



Special Attention of:

Transmittal for Handbook No: 6509.2 REV-7 CHG-4

CPD Staff

CPD Program Participants/Grantees

Issued: June 29, 2022

1. This Transmits: HUD Handbook 6509.2 REV-7 CHG-4, *Community Planning and Development Monitoring Handbook*.
2. Explanation of Significant Changes: The primary purpose of this revision is to provide updated direction for monitoring supplemental funding made available under the *Coronavirus Aid, Relief, and Economic Security Act* (CARES Act). A new chapter, Chapter 36, is being added and includes Exhibits that address unique requirements for supplemental funding used to prevent, prepare for, and respond to coronavirus for the Community Development Block Grant (CDBG), Housing Opportunities for Persons With AIDS (HOPWA), and Housing Opportunities for Persons With AIDS Competitive (HOPWA-C) programs and Emergency Solutions Grants (ESG) programs. The purpose of the Exhibits is to supplement existing program guidance when there are requirements unique to supplemental funding provided under CARES Act. These unique requirements are now added to a new Chapter 36.
3. Description of Specific Changes:
 - a. Table of Contents: Conforming changes have been made, where necessary, to reflect the modifications noted here.
 - b. Chapter 1 INTRODUCTION Section 1-3 APPLICABILITY is being updated to include supplemental funding provided under the Coronavirus Aid, Relief, And Economic Security Act.
 - c. Chapter 2 MANAGEMENT OF MONITORING ACTIVITIES Section 2-3 USE OF RISK ANALYSIS is being updated to reference updated Notice Implementing Risk Analyses for Monitoring Community Planning and Development Grant Programs in FY 2022. Section 2-5 PREPARING FOR MONITORING is being updated to align with the Notice.
 - d. Chapter 36 CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY SUPPLEMENTAL FUNDING – CARES ACT (CDBG-CV, HOPWA-CV, HOPWA-C-CV, ESG-CV) The introductory text has been added to include instructions on how to use

the Exhibits. There are Exhibits for each of the programs with CARES Act related Exhibits including the Community Development Block Grant Entitlement (CDBG) and Community Development Block Grant State (CDBG) programs; and Housing Opportunities for Persons with Aids (HOPWA), and Housing Opportunities for Persons with Aids Competitive (HOPWA-C) programs; and Emergency Solutions Grant (ESG-CV) programs. A description of the new Exhibits includes:

- i. Exhibit 36-1 Addendum Guide for Review of CDBG-CV, FY 2019 and 2020 Annual CDBG funds used to Prevent, Prepare for, and Respond to Coronavirus, for Entitlement, Non-Entitlement Grants in Hawaii, and Insular Area Program. This is a new Exhibit.
- ii. Exhibit 36-2 Addendum Guide for Review of State CDBG-CV Grantees and for FY 2019 and 2020 CDBG Funds Used to Prevent, Prepare For, and Respond To Coronavirus. This is a new Exhibit.
- iii. Exhibit 36-3A Guide for Review of HOPWA Housing Planning and Rent Subsidies. This is a new Exhibit.
- iv. Exhibit 36-3B Guide for Review of HOPWA Facility-based Projects. This is a new Exhibit.
- v. Exhibit 36-3C Guide for Review of HOPWA Project Sponsor or Subrecipient Management. This is a new Exhibit.
- vi. Exhibit 36-4A Guide for Review of Homeless and At-Risk Determination/Recordkeeping Requirements for ESG-CV. This is a new Exhibit.
- vii. Exhibit 36.4B Guide for Review of ESG-CV Recipient's Overall Grants Management of ESG-CV. This is a new Exhibit.
- viii. Exhibit 36.4C Guide for Review of ESG-CV Subrecipient Grant Management of ESG-CV. This is a new Exhibit.
- ix. Exhibit 36.4D Guide for Review of ESG-CV Street Outreach Requirements. This is a new Exhibit.
- x. Exhibit 36.4E Guide for Review of ESG-CV Emergency Shelter Requirements. This is a new Exhibit.
- xi. Exhibit 36.4F Guide for Review of ESG-CV Rapid Re-housing and Homeless Prevention Requirements. This is a new Exhibit.
- xii. Exhibit 36.4G Guide for Review of ESG-CV Temporary Emergency Shelter Requirements. This is a new Exhibit.

- xiii. Exhibit 36.4H Guide for Review of Other ESG-CV Federal Requirements. This is a new Exhibit.
- 4. Transition Instructions: This Handbook change becomes effective upon enactment. **CPD Field Offices are, therefore, to use these new and revised Exhibits upon issuance of this change.** These new Exhibit names are not yet in the IT system for recording monitoring results, but will be shortly. CPD staff will complete the HUDClips Word versions of the Exhibits, and otherwise appropriately ensure sufficient documentation to support defensible results that will also enable accurate reports.
- 5. Filing Instructions: As noted in Table 1 below, remove obsolete pages and replace with the revised ones.

Table 1 Filing Instructions

Remove:	Insert:
Table of Contents	Table of Contents
Chapter 1	Chapter 1
Chapter 2	Chapter 2
	Chapter 36 Introduction
	Exhibit 36-1
	Exhibit 36-2
	Exhibit 36-3A
	Exhibit 36-3B
	Exhibit 36-3C
	Exhibit 36-4A
	Exhibit 36-4B
	Exhibit 36-4C
	Exhibit 36-4D
	Exhibit 36-4E
	Exhibit 36-4F
	Exhibit 36-4G
	Exhibit 36-4H