

# **Final PHA Agency Plan**

## **Annual Agency Plan for Fiscal Year 2024**



**Lisa Bova-Hiatt**  
Chief Executive Officer

**Date: October 17, 2023**

<b>Annual PHA Plan (Standard PHAs and Troubled PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires: 03/31/2024</b>
--	---	--

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

**Definitions.**

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

<b>A.</b>	<b>PHA Information</b>								
A.1	<p><b>PHA Name:</b> New York City Housing Authority <b>PHA Code:</b> NY005  <b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> 01/2024  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units 158,563; Number of Section 8 Vouchers: 100,158 Total Combined Units/Vouchers 258,721</b>  <i>Note: The number of Section 8 vouchers reflects the recent RAD conversions of eight public housing developments.</i>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission  <b>Availability of Information.</b> PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.  <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p>								
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program				
					<table border="1"> <tr> <td data-bbox="1221 1417 1365 1522">PH</td> <td data-bbox="1365 1417 1508 1522">HCV</td> </tr> <tr> <td data-bbox="1221 1522 1365 1579"></td> <td data-bbox="1365 1522 1508 1579"></td> </tr> </table>	PH	HCV		
PH	HCV								
<b>B.</b>	<b>Plan Elements</b>								

<p><b>B.1</b></p>	<p><b>Revision of Existing Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Grievance Procedures.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s): <b>Please see Attachment A (PHA Plan Update)</b></p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review. <b>Please see Attachment F (Admissions Policy for Deconcentration)</b></p>
<p><b>B.2</b></p>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><i>In FY 2024, NYCHA may require HUD approval for units to be vacant for modernization.</i></p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p><b>Please see Attachments B and C (Demolition and/or Disposition, Conversion of Public Housing, Homeownership, and Project-Based Vouchers and RAD, and Capital Improvements – Capital Fund Annual Statement).</b></p> <p><i>As of September 1, 2023, NYCHA has executed 181 HAP contracts for 21,477 project-based units receiving subsidy across the five boroughs in New York City. This includes project-based apartments at NYCHA's LLC mixed finance developments and RAD/PACT conversions.</i></p>
<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. <b>Please see Attachment E (Additional Information)</b></p>
<p><b>B.4</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>NYCHA submitted the FY 2023 Plan to HUD on March 2, 2023. The Plan was approved by HUD in EPIC on March 23, 2023.</p>
<p><b>B.5</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>

	<p>As described in the Schedule of Findings and Questioned Costs relating to Federal Awards of the Single Audit Report, the Authority did not comply with certain requirements regarding Assistance Listing No. 14.850 Public and Indian Housing as follows:</p> <p>Finding number 2022-001 for Special Tests and Provisions – Environmental Contaminants Testing and Remediation has been categorized as a material deficiency in compliance and is a recurring finding. During the Single Audit, Deloitte noted that the Authority did not complete all corrective actions to remediate environmental contaminants in the 2022 audit period (particularly lead paint and mold) and is in the process of addressing these issues.</p> <p>Finding number 2022-002 for Special Tests and Provisions – Insurance Proceeds has been categorized as a low-grade internal control deficiency and is a first time finding. During the Single Audit, Deloitte noted that Authority did not document Hurricane Ida related repair expenditures for loss affecting locations and could not correlate one-to-one expenditures to the insurance proceeds received in a timely manner.</p> <p>Finding number 2022-003 for Eligibility has been categorized as a low-grade compliance deficiency and is a first time finding. During the Single Audit, Deloitte noted that the Authority did not ensure that all required eligibility forms were included in case files. (5 of the 540 eligibility forms requested could not be located). These forms are required documentation to be maintained in the case files.</p>			
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>			
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?  Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.  Please see <b>attachment N</b></p>			
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>			
<b>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>			
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?  Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.  Please see <b>Attachment O</b></p>			
<b>C.5</b>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?  Y N N/A  <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>			
<b>D.</b>	<b>Affirmatively Furthering Fair Housing (AFFH).</b>			
<b>D.1</b>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p> <p>Provide a statement of the PHA’s strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with <a href="#">24 CFR § 5.154(d)(5)</a>. Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at <a href="#">24 CFR § 903.7(o)</a> enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1" style="width: 100%;"> <tr> <td><b>Fair Housing Goal:</b></td> </tr> <tr> <td><b><i>Describe fair housing strategies and actions to achieve the goal</i></b></td> </tr> <tr> <td> <p>Currently, PHAs are not required to submit an AFH. NYCHA reaffirms its commitment to affirmatively further fair housing through its sustained relationships with residents, applicants, advocates, and organizations that assist people with disabilities and promote fair housing. Please see pages <b>201 through 204</b> for information on NYCHA’s progress in its goal to “Promote Equal Opportunity in Housing”.</p> </td> </tr> </table>	<b>Fair Housing Goal:</b>	<b><i>Describe fair housing strategies and actions to achieve the goal</i></b>	<p>Currently, PHAs are not required to submit an AFH. NYCHA reaffirms its commitment to affirmatively further fair housing through its sustained relationships with residents, applicants, advocates, and organizations that assist people with disabilities and promote fair housing. Please see pages <b>201 through 204</b> for information on NYCHA’s progress in its goal to “Promote Equal Opportunity in Housing”.</p>
<b>Fair Housing Goal:</b>				
<b><i>Describe fair housing strategies and actions to achieve the goal</i></b>				
<p>Currently, PHAs are not required to submit an AFH. NYCHA reaffirms its commitment to affirmatively further fair housing through its sustained relationships with residents, applicants, advocates, and organizations that assist people with disabilities and promote fair housing. Please see pages <b>201 through 204</b> for information on NYCHA’s progress in its goal to “Promote Equal Opportunity in Housing”.</p>				

--	--

## Supporting Documents Available for Review

Members of the public wishing to examine the Supporting Documents may do so, during regular business hours, by contacting NYCHA's central office, located at 90 Church Street, New York, New York, at (212) 306-3123 or by emailing [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) to schedule an appointment to review the documents.

<b>List of Supporting Documents Available for Local Review</b> <i>(Applicable to All PHA Plan Types)</i>		
Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Form HUD-50077, <i>Standard PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual PHA Plans.</i>	5-Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5-Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5-Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments (AI) to Fair Housing Choice); and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan (TSAP) and the Site-Based Waiting List Procedure. <i>The following Management and Maintenance Policies are available and on display:</i> <i>Public Housing Maintenance and Management:</i> <ul style="list-style-type: none"> <li>• NYCHA Management Manual</li> <li>• NYCHA Application and Tenancy Administration Manual</li> <li>• NYCHA Tenant Selection and Assignment Plan (TSAP) Manual</li> <li>• NYCHA Human Resources Manual</li> <li>• NYCHA Emergency Procedure Manual</li> <li>• NYCHA Procurement Policy Manual</li> <li>• NYCHA Capital Projects Division Procedures Manual</li> <li>• NYCHA Accounts Payable Procedures Manual</li> <li>• NYCHA Standard Procedures</li> <li>• NYCHA General Memoranda</li> <li>• NYCHA Deputy General Manager Memoranda</li> <li>• NYCHA Assistant Deputy General Manager Memoranda</li> <li>• NYCHA Interim Guidance</li> </ul>	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

## List of Supporting Documents Available for Local Review

*(Applicable to All PHA Plan Types)*

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Deconcentration Income Analysis <i>NYCHA’s Deconcentration Income Analysis begins on page 208 of the Final Annual Plan.</i>	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.  <i>NYCHA’s policy governing the occupancy of Police Officers is available in NYCHA’s Management Manual in Chapter III, NYCHA’s Standard Procedure SP003011 and on page 42 of the Final Annual Plan.</i>	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.  <i>NYCHA’s rent determination policies are available in NYCHA’s Management Manual in Chapter III beginning on page 107 and on page 48 of the Final Annual Plan.</i>	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.  <i>NYCHA’s Flat Rent schedule is on page 50 of the Final Annual Plan and in NYCHA’s Management Manual in Chapter III on page 107 and in Exhibit 2 on page 133.</i>	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in the Section 8 Administrative Plan. <i>Section 8 rent determination (payment standard) policies are outlined in Chapter IX of the Section 8 Administrative Plan and on pages 51 and 52 of the Final Annual Plan.</i>	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) assessment	Annual Plan: Operations and Maintenance
X	Results of latest Section 8 Management Assessment System (SEMAP).	Annual Plan: Operations and Maintenance
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.  <i>Section 8 special housing types are outlined in Chapter XV (B) of the Section 8 Administrative Plan.</i>	Annual Plan: Management and Operations
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy. <i>NYCHA’s grievance procedures are outlined in Chapter IV Section IV (A) of the NYCHA Management Manual.</i>	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan. <i>NYCHA’s informal review and hearing procedures are outlined in Chapter XXIV (B) of the Section 8 Administrative Plan.</i>	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement/Performance and Evaluation Report (form HUD-52837) for the active grant year	Annual Plan: Capital Needs

**List of Supporting Documents Available for Local Review**  
**(Applicable to All PHA Plan Types)**

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

Applicable & On Display	Supporting Document	Applicable Plan Component
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
X	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the U.S. Housing Act of 1937, or Section 33 of the U.S. Housing Act of 1937.	Annual Plan: Conversion of Public Housing
X	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion. <i>Please see page 113 of the Final Annual Plan for information on the Voluntary Conversion of NYCHA’s public housing.</i>	Annual Plan: Voluntary Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program <i>NYCHA does not have a Section 8 Homeownership program at this time.</i>	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in the public housing A & O Policy. <i>NYCHA’s Community Service Policy is outlined in NYCHA Form 040.564 and in the Final Annual Plan beginning on page 215.</i>	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.  <i>NYCHA’s Policy on Ownership of Pets in Public Housing Family Developments is outlined in NYCHA Form 040.537 and in the Final Annual Plan beginning on page 90.</i>	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA’s response to any findings	Annual Plan: Annual Audit
X	Other supporting documents (optional) <i>New York Police Department Housing Bureau Strategic Plan</i>	Annual Plan: Safety and Crime Prevention

## Public Hearing Notice

### New York City Housing Authority Draft Significant Amendment to the Fiscal Year (FY) 2023 Annual Plan and the FY 2024 Draft Annual Plan

NYCHA's Draft Significant Amendment to the Fiscal Year (FY) 2023 Annual Plan and FY 2024 Draft Annual Plan will be available for public inspection starting May 26, 2023, on NYCHA's website: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan). The plans will also be available at every development's management office. The Executive Summaries will be available on NYCHA's website in English, Spanish, Chinese, and Russian. Please email [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) if you would like to review the supporting documents.

The public is invited to comment on these plans at a public hearing on **Wednesday, July 12, 2023, from 5:30 p.m. to 8:00 p.m. at Stuyvesant High School (345 Chambers Street in Manhattan)**. Please check in with Security (on the sidewalk) upon arrival.

The public hearing will be held as a hybrid meeting, so attendees can participate in person or virtually.

**Attending the hearing virtually (Zoom or phone):** Instructions on how to participate, as well as meeting materials, will be posted on [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan) before the meeting. To attend by phone, dial 888-788-0099 at the time of the hearing and enter 846 5064 3974 as the meeting code.

**Interpretation services** will be available on Zoom in Spanish, Mandarin, Cantonese, Russian, and American Sign Language.

**Attending the hearing in person:** Anyone wishing to speak on the items related to the plans can fill out a speaker slip upon arrival at the venue. All speakers are asked to limit their remarks to three minutes.

The meeting can also be viewed live on NYCHA's website or after the meeting through a recording on NYCHA's website: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan).

You can also provide written comments about the plans. **Submissions must be received by July 15, 2023.** Comments can be faxed to 212-306-8888, mailed to the following address, or emailed to [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov). **Public Housing Agency Plan Comments, Church Street Station, P.O. Box 3422, New York, New York 10008-3422**



Requests for reasonable accommodations should be made by July 6, 2023, by emailing [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) or calling 212-306-3335.

A translation of this document is available in your Property Management Office.  
La traducción de este documento está disponible en su Oficina de Administración de Propiedades.  
這份文件在每個物業管理處辦公室提供中文文件的譯本。  
這份文件在每個物業管理處辦公室提供俄文文件的譯本。  
Перевод этого документа доступен в Офисе управления вашим жилищным комплексом.



## **Aviso de Audiencia Pública**

El Borrador de la Enmienda Significativa de NYCHA al Plan Anual del Año Fiscal (FY) 2023 y el Borrador del Plan Anual del Año Fiscal 2024 estarán disponibles para inspección pública a partir del 26 de mayo de 2023, en el sitio web de NYCHA: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan). Los planes también estarán disponibles en la oficina de administración de cada residencial. Los Resúmenes Ejecutivos estarán disponibles en el sitio web de NYCHA en inglés, español, chino y ruso. Por favor, envíe un correo electrónico a [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) si desea revisar los documentos complementarios.

Se invita al público a comentar sobre estos planes en una audiencia pública el **miércoles 12 de julio de 2023, de 5:30 p.m. a 8:00 p.m. en la Stuyvesant High School (345 Chambers Street en Manhattan)**. Por favor, regístrese con el personal de seguridad (en la acera) a su llegada.

La audiencia pública se llevará a cabo como una reunión híbrida, por lo que los asistentes pueden participar en persona o virtualmente.

**Para asistir a la audiencia virtualmente (Zoom o teléfono):** Las instrucciones sobre cómo participar, así como los materiales de la reunión, se publicarán en: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan) antes de la reunión. Para asistir por teléfono, marque 888-788-0099 en el momento de la audiencia e ingrese 846 5064 3974 como el código de la reunión.

Los servicios de interpretación estarán disponibles en Zoom en español, mandarín, cantonés, ruso y lenguaje de señas estadounidense.

**Asistir a la audiencia en persona:** Cualquier persona que desee hablar sobre los temas relacionados con los planes puede completar una hoja de participación a su llegada al lugar. Se pide a todos los oradores que limiten sus observaciones a tres minutos.

La reunión también se puede ver en vivo en el sitio web de NYCHA o después de la reunión a través de una grabación en el sitio web de NYCHA: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan).

También puede proporcionar comentarios por escrito sobre los planes. **Las propuestas deberán recibirse antes del 15 de julio de 2023.** Los comentarios pueden enviarse por fax al 212-306-8888, enviarse por correo a la siguiente dirección o enviarse por correo electrónico a [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov).

Public Housing Agency Plan Comments  
Church Street Station  
P.O. Box 3422  
New York, New York 10008-3422



Las solicitudes de adaptaciones razonables deben hacerse antes del 6 de julio de 2023, enviando un correo electrónico a [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) o llamando al 212-306-3335.

## **Уведомление об общественном слушании**

Проект Значительной поправки (Draft Significant Amendment) NYCHA к Годовому плану на 2023 финансовый год (FY) и проекту Годового плана на FY 2024 будут доступны, начиная с 26 мая 2023 года, для публичного ознакомления на вебсайте NYCHA: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan). Эти планы будут также доступны в офисах управления каждого жилкомплекса. Краткие обзоры будут доступны на вебсайте NYCHA на английском, испанском, китайском и русском языках. Пожалуйста, отправьте имейл по адресу [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov), если вы хотите просмотреть сопутствующие документы.

Общественность приглашается предоставить комментарии по поводу планов на публичном слушании, которое состоится в среду, 12 июля 2023 года, с 5:30 р.м. до 8:00 р.м. в **Stuyvesant High School (345 Chambers Street в Манхэттене)**. Пожалуйста, по прибытии зарегистрируйтесь у службы безопасности (на тротуаре).

Публичное слушание будет проводиться как гибридное собрание, поэтому участники могут участвовать очно или виртуально.

Виртуальное посещение слушания (Zoom или телефон): Инструкции по участию, а также материалы собрания будут размещены перед его проведением на сайте [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan). Для участия по телефону наберите во время слушания 888-788-0099 и введите 846 5064 3974 в качестве кода собрания.

Услуги устного перевода будут доступны в Zoom на испанский, русский, китайский (пекинский и кантонский диалекты) языки и американский язык жестов.

**Очное посещение слушания:** Любой, кто желает выступить по вопросам, связанным с планами, может заполнить регистрационный листок выступающего по прибытии на место проведения слушания. Всех выступающих просят ограничить свое выступление тремя минутами.

Собрание можно будет также посмотреть в прямом эфире на вебсайте NYCHA или после завершения слушания в записи на вебсайте: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan).

Вы также можете подать письменные комментарии по поводу планов. Комментарии должны быть получены до 15 июля 2023 г. Комментарии принимаются по факсу: 212-306-8888, по почте (адрес указан ниже) или имейлу: [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov)

Public Housing Agency Plan Comments  
Church Street Station  
P.O. Box 3422  
New York, New York 10008-3422



Запросы на приемлемую модификацию (reasonable accommodation) должны быть отправлены до 6 июля 2023 г. по имейлу [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) или поданы по тел. 212-306-3335.

## 关于公共听证会通知

纽约市房屋局 (NYCHA) 将从 2023 年 5 月 26 日开始在其网站公布 NYCHA 2023 财政年度机构计划重大修正案初稿及「2024 财政年度机构计划」初稿, 供民众查看, 网址: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。各住宅区管理处办公室也将提供这些计划的文件。NYCHA 网站将提供「行政概述」的英文, 西班牙语, 中文和俄文版本。如想查阅计划书的辅助文件, 请发送电邮至: [annualplancomments@nychanyc.gov](mailto:annualplancomments@nychanyc.gov)。

谨此诚邀所有民众参加 NYCHA 于 2023 年 7 月 12 日, 星期三, 下午 5 时 30 分至晚上 8 时在位于纽约市曼哈顿区 Chamber 街 345 号的史岱文森高中 (Stuyvesant High School) 内举行的公开听证会, 对计划书提出建议和意见。请于到达会场时向保安人员 (在人行道上) 报到。

公共听证会将以混合模式进行, 与会者可选择亲自到场或远程参加会议。

远程参加会议 (通过 Zoom 或电话): 关于参加会议的方法, 以及会议资料将公布在网站: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。通过电话参加会议的民众可在会议召开时拨打电话: 888-788-0099, 并在接通后输入会议编码: 846 5064 3974。

通过 Zoom 软件召开的会议将提供西班牙语, 普通话, 广东话, 俄语和美国手语传译服务。

亲自到场参加听证会: 希望对机构计划的相关内容发言的人士可于到达会场时填写发言人登记表。请所有发言者将发言时间限制在三分钟以内。

市民亦可登陆 NYCHA 网站观看会议直播或在会议结束后观看录像, 网址: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。

您亦可对机构计划提供书面意见。请于 2023 年 7 月 15 日之前提交意见书, 并可将意见书传真至: (212) 306-8888, 邮寄至下列地址, 或电邮至: [annualplancomments@nychanyc.gov](mailto:annualplancomments@nychanyc.gov)。

Public Housing Agency Plan Comments  
Church Street Station  
P.O.Box 3422  
New York, New York 10008-3422



如果需要合理便利措施安排, 请于 2023 年 7 月 6 日之前发送电邮至: [annualplancomments@nychanyc.gov](mailto:annualplancomments@nychanyc.gov) 或电话: 212-306-3335 提出申请。

## **關於公共聽證會通知**

紐約市房屋局 (NYCHA) 將從 2023 年 5 月 26 日開始在其網站公佈 NYCHA 「2023 財政年度機構計劃」重大修正案初稿及「2024 財政年度機構計劃」初稿，供民眾查看，網址：[on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。各住宅區管理處辦公室也將提供這些計劃的文件。NYCHA 網站將提供「行政概述」的英文，西班牙文，中文和俄文版本。如想查閱計劃書的輔助文件，請發送電郵至：[annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov)。

謹此誠邀所有民眾參加 NYCHA 於 2023 年 7 月 12 日，星期三，下午 5 時 30 分至晚上 8 時在位於紐約市曼哈頓區 Chamber 街 345 號的史岱文森高中(Stuyvesant High School) 內舉行的公開聽證會，對計劃書提出建議和意見。請於到達會場時向保安人員(在人行道上)報到。

公共聽證會將以混合模式進行，與會者可選擇親自到場或遠程參加會議。

遠程參加會議 (通過 Zoom 或電話): 關於參加會議的方法，以及會議資料將公佈在網站:[on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。通過電話參加會議的民眾可在會議召開時撥打電話：888-788-0099，並在接通後輸入會議編碼: 846 5064 3974。

通過 Zoom 軟件召開的會議將提供西班牙語，普通話，廣東話，俄語和美國手語傳譯服務。

親自到場參加聽證會：希望對機構計劃的相關內容發言的人士可於到達會場時填寫發言人登記表。請所有發言者將發言時間限制在三分鐘以內。

市民亦可登陸 NYCHA 網站觀看會議直播或在會議結束後觀看錄影，網址：[on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。

您亦可對機構計劃提供書面意見。請於 2023 年 7 月 15 日之前提交意見書，並可將意見書傳真至: (212) 306-8888，郵寄至下列地址，或電郵至：[annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov)。

Public Housing Agency Plan Comments  
Church Street Station  
P.O.Box 3422  
New York, New York 10008-3422



如果需要合理便利措施安排，請於 2023 年 7 月 6 日之前發送電郵至：[annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) 或電話: 212-306-3335 提出申請。





## NYCHA’s Draft Significant Amendment to the Fiscal Year 2023 Annual Plan and the FY 2024 Draft Annual Plan

The Draft Significant Amendment to the FY 2023 Annual Plan and the FY 2024 Draft Annual Plan will be available for public inspection starting May 26, 2023, on NYCHA’s website: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan). They will also be available at the management office of every NYCHA public housing development during regular business hours.

The public is invited to comment on these plans at a public hearing on **Wednesday, July 12, 2023**, from 5:30 p.m. to 8 p.m. at **Stuyvesant High School (345 Chambers Street in Manhattan)**.

The public hearing will be held as a hybrid meeting, so attendees can participate in person or virtually.

**If you would like to attend the hearing virtually (Zoom or phone):** Instructions on how to participate, as well as meeting materials, will be posted on [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan) before the meeting. To attend the meeting by phone, dial 888-788-0099 at the time of the hearing and enter 846 5064 3974 as the meeting code.

**Interpretation services** will be available on Zoom in Spanish, Mandarin, Cantonese, Russian, and American Sign Language. Those attending by phone who require foreign language interpretation may dial 646-558-8656 and the following ID numbers at the time of the hearing for live interpretation: Spanish: 331 425 8640#, Mandarin: 461 857 9342#, Cantonese: 831 000 3543#, Russian: 804 869 1448#



**Attending the hearing in person:** Anyone wishing to speak on the items related to the plans can fill out a speaker slip upon arrival at the venue. All speakers are asked to limit their remarks to three minutes. The meeting can also be viewed live, or after the meeting through a recording, on NYCHA’s website: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)



Requests for reasonable accommodations should be made by July 6, 2023, by emailing [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) or calling 212-306-3335

A translation of this document is available in your Property Management Office.  
La traducción de este documento está disponible en su Oficina de Administración de Propiedades.  
此房屋住宅區物業管理處辦公室提供本文件的譯本。  
此房屋住宅區物業管理處辦公室提供本文件的譯本。  
Перевод этого документа находится в Офисе управления каждого жилищного комплекса.



## Borrador de la enmienda significativa de NYCHA al Plan Anual del Año Fiscal 2023 y el Borrador del Plan Anual del Año Fiscal 2024

El Borrador de la Enmienda Significativa al Plan Anual del Año Fiscal 2023 y el Borrador del Plan Anual del Año Fiscal 2024 estarán disponibles para inspección pública a partir del 26 de mayo de 2023, en el sitio web de NYCHA: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan). También estarán disponibles en la oficina de administración de cada residencial de vivienda pública de NYCHA durante horas regulares de trabajo.

Se invita al público a comentar sobre estos planes en una audiencia pública el **miércoles 12 de julio de 2023**, de 5:30 p.m. a 8:00 p.m. en la **Stuyvesant High School (345 Chambers Street en Manhattan)**.

La audiencia pública se llevará a cabo como una reunión híbrida, por lo que los asistentes pueden participar en persona o virtualmente.

**Si desea asistir a la audiencia virtualmente (Zoom o teléfono):** Las instrucciones sobre cómo participar, así como los materiales de la reunión, se publicarán en [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan) antes de la reunión. Para asistir a la reunión por teléfono, marque 888-788-0099 en el momento de la audiencia e ingrese 846 5064 3974 como el código de la reunión.

Los **servicios de interpretación** estarán disponibles en Zoom en español, mandarín, cantonés, ruso y lenguaje de señas estadounidense. Las personas que asistan por teléfono que requieran interpretación en un idioma extranjero pueden marcar el 646-558-8656 y los siguientes números de identificación en el momento de la audiencia para interpretación en vivo: español: 331 425 8640#, mandarín: 461 857 9342#, cantonés: 831 000 3543#, ruso: 804 869 1448#



**Asistir a la audiencia en persona:** Cualquier persona que desee hablar sobre los temas relacionados con los planes puede completar una hoja de participación a su llegada al lugar. Se pide a todos los oradores que limiten sus observaciones a tres minutos. La reunión también puede verse en directo, o después de la reunión a través de una grabación, en el sitio web de NYCHA: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)



Las solicitudes de adaptaciones razonables deben hacerse antes del 6 de julio de 2023, enviando un correo electrónico a [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) o llamando al 212-306-3335.



## Проект Значительной поправки жилищного управления г. Нью-Йорка (NYCHA) к Годовому плану агентства на 2023 финансовый год и проекту Годового плана агентства на FY 2024

Настоящим извещаем, что проект Значительной поправки (Significant Amendment) к Годовому плану на 2023 финансовый год (FY) и проекту Годового плана на FY 2024 будут доступны, начиная с 26 мая 2023 года, для публичного ознакомления на вебсайте NYCHA: [op.nyc.gov/nycha-annual-plan](https://op.nyc.gov/nycha-annual-plan). Они также будут доступны в офисе управления каждого жилищного комплекса NYCHA в обычные рабочие часы.

Общественность приглашается предоставить комментарии по поводу этих планов на публичном слушании, которое состоится в среду, 12 июля 2023 года, с 5:30 р.м. до 8 р.м. в Stuyvesant High School (345 Chambers Street в Манхэттене).

Публичное слушание будет проводиться как гибридное собрание, поэтому участники могут участвовать очно или виртуально.

Если вы хотели бы посетить слушание виртуально (Zoom или телефон): Инструкции по участию, а также материалы собрания будут размещены перед его проведением на сайте [op.nyc.gov/nycha-annual-plan](https://op.nyc.gov/nycha-annual-plan). Для участия по телефону наберите во время слушания 888-788-0099 и введите 846 5064 3974 в качестве кода собрания.

Услуги устного перевода будут доступны в Zoom на испанский, русский, китайский (пекинский и кантонский диалекты) языки и американский язык жестов. Те, кто участвует по телефону и нуждается в устном переводе на иностранный язык, могут набрать во время слушания 646-558-8656 и следующие идентификационные номера, чтобы услышать живой перевод: испанский 331 425 8640#, пекинский диалект: 461 857 9342#, кантонский диалект: 831 000 3543#, русский: 804 869 1448#



Очное посещение слушания: Любой, кто желает выступить по вопросам, связанным с планами, может заполнить регистрационный листок выступающего по прибытии на место проведения слушания. Всех выступающих просят ограничить свое выступление тремя минутами. Собрание можно будет посмотреть в прямом эфире или после его завершения в записи на вебсайте NYCHA: [op.nyc.gov/nycha-annual-plan](https://op.nyc.gov/nycha-annual-plan).



Запросы на приемлемую модификацию (reasonable accommodation) должны быть отправлены до 6 июля 2023 г. по имейлу [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) или поданы по тел. 212-306-3335

**\*NYCHA年度机构计划公共听证会的新日期和地点**



**纽约市房屋局 (NYCHA) 「2023财政年度机构计划」重大修正案初稿和「2024财政年度机构计划」初稿**

纽约市房屋局(NYCHA)将于2023年5月26日开始在其网站 ([on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)) 公布「2023财政年度机构计划」重大修正案初稿和「2024财政年度机构计划」初稿, 供民众查阅。NYCHA 辖下各个住宅区管理处办公室也将于办公时间备有这些文件的印刷版可供索取。

谨此诚邀所有民众参加NYCHA于**2023年7月12日**, 星期三, 下午5时30分至晚上8时在位于曼哈顿区**Chambers街345号**的史岱文森高中 (**Stuyvesant High School**) 内举行的公开听证会, 对计划书提出建议和意见。

公共听证会将以混合模式进行, 与会者可选择亲自到场或远程参加会议。

远程参加会议 (通过Zoom或电话): 关于参加方法及会议数据将于会议前在网站 ([on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan))发布。通过电话参加会议的民众可在会议开始时拨打电话:888 -788 -0099, 并在接通后输入会议密码: 846 5064 3974。

通过Zoom软件召开的网络会议将提供西班牙语, 普通话, 广东话, 俄语和美国手语翻译服务。通过电话参加会议且需要传译服务的人士可在会议开始时拨打646-558-8656 , 并于接通后输入相应语言的会议密码收听同声传译: 西班牙语: 331 425 8640#, 普通话: 461 857 9342#, 广东话: 831 000 3543#, 俄语: 804 869 1448#。



到场参加会议: 希望在公共听证会上对机构计划的相关内容发言的市民可在抵达会场时填写发言人登记表。所有发言者的发言时间将被限制在三分钟内。市民亦可登陆NYCHA网站观看会议直播或在会议结束后观看录影, 网址: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)



如果需要合理便利措施安排, 请于2023年7月6日前通过电邮: [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) 或电话: 212-306-3335 提出申请。



**\*NYCHA年度机构计划公共听证会的新日期和地点**



**纽约市房屋局 (NYCHA) 「2022财政年度机构计划」重大修正案初稿和「2023财政年度机构计划」初稿**

民众可于2022年6月15日起登陆纽约市房屋局 (NYCHA) 网站 (网址: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)) 查阅或于办公时间前往NYCHA辖下各个公共房屋住宅区管理处办公室索取「2022财政年度机构计划」重大修正案初稿和「2023财政年度机构计划」初稿。

现诚邀各界人士参加于**2022年8月31日**, 星期三, 下午5时30分至晚上8时在位于纽约市曼哈顿区 Spruce街3号的佩斯大学施密尔剧院 (Pace Schimmel Theater) 举行的公开听证会, 对这些计划书提出建议和意见。请于抵达后向保安人员(在人行道上)报到。与会者必须出示COVID-19新冠疫苗接种证明(持有医疗或宗教豁免证明的人士则需出示72小时内核酸检测 (PCR) 阴性结果报告)。COVID-19新冠疫情的防范措施可以随时更改, 请上网: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan) 关注最新情况。

因持续发展的COVID-19新冠疫情仍存在健康风险, 公共听证会将以混合模式进行, 与会者可选择亲身或远程参加会议。

如您想远程参加听证会(通过Zoom 或电话), 请尽快上网登记报名, 网址: [on.nyc.gov/aug-public-hearing-registration](https://on.nyc.gov/aug-public-hearing-registration)。通过电话参加会议的人士可在会议召开时拨打电话: 888-788-0099, 接通后输入会议密码: 869 9096 9748。

通过Zoom软件召开的网络会议将提供西班牙语, 普通话, 广东话, 俄语和美国手语翻译服务。通过电话参加会议且需要传译服务的人士可在会议召开时拨打646-558-8656 并于接通后输入相应语言的会议密码收听同声传译: 西班牙语: 331 425 8640#, 普通话: 461 857 9342#, 广东话: 831 000 3543, 俄语: 804 869 1448#。



如果您想在公共听证会上对相关事项发表言论, 请预先登记报名, 网址: [on.nyc.gov/public-hearing-survey](https://on.nyc.gov/public-hearing-survey) 或电话: 212-306-3335。登陆网址了解详情: [on.nyc.gov/nycha-annual-plan](https://on.nyc.gov/nycha-annual-plan)。



如果需要合理便利措施安排, 请于2022年8月25日前通过电邮: [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) 或电话: 212-306-3335 提出申请。

## FY 2024 Final PHA Annual Plan Table of Contents

<b>EXECUTIVE SUMMARY .....</b>	<b>19</b>
<b>ATTACHMENT A: PHA PLAN UPDATE.....</b>	<b>33</b>
PHA PLAN ELEMENTS UPDATED.....	33
LOCATIONS OF COPIES OF THE ANNUAL PHA PLAN .....	33
PHA PLAN ELEMENTS.....	34
1. Eligibility, Selection and Admissions Policies .....	34
2. Financial Resources .....	47
3. Rent Determination.....	48
4. Operation and Management.....	53
5. PHA Grievance Procedures.....	55
6. Designated Housing for Elderly and Disabled Families.....	56
7. Community Service and Self-Sufficiency .....	79
8. Safety and Crime Prevention/VAWA .....	85
9. Pet Policy.....	90
10. Civil Rights Certification .....	92
11. Fiscal Year Audit.....	92
12. Asset Management .....	93
<b>ATTACHMENT B: DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING, HOMEOWNERSHIP, PROJECT-BASED VOUCHERS, AND RAD .....</b>	<b>94</b>
DEMOLITION AND/OR DISPOSITION .....	97
CONVERSION OF PUBLIC HOUSING .....	113
HOMEOWNERSHIP .....	114
PROJECT-BASED VOUCHERS .....	115
RENTAL ASSISTANCE DEMONSTRATION PROGRAM ("RAD") .....	116
<b>ATTACHMENT C: CAPITAL IMPROVEMENTS – CAPITAL FUND ANNUAL STATEMENT AND 5-YEAR ACTION PLAN AND P/E REPORT AND SCHEDULE.....</b>	<b>171</b>
<b>ATTACHMENT D: HOUSING NEEDS.....</b>	<b>172</b>
<b>ATTACHMENT E: ADDITIONAL INFORMATION .....</b>	<b>179</b>
STATEMENT OF PROGRESS IN MEETING MISSION AND GOALS .....	179
SIGNIFICANT AMENDMENT AND SUBSTANTIAL DEVIATION OR MODIFICATION OF THE AGENCY PLAN.....	205
RESIDENT ADVISORY BOARD RECOMMENDATIONS .....	206
ELECTION PROCESS FOR RESIDENTS ON THE PHA BOARD .....	206
STATEMENT OF CONSISTENCY WITH THE CONSOLIDATED PLAN.....	206
FREE SECOND REPLACEMENT HOUSING FACTOR (RHF) FUNDING GROUPS.....	207
<b>ATTACHMENT F: ADMISSIONS POLICY FOR DECONCENTRATION.....</b>	<b>208</b>
<b>ATTACHMENT G: COMMUNITY SERVICE DESCRIPTION OF IMPLEMENTATION.....</b>	<b>215</b>
<b>ATTACHMENT H: PHA MANAGEMENT ORGANIZATION CHART .....</b>	<b>220</b>
<b>ATTACHMENT I: ASSESSMENT OF SITE-BASED WAITING LIST .....</b>	<b>221</b>
<b>ATTACHMENT J: SMOKE FREE HOUSING STATEMENT.....</b>	<b>222</b>
<b>ATTACHMENT K: PUBLIC HOUSING INCOME LIMIT REQUIREMENTS STATEMENT .....</b>	<b>224</b>
<b>ATTACHMENT L: PUBLIC HOUSING RESIDENT ADVISORY BOARD MEMBERS.....</b>	<b>227</b>
<b>ATTACHMENT M: AGENDAS OF MEETINGS HELD WITH NYCHA’S RESIDENT ADVISORY BOARD (RAB) .....</b>	<b>228</b>
<b>ATTACHMENT N: COMMENTS FROM NYCHA’S RESIDENT ADVISORY BOARD (RAB) .....</b>	<b>230</b>
<b>ATTACHMENT O: COMMENTS AND CHALLENGED ELEMENTS FROM THE PUBLIC .....</b>	<b>246</b>
<b>ATTACHMENT P: PIH NOTICE 2016-17-RENTAL ASSISTANCE DEMONSTRATION (RAD) NOTICE REGARDING FAIR HOUSING AND CIVIL RIGHTS REQUIREMENTS AND RELOCATION REQUIREMENTS APPLICABLE TO RAD FIRST COMPONENT – PUBLIC HOUSING CONVERSION.....</b>	<b>272</b>

## **Executive Summary**

### **NYCHA’s Final Agency Plan for FY 2024**

Federal law requires the New York City Housing Authority (NYCHA) to develop – with input from public housing residents, Section 8 participants, elected officials, and the public – a plan outlining its major initiatives for the coming year.

The Final Agency Plan for Fiscal Year 2024 will be available for public review on NYCHA’s website: <http://www1.nyc.gov/site/nycha/about/annual-plan-financial-information.page>. NYCHA will also provide a copy of the Draft Agency Plan to each development’s Resident Association President. The Final Plan will also be made available at the management office of every NYCHA public housing development during regular business hours.

NYCHA held a hybrid in person and virtual public hearing on July 12, 2023 and accepted written comments on the Draft Agency Plan through July 15, 2023. Please see the Notice on page 8. NYCHA met with the Resident Advisory Board members for their comments in twelve (12) meetings from March to September 2023.

NYCHA’s Final Agency Plan will be submitted to the U.S. Department of Housing and Urban Development (HUD) by October 18, 2023. Following NYCHA’s submission, HUD has 75 days to review and approve the plan.

NYCHA’s priorities for the coming year are outlined on pages 19 through 33. NYCHA aims to strengthen its business model through its Transformation Plan and raise much-needed capital funding for its developments through the recently authorized NYC Public Housing Preservation Trust, Permanent Affordability Commitment Together (PACT) initiative, and other preservation programs. In January 2019, NYCHA and the City of New York signed an Agreement with the U.S. Department of Housing and Urban Development (HUD), which outlined specific deadlines and objective compliance standards for making significant improvements in several high-priority areas, including lead-based paint, mold, heat, elevators, annual inspections, pests, and waste management. NYCHA is committed to achieving these deadlines, and updates for each of these high-priority areas are highlighted below. With NYCHA’s capital projects work, the Authority is investing in projects outlined in its City Capital Action Plan, initiatives that are already underway, and projects focused on environmental resiliency and sustainability. Finally, NYCHA continues to pursue other initiatives that fund vital building and apartment upgrades.

#### **NYCHA’s Transformation Plan and the NYC Public Housing Preservation Trust**

NYCHA’s **Transformation Plan** is a top-to-bottom reorganization of NYCHA, with proposed strategies for restructuring NYCHA’s business model and operations to improve the delivery of services to residents. The NYC Public Housing Preservation Trust, recently authorized by the State, can completely rehabilitate an initial 25,000 apartments while keeping them fully and permanently public and affordable – investments that will also generate job and job training opportunities for residents.

## ***Transformation Plan and NYCHA's Monitoring Agreement***

On January 31, 2019, NYCHA and the City of New York signed an Agreement with HUD. The Agreement's overarching goal is to remedy the deficient physical conditions in NYCHA properties to benefit residents across the city. It establishes a foundation to continue strengthening the Authority and improving residents' quality of life. The Agreement sets objectives to significantly improve in seven high-priority areas: lead-based paint, mold, heat, elevators, inspections, pests, and waste management.

The work undertaken as part of the Agreement is overseen by a third-party federal Monitor. The efforts include, for instance, conducting visual assessments and completing interim controls for lead-based paint each calendar year, improving the response times for heat and elevator outages, completing capital improvements to replace aging boilers and elevators, remediating mold conditions and preventing mold recurrence, and utilizing Integrated Pest Management practices. To achieve these objectives, NYCHA is making a variety of operational improvements and capital investments, as described below.

The Transformation Plan was conceived as part of the 2019 HUD Agreement and includes a set of strategies that will improve the resident experience and set the agency on a path to a stronger future.

On March 8, 2021, HUD and the United States Attorney's Office for the Southern District of New York (SDNY) concurred to NYCHA's Transformation Plan, a vision for significant yet sustainable change to NYCHA's governance and leadership structure, property management systems, and central support functions. The release of the Transformation Plan marked the beginning of a multi-year implementation process, which now enters its third year.

To aid in these efforts, NYCHA has produced two plans that detail the implementation steps required by the Transformation. The first phase of the Implementation Plan was released in February 2022 and the second phase was released in February 2023. These plans detail a new approach to the agency's work with a particular focus on local management and control.

Together, the Transformation Plan and the two Implementation Plans comprise the Organizational Plan required under the HUD Agreement.

As of spring 2023, NYCHA has implemented several key changes to NYCHA's operating model, as well as numerous business process improvements that focus on service delivery pain points identified by residents and employees.

Resident-facing business process changes include: a full overhaul of our repair and work order management process, changes to our approach to janitorial work and cleanliness, and a new approach to lease enforcement issues at developments. The agency is also making new investments in training to ensure its workforce can deliver on the agency's mission. In addition, NYCHA is also pursuing a set of central office reforms, including a comprehensive asset management strategy and a focus on human resources to ensure staffing at all sites and prevent vacancies that disrupt service delivery to residents.

## ***NYC Public Housing Preservation Trust***

In June 2022, the State legislature passed a bill establishing the New York City Public Housing Preservation Trust (the Trust), and it was signed into law by Governor Kathy Hochul.

To dramatically improve residents' quality of life through comprehensive building renovations while preserving all their rights and protections (including permanently affordable rent) and providing economic opportunities, NYCHA will transfer an initial 25,000 apartments to the Trust. NYCHA will continue to own and manage the properties, entering into a long-term ground lease with the Trust to secure project-based vouchers, which have a subsidy worth double NYCHA's current federal subsidy. Similar to how other government entities raise revenue for capital improvements, the Trust will issue bonds that fund comprehensive building renovations (with input and partnership from residents at the development), including the latest sustainable technologies. And the Trust can hire better vendors who can complete high-quality work, faster.

The Trust bill went into effect 60 days after the date that Governor Hochul signed it into law—after which, NYCHA was required to meet certain obligations, such as publishing the draft resident opt-in voting procedures for public comment and incorporating appropriate feedback from residents into the final version of the voting procedures. In accordance with these requirements, draft voting procedures were issued in October 2022 and finalized in December 2022. In May 2023, the first members of the Trust board, including NYCHA residents, were appointed; they will be critical to the Trust's governance and operations.

Transfers to the Trust will not happen without extensive resident engagement, including a vote by residents at properties proposed for transfer on whether they want the transfer to occur.

Future Annual Plans and Significant Amendments will include more detailed information on the Trust and on proposed leasehold transfers to the Trust.

## ***A Culture of Compliance***

As required under the Agreement with HUD, NYCHA established new departments and units – a Compliance Department, an Environmental Health and Safety Department, and a Quality Assurance Unit – which have established programs for monitoring NYCHA's work at its developments, making recommendations for improvements and then providing technical assistance to development staff to improve performance. In the coming year, NYCHA will continue to scale up these departments and units while using data-centered risk assessments, sampling, and field monitoring to ensure Operations complies with all local, state, and federal regulations and internal policies and procedures.

## ***Compliance Pillar Areas***

The Agreement requires NYCHA to remediate living conditions at its properties by specific deadlines and to meet strict, objective compliance standards regarding the aforementioned high-priority areas of lead-based paint, mold, heat, elevators, inspections, pests, and waste management. NYCHA is setting up systems and has established a dedicated unit, Strategy & Innovation, to track its progress

on all the deadlines outlined in the Agreement. NYCHA has built dashboards and other analytical reporting tools for each pillar area to show progress towards meeting these metrics. If any managing jurisdiction is not meeting the clearly defined data-driven benchmarks, they will need to design a plan – in partnership with their colleagues in other departments – to solve the problem.

As part of the Agreement, the City is providing \$1 billion for capital improvements over the first four years starting in 2018 and \$200 million per year starting in 2022 through 2031 – for a total of at least \$2.8 billion in capital funding. These funds, described in detail in the City Capital Action Plan approved by the Federal Monitor, will be invested in lead abatement, comprehensive lead- and mold-related capital projects, elevator and heat system replacements, and improvements to NYCHA's waste management equipment across the portfolio.

The Agreement goals, as well as other priority areas, are outlined in the Goals Section of the Final Agency Plan (pages 179 to 204). The following text includes examples of progress in Compliance Pillar Areas to date, as well as anticipated future progress.

***Lead-Based Paint:***

In April 2019, NYCHA kicked off an unprecedented effort to test approximately 134,000 apartments for the presence of lead-based paint using x-ray fluorescence (XRF) analyzer. The XRF testing initiative was based on the standard of 1.0 mg/cm<sup>2</sup>. On December 1, 2021, the New York City Department of Housing Preservation and Development (HPD) issued a regulation changing the definition of lead-based paint from paint with lead content measured at 1.0 mg/cm<sup>2</sup> to paint with lead content measured at 0.5 mg/cm<sup>2</sup> for purposes of New York City's Local Law 1. The XRF testing initiative to test approximately 134,000 units was based on the 1.0 mg/cm<sup>2</sup> testing initiative. NYCHA attempted to test 119,161 units (89% of the target universe) and completed tests in 108,236 units (81% of the target universe). When the City changed its standard, NYCHA suspended its program to test units at 1.0 mg/cm<sup>2</sup> and pivoted to retest the child under 6 units at the new, lowered threshold of 0.5 mg/cm<sup>2</sup>.

As of September 11, 2023, NYCHA has attempted 56,949 units and completed tests in 53,383 units overall. Of these, 15,445 are currently identified as child under 6 units. Additionally, NYCHA provides residents with an important notice each year to identify units with children under 6 in order to determine next steps if there is lead-based paint in the unit. If residents do not return the notice, NYCHA will door-knock in a further attempt to identify child under 6 units. NYCHA will continue its door-knocking campaign to identify units where a child under 6 years old either resides or regularly visits the unit for more than 10 hours a week.

As of March 2023, NYCHA completed its field activities for the lead-based paint biennial risk assessment which began in 2022 and is completing the review of vendor reports. NYCHA has also been scaling up efforts to abate or rapidly remediate deteriorated paint conditions in units with a positive or presumed positive lead-based paint component where a child under 6 either resides or regularly visits the unit for 10 or more hours per week. Per its Lead-Based Paint Action Plan, NYCHA developed a Team for Enhanced Management, Planning, and Outreach (TEMPO) for units identified as having a child under 6 years old with known or presumed lead-based paint. As part of the TEMPO program, NYCHA is conducting two rounds of visual assessments in TEMPO units. NYCHA commenced abatement in TEMPO units and has been deploying the team to conduct repair work orders while utilizing enhanced assessment, clearance, interim controls and oversight

protocols in TEMPO units with three or more positive components. NYCHA is also now scaling up its abatement efforts to comply with the City's change in standard. To ensure there are no lead-based paint hazards, NYCHA is retesting the child under 6 units at the new, lowered threshold. Following re-testing, NYCHA creates abatement work orders for positive units and offers to abate these units in an expedited fashion, if a resident agrees to relocate temporarily.

NYCHA's current prioritization of lead-based paint abatements under the TEMPO lead-based paint abatement program is in those units where a child under 6 resides or regularly visits 10 or more hours per week and has a positive lead-based paint component. NYCHA is currently working with a project management firm, inclusive of case managers, who oversee the lead-based paint abatements at NYCHA developments, as well as temporary resident relocation during the abatement process. As of September 12, 2023, NYCHA has relocated residents in 2,134 units and completed lead abatements in 2,044 units. NYCHA is continuing its efforts with lead abatements in primarily child under 6 units citywide.

**Mold:**

NYCHA has launched many initiatives in recent years to address mold, leak, and ventilation issues authority wide. These include the implementation and updates of standard procedures, comprehensive plumbing and renovation projects, and various operations and strategies to reduce mold and leak work orders, prevent mold recurrence, and improve resident satisfaction. For more details about NYCHA's significant progress in addressing the challenges related to mold and leaks, please see the [2023 Report on NYCHA's Mold and Leak Response Efforts: Progress, Challenges and Next Steps](#).<sup>1</sup>

From January through September 2019, NYCHA rolled out the *Mold/Mildew Control in NYCHA Residential Buildings Standard Procedure*. By April 2020, NYCHA began working on its new *Leak Standard Procedure (Leak SP)*, completed one pilot of the new procedure in January 2021, and is currently working through its second pilot which began in December 2021. NYCHA also began its roof fan replacement and in-unit vent cleaning projects in 2020. In July 2021, NYCHA published the *Roof Fan Inspections at NYCHA Residential Buildings Standard Procedure*, which provided staff guidance on how to conduct monthly roof fan inspections to ensure that fans are operable. The Roof Fan SP introduced a standard process for performing monthly preventative maintenance roof fan inspections (and thereby addressing ventilation issues) authority wide.

In May 2022, NYCHA introduced the Mold and Leak Performance Scorecard and Dashboard and the Enhanced Oversight Program (EOP) to identify and assist NYCHA consolidations requiring additional support to improve compliance with court-ordered mold and leak performance parameters. The Scorecard measures the performance of consolidations regarding mold and leaks based on 11 key metrics. The EOP assists the bottom-performing consolidations on the Scorecard by having weekly check-ins and creating action plans with Operations and Property Management as well as deploying specialized teams to the consolidations. The EOP, along with Operation Mold Clean Up, Mold Inspection Initiative, Mold Cleaning Initiative, and Maintenance Workers

---

<sup>1</sup> Link: <https://www.nyc.gov/assets/nycha/downloads/pdf/NYCHA-Report-on-Mold-and-Leak-Response-Efforts-2023.pdf>

Performing Mold Inspections, is executed by the Office of Mold Assessment and Remediation (OMAR). NYCHA also expanded its mold contract capacity, adding two mold remediation contracts (to its existing two mold assessment and two remediation contracts) in August 2022.

In May 2022, NYCHA reached its noteworthy milestone to replace or retain 8,436 roof fans and began labeling the fans with their Maximo assets to tie the monthly inspections on the handheld devices to Maximo assets in the system. NYCHA is currently engaged with engineers to launch its replacement of approximately 64,500 in-unit and 11,400 public space volume and fire dampers portfolio-wide. This vital work improves the distribution of airflow throughout building lines. As part of Phase 1 of the volume/fire damper replacement project, NYCHA began installing volume/fire dampers at four locations in June 2023. Additionally, NYCHA completed the Clean Vent Initiative (CVI) by finishing the third round of attempts to perform vent cleanings by July 31, 2023. NYCHA cleaned lateral ducts in approximately 73,000 residential units.

Finally, NYCHA launched Operation Dry Out in April 2023. The purpose of Operation Dry Out is to reduce the backlog of open tub enclosure and plumbing work orders related to mold and leak complaints. As of September 11, 2023, 46.2% of identified tub enclosure work orders and 58.7% of identified plumbing work orders have been completed.

Over the next year, NYCHA will continue to execute the initiatives listed above to achieve the following goals:

- Decrease mold incidence and recurrence.
- Improve compliance related to key performance parameters including time to complete initial inspections, mold removal, remediation, and related repairs.
- Ensure that key staff are trained in mold inspections and remediation.
- Launch the Leak Standard Procedure (SP) and begin to train staff on the enhanced leak inspection process.

Despite these efforts, NYCHA understands that substantial, comprehensive capital investments will be necessary to effectively address the root causes of mold. Sustained investments and complete capital upgrades are crucial in addition to the more immediate operational and maintenance work that is already being undertaken. The ongoing mold and moisture problems in NYCHA buildings are indicative of the capital problems that have been postponed for so long, as well as the lack of reinvestment that all buildings need. Many of NYCHA's buildings are more than a half century old and have not received the required capital improvements vital to their infrastructure. NYCHA's decades-old buildings require more than \$78 billion in repairs – a figure that increases approximately \$1 billion with each passing year. To address each of the factors that have led to mold growth, leaks, and moisture complaints, NYCHA must invest in the comprehensive modernization of all its properties with chronic mold and leak problems across its entire portfolio.

***Heat:***

In the 2022-2023 heat season as of May 31, 2023, NYCHA resolved its heat outages on average in 7.5 hours. 99% of outages (577 out of 583) were resolved within 24 hours. NYCHA continues to utilize a heating team dedicated to resolving service interruptions 24/7, the activation of a "Situation Room" during periods of extreme cold to coordinate the response to interruptions and mobilization of resources in real time, and the constant monitoring of outage data through the use of dashboards



and reports to identify issues proactively. NYCHA also reviews the causes of outages to identify system components that may require extensive repair and or replacement. We then use this data to develop an operational investment strategy where we use operating dollars to make the identified repairs.

Each year, the Authority also develops a list of critical heat and hot water equipment and systems needing replacement or extensive repair. For the 2022-2023 heating season, the Authority identified \$35 million of investments in to three different areas including: Distribution, Equipment Replacements and Boiler Plant Upgrades. This is a significant increase in investment over the prior years.

NYCHA completed its installation of heat sensors at 44 developments. NYCHA will work to make additional year-over-year improvements to its heat outage response times in the coming heat season.

Since the HUD Agreement was signed in 2019, NYCHA has replaced 84 boilers at 22 developments. NYCHA projects 37 additional boiler replacements for completion in 2023, with a total of at least 313 boilers replaced through capital projects by the end of 2026. In addition, NYCHA has addressed 263 boilers through the Permanent Affordability Commitment Together (PACT) housing preservation initiative, and an additional 97 other boilers at 28 developments are now being addressed through the initiative. These investments will make heat more reliable for hundreds of thousands of residents.

***Elevators:***

NYCHA continues to strive to make improvements to its elevator operations. NYCHA is continuing to hire and train additional elevator mechanic teams while also investing in air conditioners in motor rooms, door lock monitors, and other equipment that will help improve elevator service.

As of September 2023, construction work for 34 elevators have been completed and a total of 82 elevators are forecasted to be in service by the end of 2023. Construction phase activities have started for 242 elevators at nineteen developments, with 16 to be completed by the end of May 2023. Fifty-seven (57) elevators are currently in design or procurement. Through NYCHA's capital plan, all 301 elevators are expected to be replaced by the end of 2025.

Additional updates include:

- The implementation of NYCHA's Elevator Motor Room Air Conditioner Installation Initiative. As of September 2023, 99% of the installations are complete with 18 pending.
- As of September 2023, NYCHA's elevator in-house staff and vendors completed the Door Lock Monitoring installation work.
- ESRD successfully submitted and awarded a contract to install Remote Elevator Management Systems (REMS) at 202 elevators. Work began in fall 2021, and, as of September 2023, all 202 elevators were completed.

***Pests and Waste Management:***

In January 2021, NYCHA launched a new Integrated Pest Management (IPM) standard procedure across its portfolio that sets new standards for pest management. NYCHA will continue training its workforce on proper pest control methods for exterminators. Training will also be provided to non-pest control staff since IPM requires that grounds staff and skilled trades fix issues causing pests such as a lack of exclusion and good waste management practices.

In connection with its goal to reduce the rat population, in February 2022, NYCHA met its goal of installing 8,000 door sweeps on basement doors with gaps. NYCHA also hired 26 exterminators to focus on rats on grounds and basements in the Rat Mitigation Zone, which is a group of developments identified through a partnership with DOHMH as having the highest rat population within NYCHA's portfolio. Additionally, NYCHA continues to work towards meeting response times laid out in the agreement: (a) respond to 75% of all rat complaints within 2 business days and to all rat complaints within 5 days and (b) respond to 75% of mice, bedbug and roach complaints within 7 days and to all within 10 days. Currently for resident complaints the average response time for rats is 3.69 days and 7.21 for the other three pests.

To advance NYCHA's Waste Management Plan, Design Build contracts began in 2022 for seven waste yard redesigns and a new pneumatic waste collection system for Polo Grounds Towers. The designs are in progress and the construction at Polo Grounds began in January 2023. The system is expected to be online by Q3 2024. Construction on the design build waste yards is expected to start in October 2023. By 2028, waste yards will be completely overhauled across the portfolio.

***Public Housing Assessment System (PHAS) and Annual Inspections:***

As of September 2023, NYCHA completed the following key activities:

- Concluded training relating to PHAS/Uniform Physical Conditions Standards (UPCS). Approximately 87% of all Caretakers have been trained using the two-day version of the training for Caretakers. 628 NYCHA staff members took the PHAS/UPCS refresher training. 2,437 staff have completed the PHAS/UPCS three-day class for new staff or recently promoted staff.
- Started process of creating new training to include the new National Standards for the Physical Inspection of Real Estate (NSPIRE) that are replacing UPCS. The training will be required for all NYCHA staff who had been previously trained under the UPCS and will consist of 2 days of classroom sessions as well as a half-day session in the field. The training will launch in October 2023.
- Actively worked on implementing enhancements to the Supervisory Inspections of Buildings and Adjacent Grounds and Skilled Trades Supervisory Inspections.

In FY 2022-2023, NYCHA focused on the following initiatives:

- Finalizing the implementation of the second phase of the PHAS dashboard.

- Continuing to utilize the reporting tools to track progress and promote completion of the Supervisory Inspections of Buildings and Adjacent Grounds and Skilled Trades Supervisory Inspections.

### Other Capital Projects

In addition to the capital funding outlined in the City Capital Action Plan, NYCHA also continues to invest additional federal and City capital funds in other high-priority initiatives. A number of these are highlighted below.

#### **Community Partnerships & Connected Communities**

NYC Mayor's Office of Neighborhood Safety expanded their NYCHA sites (from 15 to 30 developments) as a part of the "Mayor's Action Plan". This project addresses crime through several strategies such as open-space transformation and activation, lighting improvements, and government/non-profit/resident coordination. In 2023, this will lead to an additional \$1.2 million investment into local community organizations and residents to develop project scopes and programming that address resident safety needs.

NYC Parks is also leading design and construction across play areas at 6 NYCHA developments as a part of their 'Walk to a Park' initiative and will maintain and operate the renovated open spaces in perpetuity. Of the 6 sites, the renovation at Pomonok, Redfern and Woodside Houses is complete, with construction at the remaining 3 sites - Watson, Kingsborough, and Sotomayor; anticipated to kick off later this year. This strategic partnership with the City invested \$23 million in City Capital funding to create new amenities for the NYCHA community and other New Yorkers who currently do not live within walking distance of a park. NYC Parks and NYCHA are currently working on adding South Beach Houses into this program, expanding the effort into the borough of Staten Island.

Through the Connected Communities initiative, NYCHA has partnered with the Public Housing Community Fund to accept multiple philanthropic grants to improve open space at NYCHA. After a preliminary grant in 2019, the Helmsley Charitable Trust awarded an additional 3-year \$3.2 million grant in 2022 for participatory design-led open space transformation across 4 developments —Patterson, Castle Hill Houses, Roosevelt and Marlboro Houses. The site selection was informed by climate vulnerability, health and crime indicators, and resident leadership capacity. The grant allocates funding for stewardship and programming following the capital construction as well as the strategic planning for scalability of the program at NYCHA sites city-wide. Currently, on the Advisory Committee for this grant are NYCHA's COO and the Commissioner of the Mayor's Office of Equity—among other key partners to developing a scalable open space investment strategy for NYCHA's grounds.

In August 2023, the Mellon Foundation granted approval for a \$2 million grant for the restoration of a historic artwork at Kingsborough Houses. The conservation of a WPA 80-foot long frieze on a freestanding wall, *Exodus and Dance*, was a capital project that experienced a significant shortfall. Mellon's grant will cover the gap for the restoration and create a place-based storywalk, community mural, and performance art programming throughout the capital process. Mellon has also provided approval of a concept for an additional \$3 million 3-year grant to pilot an artist-in-residency program

across five NYCHA community centers with the Department for Youth Development (DYCD). NYCHA and the Fund are collaborating with NYC's Public Design Commission (PDC) for this effort to lean on their expertise of citywide arts-based initiatives.

Additionally, NYCHA continues to support other non-profit investment of over \$1.5 million into smaller open space interventions. With East New York Restoration and the Trust for Public Land, two adult fitness zones were created. The Over Under Initiative, a youth-sports organization, has installed retractable soccer goals at two NYCHA developments to expand the programming of NYCHA's many basketball courts. The pilot project inspired NYC Parks to institute their own at a city park. *Opening the Edge* at Wald Houses is an upcoming plaza that will be constructed by the Economic Development Corporation (EDC) under the partnership with Design Trust for Public Space.

### ***Recovery***

As of the end of Q2 2023, NYCHA invested over \$2.94 billion in funding from FEMA, CDBG-DR, and insurance proceeds at the 35 developments most severely impacted by Superstorm Sandy. Completed work includes 52 new boilers providing heat and hot water to almost 3,483 units in 43 buildings, 187 roofs replaced, 111 full-power backup generators operational with 68 turned over to serve over 11,000 apartments in 124 buildings, and storm surge protection installation at 21 developments protecting over 120 buildings, ready for the 2023 hurricane season.

NYCHA has secured approximately \$170 million in CDBG-DR funding related to Hurricane Ida, which took place in September 2021, and continues to work with FEMA to finalize a public assistance award related to damage caused by the storm. NYCHA has identified major damage at 12 developments and minor damage at other developments. NYCHA is working with FEMA to align on the cost of repairs and potential mitigation opportunities to protect NYCHA developments against future storms. To supplement the anticipated FEMA funds, NYCHA has secured \$30M of CDBG-DR funds to cover the estimated local match, an additional \$30M for unfunded mitigation measures, and \$26 million for plumbing line replacements at 1471 Watson and Leavitt St-34<sup>th</sup> Avenue, two single-building developments with significant Ida impacts. NYCHA has also worked with the Hope and Bushwick Gardens team that manages these two former NYCHA developments that are now in the PACT program. Hope and Bushwick Gardens developments suffered major and unprecedented rain-driven flooding as a result of Hurricane Ida, and continued to suffer damage in subsequent extreme rain events. NYCHA and the development team secured \$51 million in CDBG-DR funding to provide a permanent solution to extreme rain at the development by elevating critical infrastructure and protecting first floors of the development. CDBG-DR funding is also enabling a scaling of the DEP-NYCHA green infrastructure program, with an additional \$30 million funding green infrastructure work at 17 developments and is funding \$2 million of elevator resiliency work as well as a geothermal feasibility study.

### ***Resilience***

NYCHA is working to implement its Climate Adaptation Plan, released in 2021 and focusing on increasing resilience to the three greatest climate-induced threats to New York City Residents: extreme heat, coastal flooding, and extreme rain. NYCHA is identifying resiliency needs and actively seeking grant funding to support capital work to address them. Additionally, NYCHA is working to

integrate consideration of resiliency needs into its pipeline of capital work, including participation in the pilot phase of Local Law 41, New York City's law requiring that all city-funded projects follow the city's Climate Resiliency Design Guidelines beginning in 2026.

NYCHA is pursuing all available funding sources for resiliency, including the newly expanded FEMA Building Resilient Infrastructure and Communities funding program and the Hazard Mitigation Grant Program, by developing compelling resiliency plans that maximize co-benefits to residents. Three applications submitted by NYCHA were selected for award as part of the FY 2021 BRIC application cycle. Two were scoping awards: the first for a network of resilience hubs at developments and another for conceptual design studies for flood damage mitigation measures at four developments. A project application was submitted for Breukelen Houses to fund design and construction of a stormwater management system to mitigate against extreme rain and flooding. In addition, NYCHA's application, submitted in collaboration with DEP to install cloudburst infrastructure at Clinton Houses, was awarded and NYCHA is now working to begin design on this project. This provided NYCHA with a total of \$500,000 in scoping funds and \$30 million in project funds the FY21 application cycle. In the FY 2022 application cycle, NYCHA submitted an application to FEMA's BRIC program for stormwater protection measures at Nostrand Houses and Sheepshead Bay Houses as well as a battery and solar storage system to provide backup power to a community center at Sheepshead Bay for increased resiliency to power outages. That application, with a federal share of \$23 million, was selected for award in August of 2023. NYCHA is currently preparing its application for the FY23 cycle.

Another application was submitted for St. Nicholas Houses to fund a heat mitigating retrofit; that application was not selected; however, it has been entered into another hazard mitigation funding application cycle and there is still a chance it will be selected, with results of that application expected in Q4 of 2023. Lastly, with MOCEJ, NYCHA pursued FEMA funding of \$150k for signage and communication with residents about resiliency measures, which was awarded as well. In 2023, NYCHA applied jointly with the New York City Parks Department for \$39 million of funding through the USDA Urban and Community Forestry program to leverage Parks' expertise to care for NYCHA trees and to implement a portfolio-wide tree planting program to ensure that the benefits of NYCHA trees continue to provide resilience to extreme heat as well as quality of life benefits for the next generation of public housing residents.

### ***Energy***

In 2021, NYCHA released new Sustainability Agenda which outlines its commitment to healthy and comfortable homes that showcase environmental stewardship and sustainable design.

NYCHA is committing to host 30 megawatts of renewable energy on public housing and PACT roofs by 2026. Between NYCHA's installations at five developments and PACT developers' installations at seven developments, a total of 5.2MW has been completed with an additional 1.4MW in construction at PACT sites. Leases have been signed for an additional 3 MW of solar installations with construction currently in progress at one additional development, and an additional 4 MW of leases may be signed pending approvals. NYCHA has additionally just released its latest solar solicitation, which is expected to result in 8-10 MW worth of additional solar leases on Section 9 housing.

There are currently \$341M in active and complete energy Performance Contracts, and \$22M in weatherization upgrades are completed or in construction. In August 2022, NYCHA, in collaboration with New York Power Authority and New York State Energy Research and Development Authority, selected two vendors, Midea America and Gradient, to develop affordable cold-climate window packaged heat pumps. An initial 30,000 will be produced to help NYCHA reach its 80% reduction of greenhouse gas emissions by 2050. Woodside houses has 12 apartments outfitted with the new Midea America units and another 12 apartments will be outfitted in December 2023 to review the units' performance. NYCHA also has its first building operating of heat pumps at 1700 Hoe Avenue. The Heating boiler was turned off in April 2023 and services are being provided by heat pumps in all units for heating and cooling.

### ***Waste Management***

NYCHA has awarded 2 Design-Build contracts for the design and construction of a pneumatic waste collection system at Polo Grounds Towers and the redesign of 7 waste yards. These 7 sites kick off \$463M in City Capital Action Plan upgrades of waste yards across the portfolio. The construction of these 7 sites is expected to start Fall 2023. In September 2022, NYCHA initiated the design of the next 15 developments' waste yards to progress additional work through the CCAP funds. Design was completed in August 2023 and construction will go out to bid in September 2023. Design for the next 41 developments will be procured in Q4 of 2023.

In June 2022, NYCHA issued a Notice to Proceed to a Design Build team to build a pneumatic waste collection system at Polo Grounds Towers. The design, construction, and resident engagement are underway. The system is expected to be completed and turned over to NYCHA by Q3 2024.

The City Capital Action Plan also outlines \$116M for replacement of interior compactors. In January 2023, NYCHA started the replacement of interior compactors at 38 developments through CCAP funds. By the end of 2023, NYCHA is estimating approximately 200 units will be replaced and the rooms improved for staff. Planning for construction procurement for another 12 developments began in March 2023.

NYCHA launched a demonstration project on containerizing curbside refuse and recyclables. This initial pilot will employ sealed containers for waste and recyclables at sites where material is currently collected in loose bags on the curb and could provide more convenient disposal access for residents. The request for proposal (RFP) for trucks and containers was released in September 2022 and NYCHA awarded a contract in July of 2023. Truck manufacturing is underway and site plans are being developed for formal approval from DOT.

In July 2022, NYCHA was awarded a \$200,000 grant to expand access to on-site composting by the NYS Department of Environmental Conservation. NYCHA is using these funds to staff two new composting systems at Patterson Houses and Polo Grounds Towers with partners Green City Force and Compost Power. The grant work includes resident education and outreach, collection and processing of compost in three-bin systems, and measuring pest reduction metrics in collaboration with the Pest Control Department

### ***Comprehensive Modernization***

As highlighted in the earlier sections, NYCHA initiated significant capital repairs in many developments that will be completed over the next few years. These and previous capital projects have been predominantly component-level replacements and upgrades. NYCHA is transitioning to more integrated and comprehensive renovations spanning multiple building systems, interiors and exteriors, and grounds improvements, wherever feasible. This will allow developments to be comprehensively renovated more quickly, at a higher quality, and with better value for money. This comprehensive modernization (“Comp Mod”) approach holistically addresses the HUD Agreement pillar areas and the broader needs of residents and reduces NYCHA’s comparatively high operations and maintenance costs. NYCHA intends to pursue this approach for any new influxes of funding, whether through the Trust, additional federal capital funding, or sources of capital funds from other levels of government.

Four Comp Mod projects, with a total budget of approximately eight hundred million dollars, are underway: Saint Nicholas Houses, Todt Hill Houses, Gowanus Houses, and Wyckoff Gardens. Extensive and frequent engagement with residents is the hallmark of these projects, which will be implemented using Design-Build project delivery. Board authorization for the Todt Hill and Saint Nicholas projects will occur in late 2023 and Notice to Proceed with design and construction is expected in the summer 2024. Vendor responses to the RFP for Gowanus Houses and Wyckoff Gardens are due in October 2023, and the Notice to Proceed (NTP) is expected by December 2024. Procurements for Construction Management services and Special Inspections are also in progress, so the required managerial and technical support resources are in place when the Design-Build projects commence.

### ***Leveraging new sources of revenue to preserve homes and renovate buildings***

Considering the multibillion-dollar decline in federal Section 9 funding and massive repair needs across its portfolio, NYCHA must pursue innovative ways to fund the building and apartment upgrades that residents deserve. This includes the following programs:

#### ***PACT to Preserve***

As part of its Permanent Affordability Commitment Together (PACT) initiative, NYCHA is addressing \$13 billion in overdue repairs in 62,000 apartments – a third of its units and home to approximately 140,000 New Yorkers. PACT relies on partnerships with private and non-profit development partners and converts developments to a more stable, federally funded program called Project-Based Section 8.

All 62,000 apartments converted to Section 8 funding will remain permanently affordable. The Project-Based Section 8 program provides a more stable flow of federal subsidy and allows NYCHA and its development partners to raise external financing to address a development’s capital repair needs. Once developments are converted, private managers will be responsible for the day-to-day maintenance and operation of the buildings. The PACT program provides residents with important rights and protections. Residents will only pay 30 percent of their household income towards rent,

will not have their household applications re-screened, and will have the right to remain in their homes during the renovations.

Renovations will provide residents with new kitchens, bathrooms, windows, and common areas while addressing critical repairs to elevators, boilers, roofs, and facades. The PACT program also enhances on-site social services by funding valuable community programming that will be provided by a growing list of Pre-Qualified non-profit social service providers. PACT renovations will be completed on a rolling basis – between 7,500 and 10,000 apartments per year – with the entire portfolio identified by the year 2028.

Approximately \$1 billion in renovations have been completed at more than 5,830 apartments. An additional 13,171 apartments are under construction, totaling \$3.56 billion in major upgrades. An additional 18,708 units are part of active development projects in the process of resident engagement or pre-development. In sum, NYCHA has over 37,000 units completed, in-construction, or in a stage of resident engagement or pre-development.

### ***Build to Preserve***

NYCHA released an RFP in April 2021 to implement a community-driven preservation and investment strategy at Fulton, Chelsea, Chelsea Addition, and Elliott Houses in the Chelsea neighborhood of Manhattan. The four developments, which include 2,073 apartments across 24 buildings, have an estimated total of \$366 million in extensive capital need and repair costs ranging from heating infrastructure to building security improvements. In late 2021, NYCHA, together with resident leaders, selected a development team comprised of Essence Development (co-developer), The Related Companies (co-developer and property manager), and Related Construction (general contractor). In 2023, residents were presented several options for the future of their campus, two of which contemplated plans to build new replacement housing for all residents as part of the larger redevelopment of the campus. After an engagement and survey process, residents have expressed a preference to build brand new NYCHA apartment buildings and to replace existing buildings at their development. Planning is ongoing and final timelines for the project are not yet determined. Residents will continue to lead the direction and plan for the future of their community.

### ***Transfer to Preserve***

NYCHA continues to tap into its extensive unused development rights, known as “air rights,” to raise revenue for the Authority. By transferring only a portion of the Authority’s approximately 80 million square feet of air rights, in 2020, NYCHA completed two air rights transfers, one at Ingersoll Houses in Brooklyn for \$25 million and another at Hobbs Court in Manhattan, generating approximately \$2.6 million in proceeds for capital repairs for the adjacent developments. In 2022, NYCHA completed another sale at Manhattanville for \$27 million, for a total of nearly \$55 million in proceeds for capital repairs for the adjacent developments.

### ***Commitments to Build New 100% Affordable Housing***

New York City is confronting an affordable housing crisis, and New Yorkers have called for more affordable housing. In support of the City’s plan to build or preserve 300,000 affordable apartments by 2026, NYCHA has pledged to provide underused land (such as parking lots and storage spaces)



for the creation of 11,000 new, affordable apartments for both families and seniors – more than 3,000 of which are already in the pipeline.

Since 2015, NYCHA has closed on 18 transactions located in the Bronx, Brooklyn, Manhattan, and Queens. To date, 2,623 affordable apartments have been built or are under construction. An additional 72 co-op homeownership units began construction at the end of 2020. NYCHA also has numerous other affordable housing developments in the planning and pre-development phases.

Many of these buildings will include community facilities and neighborhood retail that will serve new and current residents. For instance, the new affordable housing at Ingersoll Houses features a new ground-floor senior center operated by Services and Advocacy for LGBT Elders (SAGE) that provides supportive services for seniors. The development at Mill Brook Houses includes a new senior center with a commercial kitchen, large dining room, community space, and activity rooms for programming for seniors. Other planned features across the 100% affordable housing portfolio include green roofs, upgraded basketball courts, and new community gardens and seating areas. The Atrium at Sumner in Bedford-Stuyvesant will feature 130 studio apartments and 59 one-bedroom apartments, as well as one two-bedroom superintendent apartment. The 11-story building is organized around a central atrium with corridors overlooking a year-round indoor garden on the ground floor. The Atrium at Sumner is designed to Passive House Standards, resulting in 60 to 70 percent less energy consumption compared to the average New York City apartment building. Its common areas will include an exercise room as well classrooms, conference rooms, and a large multi-purposes room that will be home to educational and arts classes and programming to meet the needs of seniors. The project will also feature a community garden for residents and outdoor seating adjacent to the building's entrances. The Sumner Houses campus' open space next to the new building will also receive a new playground, walking paths, lighting and seating.

**ATTACHMENT A**  
**PHA PLAN UPDATE**

**A) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:**

<ul style="list-style-type: none"><li>• Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures</li><li>• Financial Resources</li><li>• Rent Determination</li><li>• Operation and Management</li><li>• Community Service and Self-Sufficiency</li><li>• Demolition and Disposition, Conversion of Public Housing, Homeownership, Project Based Vouchers and Rental Assistance Demonstration (RAD)</li><li>• Housing Needs</li></ul>	<ul style="list-style-type: none"><li>• Statement of Progress in Meeting Mission and Goals – FY 2020 to FY 2024</li><li>• Admissions Policy for Deconcentration</li><li>• Resident Advisory Board Members</li><li>• PHA Management Organizational Chart</li><li>• Agendas of Meetings Held with NYCHA’s Resident Advisory Board</li><li>• Homeownership Program</li><li>• Safety and Crime Prevention</li><li>• Pet Policy</li></ul>
---	--

**B) Identify the specific locations where the public may obtain copies of the Annual PHA Plan.**

The *Final Annual Plan for FY 2024* is available for public inspection at NYCHA’s principal office, located at 90 Church Street, New York, NY between the hours of 9:30 a.m. to 4:30 p.m. Please email [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) to schedule a time to review the Plan.

The *Final Agency Annual Plan for FY 2024* is also available at the following locations:

- On NYCHA’s webpage, which is located at:  
<https://www1.nyc.gov/site/nycha/about/annual-plan-financial-information.page>
- At the Management Office of each NYCHA public housing development during regular business hours.

## C) Plan Elements (24 CFR 903.7)

### 1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

#### A. Public Housing

##### (1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)  
 When families are within a certain time of being offered a unit: (state time)

*Preliminarily, within six to nine months before being offered a unit, and finally, when the family reaches the top of the waiting list.*

Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity  
 Rental history  
 Housekeeping  
 Other (describe)

*NYCHA takes appropriate action before admission to verify each family's actual composition and to verify the citizenship/immigration status of each household member as required under Federal law.*

c. Does the PHA request criminal records from local law enforcement agencies for screening purposes?

Yes  No

d. Does the PHA request criminal records from State law enforcement agencies for screening purposes?

Yes  No

e. Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

Yes  No

*NYCHA performs criminal background checks by examining the public conviction records of The New York State Office of Court Administration and the Dru Sjodin National Sex Offender Website.*

**(2) Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists (*By NYC Borough*)
- Site-based waiting lists **See Attachment I**
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

*NYCHA maintains two Walk-in Customer Contact Centers serving the five boroughs of New York City.*

*Applicants may also apply online at NYCHA's website. The centers are taking appointments.*

*Elderly and the disabled can come in without an appointment.*

<http://www1.nyc.gov/site/nycha/about/contact.page>

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year? **1**

2. Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site-based waiting list plan)? If yes, how many lists?

- Yes  No

3. May families be on more than one list simultaneously? If yes, how many lists?

- Yes  No

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

*NYCHA maintains two walk-in Customer Contact Centers serving the five boroughs of New York City. The centers are taking appointments. Elderly and the disabled can come in without an appointment.*

d. Additional Information

*NYCHA assists the management companies of the following developments with their waiting lists for the public housing units located in their developments. This assistance may include sending*

*the management companies lists of public housing applicants that may qualify for their developments or by sending canvas letters to applicants on NYCHA's public housing waiting list to advise them of the opportunity to submit an application for these properties.*

*Please note that NYCHA does not own or manage the developments below and does not maintain the waiting lists for these developments itself.*

- *1070 Washington Avenue (La Preciosa) (NY005024000)*
- *Prospect Plaza Phase I (NY005025000)*
- *Prospect Plaza Phase II (NY005025001)*
- *PSS Grandparent Family Apartments (NY005005600)*
- *Randolph South (NY005026000)*

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (Select one)

- One  
 Two  
 Three or More

b. Is this policy consistent across all waiting list types?

- Yes  No:

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

*Applicants and transferees with borough choice and applicants and transfers for accessible apartments are given two apartment offers before they are removed from the waiting list.*

### **(4) Admissions Preferences**

a. Income targeting:

Does the PHA plan to exceed the federal targeting requirements by targeting more than 40 percent of all new admissions to public housing to families at or below 30 percent of median area income?

