

Exhibit 36-4G  
Emergency Solutions Grants (ESG) Program  
Coronavirus Relief and Economic Security Act (CARES Act)

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<b>Guide for Review of ESG-CV Temporary Emergency Shelter Requirements</b>			
<b>Name of Recipient:</b>			
<b>Name of Subrecipient(s):</b>			
<b>Staff Consulted:</b>			
<b>Name(s) of Reviewer(s)</b>		<b>Date</b>	

**NOTE:** All questions that address requirements contain the citation for the source of the requirement (statute, regulation, or grant agreement). If the requirement is not met, HUD must select “NO” in response to the question and make a finding of noncompliance. All other questions that do not contain the citation for the requirement do not address requirements, but are included to assist the reviewer in understanding the participant's program more fully and/or to identify issues that, if not properly addressed, could result in deficient performance. Negative conclusions to these questions may result in a "concern" being raised, but not a "**finding**."

**Instructions:** This Exhibit is designed to assess the recipient’s compliance with the Temporary Emergency Shelter activities as funded under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), otherwise known as ESG-CV. Requirements at 24 CFR Part 576 apply to the use of these funds, unless otherwise provided by the alternative requirements and flexibilities established under the CARES Act, Notice CPD-21-08, Notice CPD-22-06, or other HUD waivers or CPD Notices. Notice CPD-21-08, published July 19, 2021, supersedes Notice CPD-20-08 and reestablishes the allocation formula and amounts and reestablishes and announces new requirements for ESG funding.

As provided in Notice CPD-21-08 and CPD-22-06, recipients that received particularized waivers or exceptions are permitted to apply those waivers and exceptions subject to the conditions provided in those waivers or exceptions, although they may also use any further flexibility provided in Notice CPD-21-08 under the conditions and alternative requirements provided in the Notice.

All waivers HUD has provided for ESG-CV funds under the CARES Act waiver authority apply retroactively as provided by the CARES Act (NOTE: waivers provided under the waiver authority in 24 CFR 5.110 are not retroactive, even if applied to ESG-CV grants). Except as otherwise stated in Notice CPD-21-08, waivers and alternative requirements HUD provided as authorized by the CARES Act were deemed to be effective as of the date a State or unit of local government began preparing for coronavirus, which HUD presumes to be January 21, 2020 – the date the first confirmed case was reported in the United States. However, each recipient must maintain adequate documentation (including documentation demonstrating when their particular state or local government began preparing for coronavirus) to assure these waivers and alternative requirements are used only with respect to ESG- or ESG-CV-eligible activities the recipient or its subrecipients implemented to prevent, prepare for, and respond to coronavirus.

This Exhibit is to be used to monitor not only the use of ESG-CV grant funds, but the use of FY 2020 and older ESG grant funds the recipient designated for use in preventing, preparing for, and

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responding to coronavirus. A recipient may have expended annual ESG funds both for activities used to prevent, prepare for, and respond to coronavirus as well as activities not specifically designated for coronavirus response. In those cases, monitors are instructed to use the Exhibits in Chapter 36 to monitor annual ESG-funded activities designated for coronavirus response; Exhibits in Chapter 28 are to be used to monitor annual ESG-funded activities not designated for coronavirus response.

NOTE: Annual ESG funds may not be used for Temporary Emergency Shelter activities unless those funds are designated for coronavirus response.

The eligible activity areas of review include the costs of providing essential services to homeless families and individuals in temporary emergency shelters, acquiring or renovating buildings to be used as temporary emergency shelter for homeless families and individuals, and operating temporary emergency shelters. This Exhibit is divided into three sections: Eligible Activities in Temporary Emergency Shelters; Other Requirements for Temporary Emergency Shelters; and Equal Access.

This Exhibit can be used to monitor a recipient, a single subrecipient, or multiple subrecipients. It is the responsibility of the HUD reviewer to ensure that the responses provide sufficient documentation to support the basis for the conclusions. Keep in mind that, if multiple entities are reviewed and a deficiency is identified for a single entity, a “No” response is required.

**Questions:**

**A. ELIGIBLE ACTIVITIES IN TEMPORARY EMERGENCY SHELTERS**

1.

