**Waivers of Community Planning and Development Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts**

**Waiver Process and Recordkeeping Requirements:**

* Grantees must email notification to the attention of CPD Director Kimberly Nash at CPD\_COVID-19WaiverSFO@hud.gov
* The email notification must be sent *two calendar days* before the grantee anticipates using the waiver.
* In addition to the summarized justifications provided under each waiver section below, grantees MUST update their program records to include written documentation of the specific conditions that justify the recipient’s use of the waiver, consistent with the justifications and applicability provisions provided in the COVID-19 Waiver Memorandum. Provisions that are not specifically waived remain in full effect.

**Required Information (complete all fields):**

Entitlement Jurisdiction:

Requestor Name and Title:

Phone Number: E-mail:

Declared-disaster area(s) where the waivers will be used:

Date on which the grantee anticipates first use of the waiver flexibility:

**Grantee will utilize the following waiver flexibilities (select all that apply):**

CoC Program:

[ ]  Fair Market Rent for Individual Units and Leasing Costs

[ ]  Disability Documentation for Permanent Supportive Housing (PSH)

[ ]  Limit on Eligible Housing Search and Counseling Services

[ ]  Permanent Housing-Rapid Re-housing Monthly Case Management

[ ]  Housing Quality Standards (HQS) – Initial Physical Inspection of Unit

☐ HQS – Re-Inspection of Units

[ ]  One-Year Lease Requirement

Description supporting request for the waiver (optional):

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ESG Program:

[ ]  HMIS Lead Activities

[ ]  Re-evaluations for Homelessness Prevention Assistance

[ ]  Housing Stability Case Management

[ ]  Restriction of Rental Assistance to Units with Rent at or Below FMR

Description supporting request for the waiver (optional):

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HOPWA Program:

[ ]  Self-Certification of Income and Credible Information on HIV Status

[ ]  FMR Rent Standard

[ ]  Property Standards for TBRA

[ ]  Space and Security

Description supporting request for the waiver (optional):

HOME, CDBG, HTF, ESG, and HOPWA Program Consolidated Planning Requirements:

[ ]  Citizen Participation Public Comment Period for Consolidated Plan Amendment

[ ]  Citizen Participation Reasonable Notice and Opportunity to Comment

Description supporting request for the waiver (optional):

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