

PY2026 Emergency Solutions Grant (ESG) Application

Instructions and Application for Program Year 2026 (October 1, 2026 - September 30, 2026)

* Indicates required question

1. Email *

ESG

Thank you for your interest in Guam's 2025 Emergency Solutions Grant (ESG). Guam is estimating a total of \$263,963.00 for program year 2026 to fund activities for the Annual Action Plan year (October 01, 2026 - September 30, 2027). HUD has not formally announced its CPD allocations, and the date of this appropriation will be made is unknown. **GHURA may adjust award amounts to align with actual available funding, once known.**

The ESG Program is guided by regulations codified at 24 CFR Part 576.

The ESG program is designed to promote community-wide commitment to the goal of ending homelessness on Guam. The five program components of ESG are Homeless Prevention (HP), Rapid Re-Housing (RRH), Street Outreach (SO), Emergency Shelter (ES), and HMIS.

GHURA does not discriminate on the basis of disability in the admission or access to its services, programs, or activities. In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodations to participate in the meetings may call (671) 475-1322 no later than three (3) business days prior to the meeting date.

Persons with limited English proficiency may request assistance by calling GHURA at 671-477-1322.

APPLICATION PROCESS

Application Period: March 18, 2026 to May 18, 2026

Deadline to electronically submit completed application: May 18, 2026

Public Briefing: Thursday, April 9 1:00 PM In-Person, GHURA's Board of Commissioners Conference Room located at GHURA's main office in Sinajaña.

All CPD Applications and attachments will be received electronically no later than the advertised date indicated.

For more information, contact Francesca Gatz at (671) 475-1367, or Katherine E. Taitano at (671) 475-1322. You may also e-mail rpe@ghura.org.

Program information and a downloadable PDF version of this application form is available on Guam's website at: www.ghura.org. For any questions or concerns regarding the electronic submission for the PY2026 AAP process, please email rpeinfo@ghura.org. GHURA will reject applications that are 1) received after the deadline; and/or 2) not signed by authorized individuals; and/or 3) materially incomplete.

PLEASE NOTE: Subrecipient Registration Requirements: Organizations receiving ESG funding (Subrecipients) must obtain a Unique Entity Identifier (UEI) number for this PY2026 AAP period.

GUAM CONSOLIDATED PLAN 2025-2029 PRIORITIES

All funded projects must also meet one of the following project objectives.

DECENT HOUSING: Make Decent Housing Available and Accessible; Make Decent Housing Affordable; Sustain the Stock of Decent Housing

SUITABLE LIVING ENVIRONMENT: Make Suitable Living Environments Available and Accessible; Sustain Access to Suitable Living Environments Serving LMI and Special Needs Populations

ECONOMIC OPPORTUNITY: Make Economic Opportunities Available and Accessible; Support the Sustainability of Ongoing Economic Opportunities

APPLICATION CALENDAR AND CITIZEN PARTICIPATION

GHURA values the input of its citizens and offers several opportunities to participate in the preparation of the Annual Action Plan (AAP). The 2026 program calendar includes the following dates. The dates indicated for PY2026 at this time may be subject to change within GHURA's Citizen Participation Plan policy:

Notice of Funding Available, Open Application Period: March 18, 2026 – NOFA Public Notice

Public Hearing: April 9, 2026 - GHURA Main Office in Sinajaña

Application Deadline: 4:00PM May 18, 2026 – Electronic Submissions ONLY

Notice of Intent to Award Announcement for PY2025: June 10, 2026

AAP PY2026 Public Comment Period: June 10, 2026 through July 13, 2026

AAP PY2026 Public Hearing for Citizen Comments: June 26, 2026

FUNDING AWARDS

GHURA will review completed applications and will evaluate proposals based on several criteria. This includes eligibility and alignment with Guam's Consolidated Plan. GHURA will also assess the actual, allowable, and reasonable costs of the proposed project, and sustainability of the project beyond CDBG funding and, as applicable, the applicants previous program performance and expenditures comparable to the applicant's current grant application submission.

