



Housing Opportunities for Persons with AIDS (HOPWA) Glossary

This glossary defines acronyms and commonly used terms in reference to the Housing Opportunities for Persons with AIDS (HOPWA) Program administered by the New York City Department of Health and Mental Hygiene (DOHMH).

Administrative Costs: Costs associated with the general management, oversight, coordination, evaluation, and reporting on eligible activities. Such costs do not include costs directly related to carrying out eligible programmatic activities (see direct costs). As per HUD regulations, all HOPWA contracts are subject to a 7% administrative cap.

Annual Progress Report (APR): A HOPWA reporting requirement that summarizes key program accomplishments and fiscal expenditures in meeting performance HOPWA outcome measures. Performance data includes, consumer household demographics, total households served, and HOPWA funding spent on delivering housing and supportive services to low-income persons living with HIV/AIDS and their families. Housing providers are required to complete and submit quarterly and annual APRs to DOHMH in compliance with contract reporting requirements.

Central Contractor Registration (CCR) Database: According to federal guidelines under the American Recovery and Reinvestment Act (ARRA) and the Federal Funding Accountability and Transparency Act (FFATA), effective October 1, 2009, all recipients of federal funds must have a DUNS (Data Universal Numbering System) number and be registered in the Central Contractor Registration (CCR) database. The CCR registration is a contractual requirement and may be completed using the following link: <https://www.dol.gov/general/business-ccr>.

Certificate of Occupancy: A document presented by a local government agency or building department certifying that a building and/or the leased premises (tenant's housing unit), has been inspected and is in a suitable condition for occupancy. In New York City the certificate of occupancy can be obtained from the Department of Buildings at: <https://www1.nyc.gov/site/buildings/index.page>.

Collateral Consumer: A member of an index consumer's household who benefits from HOPWA-funded housing assistance, such as a spouse/partner, children and other dependents. The collateral may or may not be HIV positive. For the purposes of completing the APR, a collateral consumer is referred to as a beneficiary.

Contract Modification: A bi-annual process by which housing providers are allowed to adjust either their program projections and/or their HOPWA budget. All modification processes are completed in eCOMPAS and made live following DOHMH approval. Contract modification requests are generally due in November and May. During the program modification process only, housing providers can adjust projected outcomes based on current trends in service delivery and spending, including changes to direct-service personnel lines. Adjustments to line item budgets can be processed at both the mid-year budget and the close out modification periods.

Corrective Action Status: The process of improving contract performance when an agency is not achieving contract outcomes or is non-compliant with contract requirements. Reasons for being placed on Corrective Action Status can result from poor program performance (not achieving service target goals), poor fiscal performance (i.e. history of underspending), and data entry deficiencies. HOPWA housing providers that do not meet contractual expectations and/or requirements are placed on corrective action status and, thus, are required to complete a Correction Action Plan (CAP). The housing provider, with guidance from DOHMH, proposes a step by step plan of action to address deficiencies with the goal of achieving contract compliance.

Direct Cost: Expenses that are attributable to the delivery of eligible activities or services that specifically benefit the program (i.e., program staff [case managers] salaries, program supplies, housing subsidy costs, and office supplies).

Disabling Condition: A diagnosable condition such as a substance use disorder, serious mental illness, developmental disability, or chronic physical illness or disability, including the co-occurrence of two or more of these conditions. A disabling condition may limit an individual's ability to work or perform one or more activities of daily living. An HIV/AIDS diagnosis is considered a disabling condition.

Domestic Violence: Also called intimate partner violence (IPV), domestic abuse or relationship abuse, includes actual violence or threats of violence committed by a current or former partner of the victim, by a person with whom the victim shares a child in common, or by a person who is cohabitating with or has cohabited with the victim as a partner. Unlawful acts such as threats or direct violence may be deemed a felony or misdemeanor based on prevailing local, state or federal law(s).

DUNS Number: A Data Universal Numbering System (DUNS) Number is a unique identifier that is required of all recipients of Federal funding. An organization may request a DUNS Number for free at: <http://fedgov.dnb.com/webform>.

eCOMPAS: A web-based data collection and reporting system used by DOHMH for HOPWA administered contracts to report data, including consumer demographics, program services, consumer outcomes, housing inventory, fiscal expenditures, and other key variables. eCOMPAS may be accessed at: <https://hopwa.nyecompass.com/>. To create an eCOMPAS account, please send a request to housingservices@health.nyc.gov.

