

**Parkside Additions
Relocation Plan**

**DISTRICT OF COLUMBIA HOUSING AUTHORITY
MICHAEL KELLY, EXECUTIVE DIRECTOR**

Approved _____

Contact Rosalind Brathwaite, Relocation Coordinator

1133 North Capitol St NE

Washington, D C 20002-7599

Tel (202) 535-1063 FAX (202) 535-2573

rbrathwa@dchousing.org

TABLE OF CONTENTS

I	Introduction
II	Existing Project Summary
III	Relocation Phasing Schedule
IV	Relocation Destinations
V	Number of Families to be Relocated
VI	Resident Preferences
VII	Use of Housing Choice Vouchers to Relocate Families
VIII	Relocation Sources other than Housing Choice Vouchers
IX	Relocation Services
X	Overcoming Potential Impediments to Relocation
XI	Standards for Occupancy and Reoccupancy
XII	Relocation Budget
XIII	Resident Participation
XIV	Relocation Recordkeeping and Notices
APPENDIX A RESIDENT CHARACTERISTICS	
APPENDIX B PAYMENT STANDARDS	
APPENDIX C GENERAL INFORMATION NOTICE	
APPENDIX D NOTICE OF ELIGIBILITY FOR RELOCATION ASSISTANCE- PUBLIC HOUSING RESIDENT MOVING TO ANOTHER PUBLIC HOUSING UNIT	
APPENDIX E NOTICE OF ELIGIBILITY FOR RELOCATION ASSISTANCE- PUBLIC HOUSING RESIDENT MOVING TO HCVP OR PRIVATE SECTOR HOUSING	
APPENDIX F 90 DAY NOTICE	

I INTRODUCTION

The Relocation Plan for Parkside Additions sets forth the procedures for relocating the current DCHA residents onsite in preparation for demolition and revitalization

This plan is written in accordance with the relevant provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 , as amended (the URA), 42 U S C Section 4601 et seq , 24 C F R Part 970 and 49 C F R Part 24

The underlying objective of this plan is to ensure persons displaced as a direct result of the demolition are treated fairly, consistently and equitably so that they will not suffer disproportionate hardships as a direct result of activities designed for the benefit of DCHA residents as a whole

Scope

This plan applies to all DCHA moves as a result of the demolition and revitalization for the Parkside Additions Development The plan describes relocation procedures applicable to Affected Residents

Definitions

- A** Affected Residents Affected Residents are all residents of the DCHA residing in Parkside Additions as of _____, 200__ This term may not apply to any resident who received a transfer to another DCHA site or requested a transfer to another site This term also shall not apply to any resident who is or becomes in violation of his or her lease, or currently is involved in an eviction proceeding, or who was not a resident of Parkside Additions as of _____, 200__ Copies of the list of Affected Residents are on file at the DCHA'S Office of Planning and Development
- B** Administrative Plan The DCHA Housing Choice Voucher Program
Administrative Plan
- C** A & O Admissions and Occupancy Policy of the DCHA
- D** Housing Quality Standards (HQS) HQS are minimum housing criteria required in the regulations in tenant based Section 8 Housing Choice Voucher programs These criteria provide guidance for determining unit acceptability An HQS inspection is done before a resident occupies a unit and annually there after The inspections are done to assure the living conditions are sanitary and safe for the family who occupies the unit
- E** Comparable Housing A replacement dwelling in another public housing development or privately owned housing with a project based housing subsidy or

made affordable by a housing program subsidy. The unit must be 1) in a location not less desirable than the location of the displacement dwelling, 2) in an area that is not subject to unreasonable adverse environmental conditions, 3) functionally equivalent to the displacement unit as it relates to size and utility, 4) available and within the financial means of the displaced person, 5) decent, safe, and sanitary, 6) adequate in size to accommodate occupants, 7) on a site that is typical in size for residential development with normal site improvements, and 8) currently available to the displaced person.