FUND AVAILABILITY

Funds awarded for the 2026 program year become available no sooner than October 01, 2026. The organization's Subrecipient Agreement with GHURA must be fully executed prior to the expenditure or commitment of program funds unless otherwise stated. The appropriate level of environmental review must be completed by GHURA staff before any funds are expended or obligated. Environmental reviews for construction projects typically take 45 to 60 days to complete. Other projects that are not likely to have a physical impact on the environment usually take about 15 days. **No reimbursement will be possible for goods purchased or contracts executed prior to these requirements being met.**

ORGANIZATION ELIGIBILITY REQUIREMENTS

- Organizations applying for ESG funding must be a means a unit of general purpose local government or private nonprofit organization to which a recipient makes available ESG funds.
- Non-profit agencies must be established, operating agencies as evidenced through documentation required in the application. Exhibits to show tax exempt status are required.
- Faith Based Agencies are eligible to apply on the same basis as other non-profit organizations. However, ESG funds cannot be used to support worship, proselytizing, or religious instruction. Religious activities must be offered separately, in time or location, from the ESG supported activity. Participation in religious activities must be voluntary for the beneficiaries of the ESG-funded program. Programs operated by faith-based agencies must be available to all community members and not restricted to the organization's membership or congregation.

NON-DISCRIMINATION AND ACCESSIBILITY

Each Subrecipient of the ESG program is required to assure that it will conduct its business in compliance with the non-discrimination requirements of the local and Federal governments as applicable. Equal Opportunity in Employment policies is required.

FINANCIAL CAPACITY/AUDITING REQUIREMENTS

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, codified in the Code of Federal Regulations as 2 CFR Part 200, requires that any organization that expends \$1,000,000 or more in federal financial assistance in a fiscal year must secure an annual audited financial statement.

Organizations receiving CDBG funds must submit required financial statements to GHURA within three months from the organization's fiscal year end or not more than 30 days after the organization's receipt of the statement. GHURA will review the information provided and engage the organization should questions arise. Organizations will provide responses to GHURA in a timely manner.

INSURANCE AND BONDING

Agencies receiving ESG funding must provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of the funded program. At the time of contract signing, funded agencies must provide evidence of insurance including, but not limited to worker's compensation, automobile liability, and other coverage as deemed necessary by GHURA.

PROJECT IMPLEMENTATION SCHEDULE AND PERFORMANCE MEASUREMENT GOALS

GHURA analyzes and evaluates the overall effectiveness of projects through performance measurements. Applicants are required to provide measurable outcomes of their projects including the number of participants who will benefit from the project and the method data will be collected and tracked.

GHURA also monitors subrecipients to ensure it meets its expenditures of program funds in a timely manner. Applicants must submit a Project Implementation Schedule that forecasts the time required to complete their proposed projects. Once awarded, GHURA will work closely with subrecipients to ensure compliance with federally mandated expenditure timelines.

PERFORMANCE MONITORING

Guam will monitor the performance of Subrecipients against the goals and performance measurements established by this document. Substandard performance as determined by GHURA will constitute noncompliance with the Subrecipient Agreement. Noncompliance may result in contract suspension or termination.

DEFINITION OF HOMELESSNESS

Definition of Homelessness (SEC. 103. [42 USC 11302])

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

i. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;

ii. An individual or family living in a supervised publicly or privately-operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals; or

iii. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

i. The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;

ii. No subsequent residence has been identified; and

iii. The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing;

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition but who:

i. Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)) or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);

ii. Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

iii. Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

iv. Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

(4) Any individual or family who:

i. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to

their primary nighttime residence;

ii. Has no other residence; and

iii. Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.

Eligible ESG Activities

Please refer to ESG Regulations at 24 CFR Part 576 for more specific descriptions and explanations of eligible activities uses of ESG funds.

1. Homeless Prevention Funds can be used to prevent an individual or family from becoming homeless or to help an individual or family regain stability in current housing or other permanent housing.

Examples of eligible activities include but are not limited to:

- Housing relocation and stabilization services (search, mediation or outreach to landlords, case management, legal services, credit repair, moving and storage costs and other eligible activities that are effective at either stabilizing individuals or households in their current housing or quickly moving such individuals or families to other permanent housing).
- Short and medium-term rental assistance in tenant based or project-based housing (Maximum of 24 months in a 3-year period) for those who are at risk of becoming homeless.
- Rental Arrears for a maximum of 6 months
- Security Deposits
- Utility Deposits and Payments – including arrears for a maximum of 6 months.

