



Transition Implementation Plan Guidance

Needs Assessment

- A. Analysis of current capacity. Based on the attached matrix, describe the current capacity to implement the particular requirements for each type of assistance under the Lead Safe Housing Regulation. To determine current capacity consult mm's lead listing at <http://www.leadlisting.org>, contact the nearest HUD lead hazard control grantee, and the state agency responsible for the lead-based paint certification program or the Regional EPA Office if EPA is *operating the* lead-based paint certification program directly.

Example:

The City of Anywhere, USA has concluded that our jurisdiction has reasonable access to 1 lead paint *inspector/risk* assessor, 2 abatement firms, and 20 maintenance/rehabilitation workers.

- B. Estimate of needed capacity. Based on the number of units receiving federal assistance that are covered by the regulation, estimate the number of additional trained and/or certified personnel that will be needed by March 15, 2001.

Example:

The City of Anywhere, USA estimates that the Lead Safe Housing Regulation may cover as many as 10,000 units in this jurisdiction per year. at these, we estim&te that about 2,000 will require testing and potentially, hazard reduction, Based on the number of units covered and the current capacity, the City of Anywhere has identified the following capacity needs: For units receiving Section 8 Project Based Assistance, one Risk Assessor (RA) , three maintenance/rehabilitation workers, and two Sampling technicians (ST) for clearance examinations will be needed. For Tenant Based Rental Assistance, five trained maintenance/rehabilitation *workers*, and one ST are needed, For Rehabilitation Assistance, one inspector/risk assessor, five trained maintenance/rehabilitation workers, two ST, and two certified abatement workers/supervisors

The jurisdiction should include a description of their efforts to address the identified capacity needs through the following activities:

1. Locating an accredited training provider. Describe how the jurisdiction will locate an accredited training provider within a reasonable distance to provide training in the area. If an accredited training provider cannot be located within a reasonable distance, a request will be made to the Lead Paint Compliance Assistance Center for an accredited training provider to train community residents and others to become lead safety professionals. Other efforts to expand the availability of accredited training providers should be described.
2. Offering training. Provide training to individuals who will make a commitment to provide lead-related services to individuals or entities within the jurisdiction for an agreed upon period of time. A jurisdiction may wish to cover costs of training, including the normal costs of the accredited training, as proven by standard rate sheets provided by accredited trainers and certification fee support (where applicable)
3. Performing Outreach. Market training courses to ensure that attendance at training sessions is adequate.
4. Cooperating and sharing information. Describe how the jurisdiction will coordinate with the State or EPA agency responsible for certifying lead-based paint personnel and other agencies and jurisdictions to achieve the goals of this plan. Share information to identify and train a pool of contractors, inspectors, risk assessors, supervisors, workers, and sampling technicians to serve the area.
5. Contact local HUD Lead Hazard Control Grantees. Describe efforts to coordinate with local HUD lead hazard control grantees to promote training opportunities and identify any grantee services that can be expanded or shifted to include serving the agency or jurisdiction, For example, a lead hazard control grantee may provide the services of a risk assessor on its staff to review and approve sampling technician's reports,
6. Prioritize housing. Include a strategy for prioritizing assisted housing with the greatest risks and greatest opportunity to control lead-based paint hazards. Por example, services could be targeted to the oldest units occupied by children under 6, or likely to be occupied by children under 6.
7. Maintain documentation. Keep records of the efforts and activities performed to achieve the goals of this plan.
8. Schedule. Include a schedule showing how these activities will be accomplished no later than March 15, 2001.

