**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](mailto: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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