<u>Leasing</u> : If ESG-CV funds were used to lease existing real property or temporary structures to be used as temporary emergency shelter, did the property or structure meet the definition of ‘temporary emergency shelter?’  [Section III.E.3.a(i)(a) and III.E.3.a(ii)(c) of Notice CPD-21-08]	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>N/A</b>
<b>Describe Basis for Conclusion:</b>  			

2.

<u>Acquisition</u> : If ESG-CV funds were used to acquire real property for use as a Temporary Emergency Shelter, was the total amount of ESG-CV funds used for acquisition less than or equal to \$2.5 million per property?  [Section III.E.3.a(i)(b) of Notice CPD-21-08]	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>N/A</b>
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<b>Describe Basis for Conclusion:</b>
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3.

<p><b>Renovation:</b> If ESG-CV funds were used for renovation, including major rehabilitation or conversion of real property into temporary emergency shelter:</p> <ul style="list-style-type: none"><li>a. were ESG-CV funds used only for the costs of labor, materials, tools, and other eligible costs for renovation; and</li><li>b. was the emergency shelter owned by a government entity or private nonprofit organization?</li></ul> <p>[For question 3a: Section III.E.3.a(i)(c) of Notice CPD-21-08 For question 3b: 24 CFR 576.102(a)(2); Section III.E.3.a(ii)(g) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

4.

<p><b>Shelter Operations Costs:</b> Did the recipient's or its subrecipients' records document that ESG-CV funds were used for the costs of maintenance (including minor or routine repairs), rent, security, fuel, equipment, insurance, utilities, food, furnishings, and supplies necessary for the operation of the temporary emergency shelter?</p> <p>[Section III.E.3.a(i)(d) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

5.

<p><b>Essential Services (Case Management):</b> Were ESG-CV funds used for the costs of eligible activities listed under 24 CFR 576.102(a)(1)(i)(A)-(H), for the purposes of assessing housing and service needs, arranging, coordinating, and monitoring the delivery of individualized services to meet the needs of the program participant?</p> <p>[24 CFR 576.102(a)(1)(i)]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

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6.

<p><b>Essential Services (Childcare):</b> Were ESG-CV funds used for eligible costs of childcare, including providing meals and snacks, comprehensive and coordinated sets of appropriate developmental activities, and also:</p> <ul style="list-style-type: none"> <li>a. in a childcare center that was licensed by the jurisdiction in which it operates; and</li> <li>b. for program participants under the age of 13 (unless the child is disabled and then the child must be under the age of 18)?</li> </ul> <p>[24 CFR 576.102(a)(1)(ii)]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

7.

<p><b>Essential Services (Education Services):</b> Were ESG-CV funds used for the costs of improving knowledge and basic educational skills, including eligible services and activities, only when necessary for the program participant to obtain and maintain housing, and as listed under 24 CFR 576.102(a)(1)(iii)?</p> <p>[24 CFR 576.102(a)(1)(iii)]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

8.

<p><b>Essential Services (Employment Assistance and Job Training):</b> Were ESG-CV funds used for eligible costs of employment assistance and job training programs, including, but not limited to, classroom, online and/or computer instruction; on-the-job instruction; and services that assist individuals in securing employment, acquiring learning skills, and/or increasing earning potential, and providing reasonable stipends to program participants in employment assistance and job training programs?</p> <p>[24 CFR 576.102(a)(1)(iv)]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

9.

<p><b>Essential Services (Outpatient Health Services):</b> Were ESG-CV funds used for the provision of direct outpatient treatment of medical conditions (as listed under 24 CFR 576.102(a)(1)(v)), and is the treatment provided:</p> <ul style="list-style-type: none"> <li>a. by licensed medical professionals, and</li> </ul>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
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b. only to the extent that other appropriate health services are unavailable within the community?  [24 CFR 576.102(a)(1)(v)]	
<b>Describe Basis for Conclusion:</b>	

10.