- Yes  No:

*While NYCHA does not plan to exceed the federal targeting requirements, about 85% of the families admitted to public housing during calendar year 2022 were households with incomes at or below 30% of area median income.*

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies

- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

*Tenant transfers for reasonable accommodation.*

*Tenants whose apartments have become uninhabitable or whose expeditious relocation is required to address health, safety, or environmental concerns.*

*Tenants relocated for development, building, or unit renovation, repair, or other use, or due to the requirements of a special purpose program.*

*Tenants of the affected public housing development or building who were required by NYCHA to relocate due to renovation; health, safety, or environmental concerns; or uninhabitable conditions, and who wish to return to the development, building, or unit from which they were relocated, once the renovation or repairs are complete.*

*Accessible Apartments.*

*Under occupied families required to move to smaller apartment as a result of Termination of Tenancy proceeding.*

*Currently, three out of five vacant apartments are offered to transfers and the other two apartments to new admissions. However, within equal priority transfers, residents residing within the same development as the apartment vacancy shall have preference over residents who reside at a different development.*

#### Preferences

1. Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection (5) Occupancy)

Yes  No:

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

*Intimidated Witnesses.*

*Legally doubled up and overcrowded in apartment subsidized by NYCHA (either public housing or Section 8)*

*Doubled up or overcrowded in apartment not subsidized by NYCHA.*

*Families headed by persons with acute immunological disorders of a degenerative nature or other disabilities or medical conditions requiring a high level of physical and supportive service accommodations, including NYCHA residents and homeless persons (Stanton Street).*

*Referrals from the New York City Department of Homeless Services.*

*Referrals from the New York City HIV/AIDS Services Administration, the Administration for Children's Services, the New York City Department of Housing Preservation and Development, or the New York City Health and Hospitals Corporation.*

*For single-person families: Elderly persons and persons with disabilities will be given preference over other applicants, except for emergency applicants, who will be taken in order of priority regardless of age or disability.*

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Former Federal preferences:

- 1, 3** Homelessness
- 1, 3** Involuntary Displacement (Disaster, Government Action, Inaccessibility, Property Disposition)
- 2** Victims of Domestic Violence
- 3** Action of Housing Owner
- 3** Substandard Housing
- 3** High Rent Burden

Other preferences (select all that apply)

*Working family priorities are assigned by income tier with the first number representing Tier III (households with incomes between 51% and 80% AMI), followed by Tier II (households with incomes between 31% and 50% AMI), and then Tier I (households with incomes less than 30% AMI).*

- 1,2,3** Working families and those unable to work because of age or disability referred by the NYC Department of Homeless Services
- 1,2,3** Working families and those unable to work because of age or disability
- Veterans and veterans' families
- 1,2,3** Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 1,2,3** Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 3** Victims of reprisals or hate crimes
- Other preference(s) (list below)

*1 – Referrals from the New York City Department of Homeless Services.*

*1 – Referrals from the New York City HIV/AIDS Services Administration, the Administration for Children's Services, the New York City Department of Housing Preservation and Development or the New York City Health and Hospitals Corporation.*

*2 - Intimidated witnesses.*

*3 – Legally doubled up and overcrowded in apartment subsidized by NYCHA (either public housing or Section 8).*

*3 – Doubled up in apartment not subsidized by NYCHA.*

*3 – Overcrowded in apartment not subsidized by NYCHA.*

*3 – For single-person families: Elderly persons and persons with disabilities will be given preference over other applicants, except for emergency applicants, who will be taken in order of priority regardless of age or disability*

*3 – Families headed by persons with acute immunological disorders of a degenerative nature or other disabilities or medical conditions requiring a high level of physical and supportive service accommodations, including NYCHA residents and homeless persons, who are referred by designated public and private social service agencies (Stanton Street).*

*4 – Families headed by persons with acute immunological disorders of a degenerative nature or other disabilities or medical conditions requiring a high level of physical and supportive service accommodations, including NYCHA residents and homeless persons (Stanton Street).*



*Admission income limits apply at certain developments, as follows: At tax credit developments family income must not exceed 60% of area median income. At all other developments, family income must not exceed 80% of area median income.*

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a. Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

- Yes  No

b. Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

- Yes  No

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists. If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments. If selected, list targeted developments below:

*All lower income developments.*

- Employing new admission preferences at targeted developments. If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d. Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

Yes  No:

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

*All lower income developments.*

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## **7) Resident Police Officers (RPO)**

*Pursuant to a Memorandum of Understanding between NYCHA and the New York City Police Department (NYPD), the Authority provides apartments to Police Officers and their families at rents comparable to NYCHA resident employee rents. The presence of a Police Officer who resides in a NYCHA development enhances security, fosters a greater understanding between NYCHA residents and the Police, and provides role models for the youth residing in that development. A Resident Police Officer (RPO) is required to perform a minimum of eight hours of Community Service per month. This Community Service may not include police work, law enforcement, Tenant Patrol or other security-related work.*

*NYCHA currently has 6 RPOs living in the following NYCHA developments: Amsterdam, Latimer Gardens, Mott Haven, Throggs Neck, Two Bridges, and Vladeck.*

## **B. Section 8**

### **(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

b. Does the PHA request criminal records from local law enforcement agencies for screening purposes?

Yes  No

c. Does the PHA request criminal records from State law enforcement agencies for screening purposes? Only when search is flagged

Yes  No

d. Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

Yes  No

*NYCHA performs criminal background checks by examining the public conviction records of the New York State Office of Court Administration and the Dru Sjodin National Sex Offender Public Website.*

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug-related activity

Other (describe below)

*If requested, NYCHA will provide the property owner with the voucher holder's last address.*

## **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

PHA main administrative office

Other (list below)

*NYCHA's waitlist is currently closed to the general public. However, as of July 2022, the waitlist is opened in part for referrals from the following sources: (1) homeless referrals from New York City (NYC) agencies; (2) referrals from the New York City Administration for Children's Services (ACS) for youth in the Family Unification Program (FUP) whose assistance is expiring as a result of the term limit on their voucher without subsequent adequate housing; (3) referrals from ACS for FYI assistance for youth leaving foster care who are homeless or at risk of homelessness; (4) referrals by a prosecutorial or law enforcement agency for victims of domestic violence and intimidated witnesses; and (5) referrals from NYCHA's Public Housing Operations Department for public housing residents because their unit is not habitable, NYCHA requires them to relocate due to renovation or*

*repair, they are at risk of displacement, or they are extremely under occupied or extremely over crowded.*

### **(3) Search Time**

a. Does the PHA give extensions on standard 60-day period to search for a unit?

Yes  No

If yes, state circumstances below:

*NYCHA's initial voucher term is 120 days, which exceeds HUD's standard 60-day period. Voucher holders may request an extension to this term.*

### **(4) Admissions Preferences**

a. Income targeting

Does the PHA plan to exceed the federal targeting requirements by targeting more than 75 percent of all new admissions to the section 8 program to families at or below 30 percent of median area income?

Yes  No

b. Preferences

1. Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) Special purpose Section 8 assistance programs)

Yes  No

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Victims of domestic violence

Substandard Housing

Homelessness

High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

Veterans and veterans' families

Residents who live and/or work in your jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Preferences	Description
1	Homeless referrals from New York City (NYC) agencies, including referrals from ACS for FUP Youth voucher holders at risk for homelessness due to the expiration of FUP Youth assistance.
2	Victim of Domestic Violence Intimidated Witness - referred by prosecutorial or law enforcement agency
3	NYCHA public housing residents required to move because: (a) their unit is not habitable (b) they are at risk of displacement; or (c) they are extremely under occupied or extremely overcrowded in their current apartment.
4	Mobility impaired and residing in inaccessible housing
5	Elderly persons and persons with disabilities
6	All other applicants

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Former Federal preferences

- 1 Homelessness
- 2 Victims of Domestic Violence  
Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Substandard Housing  
High Rent Burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Preferences	Description
1	Homeless referrals from New York City (NYC) agencies, including referrals from ACS for FUP Youth voucher holders at risk for homelessness due to the expiration of FUP Youth assistance.
2	Victim of Domestic Violence Intimidated Witness - referred by prosecutorial or law enforcement agency

3	NYCHA public housing residents required to move because: (a) their unit is not habitable (b) they are at risk of displacement; or (c) they are extremely under occupied or extremely over crowded in their current apartment.
4	Mobility impaired and residing in inaccessible housing
5	Elderly persons and persons with disabilities
6	All other applicants

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application  
 Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD  
 The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers  
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan  
 Briefing sessions and written materials  
 Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices  
 Other (list below)

*NYCHA receives direct referrals for special programs. NYCHA partners with agencies such as the Department of Veterans Affairs (“VA”), New York City Department of Veterans’ Services (“DVS”), and Administration for Children Services (“ACS”) as required for the special program type.*

**Veterans Affairs Supportive Housing (“VASH”)**

*The Authority has a total allocation of 3,385 vouchers. NYCHA is administering VASH vouchers in partnership with the Department of Veterans Affairs (“VA”) and the New York City Department of Veterans’ Services (“DVS”). Applicants are identified, screened, and referred by the VA and DVS to NYCHA for eligibility certification and voucher issuance.*

## 2. Financial Resources

[24 CFR Part 903.7 (c)]

Financial Resources: 2024 Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2024 grants)</b>		
a) Public Housing Operating Fund	\$ 1,250,628,851	<i>Public Housing Operations</i>
b) Public Housing Capital Fund (2023 Grant)	\$ 751,874,745	<i>Public Housing Rehabilitation</i>
c) Annual Contributions for Section 8 Tenant-Based Assistance	\$ 1,807,954,176	<i>Section 8 Program Operations</i>
Other Federal Grants (list below)		
FSS Self Sufficiency	\$0	<i>Self Sufficiency Services</i>
<b>2. Prior Year Federal Grants (unobligated funds only) (as of March 31, 2023)</b>		
FY 2018 Capital Fund	\$0	<i>Modernization</i>
FY 2019 Capital Fund	\$0	
FY 2020 Capital Fund	\$0	
FY 2021 Capital Fund	\$55,481,170	
FY 2022 Capital Fund	\$226,885,226	
Replacement Housing Factor	\$2,113,970	<i>New affordable housing construction</i>
HOPE VI Revitalization	\$0	<i>New construction at Prospect Plaza</i>
Emergency Safety & Security Grants	\$3,619,249	<i>Funding for safety &amp; security</i>
Lead Based Paint Grant	\$410,727	<i>Funding for lead abatement</i>
<b>3. Public Housing Dwelling Rental Income (includes City and State Developments)</b>	\$825,767,767	<i>Public housing operations, safety and security, and supportive services</i>
<b>1. 4. Other income (list below)</b>		
Other Revenue from Operations (includes City and State Developments)	\$32,987,213	<i>Public Housing Operations</i>
Interest Income	\$7,461,596	<i>Public Housing Operations</i>
Other Categorical Grants	\$5,305,824	<i>Improve residents' self-sufficiency, summer intern program, and support for Resident Watch program</i>
Revenue earned from PACT transactions	\$0.00	<i>Public Housing Maintenance and Operations</i>

Financial Resources: 2024 Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Miscellaneous Income (includes Debt Service)	\$404,863,710	Public housing operations, safety and security, reserves, and supportive services
<b>Total Resources</b>	<b>\$5,375,354,224</b>	

### **3. Rent Determination**

[24 CFR Part 903.7 (d)]

#### **Public Housing**

##### **(1) Income Based Rent Policies**

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30 percent of adjusted monthly income, 10 percent of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2. Has the PHA adopted any discretionary minimum rent hardship exemption policies?

- Yes  No

c. Rents set at less than 30 percent than adjusted income

1. Does the PHA plan to charge rents at a fixed amount or percentage less than 30 percent of adjusted income?

- Yes  No

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ? (select all that apply)

- For the earned income of a previously unemployed household member *NYCHA has implemented the earned income disallowance set forth in 42 U.S.C. §1437a(d).*



**Note: Earned Income Disallowance (EID) will expire on December 31, 2023. There will be no new enrollments into EID after this date**

- For increases in earned income
- Fixed amount (other than general rent-setting policy) If yes, state amount/s and circumstances below:
  - Fixed percentage (other than general rent-setting policy) If yes, state percentage/s and circumstances below:
    - For household heads
    - For other family members
    - For transportation expenses
    - For the non-reimbursed medical expenses of non-disabled or non-elderly families
    - Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30 percent of adjusted income) (select one)
  - Yes for all developments
  - Yes, but only for some developments
  - No

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
  - Never
  - At family option
  - Any time the family experiences an income increase

*Due to addition of a family member or when there is an interim rent reduction with income subsequently restored.*

- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

*Decreases in family income must be reported as well as any change in family composition.*

- g. Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?
- Yes  No

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

*NYCHA sets flat rents based on the allowable rent structure under 42 U.S.C. § 1437a(a)(2)(B)(i)(I)(aa) which requires flat rents to be set no lower than 80% of the applicable fair market rent established under 42 U.S.C. § 1437f(c).*

*All current public housing residents, newly-admitted public housing residents or transferring public housing residents have the option of paying either the flat rent amount shown in the table on the next page or an income-based rent (calculated at the higher of: 30% of adjusted household income, 10% of gross household income, or the welfare rent), whichever is lower. NYCHA automatically charges residents the lower rent.*

***Effective January 1, 2024:*** *Newly-admitted public housing residents or transferring public housing residents who will pay flat rent rather than income-based rent will pay the new flat rent amounts listed in the table below.*

***Effective 1st Quarter 2024 Annual Reviews (with a new rent effective date of May 1, 2024):*** *Current public housing residents whose family’s annual income is reviewed in this quarter who will pay flat rent rather than income-based rent will pay the new flat rent amounts listed in the table below.*

<b>Apartment Size</b>	<b>FY 2024 Fair Market Rent</b>	<b>NYCHA’s FY 2024 Flat Rent</b>
Studio	\$2,386	\$1,909
1 Bedroom	\$2,451	\$1,961
2 Bedroom	\$2,752	\$2,202
3 Bedroom	\$3,434	\$2,748
4 Bedroom	\$3,700	\$2,960
5 Bedroom	\$4,255	\$3,404
6 Bedroom	\$4,810	\$3,848

## Section 8 Tenant-Based Assistance

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- At or above 90 percent but below 100 percent of FMR
  - 100 percent of FMR
  - Above 100 percent but at or below 110 percent of FMR
  - Above 110 percent of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)
- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - The PHA has chosen to serve additional families by lowering the payment standard
  - Reflects market or submarket
  - Other (list below)
- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)
- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
  - Reflects market or submarket
  - To increase housing options for families
  - Other (list below)
- d. How often are payment standards reevaluated for adequacy? (select one)
- Annually
  - Other (list below)
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)
- Success rates of assisted families
  - Rent burdens of assisted families
  - Other (list below)

*Federal budget appropriation and standards adopted by local Section 8 administrators.*

### **(2) Minimum Rent**

- a. What amount best reflects the PHA's minimum rent? (select one)
- \$0
  - \$1-\$25
  - \$26-\$50

NYCHA's minimum rent for the Housing Choice Voucher Program (\$50.00)

b. Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

Yes  No

*Exemption policies are described in the Section 8 Administrative Plan, which is a Supporting Document available for review. Members of the public wishing to examine the Supporting Documents may email [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov). The document is also available on NYCHA's webpage at <http://www1.nyc.gov/assets/nycha/downloads/pdf/Housing-Choice-Voucher-Program.pdf>.*

#### **4. Operation and Management**

[24 CFR Part 903.7 (e)]

##### **A. PHA Management Structure**

An organization chart showing the PHA’s management structure and organization is attached. **(Attachment H)**

##### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning 2024</b>	<b>Expected Turnover</b>
Public Housing	158,563	3,696
Section 8 Vouchers	100,158	2.55%
<u><i>FY16 HUD Jobs-Plus Grant:</i></u> NYCHA was awarded a 5-year Federal Jobs-Plus Grant from the US Department of HUD to serve the 335 household of Pennsylvania-Wortman Houses in the East NY Section of Brooklyn. Services included Employment Services, Financial Counseling and the program specific rent incentive- Jobs-Plus Earned Income Disallowance (JPEID). In 2021 NYCHA received a no-cost extension to continue the program. The HUD contract ended March 31, 2022.	Total 405 residents served at grant end 3/31/22.	N/A
<u><i>ROSS Service Coordinator Grant 2019:</i></u> To enhance self-sufficiency by accessing employment and other economic-related resources and opportunities to NYCHA residents through geographically-based service coordination in 11 NYCHA communities. This grant began on 08/23/20.	606 services provided to ROSS residents from reporting period of 01/01/2022 to 12/31/22	N/A
<b>Other Federal Programs (list individually)</b>		
<u><i>City Harvest Mobile Market Program:</i></u> New York first and largest food rescue organization, that helps to feed millions of New Yorkers who struggle to put meals on their tables.	3,100,658 lbs. of produce to 87,848 families in NYC during calendar year 2022, of which 2,728,579 lbs. were given to 77,306 NYCHA families.	N/A
<u><i>Elderly Safe at Home:</i></u> The Elderly Safe at Home program provides services geared towards enhancing the general quality of life of elderly and nonelderly disabled residents who reside in 20 NYCHA developments. This program provides on-site social services to help improve their safety & security and enhance their health & well-being and allows residents to continue to live independently in their homes and prevent premature institutionalization.	An average of 943 residents served monthly during calendar year 2022	N/A

<p>Program Services includes: support and crime prevention, crisis intervention, and crime victim assistance to address and prevent crimes perpetrated against this vulnerable population. The program also assists residents with maintaining activities of daily living, accessing public entitlements, and coordinating services with outside providers. Residents can meet with the assigned worker in the social service office or in their homes. Workers are also expected to conduct regular home visits and telephone reassurance.</p> <p>This program also recruits and trains resident volunteers who are organized into a floor captain/buddy system and maintain daily contact with residents in their respective developments. The floor captains are the eyes and ears of the program. They are often the first to detect if something is wrong or identify an incident requiring immediate attention and are obligated to report back to program staff. This program also offers workshops on crime prevention, safety and security, and crime victims' rights and the criminal justice process. Information on these and other topics is disseminated through pamphlets and regularly scheduled meetings at program sites. Residents who need more comprehensive crime victim services are referred to community-based organizations and/or City agencies that specialize in this field.</p>		
<p><u><i>Family Self Sufficiency Program:</i></u>  A HUD initiative that promotes economic self-sufficiency among participating families by referring them to educational, career counseling, money management, job training as well as job placement services. Participants receive a savings account which grows as the family's earned income increases. Upon completion of the five-year FSS Contract of Participation, the family receives the money accumulated in the account, provided that the participant is employed, and no family member is receiving cash public assistance benefits.</p>	930 enrollments as of 12/31/22	N/A

**C. Management and Maintenance Policies**

*(1) Public Housing Maintenance and Management: (list below)*

- *NYCHA Management Manual*
- *NYCHA Application and Tenancy Administration Manual*
- *NYCHA Tenant Selection and Assignment Plan (TSAP) Manual*
- *NYCHA Human Resources Manual*
- *NYCHA Emergency Procedure Manual*
- *NYCHA Procurement Policy Manual*
- *NYCHA Capital Projects Division Procedures Manual*
- *NYCHA Accounts Payable Procedures Manual*
- *NYCHA Standard Procedures*
- *NYCHA General Memoranda*
- *NYCHA Deputy General Manager Memoranda*
- *NYCHA Assistant Deputy General Manager Memoranda*
- *NYCHA Interim Guidance*

*(2) Section 8 Management: (list below)*

- *NYCHA Leased Housing Department Memoranda*
- *NYCHA Section 8 Administrative Plan*

Members of the public wishing to examine the Management and Maintenance Policies may email [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) for further information.

## **5. PHA Grievance Procedures**

[24 CFR Part 903.7 (f)]

### **A. Public Housing**

1. Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

Yes  No:

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

PHA main administrative office  
 PHA development management offices  
 Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1. Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

Yes  No

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

PHA main administrative office  
 Other (list below)

*Written request to the Leased Housing Department  
Calling the Customer Contact Center*

## **6. Designated Housing for Elderly and Disabled Families**

[24 CFR Part 903.7 (i)]

1. Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year?

Yes  No

*On July 30, 2021, HUD approved NYCHA's request to continue to extend the designation of the elderly-only developments and buildings for an additional two years through July 30, 2023. NYCHA submitted its request to HUD for approval to renew the Designated Housing Plan on May 23, 2023. Please note the following developments recently converted to Section 8 through the PACT program on September 28, 2023 and are no longer in the Designated Housing Plan: Claremont Parkway-Franklin Avenue, Davidson, and Union Avenue-East 163rd Street.*

### **BRONX**

Designation of Public Housing Activity Description
1a. Development name: <b>Boston Road Plaza</b> <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i>
1b. Development (project) number: <b>NY005010390</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 235
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development



<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Bronx River Addition</b> 1b. Development (project) number: <b>NY005010320</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
2. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 226 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development <i>*Please note that 70 of the 226 elderly-only units at Bronx River Addition (NY005010320) which include 47 studio (0-bedroom) and 23 one-bedroom units are currently being held vacant for major repairs in the building.</i>

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>College Avenue-East 165<sup>th</sup> Street</b> 1b. Development (project) number: <b>NY005013080</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 95 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>East 152<sup>nd</sup> Street-Courtlandt Avenue</b>  <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i></p> <p>1b. Development (project) number: <b>NY005010280</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 130</p> <p>7. Coverage of action (select one)</p> <p><input checked="" type="checkbox"/> Part of the development  <input type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Glebe Avenue-Westchester Avenue</b></p> <p>1b. Development (project) number: <b>NY005010670</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 132</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Middletown Plaza</b>  <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i></p> <p>1b. Development (project) number: <b>NY005010340</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 179</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Mayor John Purroy Mitchel</b></p> <p>1b. Development (project) number: <b>NY005011450</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 165</p> <p>7. Coverage of action (select one)</p> <p><input checked="" type="checkbox"/> Part of the development  <input type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Morrisania Air Rights</b> 1b. Development (project) number: <b>NY005012670</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 300 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Randall Avenue – Balcom Avenue</b> 1b. Development (project) number: <b>NY005010630</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 252 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Twin Parks East (Site 9)</b>  <b>*Please note this development is scheduled to convert to PACT/RAD in the future.</b></p> <p>1b. Development (project) number: <b>NY005012270</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 219</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>West Tremont Avenue-Sedgwick Avenue</b>  <b>*Please note this development is scheduled to convert to PACT/RAD in the future.</b></p> <p>1b. Development (project) number: <b>NY005010450</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 148</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

**BROOKLYN**

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Bernard Haber</b> 1b. Development (project) number: <b>NY005011660</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 380 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Borinquen Plaza I</b> 1b. Development (project) number: <b>NY005012430</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 144 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Eleanor Roosevelt I</b> 1b. Development (project) number: <b>NY005011350</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 159 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Kingsborough Extension</b> 1b. Development (project) number: <b>NY005010100</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 184 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Marcus Garvey (Group A)</b> 1b. Development (project) number: <b>NY005012520</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 86 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Peter Stuyvesant Gardens II</b> <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i> 1b. Development (project) number: <b>NY005012210</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 150 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development



<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Reverend Randolph Brown</b> 1b. Development (project) number: <b>NY005012520</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 200 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Surfside Gardens</b> 1b. Development (project) number: <b>NY005011700</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 270 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Vandalia Avenue</b> 1b. Development (project) number: <b>NY005011940</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 293 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Van Dyke II</b> 1b. Development (project) number: <b>NY005011680</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 112 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>William Reid Apartments</b>  <i>*Please note this development is scheduled to convert to PACT/RAD by the end of 2023.</i></p> <p>1b. Development (project) number: <b>NY005011670</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 230</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Carter G. Woodson</b></p> <p>1b. Development (project) number: <b>NY005011680</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 407</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

**MANHATTAN**

Designation of Public Housing Activity Description
1a. Development name: <b>Baruch Houses Addition</b> 1b. Development (project) number: <b>NY005010600</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 197 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

Designation of Public Housing Activity Description
1a. Development name: <b>Chelsea Addition</b> *Please see pages 32 and 106 for information about the redevelopment of the site. 1b. Development (project) number: <b>NY005011340</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 96 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Edward Corsi</b> 1b. Development (project) number: <b>NY005010640</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 171 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Gaylord White</b> <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i> 1b. Development (project) number: <b>NY005010090</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 248 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Harborview Terrace</b> 1b. Development (project) number: <b>NY005010220</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 195 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Ira S. Robbins Plaza</b> 1b. Development (project) number: <b>NY005011390</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 150 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Judge Max Meltzer Tower</b>  <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i></p> <p>1b. Development (project) number: <b>NY005011000</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 231</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>Lower East Side I Infill</b></p> <p>1b. Development (project) number: <b>NY005011000</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 72</p> <p>7. Coverage of action (select one)</p> <p><input checked="" type="checkbox"/> Part of the development  <input type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Mayor Fiorello H. LaGuardia Addition</b> 1b. Development (project) number: <b>NY005010760</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 150 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Morris Park Senior Citizens Home</b> 1b. Development (project) number: <b>NY005012410</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 97 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development



<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Sondra Thomas Apartments</b> 1b. Development (project) number: <b>NY005011270</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 87 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>UPACA (Site 5)</b> <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i> 1b. Development (project) number: <b>NY005012410</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 200 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>UPACA (Site 6)</b>  <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i></p> <p>1b. Development (project) number: <b>NY005012410</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 150</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

**QUEENS**

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>College Point Rehab</b></p> <p>1b. Development (project) number: <b>NY005011860</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 13</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>John Conlon LIHFE Towers</b> 1b. Development (project) number: <b>NY005010910</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 216 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>International Tower</b> 1b. Development (project) number: <b>NY005010910</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 159 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Leavitt Street-34<sup>th</sup> Avenue</b> 1b. Development (project) number: <b>NY005011860</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 83 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Shelton Houses</b> 1b. Development (project) number: <b>NY005010910</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 155 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**STATEN ISLAND**

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Cassidy-Lafayette</b> 1b. Development (project) number: <b>NY005011170</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 380 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>New Lane Area</b> 1b. Development (project) number: <b>NY005010350</b>
2. Designation type: <input checked="" type="checkbox"/> Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities
3. Application status (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date this designation approved, <b>submitted</b> , or planned for submission: <b>May 23, 2023</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 277 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name: <b>West Brighton II</b>  <i>*Please note this development is scheduled to convert to PACT/RAD in the future.</i></p> <p>1b. Development (project) number: <b>NY005010130</b></p>
<p>2. Designation type:</p> <p><input checked="" type="checkbox"/> Occupancy by only the elderly  <input type="checkbox"/> Occupancy by families with disabilities  <input type="checkbox"/> Occupancy by only elderly families and families with disabilities</p>
<p>3. Application status (select one)</p> <p><input checked="" type="checkbox"/> Approved; included in the PHA's Designation Plan  <input type="checkbox"/> Submitted, pending approval  <input type="checkbox"/> Planned application</p>
<p>4. Date this designation approved, <b>submitted</b>, or planned for submission: <b>May 23, 2023</b></p>
<p>5. If approved, will this designation constitute a (select one)</p> <p><input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?</p>
<p>6. Number of units affected: 144</p> <p>7. Coverage of action (select one)</p> <p><input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

## **7. Community Service and Self-Sufficiency**

[24 CFR Part 903.7 (I)]

### **A. PHA Coordination with the Welfare (“TANF”) Agency**

#### 1. Cooperative agreements:

Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

Yes  No:

If yes, what was the date that agreement was signed?

- Electronic Funds Transfer – April 9, 1998
- Data Sharing – March 28, 2001
- Data Sharing – July 14, 2015
- Data Sharing – October 25, 2018
- Data Sharing – April 2, 2019
- Data Sharing – August 8, 2019
- Data Sharing – March 31, 2021
- Data Sharing – May 17, 2021
- Emergency Housing Voucher MOU – July 1, 2021
- Emergency Housing Voucher Data Sharing – July 22, 2021
- Emergency Housing Voucher Data Sharing Amendment – September 10, 2021
- Emergency Housing Voucher Data Sharing Amendment – November 1, 2021
- Emergency Housing Voucher Data Sharing Amendment – November 12, 2021
- HRA MOU for Data Verification through Worker Connect – December 15, 2021
- Emergency Housing Voucher Data Sharing Amendment – December 23, 2021
- Emergency Housing Voucher Data Sharing Amendment – February 9, 2022
- Emergency Housing Voucher Data Sharing Amendment – August 15, 2022
- ERAP Reimbursement HRA Data Sharing – November 9, 2021
- ERAP Reimbursement HRA MOU – December 30, 2021
- HRA Rental Arrears Data Sharing MOU – July 19, 2018
- NYS OTDA Data Sharing Intergovernmental Agreement – July 25, 2023

#### 2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (Select all that apply)

Public housing rent determination policies:

*For the earned income of a previously unemployed household member, NYCHA has implemented the Earned Income Disallowance set forth in 42 U.S.C. §1437a(d).*

Public housing admissions policies:

*Working family priorities are assigned by income tier with the first number representing Tier III (households with incomes between 51% and 80% AMI), followed by Tier II (households with incomes between 31% to 50% AMI), and then Tier I (households with incomes at 30% AMI or less).*

- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non- housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following tables; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Yes  No



Program Name	Units or Families Served at Year Beginning 2023	Expected Turnover		
<b>ROSS Service Coordinator Grant 2019:</b> To enhance self-sufficiency by accessing employment and other economic-related resources and opportunities to NYCHA residents through geographically-based service coordination. This grant began on 08/23/20.	606 services provided to residents of developments targeted by ROSS grant from reporting period 01/01/22 to 12/31/22	N/A		
<b>Family Self Sufficiency Program:</b> A HUD initiative that promotes economic self-sufficiency among participating families by referring them to educational, career counseling, money management, job training as well as job placement services. Participants receive a savings account which grows as the family's earned income increases. Upon completion of the five-year FSS Contract of Participation, the family receives the money accumulated in the account, provided that the participant is employed, and no family member is receiving cash public assistance benefits.	930 program enrollments as of 12/31/22	N/A		
<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / office / another provider name)	Eligibility (public housing or section 8 participants or both)
<b>NYCHA's Office of Resident Economic Empowerment and Sustainability (REES) Intake &amp; Assessment</b>				
<b>REES and Partner Information Sessions:</b> Participants receive an orientation to REES and REES partner services, as well as an individual assessment and referrals to REES partner providers for appropriate services	5159 attendees at an information session from reporting period 01/01/22 to 12/31/22	Self-referred, unemployed and under-employed public housing & Section 8 residents	REES offices located at central office location in Downtown Brooklyn / Offsite information sessions at NYCHA campuses and/or virtually	Public Housing Residents/ Section 8 Residents
<b>REES Hotline Activity:</b> The REES hotline facilitates over the phone resident self-refers to partner programs and serves as a resource for residents to RSVP for upcoming events, testing and information sessions.	15,436 calls handled from reporting period 01/01/22 to 12/31/22	Self-referred, unemployed and under-employed public housing & section 8 residents	Via phone	Public Housing /Section 8 residents
<b>REES Microsite Activity:</b> The microsite provides information about economic opportunity services, events and job opportunities available through REES and its partners. Residents can use the site to take	285,697 visitors from reporting period 01/01/22 to 12/31/22	Self-referred, unemployed and under-employed public housing	Via REES' microsite: www.opportunitynyc ha.org	Public Housing / Section 8 residents

action and “self-refer” to programs through downloadable referral slips and RSVP for events.		& section 8 residents		
<b>REES Job Placement</b>				
Direct job placement facilitated by REES through the Section 3 mandate, the NYCHA Resident Training Academy, and outside employers	834 direct job placements from reporting period 01/01/22 to 12/31/22	Self-referred unemployed and under-employed public housing residents	REES offices located at central office location in Downtown Brooklyn	Public Housing Residents
<b>Section 3:</b> A HUD-mandated regulation whose purpose is to ensure that employment and other economic opportunities generated by Federal assistance to public housing authorities shall, to the greatest extent feasible, be directed to public housing residents and other low and very low-income persons.	1204* Projected Hires on contracts awarded from reporting period 01/01/22 to 12/31/22* <i>Hiring projections include those made on upcoming NYCHA Real Estate Development projects. Contracts that do not trigger Section 3, but include other hiring contractual obligations, are also included.</i>	NYCHA residents and other Section 3 Workers	REES offices at Downtown Brooklyn, Contractor and work locations throughout NYCHA	NYCHA residents and other Section 3 residents
<b>Jobs Plus:</b> Through 13 coordinated sites, the Jobs Plus employment program seeks to raise the level of employment for the residents of selected developments by increasing family income through: Employment related services Rent incentives that help make work pay and neighbor to neighbor support for work  In 2021 through a \$17 million city-investment, three (3) new Jobs-Plus sites opened, and 7 existing sites expanded, growing Jobs-Plus sites from 10 sites serving 26 NYCHA developments, to 13 sites serving 44 developments citywide.  <ul style="list-style-type: none"> <li>Jobs-Plus is administered by NYCHA, The NYC Human Resources Agency/Department of Social Services (HRA/DSs), NYC Office of Economic Opportunity (NYC Opportunity) and the NYC Office of Financial Empowerment (OFE)</li> </ul>	788 verified placements from reporting period 01/01/22 to 12/31/22  (Additional placements are pending verification).	Public Housing Residents	<ul style="list-style-type: none"> <li>East Harlem – Urban Upbound</li> <li>South Bronx Site I – Bronx Works</li> <li>South Bronx Site II –East Side Settlement House</li> <li>Western Queens I – Urban Upbound</li> <li>Western Queens II- Urban Upbound</li> <li>Western Queens III- America Works of NY, Inc.</li> <li>Lower East Side – Henry Street Settlement House</li> <li>Central Brooklyn – Bedford Stuyvesant Restoration Corporation</li> </ul>	Public Housing Residents  Must be a public housing resident of one of 44 targeted developments City-wide.

<ul style="list-style-type: none"> <li>1 of the 13 Jobs-Plus sites was funded through a FY16 HUD Jobs Plus Initiative Grant which ended on March 31, 2022..</li> </ul>			<ul style="list-style-type: none"> <li>Brownsville Brooklyn I- FedCap</li> <li>Brownsville Brooklyn II- America Works of NY, Inc.</li> <li>Northwest Bronx – Goodwill Industries</li> <li>Staten Island –</li> <li>Equus Workforce Solutions</li> <li>East New York, Brooklyn– Bedford Stuyvesant Restoration Corporation</li> </ul>	
<b>REES Connection to Services</b>				
<p><b>Recruitment for Cohort Based Services and program enrollment:</b> Services in the following categories are offered through REES partners in the five boroughs</p> <ul style="list-style-type: none"> <li>Vocational Training</li> <li>Adult Education</li> <li>Financial Education</li> <li>Business Development</li> </ul>	<p>1220 enrollments in classes and trainings as of reporting period 01/01/22 to 12/31/22</p>	<p>Residents are recruited in time-bound, targeted recruitment campaigns that may include information sessions, pre-screening events, and targeted mailings, phone-banking and web-based outreach. Recruitment is based on minimum criteria of each program</p>	<p>Services provided at partner locations</p>	<p>Public Housing Residents/ Section 8 residents</p>
<p><b>Referrals to Ongoing Services:</b> Services in the following categories are offered through REES partners in the five boroughs</p> <ul style="list-style-type: none"> <li>Vocational Training</li> <li>Adult Education</li> <li>Financial Counseling</li> <li>SNAP Access</li> <li>Workforce Development</li> <li>Business Planning</li> </ul>	<p>1089 unique residents were referred to ongoing services from reporting period 01/01/22 to 12/31/22</p>	<p>Residents are referred by NYCHA staff from multiple departments, including REES, through a web-based system that notifies providers to engage with a</p>	<p>Services provided at partner locations</p>	<p>Public Housing / Section 8</p>

		referred resident. There are no minimum criteria other than the resident's consent to participate in the service provision.		
<b>NYCHA Resident Training Academy (NRTA):</b> Provides employment-focused training and job placement assistance to NYCHA residents in the constructional and janitorial fields (supported by the Robin Hood Foundation)	335 graduates in the NRTA program year as of reporting period 01/01/22 to 12/31/22	Public housing residents are recruited through multiple outreach channels and complete an initial pre-screen with REES staff. Program referrals are based on testing, pre-screening, interest, and other eligibility requirements and qualifications.	City Technical College/ Brooklyn Workforce Innovations	Public Housing Residents

**2) Family Self Sufficiency Program**

a. Participation Description

Program	Actual Number of Enrolled Participants (As of: 12/31/22)
Public Housing	0
Section 8	930

b. If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

Yes  No

Since the fall of 2010, REES has operated the Housing Choice Voucher (“HCV”) (Section 8) Family Self Sufficiency (“FSS”) program. As of December 31, 2022, the program has 930 participants enrolled, of which 378 or 41% percent have escrow accounts totaling 2,830,224 and averaging over \$7,487 for each participant. In 2022, the program enrolled 49 participants and graduated 75 residents disbursing a total of \$756,976. NYCHA did not receive a 2022 Family Self Sufficiency grant, but was able to receive a no-cost extension of the FY2021 grant. In 2022, NYCHA’s REES

offices were still not open to the public and we offered virtual FSS Information Sessions twice monthly with a morning session and an evening session. FSS staff continued to meet residents in the NYCHA REES building lobby to accept completed enrollment forms and distribute blank enrollment forms to support residents who did not have the technology, or digital literacy, needed to submit forms or complete forms electronically.

---

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

## **8. Safety and Crime Prevention (VAWA)**

[24 CFR Part 903.7 (m)]

### A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

*NYCHA recognizes the need to ensure the safety of public housing residents and works closely with the New York City Police Department's Housing Bureau. It is the mission of the New York City Police Department to enhance the quality of life in our City by working in partnership with the community and in accordance with constitutional rights to enforce the laws, preserve the peace, reduce fear, and provide for a safe environment. The Housing Bureau has developed a one-year plan designed to increase the safety and security of residents of public housing. The*

*Strategic Plan for the New York City Police Department's Housing Bureau is included in the Supporting Documents of the Annual Plan.*

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents. (select all that apply)

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti-drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

*The Strategic Plan for the New York City Police Department's Housing Bureau is included in the Supporting Documents of the Annual Plan.*

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

*The Strategic Plan for the New York City Police Department's Housing Bureau is included in the Supporting Documents of the Annual Plan.*

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases

- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

*The Strategic Plan for the New York City Police Department's Housing Bureau is included in the Supporting Documents of the Annual Plan.*

**D. Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking;**

NYCHA makes referrals to the following organizations:

- **Sanctuary for Families** is a New York City-based non-profit organization dedicated to aiding victims of domestic violence and their children. Its services include crisis intervention, emergency and transitional shelter, legal assistance and representation, adult and child counseling, and long-term follow-up. Its Legal Center is one of the largest providers of free legal services exclusively for victims of domestic violence, sex trafficking, and other forms of gender-based violence in the United States.
- **Safe Horizon** is a victim assistance organization designed to provide support, prevent violence, and promote justice for victims of crime and abuse. Its programs help survivors of domestic violence rebuild their lives through counseling, short term housing, legal and other support. Resident are encouraged to call their 24-hour hotline, 1-800-621-HOPE (4673) to be connected to a qualified professional
- **Local District Attorney's Offices** assist individuals impacted by Domestic Violence which prosecutes misdemeanor and felony cases involving domestic partners.
- **Project SAFE** offers services for those who have experienced a crime in which the security of their home has been compromised. Project SAFE will send a professional locksmith to change the 2<sup>nd</sup> lock or cylinder for free, provided the victim has the requisite police reports and qualifies for a free 2<sup>nd</sup> lock change.
- **Brooklyn Defender Services:** Staffed with attorneys and support staff, including social workers, investigators, paralegals, re-entry specialists, jail liaisons, education, community organizers and policy specialists as well as dedicated advocates for youth, veterans and parents. They serve their clients in the courtroom and in the community, defending their rights and helping them to amplify their voices to call for the changes that they see are necessary for the health and success of their neighborhoods.
- **Prevention Assistance and Temporary Housing (PATH):** People who leave unsafe environments and need temporary shelter can get help through PATH.
- **CAMBA – Violence Prevention and Intervention Services** provides victim survivors and their families. OVS Compensation claims assistance, advocacy and accompaniment, information, and referral assistance. Prevention education and awareness workshops on intimate partner violence and sexual assault, dating violence and safety to middle and high school students. Bystander prevention sexual violence awareness education on college and university campuses. 24-hour, 7-days a week sexual assault crisis hotline. Victims of all crime including intimate partner violence & abuse, sexual assault, gun violence and homicide. They must be a Brooklyn resident, involved with or at risk of victimization and violence. CAMBA supports family members ages 6 and older.

- **East New York Family Center Brooklyn Community Services:** Families come to the BCS East New York Family Center (ENYFC) for support with marital or other familial conflicts, and to assist with their children’s social-emotional challenges or issues at school. Often, these families are coping with trauma, illness, loss, family changes or transitions, and disconnection. The ENYFC is a safe space for families to set clear goals for change while drawing from their own strengths and abilities. Through this program, social workers provide family therapy, case management support, client advocacy workshops, and group sessions with parents, children and teens.
- **Good Shepherd Services - Safe Homes Project:** For over 40 years, Good Shepherd Services’ Safe Homes Project has been working to confront and eliminate domestic and partner violence in New York City. They provide a full array of services, which include a hotline, counseling, and safety-planning. In addition, they offer a wide-range of consultation, training, and educational services to community and professional groups and work to improve laws and policies affecting survivors. They also provide targeted services for special populations, including Spanish-speakers, youth, and LGBTQ survivors of partner violence. All services are free and offered in both English and Spanish.
- **The Mayor’s office to End Domestic and Gender Based Violence (ENDGBV):** Develops policies and programs, provides training and prevention education, conducts research and evaluations, performs community outreach, and operates the New York City Family Justice Centers. We collaborate with City agencies and community stakeholders to ensure access to inclusive services for survivors of domestic and gender-based violence (GBV). GBV can include intimate partner and family violence, elder abuse, sexual assault, stalking, and human trafficking

**E. Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing**

NYCHA makes referrals to the following organizations:

- **New York City Family Justice Centers** are the outgrowth of the Mayor’s office to End Domestic and Gender Based Violence (ENDGBV) and the District Attorneys’ offices. During business hours (M-F, 9am-5pm), residents can call any New York City Family Justice Center (FJC) to get connected to free and confidential assistance for victims and survivors of domestic and gender-based violence, which can include sexual violence, human trafficking, stalking, and intimate partner violence. Through any NYC FJC, survivors of domestic and gender-based violence and their children can get connected to organizations that provide case management, economic empowerment, counseling, civil legal, and criminal legal assistance. Located in all five boroughs, FJCs are safe, caring environments that provide one-stop services and support. Key City agencies, community, social and civil legal services providers, and District Attorney's Offices are located on-site at FJCs, to make it easier for survivors to get help. All are welcome regardless of language, income, gender identity, or immigration status. Interpretation services are available at every FJC, and locations are wheelchair accessible. Requests for other accommodations can be done by calling ahead of a visit.



- The NYC AGING FKA **Department for The Aging (DFTA)** offers services through funded elder abuse organizations.
- **Adult Protective Services (APS)** – Vulnerable adults who are being abused, neglected and/or financially exploited are referred to APS for more intensive ongoing support.

**F. Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families**

**NYCHA Departments:**

- NYCHA’s Family Partnerships department offers assistance, guidance, information and referrals to NYCHA resident survivors of intimate partner violence, sex trafficking and elder abuse.
- NYCHA’s Applications and Tenancy Administration Department prioritizes all emergency transfer request for those NYCHA resident survivors of intimate partner violence, sex trafficking and elder abuse.

**Events:**

- Annual intimate partner abuse and/or elder abuse conferences.
- DV/EA agencies are routinely invited to table at NYCHA resource fairs/ outreach events / family days, etc.
- NYCHA participates in the Mayor’s Office to End Domestic and Gender Based Violence Fatality Review Committee.

**G. Violence Against Women Act (“VAWA”)**

NYCHA adheres to the federal Violence Against Women Act (“VAWA”) by providing protections to victims of domestic violence, dating violence, sexual assault, and stalking (VAWA victims). In accordance with VAWA, NYCHA (i) notifies public housing tenants and Section 8 participants of their rights under VAWA; (ii) protects eligible tenants and authorized household members from eviction or termination of Section 8 assistance based on their status as a VAWA victim; (iii) may terminate public housing tenancy or occupancy rights or Section 8 assistance to an abuser while protecting the rights of the VAWA victim and other authorized household members; (iv) protects eligible applicants from being denied admission based on their status as VAWA victims; (v) affords eligible VAWA victims a transfer under its Public Housing and Section 8 emergency transfer plans; and (vi) links tenants to resources and alternative housing options. Additionally, NYCHA provides a transfer priority for intimidated victims, intimidated witnesses and victims of a traumatic incident as well as an admission preference for eligible victims of domestic violence and intimidated witnesses.

## **9. Pet Policy**

### **1. Dog/Cat**

It is NYCHA policy to allow one pet (a dog or a cat) per household. Such dog or cat must be registered in accordance with NYCHA's pet registration requirements.

### **2. Weight and Breed Restriction**

Any dog registered with NYCHA on or after February 1, 2010, cannot exceed a maximum weight of 25 pounds in adulthood (either full breed or mixed breed). The following breeds are prohibited: Pit Bull, Rottweiler, and Doberman Pincher. Assistance animals are exempt from weight and breed restrictions.

### **3. Registration**

All tenants must register their dog, cat, or assistance animal with NYCHA within 30 days of acquiring (i) during the lease-up process (new tenants); (ii) as soon as the tenant acquires a dog, cat, or assistance animal; or (iii) when a tenant is adding a new pet or assistance animal to replace a pet or assistance animal that is no longer in the household (e.g. the animal has passed away), the tenant must complete and submit NYCHA form 040.299B, Animal Removal Agreement. **Any** dog, cat or assistance animal that is not registered with NYCHA is prohibited from living in a NYCHA apartment or NYCHA premises.

### **4. Dog Tag**

All dogs (even dogs that are assistance animals), regardless of registration date with NYCHA, must be licensed with DOHMH (Health Code §161.04) and must wear two tags around the neck: a NYC license tag and stainless steel NYCHA dog tag.

### **5. Assistance Animals**

There are two types of assistance animals: service animals and support animals.

(1) A service animal is a dog that is individually trained to take a specific action when needed for a person with a disability (e.g., seeing eye dog assisting a blind individual). (2) A support animal is an animal that does work, performs tasks, provides assistance, and/or provides therapeutic emotional support for an individual with disabilities. A support animal does not have to be individually trained or certified.

Tenants seeking a reasonable accommodation for an assistance animal must complete NYCHA *Form 040.505, Dog, and Cat, and Assistance Animal Registration Form*, and, if the disability is not visible, must also complete NYCHA *Form, 040.426, Medical Verification Form*. All assistance animals must be registered.

### **6. Small domestic pets kept in a cage or an aquarium**

Tenants may keep a reasonable number of small domestic pets such as hamsters, small birds, and fish, provided the pet is kept in a cage or an aquarium. These pets cannot create a nuisance or an unsafe or unsanitary condition. Registration is not required for these types of pets.

## **7. Dangerous Animals**

NYCHA prohibits (1) unconventional pets or endangered animals such as barnyard animals (farm animals including, but not limited to, cattle, horses, chickens, turkeys, ducks, geese, pigs, goats, and sheep), reptiles, arachnids (spiders), monkeys), and other animals, as specified by New York State and New York City local laws and health code; and (2) animals deemed dangerous, vicious, or threatening also are prohibited. Registered pets or assistance animals that are or become dangerous, vicious, or threatening are not permitted and must be removed from the apartment.

## **8. Pet and Assistance Animal Conduct**

Tenants must control the noise of pets and assistance animals so that it does not become a nuisance to other tenants by interrupting their peaceful enjoyment of their apartment or the development premises. A pet must not injure, cause harm to, or threaten other people. A pet must not damage NYCHA property or premises, including buildings (inside or outside an apartment), elevators, common grounds, trees, shrubs or ground cover. This rule also applies to assistance animals.

## **9. Pet Waste**

Tenants must take adequate steps to eliminate any odors coming from their pets and/or assistance animals within their apartment and maintain the cleanliness of their apartment at all times. Cats must use litter boxes located inside the tenant's apartment. The litter boxes must be cleaned regularly. Tenants are not allowed to let waste accumulate. Waste is to be placed in a plastic bag, closed, and disposed of properly (e.g., throwing the bag in the garbage). Tenants must not dispose of animal waste, including kitty litter, in the toilet or household drains. This rule also applies to assistance animals.

## **10. Dog Leash**

In accordance with New York City's Leash Law (Health Code § 161.05), dogs must be restrained by a leash or chain not more than six feet in length when the animal is in a public place (except in designated off leash areas).

## **11. Pet-Free Zone**

Tenants must keep dogs, cats, and other animals out of "pet-free zones," such as Management Offices, playgrounds, community facilities, laundry rooms, basement areas, barbecue areas, roofs or roof landings. Note that a registered assistance animal may enter a "pet-free zone," as necessary, provided the animal is on a leash of not more than six feet in length.

## **12. Spay/Neuter**

Dogs cats, and assistance animals must be spayed or neutered. Proof must be submitted with the NYCHA Pet Registration form. This rule also applies to assistance animals.

## **13. Vaccination**

Tenants must ensure that their cats, dogs, and assistance animals are vaccinated for rabies. Vaccinations must be current and up to date as per New York City Health Code § 161.06.

## 14. Fee Exemptions

No fees required.

## 10. Civil Rights Certification

[24 CFR Part 903.7 (o)]

*Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.*

## 11. Fiscal Year Audit

[24 CFR Part 903.7 (p)]

1. Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)

Yes  No

2. Was the most recent fiscal audit submitted to HUD?

Yes  No:

*Yes. The most recent fiscal audit for year 2022 has been completed and the final audit report was electronically submitted to the Federal Audit Clearinghouse on September 29, 2023 as well as to HUD REAC on September 30, 2023.*

3. Were there any findings as the result of that audit?

Yes  No

4. If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?

Yes  No

*Finding 2022-001 remains unresolved. Deloitte noted that the Authority did not complete all corrective actions to remediate environmental contaminants in the 2022 audit period and is in the process of addressing these issues. While this finding was first reported by the auditors in the 2021 Single Audit, it is not new information. In January 2019, the Authority entered into the HUD Agreement ("Agreement") to address building conditions, including conditions related to lead-based paint, mold, pests, elevators, and heating. The Agreement appointed a federal Monitor and established three new Departments – Compliance, Environmental Health & Safety, and Quality Assurance. The Agreement also required the promulgation of action plans around these health and safety issues and other items. These action plans are publicly available with other reports on health and safety issues, which detail the Authority's efforts to inspect for and correct deficiencies associated with environmental contaminants like lead-based paint and mold. The Authority plans to continue to work to address these health and safety issues, and to work towards meeting the multi-year obligations laid out in the HUD agreement in addition to the action plans. The latest in time obligation under the HUD Agreement is the Authority's obligation to abate 100% of the apartment units that contain lead-based paint, and the interior common areas that contain lead-based paint in the same building as those units, by January 31, 2039. The Authority has recorded*

*\$3,808,843,000 of pollution remediation obligations as of December 31, 2022, which relates to costs to inspect for, and correct deficiencies associated with environmental contaminants. Finding 2022-003 is resolved to the extent possible, noting that certain original tenant applications were damaged in Superstorm Sandy, or otherwise lost, and as a result will not be available to be maintained in case files.*

5. Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

Yes  No

## **12. Asset Management**

[24 CFR Part 903.7 (q)]

1. Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have not been addressed elsewhere in this PHA Plan?

Yes  No

*Please see Attachment B on pages 94 to 172 for information on NYCHA's activities related demolition and disposition, conversion of public housing, homeownership, project-based vouchers and RAD/PACT. Please see page 173 for the information on NYCHA's Capital Fund Grant.*

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
- Private management
- Development-based accounting
- Comprehensive stock assessment
- Other: (list below)

**ATTACHMENT B**  
**DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING,  
HOMEOWNERSHIP, PROJECT-BASED VOUCHERS AND RENTAL ASSISTANCE  
DEMONSTRATION (RAD)**

**A) Demolition and/or Disposition**

***Build to Preserve Housing Developments***

**Holmes Towers, Manhattan** – NYCHA intends to lease a parcel of approximately 20,660 square feet on Block 1573, Lot 20 with approximately 330,368 square feet of development rights for market rate and affordable housing development. NYCHA in collaboration with HPD issued an RFP in Spring 2016 and a developer was designated in Spring 2017. A Section 18 Application was submitted in 2019 but was subsequently withdrawn. No engagement or activities are currently taking place.

**Wyckoff Gardens, Brooklyn** – NYCHA intends to lease two (2) parcels of approximately 31,000 and 25,000 square feet respectively, both on Block 394, Lot 1, with approximately 500,000 square feet of total development rights for market rate and affordable housing development. NYCHA in collaboration with HPD issued an RFP in Spring 2016 and a developer was designated in late 2017. No engagement or activities are currently taking place.

**La Guardia, Manhattan** – NYCHA intends to lease a parcel of approximately 18,000 square feet on Block 256, Lot 1 with approximately 350,000 square feet of residential development rights for market rate and affordable housing development. NYCHA in collaboration with HPD issued an RFP in 2018. No engagement or activities are currently taking place.

***New 100% Affordable Housing Developments***

**Astoria, Queens** – Multi-phase project for the development of two affordable housing buildings, an additional building with a program to be determined, an option for the NYC School Construction Authority to acquire a parcel to build a new school, and facilitation of the reopening of Astoria Boulevard as a private street for public access through a street easement in conjunction with a mixed-use development on the waterfront at Halletts Point. The first building for affordable housing was sold and construction began in 2019. Construction for one of the buildings was completed in 2023.

**Soundview, Bronx** – In 2008, NYCHA and HPD conditionally designated a developer to build affordable housing on an under-utilized parking area at Rosedale Avenue and Lacombe Avenue along Soundview Park. The plan included two eight-story buildings with 206 low-income rental units for families and seniors and 16 two-family townhouses for homeownership in a multi-phased affordable housing development project. On June 27, 2013, NYCHA disposed of a 68,500 square foot lot for construction of 120 rental units for low-income households (“Phase I”). Phase I was completed in November 2015. On December 19, 2013, NYCHA disposed of a 48,452 square foot lot for construction of 86 units for low-income seniors: eighty-five Section 8 Housing Choice Vouchers were reserved for the new senior residents (“Phase II”). Phase II was completed in June 2016. Phase

III, which closed in October 2020, consists of construction of 72 for sale cooperative units, which were recently marketed on Housing Connect.

**Betances VI, Bronx** – NYCHA intends to lease a parcel of approximately 10,000 square feet on Block 2291, Lot 1, for construction of a 101-unit family housing development. NYCHA in collaboration with HPD issued an RFP in 2016 and a developer was designated in 2017. A Section 18 Application was submitted and approved in 2019. Demolition of the existing one-story commercial structure and construction of the new affordable housing development began in 2021.

**Morrisania Air Rights, Bronx** – NYCHA leased a parcel of approximately 21,200 square feet on Block 2409, Lot 98, for construction of a 171-unit family housing development. NYCHA in collaboration with HPD issued an RFP in 2017. A developer was designated in 2018. A Section 18 Application was submitted and approved in 2020 and construction is underway.

**Sumner, Brooklyn** – NYCHA leased a parcel of approximately 24,200 square feet on Block 1580, Lot 1, for construction of a senior housing development with approximately 190 units. NYCHA in collaboration with HPD issued an RFP in 2017. A developer was designated in 2018 and a Section 18 Application was approved in 2021. Construction began in 2021.

**Twin Parks West, Bronx** – NYCHA leased a parcel of approximately 16,500 square feet on Block 3143, Lots 234, 236 and 240, for construction of a 182-unit family housing development. NYCHA in collaboration with HPD issued an RFP in 2017. A developer was designated in 2018. A developer was designated in 2018. A Section 18 Application was submitted and approved in 2020, construction is underway and the units have been marketed on Housing Connect.

**Harborview Terrace, Manhattan** – NYCHA intends to lease a parcel of approximately 29,000 square feet on Block 1084, Lot 9, for construction of a new housing development. NYCHA in collaboration with HPD issued an RFP in 2017. No engagement or activities are currently taking place.

**Bushwick II CDA (Group E), Brooklyn** – NYCHA intends to lease a parcel of approximately 12,300 square feet on Block 3325, Lot 1 for construction of a senior housing development. A developer was designated in 2019. Construction began in 2022, after the project received Section 18 approval.

**Justice Sonya Sotomayor Houses, Bronx** – NYCHA leased a parcel of approximately 13,000 square feet on Block 3730, Lot 1 for construction of a senior housing development with approximately 201 units. A developer was designated in 2019. Construction began in 2021.

**Dyckman Houses, Manhattan** – NYCHA intends to lease a parcel of approximately 15,000 square feet on Block 2216, Lot 1 for construction of an affordable housing development with approximately 180-250 units.

**Morris II Houses, Bronx** – NYCHA intends to lease a parcel of approximately 13,000 square feet on Block 2902, Lot 36 for construction of a senior affordable housing development with approximately 150-200 units. NYCHA issued an RFP in collaboration with HPD in 2019 and selected a development team in collaboration with HPD in 2022.

**Kingsborough Houses and Kingsborough Houses Extension, Brooklyn** – NYCHA intends to lease a parcel of approximately 18,000 square feet on Block 1344, Lots 1 and 175 for construction of an affordable senior housing development with approximately 150-200 units. NYCHA issued an RFP in collaboration with HPD in 2019 and is in the process of selecting a development team.

**West Brighton II, Staten Island** – NYCHA intends to lease a parcel on Block 196, Lot 1 for construction of a housing development. In late 2021, in collaboration with HPD, NYCHA included West Brighton in the PACT Round 12 RFEI. Development teams submitting proposals to rehabilitate the West Brighton development are also required to include a proposal for constructing a new affordable, mixed-use development. Proposals are due in mid-2022. NYCHA and resident leaders have selected a PACT partner team for this site and will continue planning and pre-development work through 2023.

**East 173<sup>rd</sup> Street-Vyse Avenue, Bronx** – NYCHA obtained HUD’s approval to dispose of land along Hoe Avenue that includes a parking lot, basketball court, and grounds to accommodate a proposal from a sponsor for a three-phase, low-income housing project. The proposal will build a total of 224 dwelling units, including 56 senior resident apartments. The project also requires the transfer of up to 60,000 sq. ft. of development rights. Conveyance of each of the three phases’ building sites is pending funding approval by the sponsor. The first parcel of land was conveyed December 21, 2009 to construct an 84-unit apartment building. Conveyance of a second parcel for another 84-unit apartment building took place in 2013. Construction and tenancing are completed for the first and second phases. The conveyance of the parcel for the final phase of the project is delayed pending demolition of an existing church and finalization of a plan to provide ground floor space within the Phase III development for the church. Section 18 application submission dates, as well as construction start dates, have not yet been finalized.

**Ocean Bay Apartments (Oceanside), Queens** – NYCHA intends to dispose of parcels of land and an existing, vacant, one-story commercial building to facilitate construction of a mixed-use building. The parcels are located on Beach Channel Drive between Beach 53rd and Beach 54th Streets south of Oceanside Apartments and east of Bayside Apartments. NYCHA acquired the property, a blighted and underused shopping strip, opposite Ocean Bay Apartments consisting of seven contiguous parcels of approximately 37,111 square feet total, as part of the Ocean Bay HOPE VI Plan through eminent domain. Section 18 application submission dates, as well as construction start dates, have not yet been finalized.

### ***Other Development Activities***

**Easements and Transfers of Land for Improved Resiliency** – To enhance coastal resiliency capabilities along vulnerable, low-lying shoreline communities, the New York City Mayor’s Office of Climate Resiliency (MOCR) has proposed the installation and implementation of various countermeasures. Many of these communities are abutted by NYCHA housing development sites, thereby necessitating easement agreements between NYCHA and ORR. These transactions will be facilitated by the Section 18 Demolition/Disposition process and will ultimately allow for ORR to build preventative measures on NYCHA land to guard against potentially widespread flood damage. Section 18 application submission dates, as well as construction start dates, have not yet been finalized.



**PSS Grandparent Family Apartments** – NYCHA intends to reposition one 50-unit residential building owned by West Side Federation for Supportive & Senior Housing (WSFSSH) from Section 9 to Section 8 subsidy through HUD’s Section 18 Demolition/Disposition process. This repositioning will allow for WSFSSH to continue to own and manage the building and receive Project-Based Section 8 subsidy. Section 18 application submission dates, as well as construction start dates, have not yet been finalized.

***Transfer to Preserve***

**College Avenue – East 165 Street, Bronx** – NYCHA intends to dispose of approximately 12,000 square feet of surplus development rights through a zoning lot merger. The proposed TDR will facilitate a new residential housing development and generate funding to make repairs at the College Avenue-East 165<sup>th</sup> Street development.

**Howard Houses, Brooklyn** – NYCHA intends to dispose of a parcel of land of approximately 4,560 square feet, and approximately 23,360 square feet of additional surplus development rights through a zoning lot merger. The proposed land sale and TDR will facilitate an affordable housing development and generate revenue for NYCHA.

**Manhattanville, Manhattan** – In consultation with residents and community stakeholders, NYCHA disposed of two small parcels of land and surplus development rights through a zoning lot merger. The transaction generated \$27 million in funding to make repairs at the Manhattanville development through the PACT program.

**Campos Plaza II, Manhattan** – NYCHA intends to dispose of up to approximately 100,000 square feet of surplus development rights through a zoning lot merger. The proposed transaction will generate funding to make repairs at the Campos Plaza II development through the PACT program.

**Demolition and/or Disposition**

[24 CFR Part 903.7 (h)]

1. Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

Yes  No

**BRONX**

Demolition/Disposition Activity Description	
1a. Development name: <b>Betances VI</b>	
1b. Development (project) number: <b>NY005012110</b>	
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel of approximately 10,000 square feet on Block 2291, Lot 1 for redevelopment as affordable housing with ground floor commercial. NYCHA intends to lease the site to a developer who will demolish the existing 1-story commercial structure.</i>	
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date original application <b>approved</b> , submitted, or planned for submission: <b>2019</b>	
5. Number of units affected: 0 units (commercial use, non-residential)	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2016</b> b. <b>Projected</b> end date of activity: <b>2025</b>	

Demolition/Disposition Activity Description	
1a. Development name: <b>Boston Secor</b>	
1b. Development (project) number: <b>NY005011380</b>	
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>NYCHA proposes to convey to the NYC School Construction Authority ("SCA") a parcel of approximately 51,268 square feet on a portion of Block 5263, Lot 70 at Boston Secor in the Bronx. Under a ground lease with NYCHA since 1969, SCA built a one-story special education annex (P723X) on this parcel. This disposition will facilitate the on-going provision of special education programs and possible building replacement by SCA in the future. The Boston Secor Annex Site is expected to be acquired by the School Construction Authority by 2022.</i>	
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date application <b>approved</b> , submitted, or planned for submission: <b>May 12, 2011</b>	
5. Number of units affected: 0	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>July 2010</b> b. <b>Projected</b> end date of activity: <b>2022</b>	

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>College Avenue–East 165 Street</b>	
1b. Development (project) number: <b>NY005013080</b>	
2. Activity type:	
<input type="checkbox"/> Demolition	
<input checked="" type="checkbox"/> Disposition	
<i>Transfer of surplus development rights to an adjacent housing development site for a new residential building.</i>	
3. Application status (select one)	
<input type="checkbox"/> Approved	
<input type="checkbox"/> Submitted, pending approval	
<input checked="" type="checkbox"/> Planned application	
4. Date application approved, submitted, or <b>planned for submission:</b> <b>TBD</b>	
5. Number of units affected: <b>0</b>	
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. <b>Actual</b> or projected start date of activity: <b>2020</b>	
b. <b>Projected</b> end date of activity: <b>TBD</b>	

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>East 173<sup>rd</sup> Street-Vyse Avenue Houses</b>	
1b. Development (project) number: <b>NY005015300</b>	
2. Activity type:	
<input type="checkbox"/> Demolition	
<input checked="" type="checkbox"/> Disposition	
<i>Development of a total 224 dwelling units, including 56 senior citizen apartments in three phases: Phase I an 84-unit apartment building, Phase II an 84-unit apartment building, and phase III a 56-unit apartment building, following relocation of an existing community facility.</i>	
3. Application status (select one)	
<input checked="" type="checkbox"/> Approved	
<input type="checkbox"/> Submitted, pending approval	
<input type="checkbox"/> Planned application	
4. Date application <b>approved</b> , submitted, or planned for submission: <b>November 14, 2009</b>	
5. Number of units affected: <b>0</b>	
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. <b>Actual</b> or projected start date of activity: <b>November 21, 2008</b>	
b. <b>Projected</b> end date of activity: <b>TBD</b>	

Demolition/Disposition Activity Description
1a. Development name: <b>Morris II Houses</b> 1b. Development (project) number: <b>NY005011020</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of an approximate 13,000 square foot parcel on Block 2902 Lot 36 with development rights for affordable housing development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date original application approved, submitted, or <b>planned for submission: 2023</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: 2019 b. <b>Projected</b> end date of activity: <b>TBD</b>

Demolition/Disposition Activity Description
1a. Development name: <b>Morrisania Air Rights</b> 1b. Development (project) number: <b>NY005012670</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel of approximately 21,200 square feet on a portion of Block 2409, Lot 98, for development of affordable housing.</i>
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date original application <b>approved</b> , submitted, or planned for submission: <b>2020</b>
5. Number of units affected: 0 units
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. <b>Projected</b> end date of activity: <b>2025</b>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>PSS Grandparent Family Apartments</b> 1b. Development (project) number: <b>NY005005600</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Disposition of one 50-unit building on Block 2678, Lot 68</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission: TBD</b>
5. Number of units affected: 50 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: TBD b. Actual end date of activity: TBD

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Sotomayor Houses</b> 1b. Development (project) number: <b>NY005010670</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel of approximately 13,000 square feet on a portion of Block 3730, Lot 1 for development of affordable senior housing.</i>
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date original application <b>approved</b> , submitted, or planned for submission: <b>2021</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. <b>Projected</b> end date of activity: <b>2025</b>

Demolition/Disposition Activity Description	
1a. Development name: <b>Soundview Houses</b>	
1b. Development (project) number: <b>NY005000710</b>	
2. Activity type:	<input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Development of two eight story buildings with approximately 206 low-income rental units for families and seniors in Phases I and II, and development of 72 cooperative units for affordable homeownership in Phase III.</i>
3. Application status (select one)	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date application <b>approved</b> , submitted, or planned for submission: <b>January 30, 2013</b>	
5. Number of units affected: <b>0</b>	
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. <b>Actual</b> or projected start date of activity: <b>2012</b> b. <b>Projected</b> end date of activity: <b>2024</b>

Demolition/Disposition Activity Description	
1a. Development name: <b>Twin Parks West (Sites 1 &amp; 2)</b>	
1b. Development (project) number: <b>NY005012270</b>	
2. Activity type:	<input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of 3 parcels of approximately 16,500 square feet total on Block 3143, Lots 234, 236, and 240 for development of 182 affordable housing units with ground floor commercial space.</i>
3. Application status (select one)	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date original application <b>approved</b> , submitted, or planned for submission: <b>2020</b>	
5. Number of units affected: <b>0 units</b>	
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. <b>Projected</b> end date of activity: <b>2024</b>

**BROOKLYN**

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Bushwick II CDA (Group E)</b> 1b. Development (project) number: <b>NY005012470</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel of approximately 12,300 square feet on a portion of Block 3325, Lot 1 for development of affordable senior housing.</i>
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date original application <b>approved</b> , submitted, or planned for submission: <b>2022</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. <b>Projected</b> end date of activity: <b>2025</b>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Howard Houses</b> 1b. Development (project) number: <b>NY005000720</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Transfer of surplus development rights and potentially a small piece of land to an adjacent site for affordable housing development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission</b> : <b>TBD</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2019</b> b. <b>Projected</b> end date of activity: <b>TBD</b>

Demolition/Disposition Activity Description
1a. Development name: <b>Kingsborough Houses and Kingsborough Houses Extension</b> 1b. Development (project) number: <b>NY005010100</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of an approximate 18,000 square foot parcel on Block 1344 Lots 1 and 175 with development rights for affordable housing development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date original application approved, submitted, or <b>planned for submission: 2024</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: 2019 b. <b>Projected</b> end date of activity: <b>TBD</b>

Demolition/Disposition Activity Description
1a. Development name: <b>Sumner Houses</b> 1b. Development (project) number: <b>NY005010730</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel of approximately 24,200 square feet on a portion of Block 1580, Lot 1 for development of approximately 190 units of affordable senior housing with Project-Based Section 8 vouchers.</i>
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date original application <b>approved</b> , submitted, or planned for submission: <b>2020</b>
5. Number of units affected: 0 units
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. <b>Projected</b> end date of activity: <b>2025</b>



<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Wyckoff Gardens</b> 1b. Development (project) number: <b>NY005011630</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of two (2) parcels of approximately 31,000 and 25,000 square feet respectively, both on Block 394, Lot 1, with approximately 500,000 square feet of residential development rights in total for market rate and affordable housing development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date original application approved, submitted, or <b>planned for submission</b> : <b>TBD</b>
5. Number of units affected: <b>0</b>
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>2016</b> b. Projected end date of activity: <b>TBD</b>

**MANHATTAN**

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Campos Plaza II</b> 1b. Development (project) number: <b>NY005012570</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Transfer of surplus development rights to an adjacent development site for mixed use development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission</b> : <b>TBD</b>
5. Number of units affected: <b>0</b>
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2020</b> b. <b>Projected</b> end date of activity: <b>2023</b>

<b>Demolition/Disposition Activity Description</b>
<p>1a. Development name: <b>Chelsea &amp; Chelsea Addition</b></p> <p>1b. Development (project) number: NY005021340 &amp; NY005011340</p>
<p>2. Activity type:</p> <p><input checked="" type="checkbox"/> Demolition</p> <p><input checked="" type="checkbox"/> Disposition</p> <p><i>Potential demolition and/or disposition of 521 units across 3 buildings to facilitate redevelopment at the site. A decision on the plans for this site will be based on ongoing conversations and meetings with residents.</i></p>
<p>3. Application status (select one)</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input checked="" type="checkbox"/> Planned application</p>
<p>4. Date application approved, submitted, or <b>planned for submission: TBD</b></p>
<p>5. Number of units affected: 521</p>
<p>6. Coverage of action (select one)</p> <p><input checked="" type="checkbox"/> Part of the development</p> <p><input checked="" type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or projected start date of activity: <b>TBD</b></p> <p>b. Actual end date of activity: <b>TBD</b></p>

<b>Demolition/Disposition Activity Description</b>
<p>1a. Development name: <b>Dyckman Houses</b></p> <p>1b. Development (project) number: <b>NY005000410</b></p>
<p>2. Activity type:</p> <p><input type="checkbox"/> Demolition</p> <p><input checked="" type="checkbox"/> Disposition</p> <p><i>Lease of an approximate 15,000 square foot parcel on Block 2216 Lot 1 with development rights for affordable housing development.</i></p>
<p>3. Application status (select one)</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Submitted, pending approval</p> <p><input checked="" type="checkbox"/> Planned application</p>
<p>4. Date original application approved, submitted, or <b>planned for submission: TBD</b></p>
<p>5. Number of units affected: 0</p>
<p>6. Coverage of action (select one)</p> <p><input checked="" type="checkbox"/> Part of the development</p> <p><input type="checkbox"/> Total development</p>
<p>7. Timeline for activity:</p> <p>a. Actual or <b>projected</b> start date of activity: <b>TBD</b></p> <p>b. <b>Projected</b> end date of activity: <b>TBD</b></p>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Elliott</b> 1b. Development (project) number: <b>NY005011340</b>
2. Activity type: <input checked="" type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Potential demolition and/or disposition of 590 units across 4 buildings to facilitate redevelopment at the site. A decision on the plans for this site will be based on ongoing conversations and meetings with residents.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission: TBD</b>
5. Number of units affected: 590 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development <ul style="list-style-type: none"> <li>• This is to be determined</li> </ul>
7. Timeline for activity: a. Actual or projected start date of activity: <b>2020</b> b. Actual end date of activity: <b>TBD</b>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Fulton</b> 1b. Development (project) number: <b>NY005001360</b>
2. Activity type: <input checked="" type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Potential demolition and/or disposition of 944 units across 12 buildings to facilitate redevelopment at the site. A decision on the plans for this site will be based on ongoing conversations and meetings with residents.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission: TBD</b>
5. Number of units affected: <b>944</b> 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: <b>TBD</b> b. Actual end date of activity: <b>TBD</b>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Harborview Terrace Houses</b> 1b. Development (project) number: <b>NY005010220</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel of approximately 29,000 square feet on Block 1084, Lot 9 for development of affordable housing.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission: TBD</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. <b>Projected</b> end date of activity: <b>TBD</b>

<b>Demolition/Disposition Activity Description</b>
1a. Development name: <b>Holmes Towers</b> 1b. Development (project) number: <b>NY005011390</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of an approximate 20,660 square foot parcel on Block 1573, Lot 20 with approximately 330,368 square feet of development rights for market rate and affordable housing development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date original application approved, submitted, or <b>planned for submission: TBD</b>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2016</b> b. <b>Projected</b> end date of activity: <b>TBD</b>

Demolition/Disposition Activity Description
1a. Development name: <b>La Guardia Houses</b> 1b. Development (project) number: <b>NY005010760</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of approximately 18,000 square feet on a portion of Block 256, Lot 1, with approximately 340,000 square feet of residential development rights for market rate and affordable housing development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date original application approved, submitted, or <b>planned for submission</b> : <b>TBD</b>
5. Number of units affected: <b>0</b>
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2017</b> b. Projected end date of activity: <b>TBD</b>

Demolition/Disposition Activity Description
1a. Development name: <b>Manhattanville</b> 1b. Development (project) number: <b>NY005020810</b>
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Transfer of surplus development rights and two small parcels of land to an adjacent development site for residential development.</i>
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date application approved, submitted, or <b>planned for submission</b> : <b>TBD</b>
5. Number of units affected: <b>0</b>
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>2020</b> b. <b>Projected</b> end date of activity: <b>TBD</b>

**QUEENS**

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>Astoria Houses</b>	
1b. Development (project) number: <b>NY005000260</b>	
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition	<i>Multi-phase project for the development of two affordable housing buildings, an additional building with a program to be determined, an option for the NYC School Construction Authority to acquire a parcel to build a new school, and facilitation of the reopening of Astoria Boulevard as a private street for public access through a street easement in conjunction with a mixed-use development in Queens on the waterfront at Halletts Point. The first building for affordable housing was sold and construction began in 2019. Additionally, the School Construction Authority has been given notice that the option to acquire a school site from NYCHA is active and will remain valid to December 31, 2022.</i>
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date application <b>approved</b> , submitted, or planned for submission: <b>August 28, 2014</b>	
5. Number of units affected: 0	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. <b>Actual</b> or projected start date of activity: <b>Fall 2016</b> b. <b>Projected</b> end date of activity: <b>Fall 2026</b>	

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>FHA Repossessed Houses – Group V [Formerly Groups I, II, III, V, VI, VII, IX, &amp; X]</b>	
1b. Development (project) number: <b>NY005012090</b>	
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition	<i>140 East 91<sup>st</sup> Street, Brooklyn, NY 11212, Total Units = 2 (1 One-Bedroom Unit and 1 Two-Bedroom Unit)</i>
3. Application status (select one) <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date application <b>approved</b> , submitted, or planned for submission: <b>Fall 2020</b>	

5. Number of units affected: 6

6. Coverage of action (select one)

Part of the development

Total development

7. Timeline for activity:

a. **Actual** or projected start date of activity: **May 2006**

b. **Actual** end date of activity: **TBD**

Demolition/Disposition Activity Description	
1a. Development name: <b>Ocean Bay Apartments (Oceanside)</b>	
1b. Development (project) number: <b>NY005010980</b>	
2. Activity type:	
<input type="checkbox"/> Demolition	
<input checked="" type="checkbox"/> Disposition	
<i>In 2003, as part of the Ocean Bay HOPE VI Plan, NYCHA acquired through eminent domain a blighted and underused shopping strip opposite Ocean Bay Apartments, consisting of seven contiguous parcels representing an area of approximately 37,111 SF.</i>	
<i>NYCHA needs to demolish the vacant one-story buildings as a result of unsafe conditions. NYCHA also intends to sell the parcels to a developer for the purpose of a mixed-use building. The property is located on Beach Channel Drive between Beach 53rd and Beach 54th Streets across the street south of Oceanside Apartments and across the street east of Bayside Apartments.</i>	
<u>Borough</u> <u>Block</u> <u>Lot</u> <u>Address</u>	
Queens   15890   54   360 Beach 54th Street (parcel contains a one-story retail space)	
Queens   15890   55   366 Beach 54th Street (parcel contains a one-story retail space)	
Queens   15890   58   53-15 Beach Channel Drive (vacant lot)	
Queens   15890   62   53-13 Beach Channel Drive (vacant lot)	
Queens   15890   64   53-05 Beach Channel Drive (parcel contains a one-story retail space)	
Queens   15890   66   53-01 Beach Channel Drive (parcel contains a one-story retail space)	
Queens   15890   69   N/A Beach 53rd Street (vacant lot)	
3. Application status (select one)	
<input type="checkbox"/> Approved	
<input type="checkbox"/> Submitted, pending approval	
<input checked="" type="checkbox"/> Planned application	
4. Date application approved, submitted, or <b>planned for submission</b> : <b>TBD</b>	
5. Number of units affected: 0	
6. Coverage of action (select one)	
<input checked="" type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. <b>Actual</b> or projected start date of activity: <b>2003</b>	
b. <b>Projected</b> end date of activity: <b>TBD</b>	

**STATEN ISLAND**

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: <b>West Brighton II</b>	
1b. Development (project) number: <b>NY005010130</b>	
2. Activity type: <input type="checkbox"/> Demolition <input checked="" type="checkbox"/> Disposition <i>Lease of a parcel on Block 196 Lot 1 with development rights for affordable housing development.</i>	
3. Application status (select one) <input type="checkbox"/> Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application	
4. Date original application approved, submitted, or <b>planned for submission: TBD</b>	
5. Number of units affected: 0	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or <b>projected</b> start date of activity: <b>TBD</b> b. <b>Projected</b> end date of activity: <b>TBD</b>	



## B) Conversion of Public Housing under the Voluntary or Mandatory Conversion programs

[24 CFR Part 903.7 (j)]

### 1. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act?

Yes  No

### 2. Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

On September 11, 2008, HUD approved NYCHA's voluntary conversion plan ("VCP") to transition up to 8,400 public housing units to Section 8 assistance at the 21 developments that were previously developed with funding from the City or the State of New York but did not receive the benefit of federal public housing subsidies from HUD (the "City and State Developments") to close a significant gap between the cost of operating the buildings and rent collected. NYCHA has also received permission from HUD to project-base converted Section 8 units after the initial Section 8 tenant vacates.

As of September 1, 2023, there are 2,697 Section 8 conversions in the remaining City and State-built developments (see table below) in NYCHA's portfolio. Subject to voucher and funding availability, NYCHA will continue to designate units and implement the VCP at the City and State Developments in the LLC I portfolio.

AMP Number	Development Name	Total Units	Number of Units to be Converted to Section 8	Number of Units Converted by 9/1/23
NY005021870	AMSTERDAM ADDITION	175	26	26
NY005020920	BAY VIEW	1,610	340	340
NY005020860	BUSHWICK	1,220	209	209
NY005020800	CASTLE HILL	2,025	412	408
NY005021340	CHELSEA	425	68	68
NY005021110	DREW HAMILTON	1,217	276	278
NY005020810	MANHATTANVILLE	1,272	204	204
NY005020490	MARBLE HILL	1,682	258	257
NY005020830	MARLBORO	1,765	372	360
NY005020990	RUTGERS	721	102	102
NY005020930	SAINT MARY'S PARK	1,007	211	209
NY005023770	SAMUEL (CITY)	664	105	105
NY005021140	STAPLETON	693	140	131
	<b>Total</b>	<b>14,476</b>	<b>2,723</b>	<b>2,697</b>

## C) Homeownership

[24 CFR Part 903.7 (k)]

### 1. Public Housing

1. Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

Yes  No

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: <b>FHA Repossessed Houses Group V [formerly Groups I through X]</b> 1b. Development (project) number: <b>NY005012090</b>
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program - <i>Section 5(h)</i> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program <b>approved</b> , submitted, or planned for submission: <b>9/11/2014</b>
5. Number of units affected: 51 6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development <i>The original Section 5(h) Plan Amendment approved in 2007 included 184 occupied single-family units intended for sale to public housing residents. On September 11, 2014, HUD issued a final Section 5(h) Plan Amendment granting approval for the sale of 51 units to residents under the Section 5(h) Plan and mandating Plan termination after the sale of the 51 units. Currently, 11 homes remain to be sold under the Plan.</i>

## **D) Project-Based Vouchers (“PBV’s”)**

Consistent with Section 232 of the *FY 2001 VA-HUD Appropriations Act* (PL 106-377), the *Notice* published in 66 Fed. Reg. 3605 (January 16, 2001) and *HUD Notice PIH 2001-4 (HA)* dated January 19, 2001, the New York City Housing Authority (hereafter “NYCHA” or “the Authority”) makes the following statement:

1. As of September 1, 2023, NYCHA has executed 181 HAP contracts for 21,477 project-based units receiving subsidy across the five boroughs in New York City. This includes project-based apartments at NYCHA’s LLC mixed finance developments and RAD / PACT conversions.
2. In 2023, NYCHA expects to utilize no more than 5% of the Consolidated Annual Contributions Contract (ACC) for Project Based contracts.<sup>2</sup>
3. NYCHA understands that all new project-based assistance agreements must be for units within census tracts with poverty rates of less than 20%, unless HUD specifically approves an exception. 66 Fed. Reg. 3608.
4. NYCHA will carry out this program in accordance with 42 USC §1437f(o)(13), as amended by §232 of the *FY 2001 VA-HUD Appropriations Act and HUD Notice PIH 2017-21 (HA)*, and in conformity with the non-discrimination requirements specified in 24 CFR §903.7(o). In carrying out this program, the Authority will act affirmatively to further fair housing.
5. The Section 8 Project-Based Program will be consistent with NYCHA’s FY 2023 Annual Plan because:
  - a. Project-basing in certain locations is needed to assure the availability of affordable housing units for an initial period of 20 years with a renewal option of up to 20 years (maximum 40 years combined).
  - b. Project-basing broadens the scope of NYCHA’s program for applicants and landlords. It allows NYCHA to assist families who would not otherwise be eligible for assistance.
  - c. Consistent with the goals of NYCHA’s Five-Year plan, the Section 8 Project-Based Initiative:
    - i. expands the supply of assisted housing;
    - ii. increases assisted housing choice;
    - iii. ensures equal opportunity, and
    - iv. deconcentrates poverty and expands economic opportunities.
6. NYCHA will create site-based waiting lists for developments selected to receive project-based assistance. Applicants on NYCHA’s housing choice voucher waiting list will have the opportunity to apply for placement on site-based waiting lists. Placement on a site-based waiting list will not affect the applicant’s standing on the tenant-based waiting list.

