



EASTERN SIERRA  
**COMMUNITY  
HOUSING**

*We support workforce housing  
for a viable economy and  
sustainable community.*

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## **STAFF REPORT**

Subject: The Board will consider approval of the Standard Agreement with the State Department of Housing & Community Development for grant award 23-ESG-18024

Presented by: Patricia Robertson, Executive Director

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## **BACKGROUND**

At the regular meeting of the Board of Directors on October 11, 2023, the Board voted 8-0 (with one absence) to approve an application for Emergency Solutions Grant funds in the amount of \$66,677 for emergency, temporary rental assistance at Innsbruck Lodge under the program title “Rapid Re-Housing” (RRH). These were funds available to agencies serving the Eastern Sierra Continuum of Care and ESCH was the only organization with the capacity to implement this program.

RRH activity may be “used to provide housing relocation and stabilization services and short and/or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing,”<sup>1</sup> which will include Short- and Medium-Term Rental Assistance (1-3 months and 4-12 months, respectively), and Security Deposit Financial Assistance.

MLH may use up to 10% of its grant for administrative costs related to the planning and execution of RRH activities, equivalent to \$6,667.70. Administrative burdens may include approval from HCD<sup>2</sup> and the Board of Directors of the written Policies and Procedures that detail ESG-RRH operations and compliance with other requirements (including reimbursement requests) as described by the NOFA<sup>1</sup> and ESG-RRH Manual<sup>3</sup>.

We received an award letter dated December 12, 2023 for the full amount (Attachment 1).

On September 23, 2024 we received notification that the Standard Agreement (Attachment 2) was available for execution.

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<sup>1</sup> [2023 ESG Balance of State Allocation NOFA](#)

<sup>2</sup> HCD is the sole arbiter of whether the Policies and Procedures meet the requirements and may choose not to issue reimbursements to any project before its Policies and Procedures are approved.

<sup>3</sup> [ESG-RRH Manual](#)

**FINANCIAL CONSIDERATIONS**

The funds under the ESG Program Balance of State Allocation are reimbursed to the applicant after requests are submitted to the State HCD. Although the reimbursement system burdens the organization at its current size, MLH may request a 30-day advance to alleviate some of the financial strain. Additionally, the ESG Program Balance of State Allocation requires a one-to-one (100%) match. MLH will meet the match through staff time and tenant/project participant case management and may use project income to meet the match requirement, if necessary.

Applying for these funds supports the ongoing financial feasibility of Innsbruck Lodge. Grant administration funds have historically supplemented MLH's Operating Budget to maintain staffing, cover increasing operational expenses, and contribute towards program growth and capacity. MLH has the capacity to apply and implement the ESG-RRH Program for the benefit of tenants/project participants and the long-term sustainability of the Innsbruck Lodge project. This is largely made possible by our partnerships with Mono and Alpine counties for Housing Navigation services.

**RECOMMENDATION**

Staff recommends that the Board of Directors approve the Standard Agreement with the State Department of Housing & Community Development and direct staff to implement the program in accordance with the requirements.

**ATTACHMENTS:**

1. Award Letter
2. Standard Agreement