

2026 ESG-SAF Application

Link to in-depth walkthrough:

all walkthroughs can be found at icalliances.org/report-walkthroughs

<https://icatrainingvideos.s3.amazonaws.com/Report%20training/Walkthroughs%2C%20Project%20Summaries%2C%20ICA%20summaries/Walkthrough%20-%202026%20%20ESG-SAF%20Application.pdf>

What is this report?

- This is the report that must be run and submitted to IFA for the 2026 ESG-SAF grant application competition process. It provides the HMIS and DVIMS information that is required for portions of the ESG-SAF application.
- To lower the likelihood of user error, the reporting period is pre-programmed, and this report has no client detail information, so that users cannot accidentally submit the incorrect page(s) as part of the application. Client detail information can be found in the “2026 ESG-SAF Application – Client Detail” report.
- A two-year lookback is required, so the reporting period for this report is from 1/1/23 – 12/31/2024.

Who is this for?

- This is required for all agencies that are submitting an ESG-SAF grant application in July/August 2025 for funds that will be dispersed in 2026/2027.
- Other projects can pull this report for the data points it provides, but would be encouraged instead to use the “2026 ESG-SAF Application – Client Detail” report, as that allows for client detail information and allows users to change the start and end date of the reporting period.

Understanding the prompts:

Prompt Options	Picklist	Definition	Special Notes
Provider(s)	Select at least one provider to run the report	Provider or set of providers whose clients you'd like to include	You MUST select ALL ESG/SAF funded programs simultaneously.
EDA Provider	-default provider-		Leave this as the default provider.

Tab Breakdown:

- **Combined 2023 & 2024:** This is the only tab on this report to ease submission to IFA. This tab contains all of the information from HMIS or DVIMS that is needed to complete those portions of the 2026 ESG-SAF competition application. This tab also provides the

information needed to complete the Shelter Funding Request portion of the ESG-SAF application.

What data is feeding this report?

All reports in SAP/Business Objects require a query of one or many of the tables that are populated via the data that's entered into HMIS/DVIMS. Although you cannot access the queries as a user, the names of the queries are provided below so that if you have any questions about where data is coming from, the report writers will be more equipped to help clarify.

High-level descriptions of the queries and data pulled for each are provided below:

- **Provider:** This query connects the providers selected in the 'Provider(s)' prompt to the other queries; it functions as a filter for the other queries.
- **New:** This query contains all the information needed to fill cells pertaining to clients who 'newly' enrolled in the project(s) selected on the 'Provider' query during the reporting period.
- **Served:** This query contains all the information needed to fill cells pertaining to clients served at any point during the reporting period for the project(s) selected on the 'Provider' query.
- **Exit:** This query contains all the information needed to fill cells pertaining to clients who exited from their projects during the reporting period for the project(s) selected on the 'Provider' query.
- **Beds:** This query contains information necessary to identify the number of bednights available for clients.