



HOPWA Office Hours: Remote Methods

HOPWA Intake, Initial, and Annual Certifications and Virtual Inspections

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Presenters

From the Cloudburst Group:

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Office Hours Objectives

In today's Office Hours, we'll provide an overview and reminder about a few HOPWA program requirements, a refresher about HOPWA waiver flexibilities due to the pandemic/COVID-19, and finally answers to some of your burning questions about conducting virtual inspections and completing initial, interim and annual certifications remotely.



Webinar Agenda

- HOPWA eligibility requirements
 - HIV status and income verification waivers and flexibilities
- HOPWA habitability/HQS inspection requirements
 - Habitability/HQS waivers and flexibilities
- Questions & Answers
- Resources, reminders, and where to find help



What are the HOPWA eligibility requirements?

Except for Housing Information Services, to be eligible for HOPWA....

- At least one family member must be diagnosed with HIV / AIDS
 - This may include a minor
- Total income of all family members must be at or below 80% area median income (AMI)
 - Verified initially and at least annually thereafter

ELIGIBLE



What are the HOPWA HIV Verification Requirements?

In General:

- Only needs to be verified once
- Physical documentation must be in the current household file
- Any form of HIV documentation needs to be legible and meaningful to non-medical professionals



What are the HOPWA Income Verification Requirements?

In General (except for Housing Information Services):

- All (non-excluded) family income and assets, including that received by or on behalf of minors, must be verified before assistance is provided
- All (non-excluded) family income and assets, including minors, must be verified at least annually
- Any income source that changes during the year should be verified at the time of change (interim), especially for HOPWA rental assistance



Are there waivers available regarding obtaining HIV/AIDS and income documentation?

Yes!

- HIV/AIDS diagnosis may be verified via other credible information
- Income may be verified via Self-Certification



Are there waivers available regarding obtaining HIV/AIDS and income documentation?

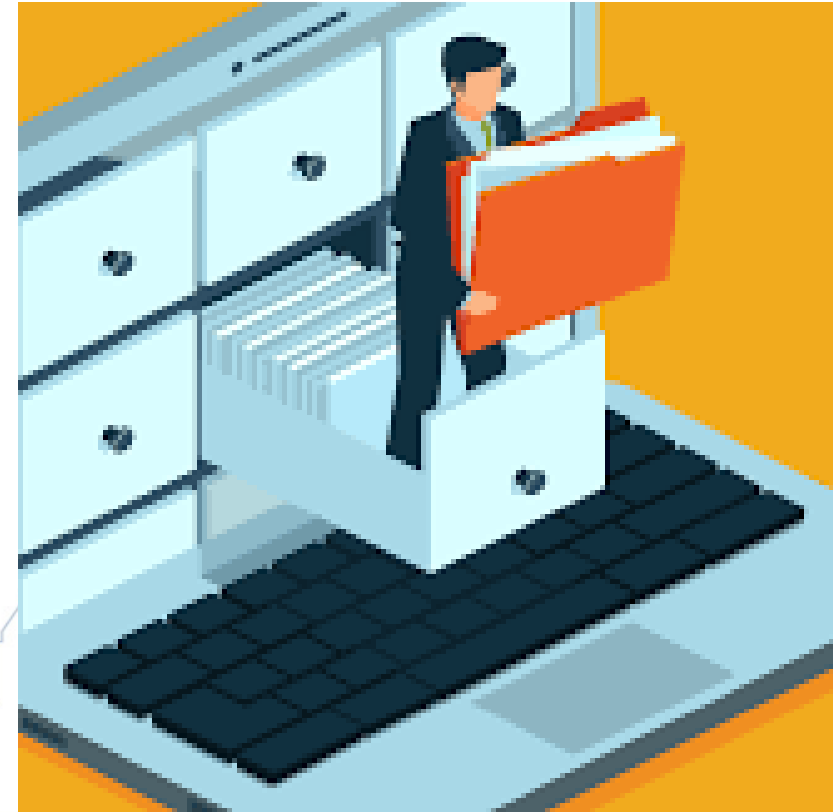
BUT FIRST!

- Your Grantee must have notified HUD of their intent to use these waivers
- You need to notify your Grantee of your intent to apply any potential waivers



How do the waivers affect our current intake/annual process?

- Easier and quicker eligibility determination
- Complements your current eligibility determination process



What does the waiver regarding HIV verification mean?