<u>Essential Services (Legal Services):</u> Were legal services costs paid for with ESG-CV funds only used:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
a. for hourly fees, or, if the cost was less than the cost of hourly fees, fees based on the actual service performed (i.e., fee for service); b. for legal advice and representation by attorneys licensed and in good standing with the bar association of the State in which the services are provided, or by person(s) under the supervision of the licensed attorney, regarding matters that interfere with the program participant's ability to obtain and retain housing; c. only to the extent that other appropriate legal services are unavailable or inaccessible within the community; and d. only for eligible subjects, services, and activities listed in 24 CFR 576.102(a)(1)(vi)?  [24 CFR 576.102(a)(1)(vi)]	
<b>Describe Basis for Conclusion:</b>	

11.

<u>Essential Services (Life Skills Training):</u> Were ESG-CV funds used for the eligible costs of teaching critical life management skills that might never have been learned or have been lost during the course of physical or mental illness, domestic violence, substance abuse, and homelessness, as listed under 24 CFR 576.102(a)(i)(vii), and was the training necessary to assist the program participant to function independently in the community?  [24 CFR 576.102(a)(i)(vii)]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
<b>Describe Basis for Conclusion:</b>	

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12.

<u>Essential Services (Mental Health Services)</u> : Were ESG-CV funds used for the provision of eligible treatment of mental health conditions, as described under 24 CFR 576.102(a)(1)(viii), and was that treatment: a. by licensed professionals; and b. only to the extent that other appropriate health services are unavailable or inaccessible within the community?  [24 CFR 576.102(a)(1)(viii)]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>   	

13.

<u>Essential Services (Substance Abuse Treatment Services)</u> : Were ESG-CV funds used for eligible substance abuse treatment services (as listed under 24 CFR 576.102(a)(1)(ix)) designed to prevent, reduce, eliminate or deter relapse of substance abuse or addictive behaviors, and were the services: a. provided by licensed or certified professionals, and b. only to the extent that other appropriate substance abuse treatment are unavailable or inaccessible within the community?  [24 CFR 576.102(a)(1)(ix)]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>   	

14.

<u>Essential Services (Transportation)</u> : Were ESG funds used for transportation costs for travel by program participants to and from medical care, employment, child care, or other eligible essential services facilities, and only for eligible costs as listed under 24 CFR 576.102(a)(1)(x)?  [24 CFR 576.102(a)(1)(x)]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>   	

15.

<u>Services Costs (Housing Search and Placement)</u> : Were housing search and placement costs paid for with ESG-CV funds: a. necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing; and b. one of those listed in 24 CFR 576.105(b)(1)(i)-(viii)? [24 CFR 576.105(b)(1)]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
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<b>Describe Basis for Conclusion:</b>
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16.

<b>Housing Search and Counseling Services:</b> Were housing search and counseling costs paid for with ESG-CV funds:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
a. necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing; and b. one of those listed in 24 CFR 578.53(e)(8)(i)-(ii)?	
[Section I.E.3.a(i)(e) of Notice CPD-21-08]	
<b>Describe Basis for Conclusion:</b>	

17.

<b>Other Shelter Costs:</b> If ESG-CV funds were used for other shelter costs that were not specifically identified in Notice CPD-21-08, did HUD pre-approve those costs in writing?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
[Section III.E.3.a(i)(f) of Notice CPD-21-08]	
<b>Describe Basis for Conclusion:</b>	

18.

<b>Hotel/Motel Costs:</b> If ESG-CV funds were used for the costs of providing hotel/motel costs, were those costs limited to individuals and families in the following eligibility categories:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
<ul style="list-style-type: none"> <li>• experiencing homelessness;</li> <li>• receiving rapid rehousing assistance under the CoC or ESG Programs;</li> <li>• receiving homelessness prevention assistance under the ESG Program;</li> <li>or</li> <li>• residing in permanent supportive housing</li> </ul>	
<b>NOTE:</b> The CARES Act incorporates the FY2020 Appropriation Act's conditions on ESG funding which provide that:	
<ul style="list-style-type: none"> <li>• Youth aged 24 and under seeking assistance shall not be required to provide third party documentation to establish their [homeless status] to receive services; and</li> <li>• Unaccompanied youth aged 24 and under or families headed by youth aged 24 and under who are living in unsafe situations may be served by youth-serving providers</li> </ul>	

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[Section III.E.4.e. of Notice CPD-21-08; ESG-CV Grant Agreement]	
<b>Describe Basis for Conclusion:</b>	

19.

