



EMERGENCY FOOD AND SHELTER NATIONAL BOARD PROGRAM

CHANGE / NEW GUIDANCE and PROGRAM REMINDERS Implementation Beginning with Phase 40

PROGRAM REQUIREMENT	CHANGE / NEW GUIDANCE (implemented with Phase 40)
Unique Entity Identifier	<p>The National Board required all agencies receiving funds to have a Data Universal Number (DUNS) issued by DUN & Bradstreet because it was a requirement to receive Federal funds. The DUNS number is no longer used by the Federal Government; it is now obsolete. <u>However, the DUNS number has been replaced with a Unique Entity Identifier (UEI).</u> Agencies that had a DUNS previously should have been notified of the change and access to their UEI number should have been provided.</p> <p>Instructions will be provided for agencies that need to get a UEI so that they may participate in the program. Guidance will also be provided to agencies and Local Boards to provide their UEI to the National Board to replace the DUNS.</p>

PROGRAM REQUIREMENTS	REMINDERS OF CHANGES / NEW GUIDANCE (implemented with Phases 39 and ARPAP)
Electronic Funds Transfer (EFT) Enrollment	The National Board will accept Electronic Funds Transfer (EFT) enrollment information from LROs via email and fax. If preferred, LROs may still send the enrollment information to the National Board via U.S. Mail.
Payments	All payments will be made to LROs via EFT. Newly funded agencies should submit bank information as quickly as possible to the National Board for processing to prevent delays in the release of funding. <i>Variations may be considered for agencies to participate in the program that are unable to provide bank information.</i>

ELIGIBILITY ITEMS	REMINDERS OF CHANGES / NEW GUIDANCE (implemented with Phases 39 and ARPAP)
Per Meal Allowance	The per meal allowance will increase to \$3 per meal for agencies using the per meal rate when providing congregate meals.
Per Diem Allowance	Only the \$12.50 per night rate will be allowed for agencies using the per diem rate when providing mass shelter services.
Utilities	Local Recipient Organizations (LROs) may pay more than one-month utility assistance. LROs may now pay up to 90 days (3 months) for clients per phase if it is necessary to prevent disconnection of services. The Local Board may approve the payments, but no additional approval is required by the National Board.
Rent/Mortgage	LROs may pay more than one-month rental or mortgage assistance. LROs may now pay up to 90 days (3 months) for clients per phase if it is necessary to maintain housing. The Local Board may approve the payments, but no additional approval is required by the National Board.
Other Shelter (Hotel/Motel)	LROs may pay more than one-month hotel/motel assistance. LROs may now provide up to 90 days of assistance for clients per phase if it is necessary to prevent homelessness. The Local Board may approve the payments, but no additional approval is required by the National Board.