



OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

January 13, 2026

Brian L. Barroso
City Manager
City of Key West
1300 White Street
Key West, FL, 33040-4854

Dear Brian L. Barroso:

Congratulations, your Fiscal Year (FY) 2025 Housing Opportunities for Persons With AIDS (HOPWA) Permanent Supportive Housing (PSH) Grant application for City of Key West has been approved. The U.S. Department of Housing and Urban Development (HUD) is obligating a grant award in the amount of \$1,519,564 for the purpose of permanent supportive housing activities for low-income people with HIV and their families in your community. This FY2025 HOPWA grant award is in response to your renewal or replacement application submitted under Notice CPD-25-05: *Procedural Guidance for Fiscal Year 2025 HOPWA Permanent Supportive Housing Renewal and Replacement Grant Applications* issued on May 29, 2025.

The grant agreement for this award will be issued through DocuSign. You can expect to receive the grant agreement about one month before your current PSH grant is due to expire. The grant agreement is considered fully executed when both parties have signed the grant agreement. The period of performance for the FY2025 HOPWA grant award begins on the date that the grant agreement is fully executed and ends three years thereafter.

You are reminded that you, as grantee, are responsible for ensuring that all grant funds are used in accordance with all program requirements and other applicable laws and executive orders. By executing the Grant Agreement (or Funding Approval/Agreement), you will be entering into a legally binding agreement with the Department to use the awarded funds and carry out the funded activities in accordance with all Federal statutes, regulations, and award terms and conditions that apply to those funds and activities.

After the grant agreement is executed, you will be contacted to begin the IDIS setup process for your new PSH award. HUD will reach out to the same contacts that were contacted during the application review. Please inform the Department if there is a different contact person for the IDIS setup. As a reminder, you are required to draw against your HOPWA grants at least every 90 days. Therefore, you must complete the IDIS setup and complete the first draw on the new PSH award within 90 days of execution. HUD will host a start-up training for all FY25 PSH renewal and replacement grantees to reiterate the grant requirements.

The Department looks forward to continued collaboration as HUD strives to ensure that the

investment of housing and supportive services effectively contributes to increased housing stability and better health outcomes for low-income people with HIV.

Again, congratulations on the award. If you have further questions, please contact Madison Underwood, Program and Management Analyst, by email at Madison.L.Underwood@hud.gov.

Sincerely,

Amy B. Griffin

Amy Griffin, Director,
Office of HIV/AIDS Housing