---

<sup>2</sup> This figure excludes units that are exempt from the PBV program cap as a result of being converted to PBV assistance under Rental Assistance Demonstration, Section 18 Disposition, or other public housing preservation programs.

## **E) Conversion of Public Housing under the Rental Assistance Demonstration (RAD) Program**

### **1. Developments Converted under RAD**

The Rental Assistance Demonstration (“RAD”) is a voluntary program administered by the United States Department of Housing and Urban Development (“HUD”). The goals of RAD are to safeguard long-term housing assistance, improve and modernize properties, and stabilize developments by placing them on more solid financial footing by converting the federal subsidy stream for such developments from Section 9 to Section 8. On June 19, 2019, HUD approved NYCHA’s Significant Amendment to the FY 2019 Annual Plan which included a request to use the Section 18 disposition process for some or all units within the developments currently approved or being considered for RAD conversion, in order to improve the financial stability of the conversions.

Through NYCHA’s Permanent Affordability Commitment Together (“PACT”) initiative, NYCHA uses RAD, Section 18 and Part 200 programs to unlock funding to complete comprehensive repairs, while also ensuring homes remain permanently affordable and residents have the same basic rights as they possess in the public housing program. Residents continue to pay no more than 30% of adjusted gross income towards rent and developments remain under public control.

Extensive capital improvements are complete or under construction at all the sites that have converted under PACT, including upgrades to roofs, elevators, boilers, security systems, and grounds, as well as apartment interiors.

#### **PACT/RAD at Ocean Bay (Bayside)**

In December 2016, NYCHA closed its first PACT/RAD transaction at Ocean Bay (Bayside) in the Rockaways neighborhood of Queens, converting 1,395 apartments in 24 elevator buildings from public housing to project-based Section 8 funding. NYCHA entered into a public-private partnership with MDG Construction + Design (developer and general contractor), The Wavecrest Management Team (property management company), Catholic Charities of Brooklyn and Queens (social services provider), and Ocean Bay Community Development Corporation (resident outreach and engagement team). The project was financed with Superstorm Sandy recovery funds from FEMA, along with New York State Housing Finance Agency tax-exempt bonds and equity generated from federal 4% Low Income Housing Tax Credits. The project’s total development cost was \$560 million, including the FEMA-funded resiliency work. Funds were directed to extensive capital improvements, including the installation of upgraded heating and security systems, new boilers and roofs, and updated apartment interiors that include new windows, kitchens, and bathrooms. All rehab work occurred with tenants-in-place; no residents are being relocated or displaced as a result of the conversion. RAD repairs were completed in 2018 and the remaining FEMA work concluded in 2019.

#### **PACT/RAD at Betances**

This conversion provided \$145 million for comprehensive repairs to 1,088 apartments across 40 buildings in the Mott Haven neighborhood of the Bronx. NYCHA entered into a public-private partnership with MDG Design + Construction (developer), The Wavecrest Management Team (property manager), and Catholic Charities Community Services, Archdiocese of New York (social

services provider). The project was financed with conventional debt and developer equity. Repairs were complete in 2022.

### **PACT/RAD at Twin Parks West**

This conversion is providing \$46 million for comprehensive repairs to 312 apartments in the Fordham Heights neighborhood of the Bronx. NYCHA entered into a public-private partnership with Gilbane Development Company (developer), Dantes Partners (developer), Apex Building Group (general contractor), and Kraus Management, Inc. (property manager). Social services are being provided by BronxWorks. The project is being financed with conventional debt. Phase I repairs are now complete and Phase II repairs will be completed in 2023.

### **PACT/RAD at Highbridge-Franklin**

This conversion is providing \$38 million for comprehensive repairs to 336 apartments across 14 buildings in the Highbridge and Claremont neighborhoods of the Bronx. NYCHA entered into a public-private partnership with Gilbane Development Company (developer), Dantes Partners (developer), Apex Building Group (general contractor), and Kraus Management, Inc. (property manager). Social services are being provided by BronxWorks. The project is being financed with conventional debt and a subsidy loan from the New York City Department of Housing Preservation and Development. Phase I repairs are now complete and Phase II repairs will be completed in 2023.

### **PACT/RAD at Hope Gardens**

This conversion will provide \$280 million for comprehensive repairs to 1,321 apartments across 60 buildings in the Bushwick neighborhood of Brooklyn. NYCHA entered into a public-private partnership with Pennrose Properties (developer), Procida Construction (general contractor), Pinnacle City Living (property manager), and Acacia Network (social services provider). Repairs will be completed in 2023.

### **PACT/RAD at Brooklyn Sites**

This conversion will provide \$434 million for comprehensive repairs to 2,625 apartments across 38 buildings in Brooklyn. NYCHA entered into a public-private partnership with The Arker Companies, Omni New York LLC, Dabar Development Partners, and Bedford Stuyvesant Restoration Corporation (developer joint venture), Renewal Chateau LLC (general contractor), Reliant Realty Services LLC and Progressive Management of NY V LLC (property managers), and Bedford Stuyvesant Restoration Corporation (social services provider). Repairs began in 2020 and were completed in 2023.

### **PACT/RAD at Manhattan Sites**

This conversion will provide \$383 million for comprehensive repairs to 1,718 units across 16 developments in Manhattan. The development team is a joint venture between Monadnock Development LLC (developer & general contractor), Cornell Pace Inc. (property manager), and Community League of the Heights, Inc. (social services provider). Repairs began in 2020 and will be completed in 2023.

### **PACT/RAD at Boulevard-BSA-FP**

This conversion will provide \$483 million for comprehensive repairs to 1,673 units across 29 buildings in Brooklyn. The selected development team comprises The Hudson Companies, Inc., Property Resources Corporation and Duvernay + Brooks LLC (developers), Broadway Builders LLC and Melcara Corp (general contractors), Property Resources Corporation and Lisa Management, Inc. (property managers), and CAMBA (social services providers). Repairs are expected to be completed in 2024.

### **PACT/RAD at Linden-Penn Wortman**

This conversion will provide \$430 million for comprehensive repairs to 1,922 units across 25 buildings in Brooklyn. NYCHA entered into a public-private partnership with Douglaston Development, L+M Development Partners, Dantes Partners, and SMJ Development Corp (developers), L+M Builders Group and Levine Builders (general contractors), Clinton Management and C&C Apartment Management LLC (property managers), and University Settlement (social service providers). Repairs began in 2022 are expected to be completed in 2024.

### **PACT/RAD at Williamsburg**

This conversion will provide \$493 million for comprehensive repairs to 1,621 units across 21 buildings in Brooklyn. The development team consists of RDC Development (developer), MDG Design + Construction LLC (general contractor), Wavecrest Management Group LLC (property manager), and St Nicks Alliance Corp and Grand Street Settlement (social services provider). Repairs began in 2022 and are expected to be completed in 2024.

### **PACT/RAD at Harlem River**

This conversion will provide \$236 million for comprehensive repairs to 693 units across 8 buildings in Manhattan. The development team comprises Settlement Housing Fund Inc and West Harlem Group Assistance (developers), L+M Builders Group (general contractor), C&C Apartment Management LLC (property manager), and Presbyterian Senior Services (social services provider). Repairs are expected to be completed in 2024. Repairs began in 2022 and are expected to be completed in 2024.

### **PACT/RAD at Audubon, Bethune Gardens, and Marshall Plaza**

This conversion will provide \$137.6 million for comprehensive repairs to 557 units across buildings in Manhattan. The development team consists of Dantes Partners (developer), Apex Building Group and Pyramid ETC Companies (general contractors), Faria Management (property manager), and Mosholu Montefiore Community Center (social services provider). Repairs began in 2023 and are expected to be completed in 2025.

### **PACT/RAD at Edenwald**

This conversion will provide \$783 million for comprehensive repairs to 2,055 units across 40 buildings in the Bronx. The development team consists of Camber Property Group, Henge Development, SAA | EVI (co-developers), L&M Builders Group (general contractor), C+C Management (property manager), and Catholic Charities Community Service (social services provider). Repairs began in 2023 and are expected to be completed in 2025.

**PACT/RAD at Union Avenue Consolidated**

This conversion will provide \$247.4 million for comprehensive repairs to 983 units across buildings in the Bronx. The development team consists of the PACT partner team, comprised of The Arker Companies, Dabar Development Partners, Omni Bronx Preservation, Renewal Chateau LLC, and Progressive Management of NY V LLC, will start construction on the comprehensive rehabilitation, assume day-to-day property management, and coordinate social services for all buildings in the Union Avenue Consolidated bundle. Repairs will begin in 2023 and are expected to be completed by 2026.

**2. Developments Under Consideration by HUD for Future Section 8 Conversions**

Below, please find specific information related to the Public Housing Developments that are under consideration by HUD for future RAD conversions, which may involve some or all units or land converting to Section 8 via Section 18 and/or Part 200.

**BRONX**

<b>Name of Public Housing Development:</b> 1010 EAST 178 <sup>TH</sup> STREET	<b>PIC Development ID:</b> NY005011330	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 220	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 220 = \$1,023,687
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 220	<b>Number of Units Post-Conversion</b> 220	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>20</b>	<b>20</b>	0
One Bedroom	<b>76</b>	<b>76</b>	0
Two Bedroom	<b>40</b>	<b>40</b>	0
Three Bedroom	<b>6</b>	<b>6</b>	0
Four Bedroom	<b>2</b>	<b>2</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> 1471 WATSON AVENUE	<b>PIC Development ID:</b> NY005010670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No

<b>Total Units: 96</b>	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 96 = \$446,700</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion 96</b>	<b>Number of Units Post-Conversion 96</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>12</b>	<b>12</b>	0
One Bedroom	<b>38</b>	<b>38</b>	0
Two Bedroom	<b>30</b>	<b>30</b>	0
Three Bedroom	<b>16</b>	<b>16</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> BAILEY AVENUE-WEST 193RD STREET	<b>PIC Development ID:</b> NY005012020	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units: 233</b>	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 233 = \$1,084,177</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion: 233</b>	<b>Number of Units Post-Conversion: 233</b>	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>19</b>	<b>19</b>	0
One Bedroom	<b>80</b>	<b>80</b>	0
Two Bedroom	<b>95</b>	<b>95</b>	0
Three Bedroom	<b>28</b>	<b>28</b>	0
Four Bedroom	<b>11</b>	<b>11</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		



<b>Name of Public Housing Development:</b> BOSTON SECOR	<b>PIC Development ID:</b> NY005011380	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 538	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 538 = \$2,503,380
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 535	<b>Number of Units Post-Conversion:</b> 535	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	5	5	0
One Bedroom	177	177	0
Two Bedroom	173	173	0
Three Bedroom	114	114	0
Four Bedroom	61	61	0
Five Bedroom	5	5	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> BOSTON ROAD PLAZA	<b>PIC Development ID:</b> NY005010390	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 235	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 235 = \$1,093,484
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 233	<b>Number of Units Post-Conversion:</b> 233	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	38	38	0
One Bedroom	155	155	0
Two Bedroom	40	40	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> BOYNTON AVENUE REHAB	<b>PIC Development ID:</b> NY005010320	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 82	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 82 = \$381,556</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 82	<b>Number of Units Post-Conversion</b> 82	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	25	25	0
Two Bedroom	37	37	0
Three Bedroom	17	17	0
Four Bedroom	3	3	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> BRYANT AVENUE-EAST 174 <sup>TH</sup> STREET	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 72	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 72 = \$335,025</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 72	<b>Number of Units Post-Conversion</b> 72	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	14	14	0
One Bedroom	24	24	0
Two Bedroom	22	22	0
Three Bedroom	12	12	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> CLASON POINT GARDENS	<b>PIC Development ID:</b> NY005012800	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 401	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 401 = \$1,865,902
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 401	<b>Number of Units Post-Conversion:</b> 401	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>64</b>	<b>64</b>	0
Two Bedroom	<b>216</b>	<b>216</b>	0
Three Bedroom	<b>91</b>	<b>91</b>	0
Four Bedroom	<b>29</b>	<b>29</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>1</b>	<b>1</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> EAST 165 <sup>TH</sup> STREET-BRYANT AVENUE	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 111	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 111 = \$516,497
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 111	<b>Number of Units Post-Conversion</b> 111	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>0</b>	<b>0</b>	0
Two Bedroom	<b>34</b>	<b>34</b>	0
Three Bedroom	<b>65</b>	<b>65</b>	0
Four Bedroom	<b>12</b>	<b>12</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> EAST 173 <sup>RD</sup> STREET-VYSE AVENUE	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 168	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 168 = \$781,725
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 168	<b>Number of Units Post-Conversion</b> 168	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	42	42	0
Two Bedroom	82	82	0
Three Bedroom	44	44	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> EAST 152 <sup>ND</sup> STREET-COURTLANDT AVENUE	<b>PIC Development ID:</b> NY005010280	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 221	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 221 = \$1,028,340
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 221	<b>Number of Units Post-Conversion:</b> 221	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	26	26	0
One Bedroom	91	91	0
Two Bedroom	59	59	0
Three Bedroom	31	31	0
Four Bedroom	11	11	0
Five Bedroom	3	3	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> EAST 180TH STREET-MONTEREY AVENUE	<b>PIC Development ID:</b> NY005012270	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 239	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 239 = \$1,112,096
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 239	<b>Number of Units Post-Conversion:</b> 239	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>18</b>	<b>18</b>	0
One Bedroom	<b>70</b>	<b>70</b>	0
Two Bedroom	<b>81</b>	<b>81</b>	0
Three Bedroom	<b>59</b>	<b>59</b>	0
Four Bedroom	<b>9</b>	<b>9</b>	0
Five Bedroom	<b>2</b>	<b>2</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> EASTCHESTER GARDENS	<b>PIC Development ID:</b> NY005010340	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 877	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 877 = \$4,080,788
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 876	<b>Number of Units Post-Conversion:</b> 876	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>87</b>	<b>87</b>	0
Two Bedroom	<b>399</b>	<b>399</b>	0
Three Bedroom	<b>390</b>	<b>390</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> FORT INDEPENDENCE STREET-HEATH AVENUE	<b>PIC Development ID:</b> NY005012020	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 344	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 344 = \$1,600,674
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 341	<b>Number of Units Post-Conversion:</b> 341	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	17	17	0
One Bedroom	103	103	0
Two Bedroom	140	140	0
Three Bedroom	55	55	0
Four Bedroom	26	26	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> HARRISON AVENUE REHAB (GROUP A)	<b>PIC Development ID:</b> NY005013410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 34	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$ 751,874,745/161,585 x 34 = \$158,206
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 34	<b>Number of Units Post-Conversion</b> 34	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	13	13	0
Two Bedroom	15	15	0
Three Bedroom	6	6	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> HARRISON AVENUE REHAB (GROUP B)	<b>PIC Development ID:</b> NY005013410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 150	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 150 = \$697,968$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 150	<b>Number of Units Post-Conversion</b> 150	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	48	48	0
Two Bedroom	70	70	0
Three Bedroom	27	27	0
Four Bedroom	5	5	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> HOE AVENUE-EAST 173 <sup>RD</sup> STREET	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 65	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 65 = \$302,453$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 65	<b>Number of Units Post-Conversion</b> 65	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	5	5	0
One Bedroom	24	24	0
Two Bedroom	24	24	0
Three Bedroom	12	12	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> HUNTS POINT AVENUE REHAB	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 131	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 131 = \$609,559$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 131	<b>Number of Units Post-Conversion</b> 131	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	20	20	0
Two Bedroom	75	75	0
Three Bedroom	36	36	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> LONGFELLOW AVENUE REHAB	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 75	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 75 = \$348,984$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 75	<b>Number of Units Post-Conversion</b> 75	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	0	0	0
Three Bedroom	75	75	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		



<b>Name of Public Housing Development:</b> MIDDLETOWN PLAZA	<b>PIC Development ID:</b> NY005010340	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 179	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 179 = \$832,909
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 177	<b>Number of Units Post-Conversion:</b> 177	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>27</b>	<b>27</b>	0
One Bedroom	<b>140</b>	<b>140</b>	0
Two Bedroom	<b>10</b>	<b>10</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> MOORE	<b>PIC Development ID:</b> NY005010930	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 463	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 463 = \$2,154,396
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 461	<b>Number of Units Post-Conversion:</b> 461	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>155</b>	<b>155</b>	0
Two Bedroom	<b>112</b>	<b>112</b>	0
Three Bedroom	<b>154</b>	<b>154</b>	0
Four Bedroom	<b>37</b>	<b>37</b>	0
Five Bedroom	<b>3</b>	<b>3</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> MORRIS PARK SENIOR CITIZENS HOME	<b>PIC Development ID:</b> NY005012410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 97	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 97 = \$451,353
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 97	<b>Number of Units Post-Conversion:</b> 97	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	52	52	
One Bedroom	36	36	
Two Bedroom	9	9	
Three Bedroom	0	0	
Four Bedroom	0	0	
Five Bedroom	0	0	
Six Bedroom	0	0	
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> SACK WERN	<b>PIC Development ID:</b> NY005012800	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 413	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585x 413 = \$1,921,739
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 413	<b>Number of Units Post-Conversion:</b> 413	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	42	42	0
One Bedroom	42	42	0
Two Bedroom	160	160	0
Three Bedroom	169	169	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> TWIN PARKS EAST (SITE 9)	<b>PIC Development ID:</b> NY005012270	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 219	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 219 = \$1,019,034
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 218	<b>Number of Units Post-Conversion:</b> 218	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>77</b>	<b>77</b>	0
One Bedroom	<b>141</b>	<b>141</b>	0
Two Bedroom	<b>0</b>	<b>0</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> WEST FARMS ROAD REHAB	<b>PIC Development ID:</b> NY005015300	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 208	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 208 = \$967,849
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 208	<b>Number of Units Post-Conversion</b> 208	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>92</b>	<b>92</b>	0
Two Bedroom	<b>81</b>	<b>81</b>	0
Three Bedroom	<b>31</b>	<b>31</b>	0
Four Bedroom	<b>4</b>	<b>4</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> UNIVERSITY AVENUE REHAB	<b>PIC Development ID:</b> NY005013410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 230	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 230 = \$1,070,218
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 230	<b>Number of Units Post-Conversion:</b> 230	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	66	66	0
Two Bedroom	108	108	0
Three Bedroom	47	47	0
Four Bedroom	9	9	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> WEST FARMS SQUARE CONVENTIONAL	<b>PIC Development ID:</b> NY005015310	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 20	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 20 = \$93,062
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 20	<b>Number of Units Post-Conversion</b> 20	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	6	6	0
Two Bedroom	13	13	0
Three Bedroom	1	1	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> WEST TREMONT AVENUE- SEDGWICK AVENUE AREA	<b>PIC Development ID:</b> NY005010450	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 148	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 148= \$688,662
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 146	<b>Number of Units Post-Conversion:</b> 146	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>32</b>	<b>32</b>	0
One Bedroom	<b>114</b>	<b>114</b>	0
Two Bedroom	<b>0</b>	<b>0</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

## **BROOKLYN**

<b>Name of Public Housing Development:</b> 104-14 TAPSCOTT STREET	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 30	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 30 = \$139,594
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 30	<b>Number of Units Post-Conversion:</b> 30	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>8</b>	<b>8</b>	0
Two Bedroom	<b>20</b>	<b>20</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>2</b>	<b>2</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0

(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> Bay View	<b>PIC Development ID:</b> NY005020920	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance:</b> (if yes, please put the location if known, and # of units transferring) No
<b>Total Units:</b> 1,610	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development:</b> (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$601,270,521/168,100 x 1610 = \$7,491,527
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 1,610	<b>Number of Units Post-Conversion:</b> 1,610	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	161	161	0
Two Bedroom	1219	1219	0
Three Bedroom	230	230	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> CROWN HEIGHTS	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance:</b> (if yes, please put the location if known, and # of units transferring) No
<b>Total Units:</b> 121	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development:</b> (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 121 = \$563,028
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 121	<b>Number of Units Post-Conversion:</b> 121	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	31	31	0
Two Bedroom	78	78	0
Three Bedroom	10	10	0
Four Bedroom	2	2	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> BEDFORD-STUYVESANT REHAB	<b>PIC Development ID:</b> NY005010730	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 85	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 85 = \$395,515$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 85	<b>Number of Units Post-Conversion:</b> 85	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	30	30	0
Two Bedroom	32	32	0
Three Bedroom	14	14	0
Four Bedroom	9	9	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> FENIMORE-LEFFERTS	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 36	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 36 = \$167,512$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 36	<b>Number of Units Post-Conversion:</b> 36	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	18	18	0
Three Bedroom	18	18	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> HOWARD AVENUE	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 150	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 150 = \$697,968$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 150	<b>Number of Units Post-Conversion:</b> 150	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	40	40	0
Two Bedroom	67	67	0
Three Bedroom	43	43	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> HOWARD AVENUE-PARK PLACE	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 156	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 156 = \$725,887$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 156	<b>Number of Units Post-Conversion:</b> 156	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	77	77	0
Three Bedroom	79	79	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		



<b>Name of Public Housing Development:</b> LENOX ROAD-ROCKAWAY PARKWAY	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 74	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 74 = \$344,331$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 74	<b>Number of Units Post-Conversion:</b> 74	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	21	21	0
Two Bedroom	39	39	0
Three Bedroom	13	13	0
Four Bedroom	1	1	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> OCEAN HILL APARTMENTS	<b>PIC Development ID:</b> NY005011620	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 238	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 238 = \$1,107,443$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 238	<b>Number of Units Post-Conversion:</b> 238	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	88	88	0
Two Bedroom	69	69	0
Three Bedroom	64	64	0
Four Bedroom	13	13	0
Five Bedroom	2	2	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> OCEAN HILL-BROWNSVILLE	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 125	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 125 = \$581,640$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 125	<b>Number of Units Post-Conversion:</b> 125	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	45	45	0
Two Bedroom	60	60	0
Three Bedroom	17	17	0
Four Bedroom	3	3	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> PARK ROCK REHAB	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 134	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 134 = \$623,518$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 134	<b>Number of Units Post-Conversion:</b> 134	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	45	45	0
Two Bedroom	69	69	0
Three Bedroom	16	16	0
Four Bedroom	4	4	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> RALPH AVENUE REHAB	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 118	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 118 = \$549,068
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 118	<b>Number of Units Post-Conversion:</b> 118	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	34	34	0
Two Bedroom	55	55	0
Three Bedroom	26	26	0
Four Bedroom	3	3	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> REID APARTMENTS	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 230	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 230 = \$1,070,218
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 230	<b>Number of Units Post-Conversion:</b> 230	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	114	114	0
One Bedroom	116	116	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> RUTLAND TOWERS	<b>PIC Development ID:</b>	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
	NY005011670		
<b>Total Units:</b> 61	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b>	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b>	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 61 = \$283,840
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 61	<b>Number of Units Post-Conversion:</b> 61	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	5	5	0
One Bedroom	43	43	0
Two Bedroom	13	13	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> SARATOGA VILLAGE	<b>PIC Development ID:</b>	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
	NY005011620		
<b>Total Units:</b> 125	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 125 = \$581,640
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 125	<b>Number of Units Post-Conversion:</b> 125	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	1	1	0
One Bedroom	31	31	0
Two Bedroom	62	62	0
Three Bedroom	30	30	0
Four Bedroom	0	0	0
Five Bedroom	1	1	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> STERLING PLACE REHABS (SAINT JOHNS-STERLING)	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 83	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 83 = \$386,209$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 83	<b>Number of Units Post-Conversion:</b> 83	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	0	0	0
Two Bedroom	16	16	0
Three Bedroom	67	67	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> STERLING PLACE REHABS (STERLING-BUFFALO)	<b>PIC Development ID:</b> NY005013510	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 125	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 125 = \$581,640$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 125	<b>Number of Units Post-Conversion:</b> 125	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	11	11	0
Two Bedroom	72	72	0
Three Bedroom	42	42	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> STUYVESANT GARDENS I	<b>PIC Development ID:</b> NY005012210	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 331	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 331 = \$1,540,183$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 331	<b>Number of Units Post-Conversion:</b> 331	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	2	2	0
Two Bedroom	230	230	0
Three Bedroom	72	72	0
Four Bedroom	19	19	0
Five Bedroom	8	8	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> STUYVESANT GARDENS II	<b>PIC Development ID:</b> NY005012210	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 150	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 150 = \$697,968$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 150	<b>Number of Units Post-Conversion:</b> 150	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	150	150	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> SUTTER AVENUE-UNION STREET	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 100	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 100 = \$465,312$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 100	<b>Number of Units Post-Conversion:</b> 100	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	17	17	0
Two Bedroom	49	49	0
Three Bedroom	34	34	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> TAPSCOTT STREET REHAB	<b>PIC Development ID:</b> NY005011670	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 155	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> $\$751,874,745/161,585 \times 155 = \$721,234$
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 155	<b>Number of Units Post-Conversion:</b> 155	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	46	46	0
Two Bedroom	77	77	0
Three Bedroom	28	28	0
Four Bedroom	4	4	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> 131 SAINT NICHOLAS AVENUE	<b>PIC Development ID:</b> NY005010970	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 100	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 100 = \$465,312
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 98	<b>Number of Units Post-Conversion:</b> 98	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	20	20	0
One Bedroom	31	31	0
Two Bedroom	31	31	0
Three Bedroom	16	16	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> CAMPOS PLAZA II	<b>PIC Development ID:</b> NY005012570	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 224	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 224 = \$1,042,299
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 224	<b>Number of Units Post-Conversion:</b> 224	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	32	32	0
Two Bedroom	96	96	0
Three Bedroom	80	80	0
Four Bedroom	16	16	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		



Name of Public Housing Development: CHELSEA	PIC Development ID: NY005021340	Conversion type (i.e., PBV or PBRA): PBV	Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No
Total Units: 425	Pre- RAD Unit Type (i.e., Family, Senior, etc.): Family	Post-RAD Unit Type if different (i.e., Family, Senior, etc.): Family	Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)
			$\$751,874,745/161,585 \times 425 = \$1,977,577$
Bedroom Type	Number of Units Pre-Conversion: 425	Number of Units Post-Conversion: 425	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency	23	23	0
One Bedroom	140	140	0
Two Bedroom	120	120	0
Three Bedroom	99	99	0
Four Bedroom	40	40	0
Five Bedroom	3	3	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
Name of Public Housing Development: CHELSEA ADDITION	PIC Development ID: NY005011340	Conversion type (i.e., PBV or PBRA): PBV	Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No
Total Units: 96	Pre- RAD Unit Type (i.e., Family, Senior, etc.): Senior	Post-RAD Unit Type if different (i.e., Family, Senior, etc.): Senior	Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)
			$\$751,874,745/161,585 \times 96 = \$446,700$
Bedroom Type	Number of Units Pre-Conversion: 96	Number of Units Post-Conversion: 96	Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)
Studio/Efficiency	0	0	0
One Bedroom	96	96	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> CORSI HOUSES	<b>PIC Development ID:</b> NY005010640	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 171	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 171 = \$795,684
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 171	<b>Number of Units Post-Conversion:</b> 171	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>86</b>	<b>86</b>	0
One Bedroom	<b>85</b>	<b>85</b>	0
Two Bedroom	<b>0</b>	<b>0</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> ELLIOTT	<b>PIC Development ID:</b> NY005011340	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 608	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 608 = \$2,829,098
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 608	<b>Number of Units Post-Conversion:</b> 608	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>21</b>	<b>21</b>	0
One Bedroom	<b>47</b>	<b>47</b>	0
Two Bedroom	<b>357</b>	<b>357</b>	0
Three Bedroom	<b>163</b>	<b>163</b>	0
Four Bedroom	<b>19</b>	<b>19</b>	0
Five Bedroom	<b>1</b>	<b>1</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> FULTON	<b>PIC Development ID:</b> NY005001360	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 944	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 944 = \$4,392,547
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 944	<b>Number of Units Post-Conversion:</b> 944	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	72	72	0
One Bedroom	288	288	0
Two Bedroom	288	288	0
Three Bedroom	192	192	0
Four Bedroom	97	97	0
Five Bedroom	7	7	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> Hernandez	<b>PIC Development ID:</b> NY005011000	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 149 (148 residential units)	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 149 = \$693,315
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 149	<b>Number of Units Post-Conversion:</b> 149	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	25	25	0
One Bedroom	48	48	0
Two Bedroom	53	53	0
Three Bedroom	17	17	0
Four Bedroom	6	6	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> MANHATTANVILLE	<b>PIC Development ID:</b> NY005020810	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 1,272	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 1,272 = \$5,918,771
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 1,271	<b>Number of Units Post-Conversion:</b> 1,271	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>38</b>	<b>38</b>	0
One Bedroom	<b>209</b>	<b>209</b>	0
Two Bedroom	<b>558</b>	<b>558</b>	0
Three Bedroom	<b>378</b>	<b>378</b>	0
Four Bedroom	<b>76</b>	<b>76</b>	0
Five Bedroom	<b>12</b>	<b>12</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> Meltzer Tower	<b>PIC Development ID:</b> NY005011000	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 231 (228 residential units)	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior Exclusive	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585x 231 = \$1,074,871
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 231	<b>Number of Units Post-Conversion:</b> 231	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>115</b>	<b>115</b>	0
One Bedroom	<b>116</b>	<b>116</b>	0
Two Bedroom	<b>0</b>	<b>0</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> METRO NORTH PLAZA	<b>PIC Development ID:</b> NY005010090	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 275	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b>
			\$751,874,745/161,585 x 275= \$1,279,609
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 275	<b>Number of Units Post-Conversion:</b> 275	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	82	82	0
Two Bedroom	80	80	0
Three Bedroom	78	78	0
Four Bedroom	20	20	0
Five Bedroom	15	15	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> RANGEL	<b>PIC Development ID:</b> NY005000370	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 984	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b>
			\$751,874,745/161,585 x 984 = \$4,578,672
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 982	<b>Number of Units Post-Conversion:</b> 982	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	93	93	0
Two Bedroom	699	699	0
Three Bedroom	190	190	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> REHAB PROGRAM (TAFT REHABS)	<b>PIC Development ID:</b> NY005013170	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 156	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 156 = \$725,887
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 156	<b>Number of Units Post-Conversion:</b> 156	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>13</b>	<b>13</b>	0
One Bedroom	<b>74</b>	<b>74</b>	0
Two Bedroom	<b>69</b>	<b>69</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> REHAB PROGRAM (WISE REHAB)	<b>PIC Development ID:</b> NY005011270	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 40	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 40 = \$186,125
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 40	<b>Number of Units Post-Conversion</b> 40	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>21</b>	<b>21</b>	0
Two Bedroom	<b>19</b>	<b>19</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> ROBINSON	<b>PIC Development ID:</b> NY005012410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 189	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b>  \$751,874,745/161,585 x 189 = \$879,440
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 188	<b>Number of Units Post-Conversion:</b> 188	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	18	18	0
One Bedroom	56	56	0
Two Bedroom	54	54	0
Three Bedroom	42	42	0
Four Bedroom	16	16	0
Five Bedroom	2	2	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> SAMUEL (CITY)	<b>PIC Development ID:</b> NY005023770	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 664	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 664 = \$3,089,673
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 664	<b>Number of Units Post-Conversion:</b> 664	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	13	13	0
One Bedroom	226	226	0
Two Bedroom	339	339	0
Three Bedroom	84	84	0
Four Bedroom	2	2	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> SEWARD PARK EXTENSION	<b>PIC Development ID:</b> NY005011000	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 360 (360 residential units)	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 360 = \$1,675,124
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 360	<b>Number of Units Post-Conversion:</b> 360	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>29</b>	<b>29</b>	0
One Bedroom	<b>112</b>	<b>112</b>	0
Two Bedroom	<b>130</b>	<b>130</b>	0
Three Bedroom	<b>45</b>	<b>45</b>	0
Four Bedroom	<b>36</b>	<b>36</b>	0
Five Bedroom	<b>8</b>	<b>8</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> UPACA (SITE 5)	<b>PIC Development ID:</b> NY005012410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 200	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 200 = \$930,624
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 180	<b>Number of Units Post-Conversion:</b> 180	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>180</b>	<b>180</b>	0
Two Bedroom	<b>0</b>	<b>0</b>	0
Three Bedroom	<b>0</b>	<b>0</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		



<b>Name of Public Housing Development:</b> UPACA (SITE 6)	<b>PIC Development ID:</b> NY005012410	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 150	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 150 = \$697,968
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 150	<b>Number of Units Post-Conversion:</b> 150	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	150	150	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> WHITE	<b>PIC Development ID:</b> NY005010090	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 248	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 248 = \$1,153,974
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 248	<b>Number of Units Post-Conversion:</b> 248	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	128	128	0
One Bedroom	119	119	0
Two Bedroom	0	0	0
Three Bedroom	1	1	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

<b>Name of Public Housing Development:</b> WILSON	<b>PIC Development ID:</b> NY005010090	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 398	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 398 = \$1,851,943</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 398	<b>Number of Units Post-Conversion:</b> 398	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>0</b>	<b>0</b>	0
One Bedroom	<b>0</b>	<b>0</b>	0
Two Bedroom	<b>38</b>	<b>38</b>	0
Three Bedroom	<b>304</b>	<b>304</b>	0
Four Bedroom	<b>38</b>	<b>38</b>	0
Five Bedroom	<b>18</b>	<b>18</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> WSUR (BROWNSTONES)	<b>PIC Development ID:</b> NY005011270	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring) No</b>
<b>Total Units:</b> 236	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project) \$751,874,745/161,585 x 236 = \$1,098,137</b>
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion</b> 236	<b>Number of Units Post-Conversion</b> 236	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	<b>124</b>	<b>124</b>	0
One Bedroom	<b>31</b>	<b>31</b>	0
Two Bedroom	<b>80</b>	<b>80</b>	0
Three Bedroom	<b>1</b>	<b>1</b>	0
Four Bedroom	<b>0</b>	<b>0</b>	0
Five Bedroom	<b>0</b>	<b>0</b>	0
Six Bedroom	<b>0</b>	<b>0</b>	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

**STATEN ISLAND**

<b>Name of Public Housing Development:</b> WEST BRIGHTON I	<b>PIC Development ID:</b> NY005010130	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 490	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Family	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Family	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 490 = \$2,280,030
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 489	<b>Number of Units Post-Conversion:</b> 489	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	0	0	0
One Bedroom	97	97	0
Two Bedroom	183	183	0
Three Bedroom	174	174	0
Four Bedroom	35	35	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		
<b>Name of Public Housing Development:</b> WEST BRIGHTON II	<b>PIC Development ID:</b> NY005010130	<b>Conversion type (i.e., PBV or PBRA):</b> PBV	<b>Transfer of Assistance: (if yes, please put the location if known, and # of units transferring)</b> No
<b>Total Units:</b> 144	<b>Pre- RAD Unit Type (i.e., Family, Senior, etc.):</b> Senior	<b>Post-RAD Unit Type if different (i.e., Family, Senior, etc.):</b> Senior	<b>Capital Fund allocation of Development: (Annual Capital Fund Grant, divided by total number of public housing units in PHA, multiplied by total number of units in project)</b> \$751,874,745/161,585 x 144 = \$670,050
<b>Bedroom Type</b>	<b>Number of Units Pre-Conversion:</b> 120	<b>Number of Units Post-Conversion:</b> 84	<b>Change in Number of Units per Bedroom Type and Why (De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.)</b>
Studio/Efficiency	38	2	0
One Bedroom	82	82	0
Two Bedroom	0	0	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom	0	0	0
Six Bedroom	0	0	0
(If performing a Transfer of Assistance):	(Explain how transferring waiting list) N/A		

## ***RAD Resident Rights, Participation, Waiting List and Grievance Procedures***

*Please note the resident rights listed below are from HUD Notice H-2019-09 PIH-2019-23 (HA), (September 5, 2019) Rental Assistance Demonstration REV-4 – Final Implementation (the “Notice”), Section 1.6 C and Section 1.6 D) and HUD Notice H-2023-08 PIH-2023 19 (HA) Rental Assistance Demonstration – Supplemental Notice 4B:*

### **1.6.C. PBV Resident Rights and Participation.**

- 1. No Rescreening of Tenants upon Conversion.** Pursuant to the RAD Statute<sup>3</sup>, at conversion, current households cannot be excluded from occupancy at the Covered Project<sup>4</sup> based on any rescreening, income eligibility, or income targeting. With respect to occupancy in the Covered Project, current households in the Converting Project<sup>5</sup> will be grandfathered for application of any eligibility criteria to conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion.<sup>6</sup> Post-conversion, the tenure of all residents of the Covered Project is protected pursuant to PBV requirements regarding continued occupancy unless explicitly modified in this Notice (e.g., rent phase-in provisions). For example, a unit with a household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, Section 8(o)(4) of the Act<sup>7</sup> and 24 CFR § 982.201, concerning eligibility and targeting of tenants for initial occupancy, will not apply for current households. Once the grandfathered household moves out, the unit must be leased to an eligible family. MTW agencies may not alter this requirement. Further, so as to facilitate the right to return to the assisted property, HUD waives Section 8(o)(4) and 24 CFR § 982.201 to the extent necessary for this provision to apply to current public housing residents of the Converting Project that will reside in non-RAD PBV units or non-RAD PBRA units placed in a project that contain RAD PBV units or RAD PBRA units. Such families and such contract units will otherwise be subject to all requirements of the applicable program, specifically 24 CFR Part 983 for non-RAD PBV units and the PBRA requirements governing the applicable contract for non-RAD PBRA units.

---

<sup>3</sup> RAD is authorized by the Consolidated and Further Continuing Appropriations Act of 2012 (Pub. L. No. 112-55, approved November 18, 2011), as amended by the Consolidated Appropriations Act, 2014 (Pub. L. No. 113-76, approved January 17, 2014), the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. No. 113-235, approved December 16, 2014), the Consolidated Appropriations Act, 2016 (Pub. L. No. 114-113, approved December 18, 2015), the Consolidated Appropriations Act, 2017 (Pub. L. No. 115-31, approved May 5, 2017), section 237 of Title II, Division L, Transportation, Housing and Urban Development, and Related Agencies, of the Consolidated Appropriations Act, 2018 (Pub. L. 115-141, approved March 23, 2018), and as amended by the Consolidated Appropriations Act, 2022 (Pub. L. No. 117-103, approved March 15, 2022) collectively, the “RAD Statute.”

<sup>4</sup> *Covered Project* - The post-conversion property with assistance converted from one form of rental assistance to another under the Demonstration.

<sup>5</sup> *Converting Project* - The pre-conversion property whose assistance is converting from one form of rental assistance to another under the Demonstration.

<sup>6</sup> These protections (as well as all protections in this Notice for current households) also apply when a household is relocated to facilitate new construction or repairs following conversion and subsequently returns to the Covered Project.

<sup>7</sup> The U.S. Housing Act of 1937 as may be amended.

**2. Right to Return.** See Section 1.4.A.5(b) of the Notice as set forth below and the RAD Fair Housing, Civil Rights, and Relocation Notice (as defined below) regarding a resident’s right to return. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

- i. **RAD Fair Housing, Civil Rights, and Relocation Notice.** The “Rental Assistance Demonstration (RAD) Notice Regarding Fair Housing and Civil Rights Requirements Applicable to RAD First Component – Public Housing Conversions,” Notice H 2016-17 (HA), as may be amended. The RAD Fair Housing, Civil Rights, and Relocation Notice contains relocation requirements related to public housing conversions under RAD.<sup>8</sup> The RAD Fair Housing, Civil Rights, and Relocation Notice provides PHAs and their development partners with information and resources on RAD program requirements, Uniform Relocation Act (URA) requirements, and other requirements which may be applicable such as Section 104(d) of the Housing and Community Development Act of 1974, as amended (Section 104(d)) when planning for or implementing resident moves in connection with a RAD conversion under the First Component of RAD. Specifically, the RAD Fair Housing, Civil Rights, and Relocation Notice provides guidance on relocation planning, resident right to return, relocation assistance, resident notification, initiation of relocation, and the fair housing and civil rights requirements applicable to these activities.

The appendices to the RAD Fair Housing, Civil Rights, and Relocation Notice include recommended relocation plan contents. Sample relocation notices for issuance to residents depending on RAD project characteristics are available on the RAD website at [www.hud.gov/rad](http://www.hud.gov/rad). The primary source for First Component relocation requirements and guidance is the RAD Fair Housing, Civil Rights, and Relocation Notice and not the Notice. In the event of a conflict between the Notice and the RAD Fair Housing, Civil Rights, and Relocation Notice, with regard to relocation requirements, the RAD Fair Housing, Civil Rights, and Relocation Notice controls.

- ii. **Section 1.4.A.5(b) of the Notice.** Section 1.4.A.5(b) of the Notice states:

**Right to Return.** Any resident that may need to be temporarily relocated to facilitate rehabilitation or construction has a right to return to an assisted unit at the Covered Project once rehabilitation or construction is completed. Permanent involuntary displacement of residents may not occur as a result of a project’s conversion of assistance, including, but not limited to, as a result of a change in bedroom distribution, a de minimis reduction of units, the reconfiguration of efficiency apartments, or the repurposing of dwelling units in order to facilitate

---

<sup>8</sup> Please see Attachment P beginning on page 236 for the full text of the “Rental Assistance Demonstration (RAD) Notice Regarding Fair Housing and Civil Rights Requirements and Relocation Requirements Applicable to RAD First Component – Public Housing Conversions” Notice H 2016-17; PIH 2016-17 (HA), as may be amended from time to time at [https://www.hud.gov/sites/documents/16-17HSGN\\_16-17PIHN.PDF](https://www.hud.gov/sites/documents/16-17HSGN_16-17PIHN.PDF).

social service delivery. Where the transfer of assistance to a new site is warranted and approved (see Section 1.4.A.12 of the Notice), residents of the Converting Project will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. For more information on how to implement these provisions see the RAD Fair Housing, Civil Rights, and Relocation Notice.

- 3. Phase-in of Tenant Rent Increases.** If, purely as a result of conversion, the amount a tenant would pay for rent and utilities under the PBV program (the tenant's TTP) would increase the tenant's TTP by more than the greater of 10 percent or \$25, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is specifying alternative requirements for section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase-in period at three years, five years or a combination depending on circumstances and must communicate such policy in writing to affected residents. For example, a PHA may create a policy that uses a three year phase-in for smaller increases in rent and a five year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The method described below explains the set percentage-based phase-in a Project Owner<sup>9</sup> must follow according to the phase-in period established. For purposes of this section "Calculated PBV TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058. If a family in a project converting from Public Housing to PBV was paying a flat rent immediately prior to conversion, the PHA should use the flat rent amount to calculate the phase-in amount for Year 1 (the first recertification following conversion), as illustrated below.

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP or flat rent and the Calculated PBV TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full Calculated PBV TTP<sup>10</sup>

---

<sup>9</sup> The term Project Owner refers to the owner of the Covered Project, including but not limited to any owner pursuant to a HAP Contract. For purposes of HAP Contracts, an Owner is a private person, partnership, or entity (including a cooperative), a non-profit entity, a PHA, or other public entity, having the legal right to lease or sublease the dwelling units subject to the HAP Contract

<sup>10</sup> For example, where a resident's most recently paid TTP is \$100, but the Calculated PBV TTP is \$200 and remains \$200 for the period of the resident's occupancy, (i.e. no changes in income) the resident would continue to pay the same rent and utilities for which it was responsible prior to conversion. At the first recertification following conversion, the resident's contribution would increase by 33% of \$100 to \$133. At the second AR, the resident's contribution would increase by 50% of the \$66 differential to the standard TPP, increasing to \$166. At the third AR, the resident's

Five Year Phase in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 20% of difference between most recently paid TTP or flat rent and the Calculated PBV TTP
- Year 2: Year 2 AR and any IR prior to Year 3 AR – 25% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR – 33% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 5 AR and all subsequent recertifications – Full Calculated PBV TTP

*Please Note:* In either the three year phase-in or the five-year phase-in, once the Calculated PBV TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward. MTW agencies must also implement a three or five-year phase-in for impacted residents, but may alter the terms above as long as it establishes a written policy setting forth the alternative terms. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

- 4. Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Public Housing residents that are currently FSS participants will continue to participate in the PHA's FSS program. The PHA may continue to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the FSS grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. If the PHA continues to run an FSS program that serves PH and/or HCV participants, the PHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

However, PHAs should note that until provisions of the Economic Growth, Regulatory Relief, and Consumer Protection Act are implemented, there are certain FSS requirements (e.g., escrow calculation and escrow forfeitures) that apply differently depending on whether the FSS participant is a participant under the HCV program or a public housing resident, and PHAs must follow such requirements accordingly. All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR part 984 (current, or as amended), the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.<sup>11</sup> Further, upon conversion to PBV, if the

---

contribution would increase to \$200 and the resident would continue to pay the Calculated PBV TTP for the duration of their tenancy.

<sup>11</sup> The funding streams for the PH FSS Program and the HCV FSS Program were first merged pursuant to the FY 2014 appropriations act. As a result, PHAs can serve both PH residents and HCV participants, including PBV participants,

PHA no longer has a public housing program, funds already escrowed for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.<sup>12</sup>

For information on FSS PIC reporting requirements for RAD conversions, see Notice PIH 2016-08 at <http://portal.hud.gov/hudportal/documents/huddoc?id=pih2016-08.pdf>.

Current ROSS-SC grantees will be able to finish out their current ROSS-SC grants once their housing is converted under RAD. However, once the property is converted, it will no longer be eligible to be counted towards the unit count for future ROSS-SC grants, nor will its residents be eligible to be served by future ROSS-SC grants, which, by statute, can only serve public housing residents. At the completion of the ROSS-SC grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. Please note that ROSS-SC grantees may be a non-profit or local Resident Association and this consequence of a RAD conversion may impact those entities. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

5. **Resident Participation and Funding.** In accordance with Attachment 1B of the Notice, residents of Covered Projects with assistance converted to PBV will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding. To facilitate the uniform treatment of residents and units at a Covered Project, any non- RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.
6. **Resident Procedural Rights.** The following items must be incorporated into both the Section 8 Administrative Plan and the Project Owner's lease, which includes the required tenancy addendum (HUD Form 52530-c), as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.
  - i. **Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD and to non-RAD PBV units at the Covered Project. In addition to the regulations at 24 CFR § 983.257 related to Project Owner termination of tenancy and eviction (which MTW agencies may not alter) the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall be :
    - a. A reasonable period of time, but not to exceed 30 days:

---

with FSS funding awarded under the FY 2014 FSS Notice of Funding Availability (FSS NOFA) and any other NOFA under which the combination of funds remains in the applicable appropriations act. For PHAs that had managed both programs separately and now have a merged program, a conversion to PBV should not impact their FSS participants.

<sup>12</sup> Where the PHA maintains a public housing program, any forfeited funds that had been escrowed prior to conversion would revert to the PHA's Operating Reserves.



- i. If the health or safety of other tenants, Project Owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
    - ii. In the event of any drug-related or violent criminal activity or any felony conviction;
  - b. Not less than 14 days in the case of nonpayment of rent; and
  - c. Not less than 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.
- ii. **Grievance Process.** Pursuant to requirements in the RAD Statute, HUD is establishing additional resident procedural rights to comply with section 6 of the Act.

For the termination of assistance and several other PHA determinations, PBV program rules require the PHA to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will specify alternative requirements for 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, to require that:

- a. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(v), an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a Project Owner action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.
  - i. For any hearing required under 24 CFR § 982.555(a)(1)(i)-(v), the contract administrator will perform the hearing, as is the current standard in the program. The hearing officer must be selected in accordance with 24 CFR § 982.555(e)(4)(i).
  - ii. For any additional hearings required under RAD, the Project Owner will perform the hearing.
- b. There is no right to an informal hearing for class grievances or to disputes between residents not involving the Project Owner or Contract Administrator.
- c. The Project Owner gives residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(v).
- d. The Project Owner provides opportunity for an informal hearing before an eviction.

Current PBV program rules require that hearing procedures must be outlined in the PHA's Section 8 Administrative Plan.

To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

- 7. **Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the

EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4 of the Notice; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited only to persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in 24 CFR § 5.617(b) limiting EID to disabled persons is waived. The waiver, and resulting alternative requirement, apply only to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants that move into the property following conversion or tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

**8. Jobs Plus.** Jobs Plus grantees awarded FY14 and future funds that convert the Jobs Plus target projects(s) under RAD will be able to finish out their Jobs Plus period of performance unless significant relocation and/or change in building occupancy is planned. If either is planned at the Jobs Plus target project(s), HUD may allow for a modification of the Jobs Plus work plan or may, at the Secretary's discretion, choose to end the Jobs Plus program at that project. If the program is continued, the Project Owner must agree to continue to implement the program according to HUD's program requirements. Jobs Plus target public housing projects must enroll public housing residents into the Jobs Plus rent incentive, JPEID, prior to conversion. Any resident of the Covered Project that had not enrolled prior to conversion is not eligible to enroll in JPEID but may utilize Jobs Plus services that predominantly benefit the former public housing residents who resided at the target project at the time of RAD conversion. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the Covered Project may voluntarily utilize Jobs Plus services that predominantly benefit the former public housing residents who resided at the target project at the time of RAD conversion.

**9. When Total Tenant Payment Exceeds Gross Rent.** *(Updated as per HUD Notice H-2023-08 PIH-2023 19 (HA) Rental Assistance Demonstration – Supplemental Notice 4B)* Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit's occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the HAP Contract when no assistance has been paid for 180 days because the family's TTP has risen to a level that is equal to or greater than the Gross Rent. (24 CFR § 983.258 and § 983.211).

Pre-Conversion Residents. Since the rent limitation under this Section of the Notice may result in current residents having TTPs that exceed the Gross Rent, 24 CFR §983.53(c) does not apply in order to provide RAD PBV assistance to residents who were living in the Converting Project prior to conversion. As necessary to further implement the alternative requirements described below, HUD is waiving 24 CFR §983.258 and §983.211, as well as

the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice.

HUD is establishing an alternative requirement that the unit for a family with a TTP that equals or exceeds Gross Rent must be placed on the PBV HAP Contract and the family shall be admitted to the PBV program. In such cases the resident is considered a participant under the PBV program and all the family obligations and protections under RAD and PBV apply to the resident.

During any period when the family's TTP is equal to or above the Gross Rent, the zero- HAP family will pay an alternate rent to owner that is the lower of:

- a. the family's TTP less the Utility Allowance, subject to any required phase-in pursuant to Section 1.6.C.3 of this Notice; or
- b. the Zero-HAP Rent Cap, which is the lower of either:
  - a. 110% of the applicable FMR less the Utility Allowance; or
  - b. In the event the units are subject to more restrictive rent setting requirements under the LIHTC or HOME programs, or other programs approved by HUD on a project-specific basis, the rent to owner set to comply with such requirements.

During any period that the family's TTP falls below the Gross Rent, the normal PBV requirements apply and the family would pay 30% of adjusted income, less utility allowance.

After a family has paid the Zero-HAP Rent Cap as set by this Section for a period of 180 days, the PHA shall remove the unit from the HAP Contract and the family's participation in the PBV program ends.<sup>13</sup> If the Covered Project is fully assisted and the family subsequently leaves the property, the PHA must reinstate the unit back onto the HAP Contract and admit an eligible family. If the Covered Project is partially assisted and the family subsequently

---

<sup>13</sup> For example, a public housing family residing in a property converting under RAD has a TTP of \$600. The property has an initial Contract Rent of \$500, with a \$50 Utility Allowance (Gross Rent = \$550). The FMR for the unit size in the area in which the project is located is \$800. Following conversion, the family is responsible for paying \$550 in tenant rent. If the resident's income rises or is subject to a rent increase phase-in and all other conditions remain the same, the family would pay TTP until the tenant rent reached the Zero-HAP Rent Cap of \$830 (\$880, which is 110% of the \$800 FMR, minus the \$50 utility allowance), at which point the family would continue paying \$830, and unless the family's income and TTP subsequently decreases, the unit would be removed from the contract after 180 days. Families paying less than TTP because of the phased in Tenant Rent Increase alternative requirement are not paying the Zero-HAP Rent Cap and are not subject to this 180-day requirement. However, if the family's Calculated PBV TTP under section 1.6.C.3 is more than the Gross Rent, the family is a zero-HAP family and the applicability of the phased in Tenant Rent increase would end when the amount the family would pay under that alternative requirement meets or exceeds the Zero-HAP Rent Cap. At that point in time the family would pay the Zero-HAP Rent Cap and would be subject to all zero-HAP family requirements of this section, including the 180-day requirement.

leaves the property, the unit must be reinstated back onto the HAP Contract unless the PHA previously substituted a different unit on the HAP Contract in accordance with 24 CFR § 983.207 or, where “floating units” have been permitted, Section 1.6.B.10 of the Notice.

Additionally, if the family continues to reside in the project after the family’s unit was removed from the HAP Contract, the family may request to return to the PBV program if the family’s income subsequently decreases to the extent that the family’s TTP is less than the Zero-HAP Rent Cap set by this section and the family is otherwise eligible for PBV assistance. The PHA shall, at the earliest opportunity<sup>14</sup>, reinstate the family’s unit back onto the HAP Contract to provide rental assistance to the family. All PBV requirements with respect to the unit, such as compliance with HQS, apply while the unit is under the HAP Contract or added back to the HAP Contract.

New Admission Families. Unless a PHA requests and receives the waiver described below, any new admission to the Covered Project must meet the eligibility requirements at 24 CFR § 982.201 and require a subsidy payment at admission to the PBV program, which means the family’s TTP may not equal or exceed the Gross Rent for the unit at that time. Furthermore, a PHA must remove a new admission family’s unit from the PBV HAP Contract when no assistance has been paid for 180 days because a new admission family’s TTP subsequently increased to equal or exceed the Gross Rent. However, HUD is imposing an alternative requirement in such cases. If the project is fully assisted and the family subsequently leaves the property, the PHA must reinstate the unit on the HAP Contract and admit an eligible family. If the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP Contract in accordance with 24 CFR § 983.207 or, where “floating units” have been permitted, Section 1.6.B.10 of the Notice.

In circumstances where low RAD PBV rents may prohibit a significant number of otherwise eligible families on the waiting list from being admitted to the project because they do not require subsidy, and which could consequently create an undue concentration of poverty at the project compared to non-RAD PBV projects, a PHA may request a waiver of 24 CFR §§983.53(c), 983.259, 983.211, and 983.301 from HUD for the Covered Project. The waiver will apply the alternative requirements applicable to the pre-conversion residents in this Section to new admission families.

The PHA may request the waiver during the RAD conversion process or may subsequently request the waiver any time after the effective date of the HAP Contract. In order for the waiver to be approved, the PHA must demonstrate that based on the RAD rent calculated in accordance with Attachment 1C, the monthly two-bedroom RAD Gross Rent is less than:

---

<sup>14</sup> If the project was partially assisted and the PHA previously substituted a different unit on the HAP Contract, the PHA shall substitute the family’s unit for a vacant unit on the HAP Contract if there is a vacant unit at the time of the request, or by doing so as soon as a unit on the HAP Contract becomes vacant if there are no vacant units on the HAP Contract at the time of the family request.

30% of the monthly income of a family of four at the midpoint between the Very Low Income (VLI) HUD Income Limit and Extremely Low Income (ELI) HUD Income Limit for the area in which the Covered Project is located.

For waivers submitted during the conversion process, the Office of Recapitalization may grant the waiver after review of the Financing Plan and confirmation that the RAD rents meet the waiver rent threshold described above.<sup>15</sup> The Office of Recapitalization shall document the waiver by adding an additional provision to the RCC before closing. For waivers submitted after the effective date of the HAP Contract, the waiver is submitted through the normal waiver process outlined in Notice PIH 2018-16 (or any successor notice). In both cases, the approved waiver will be for the initial term of the PBV HAP Contract.

If the waiver is approved, the new admission families covered under the waiver are participants under the PBV program, all the family obligations and protections under RAD and PBV apply to the family, the RAD PBV families shall be subject to the same alternative requirements applicable to the pre-conversion residents under this Section, and the unit is subject to all PBV program requirements, as modified by this Notice.

Further, Covered Projects that receive the waiver shall be subject to an alternative income targeting requirement that at least 75% of new admissions to the PBV units (both RAD and non-RAD PBV units) in the Covered Project in any PHA fiscal year are ELI families.<sup>16</sup> If there are less than four new admissions to the Covered Project in a PHA fiscal year, the income targeting is determined by combining the new admissions for that fiscal year with the new admissions for the subsequent fiscal year (or years) until the combined total of new admissions equals or exceeds four for those consecutive fiscal years.<sup>17</sup>

**10. Under-Occupied Unit.** If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied

---

<sup>15</sup> An example of the waiver rent threshold calculation is as follows. Assume the applicable VLI limit is \$46,850 and the ELI limit is \$28,100. The midpoint income is \$37,475 ( $\$46,850 + \$28,100 = \$74,950; \$74,950/2 = \$37,475$ ). To calculate the affordable monthly rent, the midpoint income is divided by 12 and multiplied by 0.30 ( $\$37,475/12 = \$3,123; \$3,123*0.30 = \$937$ ). If the RAD Rent is less than \$937, the Covered Project is eligible for the waiver.

<sup>16</sup> This alternative requirement for the Covered Project is in addition to the PHA's HCV/PBV program income targeting requirements at 24 CFR 982.201(b)(2). Admissions to the Covered Project continue to be taken into account when determining income targeting in accordance with 24 CFR 982.201(b)(2).

<sup>17</sup> For example, assume in fiscal year in which the waiver was granted the Covered Project had one new admission and in following fiscal year had three new admissions. Compliance with the Covered Project income targeting requirement would be determined based on the combined total of the 4 new admissions over the two fiscal years (3 of the 4 new admissions to PBV units the Covered Project must have been ELI families).

unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR § 983.260 is waived for current residents remaining or returning to the Covered Project. MTW agencies may not modify this requirement. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

#### **1.6.D. PBV: Other Miscellaneous Provisions**

##### **1. Access to Records, Including Requests for Information Related to Evaluation of Demonstration.**

PHAs and the Project Owner must cooperate with any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work. Please see Appendix IV for reporting units in Form HUD-50058.

**2. Ongoing PHA Board Review of Operating Budget.** The Owner must submit to the administering PHA's Board the operating budget for the Covered Project annually. The PHA's Board must confirm that the Project Owner is making deposits into the Reserve for Replacement account in accordance with the RCC as well as assess the financial health of the Covered Project.<sup>18</sup>

##### **3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).**

These sections have been moved to 1.4.A.13 and 1.4.A.14.

**4. Establishment of Waiting List.** 24 CFR § 983.251 sets out PBV program requirements related to establishing and maintaining a voucher-wide, PBV program wide, or site-based waiting list from which residents for the Covered Project will be admitted. These provisions shall apply unless the project is covered by a remedial order or agreement that specifies the type of waiting list and other waiting list policies. The PHA shall consider the best means to transition applicants from the current public housing waiting list, including:

- a. Transferring an existing site-based waiting list to a new site-based waiting list.
- b. Transferring an existing site-based waiting list to a PBV program-wide or HCV program-wide waiting list.
- c. Transferring an existing community-wide public housing waiting list to a PBV program-wide or HCV program-wide waiting list, an option particularly relevant for PHAs converting their entire portfolio under RAD.
- d. Informing applicants on a community-wide public housing waiting list how to transfer their application to one or more newly created site-based waiting lists.

For any applicants on the public housing waiting list that are likely to be ineligible for admission to a Covered Project converting to PBV because the household's TTP is likely to exceed the RAD gross rent, the PHA shall consider transferring such household, consistent with program requirements for administration of waiting lists, to the PHA's remaining public housing waiting list(s) or to another

---

<sup>18</sup> For PBV conversions that are not FHA-insured, a future HUD notice will describe project financial data that may be required to be submitted by a PBV owner for purposes of monitoring and evaluation, given that PBV projects do not submit annual financial statements to HUD/REAC.

voucher waiting list, in addition to transferring such household to the waiting list for the Covered Project.

To the extent any wait list relies on the date and time of application, the applicants shall have priority on the wait list(s) to which their application was transferred in accordance with the date and time of their application to the original waiting list.

If the PHA is transferring assistance to another neighborhood and, as a result of the transfer of the waiting list, the applicant would only be eligible for a unit in a location which is materially different from the location to which the applicant applied, the PHA must notify applicants on the waiting list of the transfer of assistance, and on how they can apply for residency at other sites.

If using a site-based waiting list, PHAs shall establish a waiting list in accordance with 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the Covered Project's initial waiting list. In all cases, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing communitywide waiting list given the number of applicants, PHA resources, and admissions requirements of the projects being converted under RAD. A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g., radio stations, posters, newspapers) within the marketing area; informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Any activities to contact applicants on the public housing waiting list must be conducted in accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and with the obligation to provide meaningful access for persons with limited English proficiency (LEP).<sup>19</sup> When using a site-based waiting list, PHAs should consider waiting list and transfer policies that expand opportunities for tenants seeking an emergency transfer under, or consistent with, the PHA's Emergency Transfer Plan. This includes allowing for easier moves between assisted properties.

To implement this provision, HUD is specifying alternative requirements for 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, the PHA shall administer its waiting list for the Covered Project in accordance with 24 CFR § 983.251(c). To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

A PHA must maintain any site-based waiting list in accordance with all applicable civil rights and fair housing laws and regulations.

**5.Mandatory Insurance Coverage.** The Covered Project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent

---

<sup>19</sup> For more information on serving persons with LEP, please see HUD's Final guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (72 FR 2732), published on January 22, 2007

insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed project property.

**6. Future Refinancing.** Project Owners must receive HUD approval for any refinancing or restructuring of secured debt during the HAP Contract term to ensure the financing is consistent with long-term preservation of the Covered Project. With respect to any financing contemplated at the time of conversion (including any permanent financing which is a conversion or take-out of construction financing), such consent may be evidenced through the RCC but HUD review of liens must be performed prior to execution.

**7. Administrative Fees for Public Housing Conversions During the Year of Conversion.** For the remainder of the Calendar Year in which the HAP Contract becomes effective (i.e., the “year of conversion”), RAD PBV projects will be funded with public housing funds. For example, if the project’s assistance converts effective July 1, 2015, the public housing ACC between the PHA and HUD will be amended to reflect the number of units under HAP Contract, but will be for zero dollars, and the RAD PBV HAP Contract will be funded with public housing money for July through December 2015. Since TBRA is not the source of funds, PHAs should not report leasing and expenses into VMS during this period, and PHAs will not receive section 8 administrative fee funding for converted units during this time.

PHAs operating an HCV program typically receive administrative fees for units under a HAP Contract, consistent with recent appropriation act references to “section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Work Responsibility Act of 1998” and 24 CFR § 982.152(b). During the year of conversion mentioned in the preceding paragraph, these provisions are waived. PHAs will not receive Section 8 administrative fees for PBV RAD units during the year of conversion.

After the year of conversion, the Section 8 ACC will be amended to include Section 8 funding that corresponds to the units covered by the Section 8 ACC. At that time, the regular Section 8 administrative fee funding provisions will apply.

**8. Choice-Mobility.** One of the key features of the PBV program is the mobility component, which provides that if the family has elected to terminate the assisted lease at any time after the first year of occupancy in accordance with program requirements, the PHA must offer the family the opportunity for continued tenant based rental assistance, in the form of either assistance under the voucher program or other comparable tenant-based rental assistance. If as a result of participation in RAD a significant percentage of the PHA’s HCV program becomes PBV assistance, it is possible for most or all of a PHA’s turnover vouchers to be used to assist those RAD PBV families who wish to exercise mobility. While HUD is committed to ensuring mobility remains a cornerstone of RAD policy, HUD recognizes that it remains important for the PHA to still be able to use tenant based vouchers to address the specific housing needs and priorities of the community.

Therefore, HUD is establishing the following alternative requirement for PHAs where, as a result of RAD, the total number of PBV units (including RAD PBV units) under HAP Contract administered by the PHA exceeds 20 percent of the PHA’s authorized units under its HCV ACC with HUD: The alternative mobility policy provides that an eligible voucher agency would not be required to provide more than three-quarters of its turnover vouchers in any single year to the residents of Covered



Projects. While a voucher agency is not required to establish a voucher inventory turnover cap, if such a cap is implemented, the voucher agency must create and maintain a waiting list in the order in which the requests from eligible households were received. In order to adopt this provision, this alternative mobility policy must be included in an eligible PHA's administrative plan. To effectuate this provision, HUD is providing an alternative requirement to Section 8(o)(13)(E) of the Act and 24 CFR § 983.261(c). Please note that this alternative requirement does not apply to PBVs entered into outside of the context of RAD. MTW agencies may not alter this requirement.

**9. Reserve for Replacement.** The Project Owner shall establish and maintain a replacement reserve in an interest-bearing account to aid in funding extraordinary maintenance and repair and replacement of capital items in accordance with applicable regulations. The reserve must be built up to and maintained at a level determined by HUD to be sufficient to meet projected requirements. For FHA transactions, Replacement Reserves shall be maintained in accordance with the FHA Regulatory Agreement. For all other transactions, Replacement Reserves shall be maintained in a bank account or similar instrument, as approved by HUD, where funds will be held by the Project Owner or mortgagee and may be drawn from the reserve account and used subject to HUD guidelines.

**10. Initial Certifications and Tenant Rent Calculations.** The Contract Administrator uses the family's public housing tenant rent (reflected on line 10f of the family's most recent HUD Form 50058) at the date of the conversion to calculate the PBV HAP and tenant rent until the effective date of the earlier of the family's first regular or interim recertification following the date of conversion. At the earlier of the family's first regular or interim recertification, the Contract Administrator will use the family's TTP based on the recertification and the HCV utility allowance (or the PBV site specific utility allowance, if applicable) to determine the PBV HAP and tenant rent.

This means that the family pays the same tenant rent as the family was paying under the public housing program until the earlier of first regular or interim reexamination following conversion, at which point the normally applicable PBV calculation for the tenant rent becomes effective. (Under the PBV program, the monthly HAP is the rent to owner minus the tenant rent, and the tenant rent is the family TTP minus the utility allowance.) To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same property as the Covered Project shall be subject to the terms of this provision. To effectuate this provision, HUD is waiving 24 CFR 5.601 and 983.3(c)(6)(iii).

## **I –Temporary Move Plans**

If a resident must be temporarily moved due to personal medical reasons, health and safety reasons (for example, due to necessary environmental abatement), and/or reasonable accommodation, the temporary move will be performed at no expense to the resident and the resident will have the right to return after the rehabilitation to their original unit. The resident will be offered a temporary unit at a development within the same PACT project. Specific temporary move plans will be finalized after a PACT partner is selected for each affected development. NYCHA will submit the RAD Fair Housing, Civil Rights, and Relocation Checklist to HUD as required by *the Notice* and will comply with the fair housing, civil rights and relocation requirements under the RAD program as stated in the RAD Fair Housing, Civil Rights, and Relocation Notice. Please see Attachment P beginning on page 236 for the full text of this RAD Fair Housing, Civil Rights, and Relocation Notice.

## **II – *Site Selection and Neighborhood Standards***

NYCHA's RAD conversions comply with all applicable site selection and neighborhood review standards as required by the Notice.

## **III – *Voluntary Compliance Agreement, Consent Order or Consent Decree***

NYCHA certifies that it is under a Voluntary Compliance Agreement, Monitor Agreement by and between NYCHA, HUD and the City of New York dated January 31, 2019, and assorted consent decrees. RAD conversion at the NYCHA developments listed on pages 116 – 155 will not have a negative impact on NYCHA's compliance with such existing Agreement or consent decrees.

**ATTACHMENT C**  
**CAPITAL IMPROVEMENTS**

NYCHA submitted the FY 2023 Plan to HUD on March 2, 2023. The Plan was approved by HUD in EPIC on March 23, 2023.

*Members of the public wishing to examine the Supporting Documents may do so, during regular business hours, by contacting NYCHA's central office, located at 90 Church Street, New York, New York, at (212) 306-3123 or by emailing [annualplancomments@nycha.nyc.gov](mailto:annualplancomments@nycha.nyc.gov) to schedule an appointment to review the documents.*

## **ATTACHMENT D**

### **HOUSING NEEDS**

[24 CFR Part 903.7(a)]

#### **1. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the “Overall” Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	962,265	5	5	4	1	3	4
Income >30% but <=50% of AMI	482,933	5	5	4	1	3	4
Income >50% but <80% of AMI	562,078	5	5	3	1	3	3
Elderly (62+)	918,898	5	5	4	4	2	3
Families with Disabilities	486,362	5	5	3	4	3	3
<b>Race/Ethnicity*</b>							
Hispanic	801,259	5	5	4	1	3	4
Black	683,200	5	5	4	1	3	4
White	1,210,752	5	5	4	1	3	4
Asian	390,571	5	5	4	1	3	4
Other	81,278	5	5	4	1	3	4

*\*Due to the effects of the pandemic on the 2020 ACS data collection, quality, and release, the Department of City Planning (DCP) used last year’s data (2015-2019) to estimate the population by race and ethnicity. As a result, the total households and demographic profile are identical to last year.*

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction (Indicate year: \_\_\_\_\_)
- American Housing Survey data (Indicate year: \_\_\_\_\_)
- Other housing market study (Indicate year: 2015 – 2019)
- Other sources: (list and indicate year of information)

*Data on the Housing Needs of Families in the Jurisdiction by Family Type was compiled by the Population Division of the New York City Department of City Planning utilizing data from: U.S. Census Bureau, 2015-2019 American Community Survey—Public Use Microdata Sample.*

## 2. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the PHA’s Waiting Lists – Public Housing (As of 9/13/23)</b>			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub jurisdiction:			
	# of Families	% of Total Families	Annual Turnover <sup>20</sup>
Waiting list total	251,229		2.3%%
Extremely low income <=30% AMI	206,992	82%	
Very low income (>30% but <=50% AMI)	36,656	15%	
Low income (>50% but <=80% AMI)	7,580	3%	
Income Not Reported	1	0%	
Families with children	96,768	39%	
Elderly families	52,878	21%	
Families with Disabilities <sup>21</sup>	40,764	16%	
<b>Race/Ethnicity</b>			
White	14,879	6%	
Black	44,130	18%	
Hispanic	109,532	44%	
Asian	21,406	9%	
Native American	2,202	1%	
Native Hawaiian	589	0%	
Other	58,491	23%	
<b>Characteristics by Bedroom Size</b>			
0 BR	116,708	46%	
1BR	38,763	15%	
2 BR	76,153	30%	
3 BR	15,720	6%	
4 BR	3,786	2%	
5+ BR	97	0%	
Data Not Available	2	0%	

<sup>20</sup> Figure represents turnover (move-outs from Public Housing) during 2022.

<sup>21</sup> “Disabled” indicates a person, regardless of age, who falls within the definition of “disability” contained in §233 of the Social Security Act.

**Housing Needs of Families on the PHA's Waiting Lists – Public Housing  
(As of 4/5/23)**

Is the waiting list closed (select one)?

No  Yes

If yes, how long as it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

**Housing Needs of Families on the PHA's Waiting Lists – Section 8 (As of 9/7/2023)**

Waiting list type: (select one)

Section 8 tenant-based assistance

Public Housing

Combined Section 8 and Public Housing

Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/sub-jurisdiction:

	<b># of Families</b>	<b>% of Total Families</b>	<b>Annual Turnover</b>
Waiting list total <sup>22</sup>	14,145		-0.66% (2022)
Extremely low income <=30% AMI	11,927	84.3%	
Very low income (>30% but <=50% AMI)	1,199	8.5%	
Low income (>50% but <=80% AMI)	372	2.6%	
Income Not Reported	647	4.6%	
Families with Children	4,943	34.9%	
Elderly Families	3,190	22.6%	
Families with Disabilities <sup>23</sup>	2,789	19.7%	
<b>Race/Ethnicity</b>			
White	1,360	9.6%	
Black	3,444	24.3%	
Hispanic	7,826	55.3%	
Asian	307	2.2%	
Native American	105	0.7%	
Native Hawaiian	19	0.1%	
Other	1,084	7.7%	
<b>Characteristics by Bedroom Size</b>			
0 BR	5,695	40.3%	
1 BR	3,762	26.6%	
2 BR	3,669	25.9%	
3 BR	781	5.5%	

<sup>22</sup> Waiting list total includes both *extremely low-income* (below 30 percent of Area Median Income) and *very low-income* (30 percent to 50 percent of Area Median Income) families.

<sup>23</sup> "Disabled" indicates a person, regardless of age, who falls within the definition of "disability" contained in §233 of the Social Security Act.

### Housing Needs of Families on the PHA's Waiting Lists – Section 8 (As of 9/7/2023)

4+BR	165	1.2%
5+BR	71	0.5%
Data Not Available	2	0.0%

Is the waiting list closed (select one)?

No  Yes

*NYCHA's Section 8 Waiting List was reopened on February 12, 2007 to applicants for a ninety-day period. It closed on May 14, 2007. The waiting list was partially opened in 2020 and 2022 to accept referrals for homeless referrals, participating FUP Youth whose assistance is expiring, Victim of Domestic Violence/Intimidated Witness - referred by prosecutorial or law enforcement agency, and Public Housing referrals.*

If yes, how long has it been closed (# of months)? 196 Months as of September 3, 2023

Does the PHA expect to reopen the list in the PHA Plan year?

No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?

No  Yes

### 3. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need:** Shortage of affordable housing for all eligible populations.

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:** (Select all that apply)

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required

- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

**Strategy 2. Increase the number of affordable housing units by:** (Select all that apply)

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**Need:** Specific Family Types: Families at or below 30% of median.

**Strategy 1. Target available assistance to families at or below 30% of AMI:** (Select all that apply)

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing

*While NYCHA does not plan to exceed the federal targeting requirements, about 85% of the families admitted to public housing during calendar year 2022 were households with incomes at or below 30% of area median income.*

- Exceed HUD federal targeting requirements for families at or below 30 percent of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need:** Specific Family Types: Families at or below 50% of median.

**Strategy 1. Target available assistance to families at or below 50% of AMI:** (Select all that apply)

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need:** Specific Family Types: The Elderly

**Strategy 1. Target available assistance to the elderly:** (Select all that apply)



- Seek designation of public housing for the elderly

*On July 30, 2021, HUD approved NYCHA's request to continue to extend the designation of the elderly-only developments and buildings for an additional two years through July 30, 2023. NYCHA submitted its request to renew the Designated Housing Plan on May 23, 2023.*

- Apply for special-purpose vouchers targeted to the elderly, should they become available  
 Other: (list below)

**Need:** Specific Family Types: Families with Disabilities.

**Strategy 1. Target available assistance to Families with Disabilities:** (Select all that apply)

- Seek designation of public housing for families with disabilities  
 Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing  
 Apply for special-purpose vouchers targeted to families with disabilities, should they become available  
 Affirmatively market to local non-profit agencies that assist families with disabilities  
 Other: (list below)

**Need:** Specific Family Types: Races or ethnicities with disproportionate housing needs.

**Strategy 1. Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:** (Select if applicable)

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs  
 Other: (list below)

**Strategy 2. Conduct activities to affirmatively further fair housing:** (Select all that apply)

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units  
 Market the section 8 program to owners outside of areas of poverty /minority concentrations  
 Other: Adoption of exception payment standards for high opportunity neighborhoods

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints  
 Staffing constraints  
 Limited availability of sites for assisted housing  
 Extent to which particular housing needs are met by other organizations in the community  
 Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- Influence of the housing market on PHA programs
  - Community priorities regarding housing assistance
  - Results of consultation with local or state government
  - Results of consultation with residents and the Resident Advisory Board
  - Results of consultation with advocacy groups
  - Other: (list below)
-

**ATTACHMENT E**  
**ADDITIONAL INFORMATION**

**1. STATEMENT OF PROGRESS IN MEETING MISSION AND GOALS – FY2020 to FY2024**

**Section A: Goals Related to NYCHA’s Monitoring Agreement**

On January 31, 2019, NYCHA and the City of New York signed an Agreement with HUD, which outlines specific deadlines and objective compliance standards for making significant improvements in several high-priority areas, including heat and elevator service, pests, lead-based paint, inspections, and mold. This section sets forth a summary of specific goals and deadlines enumerated in the Agreement, as well as related strategies and goals not specifically required by the Agreement but developed to improve resident quality of life. Where provided, the “progress” sections provide information about NYCHA’s compliance with or efforts towards meeting the relevant goals and deadlines. NYCHA has also established new departments and units – including a Compliance Department, an Environmental Health and Safety Department, and a Quality Assurance Unit – as part of the Agreement. The Agreement provides an opportunity for NYCHA to work with a Monitor appointed under the Agreement (referred to as “the Monitor” below) to make significant improvements that will benefit residents.

Many of these goals will be met through the Action Plans that were developed and have been approved by the Monitor, as required by the Agreement.

**Lead-Based Paint**

**Goal: Management of Lead-Based Paint Risks**

**Objective:** By September 30, 2019, NYCHA will train all 900-maintenance staff to conduct visual assessments to identify lead-based paint hazards.

- **Progress:** *As of August 31, 2023, 659 maintenance workers (57% of all maintenance workers) have been trained to conduct visual assessments to identify lead-based paint hazards. All visual assessments are performed by Healthy Homes Lead Hazard Control through vendors or trained in-house staff, not NYCHA maintenance workers. Pursuant to the Initial Lead Action Plan, NYCHA now conducts two visual assessments per year in child under 6 apartments and one visual assessment per year in non-child under 6 apartments with known or presumed lead-based paint.*

**Objective:** By 2020, NYCHA will use XRF technology to test over 134,000 apartments built before 1978. By the middle of 2019, as lead paint tests are completed, NYCHA will publish statistics on the progress of the testing initiative and its results.

<https://my.nycha.info/PublicSite/Transparency/XrfReport>

- **Progress:** *In April 2019, NYCHA kicked off an unprecedented effort to test approximately 134,000 apartments for the presence of lead-based paint using high-tech XRF analyzers. Testing began at Harlem River Houses on April 15, 2019.*

NYCHA published a dashboard online that reports the progress of the XRF testing, which is available at: <https://my.nycha.info/PublicSite/Transparency/XrfReport>.

As of September 12, 2023, 108,236 apartments were tested using XRF technology at the 1.0 mg/cm<sup>2</sup> standard. Due to a change in the City's standard, NYCHA is now retesting units at the new, lowered threshold of 0.5 mg/cm<sup>2</sup> and is prioritizing the testing of child under 6 units. NYCHA also suspended its testing of units at the old standard. As of September 12, 2023, NYCHA has attempted 56,949 units and completed testing in 53,383 units at the new standard.

**Objective:** By January 31, 2024, NYCHA will abate all lead-based paint at the Harlem River Houses and the Williamsburg Houses.

- **Progress:** Both Williamsburg Houses and Harlem River Houses are part of NYCHA's PACT Program, and the abatement requirements are being achieved through that program. Williamsburg Houses converted in December 2021 and abatement has been ongoing since January 2022. Harlem River Houses converted in February 2022. PACT partners for Harlem River Houses and Williamsburg Houses also began abatement via removal at the City's new standard of 0.5 mg/cm<sup>2</sup> in 2022. These are the Early Abatement Developments specified in the Agreement and abatement requires building-by-building relocation. Hundreds of units have been abated at both sites, and reporting on NYCHA's field monitoring efforts and the PACT partners' progress is included in the Lead Compliance Assurance Plan reports provided to the federal government.

**Objective:** By January 31, 2039, NYCHA will abate all lead-based paint in apartment units that contain lead-based paint, and interior common areas that contain lead-based paint in the same building as those units. NYCHA must also develop an action plan to abate exterior common areas that contain lead-based paint.

