

COVID -19 Related Policy Development for HOPWA Grantees

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Presenters/Facilitators

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Purpose Of Developing These Policies

Housing Opportunities for Persons With AIDS (HOPWA) grantees and project sponsors should develop new policies and procedures to document how they will incorporate the CARES act funding, regulatory waivers, and program flexibilities.

Included in this presentation are a list of the available supports, potential policies to be developed and a sample COVID-19 related policy.



COVID-19 HOPWA Supports and Resources

HOPWA Notice CPD-20-05 (CARES Act Provisions) [Notice CPD-20-05 CARES Act Implementation Instructions and Related Flexibilities for the HOPWA Program](#)

Mega-Waiver 1 CPD Memo: [Availability of Waivers of CPD Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by Covid-19 for CoC, ESG, and HOPWA](#)

Mega-Waiver 2 CPD Memo: [Availability of Additional Waivers for CPD Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Cause by COVID-19](#)

HOPWA/COVID-19 Activity Cost Eligibility: [HOPWA/COVID-19 Activity/Cost Eligibility: Cares/Fy20/Regular Formula HOPWA Awards](#)



HOPWA Notice CPD-20-05 (CARES Act Provisions)

- ❖ **Short Term Rent, Mortgage, and Utility (STRMU) Assistance Limits** (up to 24 months)
- ❖ **Hotel/Motel Stays**
- ❖ **Supportive Services**
 - Providing transportation services for eligible households to access medical care, supplies, and food or to commute places of employment;
 - Assisting HOPWA-eligible households in accessing essential services and supplies such as food, medications, medical care, personal protective equipment (PPE) and information;
 - Providing nutrition services for eligible households in the form of food banks, groceries, and meal deliveries;
 - Educating assisted households on ways to reduce the risk of contracting or spreading COVID-19 to others; and
 - Costs related to infection control measures such as cleaning and disinfectant supplies, gloves, PPE, and other safety-related supplies for staff and assisted households.
- ❖ **Duplication of Benefits** (Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act)



Mega Waiver 1

1. Self-Certification of Income and Credible Information on HIV Status
2. Fair Market Rent (FMR) Standard for Tenant-Based Rental Assistance (TBRA)
3. Property Standards for TBRA (relates to initial inspections)
4. HOPWA Space and Security

Mega-Waiver 1 CPD Memo: [Availability of Waivers of CPD Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by Covid-19 for CoC, ESG, and HOPWA](#)



Mega Waiver 2

1. FMR Rent Standard – HOPWA Rental Assistance (covers TBRA + all rental)
2. Property Standards – HOPWA (covers TBRA AND all rental housing; relates to initial inspections)
3. Time Limits for Short-Term Supported Housing Facilities and STRMU

Mega-Waiver 2 CPD Memo: [Availability of Additional Waivers for CPD Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Cause by COVID-19](#)



HUD's Office of HIV/AIDS Housing HOPWA Program Flexibilities

Property Standards – Annual housing re-inspections

Hotel/Motel Stays

Supportive Services

Transportation – gas cards

Transportation – car repair (CARES Act)

Nutrition – grocery cards

Phones or minutes for client use

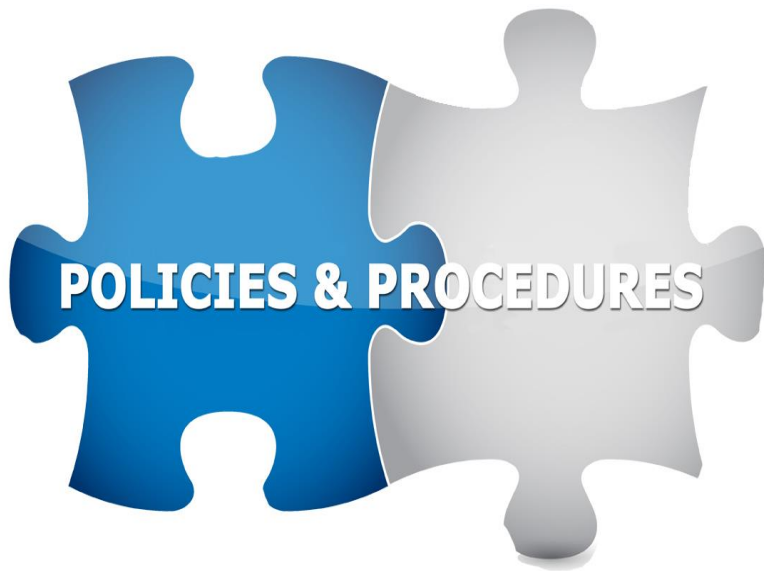
Internet (CARES Act)

