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August 19, 2025

Dear Landlord,

On behalf of the Housing Authority of Gloucester County (HAGC) and as the managing agent of the Housing Authority of the Borough of Glassboro (GHA) I would like to thank you for your continued participation as a Section 8 Landlord, your involvement plays an important role in offering affordable housing to our community.

As you may know, effective October 1, 2024, HUD required all Housing Authorities to switch from the Housing Quality Standards (HQS) inspection protocol to the new National Standards for the Physical Inspection of Real State (NSPIRE) protocol. Some requirements under the new NSPIRE protocol differ greatly from the HQS standards and could have a major impact on your ability to pass an inspection for the HCV program. So, at the time, HAGC and GHA's management requested a 1-year extension to give landlords ample time for responding, and now the new effective date for these changes is October 1, 2025, which is fast approaching.

Most likely, Jon Cama, HAGC's Housing Inspector has talked to you and mentioned some of the most pressing changes at your last inspection, for example, that smoke detectors are now required to be hardwired or be a sealed 10-year ion-lithium convo. To help you understand the new requirements under NSPIRE, HAGC and GHA's websites will be periodically updated with landlord focused resources and information. We encourage you to visit www.hagc.org and www.glassborohousing.org – Landlord Tabs to keep yourself informed.

The new NSPIRE protocol prioritizes health, safety, and functional defects over appearance, implements inspections that better reflect the true physical condition of the property and supports the adoption of sound, year-round maintenance practices. I have attached a sample Checklist to this letter for your review.

Please know we appreciate your partnership; we are counting on your support to continue to provide our community with a safe and healthy place for your residents to call home.

Sincerely,

Kimberly Gober
HAGC Executive Director

Jonathan Cama,
HAGC Housing Inspector



Property _____
Inspector: _____ Date: _____

Item	Defect	CAT	Location
Bathtub and Shower	D-1: Only 1 bathtub or shower is present and it is inoperable or does not drain. U	S	
Call for Aid System	D-1: System is blocked, or pull cord is higher than 6 inches off the floor. U, I, HCV D-2: System does not function properly. U, I, HCV	LT LT	
Carbon Monoxide Alarm	D-1: Carbon monoxide alarm is missing, not installed, or not installed in a proper location. (AHR) U, HCV D-2: Carbon monoxide alarm is obstructed. U, I, HCV D-3: Carbon monoxide alarm does not produce audio or visual alarm when tested. U, I, HCV	LT LT LT	
Ceiling	D-3: Ceiling component is not functionally adequate. U, I	S	
Chimney	D-1: A visually accessible chimney, flue, or firebox connected to a fireplace or wood burning appliance is incomplete or damaged such that it may not safely contain fire and convey smoke and combustion gases to the exterior. U, I, O, HCV D-2: Chimney exhibits signs of structural failure. O, HCV	LT LT	
Clothes Dryer Exhaust Ventilation	D-1: Electric dryer transition duct is detached or missing. U, I, HCV D-2: Gas dryer transition duct is detached or missing. U, I, HCV D-3: Electric dryer exhaust ventilation system has restricted airflow. U, I, O, HCV D-5: Dryer transition duct is constructed of unsuitable material. U, I, HCV D-6: Gas dryer exhaust ventilation system has restricted airflow. U, I, O, HCV	LT LT LT LT LT	
Cooking Appliance	D-1: Cooking range, cooktop, or oven does not ignite or produce heat. U D-4: Microwave is the primary cooking appliance and it is damaged. U	S S	
Door Entry	D-2: Entry door will not close. U D-4: Entry door cannot be secured. U D-6: Entry door is missing. U, I	S S LT	
Door Fire Labeled	D-1: Fire labeled door does not open. U, I D-2: Fire labeled door does not close and latch or the self closing hardware is damaged or missing such that the door does not self close and latch. U, I D-3: Fire labeled door assembly has a hole of any size or is damaged such that its integrity may be compromised. U, I D-4: Fire labeled door seal or gasket is damaged or missing. U, I D-5: An object is present that may prevent the fire labeled door from closing and latching or self closing and latching. U, I D-6: Fire labeled door cannot be secured. U D-7: Fire labeled door is missing. U, I, HCV	S S S S S S LT	
Egress	D-1: Obstructed means of egress. U, I, O, HCV D-2: Sleeping room is located on the third floor or below and has an obstructed rescue opening. U, HCV D-3: Fire escape access is obstructed. U, HCV	LT LT LT	
Electrical Conductor, Outlet, and Switch	D-1: Outlet or switch is damaged. U, I, O, HCV D-2: Testing indicates a three pronged outlet is not properly wired or grounded. U, I, O D-3: Outlet does not have visible damage and testing indicates it is not energized. U, I, O D-4: Exposed electrical conductor. U, I, O, HCV D-5: Water is currently in contact with an electrical conductor. U, I, HCV	LT S S LT LT	
GFCI or AFCI Outlet or Breaker	D-1: GFCI outlet or GFCI breaker is not visibly damaged and the test or reset button is inoperable. U, I, O D-2: AFCI outlet or AFCI breaker is not visibly damaged and the test or reset button is inoperable. U, I, O D-3: An unprotected outlet is present within six feet of a water source. (AHR) U, I, O	S S S	
Electrical Service Panel	D-2: The overcurrent protection device is damaged. U, I, O, HCV D-3: The overcurrent protection device is contaminated. U, I, O	LT S	
Exit Sign	D-1: Exit sign is damaged, missing, obstructed, or not adequately illuminated. U, I, HCV	LT	
Fire Escape	D-1: Fire escape component is damaged or missing. O, HCV	LT	
Fire Extinguisher	D-1: Fire extinguisher pressure gauge reads over or under charged. U, I, O, HCV D-2: Fire extinguisher service tag is missing, illegible, or expired. U, I, O, HCV D-3: Fire extinguisher is damaged or missing. U, I, O, HCV	LT LT LT	
Flammable and Combustible Item	D-1: Improperly stored flammable or combustible item on or near an ignition source. U, I, O, HCV	LT	
Guardrail	D-1: Guardrail is missing or not installed. (AHR) U, I, O, HCV	LT	