- F** Decent, Safe and Sanitary A replacement dwelling must be structurally sound, weather tight and in good repair, contain safe electrical wiring and a safe heating system, adequate in size to meet the space needs of the displaced person, contain safe unobstructed egress that is free from barriers in cases where there is mobility impairment and it must comply with lead based paint requirements.
- G** DCHA The District of Columbia Housing Authority
- H** Demolition The act or process of razing one or more permanent buildings of a public housing development.
- I** Dislocation Allowance A payment of \$50.00 given to qualified Parkside Additions residents who are forced to move either from the affected development because of a Revitalization Plan in which DCHA performs the move at no cost to the family or to replacement housing developed at the site of the former development. Residents who voluntarily move prior to the start of relocation are not eligible for relocation benefits under the Uniform Relocation Act of 1970.
- J** HUD The United States Department of Housing and Urban Development
- K** Permanent Relocation (Displacement) A permanent move from Parkside Additions as a result of demolition, revitalization and renovation activities.
- L** Program A program or project undertaken by DCHA with Federal financial assistance.
- M** Relocation A voluntary or involuntary move from one unit to another or another community as a result of a DCHA initiated program, including HOPE VI, the Demolition and Revitalization Plan and a project using public housing development funds.
- N** Relocation Coordinator A representative of the DCHA whose specific task is to relocate each resident as a result of Hope VI demolition and or revitalization, monitor and coordinate all relocation activity, implement the relocation plan to ensure compliance with applicable relocation regulations, guidelines and laws.

- O** Revitalization Specialist A DCHA employee or assignee whose specific task is to relocate each resident whose relocation is a necessary result of the Program, including the Demolition and Revitalization Plan, so that the redevelopment can begin on the development as planned
- P** Revitalization Plan The revitalization plan contemplates full demolition of the existing Developments and redevelopment of almost 6 acres into a mixed income community
- Q** Temporary Move Residents who will not be required to move permanently, but who must relocate in the interim to facilitate construction on the site
- R** Non-Elderly Person with Disabilities A person with a disability who is less than 62 years of age
- S** Persons with Disabilities A family whose head or spouse or sole member is a person with disabilities
- T** Offsite Moves Residents who will be required to move off the current property while property is being redeveloped
- U** Onsite Moves Residents who will be transferred from their current unit to another unit on site without moving off the property

I EXISTING PROJECT SUMMARY

Project Description

Parkside Additions are located in the northeast quadrant of the District of Columbia and is bounded by Anacostia Avenue, Hayes Street, Barnes Street and Grant Streets and includes Kenilworth Park. The proposed development will have 125 units of new housing, which includes 42 replacement units of rental public housing. All rental units will be for families at or below 30% of AMI. There will be 39 homeownership units available for households at or below 40-65% of the area median income, 44 homeownership units for households at or below 65 to 100% of the area median income, thereby providing a balanced, mixed-income, mixed tenure community. This new development will generate new jobs, and affordable housing in concert with the overall plan for the area.

Parkside Additions is a 42 unit site of obsolete housing.

The total project area consists of approximately 6 acres located in a severely distressed area of the Nation's Capitol. Parkside Additions show strong signs of major structural and system deficiencies, and functional obsolescence. Because of these problems DCHA submitted a demolition/disposition application as part of the Linda Joy and Kenneth Jay Pollin Memorial Community.

Current Unit Mix

As of _____, 20____ there were 38 families occupying Parkside Additions. The unit mix of this development is as follows:

Unit Size	# of Occupied Units # of Occupied ADA Units ()	# of Vacant Units	Total
2	38 (0)	4 (0)	42 (0)
TOTAL	38 (0) ⁴	0	42 (0)

II RELOCATION SCHEDULE

The relocation of the Affected Residents at Parkside Additions will be completed during one phase to ensure adequate time is allowed to work with each individual family. The schedule is subject to change to reflect changes that may occur in the demolition, relocation, and renovation schedules for the Linda Joy and Kenneth Jay Pollin Memorial Community. DCHA reserves the right to move or assist Affected Residents in a sequence other than the Relocation Schedule. The Relocation Schedule was designed with an approach towards providing maximum security and minimum disruptions to residents without compromising the relocation process.

Relocation will begin prior to construction on the site or approximately _____, 2008. At the time of the demolition/disposition approval, there were 42 families on the site. All families will be relocated prior to demolition of buildings. It is anticipated that the relocation will begin by _____, 2008.

