

**NOTICE TO PARTNERS:  
KHC’s Interim Policy for Inspections for CoC,  
HOME TBRA & ESG in Response to COVID-19**

*Last Updated: March 27, 2020*

**\*\*\*APPLICABLE THROUGH APRIL 30, 2020 UNLESS NOTIFIED OTHERWISE.\*\*\***

*Kentucky Housing Corporation (KHC) continues to monitor the COVID-19 situation in Kentucky. To provide transparency and customer service, KHC will update this notice and share with partners via [eGrams](#) and targeted emails and via the Housing Contract Administration (HCA) [Help Desk’s COVID-19 Section](#). KHC archives eGrams on this [webpage](#).*

In response to concerns related to COVID-19, KHC is implementing the following policies. These policy have been created to ensure people can obtain and maintain housing while minimizing the spread of COVID-19 and protecting the health of program participants, landlords, and staff.

Activity/Programs	KHC’s Interim Policy <i>(subject to change)</i>
<p><b><u>Housing Quality Standards (HQS) Inspections</u></b></p> <p><i>(Initial Inspection prior to lease-up &amp; annual Inspection if in unit more than 12 months)</i></p> <p><b>Applies to CoC and HOME TBRA projects</b></p>	<ol style="list-style-type: none"> <li><b>ALL</b> initial and annual in-person HQS inspections have been suspended from March 30 through April 30, 2020.</li> <li>In lieu of in-person inspections conducted by agency staff at this time, units requiring inspections will receive a provisional initial HQS inspection via “Owner Self Certification” and on-site inspections will occur at a future date once it is safe to do so.</li> <li>Agency will complete an Interim Approval Form, which will be sent to the landlord and tenant.</li> <li>Agency must maintain the owner’s Self-Certification Form and Agency Approval Form within the client’s file.</li> </ol>
<p><b><u>Habitability Standards Inspections</u></b></p> <p><i>(Initial Inspection prior to lease-up &amp; annual Inspection if in unit more than 12 months)</i></p> <p><b>Applies to ESG-funded RRH and Prevention Projects</b></p>	<ol style="list-style-type: none"> <li><b>ALL</b> initial and annual in-person Habitability Standards inspections have been suspended from March 30 through April 30 2020.</li> <li>In lieu of in-person inspections conducted by agency staff at this time, units requiring inspections will receive a provisional Habitability inspection via “Owner Self Certification” and on-site inspections will occur at a future date once it is safe to do so.</li> <li>Agency will complete an Interim Approval Form, which will be sent to the landlord and tenant.</li> <li>Agency must maintain the owner’s Self-Certification Form and Agency Approval Form within the client’s file.</li> </ol>

**As this situation is fluid, this guidance is subject to changes that will be announced via KHC [eGrams](#).**