2. Rapid Re-housing Funds can be used for individuals or families defined as homeless.

Examples of eligible activities include but are not limited to:

- Housing relocation and stabilization services (search, mediation or outreach to landlords, case management, legal services, credit repair, moving and storage costs).
- Short and medium-term rental assistance in tenant based or project-based housing. (Maximum of 24 months in a 3-year period).
- Security Deposits
- Utility Deposits and Payments.

3. Street Outreach Funds can be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.

Examples of eligible activities include but are not limited to:

- Engagement
- Case Management
- Emergency Health and Mental Health Services
- Transportation

4. Emergency Shelter Funds can be used for costs of providing essential services to homeless families and individuals in emergency shelters, renovating buildings to be used as emergency shelters for homeless families and individuals, and operating emergency shelters.

Examples of eligible activities include but are not limited to:

- Essential Services
- Renovation
- Shelter Operations
- Assistance required under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)

Application/Review Checklist ESG

Supplemental documents/information requested below must be submitted in PDF format to via email to rpeinfo@ghura.org, or unless otherwise instructed in this application.

2. Please select the document(s) listed which will be submitted to support this application. **All attachments must be named exactly as the item listed preceded by your organization's name.** (i.e. GHURA Board of Directors list GHURA Resolution or Board Minutes)

All attachments must be emailed to rpeinfo@ghura.org.

Check all that apply.

- A. Board of Directors list including position/title on board (Provide a contact number for board)
- B. Resolution or Board Minutes showing approval to submit an application and designation of person who will sign documents on behalf of the organization
- C. Organization Chart of relevant program staff
- D. Description of employees, board members, volunteers who will work with the project
- E. Tax Exempt Determination Letter (for non-profit organizations)
- F. Financial Document: Organization's Current Budget Approved by Board of Directors (within the last 12 months)
- G. Financial Document: Most recent Balance Sheet and Financial Statement
- H. Most Recent audit or CPA prepared review
- I. Non-discrimination Policy Statement
- J. Board Certification of Committed Funds
- K. Budget Narrative
- L. Letters of Support
- M. Assurances and Certifications
- Other: _____

Applicant Assurances and Certifications & General Certification, Applicant Certification

At the end of this application, you will be required to submit and/or indicate type of submission for the **Applicant Assurances and Certifications & General Certification** and the **Applicant Certification** (found in the ESG Application on the GHURA website).

IMPORTANT. File Names for submission. ALL Documents submitted must be named exactly as the item listed (or requested) preceded by your organization's name. (i.e. GHURA A. Board of Directors list, GHURA B. Resolution or Board Minutes)

I. Application Contact Information

Emergency Solutions Grant (ESG) Project Application for PY2026 (October 1, 2026 – September 30, 2027)

3. Applicant Organization

4. Contact Person *

5. Telephone *

6. Mailing Address *

7. Physical Address, if different from mailing address *

8. **Website (Applicant Organization Website. If none, please state "None.") ***

9. **Email (Contact Person) ***

10. **Who is authorized to execute program documents? Name and Title ***

11. **Please indicate if more than (1) person is to be included on correspondences regarding this application. If different from above, Name and Title.**

12. **Additional Contact Person Telephone**

13. **Additional Contact Person Email**

II. Application Summary Information

14. **Project Name** (This name will be used for the project publication and notices, through the duration of the project)

15. **Amount of ESG Funds Requested** *

16. **Proposed Use of ESG Funds (Narrative)** *

17. **Project Location** (Address where the project activities will be conducted) *

18. **Will your project be completed** (all ESG funds expended) by **September 30, 2027?** (Yes or No) *

Mark only one oval.

- Yes, funds will be expended by September 30, 2026
- If "No" what percent is expected to be completed by the date

III. Program Information

Type of Project, Number of People Serviced, Funding Request, Description of Service Area

19. **1. TYPE OF PROJECT:** Please select from the following those categories for which you wish to apply. *

Check all that apply.