- **Progress:** NYCHA continues to develop strategies to meet this objective. Part of the strategy is the NYCHA XRF Initiative, which will test components in each apartment that requires abatement, allowing NYCHA to define the scope of work and produce reliable cost estimates associated with abating each of its properties. The Action Plan for the \$2.2 billion in City capital funds provided pursuant to the Agreement, which was approved by the Monitor in May 2021, allocates \$771.8 million to a lead abatement pipeline that, combined with other funding sources, will be utilized to advance abatement across the portfolio. The Action Plan also allocated more than \$450 million to comprehensively renovate two sites with pervasive mold conditions and units with several positive lead-based paint components. Finally, since December 2021 NYCHA also won two competitive grants from HUD – (i) a grant to abate lead-based paint at Red Hook Houses in the amount of \$5 million, and (ii) a grant to abate lead-based paint in units with a child under six years old in the amount of \$7.25 million. Abatement is also performed in vacant units upon move-out and is included in the scope of work for all PACT projects.

In the last year, NYCHA has procured a program management firm that will run point on abating units using the two HUD grants and the \$771.8 million in City Capital funds. The first phase of the program includes the expedited abatement of occupied child under 6 units that

test positive at the City's new standard of 0.5 mg/cm<sup>2</sup> – the abatements will also be inclusive of positive components at the federal standard of 1.0 mg/cm<sup>2</sup>. As of September 12, 2023, 2,044 units have been abated as part of the first phase across 66 developments in Bronx, Brooklyn, Manhattan and Queens. The second phase of the program will focus on re-testing those units that have not already been tested at the City's new standard of 0.5 mg/cm<sup>2</sup>. Also included in the second phase will be units that previously tested positive under the federal standard of 1.0 mg/cm<sup>2</sup>; while these units are included because they previously tested positive at the federal standard, all units will be re-tested prior to the abatement to the City's new standard of 0.5 mg/cm<sup>2</sup> to ensure all lead-based paint components that test positive above the City's standard are abated. It is important to recognize that subsequent lead-based testing and abatement is also driven by vacant unit turnover and newly identified child under 6 units and there may be, consequently, units that overlap with the first or second phase. Units that require abatement that are identified during vacant unit turnover will not require relocation. Since the City's new standard went into effect in December 2021, more than 2,400 lead-based paint abatements have been completed, with passing dust wipe clearance, as part of the vacant unit turnover process.

## **Heat**

### **Goal: Improving the Provision of Heat**

**Objective:** NYCHA will comply with N.Y.C. Admin. Code § 27-209(a), which requires NYCHA to maintain the following temperatures in apartments during the heating season (October 1 through May 31):

- a) between the hours of 6:00 a.m. and 10:00 p.m., a temperature of at least 68 degrees Fahrenheit whenever the outside temperature falls below 55 degrees; and
- b) between the hours of 10:00 p.m. and 6:00 a.m., a temperature of at least 62 degrees Fahrenheit.

- **Progress:** As required, NYCHA continues to work towards compliance with N.Y.C Admin. Code § 27-209(a).

**Objective:** By and after October 1, 2024, NYCHA will ensure that, during any given heating season:

- a) no more than 15% of occupied apartments, as measured according to procedures established in an Action Plan which may include a reliable sampling method, will have an occasion in which the temperatures fall below the legal limits, and
- b) the temperature will not fall below the legal limits on more than three separate occasions in a given unit.

- **Progress:** NYCHA continues to work with the Monitor, HUD, and the Southern District of New York (SDNY) to analyze existing work order data and to develop a reliable sampling method. NYCHA will continue to work on reports that will show (i) which units have recurring complaints of “no heat” and (ii) which units have temperature readings below the legal limit, which have been taken either via sensors or when employees are in a unit responding to a complaint.

**Objective:** By December 31, 2020, NYCHA will install electronic temperature monitoring to provide the Authority with a comprehensive understanding of heating conditions in 44 developments, which will include electronic temperature monitoring in no fewer than 30% of NYCHA apartments in these

developments. A schedule will be established in an Action Plan with deadlines for NYCHA to install such monitoring systems in the remainder of its developments.

- **Progress:** NYCHA has met and surpassed this goal. 53 developments were online with temperature monitoring systems as of October, 2022. NYCHA has an additional 10 developments in construction. NYCHA has procured 4 Energy Service Companies (ESCO) for the next set of EPCs to install temperature sensors and task orders have been issued for 29 developments. HUD has approved a new Energy Performance Contract (EPC) for 3 developments in January 2023 that will include apartment monitoring devices.

### **Goal: Improved Response to Heating Failure**

**Objective:** By October 1, 2019, NYCHA will establish an Action Plan that identifies, for each development, how NYCHA will respond to heating outages, taking into account resident populations, historical data about prior outages, the availability of on-site and remote maintenance personnel, and response times. The plan will include provisions for alternative heated community spaces for heating outages that are expected to last for a substantial duration. The plan will also address NYCHA's policies for closing out work orders when the resident is not available at home or otherwise does not provide access to his or her apartment to resolve a heating outage. The plan will be made available to the residents and posted online.

- **Progress:** The Individual Development Action Plans were reviewed and are being updated with the most current information. Once the update is completed, the Plans will be accessible to all stakeholders via the following link: <https://my.nycha.info/DevPortal/>. The Monitor also transmitted an Action Plan for heat, which is fully accessible to all stakeholders via the following link: <https://www1.nyc.gov/assets/nycha/downloads/pdf/Heating-Action-Plan-12.4.19.pdf>

**Objective:** Starting with the heating season beginning October 1, 2019, NYCHA will:

- a) Restore heat to units affected by a heating shortage within an average of 12 hours.
- b) During the heating season, for 85% of heating shortfalls, NYCHA will restore heat to affected units within 24 hours, and in no event more than 48 hours. NYCHA may restore heat through the use of temporary replacement heating systems that comply with the N.Y.C. Admin. Code.
- c) In any event in which heat is unable to be restored to a particular unit within 12 hours, appropriate NYCHA personnel distinct from the NYCHA personnel responsible for the heat restoration, as identified in an Action Plan, will undertake an investigation to determine the root cause(s) of such initial failure of the heating system and the failure to achieve the restoration of service within the timeframe, identify corrections to prevent or lessen the recurrence of such failures, and track the implementation of such corrective actions. Such information will be retained in a central repository to which all applicable maintenance staff and management have access.

- **Progress:** In the 2022-2023 heat season as of May 31, 2023, NYCHA resolved its heat outages on average in 7.5 hours. 99% of outages (577 out of 583) were resolved within 24 hours. NYCHA continues to utilize the Heating Management Services Department (HMSD) 24x7 heat desk operation, where HMSD staff track work orders and use technology to identify triggers for potential service disruptions and quickly deploy staff. In addition, as of January 2<sup>nd</sup>, 2021, NYCHA assigned 16 additional Plumbing Teams dedicated to heating plumbing related repairs.

Moreover, during extreme cold days, NYCHA activates a “Situation Room” to coordinate the response for interruptions and mobilization of resources in real time, and the constant monitoring of outage data to identify issues proactively. NYCHA also reviews the causes of outages to identify system components that may require extensive repair and or replacement. We then use this data to develop an operational investment strategy where we use operating dollars to make the identified repairs.

### **Goal: Other Heating Obligations**

**Objective:** In addition to meeting the goals above, NYCHA will perform the following tasks:

- By March 31, 2019, NYCHA will create a 24/7 Heat Desk that will monitor heating metrics and dispatch staff to correct deficiencies during the heating season.
- **Progress:** NYCHA established a 24/7 Heat Desk on January 14, 2019.

**Objective:** In addition to meeting the goals above, NYCHA will perform the following tasks:

- NYCHA will replace or address approximately 500 boilers by 2026
  - 297 boilers will be replaced by December 31, 2026 through NYCHA’s Capital Plan.
  - **Progress:** Since the HUD Agreement was signed in 2019, NYCHA has turned over 84 new boilers at 22 developments. At another 57 developments, NYCHA has ongoing, active projects to replace another 229 boilers by the end of 2026, totaling 313 boilers. These projects are funded through a range of sources including City capital dollars (including funds allocated pursuant to the City Capital Action Plan), State capital dollars, Sandy Recovery and Resilience funding, and federal capital funds, among others.
  - In addition, NYCHA has addressed 263 boilers through the Permanent Affordability Commitment Together (PACT) housing preservation initiatives.

### **Mold**

#### **Goal: Decreasing Mold Incidence and Recurrence**

**Objective:** By January 31, 2024:

- a) For 85% of verified mold complaints, there will not be a second verified mold complaint in the same unit or the same common area room or hallway within a 12-month period.
  - **Progress:** As of September 2023, 86% of units and common area complaints did not have a second verified complaint.

*To address performance parameters related to reducing mold recurrence and limiting the square footage of new mold complaints, NYCHA continues to train staff in the Mold Busters process for mold inspections, remediation, and related repairs. Training progress is captured in the section below. NYCHA is currently working to revise the Mold/Mildew Control in the NYCHA Residential Buildings Standard Procedure, which was last updated in February 2020. NYCHA aims to publish the revised Mold SP by the beginning of 2024. Notable planned updates to the Mold Standard Procedure reflect new and already implemented IT enhancements. The updates include but are not*

*limited to enhancing the drop down of mold-related root causes available to NYCHA inspectors when creating remediation and repair work orders for mold<sup>24</sup>, addition of the craft of Maintenance Workers to the list of titles able to perform mold, revising the roles and responsibilities section to incorporate the Neighborhood Model, and updating the selection of approved materials for mold cleaning, encapsulation, and mold resistant paint.*

b) No more than 15% of verified mold complaints will be for mold covering 10 or more square feet in a unit or common area that is visible from within such unit or common area, unless NYCHA can document to the satisfaction of the Monitor that after having been advised by NYCHA to report incidences of mold, the resident did not report the incidence of mold until after the mold had reached this extent.

- **Progress:** *As of September 2023, 84% of verified mold complaints in units and 69% of mold complaints in common areas covered more than ten square feet.*

c) Mold will not appear more than three times in a year in any single unit.

- **Progress:** *As of September 2023, there were 54 units where mold appeared more than three times in the past year.*

#### **Goal: Remediation of Mold and Moisture**

**Objective:** By January 31, 2021:

a) For 95% of instances in which a resident reports a mold complaint that is subsequently verified or NYCHA identifies mold in a unit, consistent with the NYCHA Standard Procedure SP 040:14:1, *Mold/Mildew Control in NYCHA Residential Buildings*, December 19, 2018 (revised February 26, 2020), within five business days of the resident reporting or NYCHA identifying mold in the unit, NYCHA will prepare and provide a written plan for addressing the root cause to the resident. NYCHA may meet this standard by mailing a copy of the written plan to the resident via U.S. or electronic mail within the five-day period.

- **Progress:** *As of September 2023, (cumulative), NYCHA printed the written plan within five business days for 68% of verified mold complaints.*

*To improve performance related to this metric, OMAR has launched two major initiatives. Since September 2022, NYCHA has been in the process of adding Maintenance Workers to the list of titles who can conduct mold inspections to reduce the open mold inspection backlog and time to inspect.<sup>25</sup> The initial roll-out of this project was completed in June 2023 when at least one Maintenance Worker at each consolidation was trained. Since then, because of employee attrition, OMAR encourages consolidations to register additional Maintenance Workers for training to ensure that at least one Maintenance Worker per consolidation is trained in the Mold*

---

<sup>24</sup> This change was implemented in iWM App and Maximo in December 2021.

<sup>25</sup> OMAR ran the Maintenance Worker mold inspection pilot from September 2021 through May 2022 and kicked off its agency wide launch in September 2022.



*Busters process. In total, 241 Maintenance Workers were trained, and untrained Maintenance Workers may reach out to OMAR for training.*

*Second, as part of the OMAR Mold Inspection Initiative, OMAR deployed a team of inspectors to assist NYCHA Operations with addressing mold inspection work orders. The priority is given to the current EOP sites and other NYCHA consolidations with the high mold inspection backlog. As of September 6, 2023, OMAR staff completed 2,277 mold inspections - including initial inspections, mold QA inspections, and re-inspections across 30 consolidations.*

- b) For 95% of instances in which a resident reports a mold complaint that is subsequently verified or NYCHA identifies mold in a unit, consistent with the NYCHA Standard Procedure SP 040:14:1, *Mold/Mildew Control in NYCHA Residential Buildings*, December 19, 2018 (revised February 26, 2020), within four calendar days of the resident reporting or NYCHA identifying mold in the unit, NYCHA will schedule the initial mold inspection. In addition, NYCHA must remediate mold and its underlying root cause (i) within 7 days, for repairs that can be performed by a Maintenance Worker or Caretaker, or (ii) within 15 days, for repairs that must be performed by skilled trades workers or other specialized staff in one or more visits.
- **Progress:** *As of September 2023 (cumulative), 30% of simple mold repairs were completed within seven days, and 7% of complex repairs were completed within 15 days.*

*To improve performance related to this metric, NYCHA introduced numerous targeted initiatives in 2022 – 2023 as per below:*

***The Mold and Leak Performance Scorecard and Dashboard*** was launched in May 2022 in partnership with the Baez Independent Data Analyst. The Scorecard is a tracking tool that ranks each NYCHA consolidation on its mold and leak work order performance. The Scorecard tracks 11 key mold and leak metrics correlating to the compliance requirements outlined in the Baez and HUD agreements. The Scorecard builds visibility across multiple NYCHA owners and stakeholders, allows NYCHA to pinpoint where consolidations are trending negatively, and deploy targeted initiatives to improve the compliance – e.g. EOP, specialized in-house crash teams to address mold inspections, mold cleaning and vent cleaning, vendor mobilization to address open Tub Enclosure work orders, and in-person outreach events to increase awareness of OMAR’s Mold Response Unit (MRU) and Ombudsperson Call Center (OCC).

***The Enhanced Oversight Program (EOP)*** was launched in June 2022 and is ongoing. The EOP was designed to help identify and remove roadblocks to mold and leak compliance, and, where necessary, direct additional resources to ensure that mold and leak work orders are dealt with as quickly as possible.

- ***EOP Round I (July – September 2022):*** *Red Hook West (BK), Sumner (BK), Unity Plaza (BK), St. Mary’s Park (BX), Wilson (MN), Astoria (Q/SI). All six Round I EOP sites improved in terms of rank and weighted average score. Key trends across all sites showed a decrease in the median days to inspect, a decrease in the percentage of skilled trade work orders over 100 days, and an*

increase in the percentage of Mold Busters 2.0 QA inspections that are 45-day compliant.

- **EOP Round II (October 2022 – January 2023):** O’Dwyer Gardens (BK), Red Hook East (BK), Jefferson (MN), Queensbridge North (Q/SI). Three of the four EOP Round II sites improved in terms of rank and weighted average score except for Red Hook East. Because Red Hook East was not able to demonstrate substantial progress, the EOP at this site was extended to Round III.
- **EOP Round III (February – May 2023):** Bushwick (BK), Park Rock Consolidation (BK), Red Hook East (BK), East River (MN). Three of the four EOP Round III sites improved in terms of rank and weighted average score except for Bushwick. Because Bushwick was not able to demonstrate substantial progress, the EOP at this site was extended to Round IV.
- **EOP Round IV (June – September 2023):** Marcy (BK), Albany (BK), Breukelen (BK), and Bushwick (BK). Each of these sites demonstrated improvement in terms of rank and weighted average score. Key trends across all sites include a decrease in median days to inspect, a decrease in the percentage of skilled trade work orders over 100 days, an increase in the percentage of Mold Busters 2.0 QA inspections that are 45-day compliant, an increase in the percentage of open work orders with a scheduled date in the future, and the percentage of OCC tickets solved or pending resolution.
- **EOP Round V (September – December 2023):** Castle Hill (BX), De Hostos Apartments (MN), and Red Hook West (BK). This initiative is currently ongoing.

**Operation Mold Clean Up (OMC)** was launched in May 2022 and is ongoing. OMC is an effort by NYCHA Operations to prioritize and reduce the backlog of open Caretaker X and Painter mold removal work orders and outstanding mold resistant paint work orders. NYCHA began Phase 4 of this initiative in April 2023. By September 11, 2023, NYCHA completed 89% (or 23,578 out of 26,557) work orders identified for closure as part of this initiative.

**The Mold Cleaning Initiative (MCI)** was launched in May 2022 and is ongoing. To execute MCI, OMAR deployed a group of seasonal employees to assist NYCHA development staff in addressing their mold cleaning backlog. This program includes mold cleaning work orders assigned to Caretaker X staff and Painters. By September 6, 2023, OMAR staff visited 43 consolidations and addressed 3,114 mold cleaning work orders.

In addition, in January 2023, OMAR formed an in-house team to assist NYCHA Operations with addressing mold-resistant paint work orders. By September 6, 2023, OMAR painters resolved 436 mold-resistant paint work orders across 15 consolidations. This MR Paint initiative is currently ongoing.

**The Building Line Initiative (BLI)** was launched in June 2022 at Red Hook East and was completed on January 18, 2023. The BLI is a comprehensive plumbing and renovation project that aims to address mold and leaks by targeting their underlying root cause(s) and developing a full scope of work for the affected apartment line to complete the necessary repairs. As part of BLI, NYCHA worked to finish plumbing

renovations impacting six apartments and relocated residents back to their units. The Performance Tracking and Analytics Department (PTAD) is currently working on an analysis to determine the impact of the BLI project on the building line of Red Hook East. In January 2023, NYCHA launched its second BLI at Tompkins Houses. The BLI at Tompkins impacts 15 apartments and includes mold remediation, kitchen renovations, bathroom renovations (as needed), plumbing upgrades, and electrical upgrades. NYCHA's Applications and Tenancy Administration Department identified relocation units for impacted residents at Tompkins, and as of July 31, 2023, nine of 15 residents have completed walk-throughs of the relocation units and accepted them. OMAR is developing the scope of work for the Tompkins BLI. The completion date of the Tompkins BLI project will be determined once the relocation process has concluded.

**Operation Dry Out** was launched by NYCHA in April 2023. Its purpose is to address the backlog of open tub enclosure and plumbing work orders for mold and leak repairs. The authority-wide effort tackles select plumbing and tub enclosure work orders that are 250+ days old. NYCHA has identified 6,169 plumbing and 3,477 tub enclosure work orders for this initiative that will likely cause damage to building materials, penetrate multiple units, or lead to mold growth. As of September 11, 2023, Operation Dry Out closed 54.2% of its identified work orders; 46.2% (1,607 out of 3,477) of its tub enclosure replacement work orders were closed, and 58.7% (3,619 out of 6,169) of its plumbing work orders. NYCHA plans to complete Operation Dry Out by December 2023 by utilizing the following strategies: work order pre-screening and verification, mobilization of local skilled trades team through blitzes and strategic overtime, and tub enclosure contracts (vendor) to assist consolidations with the highest need.

- c) For 95% of reports to NYCHA of floods, leaks from above, and other conditions that cause sustained or recurrent moisture to flow into a resident's unit or the walls of the unit, NYCHA will abate the condition within 24 hours of a report of the condition to NYCHA, and NYCHA will remove any standing water that resulted from such condition within 48 hours of the report.

- **Progress:** As of September 2023 (cumulative), 67% of leaks and flooding conditions were abated within 24 hours.

As part of the Leak Standard Procedure Pilot 2.0, NYCHA has introduced two mandatory inspection questions to leak work orders to better evaluate and report conditions in the unit: (1) "Is there flooding condition?" and (2) "Is there standing water".<sup>26</sup> The pilot introduced a standardized comprehensive leak inspection and repair process to help NYCHA trace the source of the leaks, investigate, and document the root cause(s) of conditions, and ensure that the repair work is created for all impacted units. NYCHA is currently monitoring the progress of the pilot and periodically makes operational and procedural adjustments to the process. NYCHA estimates to begin rolling out Leak Standard Procedure by the beginning of 2024.

---

<sup>26</sup> The Leak SP Pilot 2.0 was launched in December 2021 at the following locations (Brooklyn): Brevoort Houses, Low Houses, Roosevelt I and II.

**Objective:** By the end of 2019, train 2,900 staff to improve mold inspections and to investigate building-level systems that contribute to mold.

**Progress:**

- NYCHA’s Mold Busters training includes customized hands-on training to ensure NYCHA staff have the tools for the effective and efficient identification and remediation of mold’s root causes. Continuous training of existing and future staff in the Mold Busters process ensures knowledge continuity so that NYCHA continues to address mold’s root causes during remediation efforts.

NYCHA closed the initial Mold Busters training program in December 2019 after training 2,870 (99%) of the 2,900 staff. Mold Busters training was put on hold due to COVID-19, until the vendor, Environmental Education Associates (EAA), could implement partially virtual training. Due to attrition rates and other hiring at the Authority, the Mold Busters training was restarted in 2020 for newly hired staff. The training resumed in September 2020, and as of August 1, 2023, 5,654 (72.5%) of 7,803 additional employees have received one or more of the following trainings:

- Mold: Inspection course
- Mold: Building Science - Inspector course
- Mold: Building Science - Maintenance Workers course
- Mold: Remediation Methods course
- Mold Refresher Training course

The Mold Busters training is given to all new eligible NYCHA staff<sup>27</sup> as well as anyone flagged by NYCHA’s Compliance Department to be retrained. The training represents a mix of online and in-person learning. NYCHA also offers Mold Busters Refresher training. This training is for staff for whom two years have passed since their initial training. Refresher training consists of four-hour virtual inspection course and four-hour in-person remediation course.

**Mold Busters Training Overview**

<b>Mold Courses</b>	<b>Employees Trained 9/2020 to 8/1/2023</b>	<b>Employees Pending Training as of 8/1/2023</b>
Remediation Methods	1,185	115
Inspection	230	28
Building Science – Inspector	225	39
Building Science - Maintenance Workers	517	169
Mold Refresher Inspector	516	204
Mold Remediation Refresher	2,981	1,594
<b>Total</b>	<b>5,654</b>	<b>2,149</b>

<sup>27</sup> This includes newly hired or promoted staff.

**Objective:** Improve communication and notification to tenants regarding mold starting in 2019.

- **Progress:** *In 2020, NYCHA launched and completed its Mold Busters Resident informational campaign and completed its roll-out of the Ombudsperson Call Center (OCC). Both these initiatives were aimed at improving communication and notification to tenants regarding mold issues.*

*The Mold Busters Resident informational campaign included the development of targeted outreach and collateral materials including short videos and window clings that were shared with locations without mechanical ventilation.*

*Since the OCC's roll-out, NYCHA's MRU has supported the OCC by using various engagement platforms to raise awareness of the OCC to NYCHA residents and by facilitating the resolution of resident mold and leak complaints made to the OCC. MRU manages everything from simple missed appointment complaints to complex complaints requiring substantial repair activity, multiple appointments, or relocation.*

*MRU and NYCHA Operations, along with the support of the independent, court-appointed OCC, has assisted over 17,500 NYCHA residents with mold or leak related complaints and monitored the completion of 90,000 work orders as of August 2023. MRU proactively works to ensure that all OCC complaints are resolved to the resident's satisfaction.*

*As part of MRU's outreach efforts to bring awareness of the OCC and MRU to residents, MRU attended 28 NYCHA Resident Association's Family Days. Here, MRU staff engaged with NYCHA stakeholders and residents about mold or leak issues in their apartments; the MRU distributes NYCHA's Mold Booklet which contains information on how to identify and steps to take to prevent mold. The OCC's updated informational flyer which now includes leaks is also distributed. The MRU engaged over 120 residents and stakeholders and distributed over 1,150 Mold Booklets and OCC information flyers.*

**Objective:** Continue and accelerate roof repairs:

- a) By 2019, replace 96 additional roofs, benefitting 24,000 residents.

- **Progress:** *As of September 2023, 357 roofs have been replaced. 58 additional roof replacements will be completed by December 31, 2023.*

## **Elevators**

**Goal: Improving Elevator Service**

**Objective:** By January 31, 2022:

- a) 70% of buildings containing more than one elevator will have no more than one instance per year where all elevators are out of service (whether planned or unplanned) at the same time, and no such building will have more than three instances in a year.
- b) 70% of elevators in all buildings will have an unplanned outage no more than eight times per year, and no elevator will have unplanned outages more than 15 times a year.

- **Progress:** NYCHA has substantially completed a metrics dashboard which is undergoing additional enhancements for more accurate reporting. ESRD continues to invest in air conditioners, as well as upgrade to water resistant door operators and currently utilizing dashboard data in reassigning staff to focus on preventive maintenance to reduce outages. As of September 2023, 115 Water Resistant Operators have been installed so far.

### **Goal: Improved Response to Disruptions in Service**

**Objective:** For the first year after January 31, 2019, NYCHA will reduce the duration of service outages by 10%, and 75% of no-service conditions will be resolved within 18 hours of the time NYCHA learns of them. The response rate will improve each year thereafter as determined by the Monitor and HUD based on the data NYCHA provides to the Monitor and HUD and the steps NYCHA has taken in executing its Action Plans.

- **Progress:** As mentioned above, NYCHA has substantially completed its Elevator Dashboards. For the period of September 2022 to September 2023, NYCHA reduced the duration of outages by 27% from 11 hours to 8 hours. For the same period, there were 14,314 no service conditions and 98.3% (14,070) were resolved within 18 hours.
- In addition to hiring additional staff to reduce the duration of service outages, ESRD is exploring Electric Voltage Regulators (EVR) to increase voltage at select developments during summer months. This equipment will help prevent no service conditions in senior buildings as when the local utility company lowers voltage. As of September 2023, 3 units have been installed. In addition, the Elevator Department has asked NYCHA's Capital Projects to include EVRs on all future modernizations. ESRD is also exploring shift changes as we fill all the vacancies to increase response times and allow more preventive maintenance after normal business hours.

### **Goal: Improved Outage Identification and Notice**

**Objective:** By July 31, 2019, NYCHA will institute and maintain a system that identifies every elevator outage and the start and end times of such outages identified by remote monitoring systems, work-order records, or any additional sources of outage information, and make that system accessible and available to all NYCHA personnel responsible for elevators and to other relevant personnel, including all development managers and the General Manager.

- **Progress:** NYCHA met this obligation on a timely basis using its Maximo asset management software and a set of data reporting tools that have been built over time.

**Objective:** By July 31, 2019, NYCHA will establish a system to provide residents of buildings affected by a planned outage 24-hours advance notice, and to provide residents of buildings affected by an unplanned outage notice within two hours of NYCHA learning of the outage. Such notice will include instructions regarding what assistance NYCHA has available for individuals with mobility impairments during the outage. Notice will occur by robocall and via postings within the affected building and on NYCHA's website.

- **Progress:** NYCHA has enhanced its communications with residents regarding elevator outages. Residents affected by an unplanned outage are notified within two hours of the time

*NYCHA learns of the outage. Simultaneously, starting in November 2020, residents who may be affected by a planned outage are given at least 24 hours' notice of that outage through building flyers and notification of resident leaders. Robocalls are made to affected residents the morning of the planned outage and again once service is restored.*

### **Goal: Other Obligations to Improve Elevator Service**

**Objective:** NYCHA will replace or address at least 425 elevators by 2024:

1. 275 elevators will be replaced by December 31, 2024, through NYCHA's capital plan.
2. NYCHA will transfer 150 additional elevators to third-party management through the PACT Section 8 conversion program by December 31, 2024. The developer selected through PACT will replace elevators as needed in buildings under its purview.

- **Progress:** *As of September 2023, construction has been completed at 28 elevators across twenty-three developments. Three elevators are currently in design or procurement, and 270 in construction. Through NYCHA's capital plan, 275 elevators are targeted to be replaced by the end of 2024.*

### **Pests**

#### **Goal: Pest Population Reduction**

**Objective:** By January 31, 2022, NYCHA will achieve a 50% reduction of its rat population across its portfolio, a 40% reduction in its mice population across its portfolio, and a 40% reduction in its roach population across its portfolio. By that time, NYCHA will also achieve a percentage reduction in its bedbug population across its portfolio, to be determined by the Monitor.

- **Progress:** *In early 2020, NYCHA began surveying randomly selected apartments for their level of pest infestation. This program is called the NYCHA Pest Infestation Index (NPII). Inspections were suspended due to COVID-19 and the Monitor, NYCHA, and HUD worked to confirm how work order data, combined with inspection results, could be utilized to set an accurate pest baseline. Another set of 2,000 inspections were re-started as part of the NPII Program in February 2022 and were completed in April 2022. NYCHA and the Monitor began to implement an alternate method to measure the level of pest infestation that would combine publishing resident complaint data with a footnote of the margin of error that would be determined by inspecting 900 apartments that had not put in a complaint in the last 12 months. These inspections started in June 2023 and will be spread out over the following 12 months.*

#### **Goal: Improved Response to Resident Complaints**

**Objective:** By January 31, 2021, NYCHA will:

- a) Respond to 75% of all rat complaints within two business days, and to all rat complaints within five days;
- **Progress:** *As of August 2023, 57% of rat complaints were responded to within two business days and 68% within 5 calendar days.*

- b) Respond to 75% of all other pest complaints within seven days, and to all other pest complaints within 10 days;
- **Progress:** *As of August 2023, 22% of mice, roach and bedbug pest complaints were responded to within seven days and 37% were responded to within 10 calendar days.*
- c) Apply effective pest control methods (in compliance with applicable law, including the Federal Insecticide, Fungicide, and Rodenticide Act, 7 U.S.C. § 136 *et seq.*), to address any verified complaints within seven days; and
- **Progress:** *NYCHA developed a dashboard to track progress toward the above metrics. This dashboard was substantially completed in April 2021. As of August 2023, 94% of work orders were done within 7 days from the time an exterminator confirms the infestation to treatment. NYCHA exterminators also have begun plugging holes, using HEPA vacuums to vacuum up roach residuals, sealing cracks and educating residents with fliers about how to keep their homes pest free. By adding these additional duties, exterminators will get to the root cause of an infestation and fix that, which will reduce repeat infestations in the future.*
- d) Provide expedited response and application of pest control methods in cases where NYCHA is aware that a resident of the unit has asthma or another condition generally recognized as being caused or exacerbated by exposure to pest infestations (for example, other respiratory illness, immune deficiency/suppression, and/or effects of certain medical treatments). In an Action Plan, NYCHA and the Monitor will establish a procedure for informing residents of a process through which residents may notify NYCHA if anyone residing in a unit has such a health condition.
- **Progress:** *In August 2020, NYCHA launched an enhancement to expedite pest appointments for households that are “pest sensitive” as evidenced by a member of that household having asthma, or another health condition generally recognized as being caused or exacerbated by exposure to pest infestations. If a household has had a DOHMH asthma violation since 2013, reports using a life sustaining device on their annual review, they have a reasonable accommodation because of a respiratory issue, or they mention an issue to the Customer Contact Center (CCC) representative when creating a pest work order, their pest complaint will be scheduled one priority point quicker on the priority matrix mentioned previously than if they did not have these conditions.*

### **Goal: Targeted Relief for Infestations**

**Objective:** By July 31, 2019, NYCHA will, for any unit that has more than one pest infestation complaint verified by NYCHA staff within 12 months, (a) cause a professional using integrated pest management (IPM) techniques to evaluate the unit and its immediately adjacent units and common areas within 30 days to identify any circumstances specific to that unit that may have contributed to such



recurrence (including, but not limited to, unaddressed leaks, proximately located trash, or holes in walls), and (b) address, consistent with IPM principles, any such circumstances within the following 30 days.

- **Progress:** *This program was completed in December 2020. NYCHA identified 7,408 primary impacted units (PIU) subject to the targeted pest relief requirement above. NYCHA determined that separating the PIUs into two categories to prioritize the work was the most effective way to treat units with a recurring pest issue. NYCHA split the PIUs as follows: 2,645 units with open work orders for pest relief (the “First Priority PIUs”); and 4,763 units with closed pest relief work orders (the “Second Priority PIUs”). NYCHA completed inspections and treatments of the First Priority PIUs in January 2020. Inspections and treatments of the Second Priority PIUs were suspended due to COVID-19, but the program re-started in September 2020. NYCHA also completed inspections and treatments of units adjacent to these primary units, if necessary, based on the level of infestation in a primary unit, by the end of 2020. In 2021, NYCHA implemented a protocol that if an exterminator treated a high roach infestation, a medium or high mouse infestation or any level of rat or bedbug infestation work orders would be created for apartments above, below, and side to side, to schedule, inspect and treat if needed.*

#### **Goal: Implementation of IPM Practices**

**Objective:** By January 31, 2020, NYCHA will incorporate industry-standard IPM practices, including Northeastern IPM Center (NortheastIPM.org and StopPests.org), Integrated Pest Management – A Guide for Affordable Housing, using the current edition at the time of the pest complaint, as developed under an interagency agreement between HUD and the U.S. Department of Agriculture for their Delivery of IPM Training to PHAs project; and current editions of other professional IPM resources as the Monitor may approve, into building operations in all NYCHA properties.

- **Progress:** *In January 2021, NYCHA launched a new Integrated Pest Management standard procedure across the portfolio that sets new standards for pest management. It was updated on September 19, 2022 with additional protocols dealing with vacuuming, adjacent apartments, and supplies.*

**Objective:** By January 31, 2020, NYCHA will send staff appropriately trained on IPM to respond to any pest complaint.

- **Progress:** *IPM training is ongoing. NYCHA held IPM training the fall of 2022 and held more sessions in April 2023. In addition to formal classroom training, Pest Control supervisors shadow two staff members a week for one-on-one training. Special trainings were also held on Gentrol and snap traps. NYCHA will hold a grounds training, move out and bedbug training in the next six months.*

#### **Goal: Daily Inspections and Trash Collection**

**Objective:** By July 31, 2019, NYCHA will, no less than once every 24 hours, inspect the grounds and common areas of each building for cleaning and maintenance needs, including pests and trash, and correct such conditions. In particular, NYCHA will ensure that trash on the grounds or common areas

of each NYCHA building is collected and either removed from the premises or stored in a manner that prevents access by pests at least once every 24 hours.

- **Progress:** NYCHA policy mandates that waste, including trash and litter found through inspection, be collected by Caretakers at least once per day or every 24-hours.
  - **NYCHA has successfully expanded a Garbage Truck Pilot in Brooklyn.** In addition to purchasing two 6-yard rear-loading garbage trucks in 2021 to supplement DSNY collections with Waste Department collections, a 25 yard which is the same model which DSNY uses, was rolled out for use at eight consolidations (listed below) encompassing twenty-eight developments with over 12,000 residents on non-DSNY collections days resulting in these developments having the benefit of curbside garbage collection either 5 days or six days a week.
    - Unity Plaza
    - Park Rock Consolidated
    - Reid Apartments
    - Garvey
    - Ocean Hill
    - Low Houses
    - O'Dwyer Gardens
    - Kingsborough

*The program has been instrumental in ensuring that since October 2021 nearly 3,000 tons were collected more frequently resulting in much cleaner conditions on the grounds, sidewalks, and streets at these developments. The Waste Management Department is expanding this program by purchasing additional compactor collection trucks, to reduce the amount of unsecured garbage sitting curbside for a prolonged period of time and use these trucks for special cleanups throughout the NYC Housing Authority.*

- **Daily Clean Compounds Reporting by Developments.** The Waste Management Department launched a new daily report in February 2023 that requires each development to take photographs and complete and upload a detailed electronic form outlining work performed by Caretakers at the development NYCHA to comply with Paragraph 45 of the HUD Agreement regarding property grounds maintenance, cleaning and collection of refuse and litter.
- **Changes to Alternative Work Schedule schedules** have also improved NYCHA staff's ability to handle waste and recyclables. The schedule changes ensure the development will have a sufficient level of staff at the property to complete necessary work daily and evenly throughout the week.

**Progress:** NYCHA is using City Capital Action Plan (CCAP) funds to replace most interior and exterior compactors that are past their useful life. These funds provide for the replacement and room restoration of 1,600 interior compactors and the redesign of up to 194 waste yards. These changes will provide significant improvements in equipment and working conditions for NYCHA staff to handle waste and recyclables.

- In 2022, NYCHA kicked off two Design-Build contracts for re-envisioning waste infrastructure, expanded access to on-site composting at two developments through a

DEC grant, and launched a demonstration project on containerizing curbside refuse and recyclables by issuing a Request for Proposals (RFP) for leased vehicles and containers.

- In June 2022, NYCHA issued a Notice to Proceed to a Design Build team to build a pneumatic waste collection system at Polo Grounds Towers. The design, construction, and resident engagement are underway. Construction and handover of the system is expected by Q3 2024.
- In October 2022, NYCHA issued a Notice to Proceed to a Design Build team to redesign waste yards at 7 locations. Construction is expected to start early Summer 2023.
- In September 2022, NYCHA initiated the design of the next 15 developments' waste yards to progress additional work through the CCAP funds. Design has been completed and the construction is going out to bid in October 2023. Design for the next 41 developments will be procured in Q4 2023.
- In January 2023, NYCHA started the replacement of interior compactors at 38 developments through CCAP funds. By the end of 2023, NYCHA is estimating approximately 200 units will be replaced and the rooms improved for staff. Construction procurement for another 12 developments is underway and the construction is expected to begin in the first half of 2024.
- NYCHA launched a demonstration project on containerizing curbside refuse and recyclables. NYCHA awarded a contract for the pilot to WasteTech Solutions in July 2023. The pilot is expected to begin in the first half of 2024.
- In July 2022, NYCHA was awarded a \$200,000 grant to expand access to on-site composting by the NYS Department of Environmental Conservation. NYCHA is using these funds to staff two new composting systems at Patterson Houses and Polo Grounds Towers with partners Green City Force and Compost Power. The grant work includes resident education and outreach, collection and processing of compost in three-bin systems and measuring pest reduction metrics in collaboration with the Pest Control Department.

### **Goal: Other Pest Obligations**

**Objective:** In addition to meeting the above, and except where otherwise provided in an approved Action Plan, NYCHA will perform the following tasks:

a) NYCHA will install 8,000 door sweeps on basement doors with gaps by March 31, 2020.

- **Progress:** In February 2022, NYCHA reached its goal of 8,000 door sweeps.

b) NYCHA will install 50 rat slabs by December 31, 2020.

- **Progress:** 37 rat slabs have been installed as of April 2023. The delay in completing the remaining 13 slabs at 3 sites is due to the amount and cost of soil remediation needed being substantially more than initially anticipated, which has led to the need for additional contracts to be put in place, as well as other factors. The rat slabs are now expected to be completed by the end of 2024.

- c) NYCHA will dedicate at least 20 full-time exterminator staff to conduct ongoing, comprehensive, preventative maintenance treatments in public spaces for developments within the Rat Mitigation Zone (RMZ).
- **Progress:** *As of March 2023, Pest Control has 22 exterminators to focus on rats on grounds and basements in the RMZ. The RMZ are 101 developments identified through a partnership with DOHMH as having the highest rat population within NYCHA's portfolio. Nine of the 26 exterminators are from the Resident Economic Empowerment & Sustainability (REES) program for exterminators.*
- d) NYCHA will install exterior bulk crushers or retrofit exterior compactors with auger bulk crushers at 10 developments by December 31, 2022.
- **Progress:** *NYCHA has completed the installation of bulk crushers at ten developments. The developments are Baruch, Bushwick, Butler, Coney Island (Sites 4 & 5), Linden, Smith, Wald, Washington, Williams Plaza, and Woodson. Combined bulk and household waste will go into auger compactors that will be installed at seven additional developments as part of a comprehensive waste yard redesign project, all to be completed by May 31, 2024.*

## **Annual Inspections**

### **Goal: Conduct Annual Inspections**

**Objective:** NYCHA will conduct annual inspections of developments. To complete its annual inspections, NYCHA will either: (a) inspect each occupied unit each year; or (b) inspect its units pursuant to such other program of annual inspection that is consistent with I-HUD Public Housing Management E-Newsletter, Vol. 3, Issue 1 (January 2012).

- **Progress:** *Beginning in 2017, NYCHA established an annual inspection program pursuant to which Maintenance Workers inspect approximately fifty percent (50%) of all units at each development, each year. Since 2018, NYCHA has alternated each year between inspecting units on (i) even numbered floors, and (ii) odd numbered floors at each development to ensure that each unit is inspected at least once during a two-year cycle. By the conclusion of the 2022 inspection cycle, NYCHA completed approximately 94% of inspections in units on even numbered floors. For the 2023 inspection cycle, through September 13, 2023, NYCHA has completed approximately 85 % of inspections in units on odd numbered floors. NYCHA plans to increase annual inspections to 100% in 2024.*

**Objective:** By May 1, 2019, and thereafter, annual inspections will include having the person conducting the inspection perform any minor repairs during the inspection.

- **Progress:** *NYCHA's Maintenance Workers closed thousands of repair work orders during annual inspections, as shown by records in Maximo, NYCHA's asset management software. NYCHA also codified this practice, including a list of minor*

*repairs required to be conducted during an annual inspection, in its Standard Procedure for Periodic Apartment Inspections. During calendar year 2023, NYCHA's Maintenance Workers continue to conduct apartment inspections and perform minor repairs in the unit while conducting the inspection. For the 2023 inspection cycle, as of September 2023, 10,572 apartment inspections had minor repairs performed.*

**Objective:** By June 28, 2019, NYCHA will submit an Action Plan to the Monitor for complying with the requirement to conduct annual inspections and perform minor repairs during such inspections. The Action Plan will include procedures for (i) on-site completion of minor repairs during inspections, and (ii) the scheduling of other inspection-identified maintenance deficiencies for subsequent repair.

- **Progress:** *The Monitor transmitted an Action Plan for annual inspections, which is fully accessible to all stakeholders via the following link:*  
[https://www1.nyc.gov/assets/nycha/downloads/pdf/Annual\\_Inspection\\_Action\\_Plan\\_Final\\_12.9.2020.pdf](https://www1.nyc.gov/assets/nycha/downloads/pdf/Annual_Inspection_Action_Plan_Final_12.9.2020.pdf).

### **Organizational and Operational Initiatives**

#### **Goal: Organizational Changes and Improvements**

**Objective:** Establish three new departments to improve compliance, accountability, and environmental health and safety:

- a) Compliance Department
- b) Environmental Health & Safety
- c) Quality Assurance

- **Progress:** *NYCHA appointed a Chief Compliance Officer, an Environmental Health and Safety Officer, and a Quality Assurance Officer in 2019 and 2020. The leadership has developed procedures, hired personnel, and set priorities to carry out the responsibilities required by the Agreement. Incremental progress updates on the development and activities of the three Departments is set forth in the Federal Monitor's Quarterly Reports, available at <https://nychamonitor.com/>.*

**Objective:** The Compliance Department will develop a framework to ensure that all workers will have the necessary certifications to perform their duties.

- **Progress:** *In coordination with NYCHA's Learning & Development Department (L&D), the Compliance Department continues to monitor and advise Departments on certification requirements, particularly for lead, HUD inspections, and gas qualifications.*

*With respect to lead, which is a requirement of NYCHA's agreement with HUD, as of April 20, 2023, 3757 employees had completed the Initial Renovator RRP Training (8 hours). L&D has not conducted RRP onsite training in 2023. As of April 20, 2023, 1997 employees have completed the 3-Hour RRP refresher training and 1047 employees have completed the virtual Lead Disclosure Rule Training.*

*As mandated by the HUD Agreement, the Compliance Department helps manage the three-day PHAS UPCS Deceptive Practices training which commenced in October 2019. The training includes scheduling, attendance, test scores, and distribution of plaques and is continuously*

*being tracked by the Compliance Department. Phase 1 Training was focused on Maintenance Workers and Senior Operations staff.*

*As of April 20, 2023, 2494 employees have taken 3-day training under the new cohort. Phase 2 Training for approximately 3,000 other employees (primarily Caretakers) started in February 2021. As of April 20, 2023, a total number of 3,149 Caretakers are required to take the training and 2,703 (85.83%) have completed the training.*

### **Section B: NYCHA 2.0 Real Estate Development Activities**

#### **Goal: PACT to Preserve**

**Objective:** Establish a 62,000-unit program that will address roughly \$12.8 billion of capital needs over 10 years using HUD Section 8 conversion programs, including RAD.

- **Progress:** *Approximately \$1 billion in renovations have been completed at more than 5,830 apartments. An additional 13,171 apartments are under construction, totaling \$3.56 billion in major upgrades. An additional 18,708 units are part of active development projects in the process of resident engagement or pre-development. In sum, NYCHA has over 37,000 units completed, in-construction, or in a stage of resident engagement or pre-development.*

#### **Goal: Build to Preserve**

**Objective:** Fund approximately \$2 billion in capital repairs across approximately 10,000 NYCHA apartments using revenue generated from mixed-income developments

- **Progress:** *NYCHA selected developers for two “Build to Preserve” sites: Holmes Towers and Wyckoff Gardens. Additionally, NYCHA released an RFP in April 2021 to implement a community-driven preservation and investment strategy at Fulton, Chelsea, Chelsea Addition, and Elliott Houses in the Chelsea neighborhood. The four developments, which include 2,073 apartments across 24 buildings in the Chelsea section of Manhattan, have an estimated total of \$366 million in extensive capital need and repair costs ranging from heating infrastructure to building security improvements. NYCHA and resident leaders selected partners at the end of 2021.*

#### **Goal: Transfer to Preserve**

**Objective:** Generate \$1 billion for capital repairs through the transfer of unused development rights (“air rights”) to adjacent, privately owned sites.

- **Progress:** *NYCHA completed two air rights transfers, one at Ingersoll Houses in Brooklyn and another at Hobbs Court in Manhattan, generating approximately \$27 million in proceeds for capital repairs.*

## Section C: HireNYCHA

### **Goal: HireNYCHA**

**Objective:** Train an additional 250 NYCHA residents per year, a 70% increase over current efforts at the NYCHA Resident Training Academy (NRTA). Due to COVID-19, the HireNYCHA launch has been delayed and its budget goals have been modified.

- **Progress:** In 2020 and 2021, under the HireNYCHA program, NYCHA offered construction certification trainings (OSHA 30, Site Safety Training) in partnership with CUNY and SCSC Group. In total 78 residents enrolled/slots offered and 40 completed. These certifications are required to work at most NYC construction sites.

In 2021, NYCHA conducted resident outreach and assessment resulting in fifty-five (55) residents passing the first application steps for vocational training. Residents engaged were connected to training opportunities like the NYCHA Resident Training Academy (NRTA). NYCHA has also partnered with Building Skills New York to provide construction related certification training and employment assistance for fifteen (15) NYCHA residents. As of August 2022, BSNY has provided fifteen (15) residents with needed construction certification trainings, connecting ten (10) to employment opportunities at training completion.

In 2022, under the HireNYCHA program, NYCHA public housing and Section 8 residents participated in one of three construction vocational training cohorts. Two cohorts were 8-week full time trainings where residents participated in job readiness courses, hands-on construction skills, and acquired a variety of industry recognized certifications such as OSHA-30, 10-hr Site Safety Training, Flagging, Scaffolding, and EPA Renovate, Repair and Paint (RRP) Certification. In total, 32 residents enrolled and 30 completed and were referred to employment opportunities. Green Maintenance for Buildings (GMB) was the third vocational offering. Residents in GMB training participated in six weeks of in-person instruction of janitorial skills with a focus on recycling, energy conservation, deconstruction, and repurposing material. Twelve residents enrolled and ten completed the course. Graduates of the GMB cohort were referred to employment opportunities with REES partners, and as of June 2023, 3 GMB graduates were made offers of employment. Two accepted and secured employment.

HireNYCHA concluded in 2022. NYCHA will continue to work with City Agency partners, nonprofit and philanthropic organizations, and the Public Housing Community Fund to attract additional construction and maintenance training opportunities for NYCHA residents.

**Objective:** Improve Section 3 compliance tracking for the new HUD Section 3 rule.

- **Progress:** *In April 2022, NYCHA began implementation of a new, industry standard software to improve Section 3 compliance tracking. The initial, phased rollout targets select contractors. Additional functionality to capture all Section 3 activity will be added and introduced to all NYCHA contractors in 2024. On April 21, 2022, an interim memo was issued to NYCHA staff detailing how staff and contractors should use existing forms to report out on Section 3 benchmarks. The revised Section 3 Standard Procedure is expected to be finalized in*

2024. In August and September 2022, NYCHA conducted training for staff on the new rule, forms, and procedures. In March 2023, this training was added as a course to NYCHA's Learning & Development platform and became mandatory, annually for all relevant staff. In November and December 2022, and again in May and June 2023, NYCHA conducted outreach to contractors with active contracts subject to the new Section 3 rule to remind them of their responsibility to report labor hours and other Section 3 activity to NYCHA. On December 8, 2022, NYCHA's Vendor Diversity held a Section 3 Office Hour to further clarify NYCHA vendors' Section 3 obligations and answer any questions that they may have regarding the requirements.

**Objective:** Partner with the NYC Department of Small Business Services.

- **Progress:** NYCHA has a long-standing partnership with NYC Small Business Services (SBS). NYCHA and SBS have partnered together on large scale recruitment events, such as supporting test and trace and vaccination site employment initiatives. NYCHA and SBS routinely work together to host other local job recruitment events at targeted developments. In 2015, NYCHA, SBS and other partners launched the NYCHA Food Business Pathways program – a 10-week business development program customized for NYCHA residents and Section 8 voucher holders who want to start or grow their own food businesses. As of September 2020, Food Business Pathways has graduated 271 residents and registered 189 businesses.

In 2016, NYCHA and SBS launched Childcare Business Pathways – for NYCHA residents who are interested in operating a licensed homebased childcare business from their NYCHA apartment. As of September 2020, Childcare Business Pathways has graduated 99 residents resulting in 39 licensed business across 6 cohorts.

In 2021, NYCHA launched its inaugural cohort of the Construction Business Pathways Program (COBP) which provides intensive business education training that helps residents to lead a profitable construction company and register as a Section 3 Business Concern.

In 2016, NYCHA and SBS also partnered to recruit residents into primer training programs offered by SBS's Industry Partnerships, launching a 70-hour academic preparation program to support NYCHA residents who have graduated pre-apprenticeship programs, but needed further instruction to prepare for the competitive International Brotherhood of Electrical Workers (IBEW) Local 3 aptitude exam. After 4 cohorts led by SBS, NYCHA went on the lead shorter test prep sessions to continue to prepare residents. As of December 2022, 54 NYCHA residents passed the IBEW local 3 exam. NYCHA will continue to provide shorter test prep classes directly to graduates of the NYCHA Resident Training Academy (NRTA) who are interested in applying for the IBEW apprenticeship program.

In Fall 2022, NYCHA conducted the second cohort of Construction Business Pathways (COBP) that enrolled 18 NYCHA public housing and Section 8 residents interested in starting or growing their business in one of the construction trades. This initiative is funded by Chase through the Public Housing Community Fund (formerly known as the Fund for Public Housing). For cohort 2, NYCHA partnered with The Regional Alliance for Small Contractors to conduct the training. NYCHA collaborated with SBS again to coordinate no-cost OSHA 30 and Site Safety Training for Construction Business Pathways cohort 2 program participants in need of this certification. The



second COBP training ended in November 2022 and there were 13 residents who graduated, and the program paid for eight of those residents to register their businesses with NYS.

#### **Goal: NYCHA-STAT**

**Objective:** Continue holding NYCHA-STAT meetings, a centralized review of key performance indicators and development/department-level management.

- **Progress:** NYCHA Statistics, Trends, and Tracking (STAT) meetings are a priority of NYCHA's Transformation Plan. In 2023, NYCHA pivoted to hybrid in-person / virtual meetings, after being fully remote during the COVID-19 pandemic. Eleven meetings were held in 2022 and ten are scheduled for 2023 (with seven held as of September 2023). Over 100 NYCHA staff attend the monthly meetings.

#### **Section D: Additional Goals**

##### **Goal: Promote Equal Opportunity in Housing**

- **Progress:** NYCHA reaffirms its commitment to affirmatively further fair housing through its sustained relationships with residents, applicants, advocates, and organizations that assist people with employment and fair housing issues.  
NYCHA's Management Services Department (MSD and Services for People with Disabilities Unit (SPD), assists applicants and residents with disabilities in obtaining decent, affordable, and accessible housing in NYCHA developments. SPD serves as a liaison between the disabled community and NYCHA. In 2022 SPD responded to, or assisted with, 281 reasonable accommodation matters from residents, applicants, Section 8 voucher holders, and/or their respective advocates. In 2021, SPD handled approximately 3,016 matters involving a range of services, including assistance with documentation, transfer requests, modifications of priority status, and reasonable accommodation requests for remediation of mold conditions in connection with asthma. There were no visits due to COVID and SPD provided information to a variety of organizations, including New York Legal Services, ADAPT, Mayor's Office for People with Disabilities, and many others. Applicants, residents, and others in need of assistance with disability issues may call SPD's hotline at (212) 306-4652 or TTY at (212) 306-4845. Due to COVID-19 office safety restrictions, SPD operated remotely with video and teleconferencing beginning in March 2020 and continued through 2022.
- NYCHA affirmatively furthers fair housing by providing equal housing opportunities to residents, applicants, and Section 8 voucher holders. Residents, applicants, and Section 8 voucher holders may file housing discrimination complaints with NYCHA. They are investigated internally to determine if the individual has been the subject of unlawful discrimination by NYCHA employees and/or residents, and whether corrective or conciliatory action is necessary. In addition, applicants who have been found ineligible for public housing and assert the denial was based on their disability can have their cases reviewed by the Services for People with Disabilities Unit (SPD).

The DEO conducts internal investigations of complaints of fair housing discrimination by public housing residents and applicants for public housing. In 2022, DEO reviewed 31 new fair housing matters and 11 had basis for investigation. DEO closed 32 fair housing complaints with 12 having basis for investigation in 2022. In 2022, due to COVID-19 office restrictions, DEO’s Office of Employment & Fair Housing Investigations (“OEFHI”) team conducted intakes and interviews remotely with video and teleconferencing. DEO resumed conducting intakes and interviews in-person in January 2023.

Complaint Basis	2021	2022
Sexual Harassment	8	3
Race	4	1
Multi-Basis	2	2
National Origin	2	1
Religion	2	0
Disability	1	0
Gender	1	0
Gender Identity	0	1
Other	0	2
Sexual Orientation	0	0
Housing Health and Safety Concern	0	1
<b>Total</b>	<b>20</b>	<b>11</b>

The NYCHA Fair Housing Non-Discrimination Policy Statement is available on NYCHA’s website at <https://www1.nyc.gov/site/nycha/about/policies-procedures.page> and in audio format at 212-306-4600. DEO provides annual updates to NYCHA’s non-discrimination policies, including the NYCHA Fair Housing Policy; Equal Employment Non-Discrimination Policy; and Sexual Harassment Prevention Policy. These NYCHA policies include the provision of reasonable accommodations for applicable protected classifications, including disability and victims of domestic violence, under relevant federal, state, and local laws.

NYCHA’s policy is to take reasonable steps to ensure Limited English Proficient (LEP) persons may effectively participate in, and benefit from, NYCHA programs and services. The policy is in accordance with the U.S. Department of Housing and Urban Development notice entitled “Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient (‘LEP’) Persons.” This final notice was published in the Federal Register at 72 FR 2732 (January 22, 2007).

NYCHA’s Language Assistance Services Standard Procedure, updated most-recently on February 7, 2019, provides procedures and staff responsibilities to ensure NYCHA’s language access policy is achieved. Specifically, the standard procedure addresses, among other things: procedures for identifying LEP individuals with the assistance of language identification cards; staff procedures and supervisor responsibilities for obtaining translation or interpretation services for LEP individuals; the posting of notices in public areas within Development Management Offices, Borough Offices and waiting rooms informing LEP individuals of no-cost language access services; training requirements to ensure awareness of and compliance with NYCHA’s language access procedures; language access reporting and

oversight responsibilities; and a requirement that NYCHA's language access policies be reviewed every three years, or as needed.

### **Access Resources**

NYCHA's Language Access Coordinator and the Language Services Unit (LSU) oversees NYCHA's language access policies.

*The LSU team is currently staffed by six full-time interpreters including two Spanish language interpreters, two Chinese language interpreters fluent in both Mandarin and Cantonese, and two Russian language interpreters. In addition to providing translation and interpretation services, the LSU serves as a resource for staff in understanding and applying NYCHA's language access procedures, coordinates requests from NYCHA departments for written translation, oral and American Sign Language interpretation services, manages vendors providing language services and tracks language access metrics.*

*NYCHA relies on staff and vendors to provide language services including telephonic, remote meeting and in-person interpretation as well as paper, webpage or other electronic document translations. In providing these services, NYCHA staff serve in one of three primary functions. First, bilingual staff may directly serve LEP individuals they or their departmental colleague's encounter. Second, staff may participate in NYCHA's Language Bank of volunteer interpreters and translators. Finally, departments that frequently encounter LEP individuals, including the Customer Contact Center, Department of Equal Opportunity, Office of Impartial Hearings, Operations, Public Housing Property Management, Leased Housing's Section 8 program, and Resident Economic Empowerment & Sustainability, Resident Services Partnerships & Initiatives/Resident Partnership & Civic Engagement assign a staff member to serve as the department language liaison. Liaisons serve as language access ambassadors for their department as well as identify vital documents requiring translation.*

*To supplement staff resources, NYCHA's language access vendors provide interpretation services as well as primary document translation. Through NYCHA staff and vendors, language services are available in well over 150 languages.*

*During normal operations and since the onset of the COVID-19 pandemic, resident communications have been provided in Spanish, Russian, Chinese Simplified, and Chinese Traditional, which are the most frequently requested languages for translation and interpretation services at NYCHA. In addition, contracted services were executed with an external language vendor to translate essential communications in the following eight other languages: Arabic, Bengali, French, Haitian Creole, Korean, Polish, Urdu, and Yiddish.*

*Key documents are also translated and posted on NYCHA's website in Spanish, Russian, Chinese Simplified, and Chinese Traditional.*

*In 2022, LSU handled 440 interpretation requests and 1,390 translations requests comprising of 3,234 pages. LSU can provide the services directly or transfer the call to the new Language Assistance Hotline for assistance through an external language vendor that provides on demand over-the-phone interpretation services in more than 150 languages.*

NYCHA property management staff also utilize the Language Assistance Hotline which continues to improve customer service for LEP residents; reduces wait times for over-the-phone interpretations; improves tracking and reporting for language services; and enhances efficiency in the delivery of language assistance.

### **MyNYCHA**

As of December 2022, the MyNYCHA app has 120,030 registered users in English and 4,782 registered users in Spanish. NYCHA residents have used the MyNYCHA mobile app and website to file more than 2,381,095 million tickets since its inception in 2015. In 2023, the MyNYCHA app has been enhanced to include Russian and Chinese language options.

### **NYCHA Self-Service Portal**

In 2022, the Self-Service portal received 12,454 requests for Spanish, 2,806 for Chinese Simplified, 825 for Russian and 446 for Chinese Traditional. Since the launch of the Self-Service Portal in 2016, 416,085 public housing residents and Section 8 voucher holders have used the portal for important tenancy-related processes.

### **“Where We Live NYC”**

“Where We Live NYC” is a collaborative, City-led process to promote fair housing, confront segregation, and take action to advance opportunity for all. Through this initiative, the City of New York and NYCHA have worked with community leaders, residents, and government partners to analyze fair housing issues more thoughtfully and develop innovative goals and strategies to empower more residents to live in thriving neighborhoods. The *Where We Live NYC Draft Plan* was published in January 2020. A progress report was released in 2022 [Where We Live NYC Progress Report](#)

### **Goal: Violence Against Women Act (VAWA)**

**Objective:** Assist residents who are victims of domestic violence, dating violence, sexual assault, and stalking to obtain an expedited confidential transfer and to enhance their safety.

- **Progress:** From January 1, 2022, through December 31, 2022, the following cases were approved for transfer:

VAWA Victim of Domestic Violence	952
VAWA Dating Violence	169
VAWA Sexual Assault (includes Child Sexual Victims)	45
VAWA Stalking	156
Intimidated Victim	390
Intimidated Witness	11
Victim of Traumatic Incident	6
<b>Total:</b>	<b>1729</b>

## **2. SIGNIFICANT AMENDMENT AND SUBSTANTIAL DEVIATION OR MODIFICATION OF THE AGENCY PLAN**

### **Criteria for Significant Amendment or Modification of the Agency Plan and/or Capital Fund Program Five-Year Action Plan:**

NYCHA will amend or modify its agency plan and/or Capital Fund Program Five-Year Action Plan upon the occurrence of any of the following events during the term of an approved plan(s):

1. A change in federal law takes effect and, in the opinion of NYCHA, it creates substantial obligations or administrative burdens beyond the programs then under administration, excluding changes made necessary due to insufficient revenue, funding or appropriations, funding reallocations resulting from modifications made to the annual or five-year capital plan or due to the terms of a judicial decree.
2. Any proposed demolition, disposition, homeownership, Capital Fund financing, development or mixed-finance proposals.
3. Any Capital Fund project not already in the Five-Year Action Plan for an amount greater than \$500 million excluding projects arising out of federally declared major disasters.
4. Any other event that the Authority determines to be a significant amendment or modification of an approved annual plan and/or Capital Fund Program Five-Year Action Plan.
5. For purposes of any Rental Assistance Demonstration (“RAD”) project, a proposed conversion of public housing units to Project Based Rental Assistance or Project Based Voucher Assistance that has not been included in an Annual Plan shall be considered a substantial deviation.

### 3. OTHER INFORMATION

[24 CFR Part 903.7 9 (r)]

#### A. Resident Advisory Board Recommendations

1. Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

Yes  No:

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

Attached at **Attachment N**

Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

Considered comments but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments. List changes below:

Other: (list below)

#### B. Description of Election process for Residents on the PHA Board

*NYCHA's resident Board members are not elected. As per N.Y. Public Housing Law § 402(3), the City's Mayor appoints all seven Board members, including the three resident Board members.*

#### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) *New York City*

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

*The City of New York's Consolidated Plan serves as the City's official application for the four U.S. Department of Housing and Urban Development ("HUD") Office of Community Planning and Development entitlement programs. The Consolidated Plan includes an Action Plan, which includes two elements: 1) the description of the use of federal, state, city, private and nonprofit funding for housing, homeless assistance and prevention, supportive housing services, and community development activities; and 2) the Supportive Housing Continuum of Care for Homeless and Other*

*Special Needs Populations which describes the City's coordination of supportive housing services to the homeless and other special needs populations.*

*The Public Housing Agency Plan embodies, in many respects, the concepts of HUD's Consolidated Plan. The Plan provides a planning mechanism by which a housing authority can examine its long-term and short-term needs, specifically the needs of the families it serves, and design both long-term strategies and short-term strategies for addressing those needs. Like the Consolidated Plan, the Agency Plan involves consultation with affected groups in the Plan's development.*

#### **D. Additional Information**

##### **Second Replacement Housing Factor ("RHF") Funding Groups**

###### **1) Second RHF Funding Group – First Increment RHF Plan**

- NYCHA has obligated all of grant NY36R005501-08 (\$853,997), NY36R005501-09 (\$790,086), NY36R005501-10 (\$776,218) and NY36R005501-11 (\$395,955) for construction of public housing units in the Randolph South Mixed-Finance transaction.
- NYCHA has obligated all of grant NY36R005501-12 (\$1,538,254) and a portion of NY36R005501-13 (\$651,630) for Phase I of the Prospect Plaza HOPE VI Revitalization Project.
- NYCHA has obligated a portion of the NY36R005501-13 (\$628,726) and all of grant NY36R005501-14 (\$1,475,995) for Phase II of the Prospect Plaza HOPE VI Revitalization Project.
- NYCHA has transferred the entire NY36R005501-16 (\$692,021) grant for RAD rent boost.
- NYCHA is planning to use the NY36R005501-15 (\$987,856) grant toward modernization work and received a waiver to spend funding by September 22,2023.

###### **2) Second RHF Funding Group – Second Increment RHF Plan**

- NYCHA has obligated all grants NY36R005502-10 (\$258,796), NY36R005502-11 (\$333,158), NY36R005502-12 (\$496,383), NY36R005502-13 (\$646,103) and NY36R005502-14 (\$743,900) for construction of public housing units in Phase II of the Prospect Plaza HOPE VI Revitalization Project.
- NYCHA is planning to use the NY36R005502-15 (\$759,649), NY36R005502-16 (\$131,670) and NY36R005502-17 (\$234,795) toward modernization work and received a waiver to spend funding by September 22,2023.

## **ATTACHMENT F**

### **Admissions Policy for Deconcentration**

HUD regulations (24 CFR Part 903) require a discussion of HUD’s Deconcentration Requirement in NYCHA’s FY 2024 Annual Plan. It was determined from the following Deconcentration Analysis that NYCHA does not need to develop an additional Deconcentration Plan for its Fiscal Year 2024 Annual Plan to comply with HUD’s requirement.

Although 15 of NYCHA’s qualifying 123 consolidated developments fall outside of an Established Income Range (“EIR”), NYCHA is exempt from developing an additional Deconcentration Plan to bring the 15 developments within the EIR primarily because all of NYCHA’s developments are part of an explicit strategy to promote income mixing in each of its developments. This strategy is detailed in the Income Mixing Plan of NYCHA’s Tenant Selection and Assignment Plan, and therefore, NYCHA already has a deconcentration plan built into its rental scheme.

### **Deconcentration Analysis**

The Rule to Deconcentrate Poverty and Promote Integration in Public Housing applies to all Public Housing Authorities (“PHA”) funded by HUD, but specifically excludes from its applications the following types of developments within a PHA:

- developments with fewer than 100 public housing units;
- developments that are designated for elderly and/or disabled persons only;
- developments that are part of a homeownership program; and
- developments that are operated in accordance with a HUD approved mixed-finance plan using HOPE VI or public housing funds.

The developments’ characteristics and tenant income data are from the Tenant Data System database as of February 1, 2023. This database contains household-level data for every occupied unit within NYCHA developments.

Of the 154,202 occupied units<sup>28</sup>, there are 132,800 units within 123 consolidated developments<sup>29</sup> that do not meet the exemption criteria and therefore, were used in this analysis.

Gross mean incomes from the excluded types of developments and units were not used in the calculation of the overall NYCHA mean. In total, 21,402 occupied units were excluded from the analysis. See the Appendix for a list of the individual excluded developments.

---

<sup>28</sup> There are 154,202 public housing households as of February 1, 2023.

<sup>29</sup> For the purposes of this analysis, there are 123 consolidated developments that have units that are not exempt from the application of the Deconcentration Rule. However, there may be units within these 123 consolidated developments that have been excluded.



As per Step 3 of the Final Rule, a development will be considered below the EIR if its mean gross household income<sup>30</sup> is less than 85% of the NYCHA mean; and a development will be considered above the EIR if its mean gross household income is above 115% of the NYCHA mean. The 2023 NYCHA mean gross household income is \$26,063, resulting in a lower EIR limit of \$22,154 and an upper EIR limit of \$29,972. In a recent amendment to the Deconcentration Rule, the definition of the EIR has changed to:

“include within the EIR those developments in which the average income level is at or below 30% of the area median income, and therefore ensure that such developments cannot be categorized as having average income ‘above’ the Established Income Range.”

30% of the 2022 HUD Area Median Income for the New York City HUD FMR Area (HMFA – includes the five boroughs and Putnam County) is \$28,350. However, this is less than 115% of the NYCHA mean gross household income, and therefore, NYCHA’s 2023 upper EIR limit remains at \$29,972.

Table I shows that out of the 123 consolidated NYCHA developments that are not exempt from the application of the Deconcentration Rule, there are 2 developments with 2,401 occupied units with gross mean household incomes below the EIR and 13 developments with 9,653 units with gross mean household incomes above the EIR.

**TABLE I**  
**Summary Table**

Development Category	LOWER INCOME DEVELOPMENTS MEAN INCOMES <\$22,154		HIGHER INCOME DEVELOPMENTS MEAN INCOMES >\$29,972		TOTAL	
	Developments	Occupied Dwelling Units	Developments	Occupied Dwelling Units	Developments	Occupied Dwelling Units
Non-exempt NYCHA Developments	2	2,401	13	9,653	123	132,800

---

<sup>30</sup> Mean gross household income is defined as total household income before deductions.

**TABLE II  
LOWER INCOME DEVELOPMENTS**

Table II lists the 2 consolidated developments with a mean gross household income of less than 85 percent (\$22,154) of the NYCHA mean of \$26,063.

<b>Borough</b>	<b>Development Name</b>	<b>TDS #</b>	<b>Mean Gross Income</b>	<b>Occupied Dwelling Units</b>
Bronx	Mill Brook	084	\$20,698	1,322
Manhattan	East River	009	\$21,405	1,079
<b>Total</b>			<b>\$21,012</b>	<b>2,401</b>

The table above only includes units within the consolidated developments that qualify for inclusion in the Deconcentration Analysis, i.e., it excludes units that are elderly-only, mixed-finance, FHA, Hope VI, or MHOP.

**TABLE III  
HIGHER INCOME DEVELOPMENTS**

Table III lists the 13 consolidated developments with a mean gross household income greater than 115 percent (\$29,972) of the NYCHA mean of \$26,063.

<b>Borough</b>	<b>Development Name</b>	<b>TDS #</b>	<b>Mean Gross Income</b>	<b>Occupied Dwelling Units</b>
Bronx	Sack Wern	280	\$31,019	773
Brooklyn	Garvey	252	\$31,422	304
Brooklyn	Gowanus	025	\$30,442	1,105
Brooklyn	Hughes Apartments	168	\$30,597	482
Brooklyn	Lafayette	122	\$31,033	849
Brooklyn	Ocean Hill Apartments	162	\$34,467	347
Brooklyn	Park Rock Consolidated	351	\$30,653	768
Brooklyn	Stuyvesant Gardens I	221	\$30,324	318
Brooklyn	Unity Plaza	261	\$31,397	794
Manhattan	Fulton	136	\$34,454	911
Manhattan	La Guardia	076	\$31,185	1,291
Manhattan	Wilson	112	\$32,204	645
Queens	Astoria	026	\$30,134	1,066
<b>Total</b>			<b>\$31,376</b>	<b>9,653</b>

The table above only includes units within the consolidated developments that qualify for inclusion in the Deconcentration Analysis, i.e., it excludes units that are elderly-only, mixed-finance, FHA, Hope VI, or MHOP.

Step 4 of the Deconcentration Requirement is an “option to provide reasons developments are outside of the Established Income Range.” In other words, it provides the opportunity to exclude

entire developments or selected units from the application of the requirement to deconcentrate poverty and mix incomes if the income profile for these units or developments is consistent with furthering both the goals of deconcentration and the local goals and strategies contained in NYCHA's Annual Plan. Developments and unit types that fall into this category are not limited to, but include those developments that:

- are subject to a consent decree agreement or a judicial decree covering the resident selection;
- are part of a PHA program/strategy that is specifically authorized by statute such as mixed income or mixed finance developments, a homeownership program, a strategy designed to promote income-mixing in public housing or one designed to raise the income of public housing residents;
- are designed via size, location or other configuration to promote income deconcentration; or
- have income characteristics that can be explained by other circumstances.

All 15 NYCHA developments that have mean gross incomes outside of the EIR from the Deconcentration Requirement should be excluded, because all NYCHA developments are part of NYCHA's explicit strategy to promote income-mixing in each of its developments. That strategy is spelled out in NYCHA's Tenant Selection and Assignment Plan ("TSAP"). Under the TSAP, each development must adhere to income-mix requirements each year, renting no less than 40% of its vacancies to Very Low-Income Families (making 30% or less of area median income), but balancing that with the Working Family Preference, which gives priorities to higher-income and working families.<sup>31</sup> This plan has been in place since 1998. Over time, it should produce a generally uniform and healthy income mix in all NYCHA developments. Since NYCHA already has this deconcentration plan built into its rental scheme, it need not do anything more to comply with the Deconcentration Requirement.

NYCHA has chosen, however, to be more aggressive in addressing the income mix at the Lower Income Developments. It has therefore targeted its Economic Integration Plan to those developments.

Step 5 of the Deconcentration Requirement outlines the policy for deconcentrating poverty and income mixing in developments where the developments' income profiles outside the EIR cannot be explained or justified. Step 5 also specifies that a PHA will be found in compliance with the Deconcentration Requirement if:

- all of the PHA's developments are within the Established Income Range;

---

<sup>31</sup> Federal law requires PHAs to rent no less than 40 percent of their vacancies to Very Low Income families, but it does not require them to apply this requirement to each development. NYCHA has chosen to apply the requirement to each development, with the explicit goal of producing a more uniform income mix. Likewise, NYCHA has designed its Working Family Preference to bring more working families into *each* development, to achieve a healthy and uniform income mix.

- the PHA provides sufficient explanation in its Annual Plan to support the income mix of developments above or below the EIR as consistent with and furthering the goal of deconcentrating poverty, income mixing and the goals of the PHA’s Annual and Five-Year Plans; or
- the agency’s deconcentration policy provides specific strategies to promote deconcentration of poverty and income mixing at developments that are outside the EIR.

As explained above for Step 4, NYCHA can justify all the developments outside the EIR, because they are all part of the TSAP income-mix rental scheme. Even if this could not satisfy Step 4, however, NYCHA’s TSAP rental scheme would satisfy Step 5, since it already constitutes a sufficient deconcentration plan explicitly designed to achieve a uniform and healthy income mix in each development. However, as noted above in Step 4, NYCHA has chosen to be more aggressive in addressing the income mix at the Lower Income Developments and has targeted its Economic Integration Plan to those developments. The Economic Integration Plan includes the following element:

- Applications Outreach to Tier III and Tier II applicants with incomes exceeding the “non-elderly average,” informing them that they may be selected sooner for an eligibility interview if they are willing to accept one of the Working Family Priority Consolidations.

## **APPENDIX - Individual NYCHA Developments Exempt from Deconcentration Rule**

### Homeownership Developments

- FHA Homes

### Developments with Fewer than 100 Units

- Bronx
  - 1162-1176 Washington Avenue
  - 1471 Watson Avenue
  - Boynton Avenue Rehab
  - Bryant Avenue-East 174<sup>th</sup> Street
  - Eagle Avenue-East 163<sup>rd</sup> Street (Please note this development converted to PACT/RAD on September 28, 2023)
  - Harrison Avenue Rehab (Group A)
  - Hoe Avenue-East 173<sup>rd</sup> Street
  - Longfellow Avenue Rehab
  - PSS Grandparent Family Apartments
  - Teller Avenue-East 166<sup>th</sup> Street
  - West Farms Square Conventional
- Brooklyn
  - 104-14 Tapscott Street
  - Bedford-Stuyvesant Rehab
  - East New York City Line
  - Fenimore-Lefferts

- Lenox Road-Rockaway Parkway
- Rutland Towers
- Sterling Place Rehabs (Saint Johns-Sterling)
- Sutter Avenue-Union Street
- Manhattan
  - 131 Saint Nicholas Avenue
  - 154 West 84<sup>th</sup> Street
  - Lower East Side III
  - Lower East Side Rehab (Group 5)
  - Rehab Program (Wise Rehab)
  - Stanton Street
  - WSUR (Site A) 120 West 94<sup>th</sup> Street

#### Developments Designated for the Elderly Only

- Bronx
  - Boston Road Plaza
  - Bronx River Addition
  - College Avenue-East 165<sup>th</sup> Street
  - Glebe Avenue-Westchester Avenue
  - Middletown Plaza
  - Randall Avenue-Balcom Avenue
  - Twin Parks East (Site 9)
  - Union Avenue-East 163<sup>rd</sup> Street (Please note this development converted to PACT/RAD on September 28, 2023)
  - West Tremont Avenue-Sedgwick Avenue Area
- Brooklyn
  - Brown
  - Haber
  - Kingsborough Extension
  - Reid Apartments
  - Stuyvesant Gardens II
  - Van Dyke II
  - Vandalia Avenue
  - Woodson
- Manhattan
  - Baruch Houses Addition
  - Chelsea Addition
  - Corsi Houses
  - La Guardia Addition
  - Meltzer Tower
  - Morris Park Senior Citizens Home
  - Robbins Plaza

- Thomas Apartments
- UPACA (Site 5)
- UPACA (Site 6)
- White
- Queens
  - Conlon LIHFE Tower
  - International Tower
  - Leavitt Street-34<sup>th</sup> Avenue
  - Rehab Program (College Point)
  - Shelton House
- Staten Island
  - Cassidy-Lafayette
  - New Lane Area
  - West Brighton II

#### Mixed Finance Developments

- Bronx
  - Castle Hill
  - Marble Hill
  - Saint Mary's Park
- Brooklyn
  - Bay View
  - Bushwick
  - Marlboro
- Manhattan
  - Amsterdam Addition
  - Chelsea
  - Drew-Hamilton
  - Manhattanville
  - Rutgers
  - Samuel (City)
- Staten Island
  - Stapleton

**ATTACHMENT G**  
**Community Service Description of Implementation**

**NEW YORK CITY HOUSING AUTHORITY**  
**Community Service Policy Overview**

According to requirements of Federal Law, all public housing residents who are not exempt must perform Community Service or Economic Self-Sufficiency activities for 8 hours each month as a condition of tenancy. This Community Service Policy Overview explains the exemptions and describes the Community Service requirement. During the Annual Review process the Authority will advise families of their Community Service status.

NYCHA will be increasing efforts to enforce this requirement and will be engaging with residents and resident leaders toward this end. NYCHA has developed strategies to provide additional assistance to help residents comply with this mandate including:

1. Trying to increase the opportunities available through resident association driven activities to fulfill this requirement;
2. Providing additional information to residents using letters, posters, and Journal articles as well as the NYCHA website (including NYCHA activities that can be used for Community Service and links to other websites where eligible activities can be found); and
3. Making it easier to document service by working with resident associations to provide receipts for Community Service hours at suitable events/activities.
4. Updating the community service procedure; community service forms are now requested, reviewed, generated and digitally stored in NYCHA database system. This allows increased transparency and improved reporting metrics for NYCHA due to the ability to monitor the specific community service hours completed, owed, as well as the different exemptions and credits for residents.
5. Reports have been created that allow NYCHA to monitor resident compliance with community service requirement
6. NYCHA residents now have the option of mailing completed community service forms and applicable supporting documents directly to NYCHA central imaging unit or submitting it to their property management office. Staff will mail to the central imaging unit on their behalf.
7. Property management staff was trained on the updated community service procedure and community service forms. This will enable staff to inform and assist residents with the community service updates.
8. NYCHA will also complete systems enhancements that will allow NYCHA residents the ability to request and submit community service forms via NYCHA self-service portal. This will allow residents to submit and request community service forms at any time.

**For those required to perform Community Service, successful documentation of the needed hours is a condition of tenancy and failure to perform this service can result in termination of tenancy.**

**I. EXEMPTIONS FROM COMMUNITY SERVICE**

There are many exemptions which allow residents not to perform Community Service. An exemption will excuse the resident from the performance of Community Service during the tenant's one-year Lease term, unless the exemption is permanent. Some exemptions can be

identified by NYCHA using information in the Annual Review or Resident file. Others may be granted only after residents submit documentation. Forms and information are available from property management staff. When documentation is required for an exemption all forms must be filled-out and signed and returned to the development property management office.

A. Exemptions NYCHA identifies - No Additional Documents Needed

1. **Age** - Below Age 18.
2. **Age** - Age 60 and older (permanent exemption).
3. **Employed** - An adult with no child below age 13 in the household and earning at least \$21,060 per year or working a minimum of 30 hours per week.
4. **Employed** - A single adult family with at least one child below age 13 in the household and earning at least \$14,040 per year or working a minimum of 20 hours per week.
5. **Employed** - A two adult family with at least one child below age 13 in the household: either or both adults must work and must earn at least \$24,570 per year, or either or both together must work a minimum of 35 hours per week, on the average.
6. **Disability Income** - Receiving Supplemental Security Income ("SSI").
7. **Public Assistance** - All authorized family members living in the same apartment will be exempt from performing community service for one year if at least one family member receives welfare assistance or participates in a program that receives welfare monies and is in compliance with the rules of the program (*This exemption may require signed documentation*).

