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**TDHCA EMERGENCY SOLUTIONS GRANT PROGRAM**

**2017/2018 FUNDING ANNOUCEMENT AND PRE-APPLICATION INSTRUCTIONS**

Funding Announcement

The Fort Worth/ Arlington/ Tarrant Area Continuum of Care ([map](https://www.hudexchange.info/resource/reportmanagement/published/CoC_Dash_CoC_TX-601-2014_TX_2014.pdf)) selected the Tarrant County Homeless Coalition (TCHC) to serve as the ESG Coordinator for the Texas Department of Housing and Community Affairs (TDHCA) Emergency Solutions Grant Program. TDHCA has offered Continuum of Care (CoC) Lead Agencies the opportunity to administer the Department’s local competition of 2017 and 2018 ESG funding. For each of Program Years (PY) 2017 and 2018, the Department expects to receive either a similar level of funding or less. TX-601 is eligible to apply for [$605,561.00](http://www.ahomewithhope.org/wp-content/uploads/ESG-15-001-2015-ESG-Award-Tarrant-County-Homeless-Coalition.pdf) from TDHCA for PY 2017 program which will run from September 1, 2017 – August 31, 2018; however, the award period is for two years and will run from September 1, 2017 to August 31, 2019. Organizations providing housing and services within the Continuum of Care are invited to participate in a competitive process to receive funding as a TDHCA sub-recipient.

Pre-application Instructions

A pre-application must be submitted to TCHC in advance of the competition. The pre-application will be used to identify organizations that intend to apply for funding and to determine eligibility for contracting with the State of Texas. Forms are accessible via the TCHC Funding Opportunities webpage: <http://www.ahomewithhope.org/funding-opportunities/>.

**Pre-application Contents**

\_\_\_ **1. Signed Pre-application Cover Sheet.** The pre-application cover sheet includes attestations and contact information to facilitate communications between applicants and TCHC.

\_\_\_ **2. Intent to Apply.** Collects required contact and proposed budget information for TDHCA.

\_\_\_ **3. TDHCA Previous Participation Forms.**The Uniform Previous Participation Form are available on the TDHCA website (<http://www.tdhca.state.tx.us/pmcomp/forms.htm>). Guidance from TDHCA includes:

* + - * The form must be submitted for **all** board (or council/commission) members.
			* The form must be submitted for **all** Executive Directors.
			* The form must be completed for **all** persons with signature authority, including any staff.
			* The organization may pre-enter information, such as contract numbers and program names, but the form itself should be reviewed by the individual named on the form. The purpose of this is to ensure that the person completing the form is able to add any information on program participation that the organization itself may not be aware of.
			* Once you have all the applicable completed forms, you must save the Excel file as “17601YZ.E1.PPR” where “YZ” represents the agency’s initials.

**Pre-application Submission**

Document submission will be accomplished via email to TCHC@ahomewithhope.org. ***Documents must be in PDF or Excel format (when applicable).*** Group and divide the submission documents into three files, one for each numbered item in the contents section above. For documents **other than the Previous Participation Form**, use a naming convention that includes: 2017 ESG PreApp – Agency Identifier – Document Reference; for example, *“2017 ESG PreApp – TCHC – Intent to Apply”.*

**Pre-application Deadline**

The deadline for submission of completed pre-applications is **March 3, 2017 at 5:00pm**.

**Application Information**

TCHC has created a webpage to serve as the official repository of information about the local application process and competition. Questions, clarifications, notices, and documents will be posted to: <http://www.ahomewithhope.org/funding-opportunities/>.

In addition to materials posted on the TCHC website, a preapplication briefing will be held on **February 23, 2017 at 3:00PM** at the Fort Worth Housing Solutions building in the 2nd floor Board Room. While this is not mandatory, important information will be discussed regarding this year’s competition.

The TCHC website contains the most recent version of the [CoC Policies and Procedures](http://www.ahomewithhope.org/tchc-services/continuum-of-care-program/coc-policies-procedures/). Information is available on the TDHCA website about HUD’s [Emergency Solutions Grant Program](https://www.tdhca.state.tx.us/community-affairs/esgp/guidance-solutions.htm) generally and the TDHCA program in particular. Applicants for new or renewal funding are strongly encouraged to [register for email updates](http://visitor.r20.constantcontact.com/d.jsp?llr=jxzasjcab&p=oi&m=1101980002025&sit=iacvfkadb&f=1329d612-77fd-494f-ac77-a34a6b8ef679) on funding opportunities and other, relevant information from TCHC.

Address questions about this pre-application to tchc@ahomewithhope.org. Please include **ESG-1718** in the subject line.