



**EMERGENCY SOLUTIONS GRANT
NORTH DAKOTA HOMELESS GRANT
MINIMUM HABITABILITY STANDARDS
FOR EMERGENCY SHELTERS**

PLANNING AND HOUSING DEVELOPMENT DIVISION
SFN 62377 (07/23)

The Emergency Solutions Grants (ESG) Program Interim Rule establishes different habitability standards for emergency shelters and for permanent housing (the Rapid Re-housing and Homelessness Prevention components).

EMERGENCY SHELTER STANDARDS

- Emergency shelters that receive ESG funds for renovation or shelter operations must meet the minimum standards for safety, sanitation, and privacy provided in §576.403(b).
- In addition, emergency shelters that receive ESG funds for renovation (conversion, major rehabilitation, or other renovation) also must meet state or local government safety and sanitation standards, as applicable.

Recipients and subrecipients must document compliance with the applicable standards. Note that this checklist does not cover the requirements to comply with the Lead-Based Paint requirements at §576.403(a). For more discussion about how and when the standards apply, see ESG Minimum Standards for Emergency Shelters and Permanent Housing, located at <https://www.hudexchange.info/programs/esg/>.

Prior to beginning the review, the subrecipient should organize relevant files and documents to help facilitate their review. For instance, this may include local or state inspection reports (fire-safety, food preparation, building/occupancy, etc.), or policy and procedure documents related to emergency shelter facility maintenance or renovations.

Carefully read each statement and indicate the shelter’s or unit’s status for each requirement (Approved or Deficient). Add any comments and corrective actions needed in the appropriate box. The reviewer should complete the information about the project, and sign and date the form. This template includes space for an “approving official,” if the recipient or subrecipient has designated another authority to approve the review. When the assessment is complete, review it with program staff and develop an action plan for addressing any areas requiring corrective action.

Standard <i>(24 CFR part 576.403(b))</i>	Approved or Deficient
Structure and materials: <ul style="list-style-type: none"> • The shelter building is structurally sound to protect the residents from the elements and not pose any threat to the health and safety of the residents. • Any renovation (including major rehabilitation and conversion) carried out with ESG assistance uses Energy Star and WaterSense products and appliances. 	
Access. Where applicable, the shelter is accessible in accordance with: <ul style="list-style-type: none"> • Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; • The Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and • Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35. 	
Space and security: Except where the shelter is intended for day use only, the shelter provides each program participant in the shelter with an acceptable place to sleep and adequate space and security for themselves and their belongings.	
Interior air quality: Each room or space within the shelter has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.	
Water Supply: The shelter’s water supply is free of contamination.	
Sanitary Facilities: Each program participant in the shelter has access to sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.	
Thermal environment: The shelter has any necessary heating/cooling facilities in proper operating condition.	
Illumination and electricity: <ul style="list-style-type: none"> • The shelter has adequate natural or artificial illumination to permit normal indoor activities and support health and safety. • There are sufficient electrical sources to permit the safe use of electrical appliances in the shelter. 	
Food preparation: Food preparation areas, if any, contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.	
Sanitary conditions: The shelter is maintained in a sanitary condition.	

Fire safety: <ul style="list-style-type: none"> • There is at least one working smoke detector in each occupied unit of the shelter. Where possible, smoke detectors are located near sleeping areas. • All public areas of the shelter have at least one working smoke detector. • The fire alarm system is designed for hearing-impaired residents. • There is a second means of exiting the building in the event of fire or other emergency. 	
If ESG funds were used for renovation or conversion, the shelter meets state or local government safety and sanitation standards, as applicable	
Meets additional recipient/subrecipient standards (if any).	

CERTIFICATION STATEMENT

I certify that I have evaluated the property located at the address below to the best of my ability and find the following: <input type="checkbox"/> Property meets all the above standards <input type="checkbox"/> Property does not meet all the above standards				
Comments 				
Recipient Name		Subrecipient Name (if applicable)		Emergency Shelter Name
Street Address			City	State
				ZIP Code
Evaluator Name			Date of Review	
Evaluator Signature				
Approving Official Name (if applicable)			Date	
Approving Official Signature (if applicable)				