

APPENDIX F:

Initial Recommendations of the Newark EMA Housing Committee

Based on discussion of Newark EMA Housing Committee, survey results and town hall meetings, the Housing Committee of the Newark EMA HIV Health Services Planning Council made a series of initial recommendations for each of the four items listed in the first goal. Explanation or clarification of the criteria was included where appropriate. These recommendations are listed below. These recommendations were reviewed and amended by the Newark EMA HIV Health Services Planning Council at its regularly scheduled meeting of June 15, 2005.

#1 Eligibility: The Housing Committee recommends the following criteria for eligibility for HOPWA services:

- (1) Priority for HOPWA services should be given to those consumers with an AIDS diagnosis, or with advanced illness. Many people living with HIV disease (not AIDS) are able to obtain housing assistance from other sources. This criterion will “triage” and prioritize clients living with AIDS who may be in poorer health and not physically able to access these other services. This is also consistent with the intent of HOPWA as “Housing Opportunities for People With AIDS.”
- (2) Priority for HOPWA services should be given to those consumers who have children, and are at immediate risk for homelessness. Consistent with the philosophy of HIV/AIDS programs as emergency funding sources.
- (3) Income eligibility – must be low income. “Low income” will be defined by HUD or other criteria.
- (4) Documented residence in the Newark EMA.
- (5) Past rental assistance and performance should be considered. Such as prompt payment of rent versus continuously late payment or nonpayment.
- (6) Documentation HOPWA is the funding of last resort. Must demonstrate that have applied for other sources, e.g., are on waiting lists for other programs.
- (7) Inspection of dwelling for safety and health concerns.
- (8) Evidence of willingness to improve job feasibility, if physically/mentally appropriate.

#2 Continuation: The Housing Committee recommends the following criteria for continuation of HOPWA services:

- (1) Proof of timely payment of client’s portion of rent.
- (2) Proof of adherence to Primary Medical Care. A final definition of “adherence” will be developed by the City of Newark. At a minimum, the definition should

include one visit to a physician per year to treat the resident's HIV disease, with documentation of this visit from the physician, documentation of CD4 count, or documentation of adherence to HIV medication regimens.

- (3) Documented Case Management (including HOPWA Case Management).
- (4) Income eligibility review annually. With appropriate documentation of income.
- (5) Successful inspection of residence annually.
- (6) Successful passage of urine screens. It is recommended that random urine screening be conducted among HOPWA clients to ensure compliance with relevant HUD/HOPWA housing eligibility criteria. The issues associated with this policy will be addressed by the City of Newark within existing federal, state and local laws and regulations.
- (7) Input from landlord – in terms of adherence to the lease agreement.

#3 Removal: The Housing Committee recommends the following criteria for removal of HOPWA services:

- (1) Non-compliance with adherence to Primary Medical Care. Failure to meet the "adherence" criterion (discussed in #2(2) above).
- (2) Criminal activity.
- (3) Neglect/damage of rental property.
- (4) Active drug abuse.
- (5) Unwillingness to improve job feasibility, if physically/mentally appropriate.
- (6) Failure to pay client portion of rent on time (removal after 3 infractions).

**APPENDIX G: NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL
 COMPLETED WORKSHEET FOR ASSESSING RECOMMENDATIONS FOR HOPWA SERVICES - June 15, 2005**

#1 Suggested (INITIAL) ELIGIBILITY Criteria for HOPWA Services

Criteria recommended by the Housing Committee	Comments from Housing Committee, Council, etc.	Final Recommendation from Council
(1) Priority for HOPWA services should be given to those consumers with an AIDS diagnosis, or with advanced illness. Many people living with HIV disease (not AIDS) are able to obtain housing assistance from other sources. This criterion will “triage” and prioritize clients living with AIDS who may be in poorer health and not physically able to access these other services. This is also consistent with the intent of HOPWA as “Housing Opportunities for People With AIDS .”	A person living with AIDS may be healthy due to the positive effects of antiretroviral medications. However, this is a reasonable criterion, given the current state of HIV/AIDS medical care and current definition of the disease by CDC.	Approved. Yes=10 No=1 Abstain=2
(2) Priority for HOPWA services should be given to those consumers who have children, and are at immediate risk for homelessness. Consistent with the philosophy of HIV/AIDS programs as emergency funding sources.	This is really two separate criteria: (a) children, and (b) homeless.	(2)(a) Children. Approved Yes=15 No=0 Abstain=0 (2)(b) Homeless. Approved. Yes=15 No=0 Abstain=0

**APPENDIX G: NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL
 COMPLETED WORKSHEET FOR ASSESSING RECOMMENDATIONS FOR HOPWA SERVICES - June 15, 2005**