B. Other exemptions - granted only with supporting documentation

8. **Blind / Disabled** (Certification by a doctor is required).
9. **Receiving Social Security Disability ("SSD") Income.**
10. **Primary caretaker for the blind or disabled.**
11. **Vocational educational training** (available only **one** time per resident).
12. **Job skills training** directly related to employment, including attendance in a trade school. (The resident might not be currently employed, but employment may be dependent on successful completion of job training).
13. **Education directly related to employment**, in the case of an individual who has not received a high school diploma or a certificate of high school equivalency, if employment is dependent on successful completion of job training.
14. **Satisfactory attendance at secondary school** or higher.
15. **Satisfactory attendance in a course of study** leading to a certificate of general equivalence, if the resident has not completed secondary school or received such a certificate.
16. **Work experience** (including work associated with the refurbishment of publicly assisted housing) if sufficient private sector employment is not available, e.g., Youthbuild.
17. **On-the-job** training.
18. **Childcare provider** to a NYCHA child resident age 5 or younger (including your own child), if the child's parent - also a NYCHA resident:
  - Is performing Community Service, OR
  - Is exempt by NYCHA from performing Community Service because the parent is employed;
  - Childcare provider to a child age 6 through 12 may qualify if the child does not attend school due to Home Schooling, Home Instruction or is exempted by a school from attending for that year.



## **II. COMMUNITY SERVICE CREDITS**

The following are CREDITS that reduce or eliminate the number of community service hours that a resident must perform in one year. These credits apply to the following special circumstances or activity. Note that the maximum number of hours that any resident must perform in one year is 96 hours (8 hours per month). One credit is equal to one hour of community service performed.

1. **Resident Association (“RA”) Officer:** A RA President, RA executive board members or Citywide Council of Presidents receive a credit of 8 hours of community service during any month in which they serve in office.
2. **Foster Parent:** A foster parent whose foster child(ren) lives in the same NYCHA apartment receives a credit of 8 hours of community service for every 30 days that the foster care relationship continues. Even if there is more than one foster child in the apartment, the credit remains at 8 hours per 30 days.
3. **Job Search and Job Readiness Assistance:** The resident is credited with **16** hours of community service (and not more than 16) for any job search activities during any lease year. This is **not** an Exemption although verified on the *Community Service Exemption Verification – Education Job Training* form.

*Job readiness assistance* includes any of the following criteria:

- Training in job-seeking skills;
  - Training in the preparation of resumes or job applications;
  - Training in interviewing skills;
  - Participating in a job club;
  - Other related activities that may assist an individual to secure employment;
  - Receipt of Unemployment Insurance Benefits qualifies as job search.
4. **Military Service:** Any resident performing military service who is either on Active Duty (in the: Army, Air Force, Navy, Marine Corps or Coast Guard) or in a Reserve Component (in the: Army National Guard, Air National Guard, Army Reserve, Air Force Reserve, Navy Reserve, Marine Corps Reserve or Coast Guard Reserve) receives a credit of 96 hours of Community Service.
  5. **Temporary illness:** A resident who is ill and unable to work shall receive a credit of 8 hours for every 30 days of illness.
  6. **Victims of Domestic Violence, Intimidated Victims, and Intimidated Witnesses (VDV/IV/IW):** A resident whose request to transfer to another development as a VDV/IV/IW has been approved, receives a credit of 8 hours of community service for every 30 days that the transfer request is pending, or until the resident moves out of the apartment.
  7. **Incarceration:** A resident shall be credited for 8 hours of community service for every 30 days during his/her incarceration. Upon release from jail, the resident is required to perform community service, unless otherwise exempt.

## **III. COMMUNITY SERVICE REQUIREMENT**

Residents who are not exempt must perform Community Service or Economic Self Sufficiency activities at the rate of 8 hours per month. These hours may be performed flexibly. It is acceptable to perform less than 8 hours during any month if those hours are made up during another month. The resident **must**, however, be in compliance with the full number of hours at the annual review period, as reported on the Status Notice.

1. **Service Status Notice:** If the Service Status on the Status Notice for any household member is “Community Service Required”, the resident has to submit Community Service Performance

Log or Community Service Requirement Exemption Request form within 30 days of the date of the Status Notice. If NYCHA does not receive Community Service Performance Log or Community Service Requirement Exemption Request within 60 days from the date the forms are sent, the resident will be mailed the Determination of Non-Compliance /Workout Agreement. If the Determination of Non-Compliance /Workout Agreement is not received within 30 days from it being sent, NYCHA will initiate termination proceedings against the tenant.

2. **Performance of Community Service:** Residents may perform Community Service either at a facility located within a NYCHA development or a non-NYCHA facility. There are a wide range of providers that residents may choose from who offer many different types of Community Service eligible activities. A resident may, but does not have to, perform all Community Service activities with one provider. The resident may perform a variety of Community Service or Economic Self-Sufficiency activities.

<b>NOTICE</b>	NYCHA does not endorse any particular organization or assume any liability in connection with a resident's Community Service. Each resident is solely responsible for seeking an appropriate organization to fulfill this federal law requirement.
---------------	--

Residents must provide verification of the services performed by submitting the *Community Service Performance Verification* form. They can do this by submitting the completed forms to staff at their property management office to be mailed to NYCHA’s central imaging center or the resident can mail the forms directly to NYCHA’s central imaging center. Once the forms have been received by the NYCHA central imaging center, the community service forms will be uploaded to the residents’ account for NYCHA staff to review and process. The resident can submit these forms at any time during the year. The resident must complete the owed hours by the date of their next annual recertification.

Definitions of Community Service and Economic Self-Sufficiency and examples of qualifying activities are:

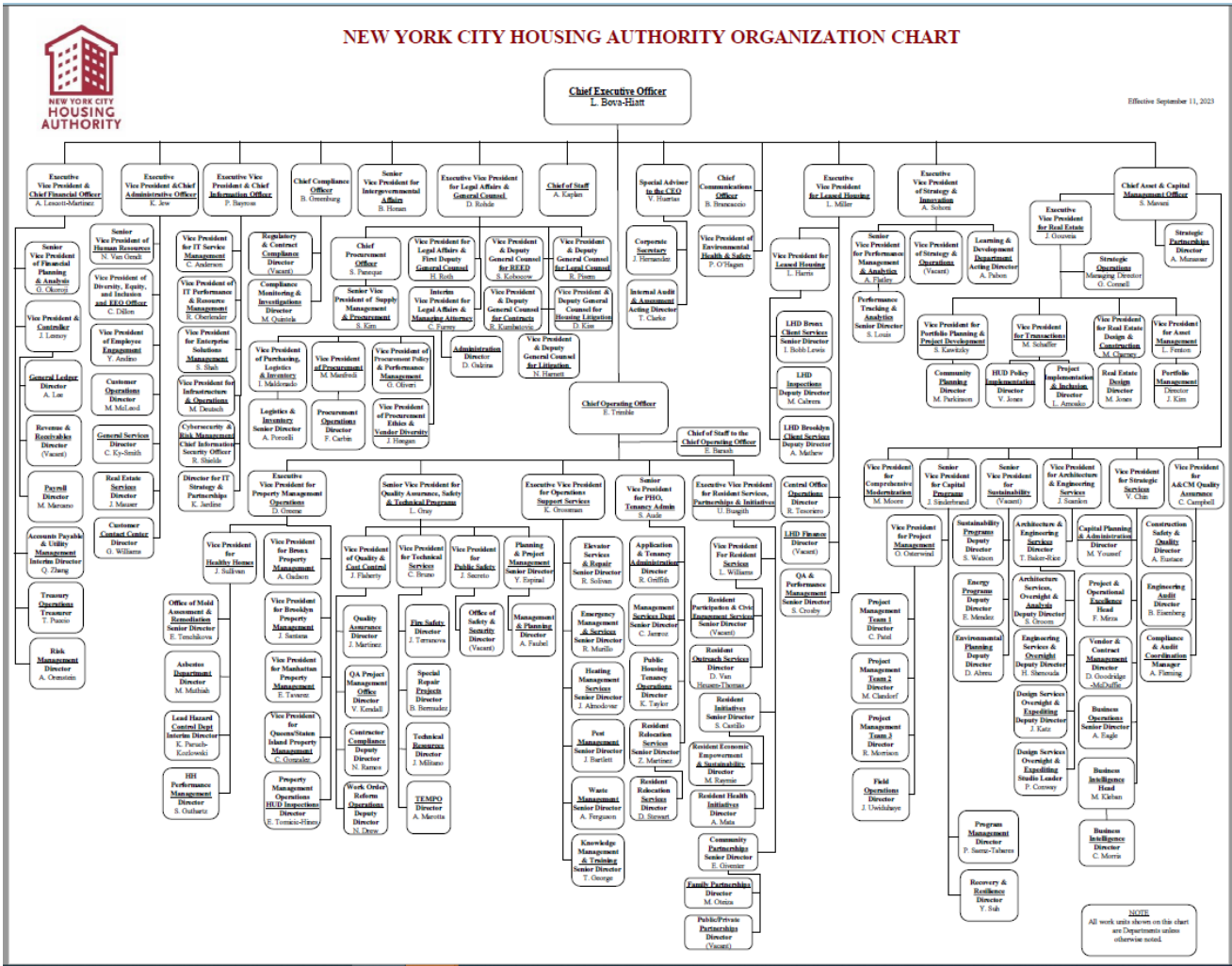
<p><b>Community Service</b> is <u>defined</u> by the law as: the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community Service is not employment and may not include political activities.</p>
<p style="text-align: center;"><b>Examples of where to find Qualifying Community Service Activities</b></p> <p>Residents may volunteer to perform Community Service with NYCHA or any federal, state or municipal agency, or for any community or faith-based organization. Residents can visit their Property Management Office or access volunteer opportunities through the following:</p> <ul style="list-style-type: none"> <li>▪ NYC Service – Located on the internet at <a href="http://www.nycservice.org">www.nycservice.org</a></li> <li>▪ By calling <b>3-1-1</b> the NYC Citizen Service Center</li> <li>▪ The <b>Volunteer Match</b> database located on the internet at <a href="http://www.volunteermatch.org">www.volunteermatch.org</a></li> </ul> <p>Residents can also perform service for groups not listed above. If there is any question about whether the service can be credited as Community Service, it is advised that residents ask their Property Management Office.</p>

<b>Examples of NYCHA Community Service Activities</b>	
Resident Watch <ul style="list-style-type: none"> <li>▪ Resident Green Committees (“RGC”)</li> <li>▪ Attendance at Resident Association meetings</li> <li>▪ Delegate/Alternate at RAB meetings</li> </ul>	<ul style="list-style-type: none"> <li>▪ Community Center/Senior Center volunteer</li> <li>▪ Help at resident sponsored community clean-up days</li> <li>▪ Attending meetings called by NYCHA</li> </ul>
<b>Examples of Non-NYCHA Community Service Activities</b>	
<b>Volunteer for local government, community, or faith-based organizations that serve a public benefit</b>	
<ul style="list-style-type: none"> <li>▪ Food Bank</li> <li>▪ Hospital</li> <li>▪ Nursing Home/Hospice</li> <li>▪ Ambulance service</li> <li>▪ Programs providing support to families with hospitalized members</li> <li>▪ Parks Department</li> <li>▪ Library</li> <li>▪ Reading Program</li> <li>▪ Parent Teacher Association (“PTA”) meetings</li> </ul>	<ul style="list-style-type: none"> <li>▪ School</li> <li>▪ After School Programs</li> <li>▪ Day Care Facility</li> <li>▪ Habitat for Humanity</li> <li>▪ Boys or Girls Club</li> <li>▪ AmeriCorps</li> <li>▪ Police Department</li> <li>▪ Auxiliary Police</li> <li>▪ Youth Mentoring</li> <li>▪ Vista</li> <li>▪ Court ordered Community Service</li> </ul>
<p><b><i>Economic Self-Sufficiency</i></b> is <u>defined</u> by the law as: any program that is designed to encourage, assist, train or facilitate the economic independence of its participants and their families. An <i>Economic Self-Sufficiency</i> program can also provide work for its participants.</p>	
<b>Examples of Qualifying Economic Self-Sufficiency Activities</b>	
<ul style="list-style-type: none"> <li>▪ Any REES or RES program <sup>1</sup></li> <li>▪ Work placement</li> <li>▪ Apprenticeship</li> <li>▪ Any program necessary to prepare a participant for work (including substance abuse or mental health treatment programs)</li> </ul>	<ul style="list-style-type: none"> <li>▪ Employment counseling</li> <li>▪ Basic skills training</li> <li>▪ English proficiency</li> <li>▪ Workfare</li> <li>▪ Financial management</li> <li>▪ Household budgeting or management</li> </ul>

<sup>1</sup> REES is NYCHA’s Resident Economic Empowerment and Sustainability

# ATTACHMENT H

## PHA Management Organizational Chart



**ATTACHMENT I**  
**Assessment of Site-Based Waiting List**  
**Development Demographic Changes**

**Stanton Street (NY005013590)**

Stanton Street is a 13-unit public housing development located at 189-191 Stanton Street, in lower Manhattan. The development is designated to serve a special needs population involving persons with acute immunological disorders of a degenerative nature or other disabilities or medical conditions requiring a high level of physical and supportive service accommodations, including homeless persons. NYCHA administers a site-based waiting list for this development. As approved by HUD, the first priority for these apartments is given to applicant referrals from designated public and private social service agencies for Stanton Street who are homeless. The second priority is given to NYCHA residents who were originally referred by designated public and private social service agencies for Stanton Street.

Based on the data available on February 1, 2023, Stanton Street housed 13 families having the following racial/ethnic characteristics. There were no changes found in the race/ethnic characteristics for these families. There were 3 heads of households reporting having a disability.

<i>White</i>	<i>Black</i>	<i>Hispanic</i>	<i>Other</i>
0	4	9	0

## **ATTACHMENT J**

### **Smoke Free Housing Statement**

The U.S. Department of Housing and Urban Development (HUD) required all public housing authorities to have a smoke-free policy in place by July 30, 2018. The HUD regulations are intended to improve indoor air quality, benefit the health of public housing residents and staff, reduce the risk of fires, and lower overall maintenance costs. Secondhand smoke increases the risk of asthma attacks, respiratory illness, stroke, heart disease, and lung cancer in nonsmoking adults and children. Children and seniors, nearly half of NYCHA residents, are often the most impacted by secondhand smoke. Eliminating smoking indoors and close to buildings is the best way to protect people from exposure to secondhand smoke.

NYCHA's smoke-free initiative, Smoke-Free NYCHA, is designed to create healthier homes for residents and healthier working environments for employees by reducing exposure to secondhand smoke and providing support to residents and employees who smoke and want to quit. The policy took effect on July 30, 2018 and was amended in 2022 in response to New York State's Marijuana Regulation and Taxation Act of 2021.

#### **NYCHA's Smoke-Free Policy**

NYCHA prohibits the smoking of tobacco and marijuana products in restricted areas. Smoking means inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, little cigar, pipe, water pipe (hookah), or any similar form of lighted object or device containing tobacco or marijuana. Restricted areas include public housing apartments, all interior areas, and areas within 25 feet of public housing buildings or to the property boundary if less than 25 feet from a NYCHA building. Smoking in these areas is a violation of the public housing lease.

In addition, using electronic cigarettes (also called e-cigarettes or e-cigs) in indoor common areas is prohibited under local law. Local law also prohibits smoking in playgrounds. Local law does not prohibit the use of electronic cigarettes outdoors or inside apartments.

It is the responsibility of residents to inform their guests and visitors of the smoke-free policy and to ensure guests and visitors do not violate the policy. Residents are accountable for their own violations of the policy, as well as violations of their guests and visitors. The policy is about the smoke, not the person who smokes. NYCHA shall not deny housing to an eligible family because a household member is a smoker.

NYCHA's adoption of its smoke-free policy does not make it a guarantor of the smoke-free condition of restricted areas. NYCHA will take reasonable steps to enforce its policy. Property Management staff enforces the Smoke-Free policy using an informal resolution process and a graduated enforcement approach with educational efforts.

#### **Partnering with Residents, the NYC Health Department and Other Leaders**

In August 2020, NYCHA launched the Smoke-Free NYCHA Liaison program. Smoke-Free NYCHA Liaisons serve as community health workers that can answer questions about the policy, coach residents who want to quit or reduce tobacco use and provide relevant resources to help residents adhere to the policy. NYCHA is also working to assist resident leaders across the City who are interested in working to build support for Smoke-Free NYCHA at their development.

Since the release of the HUD Rule, NYCHA has engaged residents, staff, city agencies, experts in smoking cessation, and others in dialogue about smoking and health. Smoke-free housing policy is fundamentally about promoting healthy living and working environments, and NYCHA will continue to work collaboratively to develop strategies and resources to educate residents about the health risks of exposure to secondhand smoke and to connect residents to cessation services for those who want to quit.

## **ATTACHMENT K**

### **STATEMENT ABOUT PUBLIC HOUSING INCOME LIMITS REQUIREMENTS**

By Federal Register notice dated July 26, 2018, the U.S. Department of Housing and Urban Development (HUD) issued instructions for implementing the mandatory public housing income limit requirements in the Housing Opportunity Through Modernization Act (HOTMA). These requirements apply only to the public housing program. Housing authorities were required to implement these HOTMA changes by March 24, 2019.

HUD approved a Significant Amendment to NYCHA's FY 2019 Annual Plan on June 19, 2019, which included a summary of NYCHA's over income policy.

Under HOTMA, when a household's income exceeds the over-income limit which is determined by multiplying the applicable income limit for a very low income (VLI) family by a factor of 2.4 (which currently equates to 120 percent of Area Median Income ("AMI") for New York City), for twenty-four (24) consecutive months, Housing Authorities have the option to either evict them or offer them a new lease with the rent being the greater of the Fair Market Rent ("FMR") or an amount of monthly subsidy for their unit including amounts from the operating and capital fund (the "subsidy amount").

As stated on page 16 of NYCHA's Significant Amendment to the FY 2019 Annual Plan, NYCHA has chosen to allow these households to remain in public housing, paying higher rent according to a HUD formula described below.

Starting in the second quarter of 2019, as HOTMA and HUD required, NYCHA began tracking public housing households whose incomes exceed 120 percent of AMI. NYCHA has tracked and will continue to track households over this limit when residents submit their annual recertifications, and during any interim reexaminations.

NYCHA has been notifying households of their over income status since 2019, as required by HUD. However, because of the COVID-19 pandemic, HUD waived or delayed the full implementation of HOTMA rules.

HUD published new regulations on implementing HOTMA in February 2023. Under the new regulations, NYCHA is required to provide households that exceed 120 percent of AMI for 24 consecutive months with three (3) notices. The first notice will be sent after the first income examination that results in the household being above 120 percent of AMI. The second notice will be sent if the household continues to exceed 120 percent of AMI following an income examination 12 months after the first exam. The third notice will be sent if the household has exceeded 120 percent of AMI following an income examination 24 consecutive months after the first exam. NYCHA will then offer these households a new non-public housing over-income lease and increase the household's rent to the greater of FMR or the "subsidy amount".

The new notice requirements do not affect families who already received a 24-month grace period. In accordance with HUD's new 2023 regulations, to remain in public housing, paying the higher rent, these tenants will first need to sign a new non-public housing lease. As required by law, tenants that sign a non-public housing over-income lease cannot participate in a public housing resident council or in programs that are only for public housing or low-income families because such tenants are not



part of the public housing program. If a household that is over income for 24 consecutive months does not sign the non-public housing over-income lease, NYCHA is required by law to evict the family.

HUD released on the “CY23 per unit subsidy by AMP” rent on March 10, 2023.

([https://www.hud.gov/public\\_indian\\_housing/programs/ph/mod/hotma\\_ph](https://www.hud.gov/public_indian_housing/programs/ph/mod/hotma_ph) )

Since the HUD-calculated subsidy amount by development is lower than the FY 2024 FMR by bedroom size, NYCHA will charge these households the applicable FMR rent for their apartment.

<b>Apartment Size</b>	<b>FY 2024 Fair Market Rent</b>
Studio	\$2,386
1 Bedroom	\$2,451
2 Bedroom	\$2,752
3 Bedroom	\$3,434
4 Bedroom	\$3,700
5 Bedroom	\$4,255
6 Bedroom	\$4,810

Household rent will not be increased to the greater of FMR or the subsidy amount until a public housing household’s income has exceeded 120 percent of AMI for 24 consecutive months and the household has signed the non-public housing over-income lease.

The chart below shows the income levels at which public housing families would be considered over-income under HOTMA based on family size and 2023 AMI levels (third column) as of May 15, 2023.

<b>Family Size</b>	<b>FY 2023 50% AMI</b>	<b>Current Over-Income Limit FY 2023 120% AMI (50% AMI x 2.4)</b>
1	\$49,450	\$118,680
2	\$56,500	\$135,600
3	\$63,550	\$152,520
4	\$70,600	\$169,440
5	\$76,250	\$183,000
6	\$81,900	\$196,560
7	\$87,550	\$210,120
8	\$93,200	\$223,680

NYCHA will modify its Management Manual to reflect HOTMA changes in accordance with HUD's 2023 regulation regarding over-income households. The Management Manual will discuss, among other things:

- How and when NYCHA will send notices to these households regarding when their rent will increase.
- Signing of the non-public housing over-income lease after 24 consecutive months of income exceeding 120 percent of AMI.
- Inability of these households to participate in public housing resident council or in programs that are only for public housing or low-income families.

**ATTACHMENT L**  
**Public Housing Resident Advisory Board (RAB) Members**

	Name	Development	District
1	Geraldine Hopper	Clason Point Gardens	Bronx North
2	Keith Ramsey	Eastchester Gardens	Bronx North
3	Lilith Lozano	Parkside	Bronx North
4	Maurice Tony Edwards	Marble Hill	Bronx North
5	Dana Elden	St. Mary's Park	Bronx South
6	Daniel Barber	Jackson	Bronx South
7	Gwendolyn Primus	Webster/Morrisania	Bronx South
8	Maria Forbes	Clay Avenue	Bronx South
9	Princella Jamerson	Millbrook/Millbrook Extension	Bronx South
10	Raymond Serrano	Stebbins Hewitt	Section 8 Representative
11	Gloria Tull	Claremont Parkway	Section 8 Representative
12	Carolyn Johnson	Albany	Brooklyn East
13	Lisa Kenner	Van Dyke	Brooklyn East
14	Naomi Johnson	Howard	Brooklyn East
15	Reginald Bowman	Seth Low	Brooklyn East
16	Amarilys Herrera	Marlboro	Brooklyn South
17	Barbara McFadden	Nostrand	Brooklyn South
18	Frances Brown	Red Hook East	Brooklyn South
19	Julia Daniely	Carey Gardens	Brooklyn South
20	Marie Navarro	Gravesend	Brooklyn South
21	Sheryl Boyce	Bayview	Brooklyn South
22	Adorn DuBose	Sumner	Brooklyn West
23	Darold Burgess	Ingersoll	Brooklyn West
24	Gloria Johnson	Tompkins	Brooklyn West
25	Lohoma Shipman	Bushwick	Brooklyn West
26	Naomi Colon	Marcy	Brooklyn West
27	Tyree Stanback	Lafayette Gardens	Brooklyn West
28	Bernadette McNear	Rangel	Manhattan North
29	Ethel Velez	Johnson	Manhattan North
30	Luis Torres	Clinton	Manhattan North
31	Nathaniel Green	Dyckman	Manhattan North
32	Aixa Torres	Smith	Manhattan South
33	Claudia Perez	Washington Houses	Manhattan South
34	Cynthia Tibbs	WSUR Brownstones	Manhattan South
35	Kazi Islam	Lower Eastside II	Manhattan South
36	Nina Saxon	Carver	Manhattan South
37	Ramona Minor	DeHostos	Manhattan South
38	Bridget Marachlian	Bland	Queens North
39	Corinne Woods-Haynes	Queensbridge I & II	Queens North
40	Tamika Williams	Pomonok	Queens North
41	Vanessa Jones-Hall	Astoria	Queens North
42	Addie Williams	International Towers	Queens South
43	Belinda Davis	Hammel	Queens South
44	Eugenia Gibson	Beach 41st Street	Queens South
45	Joyce Hutton	Conlon-Lifhe Towers	Queens South
46	Kimberly Comes	Redfern	Queens South
47	Lawanda Gainey-Johnson	Carleton Manor	Queens South
48	Manuel Martinez	South Jamaica I & II	Queens South
49	Margareth Massac	Oceanside	Queens South
50	Walter McNeil	Edenwald	Section 8 Representative
51	Brenda "Kiko" Charles	Mariner's Harbor	Staten Island
52	Clifton Creque	Berry	Staten Island
53	Dr. Brenda Harris	Cassidy-Lafayette	Staten Island
54	Geraldine Parker	Stapleton	Staten Island
55	Shekina Butler	West Brighton I & II	Staten Island

## **ATTACHMENT M**

### **Agendas of Meetings Held with NYCHA's Resident Advisory Board (RAB)**

#### **March 13, 2023**

- Introductions
- Roll Call
- Update on RAB Training
- RAB Meetings Schedule
- Proposed Topics for RAB Meetings
- Annual Plan & Amendment Schedule
- Comments and Questions

#### **March 31, 2023**

- Introductions
- Roll Call
- Training – Role of the RAB and Annual Plan/Significant Amendment Process
- Comments and Questions

#### **April 18 &19, 2023**

- Introductions
- Roll Call
- HOTMA – HUD's Rule on Over Income Public Housing Residents
- Comments and Questions

#### **MAY 8 & 9, 2023**

- Introductions
- Roll Call
- 2023 Federal Capital Grants and 5-Year Plan Consultation
- Additional Apartment Transfer Preferences
- Comments and Questions

#### **MAY 16 & 17, 2023**

- Introductions
- Roll Call
- Pact Overview & Updates
- Other REDD Project Updates
- Upcoming RAB Tour Dates
- Comments and Questions

### **JUNE 20, 2023**

- Introductions
- Roll Call
- Draft FY 2024 Annual Plan and Draft Significant Amendment to the FY 2023 Annual Plan review
- Comments and Questions

### **JULY 18 & 19, 2023**

- Introductions
- Roll Call
- NYCHA HOTMA Over Income Households
- Revised 5-year Action Plan & Capital Projects Budget
- Real Estate Development Activities
  - RAD/PACT
  - Fulton Elliott Chelsea
  - Other REDD project updates
- Comments and Questions

### **SEPTEMBER 18, 2023**

- Introductions
- Roll Call
- FY 2024 Flat Rent Schedule
- Final RAB Comments on the Draft FY 2024 Annual Plan
- RAB Training on the Annual Plan/Amendment Process
- Comments and Questions

## ATTACHMENT N

### COMMENTS FROM NYCHA'S RESIDENT ADVISORY BOARD (RAB)

#### Preservation Trust

- NYCHA needs to provide information about the Trust.

*On June 16, 2022, Governor Kathy Hochul signed new legislation [S.9409-A/A.7805-D](#) establishing the New York City Public Housing Preservation Trust and paving the way for the overdue repair, rehabilitation, and modernization of 25,000 apartments under control of the New York City Housing Authority (NYCHA).*

*The Public Housing Preservation Trust will be a new State-created public entity like the School Construction Authority. The Trust will keep rents capped at 30% of income, preserve all resident rights and protections, fix residents' homes through capital repairs, and maintain a public workforce. Resident voices are a critical part of the Trust – from resident representation on the publicly appointed nine-member board to resident partnership during renovation projects.*

*NYCHA needs over \$78 billion to fully restore and renovate all its buildings, but the federal government has provided only a fraction of the funding needed for these improvements. Many of the conditions in NYCHA buildings are unacceptable and unsafe for residents and their families – renovations are long overdue.*

*The Trust is a critical tool because it can access far more funding from the federal government and complete faster, higher-quality renovations with improved procurement rules.*

*The Trust is 100% public. NYCHA owns, controls, and manages the property, and there is no private manager.*

- *NYCHA remains permanent owner of the land/buildings and enters into a long-term ground lease with the Trust to secure Tenant Protection Vouchers, a subsidy worth double NYCHA's current federal subsidy.*
- *Similar to how other government entities raise revenue for capital improvements, the Trust will issue bonds that fund comprehensive building renovations (with input and partnership from residents at the development).*
- *The Trust can hire better vendors who can complete high-quality work, faster.*

*The Trust will keep homes permanently affordable and preserve all resident rights and protections. These protections align with current public housing rights and are stronger than in the traditional Section 8 program:*

- *Continue to pay 30% of income towards rent*

- Continue to have full “Part 964” resident participation rights (including the right to organize)
- Continue to have all succession rights
- Continue to be restricted to low-income residents and continue to fill vacant apartments from the NYCHA waitlists
- Embed all rights, affordability, and use restrictions in the land and codify that protections cannot be changed and buildings cannot become market rate

For additional information on the Trust, please visit NYCHA’s website

<https://www.nyc.gov/site/nycha/about/public-housing-preservation-trust.page>.

### **Eligibility, Selection, Admissions and Deconcentration Policies**

- A RAB member asked if criminal background checks are done on existing tenants and what are the requirements if something happened 10 years ago.

*Criminal background checks (CBCs) are run only for new admissions or for persons requesting to join the household or remaining family member claims. If NYCHA finds any criminal history in these instances, there must be a conviction and NYCHA considers the seriousness and age of the offense and applies a formula to determine whether the request will be accepted.*

### **Financial Resources**

- NYCHA should offer additional training for NYCHA’s Budget.

*NYCHA will take this suggestion under advisement. Every year, NYCHA publishes documents related to the Housing Authority’s budgets, both Operating and Capital, for the current year and projected for the next four years on its website. Below you will find links to the Budget Summary, which is a broad overview of NYCHA’s proposed budget for the current year. You will also find the Budget Book, which provides a detailed account of NYCHA’s proposed Budget and Financial Plan for the current year as well as the next four years. The Board of the New York City Housing Authority (NYCHA) adopted the 2023-2027 Operating Plan (the Plan) and the Capital Plan on December 21, 2022. Additional information can be found online at <https://www.nyc.gov/site/nycha/about/annual-plan-financial-information.page> and <https://www.nyc.gov/assets/nycha/downloads/pdf/2023-NYCHA-Budget-Book.pdf>.*

### **PHA’s Over-Income Policies**

- A RAB member requests information on the number of over-income residents at Lafayette Gardens.

*Lafayette Gardens currently has six (6) over-income households.*

- A RAB member stated that the over-income chart is not clear. They also want to know how the over-income policy affects those on the waiting list and transfers.

*As required by federal law and HUD regulations, a household whose income exceeds the over-income limit which is determined by multiplying the applicable income limit for a very low income (VLI) family by a factor of 2.4 (which currently equates to 120 percent of Area*

*Median Income ("AMI") for New York City), must be considered "over-income" by NYCHA for the Section 9 program. The over-income chart is provided by HUD and shows the total household income to be considered over-income by family size. Please note the income levels on page 20 are adjusted each year by HUD.*

*The over-income requirements apply to residents currently in public housing. Applicants on the waiting list are generally below the over-income limit and are not expected to be impacted by this policy.*

*Non-public housing over income (NPHOI) tenants may still initiate a request for a transfer to a different apartment for reasons related to changes in household size or pursuant to a reasonable accommodation request, by visiting their property management office or using the Self-Service portal to fill out a "Non-Public Housing Over-Income Tenant Transfer Request" form. Requests will be processed on the same terms as requests made by Section 9 tenants.*

- A RAB member wants to know the NYCHA department that contacts the residents to let them know they are identified as over-income households. There are some residents in her development that have not yet been notified by NYCHA.

*Residents will continue to receive notices that they are over-income along with their lease renewal and rent change notice following annual review or interim recertification. After 24 consecutive months, residents whose income continues to exceed the over-income limit will receive a notice and a copy of the non-public housing over-income lease to sign if they want to remain in their public housing unit. Residents can visit their development management office with any questions they may have. The notices also inform residents that they can file a grievance if they disagree with the over-income determination.*

- A RAB member asked if families that are over-income have to pay the fair market rate and if they have any transfer rights.

*Households who are over-income for 24 consecutive months must sign a new non-public housing over-income lease to remain in their public housing unit. These households will have to pay the alternative non-public housing rent, which is the greater of the Fair Market Rent (FMR) or the subsidy amount for the unit. In New York City, the FMR is higher and will therefore be the alternative non-public housing rent.*

*Households who sign the non-public housing over-income lease may request a transfer to a different apartment for reasons related to changes in household size or pursuant to a reasonable accommodation request, by visiting their property management office or using the Self-Service portal to fill out a "Non-Public Housing Over-Income Tenant Transfer Request" form. Requests will be processed on the same terms as requests made by Section 9 residents.*

- A RAB member asked about the Earned Income Disregard (EID) and how does the new HUD HOTMA regulations affect NYCHA residents.



*Residents who currently receive the Earned Income Disregard (EID) will continue to benefit until their EID term ends. Under the HUD regulations implementing the Housing Opportunities through Modernization Act (HOTMA), no new households may be added to the EID program after January 1, 2024.*

- A RAB member requests more discussion on the Over-Income policy.

*NYCHA's Management Services Department (MSD) will be conducting more information sessions. Residents may also find more information on NYCHA's website, <https://www.nyc.gov/site/nycha/about/over-income-policy.page>.*

- A RAB member wants to know the number of over income families and when the over income policy will be implemented. What is the enforcement? How many evictions have we had?

*NYCHA has over 200 over-income households who have ended their 24-month grace period as of June 2023. There have been no evictions related to over-income as of this writing.*

- A RAB member wants to know if a resident completes their annual certification, will the over-income policy go into effect at their next annual certification?

*As required by federal law and HUD regulations, a household whose income exceeds the over-income limit, which is currently at 120% of the Area Median Income (AMI) for New York City, must be considered "over-income" by NYCHA for the Section 9 program. If a household remains over-income for 24 consecutive months (or the "grace period"), NYCHA is required by HUD to have the household sign a new non-public housing over-income lease and the household will have to pay the alternative non-public housing rent, which in New York City is the Fair Market Rent (FMR) set annually by HUD. During the 24-month grace period, residents whose incomes exceed the over-income limit remain public housing residents, must continue to complete their annual recertifications, and will continue to pay the appropriate public housing rent (flat rent or income-based rent, whichever is lower).*

- A RAB member asked how NYCHA is addressing millionaire residents.

*All households whose income exceeds the over-income limit for 24 consecutive months will be required to sign the NPHOI lease and pay a higher rent if they want to remain in their NYCHA unit.*

- A RAB member recommended that NYCHA included a way for residents to acknowledge that they received the over income notices to ensure they have been delivered.

*NYCHA will take this suggestion under advisement.*

- A RAB member asked if NYCHA will invest more into the units or buildings with over-income residents since they're paying so much rent? Will they now get the repairs that they need? Will the buildings be cleaned, or will the residents pay sky-high rent with the same dilapidated amenities and services?

NYCHA's goal is to repair and maintain all of its units.

### **PHA's Operation and Management**

- The RAB wants to know about younger residents in senior only developments and buildings. How is property management ensuring the tenancy at these developments? Does NYCHA allow younger residents to temporarily live in senior only developments?

*NYCHA policy is that specific housing developments and properties as housing designated for elderly- only populations must meet the age requirement of 62 years and older. All permanent additions to households residing in a senior building must meet senior building age requirements, or once the addition is approved, the household must submit a transfer request form to be moved to an appropriate development to meet the updated household composition if the individual(s) added to the household does not meet senior building age requirements. This policy includes Remaining Family Members. If the remaining family member(s) meet age requirements, they may remain in the senior citizen apartment; or if they do not meet the age requirements, NYCHA will offer a lease to the senior apartment in which they reside if they first sign a request to transfer to an apartment of correct size within a general population building. A head of household can request that the addition to the household that does not meet the senior building age requirement be allowed to be added to the household as temporary for one year.*

- A RAB member wants to know how NYCHA is enforcing absent residents.

*NYCHA follows up on all apartments that have been reported abandoned or where the resident is absent to determine the status of the occupancy.*

- A RAB member wants to know who determines the inspection of the indoor hoppers and is there a timeframe for when they are replaced.

*Inspection of the chute doors are the responsibility of property management. Hopper doors and pans must be cleaned frequently, in order to allow the door to completely close. Broken or defective hopper doors must be reported immediately and are replaced as needed.*

- RAB members noted the high number of vacant units at Van Dyke Houses and St. Mary's Park which are impacting their Tenant Participation Funds (TPA).

*Due to the aging conditions in our buildings, NYCHA's vacant units require extensive work, especially in the areas of carpentry, plastering, painting, and lead abatement. With city funding, NYCHA has prioritized the turning over of vacant units in recent months and is closely monitoring the efforts to ensure the timely completion and re-occupancy of the units.*

### **PHA's Community Service and Self-Sufficiency Programs**

- A RAB member wants to if NYCHA has a training program for Section 3 hires?

*NYCHA's Office of Resident Economic Empowerment & Sustainability (REES) supports residents' increased income and assets through programs, policies and collaborations in the areas of employment and advancement, adult education and training, financial literacy and asset building and resident business development, partnering with 80+ CBO's and City*

agencies. REES falls under NYCHA's Department of Resident Services, Partnerships, and Initiatives (RSPI). REES's key partner-led workforce programs and Initiatives that can prepare residents for Section 3 opportunities include:

- **NYCHA Resident Training Academy (NRTA)** – Free employment-linked training opportunities and job placement assistance to NYCHA public housing residents and Section 8 voucher holders in the construction, pest control, maintenance, and janitorial fields. Through these three-to-eight-week trainings, residents can earn industry certifications (i.e., OSHA 30), learn equipment and operations, and/or prepare for certification exams. Job referral support to successful graduates, including work with NYCHA, NYCHA contractors, private employers, and affordable housing developers. NRTA training partners include the New York City College of Technology and Brooklyn Workforce Innovations (BWI).
- **NYCHA Clean Energy Academy (NCEA)** – Sixteen-week (280-hour) course in the cutting-edge clean energy/infrastructure field. Provides NYCHA residents the skills to install solar panels, transform heating and cooling systems, install, and maintain heat pumps, and learn various construction duties to perform a key role in transforming both the NYCHA community and the environment. Enrollment is free and trainees earn a stipend. Program grants multiple industry-specific credentials, including OSHA 30 and site safety. The Clean Energy Academy will train 100 residents in its first two years – helping NYCHA achieve its decarbonization goals while providing economic mobility to residents.

In addition, NYCHA contractors and developers may offer construction specific training and/or management training. These opportunities are communicated to residents by the contractor/developer at developments where their work is taking place via flyers and other communication methods. REES supports the outreach to residents via the Bi-weekly REES e-newsletter, blurbs in the Resident Participation & Civic Engagement (RPCE) Resident Leader E-Newsletter (including a link to the postings on the REES website), phone banking and sharing with partners and Jobs Plus sites.

For more Information of the NRTA, NCEA and Section 3 Job Postings, residents can call the REES Hotline at 718-289-8100 or visit [www.opportunitynycha.org](http://www.opportunitynycha.org).

- NYCHA should have mental health programs and outreach for NYCHA residents.

NYCHA Family Partnerships Department (FPD) is the social service department for NYCHA residents. FPD works with NYCHA's most vulnerable households to provide a short-term social service intervention when in crisis or at their request. FPD also makes referrals to external providers for long-term support. Self-referrals are encouraged. FPD staff are highly trained and will conduct home visits to meet residents where they are. The most common referrals are for the following:

- Eviction prevention
- Hoarding/poor housekeeping
- Mental health and substance use disorders
- Child and elder neglect and abuse
- Emergency/crisis interventions
- Mental competency evaluations
- Connections to youth, senior, and social service providers for all ages

*The Family Partnerships Offices are at the following locations:*

- *BRONX 1200 Waters Place, 2nd Fl. Bronx, NY 10461 (718) 409-8699*
- *BROOKLYN 787 Atlantic Ave, 2nd Fl. Brooklyn, NY 11238 (718) 218-1483*
- *MANHATTAN 45 Allen Street, Ground Fl. New York, NY 10002 (646) 994-4755*
- *QUEENS 70-30 Parsons Blvd., Ground Fl. Flushing, NY 11365 (646) 994-4585*
- *STATEN ISLAND 90 Lafayette Avenue, Ground Fl. Staten Island, NY 10301 (646) 994-4700*
- *CENTRAL OFFICE 90 Church Street, 5th Fl New York, NY 10007 (212) 306-3424*

**NYC WELL** is a connection to free, confidential mental health support. All New Yorkers can speak to a counselor via phone (1-888-nyc-well) text (well to 65173), or chat ([Chat with a Counselor Now – NYC Well \(cityofnewyork.us\)](https://www.cityofnewyork.us/counselor-now)) to get access to mental health and substance use services, in more than 200 languages, 24/7/365.

Through the [Building Resilience in Youth](#) program, NYC is also providing funding to select youth services providers, including organizations that operate NYCHA-based community centers, to strengthen their capacity to address mental health needs. NYCHA is currently engaged in work with the NYC Health Department, resident leaders, and other partners to grow partner-led mental health resources that respond to the mental health needs across NYCHA developments.

NYCHA is currently preparing to launch a Mental Health Task Force with residents and citywide partners to identify mental health priorities and partnership strategies to meet unmet needs.

- A RAB member stated residents are not aware of the self-sufficiency programs listed in the Plan and NYCHA needs to do a better job educating residents.

NYCHA's Office of Resident Economic Empowerment & Sustainability (REES) promotes self-sufficiency programs and other offerings via diverse communication methods. This includes promotion in the REES Bi-Monthly e-newsletter distributed biweekly to all NYCHA residents with email address on file; flyers posted in development lobbies and at the property management office; emails to resident leaders; participation at NYCHA Family Days, NSTAT meetings and other development-level community activities; social media postings; NYCHA Journal articles; and on NYCHA Connect, one of NYCHA's Self-Service Portals.

REES staff also conduct scheduled tabling on development grounds at various developments weekly. Furthermore, a few of the programs, Resident Opportunities and Self Sufficiency (ROSS), Family Self Sufficiency (FSS) and Jobs-Plus are specific to targeted developments and/or Section 8 residents (FSS), so resident outreach and communication specific to those programs is targeted. Residents interested in learning more can call the REES Hotline at 718-289-8100, visit [www.opportunityNYCHA.org](http://www.opportunityNYCHA.org). Residents can also schedule to attend a REES Information Session held several times monthly (days/evenings) virtually and-in person at the REES Central Office (787 Atlantic Avenue, Brooklyn). Sessions are also held at various NYCHA campuses periodically in partnership with local resident leadership.

## **PHA's Policies and Rules Regarding Ownership of Pets in Public Housing**

- NYCHA should send a survey to the residents to determine if they would allow dogs in their developments.

*As per NYCHA's Pet Policy, each NYCHA household may have one NYCHA-registered cat or dog in their apartment. A NYCHA household also may seek a reasonable accommodation for an assistance animal.*

- A RAB member asked what is NYCHA doing to enforce the dog policy such as breed and weight restrictions? There are dogs off their leash and that are not registered.

*As per NYCHA's Pet Policy, residents must register their cats, dogs, or assistance animals with NYCHA and provide supporting documentation (example: dog license). During the pet registration process, NYCHA will ensure a pet dog meets the weight requirement and is an approved breed. In addition, residents with a pet dog are required to follow NYCHA's rules regarding pets, including making sure the dog is kept on a leash when outside the apartment. Failure to register the pet or follow NYCHA's rules regarding pets may result in termination of tenancy. Residents are encouraged to inform their Property Management office if they see dogs off their leash while on NYCHA property.*

## **Homeownership**

- A RAB member wants to know what happened to the Homeownership program that was offered during 1988-1995?

*Please see page 114 of the FY 2024 Draft Annual Plan for current homeownership activities pertaining to the FHA Repossessed Houses Group V. The original Section 5(h) Plan Amendment approved in 2007 included 184 occupied single-family units intended for sale to public housing residents. On September 11, 2014, HUD issued a final Section 5(h) Plan Amendment granting approval for the sale of 51 units to residents under the Section 5(h) Plan and mandating Plan termination after the sale of the 51 units. Currently, 11 homes remain to be sold under the Plan.*

## **Rental Assistance Demonstration Program "RAD"**

- A RAB member asked if the number of over-income families at NYCHA will increase the number of RAD/PACT conversions and offset the over-income units.

*The number of over-income families has no impact on the number of PACT conversions.*

- A RAB member asked how many developers have been removed and what does it take for a developer to be removed because of gross improprieties.

*NYCHA has not removed any of our PACT partners from our developments. NYCHA's Asset Management team monitors the performance of the properties after conversion to ensure that our PACT Partners are fulfilling their obligations and effectively managing the properties. We also continue to meet regularly with the Tenant Association leaders of converted developments to speak directly with residents about any operational and management issues*

*at the properties. If there are significant issues with the day-to-day operation of the PACT development, NYCHA will work with the partner team to develop an action plan to address concerns.*

- A RAB member wants to know about families that are not earning income, how many are PACT residents, are they Section 3 hires and which developments do they live in.

*With the change in the Section 3 rule by HUD, NYCHA is still in the process of implementing a new system that allows easy aggregation and reporting of total Section 3 labor hours and Section 3 labor hours for each contract.*

- If a family moves into a PACT/RAD unit and makes 80% of the Area Median Income (AMI), do they pay the fair market rent or is the rent capped?

*PACT property managers work closely with NYCHA's Leased Housing Department to identify households from the Project-Based Section 8 waitlist to fill vacancies. Any new admission household moving into a vacant apartment within the PACT portfolio must meet the income criteria for Section 8, which is set to 50% AMI. The tenant-share portion of the rent would be 30% of the household's adjusted gross income.*

- RAB members expressed their concerns they would lose their resident protections under Section 8 and feel strongly against PACT/RAD at their developments.

*PACT was developed in response to resident and other stakeholder feedback and has programmatic requirements and developer responsibilities that are unique to NYCHA, including robust resident engagement and strong resident rights; capital improvements that prioritize sustainability and connected communities; responsive social service plans; diversity requirements for Partners and their subcontractors; and comprehensive public oversight after conversion.*

*Through PACT, developments will be included in the federal Rental Assistance Demonstration (RAD) program. RAD is a HUD initiative that allows NYCHA and other public housing authorities to convert the federal subsidy from traditional public housing to Project-Based Section 8 vouchers. PACT uses RAD to convert the properties and layers in additional resident protections, public oversight, and Partner requirements to ensure we are responsive to the needs and priorities of residents and other stakeholders. Residents retain similar resident rights as they had in public housing. Please see pages 28 to 40 for information on RAD Resident Rights, Participation, Waiting List and Grievance Procedures.*

- A RAB member asked how PACT/RAD developers are kept accountable of their actions and is it in writing.

*NYCHA enters into a number of written agreements with PACT partners requiring them to meet deliverables related to their construction timelines, repair work, and reporting to NYCHA after conversion. Copies of these agreements are found on NYCHA PACT Resources page: <https://www.nyc.gov/site/nycha/about/pact/resident-resources.page>*

*NYCHA's Asset Management team monitors the performance of the properties after conversion to ensure that our PACT Partners are fulfilling their obligations and effectively*

*managing the properties. We also continue to meet regularly with the Tenant Association leaders of converted developments to speak directly with residents about any operational and management issues at the properties. If there are significant issues with the day-to-day operation of the PACT development, NYCHA will work with the partner team to develop an action plan to address concerns.*

- A RAB member wants to know what NYCHA is doing to protect residents that remain in their apartments during PACT/RAD construction and suggests pets should be removed before residents are relocated.

*For households that remain in their apartment during the rehabilitation our PACT partners are required to follow a Tenant Protection Plan (“TPP”) that is submitted to the NYC Department of Buildings prior to approval of the construction work. NYCHA performs site observations throughout construction to help ensure proper protocols are being followed. If any NYCHA residents have concerns with construction health and safety they may contact 311 or NYCHA directly and we will investigate.*

*For the safety of both the pets and the construction workers it is advisable that pets are properly leashed or contained to specific areas of the apartment while workers are in the apartment.*

- A RAB member wants to know if developments selected for PACT/RAD are bundled for profit.

*Developments are not bundled for profit. NYCHA developments are often bundled into one PACT project given their repair needs and proximity to one another.*

- A RAB member wants to know if resident leaders are being paid to take on PACT/RAD at their developments.

*Resident leaders are not paid for any of their work related to a PACT/RAD conversion.*

- A RAB member asked, residents that are grandfathered in, do they pay 30% of their income?

*Section 9 residents who convert to Project-Based Section 8 through PACT will continue to pay 30% of their adjusted gross income towards rent. Exceptions may apply to households who pay flat rent or are a Non-Public Housing Over-Income household, are current tenant-based Section 8 participants, or a mixed family, as defined by HUD.*

- A RAB member asked what is the projected date for the WSUR Brownstones conversion?

*NYCHA has removed the WSUR Brownstones from the FY 2024 Annual Plan. There are no plans for this development for the time being.*

- A RAB member wants to know what happens when there are Capital repairs at a development and the development converts to PACT? What happens to the Capital monies after the PACT conversion?



*Once a development is included in the PACT pipeline, NYCHA reviews all ongoing capital repair plans for the development. If a repair is scheduled to be completed prior to the conversion to Section 8, that repair will likely continue. If a capital repair is scheduled to start closer to, or after, the conversion, NYCHA will remove the capital repair from the development and the funding will be allocated to other developments not scheduled to convert through PACT.*

- A RAB member wants to know what happens to a NYCHA elderly-only (senior) development when it converts to PACT, and will the development remain elderly after the PACT Conversion?

*Senior-only developments continue to be senior-only developments after conversion with a preference. This means senior households from the PACT site-based waitlist will have a preference to fill all vacancies at the senior development. However, the Section 8 definition of a senior household will apply and it only requires that the head of household or spouse, or sole member be at least age 62 or older.*

- A RAB member requested more clarification regarding the pre-determined 62,000 PACT units.

*NYCHA will continue to provide the RAB with updates on our PACT pipeline and the progress we have made towards the 62,000-unit goal. To date, 138 NYCHA developments, representing just over 37,000 apartments, are in pre-development, are under construction, or have completed construction through the program. To find up-to-date information on our project pipeline, you can visit the NYCHA PACT News page here:*

*<https://www.nyc.gov/site/nycha/about/pact/pact-projects-news.page>*

- A RAB member stated resident leadership is not included in PACT decisions.

*Starting in 2020, resident leaders have worked directly with NYCHA to decide how and when they will move forward with the PACT program at their development. NYCHA works with resident leaders to form Resident Review Committees for each project. Resident Review Committees review proposals submitted to NYCHA, interview potential partners, and select the PACT partners directly.*

*Once partner teams are selected by Resident Review committees, and designated partners must continue to work with residents to develop rehabilitation, property management and social service plans.*

- During a discussion about Fulton, Elliott-Chelsea, a RAB member said NYCHA is not allowed to build new public housing buildings under the demolition and disposition activities.

*As part of the current plan for the Fulton and Elliott-Chelsea developments, new buildings will replace existing buildings at these developments. The new buildings will be included in NYCHA's Project-Based Section 8 program.*

### **Capital Improvements**

- NYCHA's online Capital Projects Tracker is not current, it does not show the actual status of projects such as those that were put on hold at the RAB member's development.



NYCHA updates the tracker every two weeks. Projects that have been formally put on hold note in the "Project Update" field on the Tracker that "This Project is on hold". The tracker can be accessed here <https://www.nyc.gov/site/nycha/about/capital-projects.page>.

- NYCHA should have a quarterly checklist for property management such as oversight, monitoring, and enforcement for resident leaders.

*A Capital Projects Priority Liaison meets with the Property Manager and Resident Leader several times each year for a comprehensive update on ongoing and planned projects. In addition, the project team for each project has regular meetings with the property management and resident leadership. During the construction phase, these meetings are held biweekly.*

- A RAB member asked about the relevance of the 2017 PNA relevant to what is happening at NYCHA in 2023.

*The 2017 PNA included forecasted conditions of assets over the next 5 and 20 years and, along with other information from the properties such as work orders and outages, has supported capital planning decisions until now. The new 2023 PNA incorporates more current market prices and other considerations and will be updated based on new data each year. The 2023 PNA information is available here: <https://www.nyc.gov/site/nycha/about/modernizing-properties.page/#capneeded>.*

- NYCHA should include the monetary values for these capital projects in the presentations to the RAB.

*NYCHA will take this comment under advisement. NYCHA included the dollar values for the capital projects in the July 18 and July 19, 2023 RAB meetings.*

- How is NYCHA engaging with Section 3 contractors and communicating with the unions, and discussing the Project Labor Agreement (PLA) agreements/negotiations with the RAB?

*As part of our regular vendor and contract administration activities, our capital projects managers and construction management work with each vendor to monitor their Section 3 performance from the beginning of a contract and work with the vendor to try to ensure they meet NYCHA's Section 3 goals. NYCHA's REES team also plays an important role in this process by helping to match job opportunities and residents and supporting various training programs for residents. Vendors engage with unions directly to secure workers, including Section 3 workers. NYCHA is currently in the process of renegotiating the PLA and will update the RAB after that process is completed.*

- A RAB member asked when NYCHA selects a vendor, does NYCHA choose the most suitable vendor or the lowest bidder?

*A vendor has to meet the minimum required qualifications and experience for the work being bid out. For the vast majority of construction contracts, NYCHA has to select the lowest*

*bidder. For design-build contracts, and most professional services contracts (such as architects, engineers, construction managers, etc.), NYCHA can select based on a range of factors in addition to cost.*

- A RAB member wants to know why St. Mary's Park is not on the list for Capital Projects.

*A community center roof replacement at St Mary's Park was completed in 2023, and there is an ongoing roof replacement project that is fully funded from City capital funds, and therefore not shown in the future Federal capital plan. Boilers were last replaced in 1996 and are in "fair" condition and elevators were last replaced in 2010/11 and are in "good" condition, per the 2017 PNA. In addition, there is a steam leaks \$1.6M project in 2023 that is funded from operating funds, and therefore not in the capital plan.*

- A RAB member wants to know why Albany Houses is not on the list for Capital Projects. Albany Houses received new roofs in 2017.

*The boilers at Albany Houses were last replaced in 2011 and are in "good" condition and elevators were last replaced in 2001 and are in "fair" condition, as per the 2017 PNA. There are no ongoing or planned projects at this time.*

- A RAB member stated scaffolding has been up for four years, and wants to know how much longer will the scaffolding remain?

*It is likely that the "scaffolding" is public protection shedding required by the New York City Department of Buildings (DOB) under Local Law 11 when the façade is found to have certain unsafe conditions. In these situations, the shedding is legally required to stay up until the necessary repairs are made to the façade. NYCHA is currently seeking to obtain additional funding for these kinds of façade repairs but there remains a significant funding shortfall and therefore sheds may have to remain in place for an extended time.*

- A RAB member wants to know why Howard Houses is not included in the PNA.

*Howard Houses was included in the 2017 PNA and the more recent 2023 PNA that was released publicly in July. The 2023 PNA information is available here:*

*<https://www.nyc.gov/site/nycha/about/modernizing-properties.page/#capneeded>*

- A RAB member asked when new boilers are installed, if it is the same model boiler for all NYCHA developments.

*The model is not the same for all developments. The boilers at each development can be of many different types and sizes, based on the required capacity for the site and other considerations.*

- A RAB member asked if the \$5M funding gap for Capital Projects is due to rent arrears and ERAP? Can NYCHA provide confirmation that the funding gap is because of the ERAP deficiency?

*Capital project budgets are not directly impacted by NYCHA's operating budget challenges, however staffing required to manage these projects and oversee contractors is impacted by operating budget challenges.*

- A RAB member asked what is NYCHA doing to remedy the \$5M funding gap to fund staffing at these projects? Did NYCHA put the money in an account that gains interest and how much interest is earned?

*Capital projects that have been paused will be restarted as soon as NYCHA has sufficient staff capacity to manage these effectively. This will happen once other ongoing projects are completed, or if NYCHA is able to address the operating budget challenges through different strategies NYCHA is pursuing.*

- A RAB member stated funding was received for the removal of scaffolding and new heaters, instead, the heaters will be replaced. What happened to the projects at Lafayette?

*We are not clear on what funding or scope changes are being referred to here. The Capital Projects Property Liaison assigned to this property can follow up and meet with the Resident Leader to try to clarify and answer these questions.*

- A RAB member asked about the capital projects that are currently postponed, is it because of a labor shortage or because there are not enough staff to fund these projects? How much money is needed for these projects to be staffed?

*The projects are postponed due to a lack of funding to pay for the project management staff to manage and oversee these projects. The funding shortfall was over \$6 million when the decision was made to pause these projects.*

- A RAB member wants to know if NYCHA lost funding that was initially given for city-funded capital projects or the money to staff these projects?

*No funding has been lost to date. The project funding that NYCHA receives from the City does not include budget for the staff managing and overseeing these projects. Given the large number of projects NYCHA is managing, there was not sufficient operating budget to staff all projects and therefore certain projects had to be paused.*

- A RAB member wants to know about the new NYCHA building at 147<sup>th</sup> St. and Willis Avenue.

*NYCHA partnered with HPD and Lemle & Wolff Development and provided a lease to a parcel of land on Block 2291, Lot 1 (former Betances VI development) for the development of a 101-unit supportive housing development in the Bronx. The 15-story building replaces a vacant commercial building and was designed by Think! Architecture. The Bridge, a supportive housing group, is also partnering on the project providing on-site support for residents, including case management, benefits counseling, and help accessing local mental health, dental, and substance abuse services.*

- A RAB member asked why the vacant one-story buildings at Oceanside have not been demolished and what is the timeframe?

*NYCHA is currently working with partners to finalize plans for the sites referenced at Ocean Bay Apartments (Oceanside), Queens. A specific timeframe has not yet been determined.*

- A RAB member asked what is the FY 2023 Capital Plan & Five-Year Plan?

*NYCHA's \$8.6 billion 5-Year Capital Budget for 2023-2027 provides funding for renovation, new construction, and associated services. The Capital Budget consists primarily of construction and non-construction programs. Construction programs include roof replacements, brickwork and other major preservation and modernization work. Non-construction programs include information technology initiatives, remediation, code compliance repairs, and capital eligible debt service.*

*NYCHA's Capital Plan provides planned commitments for infrastructure improvements, major modernization, system upgrades and repair, resiliency, and fortification of developments damaged or impacted by Superstorm Sandy. The Plan is based on the current federal capital funding outlook, funding from local elected officials and the City of New York, and the disaster recovery funding from Superstorm Sandy.*

*Overall, nearly 50 percent of capital funding is from Annual Federal Capital Grants, 41 percent is from the City of New York, 6 percent comes from the State of New York, and the remaining 3 percent comes from other sources (Community Development Block Grant, Disaster Recovery, and Other).*

*Information about NYCHA's Capital Projects is available online, <https://www.nyc.gov/site/nycha/about/capital-projects.page>.*

- NYCHA should schedule additional trainings on the Five-Year Plan for Tenant Associations (TAs).

*NYCHA will consider how to present the plans effectively at properties to individual tenant associations, or to the District Council of Presidents (DCOPs).*

- NYCHA's Capital Projects departments should have a discussion with the RAB about sustainability and NYCHA moving towards green energy savings.

*We have various sustainability focused projects covering energy efficiency and decarbonization, water use efficiency, solar, waste management and recycling, stormwater management and e-mobility. More information on NYCHA's sustainability efforts can be found on <https://www.nyc.gov/site/nycha/about/sustainability.page>. A follow up discussion with RAB on these topics can be scheduled.*

- A RAB member wants to know how NYCHA maintains many of the buildings that are old and in disrepair?

*NYCHA's Property Management and other Operations functions lead maintenance of NYCHA buildings and are working hard to try to keep the various building systems operating reliably and effectively.*

- A RAB member requested a report of the capital projects at Carver.

*For information on the status of recently completed and ongoing capital projects at Carver Houses, please visit the Capital Projects Tracker at <https://www.nyc.gov/site/nycha/about/capital-projects.page>. The Capital Projects Property Liaison assigned to this property is available to follow up and meet with the Resident Leader to answer questions.*

- A RAB member wants to know how much Section 3 workers get paid.

*This depends on the specific position of the worker. There are many different jobs involved in a capital project for which a Section 3 worker could be employed.*

- A RAB member asked who oversees the contractors and the work that they are doing.

*At the site of construction, the contractors are overseen by field construction managers. Field construction managers are either NYCHA staff or consultants representing NYCHA. These field staff are overseen by NYCHA project managers who also administer the contracts. The project managers are overseen by NYCHA deputy directors, directors, and other senior staff. NYCHA also has independent safety, quality, and environmental teams who do random inspections of contractor work and issue reports on requirements they have to meet. The name of the NYCHA project manager for most projects is shown on the NYCHA Capital Projects Tracker website <https://www.nyc.gov/site/nycha/about/capital-projects.page>*

- A RAB member commented that NYCHA needed to be more transparent and report all the information on Section 3 jobs for contracts.

*With the change in the HUD's Section 3 regulations, NYCHA is still in the process of implementing a new system that allows easy aggregation and reporting of total Section 3 labor hours and Section 3 labor hours for each contract.*

### **Housing Needs**

- A RAB member wants to know when will the Section 8 wait list re-open?

*As of now, the Section 8 wait list is closed and there is no plan to reopen it.*

## ATTACHMENT O

### COMMENTS AND CHALLENGED ELEMENTS FROM THE PUBLIC

#### Annual Plan

- A resident stated that the robocalls for the public hearing were only made in English and not in other languages. All calls made by NYCHA are in English. There are numerous seniors who complain about the same thing and there is an issue regarding the language of communication.

*The Draft FY 2024 Plan and Draft Significant Amendment to the FY 2023 Annual Plan were released for public review on the Authority's website on May 26, 2023.*

*<https://www.nyc.gov/site/nycha/about/annual-plan-financial-information.page> Following the release, NYCHA conducted various outreach activities including two rounds of robocalls in English, Spanish, Chinese, and Russian to both public housing and Section 8 households. Two email blasts were sent to the Authority's public housing and Section 8 households and social media posts were released online. Executive Summaries of the Draft 2024 Plan and Draft Significant Amendment to the FY 2023 Annual Plan were posted online in the translated languages (Spanish, Chinese and Russian).*

- A resident stated that they never heard about the Elderly Safe at Home program until they read through the draft they received via email, and they would like to learn more about it. They alone care for an elderly father and adult children who are autistic.

*The Elderly Safe at Home program provides services geared towards enhancing the general quality of life of elderly and nonelderly disabled residents who reside in 20 NYCHA developments listed on the following page. This program provides on-site social services to help improve their safety and security and enhance their health & well-being and allows residents to continue to live independently in their homes and prevent premature institutionalization.*

*Program services include support and crime prevention, crisis intervention, and crime victim assistance to address and prevent crimes perpetrated against this vulnerable population. The program also assists residents with maintaining activities of daily living, accessing public entitlements, and coordinating services with outside providers. Residents can meet with the assigned worker in the social service office or in their homes. Workers are also expected to conduct regular home visits and telephone reassurance.*

*This program also recruits and trains resident volunteers who are organized into a floor captain/buddy system and maintain daily contact with residents in their respective developments. The floor captains are the eyes and ears of the program. They are often the first to detect if something is wrong or identify an incident requiring immediate attention and are obligated to report back to program staff. This program also offers workshops on crime prevention, safety and security, and crime victims' rights and the criminal justice process. Information on these and other topics is disseminated through pamphlets and regularly scheduled meetings at program sites. Residents who need more comprehensive crime victim*

services are referred to community-based organizations and/or City agencies that specialize in this field.

The following developments are in the Elderly Safe at Home program:

*Bronx*

- *Boston Road Plaza - 2440 Boston Road*
- *Bronx River Addition - 1350 Manor Avenue*
- *Butler Houses: 1402 Webster Avenue*
- *Claremont Consolidated: 1020 College Ave*
- *Courtlandt Avenue Senior Center: 372 East 152nd Street*
- *Jackson Houses: 799 Courtlandt Avenue*
- *Morris I: 3663 Third Avenue*
- *Morris II: 1350 Washington Avenue*
- *Morrisania Air Rights: 3135 Park Avenue*
- *Randall-Balcom: 2705 Schley Avenue*

*Brooklyn*

- *Haber Houses: 3018 W 24th Street*
- *Marcus Garvey-1440 East New York Avenue*
- *Reverend Brown Houses - 1630 St. Marks Avenue*

*Manhattan*

- *LaGuardia Addition: 282 Cherry Street*
- *UPACA 5: 1980 Lexington Avenue*
- *UPACA 6: 1940 Lexington Avenue*
- *Morris Park Senior Citizen Home: 17 East 124 Street*

*Queens*

- *Latimer Gardens: 34-30 137th Street*
- *Leavitt: 139-10 34th Avenue*
- *Shelton Houses: 89-09 162 St*

*Please visit NYCHA's website for more information on senior programs*

*<https://www.nyc.gov/site/nycha/residents/senior-programs.page>*

- A resident of Douglass Houses does not agree with this Annual Plan. They stated that they don't believe that this is happening and that NYCHA makes up its own rules. NYCHA does not follow the 964 regulations.

*NYCHA, with the assistance of the U.S. Department of Housing and Urban Development (HUD), has partnered with CVR Associates to bring training on HUD's regulations on tenant participation (24 CFR 964) and the 2021 Memorandum of Agreement (MOA) between NYCHA and the Citywide Council of Presidents (CCOP) to all Tenant Association leaders and NYCHA staff. The training goals are the following:*

- *Ensure staff and residents understand NYCHA's legal obligations under 24 CFR 964 and the 2021 Memorandum of Agreement (MOA).*



- *Illustrate the importance of resident engagement and related provisions under 24 CFR 964 and the MOA.*
- *Demonstrate best practices and ways in which staff and residents should utilize 24 CFR 964 and MOA provisions in their day-to-day work and interactions.*
- *Make connections between attendees and share success stories and best practices.*

*Six sessions are offered monthly, and residents and staff take part in the training simultaneously.*

- *A resident noted that the Draft Annual Plan was not discussed thoroughly. Only comments were being taken at the hearing. Not everyone has access to this draft plan, nor does anyone comprehend the language within this plan. It may be more complex for those who are not attorneys. No comments were noted from "the board members" within the annual draft plan.*

*An Annual Plan public hearing is a forum allowing NYCHA to hear from the residents and the public. NYCHA will review and respond to the comments received during the public hearing in the Final Annual Plan it submits to HUD in October 2023. The Draft Annual Plan documents are available on NYCHA's website <https://www.nyc.gov/site/nycha/about/annual-plan-financial-information.page>*

*The Draft FY 2024 Plan and Draft Significant Amendment to the FY 2023 Annual Plan were released for public review on the Authority's website on May 26, 2023. Following the release, NYCHA conducted various outreach activities listed below.*

- *An email notification was sent to the public housing resident leadership announcing the release of the Draft FY 2024 Plan and Draft Significant Amendment to the FY 2023 Annual Plan and the date and time of the hybrid public hearing. Electronic copies of the documents were also included in the email.*
- *Two rounds of robocalls were conducted in English, Spanish, Chinese, and Russian to both public housing and Section 8 households.*
- *Two email blasts were sent to the Authority's public housing and Section 8 households and social media posts were released online.*
- *A NYCHA Journal article on the public hearing was published online.*
- *The Authority's Department of Intergovernmental Affairs staff sent two email blasts to their listserv of elected officials and stakeholders.*
- *Resident Participation & Civic Engagement Department staff distributed the hard copies of the documents to each of the resident leaders.*
- *The Authority's General Services Department staff completed the printing and distribution of the Draft FY 2024 Plan and Draft Significant Amendment to the FY 2023 Annual Plan to one hundred and thirty-five (135) development management offices where the documents can be viewed upon request.*
- *Executive Summaries of the Draft 2024 Plan and Draft Significant Amendment to the FY 2023 Annual Plan were posted online in the translated languages (Spanish, Chinese and Russian).*



## **Preservation Trust**

- A resident leader stated that they opposed the Preservation Trust (Blueprint) because the implementation was without real resident engagement and stated that residents told NYCHA they did not want the Preservation Trust. Under the Trust, residents will still see the same kind of neglect that we see now, because the Trust will have no true oversight. The Trust will have the authority to take on debt while using our homes as collateral. New York State and the city will not have the obligation to step in, if the Trust fails to pay off the debt. The Trust is a pathway for creditors to gain access to our homes and land. NYCHA must not transfer leaseholds, interest, or any representation of ownership to the Trust. They do not believe NYCHA will hold transparent and fair outreach on the election process for the Trust.
- Another resident leader stated that they support the Trust. They noted that every tenant has the right to vote to stay in the Section 9 public housing program or vote to transition into RAD PACT or vote to be in the Trust.

***This response is for the two comments listed above.** The voting procedures for the Trust were created with the input of a working group of residents, advocates, and staff. To finalize the voting procedures, NYCHA solicited public comments and received over 300 of them by email, by mail, and recorded orally or through writing at six public meetings across the city.*

*The voting procedures dictate how the elections will be administrated. A third-party vendor with expertise in running elections will serve as election administrator. Please see here for the full final voting procedures: <https://www.nyc.gov/site/nycha/about/preservation-trust-final-voting-procedures.page>.*

*In addition, the state law creating the Trust prohibits pledging the fee ownership of the properties as collateral. Under no scenario can the buildings be sold or become market rate.*

## **Financial Resources**

- A resident expressed that that there is no accountability in NYCHA. NYCHA says that it doesn't have money, but NYCHA is getting money all the time, and no one is making NYCHA accountable for all this funding. Where is the money going?

*Every year, NYCHA publishes documents related to the Housing Authority's budgets, both Operating and Capital, for the current year and projected for the next four years on its website. Below you will find links to the Budget Summary, which is a broad overview of NYCHA's proposed budget for the current year. You will also find the Budget Book, which provides a detailed account of NYCHA's proposed Budget and Financial Plan for the current year as well as the next four years. The Board of the New York City Housing Authority (NYCHA) adopted the 2023-2027 Operating Plan (the Plan) and the Capital Plan on December 21, 2022. Additional information can be found online at [nyc.gov/assets/nycha/downloads/pdf/2023-NYCHA-Budget-Book.pdf](https://www.nyc.gov/assets/nycha/downloads/pdf/2023-NYCHA-Budget-Book.pdf)*

## **Eligibility, Selection, Admissions and Deconcentration Policies**

- There should be an orientation for new and old residents.

NYCHA will take this recommendation under advisement.

- A resident noted that on page 48 of the Annual plan, there was a note concerning that the Earned Income Disregard (“EID”) that is allowed under the U.S.C § 1437a (d) was going to expire on December 31, 2023? Did the Federal government put an expiration on EID-Earned income deduction? Why would NYCHA put an expiration date?

*The EID is being phased out by HUD under the federal Housing Opportunities Through Modernization Act (“HOTMA”). After December 31, 2023, no one may be added to the program. For more information on HOTMA related changes, please consult the HOTMA FAQs located on HUD’s website.*

*<https://www.hud.gov/sites/dfiles/PIH/images/PIH%20HOTMA%20QA.pdf> and [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/hotmaresources](https://www.hud.gov/program_offices/public_indian_housing/hotmaresources).*

- Applicants and transfers should be allowed more than two times to turn down an apartment. They shouldn't be removed from the waiting list to start all over again. The speaker noted that since the apartments are randomly selected, not all apartments are suitable, which will lead to the resident turning them down. For example, a resident may have a fear of heights or elevators and needs a lower floor to accommodate that disability or other health issues.

*As stated on page 28 of NYCHA’s Tenant Selection and Assignment Plan (TSAP), “An applicant eligible for an emergency preference as a victim of domestic violence may also reject both offers if they believe these locations would be unsafe, provided they submit a reasonable written explanation as to why both offers were unsafe.” This applies to any safety related applicant or transfer. In addition, NYCHA routinely affords applicants and tenants additional offers if their reasonable accommodation needs are not met. The TSAP can be accessed on NYCHA’s website <https://www.nyc.gov/assets/nycha/downloads/pdf/TSAPlan.pdf>*

### **Violence Against Women Act (VAWA)**

- A number of residents inquired about domestic violence and intimidated witness transfers. A resident stated they have been asking for eight months for a Domestic Violence emergency transfer and was shuffled around by NYCHA employees. There are thousands waiting for transfers who have been on that waiting list for years and have seen and heard nothing. A resident stated that they asked for an emergency transfer after an act of violence was committed against a family member at their development, but NYCHA can’t seem to move the family to another development.

*NYCHA’s Emergency Transfer Program and Plan allows tenants to apply for an emergency transfer if they qualify for one of four categories: victim of domestic violence, dating violence, sexual assault or stalking (as defined by the Violence Against Women and Children Act); intimidated witness; intimidated victim; and victim of a traumatic incident. The policy is based on guidance from the U.S. Department of housing and Urban Development, which oversees public housing authorities. Please see this link for more information about the program, <https://www.nyc.gov/assets/nycha/downloads/pdf/emergency-transfer-plan-en.pdf>.*

Transfers are guided by NYCHA's emergency transfer policy and by our Tenant Selection and Assignment Plan (TSAP). <https://www.nyc.gov/assets/nycha/downloads/pdf/TSAPlan.pdf>

### **PHA's Policies and Rules Regarding Ownership of Pets in Public Housing**

- A resident asked what NYCHA is planning to do about all the dog feces in the development. The residents want animals in their apartments but don't want to clean behind their pets. People are not picking up the dog waste. There needs to be poles with bags and specific garbage cans. Residents should start getting fined for this.

*As per the NYCHA Pet Policy, all residents who have a registered pet or assistance animal in their apartments must pick up their solid waste and dispose of it in a proper outdoor trash receptacle, as required under the City of New York's Canine Waste Law. The residents are responsible for carrying dog waste bags. Failure to comply with this or any of the other pet owner responsibilities may result in tenancy termination.*

- Why are people allowed to have dogs that are not up to date with their shots?

*As per NYCHA's Pet Policy, residents who register a dog, cat, or assistance animal with NYCHA must provide NYCHA with documentation showing that their cat, dog, and assistance animals are vaccinated for rabies. Vaccinations must be up to date as per New York City Health Code.*

- A resident association leader expressed their concern about pets. There are dogs over 25 pounds without a leash or chain. Property Management is not responsive when residents complain.

*As per NYCHA's Pet Policy, tenants must register their cats, dogs, or assistance animals with NYCHA. Tenants are also required to provide NYCHA with supporting documentation (example: copy of dog license, proof of rabies vaccination). During the registration process, NYCHA will ensure a dog meets the weight requirement and is an approved breed. In addition, tenants with a dog are required to follow NYCHA's rules regarding pets and assistance animals, including making sure the dog is kept on a leash when outside the apartment. Failure to register the pet or assistance animal or follow NYCHA's rules regarding pets may result in termination of tenancy. Tenants are encouraged to inform their Property Management office if they see dogs off their leash while on NYCHA property.*

### **PHA Grievance Procedures**

- A resident stated that NYCHA's emotional support pet policy is in direct conflict with HUD's reasonable accommodation policy. The spay/neuter requirement that NYCHA currently has for emotional support animals and service animals does not fall within HUD's parameters and is, in effect, contrary to its meaning and guidelines. This lack of oversight will cause many legal and financial problems for NYCHA as residents learn and exercise their legal rights which requires support service animals. When will NYCHA's emotional support policy reflect current federal, state, and city policy and laws because people with disabilities deserve better?

NYCHA's assistance animal policy is in accordance with HUD's [Notice FHEO-2020-01: Assessing a Person's Request to Have an Animal as a Reasonable Accommodation Under the Fair Housing Act \(January 28, 2020\)](#). NYCHA evaluates each request to have an assistance animal in a resident's apartment on a case-by-case basis. NYCHA engages in good-faith dialogue with residents who make a request for an assistance animal to ensure their needs are met. A resident whose request for an assistance animal is denied has an opportunity to appeal the denial.

- A resident wants to know what is the protocol within NYCHA to make a complaint?

Residents can file a complaint about NYCHA by visiting [on.nyc.gov/Submit-Concern](https://on.nyc.gov/Submit-Concern) or by calling NYCHA's Customer Contact Center (CCC) at 718-707-7771. Complaints can be made anonymously. Depending on the nature of the issue, your complaint will be routed to NYCHA's Compliance Department, Environmental Health and Safety Department, or Quality Assurance Unit.

### **PHA's Operation and Management**

- NYCHA should clean walls and the hallway at least once every two weeks and wax before any big holiday.

*NYCHA agrees that keeping common areas clean is an essential daily function.*

- A resident expressed that management is unaccountable when residents call in with problems of all different types. Residents need more accountability. They need the grounds clean.

*NYCHA agrees and continues working to improve customer service in its Management Offices as an essential part of its transformation.*

- A resident stated that there needs to be enforcement of NYCHA rules and regulations and improvement in the quality of life.

*NYCHA agrees that abiding by the rules set forth in the lease would greatly improve the maintenance and upkeep of our developments.*

- A resident stated that there should be a recycle week to get rid of batteries, paint, paper, clothes, etc. in the neighborhood. A resident of Manhattanville asked about what recycling program is being done. Recycling seems to be put in black bags even though NYCHA staff has been instructed to use clear bags in the recycling bins.

*NYCHA development staff are instructed to collect recycling from development grounds (including the recycling centers, various drop sites, and staffing areas) and are directed to use clear bags for recycling. Any issues of clear bags not being used are addressed by our staff through training and relaying information. The material is to be set out weekly for NYC Department of Sanitation (DSNY) collection at the designated setout location. The Manhattanville development has a cardboard baler installed to help address all the cardboard on their grounds, by mechanically baling cardboard for easier management by*

*NYCHA and DSNY personnel and divert the material from taking up additional space in exterior compactors and bulk containers.*

*Additionally, all NYCHA developments have specific instructions for the proper disposal of various divertible materials like batteries, white goods, and paint. NYCHA's Waste Management Department is rolling out "Recycle First," which trains staff to prioritize recycling when addressing waste management. The department also provides guidance to staff on proper recycling and diversion of materials after resident disposal. They also provide staff with the proper signage and decals to direct residents to properly dispose of their waste. NYCHA's Resident Participation and Civic Engagement Department is involved with the resident education and outreach necessary to address proper diversion and disposal by residents and can work with the resident leaders to organize a recycling event.*

- A member of the public asked how will recycling be implemented for composite food?

*NYCHA is working closely with the Department of Sanitation (DSNY) and other community organizations to site SmartBins near developments, coordinate brown bin participation, and manage on-site composting programs. Other existing food scrap drop-off locations are provided by DSNY and are available throughout the city.*

- A resident expressed that the rat infestation is unbelievable.

*NYCHA is committed to providing residents with the healthy and safe homes they deserve. To fulfill this commitment, NYCHA is changing the way we address insects and rodents in our buildings and grounds.*

*Pesticides are used only when signs of pests are present and staff focus instead on addressing the underlying causes of a pest problem, such as trash disposals, leaks, and holes.*

*NYCHA takes the following measures to comprehensively address pests:*

- **New Tools:** *As part of Integrated Pest Management (IPM), exterminators are vacuuming up roaches and their shells, caulking in crevices and using different funnels and types of gel pesticide to make sure treatments go only to the spots that need it.*
- **Enhanced Training:** *Starting the fall of 2019, development staff NYCHA-wide took online IPM training through StopPests, a HUD-funded program to reduce pests. All exterminators also took in-person IPM trainings to refocus on finding root causes of pests, not just pesticide application.*
- **Coordinated Plan:** *Through our special initiatives, we are working with all departments at NYCHA to clean grounds and address pests. This is done through sealing holes, power washing walkways, and treating pest infestations.*
- **Proactive Response:** *103 of NYCHA's developments in the most rat-problematic neighborhoods are getting extra treatments and IPM attention through the Neighborhood Rat Reduction program. We also have preventative work tickets where exterminators inspect buildings preventatively to identify any infestations ideally before they grow.*

For additional information, please visit the NYCHA website at <https://www.nyc.gov/site/nycha/residents/pest-control.page>.

- A resident asked when is NYCHA going to fix the roach infestation issue that's driving people mad?

*NYCHA's Pest Management team vacuums up roaches, seals holes with caulk and uses a combination of spray and gel to get infestations down. If there are live roaches, staff create a follow up work order to return to the apartment about two weeks to a month later, to continue treatment to make sure the issue is resolved. NYCHA encourages residents to remove items from cabinets and any other spaces with roaches so that we can do a more thorough job. The more residents prepare and remove any grease in kitchens, the better results we will see by working together.*

- A resident leader wants to speak to NYCHA's legal team about unauthorized persons walking and wandering in the senior buildings. We're living in fear again. How come we have to go to the landlord tenant court? They have no leases.