HOPWA/COVID-19 Activity Cost Eligibility:

[HOPWA/COVID-19 Activity/Cost Eligibility: Cares/Fy20/Regular Formula HOPWA Awards](#)



Potential Policies to be Developed



- ❑ Grantees and project sponsors are encouraged to develop COVID-19-specific written policies and procedures to reflect how they will implement these supports
- ❑ These new policies and procedures may be developed as an addendum to their agency's current policies and procedures.
- ❑ Policies should be applied in a uniform, consistent, and non-discriminatory manner.



Sample Policy – What Should be Included

Policy ID Number: HOPWA-CV 001	Title: Housing Quality Standards in response to COVID-19	
Version 1.0	Prepared by: John Smith, Housing Coord.	Date Prepared XX-XX-XX
Effective Date XX-XX-XX	Reviewed by John Smith's Supervisor	Date Reviewed XX-XX-XX
	Approved by Agency Head	Date Approved XX-XX-XX

Policy – State what the policy is

Purpose – Why the policy is in place

Scope – Who policy applies to and for how long

Responsibilities and Procedures – Who does what and when

References – Cite regulation or waiver

Definitions - Define unique terms

[Sample Policy](#)



Provision of STRMU assistance payments to prevent homelessness of a tenant or mortgagor of a dwelling for a period of up to 24 months

Policy should outline efforts to regularly assess needs of assisted households based on documented financial needs or health and safety concerns

Policy should include criteria by which an agency will determine which source of HOPWA funds will be used for individual households and when. If you intend to address local COVID-19 needs utilizing both regular HOPWA STRMU funding and CARES Act STRMU funding, then this policy should discuss how the CARES Act STRMU funding will be coordinated with regular HOPWA STRMU funding in addressing local needs.

Policy should be clear that with Mega Waiver 2 there is a 52-week limit on an individual basis. CARES Act has a 24-month limit. Please refer to the STRMU guidance when developing this policy.

Reference: CARES Act (March 31, 2020) and Mega Waiver 2, if grantee intends to utilize waiver flexibility



Time Limits for Short-Term Supported Housing Facilities and STRMU

Waiver from 24 CFR 574.330(a)(1) Time Limits

Policy should outline how grantee and project sponsor assist eligible households:

- Short-term housing facility may provide residence to any individual for a period of 120 days in a 6-month period
- STRMU payments may be provided for costs accruing up to 52 weeks in a 52-week period – with regular HOPWA funds and this waiver
- Efforts to regularly assess needs of assisted households as well as process for granting extensions on an individual basis based on documented financial needs or health and safety concerns.

Reference: Mega Waiver 2 (5/22/2020) Terms of Use



Provision of lodging at hotels, motels, or other locations to quarantine HOPWA-eligible persons or their household members

Policy should:

- clearly indicate that funds may be used for the isolation of both persons living with HIV/AIDS and household members not living with HIV/AIDS.
- indicate whether the payment of damages will be allowed
- describe circumstances/criteria for the use of Hotel/Motel Stays for non-HIV positive family members
- define the terms for allowing Hotel/Motel stays beyond 60-days in a 6-month period
- detail processes for granting extensions based on documented household health and safety concerns in accordance with CDC guidance, if needed

Reference: CARES Act (March 31, 2020) and OHH guidance, particularly HOPWA/COVID-19 Activity/Cost Eligibility [document](#)