- Rapid Re-housing
- Homelessness Prevention
- Street Outreach
- Emergency Shelter
- HMIS
- Other: _____

20. **2. NUMBER OF PEOPLE SERVED** (Response example: (6) Individuals / (1) Household will be served.) *

a. Indicate TOTAL NUMBER of unduplicated Homeless Prevention beneficiaries to be served during program period: (Individuals) / (Households)

21. b. Indicate TOTAL NUMBER of unduplicated **Rapid Re-housing** beneficiaries served during program period: (Individuals) / (Households) *

22. **3. Funding Request** *

a. Indicate **TOTAL Cost for Rapid Re-housing efforts:**

23. b. Indicate **TOTAL Cost for Homeless Prevention efforts:** *

24. c. Indicate **TOTAL Cost for Street Outreach efforts:** *

25. d. Indicate **TOTAL Cost for Emergency Shelter efforts:** *

26. e. Indicate **TOTAL Cost for HMIS efforts:** *

27. f. Indicate **TOTAL Cost for Other project efforts:** *

28. g. Indicate **TOTAL HUD Funds Requested for project costs:** *

29. h. Indicate **TOTAL Cost to COMPLETE this project costs:** *

30. i. Indicate **Other funds secured for this project:** *

31. j. Indicate **Other funds not yet secured for this project:** *

32. **4. Description of Service Area ***

b. What is your service area?

33. b. What are the homeless assistance needs in the service area, including the needs of the unsheltered homeless persons in the service area? *

(i. Include housing and supportive service needs of program participants. ii. Cite quantifiable data, such as the number of individuals and families actually served during the last calendar year for each category of ESG funding requested.)

34. c. Describe the outreach you will conduct in your service area. *

35. **5. Needs/Outcomes**

*

a. Describe the unmet needs in your proposed service area.

36. b. Identify your expected project outcomes. *

37. C. Explain how outcomes will be measured. *

38. **6. Work Plan**

*

a. Describe your Plan of Action for achieving the program’s proposed output, including type of supportive service and frequency. (Timeline, indicate separate activities for Homeless Prevention and Rapid Re-Housing programs.)

39. b. How will your organization coordinate intake and referrals with other agencies? *

40. c. How does your program assist participants increase their income to improve their ability to rent independently? Describe any employment and financial literacy assistance offered. *

41. d. Describe how your agency will use the Homeless Management Information System in your program. *

42. e. Explain how your agency will participate in the coordinated entry system. *

43. **TIMELINE OF ACTIVITIES** *

Describe the proposed activities, timeline for activities, and person responsible. Use additional sheets as needed.

Q1. Project schedule with performance goals for anticipated PY2026 1st Quarter (Oct 1-Dec 31, 2026)

[Task/Activity/Person Responsible/Output/Completion Date]

44. **Q2. Project schedule with performance goals for anticipated PY2026 2nd Quarter (Jan 1-Mar 30, 2027)** *

[Task/Activity/Person Responsible/Output/Completion Date]

45. **Q3. Project schedule with performance goals for anticipated PY2026 3rd Quarter (Apr 1-Jun 31, 2027)** *

[Task/Activity/Person Responsible/Output/Completion Date]

46. **Q4. Project schedule with performance goals for anticipated PY2026 4th Quarter (Jul 1-Sep 30, 2027)** *

[Task/Activity/Person Responsible/Output/Completion Date]

47. Project Timeline Supplement document can be submitted here (Optional)

Files submitted:

IV. ORGANIZATIONAL CAPACITY

48. 7. a. Describe your organization's experience in managing federal grants. Include * special accomplishments and capacity for success.

49. 7. b. Describe the financial management system of your organization, including * fiscal management structure, fiscal staffing and approval authority, and internal control procedures.

8. Supplemental Documents

Please be reminded the required submission of the following documents are needed in order to consider this application true and complete.

All submissions shall be sent in (1) email submission to rpeinfo@ghura.org.

If you have any issues or questions regarding this section please email rpeinfo@ghura.org.

Records listed below is the same list found in the "Application/Review Checklist ESG" at the beginning of this application.

A. Board of Directors List with position or title. Contact information for Board President and Treasurer;

B. Resolution or board minutes showing approval of designated person to sign documents on behalf of organization;

C. Organizational Chart

D. Description of employees, board members, volunteers who will work with the project

E. Tax Exempt Determination Letter (for non-profit organizations)

F. Financial Document: Organization's Current Budget Approved by Board of Directors (past 12 months)

G. Financial Document: Most recent Balance Sheet and Financial Statement

H. Most Recent audit or CPA prepared review

I. Non-discrimination Policy Statement

J. Board Certification of Committed Funds

K. Budget Narrative

L. Letters of Support

M. Assurances and Certifications

V. BUDGET AND FINANCIAL MANAGEMENT

The ESG program requires that a project be completed and serve beneficiaries within a reasonable time. Subrecipients must demonstrate that they have secured any additional funds needed to complete their projects.

50. 1. Please explain below the total estimated project costs and the amount of ESG funds being requested in this total. *

51. 2. Are there funds from all other sources that will be available on or before October 1st this year, if so from what source and how much? (If not applicable, please indicate N/A.) *

52. 3. How will budget shortfalls be addressed? *

53. 4. Are any additional funds for this project being requested from GHURA? If "yes," * please describe the type and amount requested.

54. 5. Please indicate the Annual Organizational Budget *

55. **Funding History** *

1. Has your organization received ESG funding in the past 2 years?

Mark only one oval.

Yes

No

56. 2. If yes, how were the funds used? *

57. 3. Is this project complete? If "no," please provide status and expected completion * date.

58. Financial Management

*

Briefly describe your internal controls to minimize opportunities for fraud, waste and abuse.

VI. PROJECT BUDGET FOR ESG GRANT

Use the following format to present your proposed budget. Leveraged funds are funds on-hand, pledged, or awarded. A Budget Narrative must be submitted as an appendix. ESG funds cannot be spent or obligated

until final environmental clearance for the project has been obtained. HUD has interpreted “obligated” to include the execution of contracts or the initiation of procurement actions as actions that will “obligate” funds. The environmental review is prepared by GHURA staff.

59. Please complete the Budget upload the Budget Summary (found on the GHURA/ESG Application page) Project Detail, and Staff/Salary Breakdown.

If you are unable to upload via this section, please indicate your selection submission format below.

Files submitted:

60. The requested budget documents are being submitted via the following: *

Mark only one oval.

Submitted as an attachment in the link above.

Submitted as an attachment to rpeinfo@ghura.org with all other grant application documents.

Other:

61. **Staff/Salary Breakdown** *

1. List additional sources of funding that will sustain the operations of the service. This includes utilities, personnel, maintenance, insurance and other expenses.

62. 2. Identify sources of leveraged funds listed above. Attach copies of funding commitment letters or other evidence of funding support. *

VII. ORGANIZATION INFORMATION

Background Information

63. Organization Type *

Mark only one oval.

501 (c) Non-Profit Corporation

Public Corporation

Government Entity

Other:

64. Date of Incorporation

Example: January 7, 2019

65. Organization's Taxpayer Identification Number (EIN) *

66. Organization's Dun and Bradstreet Number (DUNS): *

67. Organization's Unique Entity Identifier (UEI): *

68. **Board of Directors / Financial Information**

1. Name and title of Board of Directors chair or president:

69. 2. What is the date of your current fiscal year end? *

Example: January 7, 2019

70. 3. Does your organization have a purchasing policy? *

Mark only one oval.

Yes

No

71. 4. Does your organization currently or within the past five years have any litigation * that is pending or has been resolved?

Mark only one oval.

Yes

No

72. 4a. If you answered yes to the previous litigation question, please attach a summary of the litigation and its status; including any outstanding judgments.

Files submitted:

73. 5. Has your organization filed a petition for bankruptcy or has a petition for bankruptcy been filed against your organization? *

Mark only one oval.

Yes

No

74. 5a. If you answered yes to the previous bankruptcy question, please attach an explanation that includes the current status.

Files submitted:

75. 6. During the last fiscal year did your organization spend \$1,000,000 or more in Federal financial assistance? *

Mark only one oval.

Yes

No

76. 7. What level of financial review does your organization obtain from an independent source? Select from the following options: *

Mark only one oval.

Single Audit

Reviewed Financial Statement

Audited Financial Statement

Compiled Financial Statement

No independent review

Other:

77. 8. What period was covered by your most recent financial review/audit? *

78. Personnel/Staff Capacity/Policies

*

1. Name and Title of your chief administrator and the number of years in this position:

79. 2. Total number of current employees at all locations: *

80. 3. Total number of current employees who will be involved in this project: *

81. 4. Total number of new employees expected to be hired for the project: *

82. 5. Does your organization have a personnel policy manual? *

Mark only one oval.

 Yes No

83. 5a. Does it include a procedure for filing grievances? *

Mark only one oval.