Eligible Metropolitan Statistical Area (EMSA): A metropolitan statistical area that has a population of 500,000 or more and has more than 2,000 persons living with HIV/AIDS. The

NYC EMSA is comprised of the five boroughs of NYC, and the counties of Rockland, Orange, and Westchester, as well as the New Jersey counties of Ocean, Monmouth and Middlesex.

Facility-Based Housing Assistance: All eligible HOPWA housing expenditures for or associated with supporting congregate and scattered-site facilities.

Fair Market Rent(s): Gross rent estimates established annually by the U.S. Department of Housing and Urban Development (HUD). Fair Market Rents (FMRs) include rent for the housing unit plus the cost of all utilities, except telephone expenses. All HOPWA-sponsored rental units must be at or below the annual FMR rates established by HUD. Additional information regarding HUD's Fair Market Rents can be accessed online at: <http://www.huduser.org/portal/datasets/fmr.html>

Family: A household composed of two or more related persons. The term family also includes one or more HIV-positive individuals living with another person or persons who are determined to be important to their care or well-being. Income earned by all family members, as defined above, must be included in the completion of the Resident Rent Calculator Worksheet in order to determine the household rent contribution

Group Counseling Service: A counseling session consisting of three (3) or more consumers enrolled in the HOPWA program. For additional information regarding group services, please refer to *DOHMH HOPWA Program Policy Guidance 2009-04: Group Services and the HOPWA Service Directive*.

Habitability Visit: Annual visits conducted by DOHMH staff as part of contract monitoring standards to ensure housing units meet the Housing Quality Standards established by HUD. During Habitability Visits, DOHMH staff assess for HQS compliance, which covers 13 key areas of housing quality (i.e., sanitary facilities, space and security, interior air quality, smoke detectors) to ensure the units are decent, safe and sanitary. The visits are conducted annually from a sample of units randomly selected by DOHMH staff. In addition to assessing for HQS compliance, DOHMH staff conducts short interviews with consumers to assess for maintenance in care and program satisfaction.

Health Insurance Portability and Accountability Act of 1996 (HIPAA): Establishes a set of rules and laws that limits access or places restrictions on the types of health information shared about an individual to another individual, groups or affiliates, including but not limited to service providers, government agencies, and medical practitioners. All HOPWA providers must adhere to HIPPA laws. HOPWA services cannot be delivered without a valid HIPPA agreement in place with the consumer. *Please refer to DOHMH HOPWA Program Policy Guidance 2018-02: HOPWA HIV Confidentiality Training Requirement.*

HIV and AIDS: HIV stands for human immunodeficiency virus. It is the virus that can lead to acquired immunodeficiency syndrome or AIDS if not treated. HIV attacks the body's immune system, specifically the CD4 cells (T cells), which help the immune system fight off infections. If untreated, HIV reduces the number of CD4 cells (T cells) in the body, making the person more likely to get other infections or infection-related cancers (Opportunistic Infections). Over time, the body is unable to effectively fight off infections and disease. As a result, opportunistic

infections or cancers take advantage of a very weak immune system confirming that the person has AIDS (CD4 count of 200 or less), the last stage of HIV infection.

HIV/AIDS Services Administration (HASA): A public assistance program within the NYC Human Resources Administration (HRA) that assists qualified individuals living with HIV/AIDS with comprehensive benefits (i.e. shelter, cash assistance, nutrition and rental assistance). The program provides consumers with individualized service plans and ongoing case management specific to their needs. Consumers can establish eligibility by contacting the Service Line at 212-971-0626 or for TTY machine: 212-971-2731. The unit is located at: 400 Eighth Avenue, 2nd Floor, New York, NY 10001. Eligibility requirements and additional information can be found at: <https://www1.nyc.gov/site/hra/help/hiv-aids-services.page>. *Please note, all qualifying HOPWA consumers are required to enroll in HASA services and complete recertifications as required to adhere to the payor of last resort guidance.*

Homeless Categories as defined by HUD:

- I. **Literally Homeless:** Individual or family who lacks a fixed, regular, and adequate nighttime residence that is a public or private place not meant for human habitation; living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and emergency single room occupancy (SRO) hotels and motels paid for by charitable organizations or by federal, state, and local government programs); or is exiting an institution (e.g., jail, drug treatment program) where s/he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.
- II. **Chronically Homeless:** An unaccompanied homeless person with a disabling condition who has been continuously homeless for either a year or more or has had at least four episodes of homelessness in the past three years. In defining the chronically homeless, the term homeless means a person sleeping in a place not meant for human habitation (e.g., living on the streets) or in an emergency homeless shelter.
- III. **Imminent Risk of Homelessness:** Individual or family who will imminently lose their primary nighttime residence, provided the residence will be lost within 14 days of the date of application for homeless assistance; no subsequent residence has been identified; and the individual or family lacks the resources or support needed to obtain other permanent housing.
- IV. **Homeless due to Fleeing or Attempting to Flee Domestic Violence:** Any individual or family who is fleeing, or is attempting to flee, domestic violence; has no other residence; and lacks the resources or support network to obtain other permanent housing.

