Clear Form

MSHDA
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

EMERGENCY SOLUTIONS GRANT (ESG)

Administrative Compliance Certification

This form certifies that the organization complies with the administrative requirements outlined by MSHDA for ESG funding. It must be completed by all applicants and signed by an authorized official. This form does not need to be submitted with the ESG Application in IGX, but the Fiduciary must retain a copy for each applicant and make it available to MSHDA upon request.

Instructions: Review the statements below. Sign at the bottom to certify your organization's compliance.

Certifications & Assurances

By signing below, I certify that I am authorized to complete this certification on behalf of the applicant. To the best of my knowledge and belief, the information provided in the ESG Application is true and correct, and the Applicant agrees to comply with all applicable federal and state requirements, including, but not limited to the following, if assistance is approved:

- The Applicant acknowledges and agrees that any representation or information contained in the ESG Application and in any subsequent documentation provided to the Michigan State Housing Development Authority (MSHDA) that is misleading or incorrect may result in termination of: 1) review of the ESG Application; 2) any reservation of funds; 3) any commitment of funds, 4) any pending disbursement of funds. The Applicant acknowledges and agrees that it is obligated to notify MSHDA of any changes in the information provided in the application.
- The Applicant certifies, by submission of the ESG Application, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the transaction by any Federal department or agency. The Excluded Parties List System can be found at https://www.sam.gov/.
- The Applicant will use any ESG funds granted pursuant to MSHDA's approved Consolidated Plan and any applicable local Consolidated Plan, and in compliance with all requirements of 24 CFR Part 576.
- The federal ESG rules and regulations at 24 CFR Part 576, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act.
- All applicable State of Michigan statutes and Administrative Rules.
- The requirements of the federal grant Uniform Guidance, 2 CFR Part 200, and the financial management guidelines issued by the U.S. Office of Management and Budget, as applicable, in accordance with 2 CFR Part 200.
- The Violence Against Women Act (VAWA) Reauthorization of 2013 and HUD Final Rule Implementing VAWA, including protections against denial of assistance or admission, termination, and eviction protections, VAWA Notice and Certification, and VAWA Emergency Transfer Plan.
- Procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter. In addition, the Applicant will develop and implement written procedures to ensure that all records containing personally identifying information of any individual or family who applies for and/or receives grant assistance will be kept secure and confidential per state and federal guidelines.
- Maintaining in client files adequate documentation of homelessness or at risk of homelessness status to determine the eligibility of persons served, according to the most current definition of homelessness from the U.S. Department of Housing and Urban Development at 24 CFR Sec. 576.2.
- Data and reporting requirements utilizing the Michigan Statewide Homeless Management Information System (MSHMIS) or other means subject to agreement with the Authority, and according to standards established by the HMIS lead agency.
- Termination of Assistance procedures, including a formal notification and appeals process for the termination of assistance to individuals or families who violate program requirements.
- Coordinated Entry participation according to the approved Continuum of Care system as established by HUD.
- To the maximum extent possible, the involvement, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted with

grant funds, in providing services assisted with grant funds, and in providing services for occupants of facilities assisted with grant funds.

- Conflict of Interest provisions at 2 CFR Sec. 200.112, 24 CFR Sec. 578.95, and 24 CFR Sec. 576.404. In addition, the provision of any type or amount of assistance will not be conditioned on an individual's or family's acceptance or occupancy of emergency shelter or housing owned by the agency, or a parent or subsidiary of the agency. If awarded MSHDA ESG, the Applicant will not, with respect to individuals or families occupying housing owned by the agency, or any parent or subsidiary of the agency, carry out the initial evaluation for assistance or administer homelessness prevention assistance under Part 576.103.
- Non-discrimination, in accordance with all applicable federal and state regulations. These include the requirements in 24 CFR Part 5, the prohibitions against discrimination against disabled individuals under Section 504 of the Rehabilitation Act of 1973/Americans with Disabilities Act, the nondiscrimination and equal opportunity requirements under 24 CFR Part 576.407(a), and the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101-07).
- Requirements for religious organizations: the Applicant will not be engaging in religious proselytizing or counseling utilizing these grant funds, will not require attendance at religious services as a requirement or condition to receive services, and will not limit services or give preference to persons on the basis of religion.
- Fair Housing Requirements, including all applicable provisions of the Americans with Disabilities Act (42 U.S.C. 12101–12213) and implementing regulations at 28 CFR part 35 and part 36 (public accommodations and requirements for certain types of short-term housing assistance).
- Affirmative Action, including all requirements as implemented with Executive Orders 11625, 12432, and 12138, which require that every effort be made to solicit the participation of minority and women business enterprises (MBE/WBE) in governmental projects.
- Affirmative Outreach efforts, including procedures to ensure that all persons who qualify for the assistance, regardless of their race, color, religion, sex, age, national origin, familial status, or disability, know of the availability of the ESG services and assistance, including facilities and services accessible to persons with a handicap, and maintain evidence of implementation of the procedures. Consistent with Title VI and Executive Order 13166, the Recipient must also take reasonable steps to ensure meaningful access to programs and activities for limited English proficiency persons.
- Job Training and Employment for Low-income Residents, including Section 3 of the Housing and Urban Development Act of 1968, 12 U.S.C. 1701u, and implementing regulations at 24 CFR part 135, except that homeless individuals have priority over other Section 3 residents in accordance with §576.405(c).
- Section 6002 of the Solid Waste Disposal Act as amended by the Resource Conservation and Recovery Act.
- The "Anti-Lobbying" Restrictions of 31 U.S.C. 1352.
- The Drug-Free Workplace Act of 1988 and HUD's implementing regulations at 24 CFR Part 24.
- The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821–4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851–4856), and implementing regulations in 24 CFR part 35, subparts A, B, H, J, K, M, and R, as applicable.
- If awarded funding for Emergency Shelter: the age or gender of a child under age 18 must not be used as a basis for denying any family's admission to an emergency shelter that provides shelter to families with children under age 18.
- If awarded funding for ESG Homelessness Prevention and/or Rapid Re-Housing: Rental assistance requirements according to Fair Market Rent restrictions at 24 CFR Sec. 982.503 and Rent Reasonableness standards at 24 CFR Sec. 982.507.

Agency/Staff Certification

Organization Name:

By signing this Administrative Compliance Certification, I hereby certify, under penalty of perjury, that I have read, understand, and will adhere to all the requirements and standards provided above as a prerequisite for MSHDA ESG grant funding.

Authorized Official Name:	Title:
Signature:	Date: