

Funding Notice: Funds are awarded under ESP-CR and/or CRF-ESP.

We are writing to inform you that you are being funded at \$406,569.

The information below details the funding type and amount awarded for your most recent request. **Awards may be split between two funding streams (ESP-CR/CRF-ESP), so please review the entire document.**

Note that additional action may be required to receive funds if you are not a previous recipient of ESP-CR and/or CRF-ESP.

If you have any questions, please contact Katelyn Warburton (katelyn.warburton@state.mn.us).

Emergency Services Program COVID-19 Response (ESP-CV) Funds:

You are funded at **\$0** of ESP-CV. Funds are to be used in the following ways:

ESP-CV: Shelter Capacity		ESP-CV: Hygiene/Sanitation Supplies		ESP-CV: Staffing		ESP-CV: Food	
REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

SPECIAL CONDITION/S:

Should there be a need to change the amount of funding used under each allocation outlined above, please contact me for a budget revision form.

TIMELINE FOR USE OF FUNDS: Funds cannot be used for any expenses incurred prior to April 1, 2020. In addition, funds can only be used 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.

In order to release these funds to you, we must receive the following documents:

1. A scanned copy of your W-9 (only for non-profit organizations) if not previously provided.
2. A signed copy of the attached Assurances Form (signed by an authorized representative)
3. These documents should be sent to katelyn.warburton@state.mn.us

Coronavirus Relief Funds-ESP (CRF-ESP):

You are funded at **\$406,569** of CRF. Funds are to be used in the following ways:

CRF-ESP: Food		CRF-ESP: Shelter Capacity		CRF-ESP: Hygiene/Sanitation Supplies		CRF-ESP: Staffing		CRF-ESP: Capital	
REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT	REQUESTED AMOUNT	DETERMINATION AMOUNT
\$8,905	\$8,905	\$23,600	\$23,600	\$72,672	\$72,672	\$401,876	\$301,392	\$0	\$0

SPECIAL CONDITION/S: Security expenses are included but modified to support 7 security staff at \$30/hour. 3 FTE transportation staff supported.

Adjusted Staffing Expenses for November & December

November Expenses, Adjusted:	December Expenses, Adjusted:
<ul style="list-style-type: none"> <u>Shelter Advocates:</u> 14 hours x 9 days x 12 Staff x \$22 rate = \$33,264 <u>Security:</u> 14 hours x 9 days x 7 staff x \$30 rate = \$26,460 <u>Transportation:</u> 14 hours x 9 days x 3 staff x \$26 rate = \$9,828 <p style="text-align: right;">TOTAL \$69,552</p>	<ul style="list-style-type: none"> <u>Shelter Advocates:</u> 14 hours x 30 days x 12 Staff x \$22 rate = \$110,880 <u>Security:</u> 14 hours x 30 days x 7 staff x \$30 rate = \$88,200 <u>Transportation:</u> 14 hours x 30 days x 3 staff x \$26 rate = \$32,760 <p style="text-align: right;">TOTAL \$231,840</p>

TIMELINE AND DETAILS FOR USE OF CRF FUNDS:

Your total award amount will be broken into two disbursements if you applied for "Food" funds in addition to other categories of expenses.

- **CRF-ESP Funds for FOOD** cannot be used for any expenses incurred prior to July 1, 2020 or after December 30, 2020.
- **CRF-ESP Funds for SHELTER CAPACITY, HYGIENE/SAITATION, STAFFING, and CAPITAL** cannot be used for any expenses incurred prior to July 1, 2020 or after December 30, 2020.

In order to release these funds to you, we must receive the following documents:

4. A scanned copy of your W-9 (only for non-profit organizations) if not previously provided.
5. A signed copy of the attached *CRF All Activities Assurances Form* (signed by an authorized representative)
6. These documents should be sent to katelyn.warburton@state.mn.us

Please note: DHS cannot release any of the funds noted above without receiving the necessary documents outlined in each award category. In addition, DHS cannot guarantee funds will be available if the documents are not received within one week after receipt of this email.

If you have any questions or concerns, please contact Katelyn Warburton (katelyn.warburton@state.mn.us).