HOPWA: The acronym used to reference the Housing Opportunities for Persons with AIDS (HOPWA) program. HOPWA is funded by the U.S. Department of Housing and Urban Development (HUD) to provide housing assistance and supportive services to low-income persons with HIV/AIDS and their families.

HOPWA-eligible Person: A low-income person with HIV/AIDS who qualifies for HOPWA assistance, and is identified as the index consumer. *Per HUD regulations, only one HOPWA-eligible person per household may be identified as the index consumer.*

Household: A single individual or a family (comprised of two or more persons) for which income earned by the index consumer and their household members is used to determine income eligibility and calculation of the household rent contribution. The term is used for collecting data on changes in income, household demographics, number of HOPWA beneficiaries, receipt of housing information services, and outcomes on achieving housing stability.

Housing Inventory: Term used to describe the portfolio of HOPWA funded housing units the housing provider is contractually required to secure and maintain. A housing provider is required to maintain a full census of all contracted housing units (i.e. a housing provider may be contracted to retain 25 housing units) and enter, track, and monitor those units in eCOMPAS.

Housing Inventory Management Module (HIMM): A module of the eCOMPAS data system that allows HOPWA housing providers to manage their housing inventory. The HIMM is exclusively designed to create and manage apartment records, maintain lease information, identify units above the Fair Market Rent (FMR) and expired leases, assign consumers to apartments, track residential days and enter all rental payments received from consumers and all rental subsidy programs (i.e. HASA, HOPWA, shelter allowance). In addition, the HIMM allows you to run detailed reports on housing assignments, payments and arrears. Housing providers are required to use the HIMM to administer their housing inventory and ensure the information is accurate and updated regularly. *Please refer to DOHMH HOPWA Program Policy Guidance No. 2019-01: eCOMPAS HIMM Data Management Requirements for Supportive Permanent Housing (SPH) and Rental Assistance (REN) HOPWA Providers.*

Housing Quality Standards (HQS): Housing regulations established by HUD that describe the minimum criteria necessary to provide decent, safe and sanitary housing for HOPWA-funded units. HQS covers 13 key areas of housing quality (e.g., sanitary facilities, space and security, interior air quality, smoke detectors). Each housing provider must conduct an HQS inspection prior to placement or delivery of HOPWA housing assistance and conduct annual inspections thereafter. Additional information regarding HUD's habitability quality standards can be accessed online at: <https://www.hudexchange.info/resource/1827/hqs-habitability-standards/>

Housing Violation: A determination by a local government agency or building department after an inspection of a dwelling or building (containing an index consumer's housing unit) is found unsuitable or in dangerous condition. Prior to acquiring a housing unit, housing providers must conduct a search for violations using designated local government online databases. If a dwelling is found to have any housing violations, communication (i.e. letter, email) should be sent to the landlord/management requesting the status of addressing the violation and certification of its completion. In New York City, housing violation searches must be completed using three databases, the Department of Buildings (DOB), the Environmental Control Board (ECB) and the Housing Preservation and Development (HPD). The DOB database also provides violations from the ECB. This information can be accessed at <https://www1.nyc.gov/site/buildings/index.page> for DOB and ECB violations and <https://www1.nyc.gov/site/hpd/index.page> for HPD violations.

HUD: The acronym used to reference the U.S. Department of Housing and Urban Development. HUD is responsible for the distribution and oversight of HOPWA funds granted to local communities, states, and nonprofit organizations.

Income Limits: The Department of Housing and Urban Development (HUD) sets income limits that determine eligibility for assisted housing programs, which includes HOPWA. The income limits are developed based on Median Family Income estimates and Fair Market Rent area definitions for each metropolitan area. Consumers enrolled in the HOPWA program must meet either Extremely Low or Very Low-income limits. HOPWA providers must adhere to annual income levels as defined by HUD to determine consumer income eligibility. This information can be accessed at: <https://www.huduser.gov/portal/datasets/il.html>

- I. **Extremely Low Income (Individual or Household):** An individual or household who's annual (gross) income is at or below 30 percent of the median income for the area (adjusted for family size). HUD may establish income ceilings higher or lower than 30 percent of median income for an area on an exception basis.
- II. **Very Low Income (Individual or Household):** An individual or household who's annual (gross) income does not exceed 50 percent of the median family income for the area (adjusted for family size). HUD may establish income ceilings higher or lower than 30 percent of median income for an area on an exception basis.

