



To: Emergency Services Program COVID-19 Response Fund grantee  
From: The Department of Human Services-Office of Economic Opportunity  
RE: Emergency Services Program COVID-19 Response Funds

Greetings,

**Your agency is receiving the enclosed Emergency Services Program (ESP) funding as a result of the online [ESP COVID-19 Response Funding survey](#) your agency submitted to the Office of Economic Opportunity (Department of Human Services).**

The **ESP COVID-19 Response (ESP-CR) Fund**, passed by the Minnesota Legislature and signed by Governor Walz on 3/26/20, appropriated \$26,537,000 to the Department of Human Services to assist homeless service providers in responding to COVID-19. Specific language from the legislation can be found in Appendix A.

**ESP COVID-19 Response** funding is being distributed by Catholic Charities of St. Paul and Minneapolis (CCSPM), **on behalf of the Department of Human Services, Office of Economic Opportunity**. CCSPM is serving as financial processor for the **ESP-CR** funds but is **not** responsible for decision making about the funds nor responsible for auditing or oversight of **ESP-CR** expenditures. **CCSPM does not have a role in selecting or administering the funds aside from sending payments as directed by the Department of Human Services.**

The Department of Human Services (DHS), Office of Economic Opportunity (OEO) is responsible for all funding decisions—including selected funding recipients and funding levels. OEO will be monitoring the use of funds and will provide oversight of all expenditures related to these funds. Should you have any questions related to these grants funds, please direct them to any of the OEO team members (listed at the end of this letter).

If this is your first time receiving **ESP COVID-19 Response Funding**, OEO will be reaching out in the coming weeks to review the requirements for the use of funds awarded as outlined in the Assurances document your agency signed and submitted as part of the survey process. For all funding recipients, we want to remind you:

- ESP-CR funding may only be expended for the purposes listed in legislation (**Appendix A**)
- Recipients of ESP-CR funding must be able to document that the total funding they received (state and non-state sources) does not exceed the recipients costs for the activities submitted under ESP-CR.
- All funding awarded under ESP-CR must be fully expended by February 1, 2021, or 60 days after the expiration of the peacetime emergency declared by the governor (Executive Order 20-01), whichever occurs earlier.

Thank you,

The Office of Economic Opportunity Team

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## APPENDIX A

### **APPROPRIATION: EMERGENCY SERVICES GRANTS**

(a) \$26,537,000 in fiscal year 2020 is appropriated from the general fund to the commissioner of human services for emergency services grants under Minnesota Statutes, section 256E.36. Of this amount:

(1) \$15,206,000 is for providing additional shelter space; for purchasing vouchers for the cost of a motel or hotel room; or for funding other housing options, in order to provide housing that promotes health and safety, or to isolate homeless individuals exposed to COVID-19 or who are experiencing respiratory illness. Vouchers for the cost of a motel or hotel room may not be issued to motels or hotels that receive funding from another source for the cost of the same motel or hotel room for the same date;

(2) \$5,000,000 is for purchasing hygiene, sanitation, and cleaning supplies to support compliance with Centers for Disease Control and Prevention guidance on sanitation and personal protective equipment; and

(3) \$6,331,000 is for hiring staff necessary to protect the health and wellness of program recipients, for increasing the number of persons served, or for providing staffing when workers are quarantined or cannot work because they are caring for someone with COVID-19.

(b) The commissioner may transfer funds among the activities in paragraph (a), clauses (1) to (3), as the commissioner determines necessary. The commissioner must report to the chairs and ranking minority members of the legislative committees with jurisdiction over human services on any transfer of funds among the activities in paragraph (a), clauses (1) to (3), and whether grant applicants are requesting funds for activities other than those listed in paragraph (a), clauses (1) to (3).

(c) Notwithstanding any other law or rule to the contrary, the commissioner may allocate funds to programs, providers, and organizations providing or seeking to provide services to individuals experiencing homelessness through a single fiscal agent chosen by the commissioner.

(d) Grant applicants must describe how they intend to use grant funds for the purposes listed in paragraph (a), clauses (1) to (3). Grant funds may be used by grant recipients for the activities listed in paragraph (a), clauses (1) to (3).

(e) If a grant recipient receives funds from a nonstate source, other than a local unit of government or a tribe, for activities listed in paragraph (a), clauses (1) to (3), the grant recipient must notify the commissioner of the amount received from the nonstate source. If the commissioner determines that the total amount the grant recipient received under this section and from the nonstate source exceeds the grant recipient's costs for the activities in paragraph (a), clauses (1) to (3), the grant recipient must pay the commissioner the amount that exceeds the costs, up to the amount of funding provided under this section. All money paid to the commissioner under this section must be deposited in the general fund.

(f) This is a onetime appropriation and is available until February 1, 2021, or until 60 days after expiration of the peacetime emergency declared by the governor in an executive order that relates to the infectious disease known as COVID-19, whichever occurs earlier. Any unobligated or unexpended amounts cancel on February 1, 2021, or 60 days after expiration of the peacetime emergency declared by the governor in an executive order that relates to the infectious disease known as COVID-19, whichever occurs earlier.