

Request for Waiver of Housing Directive

U.S. Department of Housing and Urban Development
Office of Housing
Federal Housing Commissioner

OMB Approval No. 2502-0029
(Expires 04/30/2020)

● ● ● ● ● ● ● ● HUD Headquarters	2. Program and DAS (e.g., multifamily development) Office of Housing Counseling (OHC)
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3. Waiver Requested by (person, entity, HUD employee)
Office of Housing Counseling

4. Waiver item (directive number, date, page, paragraph, etc.)
HUD Housing Counseling Program Handbook 7610.1, REV-5 Chapter 1-4.N, Paragraph 2, second sentence; Chapter 5-11.E, Chapter 6-1.B, Chapter 3-2.B, Paragraph 2

Relief Sought

A temporary partial waiver of HUD Housing Counseling Program Handbook 7610.1, REV-5 Chapter 1-4.N, Paragraph 2, second sentence, Chapter 6-1.B, and Chapter 3-2.B, Paragraph 2 requirements that HUD must approve an agency's changes to its work plan and Chapter 5.11.E, but only as applied to Chapter 3-2.A.3. Alternative Settings/Format. This waiver does not change the Chapter 1-4.N, Paragraph 1, Chapter 5-11.E, Chapter 6-1.B, and Chapter 3-2.B, Paragraph 1 requirements that when a counseling work plan is changed or amended, the agency must notify and provide a copy of the updated plan to HUD prior to implementation.

5. Did a check of SharePoint indicate Prior Approval of a factually similar waiver? Yes (skip No. 6) No (go to No. 6) If previously approved, give Counsel's name and date of approval

6. Counsel Determination. The Waiver Proposal does not conflict conflicts with statutory or regulatory provisions (cite rule or provision)

Counsel (signature) <i>Sherace Tolbert</i>	Date 7.9.20
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7. Employee Justification (attach additional pages if necessary)

On March 13, 2020, the President declared the Coronavirus (COVID-19) outbreak a National Emergency effective March 1, 2020. The Center for Disease Control has issued guidelines on slowing the spread of COVID-19 by practicing social distancing and staying home if one is sick. In addition, as of March 20, 2020, several municipal and state governments have issued shelter-in-place orders to enforce its residents to stay indoors. In response to COVID-19, the Office of Housing Counseling is partially waiving HUD Housing Counseling Program Handbook 7610.1, REV-5 Chapter 1-4.N, Paragraph 2, second sentence, Chapter 5.11.E, Chapter 6-1.B, and Chapter 3-2.B, Paragraph 2, requirements that HUD must approve an agency's changes to its work plan. This waiver shall only apply to modifications to a work plan's provisions on settings/formats as required by Chapter 3-2.A.3 Alternative Settings/Formats. Approval of this waiver will allow HUD-Approved Housing Counseling agencies, who are not currently approved to provide counseling using alternative formats, other than face-to-face counseling, to switch to phone, video, Skype, or other on-line formats conducive to social distancing, for clients in their target service area without prior approval from HUD. The temporary partial waiver will remain in effect for a period of one year from the effective date of this waiver.

This wavier does not change the Chapter 1-4.N, Paragraph 1, Chapter 5-11.E, Chapter 6-1.B, and Chapter 3-2.B, Paragraph 1 requirements that when a .

Field Office Concurrence

8. Granted

Housing Director (signature)		Date
Name	Title	Date
Danberry Carmon carmon@hud.gov	Associate DAS for Office of Housing Counseling, HC	

Not Granted
Comments

Public reporting burden for this collection of information is estimated to average xx minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Distribution: (Includes waivers granted and denied)

Original to Field Office;

One copy to each of the following:

Director, Organizational Policy, Planning and Analysis Division, Room 9116, HUD Headquarters, HRO

Assistant General Counsel, Multifamily Mortgage Division, HUD Headquarters, Room 9230, CAHAA

And one copy to either of the following:

Office of the Deputy Assistant Secretary for Single Family Housing, Room 9282, HUD Headquarters, HU

Office of the Deputy Assistant Secretary for Multifamily Housing, Room 6106, HUD Headquarters, HT