

FORM N
Housing Opportunities for Persons with Aids (HOPWA)
REQUESTED BUDGET INSTRUCTIONS

The **Appendix C, DSHS Housing Opportunities for Persons with Aids (HOPWA) Program Manual**, provides an overview of the program and its eligible activities and requirements. It also provides additional detail about eligible direct and indirect costs. Grantee (Administrative Agency) Administration costs cannot exceed the amount specified under Table A, “AA Admin Cost Cap.”

Please submit a seventeen-month (04/01/27 – 08/31/28) requested budget and justification for this contract period based on your total allocation in Table A. Use the attached requested budget template in Excel format. Submit your budget in whole dollars only. When submitting invoices to DSHS, use two decimal places.

The categorical budget must summarize the dollar amounts allocated to the following HOPWA activity categories:

055	Tenant-Based Rental Assistance
055	Short-Term Rent, Mortgage, and Utility
055	Facility-Based Housing Assistance
055	Permanent Housing Placement
055	Housing Case Management
055	Housing Information Services
055	Resource Identification
055	Project Sponsor Administration
055	Grantee Administration