Property	
Inspector:	Date:

Item	Defect	CAT	Location
	D-2: Guardrail is not functionally adequate. U, I, O, HCV	LT	
HVAC	D-1: The inspection date is on or between October 1 and March 31 and the permanently installed heating source is not working or the permanently installed heating source is working and the interior temperature is below 64 degrees Fahrenheit. (AHR) U, HCV	LT	
	D-2: The inspection date is on or between October 1 and March 31 and (AHR) the permanently installed heating source is working and the interior temperature is 64 to 67.9 degrees Fahrenheit. U, HCV	S	
	D-4: Unvented space heater that burns gas, oil, or kerosene is present. (AHR) U, I, HCV	LT	
	D-5: Combustion chamber cover or gas shutoff valve is missing from a fuel burning heating appliance. U, I, HCV	LT	
	D-6: Heating system or device safety shield is damaged or missing. U, I, HCV	S	
	D-8: Fuel burning heating system or device exhaust vent is misaligned, blocked, disconnected, improperly connected, damaged, or missing. U, I, O, HCV	LT	
Infestation	D-2: Extensive cockroach infestation. U, I	S	
	D-4: Extensive bedbug infestation. U, I	S	
	D-6: Extensive mouse infestation. U	S	
	D-8: Extensive rat infestation. U, I	S	
Leak Gas or Oil	D-1: Natural gas, propane, or oil leak. U, I, O, HCV	LT	
Leak Sewage System	D-1: Blocked sewage system. U, I, O	S	
	D-2: Leak in sewage system. U, I, O	S	
Lighting-Auxiliary	D-1: Auxiliary lighting is damaged, missing, or fails to illuminate when tested. I, O	S	
Mold like Substance	D-2: Presence of mold like substance at high levels is observed visually. U	S	
	D-3: Presence of mold like substance at extremely high levels is observed visually. U, I	LT	
Potential Lead based Paint Hazards Visual Assessment	D-2: Paint in a Unit or Inside the target property is deteriorated above the level required for lead safe work practices by a lead certified firm and passing clearance. U, I	S	
	D-4: Paint outside on a target property is deteriorated – above the level required for lead safe work practices by a lead - certified firm and passing clearance. O	S	
Private Roads and Driveways	D-1: Road or driveway access to the property is blocked or impassable for vehicles. O	S	
Sharp Edges	D-1: A sharp edge that can result in a cut or puncture hazard is present. U, I, O	S	
Smoke Alarm	D-1: Smoke alarm is not installed where required. (AHR) U, I, HCV	LT	
	D-2: Smoke alarm is obstructed. U, I, HCV	LT	
	D-3: Smoke alarm does not produce an audio or visual alarm when tested. U, I, HCV	LT	
Sprinkler Assembly	D-1: Sprinkler head assembly is encased or obstructed by an item or object that is within 18 inches of the sprinkler head. U, I, O, HCV	LT	
	D-2: Sprinkler assembly component is damaged, inoperable, or missing and it is detrimental to performance. U, I, O, HCV	LT	
	D-3: Sprinkler assembly has evidence of corrosion. U, I, O, HCV	LT	
	D-4: Sprinkler assembly has evidence of foreign material that is detrimental to performance. U, I, O, HCV	LT	
Structural System	D-1: Structural system exhibits signs of serious failure. U, I, O, HCV	LT	
Toilet	D-1: Only 1 toilet was installed, and it is missing. U, HCV	LT	
	D-3: Only 1 toilet was installed, and it is damaged or inoperable. U	S	
Water Heater	D-1: Temperature pressure relief (TPR) valve has an active leak or is obstructed or relief valve discharge piping is damaged, capped, has an upward slope, or is constructed of unsuitable material. U, I, O	S	
	D-2: No hot water. U	S	
	D-3: The relief valve discharge piping is missing or terminates greater than 6 inches or less than 2 inches from waste receptor flood level. U, I, O	LT	
	D-4: Chimney or flue piping is blocked, misaligned, or missing. U, I, O, HCV	LT	
	D-5: Gas shutoff valve is damaged, missing, or not installed. U, I, O, HCV	LT	
Window	D-3: Window will not close. U	S	