

EHH/ESG-CV Office Hours June 2022

Current Spending Level (PR= Payment Request)

Funding	Jan 2022 PR	Feb 2022 PR	Mar 2022 PR	Apr 2022 PR
EHH 2021-22	1.1 million 21%	1.5 million 27%	1.8 million 34%	2.3 million 43%
ESG-CV	19.9 million 63%	21.8 million 69%	23.6 million 75%	24.7 million 79%

ESG-CV 2020-2022

- The majority of ESG-CV contracts will end June 30th
- There will not be a penalty for unspent funds; any unspent funds will simply be reallocated to other grantees

EHH 2021-2022

- Contracts end 9/30/22
- Keep an eye on spending levels to ensure all funds are utilized
- If unspent funds are likely, prioritize spending HPP and HAP, before ESG

EHH 2022-2023

- HUD released the FY2022 formula allocations, which includes the ESG awards
 - The state award decreased \$144,000, which will cause a slight reduction in grantee ESG awards
 - Final ESG award amounts will be listed in the contracts
- Some attachments will be needed prior to contract execution; each grantee will be notified on what they need to submit
- DEHCR will hold a mandatory virtual meeting with all EHH 2022-23 grantees (lead agencies and subrecipients) in early July to discuss requirements and expectations; the meeting will be recorded for those who can't attend live
 - We're planning to have multiple sessions: one for program managers and fiscal staff, one for direct service staff/case managers, and one on the subrecipient monitoring process

CAPER 2021

- Thank you to everyone for their work in submitting performance data
- Many errors and questions arose; DEHCR will provide additional training prior to next year's report

2022 Monitorings

- To date, we've completed 18 monitorings of EHH and ESG-CV contracts.
 - 14 had insufficient client files
 - 3 had ineligible clients
 - 6 had unallowable costs
 - Altogether, 11 findings and 38 concerns
- Going forward, we're changing the client file submission process
 - Every client file submitted for review must have the DEHCR client file checklist as the first page
 - All file documentation must be placed in the order listed on the DEHCR client file checklist and should be labeled with the checklist number whenever possible

- Any file received that is not compliant with the above will not be reviewed; it will be returned for correction and resubmission
- Starting in July 2022, DEHCR will be choosing the client files to be reviewed during a monitoring
 - The monitoring notification letter will state:
 - “Client files will be chosen by DEHCR. Within seven (7) days of the date of this letter, submit to a list of all clients served in each EHH and ESG-CV funded program (including subrecipient programs). The list should come from HMIS or a comparable database, and each client should be denoted by a unique identifier. Your agency will then be sent the list of client files that must be submitted for the monitoring.”
- Failure to submit materials on time and/or in the correct format will result in an automatic Monitoring Concern to be included in the monitoring results letter

Meeting notes and recordings are posted at <https://energyandhousing.wi.gov/Pages/AgencyResources/ehh/EHH-Recordings.aspx>