



**MEMO # 2021 - 01**

**HOPWA Compliance  
Memorandum**

February 24, 2021

To: Relevant Property Owners and Managers

From: Sacramento Housing and Redevelopment Agency (SHRA)  
Portfolio Management Division

Re: HOPWA Compliance for Multifamily Lending Program

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The purpose of this memorandum is to clarify procedures for maintaining compliance with the SHRA Regulatory Agreements pertaining to the federal Housing Opportunities for Persons with AIDS (HOPWA) program.

As of the date of this memorandum, SHRA has two projects either in the production pipeline or in current operations that have received HOPWA funds as part of their development capital. Both projects are owned and operated by Mercy Housing, California. This memorandum will also apply to future projects funded with HOPWA in this manner.

The number of HOPWA-designated units depends upon the amount of subsidy provided and is determined during underwriting. The number of HOPWA units is specified in the SHRA regulatory agreement.

According to the U.S. Department of Housing and Urban Development, eligible beneficiaries of HOPWA include: Low-income persons (at or below 80 percent of area median income) that are medically diagnosed with HIV/AIDS and their families are eligible to receive HOPWA-funded assistance.

In the event the owner or management agent are unable to locate a resident that meets the eligibility criteria within 60 days of receiving a notice from a resident to vacate or a unit becomes otherwise available, SHRA will allow a non-HOPWA eligible resident meeting the otherwise designated income eligibility for the unit to occupy the unit. All efforts that were made to locate a HOPWA-eligible resident should be documented and kept as part of the project files. The next vacant unit must then be made available to a HOPWA-eligible household in order to bring the total number of HOPWA compliant units in line with the requirements of the regulatory agreement.



In conclusion, no unit should be left vacant for more than 60 days as a result of the HOPWA funding; however, significant effort should be made to locate an eligible household and documentation of those efforts must be maintained.

