

2010 ESG Application Clarification

Thanks to all of you for forwarding the ESG questions to me. I just wanted to clarify some points related to the Current Program Utilization and Current Program Capacity sections of the application so that everyone is on the same page when it comes time to review the applications.

In the Current Program Utilization section, the application is not asking for the utilization rate. While it does indicate utilization, it is not asking for the rate itself. Instead it asks for the average daily number of individuals served in 2008-2009 and projected for 2009-2010. Therefore, for 2008-2009, merely divide the number of bed nights for the entire fiscal year by 365 to achieve the average daily number of individuals served. While I think the requested information is straightforward, there seems to be some confusion because in years past we have asked specifically for the utilization **rate** which is a percentage. Likewise, for 2009-2010, divide the number of bed nights for the first two quarters and divide by 184 (number of days from July 1 - December 31). This will give you the average number served daily during the first two quarters. This number could be used as a projection for 2009-2010 or adjusted depending on recent up or down trends.

The Current Program Capacity section in the application (just before the Current Program Utilization) has to do with the number of beds and bed nights in the program. It is asking for: 1) the number of individual beds available in the current program and 2) the number of annual bed nights available in the program. To arrive at the number of annual bed nights, multiply the number of beds by 365 (if it is a year round program).

Hope this helps to clarify. Let me know if you have any questions.

Kathy D. Robertson
Associate Director
Homeless and Special Needs Housing
Department of Housing and Community Development
600 East Main Street, Suite 300
Richmond, VA 23219
Phone: (804) 225-3129
Fax: (804) 371-7091
kathy.robertson@dhcd.virginia.gov