

ESG Application Cover Sheet

This ESG Application Cover Sheet must be attached to the original application and the five (5) copies of the application.

Project Name: _____ **Agency:** _____

Project Address: _____

Fatal Flaws:

1. Organization is ineligible to apply for funding as per HUD guidelines
2. Organization's application was submitted after the submission deadline
3. Required Original Application and five (5) copies were not provided
4. Match Requirement is not clearly identified in budget
5. Non-Profit Status is not verified
6. HHA attendance requirement for general meetings (60% attendance) not met
7. HHA attendance requirement for Sub-Committee meetings (70% attendance) not met

Requirements:

Please Note: Items must be marked with the corresponding #'s and in the same order. Points may be deducted from your total score if the packet is not turned in corresponding to the below order.

1. Categories & Activities (Attachment 1)
2. Project Narrative
3. Project Goals & Objectives
4. Site Control & Compliance with Zoning & Land Use
 - a. If you operate in a County owned building, include letter with address of building
5. Budget Proposal & Narrative (Attachment 2)
6. Financial Audit
7. Monitoring Report and Cover Letter
8. CMIS (HMIS) ESG CAPER Report
9. HHA Sub-Committee Meeting Attendance Requirement (Attachment 4)
10. HHA Meeting Attendance (Attachment 3)
11. Proof of Non-Profit Status - IRS Documentation and Print Out from Sunbiz
12. ESG Cover Sheet (Attachment 5)