




OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

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MEMORANDUM FOR: CPD Field Office Directors and HOPWA Formula and Competitive Grantees

FROM: Rita Flegel, Director, Office of HIV/AIDS Housing 

SUBJECT: Use of HOPWA Grant Funds for Participation in the North American Housing and HIV/AIDS Research Summit IX and 2018 United States Conference on AIDS

The purpose of this memorandum is to provide guidance to recipients of Housing Opportunities for Persons With AIDS (HOPWA) formula and competitive grants on the use of HOPWA grant funds to pay for the cost of grantee or project sponsor staff attending the North American Housing and HIV/AIDS Research Summit IX and the 2018 United States Conference on AIDS (USCA). The Research Summit will take place August 1-3, 2018, in Washington, DC. Information on the Research Summit is available online at: <http://www.hivhousingsummit.org>. USCA will take place September 6-9, 2018, in Orlando, FL. Information on USCA is available online at: <http://2018usca.org>. Similar to prior guidance on program-related training activities, HOPWA funds are eligible for use by grantees and project sponsors to support reasonable costs for participation in these conferences, as explained below.

ELIGIBLE COSTS

Participation in the Research Summit and/or USCA may be charged to a grantee's HOPWA grant, as the conferences promote the use of best practices and research to inform program design and improve the housing stability and health outcomes of low-income persons living with HIV/AIDS. Reasonable costs of participation in the events, including costs for travel, lodging, and meals, may be applied to HOPWA accounts, if incurred in accordance with applicable regulations. HOPWA grantees and project sponsors should pay particular attention to 2 CFR 200.432 and §200.474 in applying the costs for participation in the conferences to HOPWA accounts.

In April 2016, the Department published CPD Notice 16-04: Additional Transition and Implementation Guidance for Recipients of Community Planning and Development (CPD) Funds for 2 CFR Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. The Notice discusses the applicability of 2 CFR Part 200 to HOPWA awards, and is available online at: <https://www.hudexchange.info/resources/documents/Notice-CPD-16-04-Additional-Transition-and-Implementation-Guidance-for-Recipients-of-Community-Planning-and-Development.pdf>.

Grantees may use the following standards for allocating costs to program activities:

- (a) For HOPWA grantees and project sponsors, the reasonable costs of participating in the events can be allocated to the resource identification and administrative costs

line items. Per 24 CFR 574.300(b)(2), resource identification is associated with efforts to establish, coordinate, and develop housing assistance resources for eligible persons. Administrative costs are associated with the management of HOPWA grants, and are subject to the established limitations under 24 CFR 574.300(b)(10); and

(b) Grantees and project sponsors may use other non-HOPWA sources for any or all of these costs, and may report these as leveraged other resources in supporting program objectives.

QUESTIONS

If you have questions about this memorandum, please contact the Office of HIV/AIDS Housing: Amy Palilonis, Senior Program Specialist, at Amy.L.Palilonis@hud.gov or 202-402-5916.