Index Consumer: A low-income person living with HIV/AIDS who qualifies for HOPWA housing assistance. Only one index consumer can be enrolled in HOPWA per household (even if there is more than one person living with HIV/AIDS living in the household). An index consumer is also referred to as a HOPWA-eligible person.

Indirect Cost: The cost to an agency or organization that is not directly tied to the provision of program services, however, it is needed to administer and manage the program. Examples include office utility costs, accounting staff salaries, and audit costs.

In-kind Leveraged Funds/Resources: Leveraged resources are cash or in-kind federal, state, local or private resources used for the benefit of HOPWA consumers. These funds/resources are not included in the HOPWA-funded housing provider's contract(s). Leveraged funds/resources may include non-HOPWA dollars, in-kind services, materials, use of equipment, and building space for the benefit of HOPWA consumers. Leveraged funds/resources must be reported on the Annual Progress Report (APR) by housing providers that deliver HOPWA-funded services.

Intersex: An umbrella term for differences in sex traits or reproductive anatomy. Some intersex traits are identified at birth, while others may not be discovered until puberty or later in life. There are many possible differences in a person's chromosomes, genitals, or internal organs like testes or ovaries.

Lease: A lease is a contract outlining the terms under which one party (tenant) agrees to rent property owned by another party (landlord/building management). It guarantees the tenant use of a property and guarantees landlord regular payments for a specified period in exchange. A lease is a legal and binding contract that sets forth the terms of the rental agreement. A lease includes the address of the property, landlord and tenant name and responsibilities such as the rent

amount, a required security deposit, rent due date, consequences for breach of contract, the duration of the lease, pet policies, and any other essential information. Both the landlord or the building management designee and the tenant must sign and date the lease, and the tenant must be provided a copy before the tenancy begins.

- **Rental Assistance (REN)** programs: Leases for units are between the consumer (tenant) and the landlord/management company.
- **Supportive Housing (SPH)** programs: Leases for units are between the HOPWA housing provider (tenant) and the landlord/management company.
- **Housing Placement Assistance (HPA)** programs: Consumers may either be placed in independent or supportive housing. Consumers living independently will have a lease directly with the landlord/management company. For consumers placed in supportive housing, leases for units are between the HOPWA housing provider (tenant) and the landlord/management company.

Leasing Costs: Applies to the costs related to operating a congregate facility for the provision of supportive housing. Does not include costs related to maintenance/operation of an agency's administrative office(s).

Monthly Expenditure Report (MER): A monthly report submitted via eCOMPAS to DOHMH by a HOPWA-funded housing provider that details monthly costs incurred as a result of providing housing services to consumers for a given reporting period.

Monthly Program Report (MPR): A monthly report submitted via eCOMPAS to DOHMH by a HOPWA-funded housing provider that details monthly consumer-level data and services provided to consumers for a given reporting period.

Operating Costs: Applies to facility-based housing only. Operating costs can include the costs related to the day-to-day housing function and operation of a facility such as utilities, maintenance, equipment, insurance, security, furnishings, supplies and salary for staff costs directly related to the housing facility (e.g., maintenance staff, cooks). These costs are reported in the Annual Progress Report (APR) by housing providers that deliver HOPWA-funded services.

Offline Housing Unit: Offline units are relevant to Supportive Housing (SPH) program only. Offline units can be viewed and monitored in the Housing Inventory Management Module (HIMM) in eCOMPAS. An offline unit means the housing unit is not in the HOPWA housing provider's housing inventory of total contracted units (e.g., 25 contracted units).

Permanent Housing Placement: Assisting a HOPWA-eligible person (and eligible family members) secure long-term, permanent housing where the individual signs a lease/tenancy agreement, which grants the consumer tenancy rights to the housing unit. The permanent housing placement service category is exclusive to the Housing Placement Assistance contracts and can be recorded in eCOMPAS as follows:

- **Permanent Housing Placement with Subsidy:** A permanent housing placement where HOPWA subsidies and other non-HOPWA subsidies, such as HASA, are used to place the consumer in the apartment unit. These subsidies may include, but are not limited to,

security deposits, broker's fees and first month's rent not to exceed two months of the unit's rent costs.

