

[Recipient/Sub-Recipient] Policy on Initial CoC & ESG Unit Inspection in response to COVID-19 Pandemic

Effective date: [no less than two days after recipient/subrecipient submitted request to HUD]

Expiration date: September 30, 2020 – unless extended by HUD

In response to the COVID-19 pandemic, [insert name of recipient/sub-recipient] has changed its requirements for an initial physical inspection to determine conformity with HUD Housing Quality Standards (HQS) for all units assisted with leasing or rental assistance. In order to protect the health and well-being of program staff, staff will not be required to physically inspect units. However, no leasing or rental assistance shall be provided for any unit until such time as the recipient or sub-recipient has been able to conduct an initial visual inspection of the unit using remote technology such as video streaming to include video conference or chat using such platforms as Facetime, Google Duo, Skype or Zoom that allow both parties to share video images and talk.

The recipient or subrecipient must arrange with the owner or property manager to enable a designated person to video conference and to walk through the interior and exterior of the unit to be leased. The person conducting the HQS inspection on behalf of the recipient or subrecipient must verify that the unit being viewed is the unit being leased, for example via remote observation of the building and, if applicable, unit number. The inspector must also complete the HQS inspection form, noting on the first page of the form that this inspection has been conducted using remote video technology. If the recipient/sub-recipient does not uncover any HQS deficiencies through this remote inspection process, ESG, CoC rental assistance or CoC leasing funds may be provided for the unit. If significant deficiencies are uncovered that would threaten participant health and safety, they must be corrected, and a remote video inspection of the improvements must be conducted prior to providing ESG, CoC rental assistance or CoC leasing funds.

When the community at large has been informed by public health authorities that special measures to prevent the spread of COVID-19 are no longer necessary, the recipient/sub-recipient must conduct an in-person physical inspection of all units approved using remote technology. This in-person physical inspection must occur within three (3) months of the date on which health officials notify that the COVID-19 special measures are no longer required.

This policy applies to initial unit inspections only; the requirement for annual re-inspections is waived until March 31, 2021. [Recipient/sub-recipient] will exercise waiver authority and will not conduct annual re-inspections until April 1, 2021.