



OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

MEMORANDUM FOR: CPD Field Office Directors and HOPWA Formula and Competitive Grantees

FROM: Rita Harcrow, Director, Office of HIV/AIDS Housing

SUBJECT: **REVISED** - Use of HOPWA Grant Funds for Participation in the 2024 HOPWA Institute

The purpose of this memorandum is to provide guidance to Housing Opportunities for Persons With AIDS (HOPWA) formula and competitive grantees on the use of HOPWA grant funds to pay for the cost of grantee or project sponsor staff attending the 2024 HOPWA Institute. The theme for the 2024 HOPWA Institute is “Reset, Renew, Recharge”. The conference will take place October 21-23, 2024, in Washington, DC. Information on the conference can be found online at: https://www.hud.gov/program_offices/comm_planning/hopwa. Similar to prior guidance on program-related training activities, HOPWA funds are eligible for use by grantees and project sponsors to support reasonable costs for participation in the conference, as explained below.

ELIGIBLE COSTS

Participation in the 2024 HOPWA Institute may be charged to a grantee’s HOPWA grant, as the conference promotes the use of best practices and research to inform the design of effective HIV/AIDS housing and service programs that improve the housing stability and health outcomes of low-income persons living with HIV/AIDS. Reasonable costs of participation in the event, including costs for travel, lodging, and meals, may be applied to HOPWA accounts, if incurred in accordance with applicable regulations. HOPWA grantees and project sponsors should pay attention to 2 CFR 200.432 and 2 CFR 200.475 in applying the costs for participation in the conference to HOPWA accounts.

Grantees may use the following standards for allocating costs to program activities:

- (a) For HOPWA grantees and project sponsors, the reasonable costs of participating in this event can be allocated to the Housing Information Services, Resource Identification, Project- or tenant-based rental assistance, Short-term rent, mortgage, and utility assistance (STRMU), Supportive Services, Operating Costs, and Administrative Expenses, per 24 CFR 574.300(b).
- (b) Grantees and project sponsors may use other non-HOPWA sources for any or all of these costs and may report these as leveraged other resources in supporting program objectives.

QUESTIONS

If you have questions about the use of HOPWA funds for participation in the 2024 HOPWA Institute, please contact the Office of HIV/AIDS Housing by email at HOPWA@hud.gov.