- **Permanent Housing Placement without Subsidy:** A permanent housing placement using ONLY HOPWA program funds to cover security deposits, broker's fees and first month's rent not to exceed two months of the unit's rent costs.

PLWHA: Acronym for Person Living with HIV and/or AIDS.

Program Income: Gross income directly generated from the use of HOPWA funds, including repayments such as HASA payments, resident rent payments, returned security deposits and bank account interest. Any program income generated by the housing provider must be reinvested back into the HOPWA program. Program income must also be tracked and reported in the MER and APR. See grant administration requirements on program income for state and local governments at [24 CFR 85.25](#), or for non-profits at [24 CFR 84.24](#).

Psychotherapy: The use of verbal methods, also called talk therapy, in interpersonal relationships with the intent of assisting a person or persons to modify attitudes and behavior which are intellectually, socially, or emotionally maladaptive (as defined in [Article 154 of New York State Education Law and adopted by the New York State Education Department – Office of the Professions](#)).

Quality Management Plan (QMP): A quality assurance plan that defines standards, practices, resources, specifications, and the sequence of activities that must be in place for the purpose of monitoring compliance with contractual requirements and program performance.

Rental Assistance:

- **Long-term Rental Assistance/Tenant-Based Rental Assistance (TBRA):** A housing subsidy provided to a HOPWA-eligible consumer for rental costs associated with leasing a permanent housing unit located in the private rental market. The tenant must hold a lease with a private landlord for a unit that is rented at or under Fair Market Rent (as defined in this Glossary) and that meets housing quality standards (HQS) established by HUD. TBRA subsidies do not include payments for brokers' fees and/or security deposits.
- **Short-term Rental Assistance:** A housing subsidy provided to a HOPWA-eligible consumer residing in permanent housing in the private rental market who is at serious risk of eviction and homelessness. Assistance may be provided for a period of up to 21 weeks in any 52-week period. Ongoing assessment of need is required, and individual service plans must address housing stability. The provision of or referral for financial management or budget counseling services should be included in the consumer's service plan.
- **Start-up Rental Assistance:** A housing subsidy provided to a HOPWA-eligible consumer to assist in obtaining and securing a permanent housing unit. This may include payment of a security deposit, broker's fee, and/or first month's rent.

Rent Worksheet: A tool used by DOHMH to ensure that leased unit rent amounts are aligned with program budgets. The rent worksheet, to be completed by HOPWA providers, outlines all the units in the housing inventory of a given contract. The worksheet provides details on Apt ID,

client type, apartment type, program type, monthly rent, client income, monthly client rent contribution, monthly subsidy (HASA/PA) and monthly HOPWA subsidy amounts. Only Supportive Permanent Housing (SPH) and Rental Assistance (REN) housing programs are required to complete and submit this worksheet during the mid-year budget and closeout budget modification periods.

Residential Days: Total number of required days a housing unit must be occupied by the index consumer during the reporting period. On the Service Target Worksheet, this number reflects all contractual housing units. *Not applicable for Housing Placement Assistance (HPA) programs.*

Resident Rent Calculator Worksheet: A tool used to determine a consumers' rent contribution as a HOPWA recipient. As per the U.S. Department of Housing and Urban Development (HUD), HOPWA consumers must pay as rent, including utilities, an amount which is the higher of (1) 30% of the household's monthly adjusted income; or (2) 10% of the household's monthly gross income. Any person enrolled in HOPWA funded supportive permanent housing and/or rental assistance is required to complete the Resident Rent Calculator Worksheet via eCOMPAS at the point of enrollment and annually thereafter (unless there is a substantial change in household income or size within the 12-month period). Housing providers may calculate a preliminary rent calculation to determine the consumer's rent portion using the Free Rent Calculator website: <https://www.freerentcalculator.com>. *Housing Placement Assistance programs are exempt from using the Resident Rent Calculator Worksheet.*

Resident Rent Payment: Also known as consumer rent contribution or rent portion, a resident rent payment is the consumer's monthly rent amount owed to the landlord, management company, or supportive housing provider. Contractors are required to calculate the resident rent payment using the Resident Rent Calculator Worksheet found in eCOMPAS. The resident rent payment of 30% of monthly adjusted income is calculated based on the consumer's household income (e.g., wages, SSI/SSD entitlements, public assistance), all applicable housing allowances, which the household is entitled to based on HUD guidelines, and other forms of housing assistance the consumer's household receives (e.g., HASA shelter allowance).