The housing needs of these families are as follows:

Bedroom Size Needed	# of Families
1 bedroom	7
2 bedroom	23
3 bedroom	8

IV RELOCATION DESTINATIONS

DCHA anticipates the majority of residents will need the assistance of either a voucher or a public housing unit when they are relocated. It is projected that about 75% or 28 of the 38 affected residents will apply for and successfully meet the eligibility requirements for the Voucher program. DCHA will request from HUD a total of 38 vouchers to accommodate these residents, with the assumption that some may find alternative housing. Other vacant DCHA housing, unsubsidized units, purchase homes, or are ineligible for benefits because of lease violation or death. Those choosing to purchase homes or unsubsidized housing will be assisted, if needed, by the relocation contractor with referrals and counseling.

Estimate of anticipated destinations

Replacement housing	
Units in other public housing developments	10
Vouchers	28
Total	38

Developments Available for Relocation

These developments are located in the same region as Parkside Additions.

- 1 Linda Joy and Kenneth Jay Pollin Memorial Community Will be able to accommodate all of residents wishing to return granted that they meet all tax credit and lease qualifications.
- 2 Highland Dwellings has bedroom sizes ranging from 1 to 6 bedrooms
- 3 Highland Addition has 3 and 5 bedroom units
- 4 Hopkins Apartments has 2 and 3 bedroom units
- 5 Potomac Gardens has two and three bedroom units
- 6 Barry Farms has 1, 2, 3 and 4 bedroom units

Other Ongoing Public Housing Relocation Activities

DCHE is currently relocating families from Temple Courts. Temple Courts was acquired in June, 2007 by the Northwest One/Temple Courts Redevelopment Corporation, an affiliate of DCHA. The development has 188 occupied units at the time the development was purchased. The relocation services vendor under contract with DCHE is doing this work. All relocation for Temple Courts is scheduled to be completed in 22-24 months, or 2009 at the latest.

The plan for Parkside Addition calls for completion of the relocation by _____, 2008
Although there may be some overlapping, the two projects should not interfere with each other

DRAFT

V FAMILIES TO BE RELOCATED

Resident Characteristics see Appendix A, which contains data on income, race, ethnicity and family size for each affected household

Permanent Move Assistance

All moves for this project are considered as permanent, because residents are subject to screening through the reentry criteria. The project involves demolition of units, and residents will be moved off-site for more than one year. None of the moves are considered as temporary. Therefore all residents are eligible for full relocation benefits. If the residents pass the reentry screening, they are eligible for relocation assistance to return to the site.

Residents who are displaced from the site will be issued a "Notice of Eligibility for Relocation Assistance" that will discuss their eligibility under the Uniform Relocation Act, and caution them not to move yet. No eligible family will be required to move until two comparable replacement dwellings are made available at least 90 days before the required move.

Affected residents have a choice of the following relocation benefits

A Reimbursement for Actual Reasonable Moving and Related Expenses to include

- 1 Transportation of the affected resident and personal property
- 2 Packing, crating, uncrating and packing of personal property
- 3 Storing of personal property
- 4 Disconnecting, dismantling, removing reassembling and reinstalling relocated household appliances and other personal property as long as they have been installed with the approval of the Relocation Coordinator and are done so in compliance with the lease
- 5 Reinstallation of telephone and cable service
- 6 Insurance for the replacement value of the property in connection with the move and necessary storage
- 7 The replacement value of property lost, stolen or damaged in the process of moving (not through the fault or negligence of the displaced person) where insurance covering such loss, theft or damage is not reasonably available
- 8 Credit checks, application fee
- 9 Deposit costs

10 Other moving related expenses the Relocation Coordinator deem reasonable

OR

- B Fixed Moving Expense and Dislocation Allowance The allowance is based on the schedule of allowances published by the Federal Highway Administration The resident will receive the allowance upon verification by the Relocation Coordinator that the move has been made, unless it will create a hardship for the resident If so, the Relocation Coordinator may arrange for advanced payment of the fixed moving expense

