIT INFORMATION	DATE OF LAST AUDIT AND DETAILS IF NECESSARY- COPY OF MOST RECENT FULL AUDIT TO SUBMIT WITH PROPOSAL
16	YEARS USING ESG FUNDS	
17	USED ESG FUNDS FOR PROJECT IN THE PAST	YES OR NO
18	TOTAL 2020 BUDGET FOR THIS PROJECT AND ALL OPEN FUNDS	BUDGET FROM ALL SOURCES AND LIST OF ALL FUNDS OPEN WITH CITY/ALL PROJECTS
18 a	TOTAL 2020 BUDGET FOR ENTIRE ORGANIZATION	FROM ALL SOURCES
19	FEES FOR THIS PROJECT	YES OR NO
20	POSITIONS AND SALARIES OF INDIVIDUALS WORKING ON PROJECT	CORRESPONDING RESUMES SHOULD BE PROVIDED
21	ESG SOURCES	LIST ALL CURRENT AND POTENTIAL FUNDING SOURCES AND STATUS OF REQUESTS WITH TOTALS
22	ESG USES	LIST ALL CURRENT, REQUESTED AND COMPLETE PROJECT BUDGETS LINE ITEMS TO BE REIMBURSED WITH TOTALS AT BOTTOM OF EACH COLUMN
23	SECURED ADDITIONAL FUNDS	
24	POTENTIAL ADDITIONAL FUNDS	
24 a	POTENTIAL FUNDS CONTINGENT ON CDBG FUNDS AWARDED	YES OR NO
BOARD OF DIRECTORS INFORMATION		
25	FUND RAISING AND CURRENT CAPITAL CAMPAIGNS	
26	BOARD MEMBERS CONTACT INFORMATION	CONTACT INFORMATION AND OFFICER ROLES / LIST OF BOARD MEMBER NAMES AND POSITIONS AND A COPY OF POLICY AND PROCEDURES FOR BOARD MEMBER PARTICIPATION TO BE SUBMITTED WITH PROPOSAL
27	BOARD MEMBERS - LOW-MOD INDIVIDUALS	YES OR NO
28	BOARD MEMBERS - HOMELESS OR FORMER HOMELESS	YES OR NO / IF YES LIST PERCENTAGE
29	ROLE OF BOARD MEMBERS IN DIRECTING OPERATIONS	
VERIFICATION PAGE		SIGNATURE PAGES

DOCUMENTATION TO BE PROVIDED