



APPLICATION INSTRUCTIONS HOMELESS EMERGENCY SOLUTIONS GRANT Fiscal Year 2018-2019

The application packet includes two items:

1. Project Overview and Information (POI) form, and
2. HESG Project Application form.

The following instructions are intended to be used for the City of Oxnard Homeless Emergency Solutions program application for Fiscal Year 2018-2019.

- An application must be submitted for each project for funding consideration.
- The application form is concise by design and must not exceed 12 pages (excluding the mandated attachments, cover page and checklist).
- Submit **one** original (no hole punch nor staple) and **twelve** copies of the applications not including the mandated attachments (two-sided, 3 hole punch and paper clipped)
- Please read the instructions carefully.
- Please answer all the questions completely. Depending on your project, you may not be required to complete certain questions. Then indicate a N/A as a response.
- The application must be submitted to:

Housing Department-Grants Management
435 South "D" Street,
Oxnard CA 93010
Attention: Denise Ledesma

For additional program technical assistance, please contact: Mark Alvarado, Housing Department (805) 385-8044