The rates in effect currently are as follows

3 rooms \$550	4 rooms \$650	5 rooms \$750
6 rooms \$850	7 rooms \$950	

OR

- C The DCHE will undertake the move itself, using a moving company at no cost to the resident In such case, the resident is entitled to a moving expense and dislocation allowance of \$100 If residents prefer to pack their own personal possessions, they will be provided packing boxes and tape for the move If the resident needs assistance in packing, they should contact the Relocation Coordinator

VI RESIDENT PREFERENCES

Selection of Housing Options

All residents who are required to move will be offered the opportunity to select within a reasonable time period a relocation housing option from among those identified below. Once a resident selects the appropriate option, the resident will have ample time to change his/her options before the specific site is fully vacated. If the resident fails to execute a relocation option prior to the site being vacated, the resident's initial option will become nullified unless the Relocation Coordinator consents in writing to any further change. A written consent shall be delivered immediately upon the availability to accommodate the relocation option the resident initially chooses. Once all options have been clearly defined and explained in relocation workshops, all eligible residents will be required to complete a housing option form.

A Relocation to Another Public Housing Unit

An affected Resident may choose to be relocated to a comparable off-site vacant public housing unit. Two comparable units will be offered, if available. If the resident rejects two comparable units, a mandatory transfer notice will be issued. The comparable unit in the mandatory transfer notice must be taken. If the resident refuses to move or refuses to meet with the Relocation Coordinator, or if the resident cannot be found, the Relocation Coordinator will initiate appropriate action to address the problem, which may include initiation of eviction proceedings. A resident who receives a mandatory transfer or an eviction notice as a result of rejecting two comparable units is eligible for full relocation assistance, especially where such transfer or eviction is determined to be for the good of the project. All eviction situations will be reviewed by the Relocation Coordinator to make a final determination on which benefits are due the residents, if any.

If the resident makes the decision not to return, moves to a unit in a public housing development that is decent, safe, sanitary and suitable at no cost to the family or individual being relocated and DCHE pays the relocation allowance, the displaced resident has no further rights under the Uniform Relocation Act.

B Relocation to Unsubsidized Housing

An Affected Resident will have the option of relocating to unsubsidized housing. A resident choosing to purchase a home will be counseled and referred to the District of Columbia's Department of Housing and Community Development's Housing Payment Assistance Program (HPAP) for down payment assistance. A resident choosing an unsubsidized unit is free to do so, but must be responsible for any difference in the housing costs that exceeds his or her ability to pay (30% of total

family income) Only under circumstances where a comparable affordable housing unit (public housing or HCVP), is not available will DCHE provide a differential rental assistance payment to the displaced family Under no circumstances will the term of these payments exceed 42 months

C Relocation With a Housing Choice Voucher

The resident choosing this particular option must meet all of the admissions and occupancy requirements contained in the HCVP Administrative Plan A resident who does not meet the admissions and occupancy requirements will be offered either a public housing unit at another development or the choice of moving to unsubsidized housing If the resident receives a Voucher and does not find a comparable unit within 180 day time frame he or she must return the Voucher to DCHA In addition, a resident will have to transfer to a public housing unit

D Family Splits

Family Splits will only be permitted under the following the circumstances 1) The resident has a medical problem which requires special conditions or accommodations i e , very large families, special adaptation to the physical structure, or 2) DCHA can not accommodate the family in a public housing unit or can not find housing in the private market through the Housing Choice Voucher Program There is a 120 day time frame for a resident to find an appropriate HCVP Housing The relocation coordinator will review the family's attempts to find appropriate housing and will determine if the family can be split

E Housing with Friends or Relatives

An Affected Resident may choose to relocate to a friend's or relative's house, with the understanding the unit meets HQS requirements HQS require that housing be decent, safe and sanitary If the housing is in a DCHA development the relocated resident must be added to the lease The prior written consent of DCHA must be obtained in every case if a resident selects this option Such a request must be directed to the Relocation Specialist and will only be approved on a case-by-case basis The resident electing to relocate with a friend or relative is entitled to the moving cost expense and incidental costs set forth in Section 3 of this plan

General Transfers

A family or individual who is moved permanently from the site due to reasons other than HUD-funded demolition activities (such as a family housed in an inappropriate size unit which is on the transfer list for an appropriate size unit and is moved when

one becomes available), is not a displaced person under the URA. DCHA is not required to use relocation funds to pay for the cost of a general transfer. DCHA will use its regular procedure for transferring such families, and will document the cause of such move.