<p><u>Hotel/Motel Costs:</u> If ESG-CV funds were used for the costs of providing hotel/motel costs, were those costs limited to:</p> <p>hotel or motel voucher for eligible program participants (note: hotel or motel rooms can also be paid for directly instead of through a voucher)</p> <ul style="list-style-type: none"> <li>• cleaning of hotel and motel rooms used by eligible program participants</li> <li>• repairing damage caused by program participants above normal wear and tear of the room.</li> <li>• essential services as established at 24 CFR 576.102(a)(1) to eligible program participants residing in these hotels.</li> </ul> <p>[Section III.E.4.e of Notice CPD-21-08]</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
<b>Describe Basis for Conclusion:</b>	

20.

<p><u>Cell Phones:</u> If ESG-CV funds were used for the costs of providing cell phones, was the cell phone:</p> <ul style="list-style-type: none"> <li>• Owned by the recipient/subrecipient and loaned to individuals and families experiencing homelessness?</li> <li>• Needed to enable program participants to participate in activities necessary to obtain or maintain housing?</li> <li>• Returned to the recipient/subrecipient when no longer necessary (i.e., once stay-at-home or social distancing orders are no longer in effect in the community in which the program participant resides, or when the phone is no longer needed to participate in activities necessary to obtain and maintain housing because those activities are no longer conducted virtually).</li> </ul> <p>[Section III.E.3.g of Notice CPD-21-08]</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
<b>Describe Basis for Conclusion:</b>	



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21.

<p><b>Vaccine Incentives:</b> If ESG-CV funds were used to make direct, cash payments as an incentive for receiving the coronavirus vaccine, were the payments provided:</p> <ul style="list-style-type: none"> <li>a. only in amounts not exceeding \$50 per dose;</li> <li>b. only to people experiencing homelessness; and</li> <li>c. only to the extent that other vaccine incentives were inaccessible or unavailable to people experiencing homelessness within the community?</li> </ul> <p>[Section III.E.3.m of Notice CPD-21-08]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

22.

<p><b>Volunteer Incentives:</b> Were ESG-CV funds used for volunteer incentives limited to reasonable incentives to volunteers who have been and are currently helping to provide necessary street outreach, essential services during the coronavirus outbreak?</p> <p>[Section III.E.3.f of Notice CPD-21-08]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

23.

<p><b>Hazard Pay:</b> Were ESG-CV funds used for hazard pay provided only to recipient- or subrecipient-staff working directly to prevent, prepare for, and respond to coronavirus among persons who are homeless or at risk of homelessness?</p> <p>[Section III.E.3.c of Notice CPD-21-08]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

24.

<p><b>Personal Protective Equipment (PPE):</b> Were ESG-CV funds used to buy PPE (such as masks, disposable gloves, and hand sanitizer) for program participants only to the extent that program participants needed the PPE to avoid exposure to and prevent the spread of coronavirus (e.g., to go out in public or enter common areas of housing)?</p> <p>[Section III.E.3.h. of Notice CPD-21-08]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
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**Describe Basis for Conclusion:**

**B. OTHER REQUIREMENTS FOR TEMPORARY EMERGENCY SHELTERS**

25.

<u><b>Prohibition on Prerequisite Activities:</b></u> Did the recipient and subrecipients ensure that individuals and families experiencing homelessness were not required to sign leases or occupancy agreements, receive treatment or perform any prerequisite activities as a condition for staying in temporary emergency shelter or receiving services?  [Section III.E.3.a(ii)(f) of Notice CPD-21-08]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div></div>
<b>Describe Basis for Conclusion:</b>	

26.

<u><b>Terminating Assistance:</b></u> If the recipient or its subrecipients terminated any participants from the program, did they: a. do so in accordance with a formal process established by the recipient or subrecipient that recognizes the rights of individuals affected; and b. examine all extenuating circumstances in determining when violations warrant termination so that a program participant's assistance is terminated only in the most severe cases?  [24 CFR 576.402(a)]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

27.

