



MIBOSCOC LPB ESG Committees Formation and Representation

The MIBOSCOC, in consultation with MSHDA, is redefining the ESG Application process to align with the CoC's stated commitment to the consensus process; ensure funding is most effectively utilized; and construct community decision-making processes that are inclusive, purposeful, and equitable. To this end, **each Local Planning Body must form an ESG Committee** to participate in the funding allocation process. In the instance where there is one grant from MSHDA to a HARA that is administered across more than one BOS LPB, there should only be one BOS LPB ESG Committee formed, and it should include representatives from each BOSLPB served by the HARA.

The purpose of this LPB committee is as follows:

- Understand all funding available in the area and what the eligible activities are for each
- Analyze and learn what the most pressing needs are for the area covered
- Work together to find an optimal funding configuration to meet the needs

Additionally, this LPB committee is to be inclusive and transparent. It also needs to fulfill a role that is limited in scope and must remain within established boundaries.

All members must understand:

- That the primary purpose of this funding is to end homelessness and **all decisions should be framed as what is needed to best serve households and end homelessness quickly.**
- ESG Funding has regulations that will likely prohibit big shifts from previous funding.
- Key infrastructure (intake staff, housing resource specialists, housing navigators) must be prioritized over creating new positions or services. **Core and critical positions and services cannot be lessened or weakened in order to fund new activities**, such as cutting intake staff to add funding to a new shelter subgrantee.
- The Committee is **servicing the community as a whole**, but must communicate clearly what it will take for funded agencies to do the work sustainably.
- All decisions will be made using the **consensus process** which means that it is the responsibility of committee members to develop ways to alleviate the concerns of other members so that the ultimate decision can be agreed to by all committee members.

Committee Formation

Representatives from the following entities **MUST** be included on the ESG Committee:

- HARA
- Fiduciary (if separate from the HARA)
- Existing subrecipients of ESG
- Any other community member that wishes to participate and commits to participating in required training and committee meetings is permitted to join

Note: All committee members should be individuals with the authority to make binding decisions for their agency. Additionally, this group is charged with preparing the ESG budget for the review and approval of the Local Planning Body. This group is not the final decision-making body.

Next Steps

Once an ESG Committee roster is completed, the listing including each members’ name, agency, and email contact should be sent to both admin@miboscoc.com and coordinator@miboscoc.com in one email. These contacts will be used to schedule training sessions and other related meetings for all ESG Committees across the MIBOSCOC.

Annual ESG Committee Calendar

<u>Date</u>	<u>Who</u>	<u>What</u>
January/February	LPB members at LPB meeting	Develop list of local service gaps for each piece of the Coordinated Entry System. Use Access and Housing Committee reports to guide the discussion.
March	LPB Chair-identify ESG Committee membership	Use MIBOSCOC ESG Funding Committee document to form the committee
April/May	LPB ESG Committee	Complete the required LPB Worksheet for ESG Applications by the due date
April/May	LPB ESG Committee	Using the completed LPB Worksheet and LPB developed list of local service gaps, create priorities for possible ESG funding. List of priorities will be provided to all agencies providing an Intent to Apply for LPB ESG funding.

<p>Within 1 week of NOFA/NOFO publication by MSHDA</p>	<p>LPB Chair</p>	<p>Upon publication of ESG NOFA/NOFO, send notice via email to all LPB members providing due date for notice of Intent to Apply for LPB ESG funding. BOS will supply example language and post to the website. The email will include a brief description of funding parameters and a contact person for questions/clarification.</p>
<p>1 week after LPB NOFA/NOFO announcement</p>	<p>Intent to Apply due to Chair</p>	<p>Agencies intending to apply for ESG funding need to provide notice by this date. Upon receipt of the Intent to Apply, the Chair will send the same local application package to all agencies intending to apply for ESG funding.</p>
<p>When BOS “application timeline” is available</p>	<p>LPB ESG Committee</p>	<p>Register for and attend all meetings and trainings set by COC Coordinator and follow the outlined directions</p>