- Pursue obtaining source documentation if still possible (i.e., testing centers , medical facilities)
- Must update policies and procedures to include 'other credible information' when source documentation cannot be obtained
- Must obtain source documentation within 3 months after safety measures are no longer needed



What are some examples of other credible information?

- Review of HIV medications
- Doctors in the area who treat HIV
- Viral suppression
- Self-Certification of their own status and HIV medical history
- A referral from another HIV-specific agency
- An acknowledgment from a case manager in the same agency who has already worked with the client and knows them to be HIV positive



What does the waiver regarding income verification mean?

Self-certification of income may be used in lieu of source documentation, when needed.

This applies to any activity in which documentation of income is a factor, including:

- Intake and overall HOPWA program eligibility
- Income and rent calculation for TBRA, Master Leasing, or Facility-Based Housing
- Annual and interim recertification

Programs should continue to collect appropriate source documentation for household income whenever possible.



What are the HOPWA inspection requirements?

All units assisted with HOPWA rental assistance must pass habitability/HQS:

- At initial (before assistance is provided)
- At least annually



What are the HOPWA Lead-Based Paint Visual Assessment Requirements?

HOPWA TBRA, Master Leasing, Facility-Based housing:

- Must be conducted in units built before 1978, where a pregnant person or in which children under the age of six are or will reside

HOPWA STRMU:

- Must be conducted for any unit in which STRMU assistance is used for over 100 consecutive days in units built before 1978 where a pregnant person or in which children under the age of six are or will reside



Are there waivers available regarding habitability and HQS?

Yes!

- Initial habitability and HQS inspections can be done virtually

Remember: HUD / Grantee notification requirements apply



How does the waiver affect our current inspection process?

- Ability to do virtual inspections if physical inspections are not possible/safe
- Should be used to complement your current process
 - Some initial inspections can be done in-person safely



What does the waiver regarding initial inspections mean?

- Initial lease up inspections must continue and may be conducted using remote technology
- Technology includes virtual methods, such as live streaming, pre-recorded videos or photographs
- HOPWA habitability policies and procedures must be updated and include a requirement to conduct in-person onsite inspections after special measures are no longer needed



Are there waivers available regarding annual inspections?

No, but HUD's Office of HIV Housing has provided flexibilities for annual inspections:

- Annual in-person onsite inspections may be postponed or conducted virtually
- Policies and procedures should be updated accordingly
- During the annual recertification process, HUD expects HOPWA program staff will at minimum check in with clients about the condition of their units



Are there waivers available regarding LBP visual assessments?

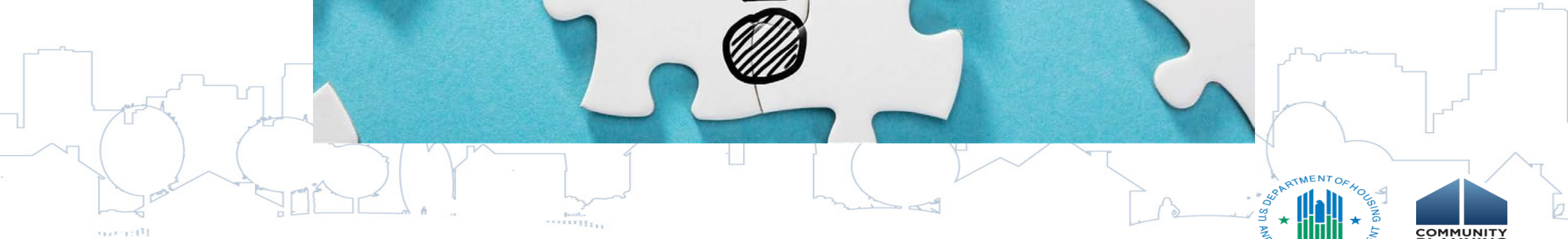
No, but HUD's Office of HIV Housing has provided flexibilities for LBP visual assessments:

- May be conducted virtually as part of HOPWA habitability/HQS inspections
- Policies and procedures should be updated accordingly



Note: For any unit where LBP visual assessment rules apply, a physical inspection must occur once it's safe to do so (whether initial or annual inspection)





What's Next?

HOPWA CARES Act Survey

- After the Office Hours ends

[HOPWA Guidance for COVID-19](#)

- Recently published tool for [HOPWA Grantee's COVID-19 Related Policy Development](#) (November 10, 2020)



Reminders

Make sure you are applying HUD guidance to the proper program(s).

