

April 16, 2007

MEMORANDUM

TO: Eligible Communities, Kent and Sussex Counties, and Non-Profit Operators of Emergency Shelters

FROM: Kimberly P. Brockenbrough

SUBJECT: ANNOUNCEMENT OF AVAILABILITY OF FY2007 EMERGENCY SHELTER GRANTS (ESG) PROGRAM FUNDS

The Delaware State Housing Authority (DSHA) has been designated by Governor Ruth Ann Minner to administer the federally-funded Emergency Shelter Grants (ESG) Program, which is authorized under Title IV (Subtitle B) of the Stewart B. McKinney Homeless Assistance Act, as amended.

The U.S. Department of Housing and Urban Development (HUD) administers the program at the federal level and has allocated \$98,107 in ESG Program funds to the State of Delaware. Eligible applicants are units of general local government or private nonprofit organizations. This limited amount of funds must be awarded and obligated within a short period of time. Therefore, it is anticipated that the funds will be allocated to one or more non-profit organization(s), which can effectively comply with federal regulations, provide the necessary matching funds, and obligate grant funds.

ESG Program funds may be used for the following activities:

1. Provision of new or increased essential services to the homeless (such as those concerned with employment, physical and mental health, education and food);
2. Development and implementation of homeless prevention activities;
3. Maintenance, operation, insurance, utilities and furnishings;
4. Renovation, major rehabilitation, or conversion of buildings for use as emergency shelters; and/or
5. The development and implementation of a Homelessness Management Information System (HMIS).

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Taking into consideration the quality and number of applications received, priority in awarding ESG funds shall be given first to applications requesting funding assistance for HMIS expenses.

Second priority shall be given equally to quality proposals requesting funding assistance for homeless prevention activities and for the provision of maintenance, operating costs and renovations. Requests for funding for major rehabilitation or conversion activities will be considered last.

A maximum of \$29,432.10 (30% of the state's allocation) may be used for the provision of essential services. A separate maximum of \$29,432.10 (30% of the state's allocation) may be used for the provision of prevention activities. A maximum of \$4,905.35 (5% of the State's allocation) may be used for administrative costs.

Prospective applicants may obtain an application packet during the pre-application orientation at 10:00 a.m. on Monday, May 7, 2007, at the offices of DSHA, 18 The Green, Dover, Delaware 19901. We strongly encourage attending the pre-application orientation. Applications may also be obtained from Paula Voshell of the Delaware State Housing Authority at (302) 739-4263 ext. 216 or via email at paula@destatehousing.com or via DSHA's website at www.destatehousing.com.

Completed applications will be accepted until 4:00 p.m. local time, Wednesday, May 30, 2007 at DSHA, 18 The Green, Dover, Delaware 19901. We are requesting an original plus one (1) copy of all applications and they must be in an envelope which is clearly marked "FY2007 ESG Program Application, Attention: Paula Voshell," and include the applicant's name. Applications received after 4:00 p.m. May 30, 2007 will not be opened and will be returned to the sender. No telephone, Internet, or faxed applications will be accepted.

The effective date of the FY2007 ESG Program Grants will be July 1, 2007.

Thank you for your timely attention to this announcement. We look forward to another successful year for the Emergency Shelter Grants Program. If you have any questions, please contact Paula Voshell of the Planning and Community Development Section at (302) 739-4263 ext. 216, or via e-mail at paula@destatehousing.com.