*It is a breach of rules for unauthorized occupants to reside in a NYCHA apartment and a termination of tenancy action can be brought against the tenant. For concerns about individuals loitering and not associated with any tenancy, residents are encouraged to report all criminal matters to the NYPD, and to escalate any management level concerns to the borough level by contacting their borough Vice-President's office or the anonymous Public Safety tip line at 212-306-7027.*

- A Woodson resident notes that there are also issues with the heat. The heat goes off at 9:00 or 10:00 pm at night and is not restored until 6:00 am in the morning. There are issues with National Grid which manages the heating at Woodson. NYCHA should stop giving these companies contracts before a trial run. NYCHA should find out what's going on and how the residents want to deal with that.

*Woodson Houses experienced one heat outage which lasted 2.5 hours this past heating season (10/1/22 to 5/31/23) and there were a total number of 178 work orders for no heat. Woodson Houses is part of the third-party vendor portfolio managed by National Grid. In addition, Woodson is one of NYCHA's developments that have a Building Management System (BMS) and controls installed to manage heat in the buildings. Apartments that used to be typically overheated are now at a more comfortable range of 72-74 degrees during the day and 69-71 degrees at night, with the heat coming on in cycles to prevent overheating, underheating, and to realize energy savings.*

- A resident at Warren Street Houses asked about E-bikes. They heard that NYCHA might put e-bikes outside in the parking lots and stated that there are too many E-bikes. People use them to go to work, to go to school, but they also need to be responsible because too many children and people are losing their lives.

*NYCHA recognizes that e-micromobility devices (such as e-bikes, e-scooters, and similar devices) are integral to the City's urban transportation network and a vital mode of transportation for many NYCHA residents. E-micromobility is important to many low-income*

*New Yorkers, particularly those who rely on this transportation for their work or live in areas with limited public transportation options.*

*On March 20, 2023, New York City Mayor Eric Adams released the “Charge Safe, Ride Safe: New York City’s Electric Micromobility Action Plan” to protect New Yorkers from fires caused by lithium-ion batteries and promote safe electric micromobility usage. The plan focuses on four key areas: Promoting and incentivizing safe battery use, increasing education and outreach to electric micromobility users, advocating for additional federal regulation of these devices, and expanding enforcement against high-risk situations.*

*The Mayor’s Plan also includes a demonstration project with Con Edison and NYCHA which will have chargers and secure storage areas for e-bikes and e-scooters at four developments in Manhattan, Queens and Brooklyn. The project will test whether the use of e-bikes and e-scooters would increase if New Yorkers had suitable charging and storage. Increasing the use of these devices would reduce reliance on fossil fuel-powered transportation, meaning cleaner air and safer streets. The partners also want to determine whether providing safe, secure charging and storage outdoors would reduce indoor charging, which can be dangerous. The first chargers and storage areas will be at these NYCHA developments: Queensbridge North and South in Queens, De Hostos in Manhattan, and Van Dyke I in Brooklyn. The parties hope to begin the demonstration project by the end of this year.*

*On June 25, 2023, Senators Chuck Schumer and Kirsten Gillibrand, along with Mayor Eric Adams, announced that they secured a \$25 million federal grant from the U.S. Transportation Department’s Rebuilding American Infrastructure with Sustainability and Equity (RAISE) program to install 173 e-bike charging and storage stations at 53 NYCHA developments citywide starting early next year. The charging stations will eliminate the need for riders to charge batteries in their homes, often near doorways or in hallways, which pose a fire hazard.*

*For all PACT projects that have converted to Project-Based Section 8 and are under new management, residents should follow the e-bike policy posted by their property management team. At Warren Street, Progressive Management has prohibited e-bikes, e-bike batteries, and gas-powered vehicles in buildings (both apartments and common areas).*

- A resident expressed concern about loitering in the lobby and porch by young people who are smoking marijuana, exposing everyone to secondhand smoke and the smell on the clothes. There is also smoking in general in the building.

*NYCHA prohibits the smoking of tobacco and marijuana products in restricted areas. Smoking means inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, little cigar, pipe, water pipe (hookah), or any similar form of lighted object or device containing tobacco or marijuana. Restricted areas include public housing apartments, all interior areas, and areas within 25 feet of public housing buildings or to the property boundary if less than 25 feet from a NYCHA building. Smoking in these areas is a violation of the public housing lease.*

*In addition, using electronic cigarettes (also called e-cigarettes or e-cigs) in indoor common areas is prohibited under local law. Local law also prohibits smoking in playgrounds. Local law does not prohibit the use of electronic cigarettes outdoors or inside apartments.*



*It is the responsibility of residents to inform their guests and visitors of the smoke-free policy and to ensure guests and visitors do not violate the policy. Residents are accountable for their own violations of the policy, as well as violations of their guests and visitors. The policy is about the smoke, not the person who smokes. NYCHA shall not deny housing to an eligible family because a household member is a smoker.*

*NYCHA's adoption of its smoke-free policy does not make it a guarantor of the smoke-free condition of restricted areas. NYCHA will take reasonable steps to enforce its policy. Residents may submit complaints directly to their Property Management office or call the Customer Contact Center (CCC). Property Management staff enforces the Smoke-Free policy using an informal resolution process and a graduated enforcement approach with educational efforts.*

- A resident leader of Beach 41<sup>st</sup> Street is concerned about the gas outage. The residents are in their apartments for months with no cooking gas. They receive a hot plate and slow cookers. The third-party vendor takes a long time to respond to heat and hot water issues. There are also issues with the air conditioners almost falling out of the windows. That's a safety issue.

*NYCHA staff met with the Resident Association leaders on August 14, 2023, to go over the process of the gas outage and its stages. At Beach 41<sup>st</sup> Street, a corroded pipe in the boiler room pit caused the gas outage. The gas line would need to be raised out of the pit to avoid future water damage to the gas line. As of now, the property is still waiting on the proposal and scope of work from the vendor. As it pertains to the third-party vendor, the property staff does communicate with the vendor to address heating issues and NYCHA's Heating Management Services Department assists when needed.*

*In the event that NYCHA determines that an air conditioner is installed or operated in a manner that is dangerous or may cause immediate serious harm to person or property (e.g., an air conditioner is unstable and may fall out of the window or wall sleeve), NYCHA reserves the right to IMMEDIATELY enter the apartment and remove the air conditioner(s), even if no prior notice of such condition was given to the tenant and even if no one is present in the apartment at the time of entry.*

- A resident of Queensbridge Houses expressed that the development needs parking space. People don't work because there is no safe way to commute, especially for those who commute late at night. NYCHA needs to arrange at least a spot for each unit, so people can go out to work and then they pay higher rents. If there are more spots than needed, they can be rented out to the public for market rate, so NYCHA earns more.

*As of August 2023, Queensbridge South has resident parking with a total of 81 spaces, 68 permit holders, 13 vacancies. Currently, there are 98 residents on the waitlist for parking. For additional information on how to apply for a parking permit, please visit <https://www.nychaparking.com/parking-permits/>*

- Testimony from a City Council Member in Manhattan stated that City Council put funds in the budget to help fix vacant NYCHA apartments faster and reduce vacancies. It takes too long to verify public housing eligibility and process applications. NYCHA applicants are



already qualified for programs, like low-income tax credits, WICC, SSI. NYCHA should rely on the screening conducted to participate in these programs to prevent time-consuming and duplicative work on the part of both applicants and aging employees. Bottom line, fix the apartment, get people in quickly. Currently, NYCHA redetermines rent whenever a household income changes. Instead, NYCHA should redetermine rent only when household income increases by 10% or more. This is what's done under Section 8.

*The public housing eligibility process is not the issue in filling apartment vacancies. There are over 19,000 applicants and transfers on our certified wait lists waiting for apartment matches. They cannot be matched until the apartments are ready. The eligibility process for public housing is relatively fast if all the required information is provided by the applicant. We are continuing to review ways to streamline our processes and make use of various means to verify information. As it pertains to rent, NYCHA follows current HUD guidelines related to interim rent changes.*

- A resident asked why NYCHA continues to cover or touch up problems in an apartment. Each apartment should be tailored depending on the severity of the problem.

*NYCHA has taken great strides to notify staff that covering up repair issues is a deceptive practice. If a resident observes these practices, they should report them to the Federal Monitor, NYCHA's Compliance, Environmental Health & Safety, and Quality Assurance Departments, or the NYCHA Inspector General's Office. Please see this link for information on submitting concerns directly to the Compliance, Environmental Health and Safety and Quality Assurance Departments,*

*<https://selfserve.nycha.info/nycha/app/compliance/enu?SWECmd=GotoView&SWEBHWND=&tid=1693865810&SWEView=NYCHA+Create+Compliance+View&SWEHo=selfserve.nycha.info&SWETS=1693865810> .*

- There are unhealthy conditions during the renovation of the apartments for the residents on all the floors.

*In 2022, NYCHA began new programs that relocate residents during certain environmentally sensitive work, such as lead abatement and similar conditions. NYCHA's staff and contractors also must follow safe work practices when performing this work.*

- Why are the pipes in the bathroom and kitchen not mentioned? It is the problem that has caused mold, leaks, and infestation.

*Apartment renovations are often undertaken as part of PACT and Comprehensive Modernization projects, where there is major renovation of the development. Other capital projects focus on individual systems and assets within the building that impact resident health and safety, because most of NYCHA's capital funding is focused on the Pillar areas under the HUD Agreement, and there is insufficient funding to undertake broader repairs including kitchens and bathrooms.*

## **PHA's Community Service and Self-Sufficiency Programs**

- A resident asked if there are Summer Youth Programs in NYCHA's developments.

*There are over 100 community centers located on NYCHA campuses that provide extended summer hours for NYCHA's youth to keep them engaged during the summer months. Centers are open 7 days a week, Monday through Friday (8am –11pm) & Saturday and Sunday (3pm –11pm). Centers offer a variety of programming, including arts and crafts, professional skills building, sports, performing arts, DJing, podcasting, culinary arts, yoga, and meditation. With special attention to anti-gang and gun violence prevention, these centers are also staffed with local police officers who provide safety and security as well as relationship building between the youth and New York Police Department.*

- A resident at Breukelen Houses stated that what affects NYCHA residents the most are the things that they see every day in their neighborhood such as murders, drugs, crimes, assaults, and homeless people. Why don't residents of NYCHA have free access to therapy and a psychologist onsite? NYCHA should invest more into mental health and start investing in the youth.

*NYCHA Family Partnerships Department (FPD) is the social service department for NYCHA residents. FPD works with NYCHA's most vulnerable households to provide a short-term social service intervention when in crisis or at their request. FPD also makes referrals to external providers for long-term support. Self-referrals are encouraged. FPD staff are highly trained and will conduct home visits to meet residents where they are. The most common referrals are for the following:*

- *Eviction prevention*
- *Hoarding/poor housekeeping*
- *Mental health and substance use disorders*
- *Child and elder neglect and abuse*
- *Emergency/crisis interventions*
- *Mental competency evaluations*
- *Connections to youth, senior, and social service providers for all ages*

*The Family Partnerships Offices are at the following locations:*

- *BRONX 1200 Waters Place, 2nd Fl. Bronx, NY 10461 (718) 409-8699*
- *BROOKLYN 787 Atlantic Ave, 2nd Fl. Brooklyn, NY 11238 (718) 218-1483*
- *MANHATTAN 45 Allen Street, Ground Fl. New York, NY 10002 (646) 994-4755*
- *QUEENS 70-30 Parsons Blvd., Ground Fl. Flushing, NY 11365 (646) 994-4585*
- *STATEN ISLAND 90 Lafayette Avenue, Ground Fl. Staten Island, NY 10301 (646) 994-4700*
- *CENTRAL OFFICE 90 Church Street, 5th Fl New York, NY 10007 (212) 306-3424*

**NYC WELL** is a connection to free, confidential mental health support. All New Yorkers can speak to a counselor via phone (1-888-nyc –well) text (well to 65173), or chat ([Chat with a Counselor Now – NYC Well \(cityofnewyork.us\)](https://www.cityofnewyork.us/counselor)) to get access to mental health and substance use services, in more than 200 languages, 24/7/365.

Through the [Building Resilience in Youth](#) program, NYC is also providing funding to select youth services providers, including organizations that operate NYCHA-based community

centers, to strengthen their capacity to address mental health needs. NYCHA is currently engaged in work with the NYC Health Department, resident leaders, and other partners to grow partner-led mental health resources that respond to the mental health needs across NYCHA developments.

- A former resident leader at Washington Houses commented about the value of a Tenant Association. A lot of the Tenant Associations don't really know what's going on. We have to go back to the 964 regulations.

*The Resident Participation and Civic Engagement Department (RPCE) at NYCHA ensures that residents' voices are heard while strengthening community throughout the five boroughs. RPCE is responsible for overseeing NYCHA's many opportunities for residents to engage in their communities, including:*

- *Resident councils – also known as resident associations – are a meaningful way to consistently serve your community and connect your neighbors to important resources.*
- *The Citywide Council of Presidents and the Resident Advisory Board offer residents a pathway to significant decision-making power in their developments as well as the local, state, and federal level.*
- *The Resident Roundtable, Resident Leadership Academy, and the Youth Leadership Council all provide residents the opportunity for personal and professional development while enriching the community.*
- *Tenant Participation Activity funds are utilized by resident councils for activities including skills training programs, Family Days, and procurement of office supplies for resident association needs.*

*NYCHA, with the assistance of the U.S. Department of Housing and Urban Development (HUD), has partnered with CVR Associates to bring training on HUD's regulations on tenant participation (24 CFR 964) and the 2021 Memorandum of Agreement (MOA) between NYCHA and the Citywide Council of Presidents (CCOP) to all Tenant Association leaders and NYCHA staff.*

- A resident of a development in Brooklyn asked why NYCHA does not have better Tenants Association President? The resident states that they believe that RA president has trips for only selected children or seniors in their development.

*Resident councils are a meaningful way to consistently serve your community and connect your neighbors to important resources. In serving on the executive board of your resident council, you have the power to make a significant contribution to your community. Residents who serve on the resident council will contribute to improving the quality-of-life and resident satisfaction through their service to their neighbors. Through high-quality training (see information on the HUD CVR training in above comment) and other NYCHA led trainings, NYCHA hopes to educate on the importance of inclusivity to all residents they were elected to represent. To learn more, contact NYCHA's Resident Engagement Department at [resident.engagement@nychanyc.gov](mailto:resident.engagement@nychanyc.gov) or click on this link <https://www.nyc.gov/site/nycha/residents/resident-councils.page>.*

## **PHA's Safety and Crime Prevention Measures**

- A resident stated that funding for cameras and intercoms should have been allocated for all buildings not just a specific building.

*NYCHA does not have the resources to install cameras or upgrade intercom systems. All camera and intercom installation funding comes from elected officials.*

- A resident of Manhattanville asked what is the use of having cameras when the same folks are selling for years? When will our doors be locked? Why are there no loitering summonses for those who are hanging out in front of the building and in the lobby smoking marijuana? Everyone who is waiting for the elevator has smell the secondhand smoke.

*NYCHA has rules and regulations in place to safeguard our residents and employees. NYCHA follows up to address broken doors as soon as we are aware of a door being damaged. Significant repairs may be needed which can increase the repair time. As it pertains to the smoking of marijuana, the State of New York legalized marijuana use in March of 2021 and therefore NYPD can no longer enforce arrests or summonses for recreational marijuana use.*

*NYCHA prohibits the smoking of tobacco and marijuana products in restricted areas. Smoking means inhaling, exhaling, burning or carrying any lighted or heated cigar, cigarette, little cigar, pipe, water pipe (hookah), or any similar form of lighted object or device containing tobacco or marijuana. Restricted areas include public housing apartments, all interior areas, and areas within 25 feet of public housing buildings or to the property boundary if less than 25 feet from a NYCHA building. Smoking in these areas is a violation of the public housing lease.*

*In addition, using electronic cigarettes (also called e-cigarettes or e-cigs) in indoor common areas is prohibited under local law. Local law also prohibits smoking in playgrounds. Local law does not prohibit the use of electronic cigarettes outdoors or inside apartments.*

*It is the responsibility of residents to inform their guests and visitors of the smoke-free policy and to ensure guests and visitors do not violate the policy. Residents are accountable for their own violations of the policy, as well as violations of their guests and visitors. The policy is about the smoke, not the person who smokes. NYCHA shall not deny housing to an eligible family because a household member is a smoker.*

*NYCHA's adoption of its smoke-free policy does not make it a guarantor of the smoke-free condition of restricted areas. NYCHA will take reasonable steps to enforce its policy. Residents may submit complaints directly to their Property Management office or call the Customer Contact Center (CCC). Property Management staff enforces the Smoke-Free policy using an informal resolution process and a graduated enforcement approach with educational efforts.*

- A resident inquired why there are no cameras at Taft. The guards in the building appear to be on the phone and don't appear to do anything. This is a waste of money and for that NYCHA should put cameras.

*NYCHA does not have the monetary resources to install cameras; all camera installation funding comes from elected officials. The current guard at Taft houses is a Firewatch guard, not a security guard. Firewatch guards are placed when there is a problem with the current fire safety system to alert/evacuate residents during a fire emergency.*

- A resident is concerned about safety, drug dealing and the caretakers and management in Elliot/Chelsea.

*Residents are encouraged to report all criminal matters to the NYPD, and to escalate any management level concerns to the borough level by contacting their borough Vice President's office or the anonymous Public Safety tip line at 212-306-7027.*

- There is no transparency when it comes to the tenant patrol members who sit and receive stipends and others that do not.

*Tenant Patrol (known today as Resident Watch) no longer has a stipend program. The stipend funds were discontinued in 2017.*

- A member of the public stated that NYCHA should keep the parking lots, front doors locked, and cameras in the back, so that you can see who is improperly disposing garbage.

*NYCHA strives to provide a safe environment for its residents and employees. Property Management attempts to maintain front doors so that they are locked and in functioning order. NYCHA does not have the monetary resources to install cameras in all locations; all camera installation funding comes from elected officials.*

### **Homeownership**

- A resident is very interested to know what home ownership program NYCHA has in Manhattan.

*NYCHA is not able to offer home ownership opportunities in Manhattan.*

- A resident leader at the FHA Homes stated that all these plans that are being made do not take the FHA residents into consideration. The over-income rent stipulation is disingenuous to the FHA resident. They would challenge HUD to add the FHA residents into the conversation. They don't want the land trust. They don't want the community trust. They want a transfer of title. That would save HUD and the New York City Housing Authority a whole lot of money if they would just transfer the title and give people their homes because there are five generations living in these homes, and that promise was given to us in the declaration of trust.

*Thank you for this feedback. Please see the activities pertaining to the FHA Homes in the Draft Annual Plan's **ATTACHMENT B: DEMOLITION AND/OR DISPOSITION, CONVERSION OF PUBLIC HOUSING, HOMEOWNERSHIP, PROJECT-BASED VOUCHERS, AND RAD** starting on page 94. The Draft Annual Plan can be found on NYCHA's website [FY 2024 Draft Annual Plan English.pdf \(nyc.gov\)](https://www.nycha.gov/sites/default/files/FY_2024_Draft_Annual_Plan_English.pdf)*

- A resident asked if NYCHA can purchase a building to convert into a cooperative apartment/rental for those who can afford it (not for section 8, lotteries, and such). They believe more choices should be made available to the public and NYCHA tenants.

*Thank you for this feedback.*

### **NYCHA's Over-Income Policy**

- NYCHA received a number of comments from residents expressing their concerns about the implementation of the over-income policy for public housing residents and they requested that HUD implement a moratorium on the policy. Some of their concerns included the following: the calculation of total household income for rent is based on gross pay before taxes, an over-income family's circumstances may change due to retirement, loss of job or over-time income, medical or tuition expenses, student loans, or household members may move out or even die. Residents also requested more information about how the over-income families will be notified. Resident also requested information about how the rent will be increased, how is Area Median Income (AMI) determined and the loss of rights and protections.
- A city council member testified that the new income limit requirements are very, very challenging. The over income rules are set by HUD and are based on Area Median Income, also set by HUD but under the guidelines, 290 households city-wide are impacted. There's not enough information publicly available. One over-income resident in their district want to transfer the lease to his daughter, who is eligible. Succession rights exist. That kind of information should be available so that people stay. These families are needed in NYCHA.

***This response is for the two comments listed above. The Housing Opportunities through Modernization Act (HOTMA), a federal law, and HUD regulations implementing that law, mandate that NYCHA and all housing authorities nationwide must implement over-income requirements. As required by HUD, a household whose income exceeds the over-income limit which is determined by multiplying the applicable income limit for a very low income (VLI) family by a factor of 2.4 (which currently equates to 120 percent of Area Median Income ("AMI") for New York City) for 24 consecutive months, must sign a new non-public housing over-income lease if the household wants to remain in such household's public housing unit. Under the HUD regulations, the household will have to pay the higher of an alternative non-public housing rent set by HUD or the Fair Market Rent (FMR) set annually by HUD. In New York City, the FMR is higher than the alternative non-public housing rent, and non-public housing over-income households must pay the FMR as rent.***

*Please see pages 19 to 21 of this document for more information about NYCHA's Over-Income Policy and this link to FAQs on NYCHA's Over-Income Policy (<https://www.nyc.gov/site/nycha/about/over-income-policy.page>).*

## Demolition and Disposition – Fulton, Elliott-Chelsea

- A resident commented that they can understand why demolition may be needed for some buildings due to the conditions that can't be fixed. However, NYCHA residents have lost their trust because of what happened with Prospect Plaza Houses in Brooklyn when the buildings were eventually demolished and redeveloped. Only a few of the original residents returned.

*Current redevelopment proposals include strong anti-displacement and tenant protection measures per HUD's RAD and Section 18 programs.*

- A resident stated that if NYCHA wants to gain the trust of residents perhaps one building can be demolished at a time, not displacing all residents throughout New York City.

*This is generally the approach NYCHA would like to utilize. For example, at Fulton and Elliott-Chelsea, most residents will have the ability of moving directly into their new apartments. Resident rights and anti-displacement protections will be guaranteed per HUD's RAD and Section 18 programs.*

- A resident stated NYCHA is coming up with this new project for the people that want their apartments to be demolished and become brand new and then the rent will go sky-high. What happens to the residents that are not inclined to do this? What happens to the residents who have been living there for decades? They depend on (NYCHA) Housing and you want to take that away from us. NYCHA is trying to make it non-affordable so residents will leave.

*Rent for NYCHA residents would be calculated at 30% of adjusted gross household income, and the new buildings would be permanently affordable under Section 8.*

- A resident of Fulton Houses opposes the demolition to their building. They do not want to uphold any proposal from the Related Development company. They do not want RAD PACT. NYCHA needs to fix the developments. The resident was part of the working group when it was \$366 million to fix both developments, Chelsea-Elliott and Fulton. They went to a meeting of Community Board 4, and the amount was \$478 million and now it has jumped to \$1 billion.

*Costs have increased sharply since the last physical needs assessment (PNA) was conducted in 2017. This is the result of years of deferred maintenance and repairs. Using HUD tools to transition developments to Project-Based Section 8 is a critical way to raise the funding needed to modernize our housing for the health and safety of our residents and to preserve affordable housing.*

- A resident of Chelsea stated that they are speaking on behalf of the vulnerable residents who can't speak for themselves and choosing whether they wanted to stay in NYCHA or have the building be demolished. There were a lot of people that didn't speak English. They vote for Section 9 and no demolition.

*NYCHA accommodates those with limited English proficiency by conducting resident meetings about the Fulton Elliott-Chelsea plan in multiple languages with simultaneous translation, and information and materials are presented in English, Spanish, and other languages.*

- A member of the public asked how come Chelsea residents were promised new buildings in three years and then it became six years as soon as the conversion was agreed to? NYCHA's promises aren't worth the paper they were printed on.

*The construction will be completed in phases to minimize disruption to residents and to address the need for temporary relocation. Depending on their building address, some residents will be able to move into their new home within three years. For others, it may take six years.*

- A resident would like to know how many buildings are going to be demolished. They would like to go back to their original apartment.

*Over time, all existing buildings on the Fulton and Elliott-Chelsea campuses will be demolished and rebuilt.*

- A resident of Fulton wants to stay in their apartment. NYCHA should make the repairs and not relocate the residents. Do not demolish. The voting should be done door to door to allow disabled residents fair access.

*There is extensive capital construction needed at Chelsea-Elliott, more than just maintenance and repairs. Information about the survey was delivered directly to all apartments. There were multiple options for completing the survey, including by paper and online.*

- A resident leader at Ravenswood houses stated that they do not support these plans. They oppose them, and they hope that comment goes directly to HUD. In particular, for Fulton, Chelsea, and Elliott houses, they understand that that is the prioritization of private market housing over the people. It is imperative that residents don't support plans to build "affordable housing".

*At Fulton and Elliott-Chelsea, no market-rate housing will be constructed before the NYCHA replacement buildings are complete and residents are secure in their new homes. All residents will be provided with robust resident protections per HUD's RAD and Section 18 programs. Rent will continue to be calculated at 30% of adjusted gross household income.*

- A resident of the Chelsea-Elliott development does not want her home and her community destroyed and ruined. They are against demolition and against privatization. They feel safe and secure under their Section 9 lease public housing. The buildings are well-constructed. The developers, Essence and Related, are pushing the narrative that these buildings are deteriorating, but it's an exaggeration of the truth. The buildings could use some repairs and better maintenance, but destroying the buildings is a solution that only benefits the developers. The main developer involved, Related, already has seven buildings and six luxury condominiums in the neighborhood. That's 13 buildings in the Chelsea area alone. Just do what is right and withdraw from this project. It was and is a bad idea.



*There is extensive capital construction needed at Chelsea-Elliott, more than just maintenance and repairs. As part of the capital construction, all residents will be provided with robust resident protections per HUD's RAD and Section 18 programs.*

- The Legal Aid Society and the Community Service Society jointly demand that the New York City Housing Authority (NYCHA) withdraw its Draft Significant Amendment to the Fiscal Year 2023 Annual Plan due to their concerns about the redevelopment of Fulton, Elliott, Chelsea and Chelsea Addition developments which is included in the Amendment. These organizations have expressed concerns about potential displacement of current residents and their inability to remain in the community and lack of details regarding temporary relocations, bedroom sizes of replacement units, affordability, and construction of market-rate units. They also stated that NYCHA violated principles in the Chelsea Working Group report and characterized the resident survey process as opaque and inaccessible.
- The New York Legal Assistance Group submitted a statement asking NYCHA to withdraw the proposed Significant Amendment, expressing similar concerns to those of Legal Aid and the Community Service Society about displacement; affordability; guarantees of low-income units in market-rate housing; avoiding gentrification; lack of detail regarding residents' rights, procedural protections, and right to return; and the need for a concrete plan for housing all displaced residents in Chelsea.

***This response is to the comments from the Legal Aid Society, Community Service Society and the New York Legal Assistance Group. Thank you for your comments. NYCHA is working in close partnership with the residents of these developments to ensure that these and any other concerns can be appropriately addressed as we move forward with the renovation approach preferred by residents.***

- Testimony from a City Council Member in Manhattan - The council member would like to see that 100% affordable housing is built on the parking lot at Harborview as promised. The council member also noted that they have trouble with the management companies at the converted PACT/RAD developments.

*Thank you for your comment. NYCHA will continue to work with residents to plan for the future of their communities, including residents at Harborview. We appreciate your office's partnership and continued advocacy for residents living in our PACT developments. NYCHA will follow up directly on any concerns raised by your office with our partner teams.*

Testimony from Council member representing parts of Southeast Queens and the eastern end of the Rockaway Peninsula (City Council District 31). The district includes Redfern, Beach 41st Street, Carlton Manor, Hammel, and Ocean Side developments as well as a RAD development, which is Ocean Bay - Residents need infrastructure that works and access to high-quality services and resources and rapid response to residents' concerns. They have heard concerns from residents about RAD-PACT conversion and its impact on tenants. The will of the tenants must be respected. The tenants must have self-determination, and it is crucial that NYCHA make every effort to respect the interest of our residents. The current condition of NYCHA's buildings is unacceptable. We can and must do better by our NYCHA residents. They deserve iron-clad protection and state-of-the-art infrastructure.

*Other than Ocean Bay (Bayside), no other developments within NYC Council District 31 are currently participating in NYCHA's PACT program. NYCHA's Real Estate Development Department is responsible for overseeing the PACT partner team's performance at Ocean Bay and would be happy to discuss the Council Member's concerns, if any, in greater detail.*

- A resident of Breukelen Houses stated that HUD should be responsible because of the negligence and mismanagement over the years. A resident of Redfern Houses opposes this annual plan, and says no to RAD-PACT, no to demolition, no to disposition, and no to the Trust. None of the programs that NYCHA is trying to implement will help us. How can you create systems and programs and new housing programs when you have not done what you are supposed to do with the first one? It is against the law what you are doing.

*PACT is a critical tool for proving developments with comprehensive upgrades. NYCHA needs more than \$78 billion to fully restore and renovate all of its buildings, but the federal government has provided only a fraction of the funding needed for these improvements. We recognize that many of the conditions in NYCHA buildings are unacceptable and unsafe. Renovations are long overdue but necessary to ensure that the day-to-day needs of residents are met and living conditions improve.*

- A member of the public commented on NYCHA's request for HUD's approval to convert developments, including Seward Park Extension, Bay View, and others to the RAD/PACT program. The request states, "through this action all units in these developments will be operated outside of the Federal Public Housing Program. Households will be transitioned to project-based Section 8 assistance ". The residents of public housing, the tenants, had no voice in these plans. They don't want to be moved out of Section 9 federal public housing. The transfer out of federal public housing Section 9 to Section 8 is a transfer in which residents lose federal protections on rent, succession rights, health and safety is policies. These programs, RAD, PACT, and the Trust, have devastated and demolished public housing in this country, and you are trying to do the same thing in New York City. A Human Rights Watch report examined RAD/PACT and found that the programs negatively impacted the rights of housing -- low-income housing residents. We are against the demolition of Fulton, Elliott, Chelsea developments and any other developments that come under demolition.

*PACT is a critical tool for proving developments with comprehensive upgrades or, in the case of Fulton and Elliott-Chelsea, new modern homes. Under PACT, resident rights and protections are preserved. NYCHA developments are only included in the PACT program with the explicit support of and participation by resident leaders at those developments. Please see pages 28 to 40 of this document for more information on RAD Resident Rights, Participation, Waiting List and Grievance Procedures.*

- A resident leader at Fred Samuel City Apartments in Harlem supports the conversion of the RAD-PACT program. Samuel City is in the process of converting to this program. The resident stated that while it is not a perfect program it is important for resident leaders to get involved. The resident leader stated that it was the residents that selected the developers, Genesis and Lemor, with VPH Management as the property manager and Goddard Riverside as the social service providers. These were choices made by resident leaders. Engagement with all parties has been ongoing even without the closing of our developments. Again, it is not a perfect program, but it is workable. The resident stated that they believed that NYCHA

should continue to meet with the developments that are already in the program so that they can help improve and hold the developers and management companies accountable. We are all here to save our homes whether it's Section 9 or Section 8.

*Thank you for your feedback.*

- A resident leader stated that the current condition that we have at NYCHA is significant. We are dealing with a demolition proposal in Manhattan with Chelsea-Elliott, and Fulton Houses. The resident notes that there are 12 dispositions listed in the Plan and resident councils are supposed to have the right of first refusal but none of them got that. NYCHA states that they are meeting with the Citywide Council of Presidents (CCOP), but they have not met with them in the last 3 months. NYCHA also states that they met with the Resident Advisory Board (RAB), but they do not take our questions in these meetings. The resident also notes that Section 3 has been obstructed from billions of dollars in the communities and there would be no need for these conversions today. The resident also notes that NYCHA put needed capital projects on hold because of labor shortages but it was really because of the workload of the staff.

*NYCHA developments are only included in the PACT program with the explicit support of and participation by resident leaders at those developments. As of September 4, 2023, NYCHA staff held 11 meetings with the RAB including training sessions on the annual plan process and review of the FY 2023 Annual Plan as well as meetings with NYCHA staff from several departments including Real Estate and Development, Performance Tracking and Analytics, Public Housing Tenancy Operations and Asset and Capital Management.*

*Capital projects that have been paused will be restarted as soon as NYCHA has sufficient staff capacity to manage these effectively. This will happen once other ongoing projects are completed, or if NYCHA is able to address the operating budget challenges through different strategies the Authority is pursuing.*

- A resident of Oceanside apartments across from Ocean Bay (Bayside) which is RAD, is hearing complaints and horror stories about the maintenance response and breakdown of these newly renovated units. Residents are upset with the astronomical rent increases and disrespect of management. This is one of the many reasons they say NO to any form of privatization.

*At Ocean Bay (Bayside), which transitioned to PACT/RAD (Project-Based Section 8) in 2016, rent continues to be calculated at 30% of adjusted gross household income per Section 8 rules; this is the same calculation as in Public Housing. If a household's share of rent goes up, then it would have been because the household income also increased. NYCHA would be interested to know of any specific issues at Ocean Bay so that we can take appropriate action to correct the problem if one exists.*

- A resident of Wise Towers under the RAD/PACT program stated that the rents are high, and repairs are not being done. The management tell the residents they don't have the tools for repairs. NYCHA needs to stop selling these developments to private sectors. Shame on the agency, stop planning to demolish developments, where are the tenants supposed to go?

*At Wise Towers, which transitioned to PACT/RAD (Project-Based Section 8) in 2020, rent continues to be calculated at 30% of adjusted gross household income per Section 8 rules. If a household's share of rent goes up, then it would have been because the household income also increased. Additionally, repairs at Wise Towers are still underway and have not yet been completed. NYCHA would be interested to know of any specific issues at Wise Towers so that we can take appropriate action to correct the problem if one exists.*

- A resident asked the following questions regarding the over income rule: How does this change during the RAD Pact Conversion impact our rights? Despite being told at every meeting that everything will remain the same, do RAD regulations override income changes resulting from job loss or medical issues? Can we re-enter the program under such circumstances? Are there any deductions allowed for schooling from the over income limits? Is there a grievance process available for challenging this ruling?

*Over-income households without a Public Housing lease at the time of PACT conversion will be permitted to remain at the development and benefit from the PACT investments and improvements.*

- Why are over income families that are removed from section 9 program HUD subsidy not given the same rights as section 8 residents who have transitioned from section 9 program via RAD/PACT?

*Based on federal law and HUD regulations implementing the law, over-income families become non-public housing over-income residents. They are no longer part of the public housing program and must sign a non-public housing over-income lease to remain in their unit.*

- A resident at St. Mary's Park Houses shared her concern about the demolition of Chelsea and Fulton as well as the misinformation and the type-cast of this project as well as the many projects of this kind that have taken over half of the NYCHA portfolio. The 964 rules and regulations under HUD promote resident inclusion when making any major changes to NYCHA which would affect thousands of residents. Do the residents know that once they have decided to accept Section 8 conversion that their homes can be demolished under Section 18? Do residents realize the Section 8 processes are completed by a minimum of tenant resident participation? Why is it that a higher percentage of voting in these processes is not granted? The process has caused anxiety for many residents. They will never give in to the plan of privatization, RAD, PACT, or Section 8 conversions.

*PACT is a key tool for proving developments with comprehensive upgrades or, in the case of Fulton and Elliott-Chelsea, new modern homes. Under PACT, resident rights and protections are preserved. NYCHA developments are only included in the PACT program with the explicit support of and participation by resident leaders at those developments. At Fulton and Elliott-Chelsea, an independent survey was administered. Approximately 30% of eligible residents participated, and just under 60% chose the selected option. Please see pages 28 to 40 of this document for more information on RAD resident rights, participation, waiting list and grievance procedures.*

- A resident expressed that they prefer a full closed kitchen, Manhattanville has more space than most housing developments. Why waste money on changing it?

*The PACT partner at Manhattanville has proposed opening the wall between the kitchen and the living room, but this is not a final decision. We invite residents to visit the model apartment and provide their feedback directly to the team. Information regarding tours of the model apartment will be advertised at the development this fall.*

### **Capital Improvements**

- A resident stated that there is unhealthy air quality due to constant construction surrounding them as well as the anticipated construction in and outside of the buildings.

*Contractors performing construction work are required to take measures to control dust at their worksites as a condition of their contracts and site safety plans approved by NYCHA. The required measures vary based on the types of work and level of dust that may be produced. Air monitoring during construction is triggered consistent with regulatory requirements, such as during asbestos abatement. The Capital Projects Property Liaison assigned to a property with a construction project can follow up and meet with the Resident Leader to try to clarify and answer any questions.*

- A resident from St. Nicholas Houses stated that the buildings are older than 60 years with many water leaks throughout the year. How will NYCHA combat the mold in the interior walls, including the infestation in the interior walls?

*The contractor for NYCHA's Saint Nicholas Comprehensive Modernization project must identify and eliminate mold encountered while completing the renovations. In addition to mold removal, the contractor is tasked with addressing the underlying causes of the mold, which includes replacing plumbing systems and fixing any parts of the building that might contribute to moisture accumulation. The project aims to remove the mold and address its root causes, ensuring that mold does not reappear in the future.*

- A resident asked what is wrong with the windows in Manhattanville? Why does NYCHA need to spend money for them?

*Manhattanville is currently in the planning and design phase for PACT. As part of the PACT program, all windows will eventually be replaced with newer, higher-performing windows that provide greater interior comfortable and temperature control.*

- A resident leader at Saint Nicholas Houses stated that the development is part of the Comprehensive Modernization program along with Todt Hill Houses. However, NYCHA keeps pushing it back. What is the delay in the heating replacement starting in Saint Nicholas? There are 14 buildings in Saint Nicholas, and they all need to be redone over, especially with the plumbing and the heating. Residents do not have a working community center for the youth because of the water leaks and plumbing in the building.

*NYCHA has integrated a planned boiler replacement into the Comprehensive Modernization project at Saint Nicholas. This ensures that NYCHA residents will benefit from a holistic*

*heating overhaul that aligns with the larger renovations. By consolidating the work under one contract, NYCHA can extract greater value from the available funds and minimize inconvenience to residents. The timeline for the comprehensive modernization remains unchanged, and monthly updates on the program are shared with the resident association during regular meetings.*

- A resident would like to know what NYCHA is going to do with the money that was granted to Two Bridges in Manhattan because of Hurricane Sandy. There are issues with the elevators, and heat in the buildings.

*The work funded by FEMA granted as result of Hurricane Sandy was completed in 2021 and included: roof replacement, installation of a backup generator and extensive electrical work with equipment housed in a new annex that is elevated above flood level, installation of a new boiler and systems, dry flood proofing, restoration of playground area, walls, floors, doors. The elevators and heat in individual apartments were not part of the FEMA approved scope since the funding was allocated to be used for only damages that were incurred by Hurricane Sandy.*

- A resident of Lafayette Gardens stated that there is scaffolding around the building for 16 years and nothing is being done.

*The sidewalk sheds at Lafayette Gardens Buildings 1, 2, and 5 were installed in November 2015 and at Building 3 in March 2017. The sidewalk sheds were installed in accordance with Local Law 11 requirements based on the condition of the façade. The sheds can legally only come down once the conditions are resolved via façade repairs. NYCHA has historically not had sufficient funding to undertake these repairs but is advocating with funding partners to secure funding to undertake façade repairs at those sites where sheds have been up the longest.*

- A resident of South Beach stated that she heard that improvements are being done at Todt Hill and wants to know about improvements at her development too.

*There are two ongoing capital projects at South Beach Houses. One is a new heating system that has a budget of \$13.6 million and is currently in the design phase. Another is a \$200,000 City Council-funded security lighting project, for which NYCHA is currently procuring a contractor to undertake the construction. Furthermore, the roofs at South Beach houses were completed in 2016 for all eight buildings.*

- A resident of Mitchel Houses asked why the development has the scaffolding/sidewalk sheds. They live on a high floor and can see the work that those people are doing on the roofs, which is really nothing. NYCHA was granted funding for this. They also expressed that they should not be sitting in the building lobby for three hours waiting on an elevator because NYCHA wants to fix five elevators in one development at a time. NYCHA should have done one building at a time, get both elevators running and then move on to the next.

*Sidewalk sheds are in place at Mitchel Houses for two reasons. First, they are required for the ongoing Water Tank Project, which is currently in construction at the roofs of Building 4 and*

7. This project is currently 71% complete, with an anticipated end date of February 2024. Second, sheds are up as per New York City's Local Law 11 which requires NYCHA to conduct inspections on buildings' façades every 5 years to ensure their safety and install public protection sheds if unsafe conditions are found that cannot be repaired immediately. At the last façade inspection of Mitchel Houses, multiple conditions were found across several buildings, and protective sheds were put up as legally required. At this time, there is insufficient funding to undertake the needed façade repairs at this and other developments. NYCHA is actively advocating with funding partners to secure funding to undertake façade repairs at those sites where sheds have been up the longest.

The current elevator project at Mitchel Houses, involving all 20 elevators, is projected to be completed by the end of 2024. Where there are multiple cars in a building, one elevator car in each building is left online while the other is replaced. Unplanned outages may occur in elevators remaining in service during replacement of other elevators. NYCHA is working to ensure strong coordination with elevator contractors responsible for fixing those outages to minimize outages and to reduce elevator down-time.

**ATTACHMENT P**

**PIH NOTICE 2016-17-RENTAL ASSISTANCE DEMONSTRATION (RAD) NOTICE  
REGARDING FAIR HOUSING AND CIVIL RIGHTS REQUIREMENTS AND RELOCATION  
REQUIREMENTS APPLICABLE TO RAD FIRST COMPONENT – PUBLIC HOUSING  
CONVERSION**





**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**Office of Public and Indian Housing**  
**Office of Housing**

---

<b>Special Attention of:</b>	<b>Notice</b>	H 2016-17 PIH 2016-17 (HA)
Public Housing Agencies		
Public Housing Hub Office Directors		
Public Housing Program Center Directors	Issued:	November 10, 2016
Multifamily HUB Directors		
Multifamily Program Center Directors	Effective:	November 10, 2016
Regional and Field Office Directors		
Regional Administrators	Expires:	This Notice remains in effect until amended, superseded, or rescinded
Performance Based Contract Administrators		
RAD Transaction Managers		
Regional Relocation Specialists	Supplements:	PIH Notice 2012-32 (HA) REV-2
	Supersedes:	H 2014-09/PIH 2014-17

---

**SUBJECT:** Rental Assistance Demonstration (RAD) Notice Regarding Fair Housing and Civil Rights Requirements and Relocation Requirements Applicable to RAD First Component – Public Housing Conversions.<sup>1</sup>

**SECTION 1. Purpose, Applicability and Major Provisions of this Notice**

**1.1. Purpose**

This notice (Notice) provides PHAs,<sup>2</sup> Project Owners, and their RAD development partners with guidance regarding key fair housing and civil rights statutory and regulatory requirements, explains the situations in which HUD is requiring front-end fair housing and civil rights reviews, and provides information regarding the types of information that must be submitted to facilitate HUD’s review of certain fair housing and civil rights requirements in connection with public housing conversions under the First Component of RAD. This Notice also includes guidance

---

<sup>1</sup> While this Notice addresses fair housing and civil rights requirements and relocation requirements, the fair housing and civil rights requirements are not limited to relocation issues.

<sup>2</sup> Consistent with PIH Notice 2012-32 (HA) REV-2 (PIH 2012-32 (HA) REV-2) (the “RAD Notice”), this Notice uses the term “PHA” to refer to the owner of the project prior to the RAD conversion and “Project Owner” to refer to the owner of the project after the RAD conversion.

regarding key relocation statutory and regulatory requirements, and details relocation requirements under RAD. This Notice only applies to projects converting under the First Component of RAD; it does not apply to the Second Component of RAD.<sup>3</sup>

The RAD program was established as a tool for preserving and improving low-income housing stock. RAD is intended to facilitate reinvestment in or redevelopment of the long-term-affordable stock of HUD-assisted housing properties. RAD also provides mobility benefits for assisted residents of converted properties through the choice mobility option, allowing these households to access tenant-based Housing Choice Vouchers. In some cases, RAD can be a tool for transfer of rental assistance from distressed or poorly selected sites to new sites in high opportunity areas. In all cases, the objective is to better serve low-income residents and the broader community in complying with fair housing, other civil rights, and relocation laws.

This Notice provides PHAs and Project Owners with guidance relating to planning and implementing public housing (First Component) RAD conversions in a manner consistent with existing fair housing and other civil rights requirements, including, but not limited to, those associated with the Fair Housing Act, Title VI of the Civil Rights Act of 1964, Executive Order 11063, Section 504 of the Rehabilitation Act of 1973, Titles II and III of the Americans with Disabilities Act, the Architectural Barriers Act of 1968, and their implementing regulations. Section 4 of this Notice summarizes key provisions of existing law applicable to RAD transactions.

To further compliance with these existing requirements, PIH 2012-32 (HA) REV-2, issued June 15, 2015 (the “RAD Notice”) established that specific PHA decisions and activities planned to be part of a First Component RAD conversion must be reviewed by HUD prior to implementation (the “front-end” fair housing and civil rights reviews). Through a front-end review of the enumerated PHA decisions, HUD seeks to assist PHAs and Project Owners in meeting their fair housing, other civil rights, and relocation obligations. Section 5 of this Notice explains the situations in which HUD is requiring front-end fair housing, other civil rights, and relocation reviews, details the procedures for HUD’s front-end review and the type of information that must be submitted for these reviews, and the timeframes for these reviews.

Finally, in Sections 6 and 7 this Notice provides PHAs and Project Owners with guidance regarding RAD program and other statutory and regulatory relocation assistance requirements when planning for or implementing resident moves as a result of a conversion of a public housing project under RAD. This guidance includes reiterated and new requirements, the corresponding required reviews, and explanation of the interaction between RAD relocation procedures and certain existing public housing requirements. PHAs and Project Owners implementing RAD transactions may be subject to (a) the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (URA),

---

<sup>3</sup> Important fair housing, other civil rights, and relocation considerations apply also to the Second Component of RAD as provided in the RAD Notice. Participants in the Second Component of RAD must continue to comply with applicable fair housing, civil rights, and relocation statutes and regulations, and HUD may, at any time, initiate compliance or enforcement actions in connection with such requirements. The RAD Notice will continue as the primary source of information on fair housing and other civil rights requirements covering the Second Component of RAD without any change until further notice.

(b) the requirements of Section 104(d) of the Housing and Community Development Act of 1974 (Section 104(d)) if CDBG or HOME funds are included as part of the project, (c) fair housing and other civil rights considerations implicated by relocation activities, and (d) requirements for relocating residents under the RAD Notice.

## **1.2. PHA and Project Owner Responsibilities**

This Notice explains RAD's front-end fair housing and other civil rights review requirements in greater detail than was provided in the RAD Notice and this Notice restates and revises RAD's relocation requirements. However, the fair housing, other civil rights, and relocation requirements that apply to RAD conversions are neither limited to those discussed in this Notice, nor to those specifically reviewed by HUD in the front-end review.

### **MEETING HUD'S PROCESS AND REVIEW REQUIREMENTS NEVER CONSTITUTES COMPLIANCE WITH SUCH LAWS. THE OBLIGATION TO COMPLY WITH APPLICABLE FAIR HOUSING, OTHER CIVIL RIGHTS, AND RELOCATION LAWS REMAINS WITH THE PHA AND PROJECT OWNER.**

The fair housing and civil rights requirements that apply to RAD conversions are not limited to those discussed in this Notice. PHAs and Project Owners are responsible at all times for ensuring that their RAD activities (including those activities implemented by their agents, consultants, contractors, or other RAD team members) comply with all applicable fair housing and civil rights requirements. PHAs and Project Owners shall be accountable for all fair housing and civil rights compliance issues with respect to their RAD activities, whether those activities are undertaken directly or through agents, consultants, contractors, or other RAD team members. While HUD provides this non-exhaustive guidance to assist PHAs and Project Owners during transactions, complying with the requirements set forth in this Notice does not necessarily mean that they, or their agents or consultants, are in compliance with fair housing and civil rights requirements.<sup>4</sup>

This Notice is not intended to, and shall not be construed to, reduce or in any way limit the application of fair housing, other civil rights, and relocation laws and regulations to RAD transactions. For example, HUD's reliance on a PHA's certification that a site meets the site and neighborhood standards required by the RAD Notice is not a determination of compliance with the duty to affirmatively further fair housing or other fair housing and civil rights requirements. As another example, HUD's approval of a site for new construction does not, by itself, constitute a determination of the PHA's compliance with all provisions of Title VI and its duty to affirmatively further fair housing found in the Fair Housing Act and other fair housing and civil rights requirements, nor indicate HUD's approval of the PHA's or locality's overall housing strategy. HUD's approval of a RAD conversion after front-end review reflects only that the project may proceed through the RAD conversion process; it does not constitute a determination

---

<sup>4</sup> The PHA's or Project Owner's agents, consultants, contractors, and other RAD team members may also have fair housing and other civil rights obligations (whether under this Notice or otherwise) and the forgoing does not, in any way, limit the independent obligation of any such parties to ensure their own compliance with applicable fair housing and other civil rights laws.

that the project is in compliance with applicable fair housing, civil rights, and relocation requirements.

HUD's approval of a front-end review submission is based on limited information and is intended to assist the PHA or Project Owner in meeting their fair housing, civil rights, and relocation obligations.<sup>5</sup> The PHA is responsible for ensuring that its RAD conversion is consistent with its certification to affirmatively further fair housing and complies with applicable civil rights laws.<sup>6</sup> The front-end reviews described in this Notice shall not be construed to limit other fair housing and civil rights investigations that HUD may conduct. HUD retains all compliance and enforcement authority.

HUD's determination that the PHA or Project Owner has failed to meet submission, certification, or approval requirements with respect to fair housing, other civil rights, or relocation requirements is grounds for terminating a Commitment to enter into a Housing Assistance Payments Contract (CHAP), denying the issuance of a RAD Conversion Commitment (RCC), or denying authority to convert under RAD.

### **1.3. Applicability**

The content of this Notice should not be relied upon in carrying out any other activities funded under any other HUD program, except where specifically directed by HUD.

This Notice supplements the RAD Notice with respect to fair housing and civil rights requirements applicable to public housing properties converting under RAD and with respect to all matters related to the relocation of residents as a result of RAD public housing conversions. To the extent that there is a conflict between this Notice and the RAD Notice, this Notice shall govern. This Notice replaces and supersedes Notice H 2014-09/PIH 2014-17 (issued July 14, 2014).

Upon issuance, the terms of this Notice will apply to all projects that have applied for conversion of assistance under the First Component of RAD but have not yet converted. As this Notice provides guidance, clarification, and explanation regarding fair housing and civil rights requirements that are already applicable to RAD conversions, this Notice shall not affect any front-end civil rights approvals provided by HUD prior to the effective date of this Notice and otherwise shall be effective with respect to front-end civil rights approvals without exception. However, with respect to relocation activities for Converting Projects under the First Component where a PHA has already submitted a Financing Plan pursuant to the RAD Notice at the time of issuance of this Notice, and provided that the Financing Plan has been accepted for full review after initial screening for completeness, the PHA may, within sixty (60) days after issuance of this Notice, request (in writing uploaded to the RAD Resource Desk) to be governed by H 2014-

---

<sup>5</sup> For example, the front-end review is specific to an individual site. A PHA that does not promote fair housing choice outside areas of minority concentration and continues to site affordable housing in minority concentrated areas may be in noncompliance with the duty to affirmatively further fair housing and other fair housing and civil rights obligations, even if the specific site is approved based on the information provided and pursuant to the front-end review of the PHA's site and neighborhood standards submission.

<sup>6</sup> See 24 C.F.R. § 5.105 and, as applicable, 24 C.F.R. § 983.57(b)(2) or Appendix III of the RAD Notice.

09/PIH 2014-17. For such projects and where otherwise appropriate in cases of hardship as determined by HUD, HUD may apply the terms of H 2014-09/PIH 2014-17 with respect to relocation activities, but not with respect to fair housing and civil rights requirements.

RAD projects which have been awarded Choice Neighborhoods Implementation (CNI) grants are subject to the provisions of the applicable Choice Neighborhoods Notice of Funding Availability (NOFA) and grant agreement regarding site and neighborhood standards and are not subject to the RAD front-end civil rights transaction reviews described in this Notice. For properties being redeveloped with funding under a CNI grant, the relocation requirements set forth in this Notice are superseded by guidance regarding relocation included in the CNI NOFA. Permanent involuntary displacement of public housing or Section 8 assisted residents may not occur as a result of a Choice Neighborhood project's conversion of assistance.

#### **1.4. Explanation of Major Provisions**

This Notice adds to and revises pre-existing guidance related to fair housing, civil rights, and relocation (as contained in the RAD Notice and H 2014-09/PIH 2014-17) with respect to RAD transactions. Among the key provisions and changes are the following:

##### Fair Housing & Civil Rights

- Reaffirms the applicability of fair housing and civil rights requirements to all RAD-related activities (see, e.g., Section 3.3 and Section 4);
- Reiterates when HUD front-end civil rights review (originally outlined in the RAD Notice) is required in addition to the PHA's analysis and certification of compliance, to assist the PHA and Project Owner to comply with fair housing and civil rights requirements (see Section 5.3);
- Outlines certain conditions under which HUD will conduct a front-end review to determine whether the site is in an area of minority concentration relative to the site's housing market area (see Section 5.4(A));
- Provides guidance, for purposes of the RAD front-end civil rights review, on the concepts of "area of minority concentration" and "housing market area" that are reviewed when determining whether a site is in an area of minority concentration (see Section 5.4(B));
- Elaborates on specific information that HUD will consider, and that PHAs should provide evidence of, in order for a proposed site to meet the existing exceptions to permit new construction in an area of minority concentration, identifies presumptions for meeting the sufficient comparable opportunities exception and describes factors that HUD may consider in evaluating the overriding housing needs exception (see Section 5.4(C) and Section 5.4(D));
- Articulates issues that HUD will consider in completing the front-end civil rights review for transfers of assistance, including, for example, accessibility and minority concentration (see Section 5.5);
- Outlines the information to be submitted for HUD's front-end civil rights review of transactions where unit reductions, unit reconfigurations, or changes in occupancy are proposed (see Section 5.6);
- Identifies the situations where front-end civil rights reviews are required when changes in the accessibility features of a site are made (see Section 5.7(B)); and

- Prohibits the Project Owner of a Converted Project with a PBRA HAP contract from initiating any new leasing or marketing activities (other than leasing and outreach to households holding a right to return to the Covered Project), including the solicitation, distribution or acceptance of applications or development of a waiting list, until HUD has approved the Affirmative Fair Housing Marketing Plan (“AFHMP”) (see Section 5.8).

### Relocation

- Requires PHAs or Project Owners to prepare a written relocation plan for all transactions that involve permanent relocation or temporary relocation anticipated to exceed 12 months (see Section 6.1);
- Requires PHAs to provide residents with a RAD Information Notice (RIN) in order to ensure that residents are informed of potential project plans and of their rights in connection with RAD prior to submission of the RAD application (see Section 6.6(A));
- Clarifies that the General Information Notice (GIN), when applicable, should be provided as soon as feasible and no later than 30 days following the issuance of the CHAP (see Section 6.6(B));
- Requires Project Owners to provide a notification of Return to the Covered Project, when applicable (see Section 6.6(F));
- Moves the date before which PHAs are prohibited from beginning any physical relocation earlier in the conversion process (specifically, from the date of Closing to the later of the effective date of the RCC and the expiration of the 30- or 90-day RAD Notice of Relocation period, as applicable) (see Section 6.8);
- Clarifies the specific requirements applicable to different types of relocation (e.g., moves within a property, temporary relocation of less than 12 months, etc.) (see, e.g., Section 6.4);
- Provides enhanced guidance on the right to return requirements, any offers of alternative housing options and the documentation that must be retained when tenants choose an alternative housing option and decline their right to return (see, e.g., Section 6.2 and Section 6.10);
- Describes how HUD has administratively implemented URA requirements and URA relocation assistance and payments for displaced persons, when applicable, to residents who choose to decline the right of return and, instead, choose voluntary permanent relocation (see, e.g., Section 6.4(C) through (F) and Section 6.10);
- Requires PHAs to maintain detailed data regarding each household that will be relocated, with key dates of notices and moves (see Section 6.9); and
- Identifies key fair housing and civil rights requirements applicable during relocation (see, e.g., Section 4).

### **1.5. Request for Public Comment**

HUD acknowledges the complexity of the issues addressed in this Notice. This Notice is effective immediately upon issuance, but HUD also seeks comment from the public regarding the clarity and organization of the Notice and regarding areas where the policies and procedures described are unclear or ambiguous. HUD will consider whether changes in response to comments are justified and will implement any appropriate changes in a revision of this Notice. Please submit all comments to [RAD@hud.gov](mailto:RAD@hud.gov) within 30 days of the issuance of this Notice.

## **1.6. Paperwork Reduction Act**

In accordance with the Paperwork Reduction Act (PRA), HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number. OMB approved information collection forms will be posted on the RAD website and the Federal Register.

## SECTION 2. Table of Contents

The contents of this Notice are divided into the following parts:

SECTION 1. Purpose, Applicability and Major Provisions of this Notice .....	1
1.1. Purpose.....	1
1.2. PHA and Project Owner Responsibilities .....	3
1.3. Applicability .....	4
1.4. Explanation of Major Provisions .....	5
1.5. Request for Public Comment.....	6
1.6. Paperwork Reduction Act.....	7
SECTION 2. Table of Contents.....	8
SECTION 3. Background.....	10
3.1. RAD Authority.....	10
3.2. Definitions.....	10
3.3. Applicable Legal Authorities.....	10
3.4. Further Information.....	11
SECTION 4. Generally Applicable Fair Housing and Civil Rights Requirements Relevant Throughout the RAD Conversion Process.....	11
SECTION 5. Application of Key Fair Housing and Civil Rights Requirements to RAD Transactions .....	17
5.1. RAD Eligibility Review.....	17
5.2. PHA’s Proposed Site Selection and Certification.....	18
5.3. RAD Front-End Civil Rights Transaction Review .....	20
A) Activities Subject to Front-End Civil Rights Review .....	20
B) Fair Housing, Civil Rights, and Relocation Checklist .....	22
C) Timing of Front-End Review Submissions .....	23
D) Completion of HUD’s Front-End Review.....	23
5.4. Front-End Civil Rights Review for RAD Transactions Involving New Construction ..	24
A) Conditions Triggering Review .....	24
B) Analysis of Areas of Minority Concentration .....	25
C) The Sufficient Comparable Opportunities Exception .....	26
D) The Overriding Housing Needs Exception .....	30
5.5. Front-End Civil Rights Review for RAD Transactions Involving Transfer of Assistance .....	32
A) Applicable Standards.....	32
B) Analysis of Transfers of Assistance .....	33
5.6. Front-End Civil Rights Review for RAD Transactions Involving Reduction in Number of Units, Changes in Bedroom Distribution of Units and Changes in Occupancy Requirements .....	34
A) Review of Reductions in the Number of Units, Reductions or Increases in the Number of UFAS Accessible Units or Changes in Bedroom Distribution .....	34
B) Review of Changes in Occupancy Type .....	36
5.7. Other Front-End Civil Rights Review for RAD Transactions.....	36
A) Conversions of Assistance in Which the Construction Schedule Indicates that Relocation is Likely to Exceed 12 Months. ....	36



B)	Conversions of Assistance Involving New Construction or Substantial Alteration, as those terms are defined by Section 504. ....	36
C)	Remedial Agreements and Orders.....	37
5.8.	Affirmative Fair Housing Marketing Plan (AFHMP) Requirements for Projects Converting to PBRA Assistance.....	37
<b>SECTION 6. RELOCATION REQUIREMENTS .....</b>		<b>38</b>
6.1.	Planning .....	39
6.2.	Resident Right to Return.....	41
6.3.	Admissions and Continued Occupancy Requirements .....	43
6.4.	Types of Moves and Relocation .....	43
A)	Moves within the same building or complex of buildings .....	43
B)	Temporary relocation lasting one year or less.....	44
C)	Temporary relocation initially expected to last one year or less, but which extends beyond one year .....	44
D)	Temporary relocation anticipated to last more than one year .....	44
E)	Permanent moves in connection with a transfer of assistance .....	45
F)	Voluntary permanent relocation.....	46
6.5.	Initiation of Negotiations (ION) Date.....	46
6.6.	Resident Relocation Notification (Notices).....	46
A)	RAD Information Notice.....	47
B)	General Information Notice (49 C.F.R. § 24.203(a)).....	48
C)	Notice of Intent to Acquire (49 C.F.R. § 24.203(d)).....	49
D)	RAD Notice of Relocation .....	49
E)	URA Notice of Relocation Eligibility – for residents whose temporary relocation exceeds one year (49 C.F.R. § 24.203(b)).....	52
F)	Notification of Return to the Covered Project.....	53
6.7.	Relocation Advisory Services.....	53
6.8.	Initiation of Relocation .....	54
6.9.	Records and Documentation; Resident Log .....	54
6.10.	Alternative Housing Options .....	56
A)	Requirements for Any Offer of Alternative Housing Options .....	56
B)	Assisted Housing Options as Alternatives .....	57
C)	Monetary Elements Associated With Alternative Housing Options.....	58
D)	Disclosure and Agreement to Alternative Housing Options .....	58
6.11.	Lump Sum Payments .....	60
<b>SECTION 7. APPLICABILITY OF HCV AND PUBLIC HOUSING REQUIREMENTS .....</b>		<b>60</b>
7.1.	HCV Waiting List Administration Unrelated to the RAD Transaction.....	60
7.2.	HCV Waiting List Administration Related to the RAD Transaction .....	61
7.3.	Public Housing Transfers Unrelated to the RAD Transaction.....	61
7.4.	Resident Initiated Public Housing Transfers Related to the RAD Transaction.....	62
7.5.	Public Housing as a Temporary Relocation Resource.....	62
7.6.	Terminations (Including Evictions) and End of Participation Unrelated to the RAD Transaction .....	63
7.7.	Right-Sizing.....	63

## **SECTION 3. Background**

### **3.1. RAD Authority**

RAD is authorized by the Consolidated and Further Continuing Appropriations Act of 2012 (Pub. L. No. 112-55, enacted November 18, 2011), as amended by the Consolidated Appropriations Act, 2014 (Public Law 113-76, enacted January 17, 2014), the Consolidated and Further Continuing Appropriations Act, 2015 (Public Law 113-235, enacted December 6, 2014), and the Division L, Title II, Section 237 of the Consolidated Appropriations Act (Public Law 114-113, enacted December 18, 2016), collectively and as it may be further amended from time to time, the “RAD Statute.” RAD allows certain eligible properties to convert assistance to long-term project-based Section 8 contracts and has two separate components. The First Component allows projects funded under the public housing program to convert their assistance to long-term, project-based Section 8 rental assistance contracts. Under this component of RAD, public housing agencies (PHAs) may choose between two different Section 8 housing assistance programs: project based vouchers (PBVs) or project-based rental assistance (PBRA). The “Second Component” of RAD allows owners of projects funded under the Rent Supplement (Rent Supp), Rental Assistance Payment (RAP), and Moderate Rehabilitation programs to convert certain units to PBV or PBRA Section 8 units following certain contract expirations or terminations. The RAD Statute is implemented by the RAD Notice.

### **3.2. Definitions**

All capitalized terms defined in the RAD Notice, as amended, shall have the definitions ascribed to them therein unless otherwise specifically noted in this Notice.<sup>7</sup> Pre-conversion projects whose assistance is converting from public housing to Section 8 under RAD are referred to in the RAD Notice and in this Notice as “Converting Projects.” Post-conversion projects are referred to in the RAD Notice and this Notice as “Covered Projects.”

### **3.3. Applicable Legal Authorities**

Appendix I to this Notice identifies key legal authorities with respect to fair housing, civil rights, and resident relocation. Part 2 of Appendix I provides greater detail regarding federal accessibility requirements set forth in three of the legal authorities described in Appendix I,

---

<sup>7</sup> Many of the fair housing and civil rights concepts used throughout this Notice are terms of art that are defined in applicable statutes and regulations identified in Appendix I of this Notice, while others have been developed through judicial interpretation. PHAs and Project Owners should familiarize themselves with these terms of art and should consult 42 U.S.C. § 3602 (Fair Housing Act); 24 C.F.R. §§ 5.152-100.20 (Fair Housing Act); 42 U.S.C. §§ 2000d-2000d-4a (Title VI of the Civil Rights Act of 1964); 24 C.F.R. § 1.2 (Title VI); 29 U.S.C. § 705 (Rehabilitation Act); 24 C.F.R. § 8.3 (Section 504); 42 U.S.C. §§ 12102, 12132, 12181 (Americans with Disabilities Act (ADA)); 28 C.F.R. § 35.104 (Title II of the ADA); and 28 C.F.R. § 36.104 (Title III of the ADA). In addition, many of the relocation concepts are terms of art that are defined in 42 U.S.C. § 4601 *et seq.* (Uniform Relocation Act (URA)), Section 104(d) of the Housing and Community Development Act of 1974 codified at 42 U.S.C. § 5304(d), and their implementing regulations at 49 C.F.R Part 24 and 24 C.F.R. Part 42 subpart C.

Part 1. PHAs and Project Owners must be familiar with these legal authorities and must evaluate, based on the facts of their situation, which legal authorities are applicable in which situations. **Failure to comply with any legal authority as applicable to the PHA's or Project Owner's actions or inactions may result in liability under such authority.** Appendix I does not attempt to provide a complete and exhaustive explanation of the legal authorities, nor to fully inventory the situations in which each legal authority is applicable. Instead, Appendix I is an overview intended to serve as a general introduction or reminder for PHAs and Project Owners of these fair housing, other civil rights, and relocation authorities and to facilitate their identification of appropriate topics for further research or expert counsel. The recitation of these legal authorities neither expands nor diminishes their applicability to the PHA's and Project Owner's activities in connection with their RAD conversion.

The RAD Statute authorizes the Secretary of HUD to waive or specify alternative requirements for certain provisions of law, except for requirements related to, among others, fair housing and nondiscrimination.<sup>8</sup> In addition to the general application of various federal statutes and their implementing regulations as discussed in Appendix I, below, HUD regulations at 24 C.F.R. § 5.105 apply such authorities to all HUD programs, including RAD.

### **3.4. Further Information**

Because each RAD proposal varies in its scope, this Notice may not address each PHA's or Project Owner's specific circumstances. PHAs and Project Owners should carefully review the laws, regulations, notices, and guidance material referenced in this Notice. Any questions related to the administration of the RAD program should be referred to the appropriate RAD Transaction Manager (TM) or may be emailed to [rad@hud.gov](mailto:rad@hud.gov).

## **SECTION 4. Generally Applicable Fair Housing and Civil Rights Requirements Relevant Throughout the RAD Conversion Process**

This Section provides a summary overview of key principles regarding program implementation and an overview of generally applicable fair housing and civil rights requirements. Appendix I identifies the key legal authorities from which these principles are derived. These key principals, together and with the legal authorities identified in Appendix I, frame the PHA's efforts to implement a RAD conversion. In some cases, these requirements are particularly relevant to the process of planning the RAD conversion, while in others they have particular relevance for the structure of the RAD transaction itself, and in yet other cases, both. Elements of RAD transactions that have civil rights implications include, but are not limited to, transfers of assistance, temporary and permanent relocation, demolition, site selection, new construction, occupancy policies, changes in unit configuration, increases or reductions in units, waiting list administration policies, policies regarding return of temporarily relocated tenants, substantial rehabilitation or alteration, program accessibility, tenant selection policies and priority transfers, providing information to and communicating with persons with Limited English Proficiency (LEP) and persons with disabilities, reasonable accommodation policies, and Affirmative Fair

---

<sup>8</sup> See Pub. L. No. 112-55, as amended.

Housing Marketing Plans (AFHMPs). All PHAs must consider civil rights when structuring these and other elements of their RAD transaction.

RAD transactions are governed by the same civil rights authorities that govern HUD-assisted activities generally.<sup>9</sup> Converting Projects are subject to civil rights and equal opportunity requirements under the public housing regulations, and Covered Projects are subject to civil rights and equal opportunity requirements under the PBV regulations or the PBRA regulations, as applicable.<sup>10</sup> As described further below, the Fair Housing Act prohibits discrimination in housing<sup>11</sup> and requires all federal executive departments and agencies to “administer their programs and activities relating to housing and urban development ... in a manner affirmatively to further” fair housing.<sup>12</sup> In addition, all programs or activities receiving Federal financial assistance are subject to Title VI of the Civil Rights Act of 1964 forbidding discrimination on the basis of race, color, and national origin<sup>13</sup> and Section 504 of the Rehabilitation Act of 1973, which forbids discrimination on the basis of disability and requires that programs or activities receiving Federal financial assistance make such programs or activities “when viewed in its entirety” readily accessible to persons with disabilities and make reasonable accommodation to the needs of persons with disabilities.<sup>14</sup> RAD transactions are also subject, as applicable, to the requirements of Titles II and III of the Americans with Disabilities Act, Executive Order 11063, and HUD regulations at 24 C.F.R. part 107. Thus, as with the administration of all HUD programs and all HUD-assisted activities, fair housing and civil rights issues must be considered in the administration of the RAD program. PHAs must not implement actions and policies that may have a discriminatory effect on the basis of race, color, sex, national origin, religion, disability, or familial status or that may impede, obstruct, prevent, or undermine efforts to affirmatively further fair housing.<sup>15</sup> Note, in particular, the following requirements:

- **Affirmatively Furthering Fair Housing (AFFH):** The Fair Housing Act requires that HUD administer its programs and activities in a manner that affirmatively furthers the purposes of the Fair Housing Act. The Fair Housing Act not only prohibits discrimination but, in conjunction with other statutes, directs HUD’s recipients, including PHAs, to take significant actions to overcome historic patterns of segregation, achieve truly balanced and integrated living patterns, promote fair housing choice, and foster inclusive communities that are free from discrimination. Through various statutes, regulations, and executive orders, PHAs must take various actions in accordance and in conjunction with their Fair Housing Act obligation to affirmatively further fair housing. For example, under regulations implementing the United States Housing Act of 1937 (the Act), HUD recipients must, among other requirements, certify that they will affirmatively further fair housing. In addition, under HUD’s Affirmatively Furthering Fair Housing (AFFH) rule promulgated July 16, 2015, PHAs must periodically conduct an Assessment

---

<sup>9</sup> See 24 C.F.R. § 5.105.

<sup>10</sup> See, e.g., 24 C.F.R. §§ 880.601, 881.601 and 983.8 for civil rights related regulations applicable to PBV and PBRA transactions.

<sup>11</sup> See 42 U.S.C. §§ 3601 *et seq.*, and HUD regulations in 24 C.F.R. part 100

<sup>12</sup> 42 U.S.C. § 3608(d) and (e).

<sup>13</sup> See 42 U.S.C. §§ 2000d *et seq.*, and HUD regulations in 24 C.F.R. part 1.

<sup>14</sup> See 29 U.S.C. §§ 701 *et seq.*, and HUD regulations in 24 C.F.R. part 8.

<sup>15</sup> See 24 C.F.R. part 1 and part 100 subpart G.

of Fair Housing (AFH) as set out by the rule, either individually or in collaboration with other program participants.<sup>16</sup> Under the AFFH rule, in order to develop a successful affirmatively furthering fair housing strategy, the PHA must assess the elements and factors that cause, increase, contribute to, maintain, or perpetuate segregation, racially or ethnically concentrated areas of poverty, significant disparities in access to opportunity, and disproportionate housing needs. PHAs must ensure that their activities in connection with a RAD conversion are consistent with their AFH, including any applicable joint or regional AFH in which they are a joint participant, and with any applicable Analysis of Impediments to Fair Housing Choice (AI), Fair Housing Equity Assessment, PHA 5-Year Plan, PHA Annual Plan, Moving to Work (MTW) Plan, or related planning documents and other regulatory and programmatic requirements implementing the obligation to affirmatively further fair housing to which they are a party.<sup>17</sup>

- **Nondiscriminatory Site Selection:** HUD’s site and neighborhood standards require that the proposed site is suitable from the standpoint of facilitating and furthering full compliance with the applicable provision of Title VI of the Civil Rights Act, the Fair Housing Act, Executive Order 11063, and Department regulations implementing these authorities. The site must meet the Section 504 site selection requirements in 24 C.F.R. § 8.4(b)(5). Additional provisions appear in 24 C.F.R. § 983.57(b) of the PBV rules and, for PBRA, in Appendix III of the RAD Notice. HUD’s Title VI regulation specifically prohibits site selection that has the “purpose or effect of excluding individuals from, denying them the benefits of, or subjecting them to discrimination” on the basis of race, color, or national origin.<sup>18</sup> The Title VI regulations also impose an obligation on the part of an applicant or recipient of HUD financial assistance to take actions to overcome the effect of prior discrimination or conditions that limit participation by persons of a particular race, color, or national origin.<sup>19</sup> In addition, HUD’s Section 504 regulation prohibits recipients from selecting sites the purpose or effect of which would (1) exclude qualified individuals with disabilities from or deny them the benefit of a program or activity, or otherwise subject them to discrimination; or (2) defeat or substantially impair the accomplishment of the objectives of the program or activity with respect to qualified individuals with disabilities.<sup>20</sup> ADA regulations likewise prohibit site selections that have the purpose or effect of excluding individuals with disabilities (including members of the public with disabilities), denying them benefits, or subjecting them to discrimination.<sup>21</sup> Finally, the Fair Housing Act prohibits discriminatory site selection, including perpetuation of segregation in transfers of assistance and new construction.
- **Meaningful Access for Persons with Limited English Proficiency (LEP):** The PHA or Project Owner is required to take reasonable steps to ensure (a) they provide meaningful access to programs and activities for persons who have a limited ability to read, speak, or understand English; (b) any person with LEP who will be temporarily relocated or

---

<sup>16</sup> 24 C.F.R. § 5.150 *et seq.*

<sup>17</sup> *See* 24 C.F.R. § 5.150 *et seq.* and 24 C.F.R. §§ 91.225, 91.325, or 91.425.

<sup>18</sup> *See* 24 C.F.R. § 1.4(b)(3).

<sup>19</sup> *See* 24 C.F.R. § 1.4(b)(6).

<sup>20</sup> *See* 24 C.F.R. § 8.4(b)(5).

<sup>21</sup> *See* 28 C.F.R. § 35.130(b)(4); 28 C.F.R. § 36.301.

permanently displaced has meaningful access to any public meetings regarding the project; and (c) they provide meaningful access to LEP persons to any information provided to residents including, but not limited to, any relocation notices. Generally, the PHA or Project Owner will be responsible for providing oral interpreters at meetings, including ensuring their competence, and covering any associated translation and interpretation costs.<sup>22</sup>

- **Effective Communication for Persons with Disabilities:** Communications and materials must be provided in a manner that is effective for persons with hearing, visual, and other communication-related disabilities consistent with Section 504 of the Rehabilitation Act of 1973 (24 C.F.R. § 8.6) and with 49 C.F.R. § 24.5, and as applicable, the Americans with Disabilities Act. This includes ensuring that, unless such actions would result in undue financial and administrative burdens or fundamental alterations, notices and resident meetings are provided in appropriate alternative formats as needed, e.g., Braille, audio, large type, accessible electronic communications, assistive listening devices, and sign language interpreters. Even in cases where the proposed actions may result in undue financial and administrative burdens or fundamental alterations, certain actions must still be taken. Specifically, appropriate auxiliary aids and services that would not result in such undue burdens or fundamental alterations must still be provided to ensure effective communication.
- **Accessible Meeting Facilities for Persons with Disabilities:** Pursuant to regulations implementing Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as applicable, all programs and activities must be held in accessible locations unless doing so would result in an undue financial and administrative burden on the PHA and/or Project Owner, in which case the PHA or Project Owner must take any action that would not result in such undue burden but would nevertheless ensure that individuals with disabilities receive the benefits and services of the program or activity, e.g., briefings at an alternate accessible site or in-home briefing.<sup>23</sup> Individuals with disabilities must receive services in the most integrated setting appropriate to their needs. The most integrated setting appropriate to the needs of qualified individuals with disabilities is a setting that enables individuals with disabilities to interact with persons without disabilities to the fullest extent possible.<sup>24</sup>

---

<sup>22</sup> For more information about LEP obligations, see HUD's Limited English Proficiency (LEP) Frequently Asked Questions guidance at

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/fair\\_housing\\_equal\\_opp/promotingfh/lep-faq#q26](http://portal.hud.gov/hudportal/HUD?src=/program_offices/fair_housing_equal_opp/promotingfh/lep-faq#q26).

<sup>23</sup> In selecting locations for consultation with residents, the PHA and/or Project Owner shall be guided by the goal of maximizing participation in an integrated setting so that residents with disabilities and residents without disabilities may hear and consider each other's views. Priority shall be given to using on-site accessible locations (including, e.g., TV rooms or informal gathering places), even if doing so may require multiple sessions with smaller groups of residents. In addition, Title III of the Americans with Disabilities Act requires private entities that operate places of public accommodation, including social service establishments, leasing offices of private housing developments, and certain private housing providers, to comply with certain physical accessibility requirements which are similar to the requirements under Section 504 and Title II.

<sup>24</sup> See 28 C.F.R. part 35, Appendix B.

- **Accessibility for Persons with Disabilities Throughout the Planning and Implementation Process:** A number of accessibility requirements, including but not limited to site selection, apply to all RAD conversions, as they do to the PHA's activities regardless of the PHA's participation in RAD.<sup>25</sup> PHAs and Project Owners should also be aware that state or local laws, regulations, and codes may contain greater accessibility requirements. This Notice provides, in Appendix I, Part 2, an overview of accessibility requirements under existing law. The information in Appendix I, Part 2 is intended to assist with the PHA's or Project Owner's compliance with accessibility requirements. PHAs and Project Owners must review Appendix I, Part 2 early-on in planning for the RAD transaction. PHAs and Project Owners may determine that it is most efficient to address accessibility matters early in the project planning. In addition, PHAs and Project Owners must evaluate, throughout the transaction and based on the facts of their situation, which requirements are applicable in which situations to ensure they appropriately address accessibility requirements. PHAs and Project Owners are responsible for ensuring that the architectural drawings and construction comply with the PHA's and Project Owner's obligations and all Federal civil rights requirements, including accessibility requirements under the Fair Housing Act, Section 504, and the ADA.

Accessibility requirements also apply during all stages of a RAD transaction, including during relocation. Existing information (e.g., resident characteristics forms, including identification of the need for accessible unit features; records of approved reasonable accommodations; and records of the presence of accessible unit features) and the residents themselves should be consulted throughout the process of developing and implementing a RAD conversion. Related activities include, but are not limited to:

- Identifying and maintaining existing and pending reasonable accommodations, including the need for larger units to accommodate live-in aides or special equipment;
- Determining what direct services may be needed as a reasonable accommodation (e.g., packing, moving, identification of temporary housing);
- Identifying accessible unit features and assuring that temporary or permanent replacement housing contains comparable features;
- Budgeting appropriately to ensure that reasonable accommodations are addressed.

For more information about compliance with accessibility requirements, the PHA or Project Owner should refer to appropriate notices concerning civil rights requirements and may contact HUD's Office of Fair Housing and Equal Opportunity in either the Washington, D.C. or applicable field offices for more specific guidance. For additional, non-exhaustive guidance on providing relocation assistance to persons with disabilities, see Exhibit 3-1 in HUD Handbook 1378.

---

<sup>25</sup> For more detailed information on these laws and their requirements, see PIH Notice 2010-26, issued July 26, 2010 (available at <http://www.hud.gov/offices/pih/publications/notices/10/pih2010-26.pdf>). While this notice has an expiration date in 2011, because the notice summarizes and discusses regulatory requirements, the information in the notice provides helpful guidance.