<u><b>Maintenance of Effort:</b></u> If the recipient or its subrecipient is a unit of general purpose local government, and ESG funds were used to replace local government funding for emergency shelter services, did HUD determine that the unit of general purpose local government was in a severe financial deficit?  [24 CFR 576.500(l); 24 CFR 576.102(d)]	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

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28.

<b><u>Involuntary Family Separation (Emergency Shelter):</u></b> Did the recipient or its subrecipients have policies and procedures in place to ensure that providers of emergency shelter that serve households with children under 18 do not deny admission to a family based on the age of any child under 18?  [24 CFR 576.102(b)]	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>N/A</b>
<b>Describe Basis for Conclusion:</b>			

29.

<b><u>Uniform Relocation Assistance (URA):</u></b> If ESG funds were used to provide relocation assistance for displaced persons, did those persons meet the definition of “displaced person” under 24 CFR 576.408(c)(2) and did the assistance consist only of costs authorized under 24 CFR 576.102(a)(4) and 24 CFR 576.408(c)(1)?  [24 CFR 576.102(a)(4); 24 CFR 576.408(c)]	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>N/A</b>
<b>Describe Basis for Conclusion:</b>			

30.

<b><u>Minimum ESG Habitability Standards:</u></b> If the recipient or subrecipient did not meet habitability standards under section 417(c) of the McKinney-Vento Act, shelter standards at 24 CFR 576.403(b), do the records of the recipient and its subrecipients reflect that the temporary emergency shelter(s) have been determined by state or local health officials to be necessary to prevent, prepare for, and respond to coronavirus?  [24 CFR 576.403(b); Section III.E.3.a(ii)(a) of Notice CPD-21-08]	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>N/A</b>
<b>Describe Basis for Conclusion:</b>			

31.

<b><u>State or Local Safety and Sanitation Standards:</u></b> If ESG-CV funds were used for renovation (including major rehabilitation or conversion of a building to be used as a temporary emergency shelter), does the shelter meet state or local government safety and sanitation standards (as applicable)?  [24 CFR 576.403(b); Section III.E.3.a(ii)(a) of Notice CPD-21-08]	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>	<input type="checkbox"/> <b>N/A</b>
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**Describe Basis for Conclusion:**

32.

<p><b>Lead-Based Paint:</b> Where ESG-CV funds were used for acquisition, leasing, rehabilitation, shelter operations costs, or supportive services, do records reflect that the recipient and its subrecipient(s) complied with all lead-based paint requirements.</p> <p>NOTE: The HUD reviewer MUST complete the applicable Exhibits in Chapter 24 of this Handbook to answer this question: Exhibit 24-1; Exhibit 24-2.</p> <p>[24 CFR 576.403(a); 24 CFR Part 35, Subpart J; 24 CFR Part 35, Subpart K]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

33.

<p><b>Recordkeeping (Temporary Emergency Shelters):</b> Did the recipient or its subrecipients keep records of the temporary emergency shelters assisted with ESG-CV, including:</p> <ul style="list-style-type: none"><li>a. the amounts and type of assistance, including essential services, provided to each emergency shelter;</li><li>b. if applicable, documentation of the value of the building before the rehabilitation of an existing shelter or after the conversion of a building into an emergency shelter, and copies of the recorded deed or use restrictions?</li></ul> <p>[24 CFR 576.500(k)]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

34.

<p><b>Recordkeeping (Use as Temporary Emergency Shelter):</b> Did the recipient's or its subrecipients' records reflect that the property or structure or portion of a structure used as temporary emergency shelter met the definition of temporary emergency shelter during the time it was so used?</p> <p>[Sections I.B.2.h. and III.E.3.a(ii)(c) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

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35.

<p><b>Recordkeeping (Temporary Emergency Shelters):</b> Did the recipient's or its subrecipients' records reflect that for each program participant receiving temporary emergency shelter:</p> <ul style="list-style-type: none"> <li>a. the individual or family's service needs were evaluated as required by 24 CFR 576.401(a); and</li> <li>b. appropriate services were made available as needed in accordance with 24 CFR 576.401(d)) (including essential services from the recipient or subrecipients other than the program participant's temporary emergency shelter provider)?</li> </ul> <p>[Section III.E.3.a(ii)(d) of Notice CPD-21-08]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

36.

