



**To:** Gatekeepers  
**From:** Homeless Services Section Staff  
**Date:** 7/5/2023

**Please distribute to:**  Executive Directors     Homeless Services Program Staff

**Category:** Action Required

**Update For:**

Reporting:                    Quarterly

**Message:** REMINDER: ESG Quarterly Match Report Due August 2, 2023

Greetings, As mentioned in previous email reminders, the first quarterly match report for the Emergency Solutions Grant is due. Because of the recent state holiday, I am extending the deadline to submit the reports to August 2, 2023. Please email reports and questions directly to [cody.sibley@hcs.oregon.gov](mailto:cody.sibley@hcs.oregon.gov).

Reminders:

- This first report will cover the expenditure period spanning January 1, 2023 through June 30, 2023.
- Remember to include the name of your agency and the program year.
- If you expended funds from multiple program years within the relevant expenditure period, you would need to complete a report for each year.
- Only include funds that have been expended and reported into OPUS in the report. Do not include funds that you have committed but not yet expended.
- Remember to complete both tabs before submitting (Part One – ESG Expenditures AND Part Two – Sources of Match).
- Agencies that have not expended any ESG funds between January 1, 2023 through June 30, 2023 may send an email stating such to [cody.sibley@hcs.oregon.gov](mailto:cody.sibley@hcs.oregon.gov).

**For More Information Contact:**

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