- Reasonable Accommodations in Rules, Policies, Practices and Services:** Under the Fair Housing Act, the PHA or Project Owner must make reasonable accommodations in rules, policies, practices, and services when such accommodations may be necessary to afford a person with a disability an equal opportunity to use and enjoy a dwelling.<sup>26</sup> Under Section 504, the PHA or Project Owner must also make reasonable accommodations to residents with disabilities, which may include providing and paying for structural modifications to dwelling units and public or common use areas. Titles II and III of the ADA provide similar requirements. Common examples of reasonable accommodations that may occur during relocation are permitting an individual with a disability to relocate near public transportation, providing a unit larger than otherwise permitted for a live-in aide, and making exceptions to no-animal rules for assistance and service animals. Accommodations generally need not be made where providing such an accommodation would be an undue financial and administrative burden or a fundamental alteration of the nature of the service. However, reasonable accommodations must be made to the extent the accommodation does not impose an undue financial and administrative burden or a fundamental alteration of the nature of the service. Reasonable accommodations must follow the individual with the disability throughout the RAD process, including during relocation. Furthermore, PHAs and Project Owners may be required to provide particular reasonable accommodations during relocation, such as assistance moving household items.<sup>27</sup>
- Physical Changes to Dwelling Units, Public and Common Use Areas and Other Facilities for Accessibility:** Under the Fair Housing Act, the PHA or Project Owner may be required to permit reasonable modifications. A reasonable modification is a structural change made to existing premises, occupied or to be occupied by a person with a disability, in order to afford such person full enjoyment of the premises. Reasonable modifications can include structural changes to interiors and exteriors of dwellings and to common and public use areas. A request for a reasonable modification may be made at any time during the tenancy. When relocating an individual with a disability who has such modifications in their dwelling unit or public and common use areas because of the individual's disability, regardless of who made them, the PHA or Project Owner has an obligation to provide and pay for such modification in the new dwelling. When considering requests by individuals with disabilities for structural changes to units or public and common use areas, PHAs and Project Owners should take particular note that they may be required to make and pay for such structural modifications as reasonable

---

<sup>26</sup> For additional information regarding reasonable accommodations under the Fair Housing Act, *see* the Joint Statement of the Department of Housing and Urban Development and the Department of Justice, Reasonable Accommodations Under the Fair Housing Act (May 17, 2004), at <http://www.hud.gov/offices/fheo/library/huddojstatement.pdf>.

<sup>27</sup> *See* 49 C.F.R. part 24, Appendix A, § 24.2(a)(8)(vii), which states that under the URA, "Reasonable accommodation of a displaced person with a disability at the replacement dwelling means the Agency is required to address persons with a physical impairment that substantially limits one or more of the major life activities. In these situations, reasonable accommodation should include the following at a minimum: Doors of adequate width; ramps or other assistance devices to traverse stairs and access bathtubs, shower stalls, toilets and sinks; storage cabinets, vanities, sink and mirrors at appropriate heights. Kitchen accommodations will include sinks and storage cabinets built at appropriate heights for access. The Agency shall also consider other items that may be necessary, such as physical modification to a unit, based on the displaced person's needs."



accommodations under Section 504 and because of similar requirements under the ADA even though the Fair Housing Act may only require the owner to allow such changes to be made and paid for by the individual with a disability. Before determining that they are not required to make or pay for structural changes, PHAs and Project Owners are encouraged to consider carefully their obligations under each applicable statute.

## **SECTION 5. Application of Key Fair Housing and Civil Rights Requirements to RAD Transactions**

The generally applicable fair housing and other civil rights requirements described above, and in Appendix I, apply throughout the planning and implementation of a RAD transaction and the PHA is responsible for ensuring compliance with these requirements. As key requirements may be misunderstood, the RAD program has established specific additional procedures to assist RAD participants to ensure they comply with the applicable requirements. Specifically, the RAD Notice established a civil rights eligibility review and criteria for front-end civil rights reviews.

This Section elaborates on these requirements from the RAD Notice. The front-end review procedures described below establish procedures and criteria for the supplemental front-end review and technical assistance, criteria which are specific to the RAD program. Criteria for this supplemental front-end review are informed by, but not the same as, fair housing or civil rights rules and policies generally.

This Section is organized to loosely follow the stages of a RAD conversion transaction, beginning with RAD eligibility and continuing through site selection, transfer of assistance, unit design requirements and marketing. In addition, this Section describes the timing and procedures for submitting data and documents to HUD so that HUD may complete its front-end review. The submission procedures are also designed to serve as a tool for PHAs to identify issues of potential concern at appropriate stages of the RAD conversion and as a tool for HUD to identify potential needs for technical assistance.

### **5.1. RAD Eligibility Review**

To be eligible for RAD, the PHA must meet all eligibility requirements set forth in Section 1.3 of the RAD Notice, including the civil rights threshold requirements found at Section 1.3.G of the RAD Notice. A PHA must not have a charge, cause determination, lawsuit, or letter of findings, referenced in Section 1.3.G of the RAD Notice, against the PHA itself, its transferees, proposed development partners, or sub-recipients that has not been resolved, or is not in the process of being resolved, to HUD's satisfaction. This determination shall be made prior to issuance of the CHAP.

The CHAP may be revoked by HUD if HUD determines that the terms of the conversion would be inconsistent with fair housing and civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement. HUD may terminate a CHAP or RCC if it determines that the terms of the conversion would be inconsistent with fair housing or civil rights laws or is inconsistent with, would hinder, or would delay satisfaction of a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

HUD may terminate an approval to proceed with a RAD conversion if it determines that the terms of the conversion would be inconsistent with fair housing or civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

## 5.2. PHA's Proposed Site Selection and Certification

For all RAD conversions, the PHA must comply with all applicable site selection requirements as set forth in this Notice and the RAD Notice and in accordance with any additional applicable published guidance provided by HUD. As set forth in the RAD Notice, conversions of assistance to PBV involving new construction, whether on a new site or on a current site, are subject to the site selection standards set forth in 24 C.F.R. § 983.57(a), (b), (c) and (e), but excluding 24 C.F.R. § 983.57(b)(1) and (c)(2). All other conversions to PBV, including transfers of assistance to an existing property other than the Converting Project, are subject to the standards set forth in 24 C.F.R. § 983.57(a), (b), (c) and (d), but excluding 24 C.F.R. § 983.57(b)(1) and (c)(2).<sup>28</sup> Site selection requirements set forth at Appendix III of the RAD Notice apply to RAD conversions to PBRA assistance, as does the requirement not to place housing in neighborhoods with highly concentrated poverty based on the criteria formulated for transfers under Section 8(bb) of the United States Housing Act of 1937.<sup>29</sup> PBV and PBRA site selection must also be consistent with the requirements of the Fair Housing Act, Title VI, Section 504, the ADA and their implementing regulations.

It is the PHA's responsibility to ensure that the site selection complies with all applicable site selection requirements, including the requirements of this Notice and the RAD Notice. Pursuant to the RAD Notice, the PHA must certify with the submission of its Annual Plan, Significant Amendment to its Annual Plan, or MTW Plan that it complies with the applicable site selection requirements and must maintain records of its analysis and the data relied upon in making its determination of compliance. The PHA must also determine and subsequently state in the certification that the site is "suitable from the standpoint of facilitating and furthering full compliance with the applicable provisions of Title VI of the Civil Rights Act of 1964, Title VIII of the Civil Rights Act of 1968, Executive Order 11063, and HUD regulations issued pursuant thereto."<sup>30</sup> Although this Notice provides detail regarding certain civil rights-related site and neighborhood standards, PHAs must certify compliance with all applicable site and neighborhood standards.<sup>31</sup>

The PHA must also certify that, in conducting its review of site selection for the proposed project, the PHA completed a review with respect to accessibility for persons with disabilities and that the proposed site is consistent with applicable accessibility standards under the Fair Housing Act, Section 504, and the ADA. The site and neighborhood standards for PBV and PBRA require the site to be "suitable from the standpoint of facilitating and furthering full compliance with" the Fair Housing Act and require the site to meet the Section 504 site selection

---

<sup>28</sup> See the provisions of Section 1.6.A.4 of the RAD Notice.

<sup>29</sup> 42 U.S.C. § 1437f(bb).

<sup>30</sup> For RAD conversions to PBRA, the RAD Notice uses the term "the site and neighborhood is suitable," rather than "the site is suitable." See Appendix III of the RAD Notice, paragraph (a).

<sup>31</sup> See 24 C.F.R. § 983.57 and the RAD Notice at Section 1.4(A)(7)

requirements described in 24 C.F.R. § 8.4(b)(5).<sup>32</sup> The Fair Housing Act, as implemented at 24 C.F.R. § 100.205, requires “covered multifamily dwellings” built for first occupancy after March 13, 1991, to contain accessible design features. HUD’s Section 504 regulations at 24 C.F.R. § 8.4(b)(5) require that, in determining the site or location of a federally assisted facility, an applicant for assistance or recipient may not make selections the purpose or effect of which would: (i) exclude qualified individuals with disabilities from, deny them the benefits of, or otherwise subject them to discrimination under, any program or activity that receives Federal financial assistance from HUD, or (ii) defeat or substantially impair the accomplishment of the objectives of the program or activity with respect to qualified individuals with disabilities. Title II of the ADA contains a similar requirement that a public entity, such as the PHA, may not, in determining the site or location of a facility, make selections (i) that have the effect of excluding individuals with disabilities from, denying them the benefits of, or otherwise subjecting them to discrimination; or (ii) that have the purpose or effect of defeating or substantially impairing the accomplishment of the objectives of the service, program, or activity with respect to individuals with disabilities.<sup>33</sup> Factors relevant to a site review under these standards may include, among others:

- Site features, such as inaccessible slopes in routes, lack of accessible sidewalks, curb ramps, accessible parking spaces, and placement of dumpsters or other physical features that would impede access to and movement within the site;
- Building features, such as inaccessible building entrances, other methods of ingress and egress, public and common use areas (e.g., the rental office, parking areas, mail areas, trash areas, community rooms, shared use toilet rooms, laundry facilities and walkways inside and outside that connect these public and common use areas to units), and barriers to access by members of the public; and
- Lack of accessible transit or para-transit and accessible public sidewalks and accessible transportation stops.

When such conditions are present at the site and would exclude individuals with disabilities from, deny them the benefits of, or otherwise subject them to discrimination, or would defeat or substantially impair the accomplishment of the objectives of the program or activity with respect to individuals with disabilities, the site must not be selected unless the proposal includes remediation of the barriers to achieve compliance with accessibility requirements (including identification and remediation of any nonconforming design and construction conditions in “covered multifamily dwellings” under the Fair Housing Act). Remediation of the barriers may include, for example, physical accessibility improvements to the site, arrangements for access to accessible supportive services, or reasonable accommodations for current or prospective residents with disabilities, including members of the public. The Financing Plan submitted to HUD must describe and document resources sufficient to pay for the remediation of accessibility barriers.<sup>34</sup>

---

<sup>32</sup> See 24 C.F.R. § 983.57(b)(2) (PBV conversions); *see also*, Appendix III (a) of the RAD Notice (PBRA conversions).

<sup>33</sup> See 28 C.F.R. § 35.130(b)(4).

<sup>34</sup> In conducting its review prior to certification, and in preparing for the certification, PHAs and Project Owners may find it useful to consult with their local or regional FHEO office, the United States Access Board, local or state

While all PHAs must certify their compliance with applicable site selection requirements as described in this Section, some RAD transactions will also be subject to a front-end review of the site selection. For transactions involving activities that present site selection issues of greater complexity, as described in Sections 5.3 through 5.5 below, front-end review will allow HUD's Office of Fair Housing and Equal Opportunity (FHEO) to assist the PHA to consider relevant laws and regulations while completing its site selection review and certification.

### **5.3. RAD Front-End Civil Rights Transaction Review**

Fair Housing Act and other civil rights issues may arise throughout a RAD transaction. Under the Fair Housing Act, an assessment of site suitability includes an analysis of the impact that the siting of the project would have on patterns of segregation for protected classes. The Fair Housing Act is of particular importance when a RAD proposal concerns site selection for new construction or reconfiguration of housing on the original public housing site – for example, the unit size distribution (e.g., conversion of larger bedroom size units to one-bedroom units, which may have an adverse impact on housing opportunities for families with children) or a reduction in the number or distribution of accessible units (which may have an adverse impact on housing opportunities for persons with disabilities). RAD conversions involving new construction must also comply with the Fair Housing Act's accessibility requirements.

Compliance with all applicable fair housing and civil rights requirements is the responsibility of both the PHA and the Project Owner. However, to assist with compliance, HUD's Office of Fair Housing and Equal Opportunity (FHEO) will conduct a front-end civil rights review of project proposals containing activities identified as particularly at risk of violating applicable fair housing and civil rights laws. The activities that must be submitted for front-end civil rights review are listed in Section 5.3(A), below.

#### *A) Activities Subject to Front-End Civil Rights Review*

All RAD conversions that include one or more of the activities listed below (Sections 5.3(A)(1) through 5.3(A)(9)) are subject to a front-end review for compliance with certain civil rights and fair housing requirements. The specific items that HUD will review in the front-end review will depend on which activities are involved in the specific transaction. A RAD conversion may not include one of the activities below without prior written approval from HUD. All Financing Plans must include evidence that the PHA has secured written approval from HUD for any of the following activities that are included in its RAD conversion:

- (1) Conversions of assistance involving new construction, whether on a new site or on a current site, in an area of minority concentration. Front-end review of this activity shall be pursuant to Section 5.4(B), below and, in addition, the PHA shall

---

architectural access board or other accessibility authority for information on accessibility standards. Other sources of information on accessibility requirements may include protection and advocacy organizations or independent living centers. In addition, the non-HUD resources may provide advice on how to assess accessibility needs and formulate physical accessibility strategies.

certify in its Annual Plan compliance with site and neighborhood standards applicable to new construction as described in Section 5.2.

- (2) Transfers of assistance where all or a portion of the Converting Project's assistance is transferred to a new site(s) (either new construction or to an existing project) as part of the subject transaction. Front-end review of this activity shall be pursuant to Section 5.5(B), below and, in addition, the PHA shall certify in its Annual Plan compliance with site and neighborhood standards applicable to existing housing as described in Section 5.2.
- (3) Conversions of assistance where the total number of units in the Covered Project is less than the original number of units in the Converting Project (this includes de minimis reductions). Front-end review of this activity shall be pursuant to Section 5.6.
- (4) Conversions of assistance where the Covered Project's unit configuration is different from the unit configuration of the Converting Project. Front-end review of this activity shall be pursuant to Section 5.6.
- (5) Conversions involving a change in occupancy, where the Covered Project serves a different population from the one served by the Converting Project (e.g., when a Converting Project serves families but the Covered Project is subject to an elderly preference or introduction of restrictions or preferences based on age or disability that will change the occupancy of the property). Front-end review of this activity shall be pursuant to Section 5.6.
- (6) Conversions of assistance in which the construction schedule indicates that relocation is likely to exceed 12 months. Front-end review of this activity shall be pursuant to Section 5.7(A).
- (7) Conversions of assistance involving new construction or substantial alteration,<sup>35</sup> as those terms are defined in Section 504 of the Rehabilitation Act of 1973. Front-end review of this activity shall be pursuant to Section 5.7(B).
- (8) Conversions of assistance involving a Converting Project subject to a Voluntary Compliance Agreement or Conciliation Agreement with HUD or a Consent Decree or Settlement Agreement with the U.S. Department of Justice or HUD, or where the PHA is subject to such an agreement affecting its entire housing portfolio or otherwise related to the Converting Project. Front-end review of this activity shall be pursuant to Section 5.7(C).

---

<sup>35</sup> Section 504 defines substantial alteration of a housing project as alterations where a housing project has 15 or more units, and the rehabilitation costs will be 75% or more of the replacement cost of the completed facility. *See* 24 C.F.R. § 8.23 (a).

- (9) Conversions of assistance where HUD has identified potential fair housing and civil rights concerns or a history of such concerns. Front-end review of this activity shall be pursuant to Section 5.7(C).

PHAs should note that a proposed RAD conversion may trigger front-end review regarding more than one of the activities listed in subsections (1) through (9) of this Section. For example, depending on the details of the proposal, a new construction on-site project could require review under subsections (1), (3), (4), (5), (6), and (7), or could require review under only subsections (1) and (7).

As part of HUD's review of these elements of the RAD conversion plans, HUD may require that PHAs that are carrying out portfolio or multi-phased conversions provide information on their conversion plans for other projects or subsequent phases to ensure that the overall plans for RAD conversion are consistent with civil rights and fair housing.

*B) Fair Housing, Civil Rights, and Relocation Checklist*

In connection with HUD's front-end fair housing and civil rights and relocation reviews described in this Section 5 and in Section 6, HUD is requiring submission of a Fair Housing, Civil Rights, and Relocation Checklist (the "Checklist"). The Checklist will facilitate the PHAs' and Project Owners' submission of necessary information to complete these reviews.<sup>36</sup> HUD anticipates that a revised Checklist, when available following Paperwork Reduction Act approval, will be separated into parts which can be submitted incrementally as the PHA and Project Owner develop the RAD transaction plans, with different elements of the Checklist applicable at different stages of the transaction planning process. For example, submissions regarding site selection for a RAD transaction involving new construction may occur well before submissions regarding a proposal to change the unit configuration.

The Checklist will outline the minimum information or documentation which HUD will need in order to review each part of the Checklist. After HUD's initial review of any portion of the Checklist, HUD may determine that the data provided in the Checklist is insufficient for HUD to complete its review, in which case HUD may require the PHA or Project Owner to provide supplemental information. The PHA should submit each part as early as possible once the information covered in the applicable part is known. All information specified in the applicable

---

<sup>36</sup> The Checklist is available at [www.hud.gov/rad](http://www.hud.gov/rad). As of the publication of this Notice, references to the Checklist refer to the existing FHEO Accessibility and Relocation Plan Checklist under OMB Approval 2577-0276. The PHA shall use the existing Checklist to provide information related to demonstrating compliance with fair housing, other civil rights, and relocation requirements (including accessibility requirements) and, as necessary, may require additional materials for HUD to complete its review, which the PHA may provide in such form as the PHA determines appropriate. Also at [www.hud.gov/rad](http://www.hud.gov/rad), HUD has provided a listing of information that, depending on the circumstances, HUD may require to complete different components of its front-end review. The Checklist is being revised to fully capture the submission requirements described in this Notice. The revised Checklist will be subject to Paperwork Reduction Act approval and will be posted at the website listed above when available for use.

part of the Checklist must be submitted to HUD for HUD to begin its civil rights review – partial submissions of any applicable part of the Checklist will not be accepted.<sup>37</sup>

*C) Timing of Front-End Review Submissions*

PHAs and Project Owners are encouraged to submit applicable portions of the Checklist and information associated with a particular activity subject to front-end review as early as possible in the development of their plans. The PHA must ensure that HUD has approved all applicable parts of the Checklist prior to submission of the Financing Plan. Upon request from the PHA, HUD may, at HUD's sole discretion, permit submission of the Financing Plan prior to receipt of approval of the applicable parts of the Checklist and conditioned upon subsequent receipt of such approvals, in which event the PHA and Project Owner may proceed at their own risk.

Early approval of the site of the Covered Project is critical for RAD transaction proposals subject to front-end civil rights review involving site selection standards, specifically new construction in areas of minority concentration (see Section 5.3(A)(1)) and transfers of assistance (see Section 5.3(A)(2)). The PHA must conduct its own assessment of the site during the early stages of planning its RAD transaction. The guidance in this Notice and the Checklist are tools intended to assist the PHA in conducting its own assessment of the site.

The PHA must provide HUD with the Checklist and backup information sufficient for HUD to review the site with respect to the applicable standards. The site selection information should be provided to HUD no later than ninety (90) days following the issuance of the CHAP or, if the CHAP has already been issued as of the publication of this Notice, within ninety (90) days following publication of this Notice. In the event of a change in plans for the Converting Project that would require a front-end review of the site selection standards, the PHA must provide the Checklist and backup documentation within sixty (60) days of the change in plans. PHAs are strongly encouraged to provide front-end review submissions and secure HUD approval prior to applying for LIHTCs or taking action the reversal of which (in the event of non-approval of the site) would be detrimental to the PHA or the Project Owner. PHAs are also encouraged to contact FHEO for technical assistance prior to submission of these materials.

All PHAs shall submit a certification consistent with the requirements of Section 5.2, above. This certification may be prepared specifically in connection with the Checklist or as part of the PHA Annual Plan or Significant Amendment. However, HUD will not consider a submission complete for front-end civil rights review without this certification. All RAD conversions must submit the PHA certification described in Section 5.2 no later than at the time of submission of the Financing Plan.

*D) Completion of HUD's Front-End Review*

HUD will not approve a RAD conversion if HUD determines that the conversion would operate to discriminate in violation of applicable fair housing and civil rights laws. HUD will not approve proposals that have the purpose, intent, or effect of discriminating on the basis of

---

<sup>37</sup> The Checklist refers to the existing FHEO Accessibility and Relocation Checklist until a revised Checklist is approved for use pursuant to the Paperwork Reduction Act.

protected class (*i.e.*, race, color, national origin, religion, sex, disability, and familial status). If HUD does not approve a proposed activity based on a front-end review, then it will provide a written description of concerns or deficiencies. The PHA may resubmit the front-end review materials with a changed proposal and/or with additional information addressing HUD's concerns and any deficiencies in the proposal or the submission.

In some circumstances, a special condition to the transaction's RCC will be necessary to ensure that a RAD transaction conforms to fair housing and civil rights requirements. Special conditions to the RCC reflect the conditions necessary in order to complete the RAD conversion. For example, if there is an outstanding remedial agreement or order requiring particular development activities or operating policies to correct a violation of a fair housing or other civil rights requirement, the RCC generally will condition participation in RAD upon agreement by the PHA or the Project Owner, as applicable, to comply with the provisions of such agreements or orders after conversion.

#### **5.4. Front-End Civil Rights Review for RAD Transactions Involving New Construction**

##### *A) Conditions Triggering Review*

If the proposed project is located in an area of minority concentration, the new site may be approved only if it falls under a permitted exception and meets the other site selection requirements described in Section 5.2. Under the PBV and PBRA site and neighborhood standards, HUD may approve new construction in an area of minority concentration, consistent with the regulatory requirements cited above, only if:

- a. Sufficient, comparable housing opportunities for minority families in the income range to be served by the proposed project exist outside areas of minority concentration; or
- b. The project is necessary to meet overriding housing needs that cannot be met in that housing market area.<sup>38</sup>

As described in the RAD Notice and in Section 5.3(A) of this Notice, above, HUD will conduct a front-end civil rights review of the PHA's proposed site in certain circumstances. This Notice specifies that for conversions of assistance involving new construction where there are indications that the site may be located in an area of minority concentration per the criteria in subsections (i), (ii), or (iii), below (whether the construction is located on the existing public housing site or on a new site), HUD will conduct a front-end civil rights review of the site to determine whether the site is in an area of minority concentration and, if so, whether it meets one of the exceptions that would allow for new construction in an area of minority concentration.

The PHA shall submit for HUD front-end review the PHA's findings, together with backup documentation, regarding site selection when the site meets any of the following criteria:

- i. The PHA self-identifies the area of the site as an area of minority concentration,

---

<sup>38</sup> 24 C.F.R. § 983.57(e)(3) and Appendix III of the RAD Notice, paragraph (e).



- ii. The census tract of the site meets the extent of minority concentration described in Section 5.4(B)(1), below, or
- iii. An area comprised of the census tract of the site together with all adjacent census tracts, analyzed as a whole, meets the extent of minority concentration described in Section 5.4(B)(1), below.

If any of these three criteria is applicable, HUD will conduct a review to determine whether the site is in an area of minority concentration and, if applicable, whether the proposed site fits one of the exceptions permitting new construction in an area of minority concentration described in this Section 5.4. A proposed RAD transaction which does not meet one of these triggers must still be evaluated by the PHA and the PHA must certify compliance with the site selection requirements as described in Section 5.2, above.

A PHA seeking to undertake new construction must receive written approval from HUD of any site selection subject to front-end review prior to entering into any construction contract for that new construction.

#### *B) Analysis of Areas of Minority Concentration*

This Section sets forth the methodology that HUD will use in the analysis of the extent of minority concentration, the area of the site, and the housing market area for purposes of the RAD front-end civil rights review. As noted below, this analysis is fact specific and PHAs may submit documentation to inform HUD's analysis in cases where there is strong evidence that an alternative methodology would be more appropriate.

- (1) For purposes of RAD, a site is considered to be in an area of minority concentration when either (i) the percentage of persons of a particular racial or ethnic minority within the area of the site is at least 20 percentage points higher than the percentage of that minority group in the housing market area as a whole or (ii) the total percentage of minority persons within the area of the site is at least 20 points higher than the total percentage of minorities in the housing market area as a whole.<sup>39</sup>
- (2) For purposes of RAD, the analysis of an area of minority concentration will use census tracts to approximate the "area" of the site but the analysis may consider alternate proposed geographies instead of the census tract in instances where there is strong evidence that such geography is more appropriate. Strong evidence that an alternative geography is more appropriate includes: (i) that the site is close to the edge of the census tract, (ii) that the population of the census tract is heavily influenced by the size of the Converting Project, or (iii) that the local community

---

<sup>39</sup> The percentage of minorities shall be calculated by subtracting the percentage of White Non-Hispanic persons in the relevant area from 100%. The analysis shall be based on the most recently available decennial census data found at [http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=DEC\\_10\\_DP\\_DPDP1&src=pt](http://factfinder.census.gov/faces/tableservices/jsf/pages/productview.xhtml?pid=DEC_10_DP_DPDP1&src=pt). However, if such data is more than five years old, and if either the PHA or HUD requests the use of more recent data based on such party's awareness of significant and material shifts in the demographics of the relevant area in the intervening years, the analysis shall be based on the most recent American Communities Survey data.

understanding of the immediate neighborhood dictates a different boundary. Local community understanding of the immediate neighborhood is often informed by factors such as patterns of housing stock (such as different residential densities in different areas or differential housing prices for similar properties), community facilities and amenities (such as schools and commercial areas) or major geographic barriers (such as rivers or interstate highways), among other factors.<sup>40</sup> HUD will determine the site's "area" using the best available evidence and following the legal standards set forth in applicable case law.

- (3) For purposes of the RAD analysis under this Section 5.4, a "housing market area" is the geographic region from which it is likely that residents of housing at the proposed site would be drawn for a given multifamily housing project. A housing market area generally corresponds to, as applicable: (i) the Metropolitan Statistical Area (MetroSA); (ii) the Micropolitan Statistical Area (MicroSA); or (iii) if the site is in neither a MetroSA nor a MicroSA, either (x) the county or statistically equivalent area, or (y) the PHA's service area, whichever is larger.<sup>41</sup> The analysis may consider a larger or smaller housing market area in instances where there is strong evidence that such housing market area is more appropriate. Strong evidence that an alternative housing market area is more appropriate may include factors such as regional employment centers and commuting patterns serving such employment centers. A PHA seeking to use an alternative housing market area must consult with HUD and establish to HUD's satisfaction that the methodology for identifying and documenting the alternative housing market area is warranted and sound.

### C) *The Sufficient Comparable Opportunities Exception*

As required by the RAD Notice and noted in Section 5.4(A), one of the exceptions under which the site and neighborhood standards permit new construction in areas of minority concentration is if sufficient, comparable housing opportunities for low-income minority families exist outside areas of minority concentration. This section clarifies HUD's procedures for assessing comparable housing opportunities and evaluating how the proposed new construction will impact the balance of housing choices within and outside areas of minority concentration. It also includes a list of the information PHAs should submit to inform HUD's assessment of relevant factors, and key considerations guiding HUD's analysis of each factor.

Under the governing PBV and PBRA requirements, units are considered comparable opportunities if they are the same household type (e.g., elderly, disabled, family, large family), tenure type (owner, renter), require approximately the same total tenant payment toward rent,

---

<sup>40</sup> For further explanation, see, e.g., *King v. Harris*, 464 F.Supp.827, 839-41 (E.D.N.Y. 1979).

<sup>41</sup> Items (i) and (ii) are consistent with a Core Based Statistical Area as defined by the Office of Management and Budget. For reference, a Core Based Statistical Area consists of the county or counties or equivalent entities associated with at least one core (urbanized area or urban cluster) of at least 10,000 population, plus adjacent counties having a high degree of social and economic integration with the core as measured through commuting ties with the counties associated with the core.

serve the same income group, are located in the same housing market area, and are in standard condition.<sup>42</sup>

It is important to note that the sufficient comparable housing opportunities exception “does not require that in every locality there be an equal number of assisted units within and outside of areas of minority concentration. Rather, application of this standard should produce a reasonable distribution of assisted units each year, that, over a period of several years, will approach an appropriate balance of housing choices within and outside areas of minority concentration. An appropriate balance in any jurisdiction must be determined in light of local conditions affecting the range of housing choices available for low-income minority families and in relation to the racial mix of the locality’s population.”<sup>43</sup>

HUD will assess “the overall impact of HUD-assisted housing on the availability of housing choices for low-income minority families in and outside areas of minority concentration, and must take into account the extent to which the following factors are present, along with other factors relevant to housing choice.”<sup>44</sup> Under this exception, it is not sufficient for one factor to be present, nor is it required that all factors be present, as the analysis must consider all relevant facts and evaluate the totality of the circumstances.

- “A significant number of assisted housing units are available outside areas of minority concentration.”<sup>45</sup> While HUD must consider all factors relevant to housing choice, 30% or more of deeply subsidized housing units for very low-income persons would be a significant number. To facilitate HUD’s consideration of this factor, a PHA should provide the number, occupancy type, and location of all comparable assisted units.<sup>46</sup>
- “There is significant integration of assisted housing projects constructed or rehabilitated in the past 10 years, relative to the racial mix of the eligible population.”<sup>47</sup> To facilitate HUD’s consideration of this factor, a PHA should provide the name and location of assisted housing projects constructed or rehabilitated in the PHA’s jurisdiction in the past 10 years and the demographic characteristics of the residents of each of these projects;
- “There are racially integrated neighborhoods in the locality.”<sup>48</sup> To facilitate HUD’s consideration of this factor, a PHA should provide the name and census tracts where these racially integrated neighborhoods are located. In general, HUD will consider a neighborhood racially integrated if the neighborhood does not have a high concentration of persons of a particular race or ethnicity when compared to the housing market area in which the neighborhood is located.

---

<sup>42</sup> See 24 C.F.R. § 983.57(e)(3)(iv) and Appendix III of the RAD Notice, paragraph (e)(1)(A).

<sup>43</sup> 24 C.F.R. § 983.57(e)(3)(iii); *see also* Appendix III of the RAD Notice, paragraph (e)(1).

<sup>44</sup> 24 C.F.R. § 983.57(e)(3)(v); *see also* Appendix III of the RAD Notice, paragraph (e)(1)(B).

<sup>45</sup> 24 C.F.R. § 983.57(e)(3)(v)(A) and Appendix III of the RAD Notice, paragraph (e)(1)(B)(i).

<sup>46</sup> Note that this factor is in reference to comparable assisted units that may or may not be in the PHA’s portfolio. The presumption stated at the end of this Section (i.e., that sufficient comparable opportunities exist if at least 50% of the comparable hard units in the PHA’s portfolio, including PBV developments using the PHA’s subsidy, are outside areas of minority concentration) is focused on units within the PHA’s portfolio.

<sup>47</sup> 24 C.F.R. § 983.57(e)(3)(v)(B) and Appendix III of the RAD Notice, paragraph (e)(1)(B)(ii).

<sup>48</sup> 24 C.F.R. § 983.57(e)(3)(v)(C) and Appendix III of the RAD Notice, paragraph (e)(1)(B)(iii).

- “Programs are operated by the locality to assist minority families that wish to find housing outside areas of minority concentration.”<sup>49</sup> Such programs may include measures such as increasing payment standards in excess of 110% of FMR or the use of Small Area FMRs, including in setting exception rents, or reservation of a percentage of HCVs dedicated to support choice mobility selections or implementation of proven mobility counseling and supports for residents, provided the PHA provides sufficient evidence that it will continue such measures. To facilitate HUD’s consideration of this factor, a PHA should provide the names of the applicable program(s); the entity responsible for implementing the program(s) (e.g., city, county, state government); and any information demonstrating that the program(s) has been successful or predictably will achieve success in assisting persons who wish to move to non-concentrated areas.
- “Minority families have benefited from local activities (e.g., acquisition and write-down of sites, tax relief programs for homeowners, acquisitions of units for use as assisted housing units) undertaken to expand choice for minority families outside of areas of minority concentration.”<sup>50</sup> To facilitate HUD’s consideration of this factor, a PHA should provide the names of the applicable activity(s); the entity responsible for implementing the activity(s) (e.g., city, county, state government); and any information demonstrating that the activity(s) has been successful in expanding choice for minority families outside of areas of minority concentration;
- “A significant proportion of minority households has been successful in finding units in non-minority areas under the tenant-based assistance programs” (e.g., the Housing Choice Voucher programs).<sup>51</sup> To facilitate HUD’s consideration of this factor, a PHA should provide the number of minority households receiving Housing Choice Vouchers; the number of minority households using HCVs in non-minority areas; and the non-minority census tracts where the HCVs are being used. While each local situation is distinct and HUD must consider all factors relevant to housing choice, 30% or more of new leases signed by minority heads of household using HCVs located in non-minority areas over a period greater than three years prior to the date of HUD’s analysis would be a significant proportion.
- “Comparable housing opportunities have been made available outside areas of minority concentration through other programs.”<sup>52</sup> To facilitate HUD’s consideration of this factor, a PHA should describe the opportunities that have been made available, the location of those opportunities, and the number of minority families that have benefitted from the program in recent years. Such programs could include choice mobility strategies, acquisition strategies to acquire and add to the PHA’s portfolio existing apartments in high opportunity areas and transfers of assistance to high opportunity areas.

HUD may consider evidence based on a reliable housing market analysis in evaluating the foregoing factors, along with other factors relevant to housing choice. In the event HUD

---

<sup>49</sup> 24 C.F.R. § 983.57(e)(3)(v)(D); *see also* Appendix III of the RAD Notice, paragraph (e)(1)(B)(iv).

<sup>50</sup> 24 C.F.R. § 983.57(e)(3)(v)(E); *see also* Appendix III of the RAD Notice, paragraph (e)(1)(B)(v).

<sup>51</sup> 24 C.F.R. § 983.57(e)(3)(v)(F); *see also* Appendix III of the RAD Notice, paragraph (e)(1)(B)(vi).

<sup>52</sup> 24 C.F.R. § 983.57(e)(3)(v)(G) and Appendix III of the RAD Notice, paragraph (e)(1)(B)(vii).

determines such an analysis would assist in this evaluation, HUD will consult with appropriate parties to establish or accept an appropriate methodology for such an analysis to address HUD's civil rights concerns and to ensure appropriate independence between the analyst and the PHA or Project Owner commissioning and paying for the study.

Absent information to the contrary, for purposes of HUD's front-end review of the PHA's analysis, HUD will apply a presumption that sufficient comparable opportunities exist if at least 50% of the comparable hard units in the PHA's portfolio, including PBV developments using the PHA's subsidy, are outside areas of minority concentration.<sup>53</sup> The PHA's portfolio includes all public housing, PBV and PBRA hard units (including those developed under HOPE VI or Choice Neighborhoods) controlled by the PHA and its instrumentalities or funded using PHA-controlled subsidy. Upon adequate documentation of this presumption, the PHA need not provide additional documentation for HUD's front-end review of the sufficient comparable opportunities exception. This presumption may be rebutted by information to the contrary, including information regarding the preceding factors. In assessing whether sufficient comparable opportunities exist when the presumption does not apply, HUD will consider the factors listed above.

Absent information to the contrary, for purposes of HUD's front-end review of the PHA's analysis, HUD will apply a presumption that sufficient comparable opportunities exist if a set of RAD conversions from a single public housing property, individually or in a combination of transactions, will result in the creation of as many similarly-affordable housing units outside areas of minority concentration as are constructed on the original public housing site. To evaluate the creation of similarly-affordable units, HUD will compare (i) the number of affordable units that will be redeveloped on site, to (ii) the number of similarly-affordable housing units that will be created through new construction, imposition of new long-term affordability restrictions or transfer of RAD assistance to one or more sites outside areas of minority concentration.<sup>54</sup> Similarly-affordable shall mean RAD units compared to RAD units and LIHTC/non-RAD units compared to LIHTC/non-RAD units. The newly created similarly-affordable units must be owned, controlled, sponsored, under common ownership, control or sponsorship, or financially supported by the PHA or by an entity with a managing ownership interest in the Project Owner. When a PHA seeks to claim this exception, HUD prefers that the transaction creating the similarly-affordable units on the site outside areas of minority concentration close (with an immediate or delayed HAP effective date, if applicable) prior to the closing of the RAD conversion in the area of minority concentration. However, if the PHA determines that such a sequence is not reasonably possible, unless otherwise approved by HUD the PHA must provide evidence to HUD that the transfer of assistance to a site outside areas of

---

<sup>53</sup> When determining the percentage of units outside of areas of minority concentration, the PHA must include the number of units planned at the proposed site in its calculations. While not required, PHAs or Project Owners may assist HUD in consideration of this presumption by submitting to HUD a map produced by the Affirmatively Furthering Fair Housing Data and Mapping Tool ("AFFH-T"), as may be available on the HUD website from time to time, showing the location of publicly assisted housing.

<sup>54</sup> For example, if the PHA proposes to build 25 RAD units, 20 non-RAD LIHTC units and 15 unrestricted units on-site, such a plan could be acceptable if paired with creation of 15 RAD units at one site and 10 RAD units plus 20 non-RAD LIHTC units at a second site. The 15 unrestricted units in the minority concentrated area are not part of the analysis as they are not affordable units.

minority concentration is highly likely to occur and the PHA must contractually agree with HUD to create such units. Evidence that the transfer is highly likely to occur must include:

- The project name and property address of the site of the similarly-affordable units to be created,
- The census tract and data to confirm that it is not in an area of minority concentration,
- Evidence of site control,
- Evidence of zoning to permit construction of the similarly-affordable units if the affordable units are to be created through new construction,
- A reasonable and feasible sources and uses statement for the transaction, and
- Evidence of financing commitments exceeding 90% of the necessary sources to complete the transaction. Evidence of financing commitments must include an LIHTC allocation if the use of LIHTCs is projected.

*D) The Overriding Housing Needs Exception*

As noted in Section 5.4(A), the second exception under which the site and neighborhood standards permit new construction in areas of minority concentration is if the project is necessary to meet overriding housing needs that cannot be met in that housing market area. The new construction site selection standards under RAD<sup>55</sup> outline two examples of circumstances, consistent with fair housing and other civil rights objectives, that would permit the application of the overriding housing needs exception: (1) when the site is “an integral part of an overall local strategy for the preservation or restoration of the immediate neighborhood;” or (2) when the site is “located in a neighborhood experiencing significant private investment that is demonstrably improving the economic character of the area (a “revitalizing area”).”<sup>56</sup>

(1) Establishing that a Site is an Integral Part of an Overall Local Strategy for the Preservation or Restoration of the Immediate Neighborhood

To establish that a site is an integral part of an overall local strategy for the preservation or restoration of the immediate neighborhood, a PHA must document that the locality has a demonstrated commitment to revitalization that includes or is in addition to the RAD conversion, as demonstrated by the following:

- i. The site is located in a defined geographic area that is the subject of an official, currently operational and realistically achievable plan for the improvement or revitalization of the immediate neighborhood (which plan may include areas beyond the immediate neighborhood); and
- ii. The Covered Project conforms to, and the site is integral to, the goals, strategies, and objectives of the improvement or revitalization plan.

---

<sup>55</sup> See 24 C.F.R. § 983.57(e)(2) for PBV transactions and paragraph (e) of Appendix III of the RAD Notice for PBRA transactions.

<sup>56</sup> 24 C.F.R. § 983.57(e)(3)(vi); see also Appendix III of the RAD Notice, paragraph (e)(1)(B)(viii)(2). In demonstrating an overriding housing need, the “neighborhood” is determined in each situation based on the overall facts and circumstances and cannot be mechanically determined. The “immediate neighborhood” is generally a smaller geographic area than the “neighborhood.”

In determining whether such an official, currently operational and realistically achievable plan for the improvement or revitalization of the area exists, HUD will consider relevant factors including, for example, whether:

- The strategy itself, or a plan supporting the strategy, has been enacted, adopted, or ratified by a municipal, county, or state legislative body;
- There has been progress to implement the plan, or the strategy as a whole.<sup>57</sup>
- The plan or strategy as a whole, or the elements applicable to the Covered Project, are consistent with the jurisdiction's land use or zoning code, development regulations, or other official body of laws or rules;
- Strategies or activities under the plan are incorporated in current public, quasi-public agency or major institutional work plans;
- The plan, or the strategy as a whole, includes objectives and initiatives related to the preservation or restoration of a geography larger than the Converting Project and any associated public housing site;
- A jurisdiction has published solicitations or incentives for development projects in the improvement or revitalization area;
- The plan is incorporated in the applicable jurisdiction's Consolidated Plan or other comprehensive community development plan;
- A jurisdiction has explicitly designated the geographic area for improvement or revitalization (e.g., Business Improvement District; Enterprise Zone designation; Promise Zone designation; Choice Neighborhoods designation);
- An implementing agency has retained a construction firm to break ground on the improvement or revitalization; and/or
- An implementing agency has secured financing, such as the issuance of bonds or final approval for tax increment financing.

(2) Establishing that the Site is Located in a "Revitalizing Area"

Evidence that the site is located in a revitalizing area experiencing significant private investment that is demonstrably improving the economic character of the area is also an example of a site which meets an overriding housing need. HUD will consider all relevant factors in making a determination that the site is located in a "revitalizing area" but in particular will consider whether:

- i. The neighborhood has demonstrated signs of revitalization, through indicators such as low or declining census tract poverty rates, low or declining violent crime rates or evidence of high or increased educational opportunity, high or increasing median

---

<sup>57</sup> Indicators of progress should be appropriate to the amount of time since the plan or strategy was developed and there must be a reasonable, supportable expectation that the plan will continue to be implemented. For example, if a plan was launched 3-4 years prior and the initial steps of the plan required implementation of an initiative (such as real estate development) which has a long pre-development planning period, HUD may consider whether there has been activity to seek land development approvals or to develop construction drawings or to secure funding commitments or other activities providing evidence that one or more material elements of the plan or strategy are actually being implemented.

- household income, high or increasing homeownership rates and/or high or increased employment; and
- ii. There is high private and public investment in retail, commercial, or housing development that has occurred or will imminently occur in the area which may include, among other considerations:
    - Evidence of new or improved retail centers, grocery stores, pharmacies, healthcare facilities, community centers, educational and recreational facilities, municipal services, and transportation serving the neighborhood;
    - Evidence of private and public investment or housing development that has occurred or will imminently occur in the area;
    - Evidence of economic conditions that are impacting the preservation of affordable housing in the neighborhood, including indicators of gentrification such as housing costs rising more sharply in the neighborhood than in the jurisdiction overall, accelerated rates of homeownership in the neighborhood, and disproportionate depletion of larger dwellings for families with children.

### (3) Circumstances in Which an Overriding Housing Needs Exception Does Not Apply

A PHA cannot establish that a site meets the overriding housing needs exception if the only reason the need cannot otherwise be feasibly met is that discrimination on the basis of race, color, religion, sex, national origin, age, familial status, or disability renders sites outside areas of minority concentration unavailable or if the use of this standard in recent years has had the effect of circumventing the obligation to provide housing choice.<sup>58</sup> For example, the overriding housing needs exception may not be applied if the reason that the project cannot be sited outside of an area of minority concentration is due to community opposition to the project based on the actual or perceived protected characteristics of the residents or prospective residents of the project. In addition, a recipient may not exclusively rely on this exception as a means of siting projects without creating housing opportunities outside of areas of minority concentration or without preserving existing housing outside of areas of minority concentration.

## **5.5. Front-End Civil Rights Review for RAD Transactions Involving Transfer of Assistance**

### *A) Applicable Standards*

Transfers of assistance are subject to the site selection standards for existing or rehabilitated housing set forth in 24 C.F.R. § 983.57(a)-(d), with the exception of 24 C.F.R. § 983.57(b)(1) and (c)(2), for PBV conversions and Appendix III of the RAD Notice for PBRA conversions. All transfers of assistance to a new site(s) are subject to front-end review by HUD, as required by the RAD Notice and noted in Section 5.3(A)(2) of this Notice. Conversions involving a transfer of assistance may also involve one or more of the other activities which trigger front-end review as described in Section 5.3(A). In transfers of assistance involving any of these activities, HUD

---

<sup>58</sup> 24 C.F.R. § 983.57(e)(3)(vi) and Appendix III of the RAD Notice, paragraph (e)(2). The PBRA site and neighborhood standards use the phrase “on the basis of race, color, creed, sex or national origin.” See Appendix III of the RAD Notice.



will conduct a front-end review based on the requirements applicable to each activity. A PHA must submit documentation for the front-end civil rights review of each specific activity as required by the relevant sections of this Notice.

*B) Analysis of Transfers of Assistance*

Through the front-end review of transfers of assistance by FHEO, HUD seeks to assist the PHA in avoiding discrimination on the basis of race, color, national origin, religion, sex, disability or familial status. The front-end review of transfers of assistance will apply the site selection standards for existing/rehabilitated housing.<sup>59</sup> This review shall consider:

- (1) The accessibility of the proposed site for persons with disabilities;
- (2) The ability of the RAD conversion to remediate accessibility concerns;
- (3) Whether the transfer of assistance would result in assisted units being located in an area where the total percentage of minority persons is significantly higher than the total percentage of minority persons in the area of the original public housing site or in an area where the percentage of persons of a particular racial or ethnic minority is significantly higher than the percentage of that minority group in the area of the original public housing site.<sup>60</sup> For purposes of this analysis, HUD will examine the minority concentration of:
  - (a) the census tract of the original public housing site compared to the census tract of the proposed site; and
  - (b) an area comprised of the census tract of the original public housing site together with all adjacent census tracts compared to an area comprised of the census tract of the proposed site together with all adjacent census tracts.
- (4) Whether the site selection has the purpose or effect of:
  - (a) Excluding individuals from, denying them the benefits of, or subjecting them to discrimination under the RAD program or the applicable rental assistance program;
  - (b) Excluding qualified individuals with disabilities from or denying them the benefit of the RAD program or the applicable rental assistance program, or otherwise subjecting them to discrimination;
  - (c) Defeating or substantially impairing the accomplishment of the objectives of the RAD program or the applicable rental assistance program with respect to qualified individuals with disabilities; and

---

<sup>59</sup> 24 C.F.R. § 983.57(d) and Appendix III of the RAD Notice, paragraphs (a) through (d). The site selection standards for existing/rehabilitated housing do not apply the minority concentration test used for new construction found at 24 C.F.R. § 983.57(e)(3) and Appendix III of the RAD Notice, paragraph (e).

<sup>60</sup> While this review is not explicitly called out in 24 C.F.R. § 983.57(d) and Appendix III of the RAD Notice, it is derived from HUD's and the PHA's obligations to comply with civil rights laws and regulations, including those referenced in 24 C.F.R. § 983.57(b)(2) and Appendix III of the RAD Notice.

- (d) Excluding individuals with disabilities (including members of the public with disabilities), denying them benefits or subjecting them to discrimination.

Under the RAD Notice, there are other standards for review of a transfer of assistance which are not examined as part of the front-end civil rights review but are examined as part of the RAD Financing Plan review (e.g., criteria formulated for transfers under Section 8(bb) of the United States Housing Act of 1937 regarding neighborhoods with highly concentrated poverty). Identification of considerations for the front-end review do not preclude review by HUD of all standards referenced in the RAD Notice.

### **5.6. Front-End Civil Rights Review for RAD Transactions Involving Reduction in Number of Units, Changes in Bedroom Distribution of Units and Changes in Occupancy Requirements**

The RAD Notice allows PHAs to reduce the number of units, change the bedroom distribution of units, or change the occupancy of projects as part of their RAD conversion.<sup>61</sup> However, the RAD Notice also provides that such changes (including de minimis changes) must undergo a front-end civil rights review and receive approval from HUD prior to submission of the Financing Plan. The Checklist will require data for review along with an explanation, backed by sufficient evidence, of how the PHA determined that that the proposed change will not result in discrimination on the basis of race, color, national origin, religion, sex, disability, familial status, actual or perceived sexual orientation, gender identity or marital status.<sup>62</sup>

#### *A) Review of Reductions in the Number of Units, Reductions or Increases in the Number of UFAS Accessible Units or Changes in Bedroom Distribution*

This Section describes the considerations relevant to a front-end review of reductions in units, changes in the number of UFAS accessible units or changes in bedroom distribution. Such changes must not be the result of an intentional effort to discriminate against members of a protected class. For example, reductions or changes, including reductions in UFAS accessible units or which would impede residents with disabilities from having live-in aides, that intended to exclude persons with disabilities would be unlawful discrimination because of a disability.

---

<sup>61</sup> See Sections 1.4.A.4 and 1.4.A.10 of the RAD Notice.

<sup>62</sup> Reductions in the number of units, changes in the bedroom distribution of units, or changes in occupancy violate the Fair Housing Act (the Act) if they have a discriminatory effect on the basis of race, color, national origin, religion, sex, disability, or familial status. Unlawful housing discrimination may be established by a policy's or practice's discriminatory intent or by its discriminatory effect, even if not motivated by discriminatory intent, consistent with the standards outlined in 24 C.F.R. § 100.500. A policy or practice can have an unjustified discriminatory effect, even when the provider had no intent to discriminate. Under this standard, a facially-neutral policy or practice that has a discriminatory effect violates the Act if it is not supported by a legally sufficient justification. In addition, the policy or practice violates the Act if the housing developer or provider intentionally discriminates, including for example, by reducing the number of bedrooms with the intent of limiting families with children. Furthermore, the policy or practice may also violate the Act where it creates, increases, reinforces, or perpetuates segregated housing patterns because of race, color, religion, sex, handicap, familial status, or national origin. In addition, any changes must conform with the Equal Access rule requirement that determinations of eligibility for housing that is assisted by HUD or subject to a mortgage insured by the FHA shall be made in accordance with program eligibility requirements, and the housing must be made available, without regard to actual or perceived sexual orientation, gender identity or marital status. 24 C.F.R. § 5.105(a)(2).

Similarly, replacing larger units with smaller units so as to exclude families with children would be unlawful discrimination because of familial status.

Additionally, reductions in units or changes in bedroom distribution must not have an unjustified discriminatory effect on members of a protected class. For example, a reduction in units could have a discriminatory impact if it excludes members of a particular race or religion. Reductions or changes that have a disparate impact on a protected class are unlawful under the Fair Housing Act if they are not necessary to achieve a substantial, legitimate, nondiscriminatory interest of the developer or housing provider, or if such interest could be served by another practice that has a less discriminatory effect.

The RAD Notice allows for a de minimis reduction in units at Converting Projects, which includes both a small number of units as well as the reduction of certain units that have been vacant for 24 months prior to application, that are being or will be used for social service delivery, or efficiencies that will be reconfigured to one-bedroom units.<sup>63</sup> In addition, a PHA converting multiple properties can consolidate the de minimis reductions derived from multiple properties at a small number of sites. The RAD Notice also allows for changes in bedroom distribution. Such de minimis reductions are still subject to front end civil rights review and applicable fair housing and civil rights laws.

HUD shall conduct a front-end civil rights review if the plan for a Converting Project results in:

- A reduction in the number of dwelling units in any of the following categories: (i) units with two bedrooms, (ii) units with three bedrooms or (iii) units with four or more bedrooms.
- A reduction in the number of UFAS accessible units;
- An increase in the number of UFAS accessible units for persons with mobility impairments beyond 10% of the units in the Covered Project or 1 unit, whichever is greater.
- An increase in the number of UFAS accessible units for persons with vision and hearing impairments beyond 4% of the units in the Covered Project or 1 unit, whichever is greater.

When a Converting Project is subject to a front-end civil rights review under this subsection, the PHA shall submit to HUD the relevant part of the Checklist together with a justification which must demonstrate that the changes are not the result of discriminatory intent and will not have a discriminatory effect on members of protected classes, particularly families with children and individuals with disabilities. Relevant data for this analysis of the proposed change at the project may include the PHA's overall affordable housing stock, the demand for affordable housing in the market as evidenced by information such as the overall jurisdiction and regional demographic data available from the AFFH Data and Mapping Tool (e.g., both basic demographic and disproportionate housing needs data), the PHA's waiting list or a reliable market study of households seeking assisted housing, compared to the relative proportions of

---

<sup>63</sup> See Section 1.4.A.4 of the RAD Notice.

units serving any particular household type in the proposed project, the PHA's total housing stock or all assisted housing in the area.

For any increase in UFAS units subject to front-end review, HUD will assess indicators of local need (see Section 5.7(B), below) and whether the change would operate to concentrate individuals with disabilities in a particular property or to exclude individuals with certain types of disabilities from a particular property.

*B) Review of Changes in Occupancy Type*

RAD conversions that result in the implementation of an admissions preference (e.g., residency preferences or restrictions) at the Covered Project that would alter the occupancy of the property (e.g., family units converting to elderly units, elderly/disabled units converting to elderly only units) are subject to a front-end civil rights review by HUD pursuant to the RAD Notice and Section 5.3(A). A PHA must demonstrate that the proposed change in occupancy type is consistent with the demand for affordable housing in its jurisdiction as demonstrated by factors such as the demographics of its current occupancy, the demographics of its waiting list or a market study. Such preferences, restrictions, or geographic residency preferences must be reflected in a PBRA project's Affirmative Fair Housing Marketing Plan (AFHMP) or, for a PBV project, the PHA's Administrative Plan.

**5.7. Other Front-End Civil Rights Review for RAD Transactions**

*A) Conversions of Assistance in Which the Construction Schedule Indicates that Relocation is Likely to Exceed 12 Months.*

The front end civil rights review shall focus on whether the relocation will result in discrimination on the basis of race, color, national origin, religion, sex, disability, and familial status, based primarily, but not exclusively, on the data required in the Checklist.

*B) Conversions of Assistance Involving New Construction or Substantial Alteration, as those terms are defined by Section 504.*

While the PHA is responsible for compliance with all requirements described in Section 4, above and in this subsection, the front-end review will be conducted based on a review of the Checklist and shall include confirming the provision of any required accessible units and confirming the PHA is applying the appropriate accessibility standards. HUD will require the PHA to provide information regarding the provision of at least the minimum number of units accessible for persons with mobility impairments and units accessible for persons with hearing and vision impairments as required by applicable law (generally 5% of units accessible for persons with mobility impairments and an additional 2% of units accessible for persons with hearing and vision impairments). For purposes of establishing an upper threshold of accessible units below which RAD front-end review will not be required, HUD will accept that up to 10% of units accessible for persons with mobility impairments and up to 4% of units accessible for persons with hearing and vision impairments is consistent with local need, without further review, absent information to the contrary. HUD will consider a PHA's request for higher percentages based, to HUD's satisfaction, on reliable indicators of local need, such as census data or other available current data. HUD is available to assist PHAs in determining appropriate indicators of local

need for units with accessible features. The RAD conversion scope of work submitted with the Financing Plan must reflect the construction or retrofitting of residential units and public and common use areas to comply with all applicable accessibility requirements.

*C) Remedial Agreements and Orders.*

Front-end review in situations where the Converting Project or PHA is subject to enforcement actions or binding voluntary compliance agreements, settlement agreements, conciliation agreements, or consent decrees or orders of the nature described in Sections 5.3(A)(8) and 5.3(A)(9) shall be conducted on a case-by-case basis as appropriate to the specific situation.

**5.8. Affirmative Fair Housing Marketing Plan (AFHMP) Requirements for Projects Converting to PBRA Assistance**

For all projects converting to PBRA assistance, a PHA or Project Owner must complete form HUD-935.2A, the Affirmative Fair Housing Marketing Plan (AFHMP) - Multifamily Housing, and submit it to HUD for approval with the RAD Financing Plan.<sup>64</sup> Affirmative Fair Housing Marketing requirements are designed to achieve a condition in which individuals of similar income levels in the same housing market area have similar housing choices available to them regardless of their race, color, national origin, religion, sex, disability, or familial status.<sup>65</sup> They are also a means to carry out the mandate of Section 808(e)(5) of the Fair Housing Act that HUD administer its programs and activities in a manner to affirmatively further fair housing. These requirements mandate that PHAs or Project Owners identify groups that are least likely to apply for upcoming housing opportunities and to implement special marketing and outreach activities to ensure that these groups are aware of these opportunities.

The AFHMP must be submitted to HUD with the Financing Plan. A separate AFHMP is required for each distinct PBRA HAP contract. The PHA must submit an AFHMP even if the project has an existing waiting list and is not accepting new applicants. The PHA or Project Owner should consult the instructions in the form HUD 935.2A and HUD's Implementing Affirmative Fair Housing Marketing Requirements Handbook (HUD Handbook 8025.1) for guidance on completing the AFHMP and carrying out an affirmative marketing program. The Handbook provides a detailed resource on the content of the AFHMP, which includes marketing activities, residency preferences, and staff training.

When submitting an AFHMP for HUD approval, the PHA or Project Owner must ensure that the occupancy designation and any residency preferences are consistent with the PHA Plan or Significant Amendment to the PHA Plan, that such designation and preferences are consistent with the Checklist submitted to HUD and that the AFHMP includes affirmative marketing

---

<sup>64</sup> The most recent version of the AFHMP is HUD Form 935.2A, OMB Approval Number 2529-0013. *See* 24 C.F.R. § 880.601(a)(2) and 24 C.F.R. § 200.615; *see also* Section 10.8 of the Multifamily Accelerated Processing (MAP) Guide. The PHA or its management agent should consult the instructions in the form HUD 935.2A and HUD's Implementing Affirmative Fair Housing Marketing Requirements Handbook (HUD Handbook 8025.1) for guidance on completing the AFHMP and carrying out an affirmative marketing program. The Handbook provides a detailed resource on the content of the AFHMP, which includes marketing activities, residency preferences, and staff training.

<sup>65</sup> *See* 24 C.F.R. § 200.610.

activities that are consistent with its occupancy designation and the populations identified as least likely to apply. Any subsequent changes to occupancy designation or residency preferences shall be proposed, submitted and reviewed in accordance with standard PBRA requirements. If a PHA or Project Owner plans to adopt any local or residency preferences, the Project Owner must submit its Tenant Selection Plan along with the AFHMP (see HUD Handbook 4350.3, page 4-4).

The Multifamily Housing Office of Asset Management and Portfolio Oversight and the Office of Fair Housing and Equal Opportunity (“FHEO”) review the AFHMP. FHEO issues HUD’s official letter of approval or disapproval. Disapproval letters will specify the reason a plan was rejected and the revisions required. The PHA or Project Owner must make the required changes and resubmit a corrected plan to HUD for approval.

The PBRA contract becomes effective on the first day of a month, following closing. Approval of the AFHMP is not a condition to closing of the RAD conversion. When the project is preparing to accept applications, it must follow its approved AFHMP to ensure that groups least likely to apply are aware of the housing opportunities. The Project Owner is responsible for ensuring that the AFHMP is in place throughout the life of any FHA mortgage or PBRA contract. The Project Owner may not market or lease any unit not occupied by a household exercising its right to remain in or return to the Covered Project prior to approval of the AFHMP. Marketing or leasing includes the solicitation, distribution or acceptance of applications or development of a waiting list.

## **SECTION 6. RELOCATION REQUIREMENTS**

In some cases, as explained in this Section, the activities associated with the RAD transaction may require the relocation of residents. In the event of acquisition, demolition, construction or rehabilitation activities performed in connection with a RAD conversion, the PHA and/or Project Owner<sup>66</sup> should plan such activities to reasonably minimize any disruption to residents’ lives, to ensure that residents are not exposed to unsafe living conditions and to comply with applicable relocation, fair housing and civil rights requirements. As discussed in Section 6.1, below, a written relocation plan is required in some circumstances and strongly encouraged for any conversion resulting in resident moves or relocation. Further, the obligations due to relocating residents under RAD are broader than URA relocation assistance and payments and RAD specifies requirements which are more protective of residents than standard URA requirements, including additional notices (see Section 6.6) and a right to return (see Section 6.2). This Notice requires that certain information be provided to all households, beginning prior to submission of the RAD application.

Any resident who moves as a direct result of acquisition, rehabilitation or demolition for an activity or series of activities associated with a RAD conversion may, depending on the circumstances and length of time of the relocation, be eligible for relocation assistance and payments under the URA. Additionally, Section 104(d) relocation and one-for-one replacement

---

<sup>66</sup> Under the URA, the term “displacing agency” refers to the agency or person that carries out a program or project which will cause a resident to become a displaced person. Projects vary and, for any specific task described in this Notice, the displacing agency may be either the PHA or the Project Owner, as determined by the allocation of roles and responsibilities between the PHA and Project Owner.

housing requirements may also apply when CDBG- or HOME-funds are used in connection with a RAD conversion. The applicability of the URA or Section 104(d) to RAD conversions is fact-specific, which must be determined in accordance with the applicable URA and Section 104(d) regulations.<sup>67</sup>

Eligibility for specific protections under this Notice applies to any person residing in a Converting Project who is legally on the public housing lease, has submitted an application to be added to an existing lease, or is otherwise in lawful occupancy at the time of the issuance of the CHAP and at any time thereafter until conversion of assistance under RAD. All such residents of a Converting Project have a right to return and are eligible for relocation protections and assistance as provided by this Notice. The eligibility criteria set forth in this paragraph apply to the protections under this Notice regardless of whether residents or household members meet the statutory and regulatory requirements for eligibility under URA.<sup>68</sup>

## **6.1. Planning**

If there is a possibility that residents will be relocated as a result of acquisition, demolition, or rehabilitation for a Converting Project, PHAs must undertake a planning process in conformance with the URA statutory and regulatory requirements in order to minimize the adverse impact of relocation (*see* 49 § C.F.R. 24.205). PHAs must also ensure that their relocation planning is conducted in compliance with applicable fair housing and civil rights requirements.

The PHA shall prepare a written relocation plan if the RAD conversion involves permanent relocation (including, without limitation, a move in connection with a transfer of assistance) or temporary relocation anticipated to last longer than one year. While a written relocation plan is not required for temporary relocation lasting one year or less, HUD strongly encourages PHAs, in consultation with any applicable Project Owners, to prepare a written relocation plan for all RAD conversions to establish their relocation process clearly and in sufficient detail to permit consistent implementation of the relocation process and accurate communication to the residents. Appendix II contains recommended elements of a relocation plan.

During the planning stages of a RAD transaction and based on the results of this planning process, a PHA must submit applicable portions of the Checklist described in Section 5.3(B) to HUD, together with any required backup documentation, as early as possible once the information covered in the applicable part is known.<sup>69</sup> All parts of the Checklist must be submitted to HUD prior to submission of the Financing Plan. The Checklist will allow HUD to assist the PHA to comply, and to evaluate the PHA's compliance, with relocation requirements, including civil rights requirements related to relocation.

---

<sup>67</sup> 42 U.S.C. § 4601 *et seq.*, 42 U.S.C. § 5304(d), and their implementing regulations at 49 C.F.R Part 24 and 24 C.F.R. Part 42 subpart C.

<sup>68</sup> A nonexclusive listing of persons who do not qualify as displaced persons under URA is at 49 C.F.R. 24.2(a)(9)(ii). See also, Paragraph 1-4(J) of HUD Handbook 1378. See Section 6.5 of this Notice for discussion of the date of "initiation of negotiations."

<sup>69</sup> The Checklist refers to the existing FHEO Accessibility and Relocation Checklist until a revised Checklist is approved for use pursuant to the Paperwork Reduction Act.

The following presents a general sequencing of relocation planning activities within the RAD conversion process for informational and planning purposes only. Specific requirements are set forth in the provisions of this Notice.

Stage	Activities
1. Prior to submission of RAD application	<ul style="list-style-type: none"> <li>• Determine potential need for relocation in connection with proposed conversion plans.</li> <li>• Meet with residents to discuss proposed conversion plans, communicate right to return, and solicit feedback.</li> <li>• Provide the <i>RAD Information Notice</i> (RIN) to residents as described in Section 6.6(A) of this Notice.</li> </ul>
2. After submission of RAD application	<ul style="list-style-type: none"> <li>• Assess the need for relocation planning in connection with proposed conversion plans. Determine if technical assistance would be beneficial to ensuring compliance with relocation requirements.</li> <li>• Survey residents to inform relocation planning and relocation process.</li> <li>• Develop a relocation plan (see Appendix II for recommended content).</li> <li>• Prepare Significant Amendment to PHA Plan and engage with the Resident Advisory Board, residents and the public regarding Plan amendment.<sup>70</sup></li> </ul>
3. Following issuance of the CHAP, or earlier if warranted	<ul style="list-style-type: none"> <li>• Provide the <i>General Information Notice</i> (GIN) to residents when the project involves acquisition, rehabilitation, or demolition as described in Section 6.6(B) of this Notice and relocation may be required.</li> </ul>
4. While preparing Financing Plan	<ul style="list-style-type: none"> <li>• Discuss the outlines of the conversion plans and their impact on relocation with the HUD transaction manager.</li> <li>• Refine the plan for relocation and integrate the construction schedule into the relocation strategy; seek to minimize off-site or disruptive relocation activities.</li> <li>• Identify relocation housing options .</li> <li>• Budget for relocation expenses and for compliance with accessibility requirements.</li> <li>• Submit the Checklist and, where applicable, the relocation plan.</li> <li>• If the conversion involves acquisition, at the discretion of the Project Owner issue Notice of Intent to Acquire (NOIA).</li> <li>• If a NOIA is issued, at the discretion of the Project Owner provide residents with appropriate relocation notices as</li> </ul>

---

<sup>70</sup> Alternatively, the PHA may submit a new PHA Five-Year or Annual Plan, especially if it is on schedule to do so. Under any scenario, the PHA must consult with the Resident Advisory Board and undertake the community participation process.



Stage	Activities
	described in Section 6.6(C) through 6.6(E) of this Notice at this time.
5. From RAD Conversion Commitment (RCC) to Closing	<ul style="list-style-type: none"> <li>• Meet with residents to describe approved conversion plans and discuss required relocation.</li> <li>• The effective date of the RCC marks the date of “Initiation of Negotiations” (ION), as defined in the URA (49 § C.F.R. 24.2(a)(15)).</li> <li>• If no NOIA was provided while preparing the Financing Plan, provide residents with appropriate relocation notices as described in Section 6.6(C) through 6.6(E) of this Notice.</li> <li>• Resident relocation may begin following the effective date of the RCC, subject to applicable notice requirements.</li> </ul>
6. Post-Closing	<ul style="list-style-type: none"> <li>• Ongoing implementation of relocation</li> <li>• Notify the residents regarding return to the Covered Project as described in Section 6.6(F) of this Notice</li> <li>• Implementation of the residents’ right to return</li> </ul>

**6.2. Resident Right to Return**

Any public housing or Section 8 assisted resident that may need to be relocated temporarily to facilitate rehabilitation or construction has a right to return to an assisted unit at the Covered Project once rehabilitation or construction is complete.<sup>71</sup> Permanent involuntary displacement of public housing or Section 8 assisted residents may not occur as a result of a project’s conversion of assistance. The Project Owner satisfies the RAD right to return to a Covered Project if the Project Owner offers the resident household either: a) a unit in the Covered Project in which the household is not under-housed; or b) a unit in the Covered Project which provides the same major features as the resident’s unit in the Converting Project prior to the implementation of the RAD conversion. In the case of a transfer of assistance to a new site, residents of the Converting Project have the right to reside in an assisted unit meeting the requirements set forth in this paragraph at the Covered Project (the new site) once the Covered Project is ready for occupancy in accordance with applicable PBV or PBRA requirements.

If proposed plans for a Converting Project would preclude a resident from returning to the Covered Project, the resident must be given an opportunity to comment and/or object to such plans. Examples of project plans that may preclude a resident from returning to the Covered Project include, but are not limited to:

- Changes in bedroom distribution which decrease the size of units such that the resident would be under-housed;<sup>72</sup>

---

<sup>71</sup> The right to return is not a right to any specific unit in the Covered Project. Tenancies other than public housing or Section 8 assisted residents (such as commercial tenants) do not hold a right to return and are subject to standard relocation requirements applicable to such tenants under the URA.

<sup>72</sup> See the RAD Notice for a description of the procedures that must be undertaken if a resident is over-housed.

- Where a) the PHA is reducing the number of assisted units at a property (if authorized to do so under Section 1.5.B of the RAD Notice) and b) the resident cannot be accommodated in the remaining assisted units;
- The imposition of income eligibility requirements, such as those associated with LIHTC or other program financing, under which the current resident may not be eligible;<sup>73</sup> and
- Failure to provide reasonable accommodation to an individual with disabilities, in violation of applicable law, which reasonable accommodation may include installation of accessibility features that are needed by the individual with disabilities.<sup>74</sup>

If the resident who would be precluded from returning to the Covered Project objects to such plans, the PHA must alter the project plans to accommodate the resident's right to return to the Covered Project.

If the resident who would be precluded from returning to the Covered Project prefers to voluntarily and permanently relocate rather than object to the project plans, the PHA must secure informed, written consent to a voluntary permanent relocation in lieu of returning to the Covered Project and must otherwise comply with all the provisions of Section 6.10, below, regarding alternative housing options. The PHA cannot employ any tactics to pressure residents into relinquishing their right to return or accepting alternative housing options. A PHA may not terminate a resident's lease if the PHA fails to obtain the resident's consent and the resident seeks to exercise the right to return.

In the case of a multi-phase transaction, the resident has a right to return to the Covered Project or to other converted phases of the property which have converted and are available for occupancy at the time the resident is eligible to exercise the right to return. A relocated resident should get the benefit of improvements facilitated by the resident's relocation and conversion and completion of future phases cannot be assured. In most cases, this means that the resident's right to return must be accommodated within the Covered Project associated with resident's original unit. However, in those cases where improvements to multiple phases of a site are occurring simultaneously, the PHA or Project Owner may treat multiple Covered Projects on the same site as one for purposes of the right to return. If the PHA or Project Owner seeks to have the resident exercise the right of return at a future phase, the PHA or Project Owner would need to secure the resident's consent to such plan as an alternative housing option pursuant to Section 6.10, below.

In implementing the right of return, the Project Owner shall comply with all applicable fair housing laws and implementing regulations, including, but not limited to, the Fair Housing Act,

---

<sup>73</sup> In these cases, a PHA may elect to exclude some units from the applicable financing program, for example, claiming LIHTC for a subset of the units and not claiming tax credits in connection with the units occupied by households over the LIHTC maximum eligibility of 60% of AMI.

<sup>74</sup> Refer to the Joint Statement of the Department of Housing and Urban Development and the Department of Justice, Reasonable Modifications Under the Fair Housing Act (March 5, 2008), at [http://www.hud.gov/offices/fheo/disabilities/reasonable\\_modifications\\_mar08.pdf](http://www.hud.gov/offices/fheo/disabilities/reasonable_modifications_mar08.pdf) for additional detail regarding applicable standards for reasonable accommodations and accessibility features which must be provided. If the resident has paid for installation of accessibility features in the resident's prior unit, the PHA or Project Owner shall pay for the installation of comparable features in the new unit. Violations of law may also result in other sanctions.

Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, and Titles II and III of the Americans with Disabilities Act.

### **6.3. Admissions and Continued Occupancy Requirements**

Resident households may not be denied relocation housing or the right to return based on rescreening, income eligibility, or income targeting. PHAs may only offer housing options with screening, income eligibility or income targeting requirements if the impacted residents meet the admission and occupancy policies applicable to such housing. However, whether or not in a temporary relocation situation, the household remains subject to the applicable program policies regarding continued occupancy of an assisted unit by an incumbent resident of the unit.

### **6.4. Types of Moves and Relocation**

Any time project plans require a resident to move from their current unit, the resident is eligible for assistance as described in this Notice. Assistance may vary depending on the options provided to residents, whether the relocation is temporary or permanent and, if applicable, the length of time the resident is in temporary accommodations.<sup>75</sup> In all circumstances, the move or relocation must be in compliance with applicable requirements of this Notice and consistent with applicable fair housing and civil rights requirements. Each type of move is discussed below.

#### *A) Moves within the same building or complex of buildings<sup>76</sup>*

Temporary or permanent moves within the same building or complex of buildings may be appropriate given the extent of work to be completed to permit phasing of rehabilitation or construction. Moves within the same building or complex of buildings are not considered relocation under RAD and a tenant generally does not become displaced under the URA. Whether permanent (i.e., the tenant will move to and remain in an alternative unit) or temporary (i.e., the tenant will move to another unit and return to their original unit), the PHA or Project Owner must reimburse residents for all reasonable out-of-pocket expenses incurred in connection with any move and all other terms and conditions of the move(s) must be reasonable.<sup>77</sup> The final move must be to a unit which satisfies the right to return requirements specified in Section 6.2 of this Notice.

---

<sup>75</sup> PHAs should note that the definitions of “permanent” vary between the URA and RAD. For example, “permanent displacement” under the URA includes moves from the original building or complex of buildings lasting more than one year. The RAD Notice, meanwhile, considers “permanent relocation” to be separation from the RAD-assisted unit upon completion of the conversion and any associated rehabilitation and construction. The duration of a temporary move may exceed one year. In the case of a transfer of assistance, it is not permanent relocation under RAD when the resident must move from the original complex of buildings to the destination site in order to retain occupancy of the RAD-assisted unit.

<sup>76</sup> An example of relocation within the same building or complex of buildings would be if one floor of a multi-story building is vacant, and the PHA is moving residents from another floor to the vacant units.

<sup>77</sup> Failure to reimburse residents for moving or other out-of-pocket expenses and any other terms and conditions of the move which may be unreasonable may result in the resident becoming a displaced person under the URA if the resident subsequently moves from the property.

*B) Temporary relocation lasting one year or less*

If a resident is required to relocate temporarily, to a unit not in the same building or complex of buildings, for a period not expected to exceed one year in connection with the RAD conversion, the resident's temporarily occupied housing must be decent, safe, and sanitary and the resident must be reimbursed for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation. These expenses include, but are not limited to, moving expenses, increased housing costs (e.g., rent and utilities), meals if the temporary housing lacks cooking facilities (e.g., during a short hotel stay, whether or not on an emergency basis) and other applicable expenses.<sup>78</sup>

*C) Temporary relocation initially expected to last one year or less, but which extends beyond one year*

In the event that a resident has been temporarily relocated, to a unit not in the same building or complex of buildings, for a period which was anticipated to last one year or less but the temporary relocation in fact exceeds one year, the resident qualifies as a "displaced person" under the URA and as a result immediately becomes eligible for all permanent relocation assistance and payments as a "displaced person" under the URA, including notice pursuant to Section 6.6(E). This assistance would be in addition to any assistance the person has already received for temporary relocation, and may not be reduced by the amount of any temporary relocation assistance.

In such event, the PHA or Project Owner shall offer the resident the opportunity to choose to voluntarily permanently relocate with the offered URA assistance or to choose to remain temporarily relocated based on updated information from the PHA or Project Owner about when they can return to the completed RAD unit. The PHA or Project Owner must present this opportunity to the resident when the temporary relocation extends beyond one year and each time thereafter that the temporary relocation extends beyond the previously anticipated duration. In presenting such opportunity, the PHA or Project Owner must inform the resident in writing that his or her acceptance of voluntary permanent relocation, with the associated assistance, would terminate the resident's right to return to the Covered Project. The PHA or Project Owner must provide the resident with at least 30 days to decide whether to remain in temporary relocation status or to voluntarily relocate permanently.

*D) Temporary relocation anticipated to last more than one year*

When the PHA anticipates that the temporary relocation, to a unit not in the same building or complex of buildings, will last more than one year, but the resident is retaining the resident's right to return to the Covered Project, the resident is considered temporarily relocated under RAD and is eligible to receive applicable temporary relocation assistance and payments. Under the URA, the resident becomes eligible to receive applicable relocation assistance and payments as a "displaced person" when the temporary relocation period exceeds one year and each time thereafter that the temporary relocation extends beyond the previously anticipated duration, at

---

<sup>78</sup> HUD Handbook 1378, Chapter 2, Section 2-7 governs activities subject to URA requirements and informs, but is not binding upon, any RAD activities not governed by the URA. PHAs may also refer to HUD Form 40030.

which time the PHA or Project Owner shall offer the resident the opportunity to choose to voluntarily permanently relocate or to remain temporarily relocated, as described in Section 6.4(C), above.

In order to allow residents to make the election earlier than required under the URA (thereby avoiding a year in temporary relocation housing prior to electing voluntary permanent relocation), if the PHA or Project Owner anticipates that temporary relocation will last more than one year, the PHA or Project Owner shall provide the resident with an initial option to (a) be temporarily relocated, retain the right to return to the Covered Project when a unit becomes available and receive assistance, including temporary housing and reimbursement for all reasonable out-of-pocket expenses associated with the temporary relocation, or (b) accept RAD voluntary permanent relocation assistance and payments equivalent to what a “displaced person” would receive under the URA. The PHA or Project Owner must inform the resident in writing that his or her acceptance of voluntary permanent relocation, with the associated assistance, would terminate the resident’s right to return to the Covered Project. The PHA or Project Owner must provide the resident with at least 30 days to decide whether to remain in temporary relocation status or to voluntarily relocate permanently.

*E) Permanent moves in connection with a transfer of assistance*

In cases solely involving a transfer of assistance to a new site, resident relocation from the Converting Project to the Covered Project is not, by itself, generally considered involuntary permanent relocation under RAD. However, the URA and/or Section 104(d) is likely to apply in most cases. In cases of a transfer of assistance to a new site where it has also been determined that the URA and/or Section 104(d) apply to the transfer of assistance, residents may be eligible for all permanent relocation assistance and payments for eligible displaced persons under the URA and/or Section 104(d). If the URA applies to a move of this type, the PHA or Project Owner must make available at least one, and when possible, three or more comparable replacement dwellings pursuant to 49 C.F.R. § 24.204(a). However, provided the transfer of assistance unit meets the URA definition of a comparable replacement dwelling pursuant to 49 C.F.R. § 24.2(a)(6), that unit could in fact represent the most comparable replacement dwelling as determined by the agency for purposes of calculating a replacement housing payment, if any, under 49 C.F.R. § 24.402.

Whether or not the URA and/or Section 104(d) apply, under RAD the residents are entitled to relocation assistance and payments, including counseling in preparation for the relocation, written notices of the relocation (including a 90-day RAD Notice of Relocation), and reimbursement for all reasonable out-of-pocket expenses, including moving expenses, incurred in connection with the move. It should be noted that the RAD relocation assistance and payments provided to transferring residents in this paragraph differ from those required under the URA and/or Section 104(d) as described above. Where both frameworks apply, the residents must receive the more extensive protections offered under either framework.

If HUD determines that the distance from the Converting Project to the site of the Covered Project is significant and the resident could not reasonably be required to move to the new site, then HUD will require the PHA to adjust project plans to accommodate the resident in an assisted unit (e.g., a public housing unit, some other project-based Section 8 unit or a market unit

with a housing choice voucher) within a reasonable distance of the site of the Converting Project. HUD will evaluate whether this requirement applies on a case by case basis, considering whether the distance would impose a significant burden on residents' access to existing employment, transportation options, schooling or other critical services. Accommodating the resident may also be satisfied by the resident's consent to an alternative housing option pursuant to Section 6.10. The requirement set forth in this paragraph is in addition to all protections, including, for example, the offer of comparable replacement dwellings, which are required in all instances where a transfer of assistance is subject to the URA and/or Section 104(d).

*F) Voluntary permanent relocation*

A resident may elect to relinquish their right of return and consent to voluntary permanent relocation pursuant to an alternative housing option offered and accepted according to the procedures described in Section 6.10, which Section specifies protections to ensure the resident's decision is fully informed. By selecting voluntary permanent relocation, the resident is electing to receive RAD permanent relocation assistance and payments which are equivalent to the relocation payments and assistance required to be provided to a "displaced person" pursuant to the regulations implementing the URA.

**6.5. Initiation of Negotiations (ION) Date**

Eligibility for URA relocation assistance is effective on the date of initiation of negotiations (ION) (49 C.F.R. § 24.2(a)(15)). For Converting Projects, the ION date is the effective date of the RCC. The ION date is also typically the date when PHAs can begin to issue RAD Notices of Relocation (except in the case of acquisitions when the PHA can issue a Notice of Intent to Acquire and RAD Notices of Relocation prior to the ION date). Any person who is in lawful occupancy on the ION date is presumed to be entitled to relocation payments and other assistance.

PHAs and Project Owners should note that prior to the ION date, a resident may be eligible as a displaced person for permanent relocation assistance and payments under the URA if HUD determines, after analyzing the facts, that the resident's move was a direct result of the project. However, resident moves taken contrary to specific instructions from the PHA or Project Owner (for example, contrary to instructions not to move if contained in a General Information Notice) are generally not eligible as a displaced person under the URA.