<p><b>Written Standards:</b> Were all activities carried out in compliance with the applicable written policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest, except as otherwise provided by HUD's waivers?</p> <p>NOTE: With respect to costs incurred between January 21, 2020 and June 30, 2020 that are allowable under Notice CPD 21-08 but not under 24 CFR Part 576, HUD waived the requirement to apply written standards for administering assistance as provided under 24 CFR 576.400(e) for the first 60 days of the project's operation, as provided by Notice CPD-21-08, Section III.F.5.</p> <p>[24 CFR 576.400(e)(1); 24 CFR 576.400(e)(2); 24 CFR 576.400(e)(3)(iii)]</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
<p><b>Describe Basis for Conclusion:</b></p>	

37.

<p><b>Written Standards:</b> Were all activities carried out in compliance with the applicable written policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter, except as otherwise provided by HUD's waivers? (Please note the clarification provided in the NOTES above for Question 32 "Written Standards")</p>	<input type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> <input type="checkbox"/> <b>N/A</b>
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[24 CFR 576.400(e)(1), (2), and (3)(iv); Section III.F.5 of Notice CPD-21-08]	
<b>Describe Basis for Conclusion:</b>	

38.

<p><u>Written Standards:</u> Were all activities carried out in compliance with the applicable written policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers, except as otherwise provided by HUD's waivers? (Please note the clarification provided in the NOTES above for Question 32 "Written Standards")</p> <p>[24 CFR 576.400(e)(1); 24 CFR 576.400(e)(2); 24 CFR 576.400(e)(3)(v)]</p>	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-around; font-weight: bold;"> <span>Yes</span> <span>No</span> <span>N/A</span> </div>
<b>Describe Basis for Conclusion:</b>	

39.

<p><u>Disposition (Temporary Emergency Shelters):</u> If the recipient or subrecipient determined it was unnecessary or impracticable to use the property either as temporary emergency shelter or emergency shelter, as described in Notice CPD-21-08, did the owner of the property obtain disposition instructions from HUD as provided by 2 CFR 200.311(c)?</p> <p>[Section III.E.3.a(iii)(d) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-around; font-weight: bold;"> <span>Yes</span> <span>No</span> <span>N/A</span> </div>
<b>Describe Basis for Conclusion:</b>	

40.

<p><u>Conversion (Temporary Emergency Shelter to Emergency Shelter):</u> If the recipient or subrecipient determined the property is no longer necessary or appropriate for use as a temporary emergency shelter and converted the property for use as a normal emergency shelter under 24 CFR part 576, did the recipient or subrecipient complete the following prior to the conversion:</p> <ul style="list-style-type: none"> <li>a. complete a satisfactory environmental review pursuant to 24 CFR part 58; and</li> <li>b. inspect and determine the property meets the minimum shelter standards in 24 CFR 576.403?</li> </ul> <p>[Section III.E.3.a(iii)(a) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-around; font-weight: bold;"> <span>Yes</span> <span>No</span> <span>N/A</span> </div>
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**Describe Basis for Conclusion:**

41.

<p><b>Conversion (Temporary Emergency Shelter to Emergency Shelter):</b> If the recipient or subrecipient determined the property is no longer necessary or appropriate for use as a temporary emergency shelter and converted the property for use as a normal emergency shelter under 24 CFR part 576, did the recipient or subrecipient, on or before the conversion of the property to an emergency shelter as defined in 24 CFR 576.2, record a lien or other appropriate notice of record to indicate that:</p> <ul style="list-style-type: none"><li>a. the property has been acquired or improved with a Federal award and</li><li>b. the use and disposition conditions in Sections III.E.3.a(iii)(a)-(e) apply to the property?</li></ul> <p>[Section III.E.3.a(iii)(e) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

42.

<p><b>Conversion (Temporary Emergency Shelter to Emergency Shelter):</b> If the recipient or subrecipient determined the property is no longer necessary or appropriate for use as a temporary emergency shelter and converted the property for use as a normal emergency shelter under 24 CFR part 576, did the recipient or subrecipient:</p> <ul style="list-style-type: none"><li>a. notify HUD when it begins using the property as an emergency shelter as defined in 24 CFR 576.2 and</li><li>b. report the status of the property to HUD either on an annual basis or at a lesser frequency that HUD may specify as provided by 2 CFR 200.330?</li></ul> <p>[Section III.E.3.a(iii)(b) of Notice CPD-21-08]</p>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
<b>Describe Basis for Conclusion:</b>	

43.