Service Level Work Analysis Grid (SLWAG): A DOHMH required worksheet completed during the program modification process, which sets projections of services and outlines direct service personnel responsible for delivering consumer services. The SLWAG contains a methodology to ensure that programs provide a minimum of five hours of direct service per full time employee. The SLWAG is used to assess whether housing provider staffing patterns and service projections can support the achievement of direct service performance goals.

Site Visit: A monitoring activity conducted by DOHMH to ensure a HOPWA program is meeting contractual requirements. Program Analysts conduct an onsite comprehensive site visit annually where all programmatic aspects (i.e. documentation review, staff training, quality assurance, client records, etc.) of the contract are reviewed. Fiscal Analysts conduct an onsite site visit reviewing all fiscal aspects (i.e. documentation review, internal controls, personnel costs, etc.) of the contract. An additional review is conducted in the form of a Desk Audit where documentation is sent to the Fiscal Analyst at DOHMH for review. Targeted Site Visits are conducted by both Program and Fiscal Analysts for contracts that are under Corrective Action Status.

Support Services Costs: Applies to the costs associated with the provision of support services including, but not limited to, health, mental health, assessment, permanent housing placement, drug and alcohol abuse treatment and counseling, day care, personal assistance, nutritional services, intensive care when required, and assistance in gaining access to local, state, and federal government benefits and services (e.g., case management staff salaries). Applicable to HOPWA contractors that provide support services in congregate and scattered-site facilities.

Tenancy Agreement: A sub-lease agreement between a HOPWA housing provider and a HOPWA consumer residing in a HOPWA-funded supportive housing unit. A tenancy agreement outlines the terms and conditions of tenancy including the key rights and responsibilities (e.g., consumer rent responsibility, term dates, etc.) of the housing provider and consumer-tenant. Both a housing provider representative and the consumer must sign and date the agreement, and the housing provider must give the consumer a copy for their records.

Termination of Assistance: Termination of assistance occurs when a consumer/tenant is no longer eligible for HOPWA-funded housing assistance. An organization may only terminate assistance and tenancy in limited circumstances as prescribed by HUD regulations and program requirements set forth by DOHMH. Agencies are required to counsel consumers to address compliance issues, if any, and implement corrective action measures with consumers prior to attempting to terminate a consumer's housing assistance. HOPWA termination procedures should address termination due to one of the following: Death of the client; Criminal activity; Violation of regulations/program requirements/ conditions of occupancy; Absence from unit. *For more information, please refer to DOHMH's Consumer Termination and Eviction Prevention Program Policy Guidance.*

Transgender: A term for persons whose gender identity, gender expression or behavior does not conform to that typically associated with the sex to which they were assigned at birth.

Utility Allowances Rate(s): Utility Allowance Schedules are the maximum amount of subsidy NYCHA will pay to the owner on behalf of a voucher holder. NYCHA's payment standard schedule is based on the Fair Market Rent (FMR) for each unit size established by HUD. These standards can be set between 90% and 110% of the published FMR. This schedule applies to all HOPWA funded housing unit in NYC. Utility allowances are determined during the rent calculation process with the Resident Rent Calculator Worksheet, which automatically deducts the utility allowance from the consumer's monthly rent contribution amount.

Vacant Housing Unit: A housing unit that is part of the program's housing inventory but is not currently occupied by a consumer enrolled in a HOPWA program. *Please note, HOPWA funds cannot be used to pay rent costs on any vacant housing units that have been vacant for over ninety days.*

Veteran: Anyone who served or is currently serving in a branch of the U.S. military armed forces.

Viral load: A medical term used to describe the amount of HIV in a person's bloodstream per milliliter (mL).

Viral suppression: When an individual's viral load is less than or equal to 199 copies per mL, they are considered virally suppressed. By taking their HIV medicines regularly, people living with HIV/AIDS can reduce the level of HIV in their blood and achieve viral suppression. Though viral suppression does not mean a person is cured, lowering the amount of virus in their body with medicines can help them stay healthy, live longer and greatly reduces their chances of passing HIV onto others.

Virally Undetectable: A person is virally undetectable when their viral load is under 40 copies per mL. This means there are lower amounts of HIV present in the bloodstream. According to the New York City Department of Health and Mental Hygiene (NYC DOHMH), a person living with HIV who has maintained an undetectable viral load for at least six months does not pose an HIV infection risk to their sexual partners.