**EHH Certification**

In accordance with the applicable statutes and regulations governing the consolidated plan, Emergency Solutions Grant (ESG) and Homelessness Prevention Program (HPP) the applicant certifies the following:

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| **ESG and HPP Certifications** | **Initial** |
| **Affirmatively Further Fair Housing –** It will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the entity, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard. |  |
| **Anti-displacement and Relocation Plan –** It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs. |  |
| **Anti-Lobbying –** To the best of the entity's knowledge and belief:  1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;  2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and  3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. |  |
| **Authority of Entity –** The consolidated plan is authorized under State and local law (as applicable) and the entity possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations. |  |
| **CoC Involvement** – It will actively participate in its local coalition/HUD CoC. If a lead agency, it will attend CoC meetings as required by the HUD CoC. |  |
| **Confidentiality –** It has established procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under EHH programs, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter. |  |
| **Consolidated Plan –** All activities the entity undertakes with assistance under EHH are consistent with the jurisdiction’s consolidated and annual plans. |  |
| **Debarment** – It will not employ, award contracts to, or otherwise engage the services of any contractor or Sub-recipient during any period of debarment, suspension, or placement of ineligibility status. |  |
| **Discharge Policy –** It will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons. |  |
| **Drug-Free Workplace**– It will or will continue to provide a drug-free workplace by complying with the implementation of rules around drug prohibition, notification to employees of the rules, and disclosure of violations in accordance the rule. |  |
| **Equal Access and Gender Identity** – It ensures equal access of participants to EHH programs and shelters regardless of sexual orientation, gender identity, or marital status. |  |
| **Faith-Based Activities** – All eligible activities are administered in a manner which is free from religious influences and does not discriminate or give preference on the basis of religion. |  |
| **Financial Management** – It is compliant with regulations and requirements pertaining to the following areas of financial management: allowable costs, source documentation, internal controls, budget controls, cost allocation plans, cash management, accounting records, procurement, and audits. Program funds are used only for eligible activities and in accordance with the Division of Energy, Housing and Community Resources approved budget. The entity is capable of providing adequate documentation to support costs listed on reimbursement requests. There is a policy manual covering basic accounting procedures and specifying approval authority for financial transactions (no one individual has control over an entire financial transaction). |  |
| **Good Standing** – It is either a nonprofit qualified for tax exemption under 501(c)(3) of the internal revenue code or a unit of government. The agency is an equal opportunity employer in accordance with all federal regulations. If applicable, a financial audit was conducted in compliance with OMB A-133 standards and submitted to the Department of Administration. There was no finding in this audit in which funds were requested to be returned because of misappropriation, ineligible expenses or any other issue. In the prior two years, no fines or liens have been levied against the agency (example: a fine for not paying payroll tax). |  |
| **Grant-Funded Time** – It uses employee timesheets that allow employees to track grant funded time spent on ESG, HAP, and HPP related activities separately from time spent and funded from other resources. |  |
| **HMIS Participation** – It fully participates in HMIS, or if the agency is a victim services agency, a HUD-compliant, HMIS-comparable database. |  |
| **Housing Inventory Chart** – It will complete a program client count on the fourth Wednesday of every month for all applicable housing programs and report it on the monthly Housing Inventory Chart (HIC). |  |
| **Monitoring** – It will participate in the monitoring processes conducted by DEHCR and the Lead Agency (if a sub-recipient). |  |
| **Non-Discrimination** – It shall not discriminate against any employee, applicant for employment, program participant, or program applicant because of age, race, religion, color, handicap, sex, physical condition, developmental, sexual orientation, or national origin. |  |
| **Organization and Staffing** – There is an organizational chart showing titles and lines of authority, and there are written position descriptions describing the responsibilities of key employees. Hiring policies ensure that staff qualifications are equal to job responsibilities and that individuals hired are competent to do the job. |  |
| **Point-in-Time** – It actively participates in the annual point-in-time overnight street count in January and the count in July if required by the HUD CoC. |  |
| **Program Manual** – It will comply with all rules and requirements listed in the ESG/HPP and HAP Program Manuals. |  |
| **Prohibition Against Involuntary Family Separation and Discrimination** – It serves clients regardless of gender identification and sexual orientation, family status, religious belief, or the age of anyone in the household. The agency does not require documentation of family status, gender identification, or sexual orientation (Example: requiring birth certificates, marriage certificates to enter a project). The agency does not require participation in inherently religious activities, such as worship, religious instruction, or proselytization as part of the projects or services funded under EHH. |  |
| **Section 3 –** It will comply with Section 3 of the Housing and Urban Development Act of 1968 and implementing regulations at 24 CFR Part 135. |  |
| **Subrecipient Agreements** – It will execute a subcontract or agreement with all subrecipients of EHH funds, if applicable. |  |
| **Supportive Services –** It will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals. |  |
| **Termination from Project** – It will establish and follow a formal termination process that meets all program requirements. |  |
| **WBE/MBE –** It will utilize small businesses and women- and minority-owned firms to the greatest extent practicable. |  |

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| **ESG-Only Certifications\*** | **Initial** |
| **Consumer Participation** – To the maximum extent practicable, the entity will encourage the participation of individuals and families who are homeless in maintaining and operating their facilities and programs. |  |
| **Coordinated Entry** – It participates in the use of coordinated entry established by the area’s Continuum of Care. *Victim service providers may choose not to use the CoC’s system.* |  |
| **Essential Services and Operating Costs –** In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the entity will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the entity serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area. |  |
| **Homeless Persons Involvement –** To the maximum extent practicable, the entity must have representation of a person who is homeless or was formerly homeless on the board of directors or policymaking entity directly responsible for making policy for the project(s) for which funding is being requested. |  |
| **Major Rehabilitation/Conversion –** If an emergency shelter’s rehabilitation or conversion costs exceed 75 percent of the value of the building before rehabilitation or conversion, the entity will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed project. In all other cases where ESG funds are used for renovation, the entity will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation. |  |
| **Matching Funds –** It will obtain matching amounts required under 24 CFR 576.201. |  |
| **Renovation –** Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary. |  |
| **VAWA** – It complies with the Violence Against Women Act. |  |
| **Written Standards** – It complies with the applicable written standards established by the area’s Continuum of Care. |  |

*\*Also apply to all funds used as match to ESG.*

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| ***Agency*** | | | |
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| ***Printed Name and Title of Authorized Official*** | | | |
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| ***Signature of Authorized Official*** |  | ***Date*** |