#1 Suggested (INITIAL) ELIGIBILITY Criteria for HOPWA Services

Criteria recommended by the Housing Committee	Comments from Housing Committee, Council, etc.	Final Recommendation from Council
(3) Income eligibility – must be low income. “Low income” will be defined by HUD or other criteria.	This is currently a HUD requirement.	Approved. Yes=15 No=0 Abstain=0
(4) Documented residence in the Newark EMA.	Given the limited resources of HOPWA and expected continued decreases in funding, this is reasonable.	Approved. Yes=15 No=0 Abstain=0
(5) Past rental assistance and performance should be considered. Such as prompt payment of rent versus continuously late payment or nonpayment.		Approved. Yes=7 No=6 Abstain=1
(6) Documentation HOPWA is the funding of last resort. Must demonstrate that have applied for other sources, e.g., are on waiting lists for other programs.	This is comparable to the requirement of Title I to be payer of last resort. (Language stricken out was removed from the criterion.)	Approved. Yes=12 No=0 Abstain=3
(7) Inspection of dwelling for safety and health concerns.		Approved. Yes=15 No=0 Abstain=0
(8) Evidence of willingness to improve job feasibility, if physically/mentally appropriate.	Evidence can be shown in the case management plan.	Approved. Yes=11 No=0 Abstain=2

NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL
WORKSHEET FOR ASSESSING RECOMMENDATIONS FOR HOPWA SERVICES - June 15, 2005

#2 Suggested Criteria for CONTINUATION of HOPWA Services

Criteria recommended by the Housing Committee	Comments from Housing Committee, Council, etc.	Final Recommendation from Council
(1) Proof of timely payment of client's portion of rent.		Approved. Yes=9 No=1 Abstain=3
(2) Proof of adherence to Primary Medical Care. A final definition of "adherence" will be developed by the City of Newark. At a minimum, the definition should include one visit to a physician per year to treat the resident's HIV disease, with documentation of this visit from the physician, documentation of CD4 count, or documentation of adherence to HIV medication regimens.	Considerable discussion on this item.	No motion. Since this item was not moved, it was removed from the list of criteria.
(3) Documented Case Management (including HOPWA Case Management).	This is required by HUD.	Approved. Yes=13 No=0 Abstain=0
(4) Income eligibility review annually. With appropriate documentation of income.	If the client's income changes, the provider can review at anytime.	Approved. Yes=13 No=0 Abstain=0

NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL
WORKSHEET FOR ASSESSING RECOMMENDATIONS FOR HOPWA SERVICES - June 15, 2005

#2 Suggested Criteria for CONTINUATION of HOPWA Services

Criteria recommended by the Housing Committee	Comments from Housing Committee, Council, etc.	Final Recommendation from Council
(5) Successful inspection of residence annually.		Approved. Yes=13 No=0 Abstain=0
(6) Successful passage of urine screens. It is recommended that random urine screening be conducted among HOPWA clients to ensure compliance with relevant HUD/HOPWA housing eligibility criteria. The issues associated with this policy will be addressed by the City of Newark within existing federal, state and local laws and regulations.	There was discussion of regular drug screening.	No motion. Since this item was not moved, it was removed from the list of criteria.
(7) Input from landlord – in terms of adherence to the lease agreement.	There was discussion about many non-housing variables which can affect the landlord tenant relationship.	No motion. Since this item was not moved, it was removed from the list of criteria.

NEWARK EMA HIV HEALTH SERVICES PLANNING COUNCIL
WORKSHEET FOR ASSESSING RECOMMENDATIONS FOR HOPWA SERVICES - June 15, 2005

#3 Suggested Criteria for REMOVAL from HOPWA Services

Criteria recommended by the Housing Committee	Comments from Housing Committee, Council, etc.	Final Recommendation from Council
(1) Non-compliance with adherence to Primary Medical Care. Failure to meet the "adherence" criterion (discussed in #2(2) above).		No motion. Since this item was not moved, it was removed from the list of criteria.
(2) Criminal activity.	This is a landlord/tenant issue for which there are legal and other remedies.	Not approved. Yes=0 No=15 Abstain=0
(3) Neglect/damage of rental property.	This is a landlord/tenant issue for which there are legal and other remedies.	Not approved. Yes=0 No=7 Abstain=5
(4) Active drug abuse.		No motion. Since this item was not moved, it was removed from the list of criteria.
(5) Unwillingness to improve job feasibility, if physically/mentally appropriate.		No motion. Since this item was not moved, it was removed from the list of criteria.
(6) Failure to pay client portion of rent on time (removal after <u>3</u> a defined number infractions).		Approved. Yes=8 No=1 Abstain=2