

**FREQUENTANTLY ASKED QUESTIONS**  
**2018-2019 ESG/CDBG HOMELESS SERVICE GRANT**

**QUESTION 2018 -1:** The ESG Application indicates that we are to submit a 2017 990, or the documentation for extension. Both are too early to be completed, thus what should we submit?

**RESPONSE:** If the 2017 990 is not yet due and if it is too early to submit for extension for the filing of 990, please submit the most current 2016 990 that has been filed or documentation for extension.

**QUESTION 2018-2:** Is this meaning the Verification of Registration with the Ohio Attorney General's Office? or the Secretary of State's Statement of Continued Existence?

**RESPONSE:** It means a copy of the Secretary of State's Statement of Continued Existence. You can find the Ohio Secretary of State's Statement of Continued Existence by googling "Ohio Secretary of State". Once the site is up, Click on "Business Search". When the screen appears, type your organization's legal name and double click on it. When the new screen, find the appropriate legal name of your organization and click on the associated entry number. On the new screen, then click on the "Document Number/Type" of the last dated "Certificate of Continued Existence" (or the Domestic Articles/Non-Profit" if the organizations Domestic Articles are less than five years old) under Filings. The image will appear; print, scan and upload it into the appropriate documentation section.