- Waivers and program guidance issued for other programs such as CoC and ESG in most cases do not apply to HOPWA

Grantees are responsible for waiver notifications and the development of new procedures

- Project sponsors are reminded to follow plans and develop new procedures as outlined by their grantees.

Guidance related to funding and implementation of COVID-19 activities is evolving as new information and requirements emerge.

- Stay tuned to the [HOPWA Listserv](#) and the HOPWA COVID-19 page on the HUD Exchange. [HOPWA COVID-19 Guidance](#) and [HUD Community Planning and Development HOPWA COVID-19](#)



Coming Attractions!

Day/Date	Time	Topic
Wednesday, December 9, 2020	2 – 3:30 EST	HOPWA Office Hours: Supportive Services

More details will be available in the near future.



HOPWA Technical Assistance: In-Depth Program Assistance

Technical assistance is available!

HOPWA Grantees can submit a request for individualized TA related to responding to COVID-19 or regular HOPWA program administration.

To submit a TA request simply visit the HUD Exchange portal and request TA request via the “Request Program Assistance” at <https://www.hudexchange.info/program-support/technical-assistance>

In the TA request submission process, select “HOPWA: Housing Opportunities for Persons With AIDS” as the topic and write “Health Preparedness and Response” in the subject line.



Resources

[HOPWA Guidance for COVID- 19 Webpage on the HUD Exchange](#) and on [HUD.gov](#)

[Mega Waiver 1 \(April 2020\)](#), and [Mega Waiver 2 \(May 2020\)](#)

[Flexibilities/Waivers Granted by the CARES Act + Mega Waiver and Guidance](#)

[HOPWA Notice CPD-20-05](#)

[CPD Director Contact Information For Waiver Notification](#)

Email addresses that must be utilized by grantees to notify CPD Directors of intent to utilize available waivers

[CPD Program Formula Allocations and CARES Act Supplemental Funding for FY2020](#)

[HOPWA IDIS Set-Up and Draw Instructions for CARES Act Grants](#)

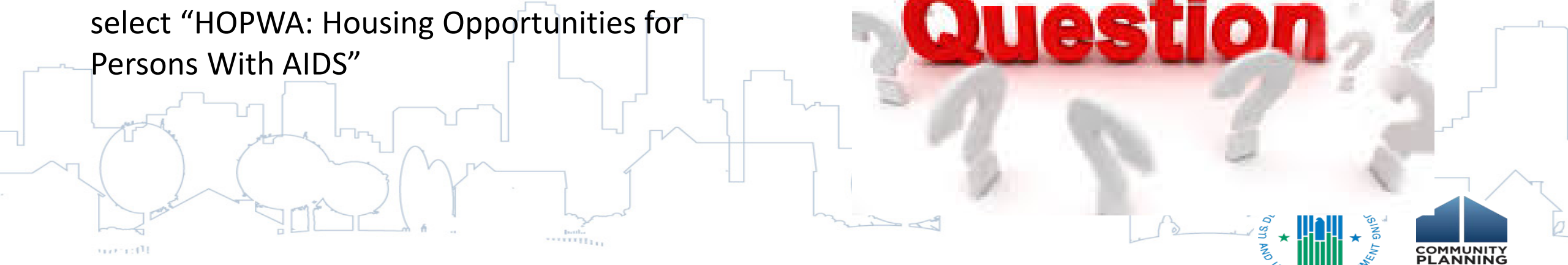


HOPWA Ask-A-Question (AAQ)

Have a question about the HOPWA Program, a HOPWA Notice, waivers, or implementing COVID-19 activities?

We love to hear from you; submit your question to the HOPWA AAQ - [HOPWA AAQ Portal](#)

In Step 2 of the question submission process, select “HOPWA: Housing Opportunities for Persons With AIDS”



Stay Informed

All guidance for HOPWA grantees and project sponsors related to infectious disease preparedness and response and COVID-19 will be sent to the HOPWA Mailing List:

<https://www.hudexchange.info/mailinglist/subscribe/>

- To subscribe, enter the requested contact information, select “HOPWA – Housing Opportunities for Persons With AIDS” then select Subscribe.

[Updates on HOPWA Guidance for COVID-19](#) is also available on the HUD Exchange and HUD.gov



Thank You

