Usage of Waiver: HQS Re-Inspection

**CoC Program**

On March 31, 2020, the Department of Housing and Urban Development issued a memorandum regarding “Availability of Waivers of Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19.” The memorandum outlined waivers of CoC Program grant requirements available to all CoC grant recipients. [RECIPIENT NAME] notified the HUD San Francisco Regional Office of our intent to implement the HQS Re-Inspection waiver on [DATE].

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| **HQS – Re-Inspection of Units** |
| **The annual re-inspection requirement is waived** for one year beginning on the date of HUD’s memo (March 31, 2020 – March 30, 2021.) |

# Instructions

This form documents the use of the HQS – Re-Inspection of Units waiver. The waiver may only be used when an HQS re-inspection is impossible due to local public health guidance and/or to protect the health of the client, program staff, landlord, or other tenants, in accordance with the CoC’s Quality Assurance Standards and [RECIPIENT/SUBRECIPIENT NAME]’s written policies. Complete this form and insert into the client file every time this waiver is used:

1. Complete the “Justification for Use of Waiver” section of this form.
2. Insert this form in the client’s file.

# Justification for Use of Waiver

Explain why the program was unable to conduct an annual HQS re-inspection for this unit, without endangering public health and/or violating public health orders or guidance in effect at this time.

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