



GLOSSARY

This glossary defines acronyms, service types, and related terms used 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 for general management, oversight, coordination, evaluation, and reporting on eligible activities. Such costs do not include costs directly related to carrying out eligible activities, since those costs are eligible as part of the activity delivery costs of such activities.

Advocacy – Entitlements: The provision of assistance to a client to obtain and/or maintain entitlements (e.g., public assistance, Supplemental Security Income, etc.)

Advocacy – Health Care: The provision of assistance to a client to obtain and/or maintain dental, medical, mental health, nutrition, substance use, or treatment adherence services.

Advocacy – Housing: The provision of assistance to a client to obtain and/or maintain housing or housing-related services (e.g., housing placement assistance, etc.).

Advocacy – Other: The provision of assistance to a client to obtain and/or maintain services other than those related to entitlements, health care, and housing (e.g., legal, supportive counseling, transportation, etc.).

Apartment Inspections: A field visit to assess the habitability of a housing unit and verify client occupancy.

Chronically Homeless Person: An unaccompanied *homeless person* (as defined in this Glossary) with a *disabling condition* (as defined in this Glossary) who has either been continuously homeless for a year or more OR has had at least four episodes of homelessness in the past three years.

Disabling condition: A diagnosable 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. In addition, 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.

Eligible Metropolitan Statistical Area (EMSA): A metropolitan statistical area that has a population of 500,000 or more and has more than 1,500 cumulative cases of AIDS.

Escorts – Entitlements and Housing: The accompanying of a client to an off-site appointment related to entitlements or housing to ensure compliance with the appointment and/or provide advocacy.

Escorts – Health Care: The accompanying of a client to an off-site appointment related to health care services to ensure compliance with the appointment and/or provide advocacy.

Extremely Low Income (Individual or Household): An individual or household whose 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.

Fair Market Rent(s): Gross rent estimates established annually by *HUD*. Fair Market Rents (FMRs) include the shelter rent plus the cost of all utilities, except telephone expenses.

Homeless Person: An individual sleeping in a place not meant for human habitation (e.g., living on the streets) or in an emergency homeless shelter. This does not include doubled-up or overcrowding situations.

HOPWA: The acronym for used to reference Housing Opportunities for Persons with AIDS (HOPWA) programs. HOPWA programs are funded by *HUD* to provide housing assistance and supportive services to low-income persons with HIV/AIDS and their families.

HOPWA-eligible Person: The person with HIV/AIDS who qualifies the household for HOPWA assistance.

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.

Long-term Rental Assistance (LTRA): A housing subsidy provided for use on the open 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 and habitability standards established by *HUD*. LTRA subsidies do not include payments for brokers' fees and/or security deposits.

Low Income (Individual or Household): An individual or household whose annual (gross) income does not exceed 80 percent of the median family income for the area (adjusted for family size). HUD may establish, on an exception basis, income ceilings higher or lower than 80 percent of median income for an area.

Mental Health Counseling (Group and Individual): The provision of *psychotherapy* (as defined in this Glossary) to a person or persons with a diagnosed mental disorder(s) listed in the most recent edition of the Diagnostic and Statistical Manual of Mental Disorders (DSM) published by the American Psychiatric Association. Also included are the diagnosis, psychosocial assessment, and the development and implementation of assessment-based treatment plans related to an individual's mental disorder(s). The provision of mental health counseling is limited to a licensed psychiatrist; licensed psychologist (i.e., Ph.D., Psy.D.); licensed clinical social worker (LCSW); or a licensed master social worker (LMSW) under the supervision of a LCSW, licensed psychologist or psychiatrist. All service providers must be licensed by the New York State Education Department – Office of the Professions in one of the above professions. A psychiatrist must also be Board-certified in psychiatry by The American Board of Psychiatry and Neurology.

Outreach (SRO Outreach programs): Face-to-face encounters to identify, inform, and enroll persons with HIV/AIDS in HIV primary care and support services. Outreach activities include (but are not limited to) information and education on health and psychosocial issues and services; risk reduction; referral provision; and distribution of materials. Services are restricted to residents of commercial Single Room Occupancy (SRO) hotels who are not connected or are sporadically connected to care.

Outreach (Homeless/Street Youth Outreach programs): Face-to-face encounters to identify, inform, and enroll persons with HIV/AIDS, unaware of their HIV status, or at high risk for HIV infection in medical care and support services. Outreach activities include (but are not limited to) information and education on health and psychosocial issues and services; risk reduction; referral provision; and distribution of materials. Services are restricted to homeless or street dependent youth (i.e., ages 16-24) living with HIV/AIDS, unaware of their HIV status, or at high risk for HIV infection. Encounters must take place in neighborhoods or other areas where homeless and street dependent youth typically congregate.

Permanent Housing Placement: Relocation of a *HOPWA-eligible person* into an appropriate long-term housing setting where the individual has continuous legal right to remain in the unit.

Psychotherapy: The use of verbal methods 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).

Rental Assistance Eligibility Verification: The application review process to determine and verify client eligibility for rental assistance. Also included is the review process to verify continual eligibility for recipients of Long-term Rental Assistance.

Start-up Rental Assistance: Expenditures that help establish a household in a housing unit. This may include payment of a security deposit, broker's fee, and/or first month's rent.

Short-term Rental Assistance: A housing subsidy provided to prevent homelessness of renters in their current place of residence who are pending eviction due to non-payment of their rent. 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.

Single Room Occupancy (SRO): Housing consisting of single-room dwelling units that are the primary residence of their occupants. If the units do not contain sanitary facilities, the building must contain sanitary facilities shared by the tenants.

Substance Use Counseling (Group and Individual): The provision of counseling to a person or persons to address issues related to the dependence and/or misuse of alcohol and other drugs. This includes (but is not limited to) utilizing a harm reduction approach for reducing the harm associated with the use of alcohol and other drugs.

Supportive Counseling (Group and Individual): The provision of counseling to a person or persons to strengthen and support functioning; promote stability; and reduce barriers that impede access to and maintenance in care. This includes (but is not limited to) counseling to address issues related to grief and bereavement; risk reduction; and family dynamics. Supportive counseling excludes mental health, substance use, and treatment adherence counseling, and should not be provided in lieu of mental health and/or substance use counseling for persons with a diagnosed mental disorder(s). However, supportive counseling may be provided in concert with mental health and substance use services (when necessary).

Transitional Housing Placement: Relocation of a *HOPWA-eligible person* into a temporary housing setting before permanent appropriate housing is obtained.

Treatment Adherence Counseling (Group and Individual): The provision of counseling to a person or persons to promote readiness and adherence to HIV/AIDS treatments. This includes activities designed to support and promote adherence of HIV/AIDS treatments, including (but not limited to) pre-packaging of medications and Directly Observed Therapy (DOT).

Unduplicated (Count): A household, individual, or unit that is counted only once.

Very Low Income (Individual or Household): An individual or household whose annual (gross) income does not exceed 50 percent of the median income for the area (adjusted for family size). HUD may establish income ceilings higher or lower than 50 percent of median income for an area on an exception basis.

Veteran: Anyone who served or is currently serving in the military forces.