



U. S. Department of Housing and Urban Development  
Washington, D.C. 20410

OFFICE OF LEAD HAZARD CONTROL

POLICY GUIDANCE NUMBER: 97-03	DATE: July 31, 1997
SUBJECT:	Revision to data collection requirements: elimination of data collection using the OMB-approved forms, quarterly submission of address of units completed and cleared
STATUS:	Current
APPLICABILITY:	All grant rounds, except grantees participating in the National Evaluation.
RELATED GUIDANCES:	Policy guidance 94-01, 95-04, 96-02.
COMMENTS:	

Dear Lead-Based Paint Hazard Control Grantee:

This Office has recently conducted a reassessment of the requested data collection for Rounds Two, Three, and Four grants which are not part of the National Evaluation being conducted for HUD by the National Center for Lead-Safe Housing. This data collection effort consists of using the OMB-approved Data Collection Forms (FORM 01 – FORM 04) as the instrument for submitting data on the progress of your program (please refer to my policy guidance letter dated July 17, 1995). As a result of this reassessment, we have significantly adjusted our data needs. This translates into a much reduced reporting burden for you:

- 1) **You will no longer be requested to submit the data collection forms to HUD or Westat, our support contractor.** We recommend that you continue to utilize the data collection forms for your own planning and information gathering purposes. Certain individual grantees have volunteered to continue collecting and reporting the full data set to HUD on a voluntary basis. If any other grantees would like to continue collecting and reporting the full data set to HUD, please contact your GTR. These data may be used to determine the relative cost and effectiveness of the various lead hazard control methods in reducing lead-based paint hazards. While

the Notice of Funding Availability for Rounds Two, Three, and Four recommended that grantees devote 3 percent of the total grant sum for data collection purposes, you may choose to reduce this budget item for use in other eligible areas. If you have any questions or comments, please contact Matt Ammon (202-755-1785, ext.158) who will be available for assistance.

We have decided to reduce this data collection effort because we have determined that the information collected as part of the National Evaluation will provide us with sufficient information for our policy purposes. We will continue to provide you with the interim National Evaluation reports, and when completed, the final report. Grantees wishing detailed information regarding the National Evaluation should contact Barbara Haley of this Office at (202) 755-1785, ext. 126.

2) We assume that many of you are already collecting data for tracking (i.e., inventory) units enrolled in your grant program. The information requested below would be beneficial to us in tracking HUD's efforts in making dwellings lead-safe. **Therefore, we are also requesting that you provide in your quarterly report submissions to HUD the following information for units that have undergone lead hazard control activities and subsequently cleared:**

- **address, city, State, and zip code (including census tract if available)**

**We are also interested in collecting data on the level of hazard abatement activity (i.e., strategy option) and average reported costs of hazard abatement activities. This information need not be on a per unit basis. This information should be compiled as summary statistical data to be included in your quarterly report submissions to HUD (e.g., "20 units have undergone *interim control activities*, including treating friction and impact surfaces, cleaning, and paint film stabilization at an average cost of \$3,500"). Additional guidance will provided in a follow-up memorandum.**

This information will be used to support a Department-wide initiative to map data using Geographic Information Systems (GIS)-based software that you, as local grantees, will ultimately be able to use for planning purposes and program analysis. We will be sharing the mapping data with you as soon as it is available.

On a general note, several Office initiatives currently being developed involve the electronic exchange of data through the Internet. We have also developed a Lead-Based Paint Hazard Control Grantee Web Site (<http://www.hud.gov/lea> - follow the link to the Grant Program, then the link to the Grantee Web Site) to serve as an

additional resource. We strongly encourage you to acquire Internet access via a local or national Internet Service Provider or an on-line service. If you need any assistance, or for further information, please contact Matt Ammon, at the number above.

We look forward to working with you on these new initiatives and appreciate your support in providing this important data to us.

Sincerely,

A handwritten signature in black ink, appearing to read "Ellis Goldman", with a long horizontal flourish extending to the left.

Ellis G. Goldman  
Director, Program Management Division