HESTL HOUSE EVERYONE STL

House Every STL Winter Flex Funding FAQ

Use this FAQ to prepare and submit your request through the Winter Flex Funding application.

Applications are due Wednesday, December 2, 2026 at 11:59 PM.

Applying for HESTL Flex Funding

What does Winter Flex Funding support?

House Everyone STL (HESTL) Winter Flex Funding provides resources to organizations and initiatives that are effectively and compassionately supporting individuals experiencing homelessness during the winter months (December 2026- March 2027). The primary focus of this funding opportunity is to provide emergency winter housing relief. Allowable costs may include:

1. ***Staff/Volunteer Costs.*** This can include staffing costs for outreach staff, security, case management, referrals, housing navigation and other related staffing. Training for staff and volunteers who provide direct services is also acceptable.

2. ***Program Operation Support.*** Includes meals, facility costs like rent, utilities, and repairs or maintenance needed to operate existing sites. This can also include transportation to warming centers, shelters, health care, housing appointments and other essential services.

3. ***Winter Supplies.*** Coats, gloves, hats, blankets, hand warmers and other cold-weather supplies. This includes hygiene and sanitation kits, food, clothing and other basic necessities.

What if my project fits more than one funding category?

The application accepts multiple categories per submission. Choose the category that best describes the primary activity and explain related activities in your project scope. If choosing multiple, ensure you describe each selection you have chosen.

Which service areas can I select?

The form lists St. Louis City and St. Louis, St. Charles, Jefferson and Franklin counties in Missouri, plus Madison, St. Clair and Monroe counties in Illinois. If your organization serves more than one area, select all checkboxes that apply.

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What should a Winter Flex Fund budget request include?

Please use the format example below to submit a Winter Flex Fund Budget request as part of your application. Click here for a downloadable sheet.

Winter Flex Fund Request Detail	***Requested Amount:***
Staff / Volunteer Costs	
2 volunteer trainers x 8 hours per training, 2 trainings	$100
1 security guard 10 nights 8 hours per night	$2000
Program Operation Support	
Utilities for shelter space - 15 days of operation	$500
Winter Supplies	
100 Winter Gloves x $25	$2,500
Total Costs	***$5,100***

What organization information should I have ready?

Have your organization's name, address and Tax ID or FEIN, along with the name, email address and phone number of your project lead. The form also asks for a submission email address.

What should I include in the project description?

Briefly explain the winter need, who you will serve, where the project will operate and what the requested funds will pay for. Identify any partners who will help deliver the work. Be sure to capture the project description across each funding category your organization selects.

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What should I include in the project timeline?

Provide the expected dates, operating days and hours, and any weather conditions that trigger activation. If your project provides a service or distributes supplies on a regular schedule, describe that schedule.

Using HESTL Flex Funding

Winter Flex Funding is designed to give your organization room to respond as winter needs change. Use your approved project purpose and budget as the starting point. The examples below illustrate how spending can support each funding priority. Check your award terms for the costs covered by your grant.

Can we adjust spending when the weather or demand changes?

Yes, when the adjustment fits your approved project and budget and is permitted by your agreement. For example, if coats and gloves are both covered by your approved winter supplies budget, you may need to buy more gloves and fewer coats. Check your agreement for any approval requirements before shifting funds between budget lines. Ensure you communicate changes to HESTL Senior Project Manager, Eli Horner eli.horner@houseeveryonestl.org.

What if we need to shift funds to a different priority or cover an unexpected cost?

Contact HESTL before committing grant funds if the expense falls outside your approved budget or project purpose, or if you are unsure it is covered. For example, if your supplies project discovers that people also need rides to a warming center, explain the need, the amount you want to shift and how the change would affect your original plan. Follow your agreement's approval process. Last year's agreement required prior written approval for spending outside the approved budget or purpose.

What should we track, and what if we have funds left over?

Keep receipts, invoices or other records that show what you spent and how it supported the project. Keep any approvals for budget changes with those records. If you expect a balance at the end of the grant, contact HESTL to discuss next steps before using it for a different purpose. Follow the closeout instructions in your agreement.

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Reporting, Learning & Collaboration

If our organization receives an award, what reporting should we plan for?

HESTL will send flex fund recipients a Google Forms survey to report on twice within the season: Reports will be due February 5th & April 9th. Report only the measures that apply to the services your Winter Flex award supports, such as people served, beds provided, or referrals made.

For financial reporting, submit receipts for purchases made with funds and payroll records or standard financial logs that show any staff costs charged to the funding.

Are there any meeting requirements as a part of receiving flex funding?

HESTL will conduct three meetings attached to winter flex funding:

1. An orientation meeting which will bring together flex fund recipients from across the region to discuss the work you are doing will occur mid-December.
2. A mid-season check-in, to gauge how your organizations are enduring the winter season. Anticipate this date towards the beginning of February, 2027.
3. An end of season call to reflect on successes and challenges from the season will occur around April, 2027.