<p><b>Conversion (Temporary Emergency Shelter to Emergency Shelter):</b> If the recipient or subrecipient determined the property is no longer necessary or appropriate for use as a temporary emergency shelter and converted the property for use as a normal emergency shelter under 24 CFR part 576, did the recipient or subrecipient maintain up-to-date documentation showing the property is being:</p> <ul style="list-style-type: none"><li>a. used as an emergency shelter as defined in 24 CFR 576.2 and</li></ul>	<div style="display: flex; justify-content: space-around;"><div><input type="checkbox"/> <b>Yes</b></div><div><input type="checkbox"/> <b>No</b></div><div><input type="checkbox"/> <b>N/A</b></div></div>
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b. operated in accordance with all requirements that apply to emergency shelters under 24 CFR part 576, subpart E  [Section III.E.3.a(iii)(c) of Notice CPD-21-08]	
<b>Describe Basis for Conclusion:</b>	

44.

<b>Conversion (Temporary Emergency Shelter to Emergency Shelter):</b> If the recipient or subrecipient renovated the property with ESG-CV funds (including major rehabilitation or conversion), and later converted the property for use as a normal emergency shelter under 24 CFR part 576, did the recipient or subrecipient use the property as an emergency shelter under these requirements for at least a period, starting from the date they were first occupied by a homeless individual or family after the completed renovation, of not less than: <ul style="list-style-type: none"> <li>a. 10 years for major rehabilitation;</li> <li>b. 10 years for conversion;</li> <li>c. 3 years for renovation other than major rehabilitation or conversion)</li> </ul> [Section III.E.3.a(iii)(d) of Notice CPD-21-08]	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b>
<b>Describe Basis for Conclusion:</b>	

**C. EQUAL ACCESS**

45.

Did each shelter or service provider reviewed maintain written policies and procedures ensuring equal access is provided to individuals in accordance with the individual's gender identity, and in a manner that affords equal access to the individual's family?  <b>NOTE:</b> Equal access ensures that, when consideration of sex is prohibited or not relevant, individuals will not be discriminated against based on actual or perceived gender identity, and where legitimate consideration of sex or gender is appropriate, such as in a facility providing temporary, short term shelter that is not covered by the Fair Housing Act, and which is legally permitted to operate as a single-sex facility, the individual's own self-identified gender identity will govern.  [24 CFR 5.106(b) and 5.106(d)]	<input type="checkbox"/> <input type="checkbox"/> <b>Yes    No</b>
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**Describe Basis for Conclusion:**

46.

<p>Did each shelter or service provider reviewed maintain written policies and procedures ensuring that individuals are placed, served, and accommodated in accordance with their gender identity and are not subjected to intrusive questioning or asked to provide anatomical information or documentary, physical, or medical evidence of the individual's gender identity?</p> <p>NOTES:</p> <ul style="list-style-type: none"><li>• Examples of asking a client to provide evidence would be asking to provide evidence about someone's physical anatomy, medical records, or identification documents that record their gender identity.</li><li>• Examples of unnecessary, intrusive questioning would be asking about surgeries or other medical treatment, physical anatomy, and any other topics that are not necessary for placing and serving a client in the facility.</li></ul> <p>[24 CFR 5.106(b)(3) and 5.106(d)]</p>	<div style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <b>Yes    No</b></div>
<p><b>Describe Basis for Conclusion:</b></p>	

D. VIOLENCE AGAINST WOMEN ACT

47.

<p>Did the recipient or subrecipient have written policies and procedures in place ensuring no individual or family is denied admission to or removed from the emergency shelter on the basis or as a direct result of the fact the individual or family is or has been a victim or domestic violence, dating violence, sexual assault or stalking.</p> <p>[24 CFR 576.409(f); 24 CFR 576.500(a)]</p>	<div style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <b>Yes    No    N/A</b></div>
<p><b>Describe Basis for Conclusion:</b></p>	