Use of supportive service funds to pay for services and items described below

Policy should outline the scope of essential services and supplies that are covered under this category:

- Protective supplies – identify eligible items needed for client protection from COVID-19, such as masks and disinfectants due to no other source of available funding (Staff protective items should be purchased under the budget line item for which they are used.)
- Nutrition Services – describe what services and activities can be used and how they need to be documented
- Transportation – inclusive of public and private transportation; use of funds for car repair (car repairs can only be funded with CARES Act funds)
- Purchase of cell phones/minutes/phone cards – responsibility for documentation and use/disposal after health officials determine special measures are no longer necessary

HOPWA/COVID-19 Activity Cost Eligibility:

[HOPWA/COVID-19 Activity/Cost Eligibility: Cares/Fy20/Regular Formula HOPWA Awards](#)



Infection Measures and Controls

Policy should outline sanitation measures project sponsors are expected to take inclusive of contact with clients, infection control and sanitation in residential settings, work from home, work in the office, and measures to ensure safety in return to the office.

HOPWA/COVID-19 Activity Cost Eligibility:

HOPWA/COVID-19 Activity/Cost Eligibility: Cares/Fy20/Regular Formula HOPWA Awards



Self-Certification of Income and Credible Information on HIV Status

Waiver from 24 CFR 574.530 Recordkeeping

Policy should outline how grantee will collect and maintain records to document the eligible household's HIV status, how credible information and verbal attestation will be documented and how the program will obtain information after health officials determine special measures are no longer necessary.

Policy should outline how information regarding income will be received and documented and how the program will obtain information after health officials determine special measures are no longer necessary.

Reference: Mega Waiver 1 (4/1/2020) Terms of Use



HOPWA FMR Rent Standards for HOPWA Rental Assistance

Waiver from 24 CFR 574.320(a)(2) Rent Standard

Policy should outline rent standards being applied outside the FMR and how that will be equitably and consistently applied, and how rent reasonableness is continued to be applied as outlined in the referenced regulation.

Outline the time frame – units may be leased up outside of the FMR during the one year following the date of the applicable memo. Detail the procedure for transitioning clients to FMR compliant units once the above-FMR lease expires

Reference: Mega Waiver 1 (4/1/2020) Terms of Use and Mega Waiver 2 (5/22/2020) Terms of Use



HOPWA Property Standards Requirements Waiver

Waiver from 24 CFR 574.310(b) Housing Quality Standards

Policy should outline the use of virtual inspection options such as video streaming, as well as process and timeframes for reinspection of the unit after health officials determine special measures are no longer necessary

Policy should describe the process for conducting onsite physical inspections once local health providers deem it safe to do so

Outline applicable effective dates, one year from the date of the 4/1/2020 memorandum for TBRA; and 5/22/2020 for all rental assistance programs

Reference: Mega Waiver 1 (4/1/2020) Terms of Use and Mega Waiver 2 (5/22/2020) Terms of Use



HOPWA Space and Security Waiver

Waiver from 24 CFR 574.310(b)(2)(iii) Space and Security

Policy should outline how alternative sites will be identified and the criteria for determining when household members would be eligible to use such alternative spaces within a building

Reference: Mega Waiver 1 (4/1/2020) Terms of Use



Ensuring Non-Duplication of Benefits

Requirement from Section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act

Policy should describe how clients will be prevented from receiving financial assistance for the same costs from any other source (including insurance) from CARES Act funds

Reference: HOPWA Notice CPD-20-05 (CARES Act Provisions)



Questions



For More Information

HOPWA Ask A Question Help Desk:

<https://www.hudexchange.info/program-support/my-question/>

TA Portal:

<https://www.hudexchange.info/program-support/technical-assistance/>

HUD.gov listserv:

<https://www.hud.gov/subscribe/signup?listname=Housing%20Opportunities%20for%20Persons%20with%20AIDS%20Program&list=HOPWA-L>

HOPWA COVID 19 Resources:

<https://www.hudexchange.info/programs/hopwa/covid-19/#resources-and-guidance>