 Yes No

84. 5b. Does it include a non-discrimination clause? *

Mark only one oval.

Yes

No

85. 6. Does your organization maintain a written code or standards of conduct that governs the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds? *

Mark only one oval.

Yes

No

86. 7. Separation of duties for financial transactions regarding this project (respond with job title): *

7a. Who will approve payment of incurred expenses?

87. 7b. Who will actually prepare the payment check? *

88. 7c. Who will sign checks paying project expenses? *

89. 7d. Who posts the transaction to your financial records? *

90. 7e. Who reconciles monthly bank statements? *

91. **Accessibility to Programs/Services** *

1. Are all facilities to be served by the program ADA Accessible?

Mark only one oval.

Yes

No

92. **Accessibility to Programs/Services** *

2. Do you have a Section 504 (ADA) Self-Evaluation on file?

Mark only one oval.

Yes

No

93. 3. How will you provide services to persons with Limited English proficiency? *

94. **Insurance/Bonding/Worker's Compensation** *

1. Does your organization have liability insurance coverage?

Mark only one oval.

Yes

No

95. 2. If yes, what is the amount? *

96. 3. Does your organization pay worker's compensation in accordance with Federal and state laws? *

Mark only one oval.

Yes

No

N/A

97. 4. Does your organization have fidelity bond coverage for principal staff members who handle the organization's accounts? *

Mark only one oval.

Yes

No

98. 5. Will vehicles owned by the organization be used in conjunction with the proposed project? *

Mark only one oval.

Yes

No

99. 6. If yes, what level of liability insurance is maintained on the vehicles?

100. Applicant Assurances and Certifications and General Certification

I certify that the organization responsible for carrying out the project activities under this proposal has a financial management system that satisfies the following requirements for managing federal funds (selection of each box):

Check all that apply.

- 1. The financial management system in place is able to: a. Properly account for federal funds spent, b. Ensure requests are for the correct amount of federal funds, c. Ensure funds are used for project-related purposes, d. Ensure funds are deposited in the proper account, and e. Maintain necessary documentation for all costs incurred.
- 2. Internal Controls in place include: a. A written set of policies and procedures that define staff qualifications and duties, lines of authority, separation of functions, and access to assets and sensitive documents; b. Written accounting procedures for approving and recording transactions; and c. A period comparison of financial records to actual assets and liabilities to check for completeness and accuracy.
- 3. An adequate financial accounting system is maintained including: a. A chart of accounts, b. A general ledger, c. Cash receipts journal, d. Cash disbursements journal, and e. A payroll journal.
- 4. The standards and procedures for determining the reasonableness, allowability and allocability are clearly defined and are consistent with 2 CFR § 200.
- 5. Files of original source documentation (receipts, invoices, canceled checks, etc.) for all financial transactions, including those involving obligations incurred and the use of program income are maintained and up-to-date.
- 6. The approved budget is up-to-date for all funded activities. Comparisons of the budget with actual expenditures for each budget category are performed.
- 7. Regular procedures are in place for accurately projecting the cash needs of the organization, and for minimizing the time between the receipt of funds and their actual disbursement. All program income is used for permitted activities, and such program income is used before further requests for payments are made for the same activity.
- 8. The applicant is able to provide accurate, current and complete disclosure of the financial results of each Federally-sponsored project or program in accordance with the reporting requirements of HUD.
- 9. Annual audits of the applicant are conducted in accordance with 2 CFR § 200.

Applicant and Assurances and Certifications

This information is currently under review and will be made available on GHURA's website once finalized.

101. **CERTIFIED BY:**

By typing your Name, email below you certify this application all statements.

(Response Example: Sam Smith, sam@mycommunity.org)

102. Please upload the SIGNED **Applicant Assurances and Certifications** and the **General Certification** which will be available on GHURA's website.

If you are unable to upload via this section, please indicate your selection submission format below.

Files submitted:

103. The **Applicant Assurances and Certification** and the **General Certification**

Mark only one oval.

- Submitted as an attachment in the link above.
- Submitted as an attachment to rpeinfo@ghura.org with all other grant application documents.
- Submitted as an attachment in the in the link above and as an attachment to rpeinfo@ghura.org with all other grant application documents.
- Other:

This content is neither created nor endorsed by Google.



