



To: Real Estate Department Partners
From: Real Estate Department
Date: September 11, 2020
Re: **Resumption of Rehab Work under CDBG OOR, Ramp Up, LCAP and LHRD Programs**

Notice: RED-20-45

IHCDA continues to monitor the situation with COVID-19 in Indiana as circumstances change and additional information becomes available. To provide transparency and customer service, IHCDA will update this RED Notice with any updates to policies or procedures.

On March 24, 2020, in response to concerns related to COVID-19 (commonly known as novel coronavirus), IHCDA halted all rehabilitation work on Community Development Block Grant (CDBG) Owner Occupied Rehabilitation (OOR), Ramp Up, and Lead Hazard Reduction Demonstration (LHRD) projects for the safety of tenants and IHCDA staff and contractors.

On May 20, 2020, IHCDA released guidance stating that rehabilitation work could resume once the county in which the work will be done reached Stage 5 as defined by the [Back on Track Indiana](#) plan.

Starting September 11th, 2020, rehabilitation work under the Community Development Block Grant (CDBG) Owner Occupied Rehabilitation (OOR), Ramp Up, and the Lead Hazard Reduction Demonstration (LHRD) programs may resume. This includes exterior and interior work.

Before beginning to conduct risk assessments/lead inspections, rehabilitation, clearance, or rehabilitation inspections the following is required:

1. The recipient or sub-recipient must have the homeowner sign the LHRD/OOR Waiver. A copy of the required waiver can be found [here](#). The waiver includes the following:
 - a. Provision allowing the homeowner to defer service until a later date
 - b. Provision waiving IHCDA and the sub-recipient's liability if a homeowner contracts COVID-19 during or after rehabilitation work is conducted.
2. The sub-recipient must have a written internal policy submitted to IHCDA for prior approval which must include the following:
 - a. An overview of the sub-grantee's COVID-19 safety precautions, which must include an employee and contractor health screening policy;
 - b. A statement that any staff or contractor who believes they have COVID-19, has tested positive, or has been told to quarantine by a medical provider must notify



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- the sub-recipient immediately.
- c. An overview of the steps the sub-grantee will take if they are notified a staff member or contractor has or may have contracted COVID-19. This must include ensuring that the staff member or contract does not conduct work at or in a beneficiary's home.
 - d. Sets the expectation that any staff or contractor who contracts COVID-19 will participate in contract tracing.

Documentation of the signed waiver and the sub-recipient policy must be sent to and acknowledged by IHCDa prior to beginning work.

Additionally, sub-recipients and their contractors must follow the below protocols:

1. All sub-recipients must have an OSHA aligned Respiratory Protection and Safety Plan in place before proceeding with rehabilitation work
 - a. For proper PPE guidelines, reference the [SWS](#), [OSHA Standards](#), and [CDC guidelines](#).
 - b. Safety procedures to prevent the spread of infectious diseases should be in line with [CDC guidance](#).
2. Contractors must always wear proper personal protective equipment while in a client's home, according to the Respiratory Protection and Safety Plan.

If you intend to resume rehabilitation under the OOR or Ramp UP programs please submit the required documentation to Chris Nevels at cnevels@ihcda.in.gov at least three days before work resumes. If you intend to resume lead work under the LHRD program, please submit the required documentation to Samantha Spergel at sspergel@ihcda.in.gov at least three days before work resumes.