**Eligible Activities List for CARES Act Supplemental Administrative Fee Funds**

**Office of Housing Voucher Programs**

Updated as of April 9, 2021

In PIH Notice 2020-08, HUD stated it would update the list of **eligible COVID-19** related activities not included in the list in the notice and not currently eligible as regular HCV administrative costs on the HCV Website at <https://www.hud.gov/program_offices/public_indian_housing/programs/hcv>.

HUD later updated the list of eligible uses through PIH Notice 2020-18 on July 31, 2020. Here, through this publication, we are further updating the list. New Eligible uses or changes to current eligible uses are noted in red.

Current List:

* Procuring cleaning supplies and/or services to maintain safe and sanitary HCV units including common areas and in-unit cleaning of all Project-Based Voucher (PBV) assisted units.
* Relocation of PHA staff and participating families to health units or other designated units for testing, vaccination, hospitalization, or quarantine, or transportation to these locations to limit the exposure that could be caused by using mass transportation.
* Additional costs to supportive services vendors incurred due to COVID-19.
* Costs to retain or increase owner participation in the HCV Program, such as incentive costs (e.g., the PHA offers owner an incentive payment to participate in recognition of added difficulties of making units available for HCV families to rent while stay-at-home orders or social distancing practices are in effect.)
* Costs for providing childcare for the children of PHA staff that would not have otherwise been incurred (e.g., children are at home due to school closings, PHA staff are working outside of regular work schedules, etc.).
* Costs associated with the delivery of goods, including food and medical supplies that comply with the Centers for Disease Control (CDC) requirements, to program participants.
* Public health-related security costs to enforce orders to shelter-in-place, stay-at-home orders, or visitor-restriction policies for PHA owned PBV projects.
* Administration costs associated with the implementation of COVID-19-related activities that are not eligible HCV administrative costs (e.g., paying overtime to staff to carry-out these COVID-19-related activities).
* Other costs either directly or indirectly related to COVID-19 as determined eligible on a case-by-case basis at the Secretary’s discretion.

**New COVID-19 Eligible Expenses Not in PIH Notice 2020-08 or PIH Notice 2020-18:**

* Hiring of temporary employees to maintain program operations due to coronavirus.
* Costs related to office improvements, including improved systems for teleworking and/or rental of additional space, to ensure social distancing and other CDC recommended measures.

* One-time utility deposits to assist families in securing units.
* Costs for the technological needs, including computers and tablets, lent to program participants with school aged children being homeschooled as a result of the pandemic that are not and will not be provided through other Federal, state, or local governments.  The PHA, not the families, ultimately maintains possession of such devices.  The devices are subject to the usual equipment regulations and cost reasonableness requirements in 2 CFR part 200.

 **Vaccination related expenses - PHAs can use CARES Act Supplemental Fees (and Operating Public**

 **Housing funds) for:**

* Already in the original list: Transporting residents and staff to or from a site providing the vaccine, and

overtime or bonus pay for PHA staff assisting with vaccination efforts.

**Newly added Vaccination related costs:**

* Coordinating with health units to provide on-site vaccinations at a PHA or other mutually agreed upon site;
* Costs to develop or distribute educational materials related to COVID-19 or the vaccine;
* Hiring health service coordination staff including resident community health workers; to assist residents in locating and signing up for the vaccine and health insurance coverage;[[1]](#footnote-1)[1]
* Individual or shared computing devices, such as laptops or multifunction tablets with keyboards, to allow for online registration;[[2]](#footnote-2)[2] and

In addition to the above list, PHAs may consider other activities to support vaccination efforts provided they support prevent, prepare for, and respond to COVID-19 and do not duplicate other federal benefits or subsidy.  For example, the Health Resources and Services Administration’s (HRSA) Provider Relief Fund provides funds to reimburse providers for vaccine administration fee for the uninsured individuals.

PHAs requesting approval to cover other COVID-19 related activities not included in the above list and not currently eligible as regular HCV administrative costs must send the request and an explanation of the proposed activity to the FinancialManagementCenter@hud.gov mailbox.

The subject line of the email should read **“PHA# Requesting Eligibility for COVID-19 Related Administrative Cost”**, example “TX001 Requesting Eligibility for COVID-19 Related Administrative Cost”.

1. [1] PHAs may want to consider temporary/term positions for staff hired using CARES Act funds, as funding can be used for eligible expenses until December 31, 2021. See PIH Notices 2020-07, 2020-08 and 2020-18. [↑](#footnote-ref-1)
2. [2] See guidance in [Use of Public Housing Funding to Support Internet Connectivity for Residents](https://www.hud.gov/sites/dfiles/PIH/documents/PublicHousingFundingSupportInternetConnectivityResidents.pdf) and [PIH COVID-19 FAQs](https://www.hud.gov/program_offices/public_indian_housing/covid_19_resources#5). [↑](#footnote-ref-2)