**6.6. Resident Relocation Notification (Notices)**

PHAs and Project Owners are encouraged to communicate regularly with the residents regarding project plans and, if applicable, the resulting plans for relocation. When residents may be relocated for any time period (including, without limitation, a move in connection with a transfer of assistance), written notice must be provided to the resident heads of households, including the notices listed below as applicable.<sup>79</sup> PHAs and Project Owners are also encouraged to provide

---

<sup>79</sup> The notices required under Sections 6.6(B) through 6.6(E) must be delivered in accordance with URA resident notification requirements, including the requirement that the notice be personally served or delivered by certified or registered first class mail return receipt requested. All notices must be delivered to each household (i.e., posting in

additional relocation notices and updates for the residents' benefit as appropriate for the specific situation.

To ensure that all residents understand their rights and responsibilities and the assistance available to them, consistent with URA requirements at 49 C.F.R. § 24.5 and civil rights requirements, PHAs and Project Owners must ensure effective communication with individuals with disabilities, including through the provision of appropriate auxiliary aids and services, such as interpreters and alternative format materials. Similarly, PHAs and Project Owners are required to take reasonable steps to ensure meaningful access for LEP persons in written and oral materials. Each notice shall indicate the name and telephone number of a person to contact with questions or for other needed help and shall include the number for the telecommunication device for the deaf (TDD) or other appropriate communication device, if applicable, pursuant to 24 C.F.R. §8.6(a)(2).

The purpose of these notifications is to ensure that residents are informed of their potential rights and, if they are to be relocated, of the relocation assistance available to them. Two initial notices launch this effort and provide critical information regarding residents' rights. The first, the RAD Information Notice, is to be provided at the very beginning of the RAD conversion planning process in order to ensure residents understand their rights, to provide basic program information and to facilitate residents' engagement with the PHA regarding project plans. The GIN, meanwhile, provides information specifically related to protections the URA provides to impacted residents. Subsequent notices provide more detailed information regarding relocation activities specific to the household, including tailored information regarding eligibility and timelines for relocation.

PHAs should note that a resident move undertaken as a direct result of the project may be eligible to receive relocation assistance and payments under the URA even though the PHA has not yet issued notices to them. Sample notices which may be used as-is or modified to fit the peculiarities of each situation are provided on the RAD website at [www.hud.gov/rad](http://www.hud.gov/rad).

A) *RAD Information Notice*

The RAD Information Notice is to be provided to residents at the very beginning of the RAD conversion planning process in order to convey general written information on potential project plans and residents' basic rights under RAD, and to facilitate residents' engagement with the PHA regarding the proposed RAD conversion. The PHA shall provide a RAD Information Notice to all residents of a Converting Project prior to the first of the two meetings with residents required by the RAD Notice, Section 1.8.2, and before submitting a RAD Application. This RAD Information Notice shall be provided without regard to whether the PHA anticipates any relocation of residents in connection with the RAD conversion. The RAD Information Notice must do the following:

---

common areas is insufficient) and methods of delivery (e.g., certified mail, U.S. mail, or hand delivery) must be documented in the PHA's or Project Owner's files.

- Provide a general description of the conversion transaction (e.g., the Converting Project, whether the PHA anticipates any new construction or transfer of assistance, whether the PHA anticipates partnering with a developer or other entity to implement the transaction);
- Inform the resident that the early conceptual plans are likely to change as the PHA gathers more information, including, among other items, resident opinions, analysis of the capital needs of the property and financing options;
- Inform the resident that the household has a right to remain in the unit or, if any relocation is required, a right to return to an assisted unit in the Covered Project (which may be at the new site in the case of a transfer of assistance);
- Inform the resident that they will not be subject to any rescreening as a result of the conversion;
- Inform the resident that the household cannot be required to move permanently without the resident's consent, except in the case of a transfer of assistance when the resident may be required to move a reasonable distance, as determined by HUD, in order to follow the assisted unit;
- Inform the resident that if any relocation is involved in the transaction, the resident is entitled to relocation protections under the requirements of the RAD program and, in some circumstances, the requirements of the URA, which protections may include advance written notice of any move, advisory services, payment(s) and other assistance as applicable to the situation;
- Inform the resident that any resident-initiated move from the Converting Project could put any future relocation payment(s) and assistance at risk and instruct the resident not to move from the Converting Project; and
- Inform the resident that the RAD transaction will be completed consistent with fair housing and civil rights requirements, and provide contact information to process reasonable accommodation requests for residents with disabilities during the relocation.

*B) General Information Notice (49 C.F.R. § 24.203(a))*

The purpose of the General Information Notice (GIN) is to provide information about URA protections to individuals who may be displaced as a result of federally-assisted projects involving acquisition, rehabilitation or demolition. A GIN provides a general description of the project, the activities planned, and the relocation assistance that may become available.

A GIN shall be provided to any person scheduled to be displaced *as soon as feasible* based on the facts of the situation. In certain instances, such as when the PHA knows that a project will involve acquisition, rehabilitation or demolition, "as soon as feasible" may be simultaneous with issuance of the RAD Information Notice. For any RAD conversion involving acquisition, rehabilitation or demolition, "as soon as feasible" shall be no later than 30 days following the issuance of the CHAP. In instances where acquisition, rehabilitation or demolition is not anticipated at the time of the CHAP but project plans change to include such activities, pursuant to this Notice the PHA shall provide the GIN as soon as feasible following the change in project plans.



For RAD, the GIN must do at least the following:

- Inform the resident that he or she may be displaced for the project and generally describe the relocation payment(s) for which the resident may be eligible, the basic conditions of eligibility, and the procedures for obtaining the payment(s);
- Inform the resident that, if he or she qualifies for relocation assistance as a displaced person under the URA, he or she will be given reasonable relocation advisory services, including referrals to replacement properties, help in filing payment claims, and other necessary assistance to help the displaced resident successfully relocate;
- Inform the resident that, if he or she qualifies for relocation assistance as a displaced person under the URA, he or she will not be required to move without 90 days advance written notice;
- Inform the resident that, if he or she qualifies for relocation assistance as a displaced person under the URA, he or she cannot be required to move permanently unless at least one comparable replacement dwelling has been made available;
- Inform the resident that any person who is an alien not lawfully present in the United States is ineligible for relocation advisory services and relocation payments, unless such ineligibility would result in exceptional and extremely unusual hardship to a qualifying spouse, parent, or child (see 49 C.F.R. § 24.208(h) for additional information);
- Describe the resident's right to appeal the PHA's determination as to a resident's eligibility for URA assistance; and
- Inform the resident that the RAD transaction will be completed consistent with fair housing and civil rights requirements, and provide contact information to process reasonable accommodation requests for residents with disabilities during the relocation.

Because of the potential confusion caused by evolving policy directions in the RAD program regarding delivery of the GIN, for actions taken prior to the issuance of this Notice, HUD will consider the facts and circumstances of each conversion, with emphasis on the underlying URA requirements, in monitoring and enforcing a PHA's compliance with this requirement.

*C) Notice of Intent to Acquire (49 C.F.R. § 24.203(d))*

For conversions involving acquisition, the Project Owner (the "acquiring agency") may provide to residents of the Converting Project a Notice of Intent to Acquire (NOIA).<sup>80</sup> The NOIA may be provided no earlier than 90 days prior to the PHA's reasonable estimate of the date of submission of a complete Financing Plan. While eligibility for URA relocation assistance is generally effective on the effective date of the RCC (the ION date), a prior issuance of a NOIA establishes a resident's eligibility for relocation assistance and payments on the date of issuance of the NOIA and prior to the ION date.

*D) RAD Notice of Relocation*

If a resident will be relocated to facilitate the RAD conversion, the PHA shall provide written notice of such relocation by means of a RAD Notice of Relocation. The RAD Notice of

---

<sup>80</sup> Acquisition includes a new ownership entity's purchase of the Covered Project from the PHA, such as a purchase by a single purpose entity, an affiliate or a low-income housing tax credit ownership entity.

Relocation may not be issued until: 1) the effective date of the RCC (the ION date) if the conversion does not involve acquisition; or 2) the earlier of the issuance of the Notice of Intent to Acquire (see Section 6.6(C)) or the effective date of the RCC (the ION date) if the conversion involves acquisition. Prior to issuance of the RAD Notice of Relocation, PHAs and Project Owners should meet with each resident household to provide preliminary relocation advisory services and to determine their needs and preferences.<sup>81</sup>

A RAD Notice of Relocation is not required for residents who will not be relocated. As a best practice, PHAs or Project Owners should notify residents that they are not being relocated once that determination has been made if they were previously informed by the GIN and/or by other methods that relocation was a possibility.<sup>82</sup>

A RAD Notice of Relocation shall provide either: 1) 30-days' notice to residents who will be relocated for twelve months or less; or 2) 90-days' notice to residents who will be relocated for more than twelve months.<sup>83</sup> The RAD Notice of Relocation must conform to the following requirements:

- (1) The notice must state the anticipated duration of the resident's relocation.
- (2) The notice must specify which entity (the PHA or the Project Owner) is primarily responsible for management of the resident's relocation and for compliance with the relocation obligations during different periods of time (i.e., before vs. after Closing).
- (3) For residents who will be relocated for twelve months or less:
  - The PHA or Project Owner must provide this notice a minimum of 30 days prior to relocation.<sup>84</sup> PHAs or Project Owners may deem it appropriate to provide longer notice periods for persons who will be temporarily relocated

---

<sup>81</sup> PHAs and Project Owners should note the URA relocation advisory services requirement for personal interviews. *See* Section 6.7 of this Notice. In sequencing the RAD Notice of Relocation, PHAs and Project Owners wishing to offer alternative housing options pursuant to Section 6.10 should also note the additional complexity in the timeline of notices. Pursuant to Section 6.10(D), the resident can consent to an alternative housing option only after issuance of the NOIA or the effective date of the RCC and 30 days after presentation of the alternative housing options. In some cases, for example, when the resident would not otherwise be relocated for over twelve months, the RAD Notice of Relocation must include both the information described in Section 6.6(D)(3) and the information in Section 6.6(D)(4). The PHA or Project Owner should consider discussing the alternative housing options prior to issuing the RAD Notice of Relocation so that the RAD Notice of Relocation can be tailored to the resident's situation.

<sup>82</sup> The RAD program does not require a "notice of non-displacement," which HUD relocation policy generally uses for this purpose.

<sup>83</sup> The 90-day notice is required for residents relocated for more than twelve months, whether or not they intend to return to the Covered Project and whether or not they are eligible for assistance and payments as a displaced person under URA. Recipients of the 90-day notice would include those residents who have voluntarily accepted a permanent relocation option as well as those residents who are relocated within the same building or complex of buildings.

<sup>84</sup> Note that residents may elect to move to the relocation housing before the 30 days have elapsed. However, a PHA may not require a resident to move prior to this time.

for an extended period of time (over 6 months), or if necessary due to personal needs or circumstances.

- The notice must explain that the PHA or Project Owner will reimburse the resident for all reasonable out-of-pocket expenses incurred in connection with any temporary move (including, but not limited to, increased housing costs and moving costs).
- The notice must explain the reasonable terms and conditions under which the resident may exercise the right to return to lease and occupy a unit in the Covered Project.

(4) For residents who will be relocated for more than twelve months, including for residents who may wish to voluntarily accept a permanent relocation option:

- The PHA or Project Owner must provide this notice a minimum of 90 days prior to relocation of residents.<sup>85</sup>
- The notice must offer the choice to be temporarily relocated, thereby preserving the resident's right to return, or the choice to be voluntarily permanently relocated pursuant to the procedures set forth in Section 6.10, together with guidance that the resident has at least thirty (30) days to consider the choice.
- For residents who voluntarily elect to be permanently relocated, the 90-day notice period may only begin once the PHA or Project Owner has made available at least one comparable replacement dwelling consistent with 49 C.F.R. § 24.204(a).<sup>86</sup>
- The notice must describe the available relocation assistance, the estimated amount of assistance based on the individual circumstances and needs, and the procedures for obtaining the assistance. The notice must be specific to the resident and his or her situation so that the resident will have a clear understanding of the type and amount of payments and/or other assistance the resident household may be entitled to claim.
- The notice must comply with all requirements for a URA Notice of Relocation Eligibility as described in 49 C.F.R. § 24.203(b).

(5) The notice must inform the resident that the relocation will be completed consistent with fair housing and civil rights requirements, and it must provide contact information to process reasonable accommodation requests for residents with disabilities during the relocation.

For short-term relocations, the RAD Notice of Relocation may also contain the information required in the Notice of Return to the Covered Project (see Section 6.6(F)).

---

<sup>85</sup> Note that residents may elect to move to the relocation housing before the 90 days have elapsed. However, a PHA may not compel a resident to move prior to this time.

<sup>86</sup> PHAs should note that URA regulations also require, where possible, that three or more comparable replacement dwellings be made available before a resident is required to move from his or her unit.

*E) URA Notice of Relocation Eligibility – for residents whose temporary relocation exceeds one year (49 C.F.R. § 24.203(b))*

After a resident has been temporarily relocated for one year, notwithstanding a prior issuance of a RAD Notice of Relocation, the PHA or Project Owner must provide an additional notice: the notice of relocation eligibility in accordance with URA requirements (“URA Notice of Relocation Eligibility”). The URA Notice of Relocation Eligibility is not required if the resident has already accepted permanent relocation assistance.<sup>87</sup>

The URA Notice of Relocation Eligibility must conform to URA requirements as set forth in 49 C.F.R. part 24 and shall:

- Provide current information as to when it is anticipated that the resident will be able to return to the Covered Project.
- Give the resident the choice to remain temporarily relocated based upon the updated information or to accept permanent URA relocation assistance at that time instead of exercising the right to return at a later time.

If the resident chooses to accept permanent URA relocation assistance and this choice requires the resident to move out of their temporary relocation housing, the URA requires that the PHA or Project Owner make available at least one, and when possible, three or more comparable replacement dwellings pursuant to 49 C.F.R. § 24.204(a), which comparability analysis is in reference to the resident’s original unit. The URA further requires that the resident receive 90 days’ advance written notice of the earliest date they will be required to move pursuant to 49 C.F.R. § 24.203(c).

---

<sup>87</sup> To illustrate, consider the following examples.

- Example 1: The household is expected to be relocated for 11 months. The resident would receive a RAD Notice of Relocation offering only temporary relocation. Construction delays result in the extension of the relocation such that, in fact, it exceeds 12 months. When the temporary relocation exceeds 12 months, the resident must receive a URA Notice of Relocation Eligibility offering a choice between continuation in temporary relocation status and permanent relocation.
- Example 2: The household is expected to be relocated for 14 months. The resident would receive a RAD Notice of Relocation offering a choice between temporary relocation status and permanent relocation. If the household elects temporary relocation, the URA Notice of Relocation Eligibility is required as an additional notice following twelve months in temporary relocation status.
- Example 3: The household is expected to be relocated for 14 months. The resident would receive a RAD Notice of Relocation offering a choice between temporary relocation status and permanent relocation. If the household elects permanent relocation, the URA Notice of Relocation Eligibility is not required.
- Example 4: The household can be accommodated with temporary relocation of 3 months, but has been offered and seeks to accept permanent relocation pursuant to an alternative housing option. This resident would receive a RAD Notice of Relocation under Section 6.6(D)(4) offering a choice between temporary relocation status (the default option) and permanent relocation (the alternative housing option), instead of the RAD Notice of Relocation under Section 6.6(D)(3) which would be expected absent a permanent relocation option. The URA Notice of Relocation Eligibility is not required in either case because a temporary relocation exceeding 12 months was never anticipated nor experienced.

*F) Notification of Return to the Covered Project*

With respect to all temporary relocations, the PHA or Project Owner must notify the resident in writing reasonably in advance of the resident's expected return to the Covered Project, informing the resident of:

- The entity (the PHA or the Project Owner) with primary responsibility for managing the resident's relocation;
- The address of the resident's assigned unit in the Covered Project and, if different from the resident's original unit, information regarding the size and amenities of the unit;
- The date of the resident's return to the Covered Project or, if the precise date is not available, a reasonable estimate of the date which shall be supplemented with reasonable additional notice providing the precise date;
- That the PHA or Project Owner will reimburse the resident for all reasonable out-of-pocket expenses incurred in connection with the return relocation; and
- The resident's options and the implications of those options if the resident determines that he or she does not want to return to the Covered Project and wants to decline the right of return.<sup>88</sup>

Reasonable advance notice shall be 15% of the duration of the resident's temporary relocation or 90 days, whichever is less. For short-term relocations, the PHA or Project Owner may include this information within the RAD Notice of Relocation.

**6.7. Relocation Advisory Services**

Throughout the relocation planning process, the PHA and Project Owner should be in communication with the residents regarding the evolving plans for relocation. Notwithstanding this best practice, certain relocation advisory services, described below, are required by the URA.

The URA regulations require the PHA or Project Owner to carry out a relocation assistance advisory program that includes specific services determined to be appropriate to residential or nonresidential displacements. The specific advisory services to be provided, as determined to be appropriate, are outlined at 49 C.F.R. § 24.205(c). For residential displacement under the URA, a personal interview is required for each displaced resident household to determine the relocation needs and preferences of each resident to be displaced. The resident household shall be provided an explanation of the relocation payments and other assistance for which the resident may be eligible, the related eligibility requirements, and the procedures for obtaining such assistance. Advisory counseling must also inform residents of their fair housing rights and be carried out in

---

<sup>88</sup> If the resident declines to return to the Covered Project upon completion of the period of temporary relocation, the resident shall be considered to have voluntarily moved out of the property, without the benefit of further relocation assistance. For example, a PHA or Project Owner may have rented a market-rate apartment as a temporary relocation resource for a six-month period. In such a situation, the resident may decline to return to the Covered Project and choose to remain in the market-rate apartment at the expiration of the six-month period, but shall not be eligible for any further relocation assistance and payments (including rent differential payments) under this Notice, the URA or Section 104(d), if applicable, in connection with the resident's decision to remain in the temporary housing and not return to the Covered Project.

a manner that satisfies the requirements of Title VI of the Civil Rights Act of 1964, the Fair Housing Act, and Executive Order 11063 (49 C.F.R. § 24.205(c)(1)).<sup>89</sup> Such advisory services under the URA may include counseling to ensure that residents affected by the project understand their rights and responsibilities and the assistance available to them (49 C.F.R. § 24.205(c)). In addition, the PHA or Project Owner should inform residents that if they believe they have experienced unlawful discrimination, they may contact HUD at 1-800-669-9777 (Voice) or 1-800-927-9275 (TDD) or at <http://www.hud.gov>.

## **6.8. Initiation of Relocation**

PHAs and Project Owners **may not initiate any involuntary physical relocation until both the RCC is in effect and the applicable RAD Notice of Relocation period has expired** (i.e., after either 30 or 90 days' notice as applicable depending on nature of the relocation, as described above). This prohibition applies to all types of RAD transactions, regardless of whether the RAD Notice of Relocation is provided after issuance of a NOIA (for conversions involving acquisition) or following the effective date of the RCC (for all other conversions). PHAs are advised to account for the required 30-day or 90-day written notice periods in their planning process, to ensure that notices which satisfy all applicable requirements are issued prior to taking any action to initiate relocation.

**Neither involuntary nor voluntary relocation for the project shall take place prior to the effective date of the RCC**, unless moves are authorized under Section 7, below (“Applicability of HCV and Public Housing Requirements”) or unless HUD provides explicit approval which will only be provided in extraordinary circumstances. The PHA must wait until the RAD Notice of Relocation period has expired before it may initiate any involuntary relocation. However, a resident may request to move voluntarily, and the PHA may honor a resident’s request to move, before the applicable 30-day or 90-day period has elapsed, provided that the PHA may not take any action to encourage or coerce a resident to make such a request. If a resident has elected an alternative housing option, PHAs are advised to ensure that any consent to voluntary permanent relocation does not expire prior to the date of the relocation, as described in Section 6.10.

HUD may use administrative data to identify and investigate projects where relocation may be occurring prior to RCC.

## **6.9. Records and Documentation; Resident Log**

HUD may request from the PHA or Project Owner written records and documentation in order to evidence the PHA’s and/or Project Owner’s compliance, as applicable, with this Notice and the URA.<sup>90</sup> HUD may request to review some or all of such records in the event of compliance

---

<sup>89</sup> For example, under fair housing and civil rights laws, the PHA and Project Owner may be required to inform residents about and provide reasonable accommodations for individuals with disabilities, such as search assistance; take appropriate steps to ensure effective communication with individuals with disabilities, such as through the provision of auxiliary aids and services, such as interpreters and alternate format documents; provide advisory counseling services in accessible locations and in an accessible manner for individuals with disabilities; and take reasonable steps to ensure meaningful access for LEP persons. See Section 4 of this Notice for more information on these requirements.

<sup>90</sup> Chapter 6 of HUD Handbook 1378 includes guidance on URA recordkeeping requirements.

concerns, in the event a project is identified for additional review based on administrative data, in the event of audits for purposes of monitoring the RAD program as a whole, upon selection of a random sample of projects and/or at other times at HUD's sole discretion. The records shall include resident files for all households relocated in connection with RAD and a resident log as described in this Section.

As part of such written record, the PHA or Project Owner must maintain data sufficient to deliver to HUD a resident log of every household that resides at the Converting Project at the time of the first required resident meeting on the proposed conversion pursuant to Section 1.8 of the RAD Notice (the "First Resident Meeting") and of every household that moves into the Converting Project after the First Resident Meeting and before the conversion of assistance under RAD. If any relocation is required, the log shall track resident status through completion of rehabilitation and construction, including re-occupancy after relocation. The resident log must include, but need not be limited to, the following information:

- Name of head of household
- PHA's resident identification number and/or the last four digits of the head-of-household's Social Security Number
- The head of household's race and ethnicity as reported on the HUD Form 50058 or the HUD Form 50058 MTW (the "Form 50058"). For purposes of the resident log, all references to the Form 50058 shall be to the form most recently prepared at the time of the First Resident Meeting or, for residents who moved in after the First Resident Meeting, the form most prepared at the time of the resident's initial occupancy.
- A Yes/No indication if there is any household member reported as having a disability on the Form 50058.
- A Yes/No indication if there is any household member reported as under the age of 18 on the effective date of action of the Form 50058;
- The household's relevant unit address, unit size and household size at the following times:
  - The time of the First Resident Meeting or the time of a resident's initial occupancy if after the First Resident Meeting
  - The time of the issuance of the CHAP or the time of a resident's initial occupancy if after the issuance of the CHAP
  - Proximate and prior to the PHA or Project Owner having authority to initiate involuntary relocation activities (i.e., at the time of issuance of the RCC unless otherwise approved by HUD upon extraordinary circumstances)
  - Completion of the relocation process following construction or rehabilitation and with return of all households exercising the right of return
- The household's residence status at the time of issuance of the RCC (e.g., in residence at the Converting Project, transferred to other public housing, moved out, evicted or other with explanation)
- The household's residence status upon completion of re-occupancy (e.g., in residence at the Covered Project/never relocated, in residence at the Covered Project/temporarily relocated and returned, transferred to other public housing, moved out, evicted, permanently relocated or other with explanation)
- The following dates for each resident household, as applicable:
  - Date of the RAD Information Notice

- Date of the GIN
- Date of the CHAP
- Date of NOIA
- Date of RAD Notice of Relocation
- Date of URA Notice of Relocation Eligibility
- Date of most recent consent to voluntary permanent relocation<sup>91</sup>
- Date of relocation away from the Converting Project or Covered Project
- Dates of any intermediate relocation moves
- Date of return to the Covered Project or to the household's post-closing permanent address.<sup>92</sup>
- The following information for each resident household, as applicable:
  - The type of move (e.g., the types identified in Section 6.4, above)
  - The form of any temporary relocation housing (e.g., hotel, assisted housing, market-rate housing)
  - The address and unit size of any temporary relocation housing
  - Whether alternative housing options were offered consistent with Section 6.10, below
  - Any material terms of any selected alternative housing options
  - The type and amount of any payments for
    - Moving expenses to residents and to third parties
    - Residents' out-of-pocket expenses
    - Rent differential payments or other payments for temporary or permanent rental assistance, together with the rent and utilities (if applicable) that were the basis for the calculations
    - Any other relocation-related compensation or assistance

## **6.10. Alternative Housing Options**

Under the RAD Notice, “involuntary permanent relocation” is prohibited and each resident must be able to exercise his or her right of return to the Covered Project. A PHA or Project Owner is permitted to offer a resident alternative housing options when a resident is considering his or her future housing plans, provided that at all times prior to the resident’s decision, the PHA and Project Owner preserve the resident’s ability to exercise his or her right of return to the Covered Project.

### *A) Requirements for Any Offer of Alternative Housing Options*

All residents who are similarly situated must be given the same offer of alternative housing options. If the PHA or Project Owner seeks to limit the number of households that accept the

---

<sup>91</sup> The most recent consent must be within 180 days of the actual relocation date, as discussed in Section 6.10(D).

<sup>92</sup> In the case of voluntary permanent relocation, the date of “return” may be the same as the date of relocation away from the Converting Project.



offer of alternative housing options, the PHA or Project Owner shall determine a fair and reasonable method for selection among similarly situated residents.<sup>93</sup>

In connection with any offer and acceptance of alternative housing options, the PHA or Project Owner must ensure that the residents' decisions are: 1) fully informed; 2) voluntary; and 3) carefully documented. Any alternative housing option must include, at a minimum, all relocation assistance and payments required under this Notice, the URA and Section 104(d), as applicable, and may include other elements. Funds administered by HUD may not be used to pay any monetary elements not required under this Notice, the URA or Section 104(d).

Acceptance of an alternative housing option is considered voluntary permanent relocation and the accompanying RAD relocation assistance and payments for which the resident may be eligible must be administered in accordance with all requirements for an eligible displaced person under the URA and its implementing regulations and, where applicable, Section 104(d) and its implementing regulations.

PHAs may not propose or request that a displaced person waive rights or entitlements to relocation assistance under the URA or Section 104(d). The PHA must provide a written notice of URA or Section 104(d) relocation assistance and payments for which the resident may be eligible so that the resident may make an informed housing choice. The resident must be provided at least thirty (30) days to consider the offer of voluntary permanent relocation and the resident's acceptance of the PHA's offer of voluntary permanent relocation must be in writing signed by the head of the household for that unit.

#### *B) Assisted Housing Options as Alternatives*

Alternative housing option packages may include a variety of housing options and PHAs and Project Owners shall take particular care to ensure program compliance with the regulations applicable to the alternative housing options. Examples of alternative housing options may include:

- Transfers to public housing
- Admission to other affordable housing properties subject to the program rules applicable to such properties
- Housing Choice Vouchers (HCVs) subject to standard HCV program administration requirements. PHAs must operate their HCV programs, including any HCVs offered as an alternative housing option, in accordance with their approved policies as documented in their Section 8 Administrative Plan and HUD regulations at 24 C.F.R. part 982. Any offer of an HCV as an alternative housing option must be made consistent with the

---

<sup>93</sup> For example, if the RAD conversion is financed by LIHTC and a few residents would not meet LIHTC program requirements, the PHA and Project Owner may want to offer these household alternative voluntary permanent relocation options. However, they must offer the same alternative housing options to all such households. As a second example, if the PHA and Project Owner seek to create two on-site vacancies of a particular unit size in order to facilitate temporary relocation on-site, the PHA may offer an alternative housing option of a housing choice voucher to all residents of applicably sized units (assuming that to do so is consistent with the PHA's voucher administration policies), and conduct a lottery to select the two households which will receive the vouchers.

PHA's admission preferences and other applicable policies and procedures set forth in the Section 8 Administrative Plan.

- Homeownership programs subject to the applicable program rules
- Other options as may be identified by the PHA and/or Project Owner

*C) Monetary Elements Associated With Alternative Housing Options*

A PHA or a Project Owner may include a monetary element in an alternative housing option package, provided that:

- Any monetary element associated with the alternative housing option shall be completely distinct from and in addition to any required RAD, URA or Section 104(d) relocation payments and benefits for which the resident is eligible ("Required Relocation Payments").
- No funds administered by HUD may be used to pay for any monetary element associated with the alternative housing option other than Required Relocation Payments.
- Any monetary element associated with the alternative housing option other than Required Relocation Payments must be the same amount offered to all similarly situated households.<sup>94</sup>
- Any alternative housing option package must comply fully with the disclosure and agreement provisions of this Notice.

*D) Disclosure and Agreement to Alternative Housing Options*

In providing an offer of alternative housing options to a resident, the PHA or Project Owner must inform the resident in writing of: a) his or her right to return;<sup>95</sup> b) his or her right to comment on and/or object to plans which would preclude the resident from returning to the Covered Project; c) the requirement that if the resident objects to such plans, the PHA or Project Owner must alter the project plans to accommodate the resident in the Covered Project; and d) a description of both the housing option(s) and benefits associated with the right of return and the alternative housing options and benefits being offered. In the description of the available housing options and benefits, the PHA or Project Owner shall include a description of any temporary housing options associated exercising the right of return and a description of any permanent alternative housing options as well as a reasonable estimate of the financial implications of all temporary and permanent options on the resident long-term.

---

<sup>94</sup> Monetary payments other than Required Relocation Payments are considered "temporary, nonrecurring or sporadic income" pursuant to 24 C.F.R. § 5.609(c)(9) and consequently are excluded from income for purposes of eligibility and assistance calculations under certain HUD programs. Residents should be reminded that monetary payments other than URA relocation payments may be taxable under the Internal Revenue Code, that monetary payments, including required relocation payments, may affect residents' eligibility for other assistance programs and that the resident should seek knowledgeable guidance on these matters, including guidance on the taxation of monetary payments under state law.

<sup>95</sup> In the case of a transfer of assistance to a new site a significant distance from the Converting Project as described in Section 6.4(E), the resident shall be informed of the resident's right to return to the Covered Project at the new site and of the resident's right to an assisted unit within a reasonable distance of the site of the Converting Project, as described in Section 6.4(E).

The written notification may request written consent from the resident to exercise the alternative housing option and receive permanent relocation assistance and payments pursuant to RAD, the URA and/or Section 104(d), as applicable, in addition to any benefits associated with the alternative housing option. As part of any voluntary consent, the resident head of household must acknowledge in writing that acceptance of such assistance terminates the resident's right to return to the Covered Project. In order to ensure that the resident has sufficient time to seek advice and consider the alternative housing options, any consent to an alternative housing option executed within 30 days of the written presentation of the options shall be invalid.

Any offer of alternative housing options must be made in writing and the acceptance of the alternative must be voluntary and in writing. The offer of an alternative housing option must contain the following elements:

- The resident is informed of his or her right to return to the Covered Project and that neither the PHA nor the Project Owner can compel the resident to relinquish his or her right to return. The offer of alternative housing options must clearly state that acceptance of any alternative would relinquish the resident's right to return to the Covered Project.
- The offer of an alternative housing option must be accompanied by identification of comparable housing units which the resident may use to understand the nature of housing options available to them and the rent and estimated utility costs associated with such housing options. This information must also be accompanied by a reasonable estimate of any replacement housing payment or "gap payment" for which the resident may be eligible.
- The offer of an alternative housing option must be accompanied by information regarding moving payments and assistance that would be available if the resident exercises the right of return and if the resident accepts the alternative housing option.
- Residents must be offered advisory assistance to consider their options.
- To be fully informed, the offer must outline the implications and benefits of each alternative housing option being made available (i.e., of accepting each alternative housing option as compared to exercising his or her right to return) as well as a reasonable estimate of when the resident's relocation might occur. Implications and benefits include payment amounts, differences in rent calculations, differences in program rules, housing location, and potential long-term implications such as household housing expenses multiple years in the future.
- To be fully voluntary, the resident must have at least thirty (30) days following delivery of the written offer to consider their options. LEP persons must be provided a written translation of the offer and oral interpretation of any meetings or counseling in the appropriate language. In addition, PHAs must comply with their obligation to ensure effective communication with persons with disabilities.
- The resident cannot be asked to make a decision which will be implemented at a distant future time. Consequently, the resident may not provide written consent to an alternative housing option (and consequently, consent to voluntary permanent relocation) until after

the earlier of issuance of the NOIA or the effective date of the RCC.<sup>96</sup> If a resident signs a written consent to accept an alternative housing option, that written consent is valid for 180 days. If relocation (after the applicable notice periods) has not occurred within this 180 day period, then the PHA or Project Owner must secure a new consent to accept an alternative housing option. New relocation notices are generally not required.

- The acceptance must be in writing signed by the resident head of household, including a certification of facts to document that the household is relinquishing its right to return and that the decision and the acceptance of the alternative housing option was fully informed and voluntary.
- Residents accepting alternative housing options to relinquish their right to return will be considered to have voluntarily and permanently relocated. Such residents are to be provided applicable RAD, URA and/or Section 104(d) relocation assistance and payments.

The information included with the offer of alternative housing options is to aid the resident in making decisions regarding the desirability of the alternative housing options and neither satisfies nor replaces the relocation notices and information required to be provided to residents pursuant to this Notice, the URA or Section 104(d).

While HUD does not require PHAs to submit documentation of alternative housing options offered to residents or the residents' elections, PHAs must keep auditable written records of such consultation and decisions. HUD may request this documentation at any time, including as part of a review of the Checklist or if relocation concerns arise.

### **6.11. Lump Sum Payments**

PHAs and Project Owners should note that certain relocation payments to displaced residential tenants may be subject to 42 USC § 3537c ("Prohibition of Lump-Sum Payments") and must be disbursed in installments. The PHA or Project Owner may determine the frequency of the disbursements which must be made in installments. Handbook 1378, Chapter 3-7(D) provides guidance on the manner and frequency of disbursing payments subject to this requirement.

Any monetary element beyond Required Relocation Payments which may be associated with an alternative housing option described in Section 6.10, above, is not relocation assistance and is therefore not subject to the requirements regarding lump sum payments.

## **SECTION 7. APPLICABILITY OF HCV AND PUBLIC HOUSING REQUIREMENTS**

### **7.1. HCV Waiting List Administration Unrelated to the RAD Transaction**

From time to time, a resident of a Converting Project may place themselves on the PHA's waiting list for HCVs independent of any planned RAD transaction. With respect to residents of a Converting Project prior to the effective date of the HAP contract, PHAs should continue to

---

<sup>96</sup> The PHA and Project Owner should note that securing resident consent to an alternative housing option may delay the issuance of the RAD Notice of Relocation. The RAD Notice of Relocation must be specific to whether the resident will be temporarily or permanently relocated.

administer their HCV waiting list in accordance with their Section 8 Administrative Plans. Residents who rise to the top of the HCV waiting list independent of any preference for relocating RAD residents or other RAD provisions and accept an HCV are not considered to be relocated as a result of the RAD conversion. Standard administration of the PHA's HCV waiting list is not considered relocation.

## **7.2. HCV Waiting List Administration Related to the RAD Transaction**

From time to time, a PHA may wish to use HCV resources as a relocation option in connection with a RAD transaction. In order to do so, a PHA must modify its Section 8 Administrative Plan to provide a preference for relocating RAD residents and the PHA is subject to Section 6.8 of this Notice relating to initiation of relocation. Further, if a PHA provides a preference for relocating RAD residents, the PHA must be explicit regarding the nature of the HCV as a relocation resource. If the PHA anticipates using the HCV as a temporary relocation resource, the PHA must recognize that it cannot rescind an HCV once issued to the resident (i.e., the family would have to voluntarily relinquish their voucher and may choose to remain in the HCV program indefinitely). The PHA must also provide a preference for admission to the Covered Project in order to satisfy the right to return. Alternatively, if the PHA anticipates using the HCV as a voluntary permanent relocation resources, the PHA must comply with the alternative housing options provisions of Section 6.10.<sup>97</sup>

## **7.3. Public Housing Transfers Unrelated to the RAD Transaction**

From time to time, a resident of a Converting Project may request a transfer to another public housing property independent of any planned RAD transaction. With respect to residents of a Converting Project prior to the effective date of the HAP contract, PHAs must continue to administer their admissions and occupancy procedures as adopted. Any prohibitions in this Notice on implementing relocation do not apply to residents requesting public housing transfers, moves pursuant to the Violence Against Women Act (VAWA)<sup>98</sup> or reasonable accommodation moves. Standard administration of the PHA's admissions and occupancy policy is not considered relocation.<sup>99</sup> Transfers not undertaken for the RAD project are not subject to URA. However, it is recommended that the PHA document the transfer carefully, including an acknowledgement by the resident that the transfer is not undertaken for the RAD project, is not

---

<sup>97</sup> PHAs and Project Owners should note that while in most cases, there is no rent differential between the tenant paid rent in a public housing unit and in an HCV, there are some situations (such as flat rent households) where a difference does exist. Rental assistance payments under the URA are required if there is a difference between these two amounts.

<sup>98</sup> Title IV, section 40001-40703.

<sup>99</sup> Standard administration of the PHA's admissions and occupancy policy is permitted. However, HUD is sensitive to concerns that discussion of the planned RAD conversion and construction activities may cause residents to perceive a pressure to transfer without the counseling and moving assistance which would be available were the household to wait until relocation. If relocation at the Converting Project is planned, PHAs are strongly advised to document any such transfers carefully and to provide any households moving under standard admissions and occupancy policies with additional notices referencing the assistance and payments which would be available if the household were to remain in place until the relocation plan is implemented.

subject to URA requirements and that the resident is moving notwithstanding the guidance in the GIN or other relocation guidance from the PHA.

#### **7.4. Resident Initiated Public Housing Transfers Related to the RAD Transaction**

Pursuant to Section 1.8 of the RAD Notice, households in the Converting Project who do not want to transition to the Section 8 program may be offered, if available, the opportunity to move to other public housing owned by the PHA. Such move shall be implemented as a transfer and shall be prioritized equivalent to a “demolition, disposition, revitalization or rehabilitation transfer” as described in Section 11.2 of the applicable Public Housing Occupancy Guidebook. Transfers for this purpose do not require any modification to the PHA’s admissions and occupancy policy and may occur at any time pursuant to the PHA’s admissions and occupancy policy. Transfers for this purpose, while initiated by the resident, are the result of the PHA-initiated RAD transaction and the PHA must bear the reasonable costs of transfer. The reasonable cost of the transfer includes not just the cost of packing, moving, and unloading, but also the cost of disconnecting and reconnecting any existing resident-paid services such as telephone and cable television. The PHA must also document that the resident’s transfer request is fully informed and fully voluntary, which documentation must include an acknowledgement by the resident that the transfer is not undertaken at the request of the PHA or under pressure from the PHA, that the resident is moving notwithstanding the guidance in the GIN or other relocation guidance from the PHA and that the resident is withdrawing from participation in the RAD program and consequently losing rights, including the right to return, which accrue to residents participating in the RAD program. A public housing resident who voluntarily seeks a public housing transfer is generally not considered to be displaced under the URA or Section 104(d), where applicable.

#### **7.5. Public Housing as a Temporary Relocation Resource**

PHAs and Project Owners may wish to mitigate the relocation budget associated with the RAD conversion by using units within the PHA’s portfolio as relocation resources. In light of its mission to serve as many low-income households as possible, including its need to accommodate emergency transfers (such as moves pursuant to VAWA), the PHA should minimize the use of the public housing units not converting under RAD for temporary relocation of RAD impacted residents. HUD has a strong preference that the PHA use the units within the PHA’s Converting Projects as a temporary relocation resource prior to using units in the remainder of the PHA’s public housing portfolio. PHAs may elect not to lease units within the Converting Projects or, if necessary, the remainder of its portfolio, for this purpose only to the extent reasonably necessary to facilitate construction or rehabilitation.

Upon the effective date of the HAP contract (usually also the effective date of the RAD conversion), each resident of a Covered Project becomes a participant in the Section 8 program and is no longer part of the public housing program. A PHA may use public housing as a temporary relocation resource if approved by HUD, which approval shall depend on the proposed structure. PHAs wishing to use public housing units as a temporary relocation resource must consult with HUD’s Office of Public and Indian Housing (PIH) prior to the formal request for HUD approval. It is unlikely that HUD would approve a request to use public housing units

as a relocation resource for a period exceeding one year after the effective date of the HAP contract.

If HUD grants approval, HUD shall provide alternative requirements regarding PIH Information Center (PIC) documentation of the occupancy of these temporary relocation resources. PHAs must follow any guidance or instructions regarding treatment of the public housing units in HUD's data systems as may be provided from time to time.

PHAs and Project Owners should note that, absent written approval, if a resident seeks to occupy a public housing unit after the effective date of the HAP contract, the resident would need to be readmitted to public housing in a manner consistent with the waitlist and admissions policies and must exit the Section 8 program.

#### **7.6. Terminations (Including Evictions) and End of Participation Unrelated to the RAD Transaction**

Public housing program requirements related to continued occupancy and termination, including rules on grievances and related hearings, remain in effect until the effective date of a new PBV or PBRA HAP contract. If a resident is evicted in accordance with applicable state and local law and the eviction is not undertaken for the purpose of evading the obligation to make available RAD relocation and URA payments and other assistance, the resident is generally not entitled to relocation assistance and payments under this Notice or the URA (49 C.F.R. § 24.206). If a resident voluntarily ends his or her participation in the public housing program, in the absence of evidence that the end of participation was induced by the PHA for the purpose of evading the obligation to make available RAD relocation and URA payments and other assistance, the resident is generally not entitled to relocation assistance and payments under this Notice or the URA.

#### **7.7. Right-Sizing**

Public housing, PBV and PBRA requirements mandate that, upon the availability of a unit which is appropriate for the household size, the PHA or Project Owner must transfer a household that is under- or over-housed into the unit appropriate to the household's size. However, accommodating all residents pursuant to the right of return has primacy over right-sizing requirements and may, in some cases, require temporarily over-housing households. In such circumstances, the PHA or Project Owner shall subsequently transfer the household to an appropriate size unit when available, as is required by the applicable program regulation. Such actions shall be governed by the applicable program regulation and shall not be considered relocation under this Notice.

---

Lourdes Castro-Ramirez  
Principal Deputy Assistant Secretary for  
Public and Indian Housing

---

Edward L. Golding  
Principal Deputy Assistant Secretary for  
Housing

**APPENDIX I: Applicable Legal Authorities**

**APPENDIX II: Recommended Relocation Plan Contents**



## **APPENDIX I: Applicable Legal Authorities**

---

### **Part 1**

This Appendix to the Notice identifies key legal authorities with respect to fair housing, civil rights, and resident relocation. This Appendix is not exhaustive of applicable legal authorities, which authorities may also include other Federal statutes, regulations and Executive Orders, and civil rights provisions related to other programs (including funding programs) associated with the RAD transaction.

#### **Fair Housing Act (Title VIII of the Civil Rights Act of 1968, as amended)**

The Fair Housing Act, 42 U.S.C. § 3601 et seq., and its implementing regulations, 24 C.F.R. part 100, prohibit discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, disability, or familial status. The Fair Housing Act applies to for-sale and rental housing, whether the housing is privately or publicly funded, including housing supported by tax credits. Single family homes, condominiums, apartment buildings, time-shares, dormitories, transitional housing, homeless shelters that are used as a residence, student housing, assisted living housing, and other types of housing are all covered by the Fair Housing Act.

Among its substantive provisions, the Fair Housing Act requires “covered multifamily dwellings,” designed and constructed for first occupancy after March 13, 1991, to be readily accessible to and usable by persons with disabilities. In buildings with four or more dwelling units and at least one elevator, all dwelling units and all public and common use areas are subject to the Act’s design and construction requirements. In buildings with four or more dwelling units and no elevator, all ground floor units and public and common use areas are subject to the Act’s design and construction requirements.<sup>100</sup> In addition, the Fair Housing Act requires that housing providers make reasonable accommodations in rules, policies, and services, when such accommodations may be necessary to afford a person with a disability equal opportunity to use and enjoy a dwelling unit, including public and common use areas, and that housing providers permit reasonable modifications of existing premises for persons with disabilities.

The Fair Housing Act also requires HUD to administer HUD programs and activities in a manner that affirmatively furthers fair housing (42 U.S.C. § 3608(e)(5)). HUD’s affirmatively furthering fair housing (“AFFH”) rule in 24 C.F.R. §§ 5.150-5.180 will apply to PHAs (except for qualified PHAs) for the PHA’s fiscal year that begins on or after January 1, 2018 for which a new 5-year plan is due, as provided in 24 C.F.R. § 903.5. The affirmatively furthering fair housing regulations will apply to qualified PHAs, for the PHA’s fiscal year that begins on or after January 1, 2019 for which a new 5-year plan is due, as provided in 24 C.F.R. § 903.5.<sup>101</sup>

---

<sup>100</sup> See 42 U.S.C. § 3604(f)(3)(c) and 24 C.F.R. § 100.205.

<sup>101</sup> For purposes of the AFFH rule, “[a]ffirmatively furthering fair housing means taking meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing under the AFFH rule means taking meaningful actions that, taken together, address

Additional detail and discussion of the interplay between the Fair Housing Act, Section 504, and Titles II or III of the Americans with Disabilities Act as these authorities relate to accessibility requirements is described in Part 2 of this Appendix.

#### United States Housing Act of 1937 (1937 Act)

The United States Housing Act of 1937 (1937 Act) (42 U.S.C. § 1437c-1(d)(15)) requires PHAs to submit a 5-year plan and an Annual Plan. Pursuant to HUD regulations, the Annual Plan includes a certification by the PHA that the PHA will affirmatively further fair housing.

#### Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*) and HUD's implementing regulation (24 C.F.R. part 1) prohibit recipients of Federal financial assistance from discriminating, excluding from participation, or denying benefits to, any person on the basis of race, color, or national origin. In addition, Title VI regulations prohibit HUD recipients of Federal financial assistance from utilizing criteria or methods of administration which have the effect of subjecting individuals to discrimination because of their race, color, or national origin (24 C.F.R. § 1.4(b)(2)(i)). When determining the site or location of housing, recipients may not make selections with the purpose or effect of excluding individuals from, denying them the benefits of, or subjecting them to discrimination on the ground of race, color, or national origin (24 C.F.R. § 1.4(b)(3)). An applicant or recipient of HUD financial assistance also has an obligation to take reasonable action to remove or overcome the consequences of prior discriminatory practices regardless of whether the recipient engaged in discriminatory conduct (24 C.F.R. § 1.4(b)(6)).

Recipients of Federal financial assistance are required to take reasonable steps to ensure meaningful access to their programs and activities for persons who have limited ability to read, speak, or understand English – i.e., individuals who have limited English proficiency (LEP). This includes oral and written communications during relocation and throughout a RAD transaction. Such language assistance may include, but is not limited to, providing written translation of notices regarding the plans for the project and relocation and oral interpretation at meetings. Otherwise, LEP persons may be denied participation in, and the benefit of, the recipients' program or activity. On January 22, 2007, HUD issued "Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons" (LEP Guidance), available at: [http://www.lep.gov/guidance/HUD\\_guidance\\_Jan07.pdf](http://www.lep.gov/guidance/HUD_guidance_Jan07.pdf).<sup>102</sup>

---

significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially and ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws." 24 C.F.R. § 5.150. Meaningful actions means significant actions that are designed and can be reasonably expected to achieve a material positive change that affirmatively furthers fair housing by, for example, increasing fair housing choice or decreasing disparities in access to opportunity. See 24 C.F.R. § 5.152.

<sup>102</sup> See also Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, which requires recipients of Federal financial assistance to take reasonable steps to provide meaningful access to

### Section 504 of the Rehabilitation Act of 1973

Section 504 of the Rehabilitation Act of 1973 provides: “No otherwise qualified individual with a disability in the United States ... shall, solely by reason of her or his disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, service or activity receiving Federal financial assistance.”<sup>103</sup>

Among other things, HUD’s regulations implementing Section 504 (in 24 C.F.R. part 8) prohibit recipients of Federal financial assistance, in determining the site or location of a facility receiving such assistance, from making site selections the purpose or effect of which would (1) exclude qualified individuals with disabilities from or deny them the benefits of a program or activity, or otherwise subject them to discrimination; or (2) defeat or substantially impair the accomplishment of the objectives of the program or activity with respect to qualified individuals with disabilities.<sup>104</sup> These prohibitions apply to both determining the site of permanent facilities and a site for relocation of residents.

Furthermore, HUD’s implementing regulations prohibit discrimination, the denial of benefits, or the exclusion of participation of individuals with disabilities from the programs or activities of recipients of federal financial assistance because a recipient’s facilities are inaccessible. Such recipients must provide qualified individuals with disabilities with program access, which may require modification of architectural features of facilities in RAD transactions for individuals with disabilities to have access to the program. Certain architectural specifications apply to facilities that are altered or newly constructed with HUD financial assistance, such as facilities where assistance is transferred and facilities used as temporary or permanent relocation sites for residents of a project undergoing a RAD conversion. If alterations are made to a housing facility, the alterations to dwelling units in the facility are required, to the maximum extent feasible (i.e., if doing so would not impose undue financial and administrative burdens on the operation of the project), to be made readily accessible to and usable by individuals with disabilities. If alterations taken to a development that has 15 or more units and the cost of the alterations is 75% or more of the replacement cost of the completed facility (except when it requires removal of structural load-bearing members), or if the facility is newly constructed, then a minimum of 5% of the total dwelling units, or at least one unit in a development, whichever is greater, must be made accessible for persons with mobility impairments. An additional 2% of the units, but not less than one unit, in a development must be accessible for persons with hearing and vision impairments.

In addition, regulations implementing Section 504 require recipients to make reasonable accommodations for persons with disabilities. A reasonable accommodation is a change, adaptation, or modification to a policy, program, service, or workplace which will allow a qualified person with a disability to participate fully in a program, take advantage of a service, or perform a job. Section 504 also includes effective communication requirements, such as

---

their programs and activities for LEP persons. E.O. 13166 directs all Federal agencies, including HUD, to issue guidance to help recipients of Federal financial assistance in providing such meaningful access to their programs.

<sup>103</sup> 29 U.S.C. § 794. HUD’s Section 504 regulation that applies to recipients of Federal financial assistance, including PHAs and Project Owners, is located at 24 C.F.R. part 8.

<sup>104</sup> 24 C.F.R. § 8.4(b)(5).

providing interpreters and alternate format documents (e.g., Braille, large print, accessible electronic communications) for persons with disabilities.

Additional detail and discussion of the interplay between Section 504, the Fair Housing Act, and Titles II or III of the Americans with Disabilities Act as these authorities relate to accessibility requirements is described in Part 2 of this Appendix.

### Titles II and III of the Americans with Disabilities Act

Title II of the Americans with Disabilities Act (ADA) prohibits discrimination on the basis of disability in all services, programs, and activities provided or made available by public entities. Title II of the ADA applies to housing developed or operated by state and local governments, which includes a PHA. Title III of the ADA prohibits discrimination on the basis of disability by public accommodations and requires places of public accommodation and commercial facilities to be designed, constructed, and altered in compliance with established accessibility standards. For example, Title III applies to rental offices, sales offices, homeless shelters, hotels and motels, and commercial spaces associated with housing, such as daycare centers, social service offices, and sales and retail establishments. Titles II or III also will generally apply to community spaces and facilities, such as neighborhood networks, to computer centers (including the computers in the centers), and to transportation services and conveyances provided by PHAs and Project Owners.

Additional detail and discussion of the interplay between Titles II and III of the Americans with Disabilities Act, the Fair Housing Act, and Section 504 of the Rehabilitation Act as these authorities relate to accessibility requirements is described in Part 2 of this Appendix.

### Section 109

Section 109 of the Housing and Community Development Act of 1974 (HCDA of 1974), Title I, prohibits discrimination on the basis of race, color, national origin, disability, age, religion, and sex in Community Development Block Grant (CDBG) programs and activities. Section 109 applies to RAD projects that receive CDBG or other assistance under Title I of the HCDA of 1974.

In addition to its responsibility for enforcing other Federal statutes prohibiting discrimination in housing, HUD has a statutory obligation under Section 109 to ensure that individuals are not subjected to discrimination on the basis of race, color, national origin, disability, age, religion, or sex by recipients of CDBG funds. Section 109 charges HUD with enforcing the right of individuals to live in CDBG-funded housing and participate covered programs and activities free from such discrimination. However, this additional statutory authority only applies to programs authorized under Title I of the HCDA of 1974, such as CDBG and programs, such as Section 108 loan guarantees and the Historically Black Colleges and Universities program.

### Equal Access to HUD-assisted or HUD-insured Housing

HUD requires its housing programs to be open to all eligible individuals and families regardless of sexual orientation, gender identity or marital status. HUD recipients and subrecipients must comply with 24 C.F.R. § 5.105(a)(2) when determining eligibility for housing assisted with HUD

funds or subject to an FHA-insured mortgage, and when making such housing available. This includes making eligibility determinations and making housing available regardless of actual or perceived sexual orientation, gender identity, or marital status, and prohibiting inquiries about sexual orientation or gender identity for the purpose of making eligibility determinations or making housing available. Applicants are encouraged to become familiar with these requirements, HUD's definitions of sexual orientation and gender identity at 24 C.F.R. § 5.100, clarifications to HUD's definition of family at 24 C.F.R. § 5.403, and other regulatory changes made through HUD's Equal Access Rule, published in the Federal Register at 77 FR 5662 (Feb. 3, 2012).

### Section 3: Economic Opportunities for Low- and Very Low-income Persons.

Certain HUD programs require recipients of assistance to comply with Section 3 of the Housing and Urban Development Act of 1968 (Section 3), 12 U.S.C. § 1701u (Economic Opportunities for Low- and Very Low-Income Persons in Connection with Assisted Projects), and the HUD regulations at 24 C.F.R. part 135. The regulations at 24 C.F.R. part 135 implementing Section 3 ensure, to the greatest extent feasible, that training, employment, contracting and other economic opportunities be directed to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons where proposed project is located. Recipients of funds covered by Section 3 must comply with 24 C.F.R. part 135, particularly subpart B-Economic Opportunities for Section 3 residents and Section 3 Business Concerns, and Subpart E-Reporting and Recordkeeping. HUD encourages recipients to search the national Section 3 Business Registry to find local businesses that prioritize hiring Section 3 residents.

### Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, 42 USC § 4601 *et seq.* (URA) is a Federal law that establishes minimum standards for programs or projects receiving Federal financial assistance that include the acquisition of real property (real estate) and/or displace persons from their homes, businesses, or farms as a result of acquisition, rehabilitation, or demolition.<sup>105</sup> The URA implementing Federal regulations can be found at 49 C.F.R. part 24. Project-Based Voucher (PBV) and Project-Based Rental Assistance (PBRA) are considered Federal financial assistance for purposes of the URA. As a result, the URA will apply to acquisitions of real property and relocation of persons from real property that occur as a direct result of acquisition, rehabilitation or demolition for a project that involves conversion of assistance to PBV or PBRA programs under RAD.

---

<sup>105</sup> For additional guidance, see HUD Handbook 1378 Tenant Assistance, Relocation, and Real Property Acquisition), available at: [http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/comm\\_planning/library/relocation/policyandguidance/handbook1378](http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/library/relocation/policyandguidance/handbook1378).

## Section 104(d) of the Housing and Community Development Act of 1974

Section 104(d) of the Housing and Community Development Act of 1974, as amended, 42 USC § 5304(d), (Section 104(d)), is a Federal law that applies when a lower-income dwelling is demolished or converted (as conversion is defined in accordance with 24 C.F.R. § 42.305) to a use other than lower-income housing in connection with a Community Development Block Grant Program (CDBG) or HOME Investment Partnerships Program (HOME) funded activity. Under Section 104(d), a lower-income person is considered displaced and, therefore eligible for Section 104(d) relocation assistance if the person permanently moves from real property or permanently moves personal property from real property as a direct result of the demolition or conversion of a lower-income dwelling to a use other than lower-income dwelling unit in connection with a CDBG or HOME funded activity. The Section 104(d) one-for-one replacement housing requirements may apply with respect to occupied and vacant occupiable lower-income dwelling units that are demolished or converted to a use other than lower-income dwelling units in connection with CDBG or HOME funded activity. Section 104(d) implementing regulations can be found at 24 C.F.R. part 42, Subpart C. Additional HUD policy and guidance for Section 104(d) is available in HUD Handbook 1378, Chapter 7.

## **Part 2 – Accessibility Requirements**

Federal accessibility requirements apply to all RAD projects – whether they include new construction, alterations, or existing facilities. Applicable laws include, but are not limited to, the Fair Housing Act, Section 504 of the Rehabilitation Act, and Titles II or III of the Americans with Disabilities Act (ADA). A PHA or Project Owner must comply with each law that applies to its project and with the requirement that provides the most accessibility when two or more laws apply. All three laws include new construction requirements. Substantial alterations, additions, rehabilitation and existing facilities must be in compliance with applicable requirements of Section 504 and the ADA.<sup>106</sup> All three laws may also require reasonable accommodations or modifications.

### Accessibility Requirements for New Construction

The Fair Housing Act requires all “covered multifamily dwellings” designed and constructed for first occupancy after March 13, 1991, to be readily accessible to and usable by persons with disabilities. In buildings with four or more dwelling units and at least one elevator, all dwelling units and all public and common use areas must meet the Fair Housing Act’s design and construction requirements. In buildings with four or more dwelling units and no elevator, all ground floor units and public and common use areas must meet the Fair Housing Act’s design and construction requirements. The Fair Housing Act requires that all covered multifamily dwellings be designed and constructed so that public and common use areas are readily accessible to and usable by persons with disabilities; all doors are sufficiently wide to allow passage by persons using wheelchairs; all units contain accessible routes into and through the dwelling unit; light switches, electrical outlets, thermostats, and other environmental controls are in accessible locations; reinforcements are installed in bathroom walls to allow later installation

---

<sup>106</sup>See 24 C.F.R. § 100.205 (Fair Housing Act) and 24 C.F.R. §§ 8.22 and 8.23 (Section 504). See also 28 C.F.R. § 35.151(b) and 28 C.F.R. part 36 (ADA Titles II and III regulations, respectively).

of grab bars; and kitchens and bathrooms are usable such that a person in a wheelchair can maneuver about the space.<sup>107</sup> These design and construction requirements apply whether the housing is privately or publicly funded, including housing supported by tax credits.<sup>108</sup>

New construction of a multifamily housing project containing five or more dwelling units is also subject to physical accessibility requirements under Section 504. Under Section 504, a “project” includes all residential and appurtenant structures, equipment, roads, walks, and parking lots which are covered by a single contract or application for Federal financial assistance, or are treated as a whole for processing purposes, whether or not they are located on a single site.<sup>109</sup> The accessibility standards for new construction under Section 504 are the Uniform Federal Accessibility Standards (UFAS).<sup>110</sup> HUD recipients may also use the 2010 ADA Standards for Accessible Design under title II of the ADA, except for certain specific identified provisions, as detailed in HUD’s Notice on “Instructions for use of alternative accessibility standard,” published in the Federal Register on May 23, 2014 (“Deeming Notice”). This option exists until HUD formally revises its Section 504 regulation to adopt an updated accessibility standard. Refer to HUD’s Deeming Notice for more information.

Section 504 also requires that a minimum of 5% of the total dwelling units or at least one unit, whichever is greater, is required to be accessible for persons with mobility impairments. An additional 2% of the total dwelling units or at least one unit, whichever is greater, is required to be accessible for persons with vision and hearing impairments.<sup>111</sup> HUD may prescribe a higher percentage or number of units upon request by any affected recipient or by any State or local government or agency based upon demonstration to the reasonable satisfaction of HUD of a need for a higher percentage or number, based on census data or other available current data, or in response to evidence of a need for a higher percentage or number received in any other manner. In reviewing such request or otherwise assessing the existence of such needs, HUD shall take into account the expected needs of eligible persons with and without disabilities.<sup>112</sup>

Title II of the ADA prohibits discrimination on the basis of disability in all services, programs, and activities provided or made available by public entities. Title II of the ADA applies to housing programs, including housing developed or operated by state and local governments, which includes PHAs. Title III of the ADA prohibits discrimination on the basis of disability by public accommodations, including rental offices, and requires places of public accommodation and commercial facilities to be designed, constructed, and altered in compliance with established accessibility standards. All newly constructed or altered facilities, including facilities altered to

---

<sup>107</sup> See 24 C.F.R. § 100.205.

<sup>108</sup> For more information about the design and construction provisions of the Fair Housing Act, see [www.fairhousingfirst.org](http://www.fairhousingfirst.org). See also the Joint Statement of the Department of Housing and Urban Development and the Department of Justice, Accessibility (Design and Construction) Requirements for Covered Multifamily Dwellings Under the Fair Housing Act (April 30, 2013), available at: [www.hud.gov/offices/fheo/library/hudjointstatement.pdf](http://www.hud.gov/offices/fheo/library/hudjointstatement.pdf).

<sup>109</sup> See 24 C.F.R. § 8.3.

<sup>110</sup> The UFAS are available at <https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-aba-standards/ufas>). See also 24 C.F.R. § 8.32.

<sup>111</sup> See 24 C.F.R. § 8.22.

<sup>112</sup> See HUD regulation at 24 C.F.R. § 8.22(c).

comply with program access and readily achievable barrier removal obligations that exist under Titles II or III of the ADA, must comply with the U.S. Department of Justice's ADA architectural accessibility standards as described in the following U.S. Department of Justice Technical Assistance document ADA Requirements, Effective Date/Compliance Date (Feb. 2011), [http://www.ada.gov/revised\\_effective\\_dates-2010.htm](http://www.ada.gov/revised_effective_dates-2010.htm).

### Accessibility Requirements for Alterations

If a building was constructed for first occupancy after March 13, 1991, the building must be in compliance with, and all alterations must maintain the building's accessible features so that the building continues to meet, the Fair Housing Act's accessibility requirements. In addition, without regard to the date of construction for first occupancy, certain alterations may be required under the Fair Housing Act if requested by a resident as a reasonable accommodation or modification or otherwise required to remediate accessibility deficiencies in the design and construction of the building.

Under HUD's Section 504 regulation, alterations include any structural change in a facility or a change to its permanent fixtures or equipment. If alterations are undertaken to a project that has fifteen or more units and the cost of the alterations is 75% or more of the replacement cost of the completed facility, this qualifies as "substantial alterations," in which the new construction provisions of 24 C.F.R. § 8.22 apply.<sup>113</sup>

When alterations are made that do not qualify as substantial alterations, alterations to dwelling units in a multifamily housing project shall, to the maximum extent feasible, be made to be readily accessible to and usable by individuals with disabilities.<sup>114</sup> If alterations of single elements or spaces of a dwelling unit, when considered together, amount to an alteration of a dwelling unit, the entire dwelling unit shall be made accessible. Once 5% of the dwelling units in a housing project are readily accessible to and usable by individuals with mobility impairments, no additional elements of dwelling units or entire dwelling units are required to be accessible under this provision. However, alterations to meet ongoing accessibility needs are always required, for example, in response to a reasonable accommodation request. Alterations to common areas or parts of facilities that affect accessibility of existing housing facilities shall, to the maximum extent feasible, be made to be accessible to and usable by individuals with disabilities. For purposes of this paragraph, the phrase "to the maximum extent feasible" shall not be interpreted as requiring that a recipient (including a PHA) make a dwelling unit, common area, facility or element thereof accessible if doing so would impose undue financial and administrative burdens on the operation of the multifamily housing project.<sup>115</sup>

All altered facilities covered by Titles II or III of the ADA must be altered in accordance with the U.S. Department of Justice's 2010 ADA Standards for Accessible Design and applicable ADA

---

<sup>113</sup> See 24 C.F.R. § 8.23(a). The sole exception is that load bearing structural members are not required to be removed or altered.

<sup>114</sup> HUD may require a higher number or percentage of accessible units pursuant to 24 C.F.R. § 8.22(c) and 24 C.F.R. § 8.23(b)(2).

<sup>115</sup> 24 C.F.R. § 8.23(b).



regulations, unless subject to certain safe harbors identified in the 2010 ADA revised regulations for Titles II and III, as applicable.<sup>116</sup>

HUD will consider on a case-by-case basis a PHA's request to undertake limited new construction on the site of a Covered Project undergoing rehabilitation to comply with accessibility requirements on the site.

#### Additional Accessibility Requirements for Both New Construction and Alterations

Accessible units must be distributed throughout projects and sites and be available in a sufficient range of sizes and amenities so that a qualified individual with disabilities' choice of living arrangements is, as a whole, comparable to that of other persons eligible under the same program.<sup>117</sup> This provision shall not be construed to require provision of an elevator in any multifamily housing project solely for the purpose of permitting location of accessible units above or below the accessible grade.

PHAs are encouraged to use universal design principles, visitability principles and active design guidelines in planning new construction or retrofit work, wherever feasible. However, adherence to universal design principles does not replace compliance with the accessibility requirements of Section 504, the ADA and the Fair Housing Act.

#### Program Accessibility Requirements

Under Section 504, recipients must operate each existing housing program or activity receiving Federal financial assistance so that the program or activity, when viewed in its entirety, is accessible to and usable by individuals with disabilities. Title II of the ADA also includes a program access requirement, while Title III of the ADA requires readily achievable barrier removal.<sup>118</sup> Further, Section 504, the Fair Housing Act, and the ADA require that reasonable accommodations/modifications be granted to address disability-related needs of individuals with disabilities.<sup>119</sup>

---

<sup>116</sup> See <http://www.ada.gov/regs2010/2010ADASTandards/2010ADASTandards.htm>.

<sup>117</sup> See 24 C.F.R. §§ 8.26 and 8.27.

<sup>118</sup> See 28 C.F.R. § 35.150; 28 C.F.R. § 36.304.

<sup>119</sup> For more information on reasonable accommodations, see the HUD/DOJ Joint Statement on Reasonable Accommodations Under the Fair Housing Act at <http://portal.hud.gov/hudportal/documents/huddoc?id=JOINTSTATEMENT.PDF>. While this joint statement focuses on the Fair Housing Act, the principles discussed in the statement generally apply to requests for reasonable accommodation under Section 504, except, for purposes of Section 504, HUD recipients are required to provide and pay for structural modifications as a reasonable accommodation.

## **APPENDIX II: Recommended Relocation Plan Contents**

---

While RAD mandates written relocation plans only for projects which involve permanent relocation (including, without limitation, a move in connection with a transfer of assistance) or temporary relocation anticipated to last longer than one year, HUD strongly encourages PHAs to document their relocation planning process and procedures in a written relocation plan. The following provides suggested content for required and recommended relocation plans. In the case of any discrepancy between this description of the recommended relocation plan contents and the provisions of the Notice to which this Appendix is attached or any applicable laws or regulations with respect to the URA or Section 104(d), the provisions of the Notice or applicable laws and regulations shall govern.

The basic elements of the relocation plan include:

- A general description of the project and project elements that may create relocation needs;
- Information on residents of the project and eligibility for relocation assistance and payments;
- Information regarding how the project will address the RAD right to return requirements and the project's re-occupancy policies;
- A detailed discussion of plans for temporary relocation assistance;
- A detailed discussion of any transfer of assistance;
- A detailed discussion of any offers of alternative housing options and plans for voluntary permanent relocation assistance;
- A detailed discussion of compliance with fair housing and civil rights requirements, including accessibility requirements;
- The relocation budget; and
- The appeals process.

The plan as a whole should discuss the specific steps to be taken to minimize the adverse impacts of relocation on the residents.

### **I. Project Summary**

The Relocation Plan should provide a general description of the property (e.g., year built, location, number of units, configuration, resident population served). The project summary should also identify the nature of the activities to be undertaken, including acquisition, demolition, rehabilitation, and construction activities and additional detail regarding the project scope (e.g., gut rehab, systems replacement, modest in-unit renovations, transfer of assistance). The project summary should also discuss how any construction activities are to be implemented (i.e., vacate the property entirely, vacate specific floors or buildings, rehabilitation with residents in place). The summary should also discuss the overall theory of relocation, for example, whether a few households will be relocated off-site and the vacant units will be used as temporary housing before other households move back to their original units (a "hoteling" approach), or whether the vacant units will be permanently occupied, with the residents vacating other units to be renovated (a "domino" approach).

The relocation plan should also identify the funding sources which may trigger relocation requirements, with particular attention to the potential presence of HOME or CDBG funds which may trigger Section 104(d) requirements.

## **II. Project Occupancy**

The Relocation Plan should provide information on occupancy of the property including the number of residents, their household type (family, elderly), any non-residential (commercial) occupants, and should identify how any routine needs (such as continuation of utilities such as telephone service) and civil rights compliance issues (for example, limited English proficiency, disabilities, reasonable accommodations and unit modifications that have been or may be necessary) shall be identified and addressed. The Relocation Plan may specify the community meetings, interviews and/or other processes that will be undertaken to assess the residents' needs.

The Relocation Plan should also address eligibility for relocation assistance and payments, applying the rules of the Notice to the particularities of the project.

## **III. Resident Return and Re-occupancy Policies**

The Plan should address how the project will honor the RAD right to return requirements and the “no re-screening upon conversion” policy. With respect to residents who will be temporarily relocated, the Plan should include the methodology that will be used to determine the sequence in which residents will re-occupy units at the project after rehabilitation, demolition, and/or construction is completed, and to determine how residents are matched with units if the residents are not able to return to their original unit. For example, if units will come online in stages, the plan should outline how the PHA or Project Owner will determine when each resident will return to the property.

## **IV. Temporary Relocation Assistance**

The plan should detail the temporary housing resources to be used, the anticipated duration of temporary relocations, notices to be provided and the temporary relocation assistance the PHA or Project Owner will provide for residents (Paragraph 2-7 of HUD Handbook 1378). Topics to be addressed in the Plan include:

- Temporary Housing Resources. The Plan should identify the nature and availability of the temporary housing resources the PHA or Project Owner anticipates using. On-site resources are generally preferred. However, in some cases, PHAs or Project Owners may need to use hotel rooms for short-term relocations, or market-rate apartments. If the PHA or Project Owner anticipates using other assisted housing resources (such as HCVs, public housing or other properties with regulatory restrictions), the PHA or Project Owner should take particular care to address regulatory issues.
- Allocation of Temporary Relocation Resources. The Plan should describe a fair and reasonable methodology for allocating temporary relocation housing to residents on a nondiscriminatory basis.
- Duration of Temporary Relocation. In the event that the Plan includes relocation which is anticipated to exceed one year, it should detail the requirements which apply to those

residents (such as the issuance of a *Notice of Relocation* to the resident covering eligibility for URA relocation assistance, the offer of permanent relocation assistance and payments at URA levels and, if conditions warrant, the subsequent issuance of a *Notice of Eligibility*) as distinct from requirements that apply to residents who are not relocated for more than one year.

- Packing and Moving Assistance. The Plan should address how the PHA or Project Owner intends to provide or reimburse for packing and moving services and expenses. Considerations the Plan may want to address include:
  - Instructions and supplies (e.g., boxes, markers, tape) to be provided if residents prefer to pack their own personal possessions and items of value;
  - Assistance in packing to be provided if residents need assistance or prefer not to pack their personal possessions;
  - Guidance on how residents request to pack their own possessions or to receive packing assistance; and
  - How the PHA or Project Owner intends to provide or reimburse for moving services and expenses. The PHA or Project Owner can choose to do one or more of the following:
    - Undertake the moves itself, using employees of the PHA or Project Owner or “force account labor”<sup>120</sup>
    - Use a contractor or moving company
    - Reimburse residents for all actual, reasonable and necessary moving expenses.
- Storage. The Plan should address whether storage of the resident’s personal property is necessary and the arrangements for such storage.
- Damage or Loss. The Plan should address Insurance for the replacement value of the property in connection with the move and necessary storage and/or the replacement value of property lost, stolen, or damaged in the process of moving (not through the fault or negligence of the displaced person, his or her agent, or employee) where insurance covering such loss, theft, or damage is not reasonably available.
- Out-of-Pocket Expenses. The nature of out of pocket expenses vary based on the nature of the temporary relocation moves. For example, hotel stays or in-place renovation may trigger the need for reimbursement of meals while a kitchen is unavailable. The Plan should outline the anticipated out-of-pocket expenses and the PHA’s or Project Owner’s plans and budget with respect to these expenses.
- Leasing Arrangements. The Plan should address whether the resident will have a direct lease or other contractual relationship with the owner of the temporary relocation resource or whether the PHA or Project Owner will hold the lease and the resident will maintain a contractual relationship with the PHA or Project Owner.
- Utility Costs. The Plan should address whether residents will need to disconnect and reconnect necessary utilities and, if so, how the PHA or Project Owner anticipates managing this process and any associated expenses. Necessary utilities may include telephone, cable service, Internet access or other items. The Plan should address payment of utility deposits, if required at the temporary relocation housing (HUD Handbook 1378, paragraph 2-7(A)(3)).

---

<sup>120</sup> Defined at 24 C.F.R. 905.108.

- Reasonable Accommodations. The plan should address whether residents with disabilities will require reasonable accommodations during temporary relocation and, if so, how the PHA or Project Owner anticipates ensuring the provision of reasonable accommodations and any associated expenses. Reasonable accommodations may include, among other items, the provision of transportation assistance, relocation to locations which are physically accessible and located near public transportation, and modifications to policies to allow individuals with disabilities to reside with a live-in aide.

## **V. Transfer of Assistance**

Relocation planning in the context of transfer of assistance is particularly complex. The PHA should address how RAD, URA and Section 104(d) requirements each apply, as the same activity may be treated differently under each regulatory framework. The Plan should specifically outline the PHA's procedures to ensure that the applicable requirements are applied to each situation appropriately. The Plan should also address whether relocation is required for any businesses or residents at the destination site. Finally, the Plan should address whether two moves – from the public housing site to an intermediate site and then to the transfer of assistance site – are necessary while the Covered Project is being constructed or rehabilitated.

## **VI. Alternative Housing Options and Voluntary Permanent Relocation Assistance**

If the PHA or Project Owner seeks to offer alternative housing options, the Plan should identify those options and the manner in which they are presented to residents for decision. The plan should also outline the counseling the PHA or Project Owner will provide to assist the residents in determining what options may be available and the financial implications of those options, for example,

1. Discussion of whether units available in the market (either in the affordable market or the unrestricted market) will meet the financial and dwelling requirements of relocated residents;
2. The general area or location of unit(s);
3. Where applicable, the accessibility of such units for individuals with disabilities;
4. Criteria for receiving relocation assistance; and
5. Any other information that might benefit residents in their consideration of housing choices.

The Plan should identify how the PHA or Project Owner will work with any residents who have elected voluntary permanent relocation. The Plan should further include a description of the permanent relocation assistance the PHA or Project Owner will provide to such residents. Topics to be addressed in the Plan include:

- Replacement Housing. The Plan should address the availability of comparable replacement housing, the notices to be provided and the provisions to ensure that appropriate accessibility features are available in compliance with applicable laws and regulations.

- Fair housing considerations. The Plan should address referrals to housing not located in areas of minority concentration and compliance with requirements regarding accessible housing for persons with disabilities. The Plan should address how the PHA or Project Owner will determine if residents have paid for the acquisition and/or installation of accessible features in the housing from which they are being relocated and how the PHA or Project Owner will ensure that the replacement housing contains required and comparable accessible features or that the resident is appropriately compensated for the cost of acquiring and/or installing required and comparable accessible features.
- Packing and Moving Assistance. The Plan should address how the PHA or Project Owner intends to provide or reimburse for packing and moving services and expenses. Considerations the Plan may want to address include:
  - Instructions and supplies (e.g., boxes, markers, tape) to be provided if residents prefer to pack their own personal possessions and items of value;
  - Assistance in packing to be provided if residents need assistance or prefer not to pack their personal possessions;
  - Guidance on how residents request to pack their own possessions or to receive packing assistance; and
  - How the PHA or Project Owner intends to provide or reimburse for moving services and expenses consistent with 49 C.F.R. § 24.301 or, at the resident's option, 49 C.F.R. § 24.302.
- Storage. The Plan should address whether storage of the resident's personal property is necessary and the arrangements for such storage. See 49 C.F.R. § 24.301(g)(4).
- Damage or Loss. The Plan should address Insurance for the replacement value of the property in connection with the move and necessary storage and/or the replacement value of property lost, stolen, or damaged in the process of moving (not through the fault or negligence of the displaced person, his or her agent, or employee) where insurance covering such loss, theft, or damage is not reasonably available.
- Dislocation Allowance. The Plan should address when the resident is entitled to a dislocation allowance and the amount of such dislocation allowance, consistent with the URA Fixed Residential Moving Cost Schedule available at: [www.fhwa.dot.gov/real\\_estate/uniform\\_act/relocation/moving\\_cost\\_schedule.cfm](http://www.fhwa.dot.gov/real_estate/uniform_act/relocation/moving_cost_schedule.cfm).
- Appliances. The Plan should address disconnecting, dismantling, removing, reassembling, and reinstalling relocated household appliances and other personal property.
- Security Deposits and Utility Costs. The Plan should address how the PHA or Project Owner anticipates managing transfer of utility arrangements, security deposits and any associated expenses. Utilities may include telephone, cable service, Internet access or other items that may have been in place in the resident's original home. See 49 C.F.R. § 24.301(h)(12).
- Replacement Housing Payment. The Plan should address the circumstances in which displaced residents may be entitled to a replacement housing payment (RHP) to cover the

increase, if any, in monthly housing costs for a 42-month period pursuant to URA requirements or a 60-month period pursuant to Section 104(d).<sup>121</sup>

## **VII. Relocation Budget**

Based on the results of the planning process, the PHA or Project Owner should create a relocation budget that includes the following six components:

- 1) The cost of administering the plan and providing assistance and counseling.
- 2) Reasonable moving expenses for a person with disabilities, which may include the cost of moving assistive equipment that is the personal property of the residents, the furnishings and personal belonging of a live-in aide, and/or other reasonable accommodations (HUD Handbook 1378, Paragraph 3-2).
- 3) The cost of the physical move of the residents' belongings. (It is suggested that the move costs be broken down by average cost per move type multiplied by the number of moves.) This physical move cost total should be based on the move scenarios anticipated or projected by the resident survey. The move costs should consider:

For temporary relocation moves:

- Number and cost of two-way moves (i.e., a move to another unit and then a return move) within the same building/complex.
- Number and cost of two-way moves to a unit not in the same building/complex

For permanent moves:

- Number and cost of one-time moves into another unit in the same building/complex.
- Number and cost of one permanent move to a unit not within the same building/complex
- Any required dislocation allowance

- 4) The estimated cost of projected increases in monthly housing costs and other expenses for temporary relocation (if applicable).
- 5) The estimated cost of projected replacement housing payments (RHP) (42-month period for URA or 60-month period if Section 104(d) applies).
- 6) Contingency costs estimated for carrying out the relocation process necessary to complete the proposed project.

---

<sup>121</sup> See also, CPD Notice 2014-09 "Effective Date of Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) Changes to Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA) Payment Limits and Replacement Housing Payment Eligibility Criteria."

## **VIII. Written and Oral Communications with Individuals with Disabilities and LEP Persons and Use of Accessible Meeting Locations**

The Plan should identify how the PHA or Project Owner will take appropriate steps to ensure effective communication with residents and other individuals with disabilities involved in the relocation, such as through the provision of sign language and other interpreters and large print, Braille, accessible electronic, and other alternate format written communications. The Plan should identify the measures to be taken to ensure the most integrated meeting settings appropriate to individuals with disabilities. The Plan should identify how the PHA or Project Owner will ensure meaningful access for LEP persons, such as through written materials and oral communications provided in languages other than English.

## **IX. Appeal Process**

The Plan should specify the procedures to be followed if a resident disagrees with the PHA's or Project Owner's decision as to the resident's eligibility to receive relocation assistance, the amount of a relocation payment, or the adequacy of a comparable replacement dwelling offered to a resident. These procedures should include the process for filing a written appeal to the displacing agency and the specific appeal procedures to be followed consistent with 49 C.F.R. 24.10 (and 24 C.F.R. § 42.390 if Section 104(d) is involved).

## **X. Certification**

The Plan should contain a certification of compliance with this Notice (or H 2014-09/PIH 2014-17, if applicable), the URA, fair housing and civil rights requirements and, if applicable, Section 104(d).

## **Technical Assistance**

For detailed technical assistance regarding the contents or provisions of a written relocation plan, the PHA or Project Owner should direct questions to their RAD Transaction Manager or email [rad@hud.gov](mailto:rad@hud.gov).