DRAFT

VII

USE OF HOUSING CHOICE VOUCHERS

As of -----, the vacancy rate in the District of Columbia is --percent. The most current estimation of the overall vacancy rate is -- percent. DCHA had a voucher success rate of --% in fiscal year ---. Approximately _____ percent (75___ %) or _____ (28___) families at Parkside Additions will choose a voucher as their relocation choice. DCHA anticipates a higher percent of success in finding a replacement unit since these families will receive assistance from the relocation services contractor. The relocation coordinator will conduct periodic workshops to assist families in finding replacement housing. Prospective landlords will be invited to speak about their screening process. Other sessions will focus on credit repair. The relocation coordinator will provide counseling to each individual family.

Although residents will be counseled against paying rent that is more than 30% of their income, they may do so if they so desire. Only in cases where there are no comparable, available, affordable units will DCHA make differential rental assistance payments.

Housing Choice Voucher holders will have 120 days after the Voucher is issued to locate a safe, decent comparable unit. During this initial period, residents are encouraged to be proactive in searching for housing. DCHA along with the relocation services contractor will work diligently to assist Voucher holders with identifying comparable units and locating prospective landlords. They will provide current vacant unit information.

VIII RELOCATION RESOURCES OTHER THAN HCVP

DCHA anticipates that approximately 75% _____ of the _38_ families will choose vouchers as their replacement housing choice. The remaining families (about 10____) will be relocated to other public housing units. As of July, 2002 DCHA anticipate about _____ units will be available for residents choosing public housing as their relocation choice. These units will be inspected and it will be assured that they are decent, safe and sanitary according to guidelines for renting vacant units in the public housing program.

DRAFT

IX RELOCATION SERVICES

DCHA will contract the services of an organization with expertise in Relocation to provide relocation services to the 38 families who will be relocated from Parkside

By , 200 , when relocation of families begins, relocation counselors will be on site. They will remain for the duration of the project. In addition, they will hire residents, as outreach workers. This staff will begin working with the families as of (approximately 90 days prior to relocation)

All Affected Residents must be in compliance with all terms of the dwelling lease, including being current with his or her rent, or adhering to the terms of a re-payment agreement during the relocation process. The following relocation process will be applicable to Affected Residents

- 1 All Affected Residents will be provided with a General Information Notice
- 2 A copy of this relocation plan will be distributed to all Affected Residents upon its completion and approval by HUD. Each Affected Resident will be required to sign a receipt as acknowledgement of receiving the final Relocation Plan
- 3 Each Affected Resident will receive a Notice of Relocation Eligibility
- 4 Residents will receive at least (90) ninety day's advance written notice of the earliest date he or she will be required to move from the site
- 5 Relocation Staff will conduct workshops to explain the relocation procedures in detail prior to requiring residents to choose a housing option. This includes providing written information on moving assistance, benefits, rights, privileges and protections
- 6 All heads of household will be interviewed personally by the Relocation Specialist to determine housing and special needs, if any
- 7 Each Affected Resident will be offered a comparable unit selected by the Relocation Specialist based on the appropriate bedroom size needed, special physical needs and availability
- 8 Once the replacement unit is accepted by the resident, the Relocation Specialist will schedule a moving date with the resident and either schedule the move with the mover or confirm with the resident his or her selection of a self move

- 9 Upon request, all residents will be offered transportation to inspect the housing to which they are referred or which they select. The resident has an option of receiving a one-time transportation fee of \$25.00.
- 10 Prior to receiving a moving expense payment, residents must complete the following:
 - A Vacate form with Parkside Additions property management
 - B Participate in a move-out inspection of the vacated unit, and return all unit keys

DRAFT

XI OVERCOMING POTENTIAL IMPEDIMENTS TO RELOCATION

Correcting Lease violations

DCHA has already begun identifying residents who are in violation of their lease, specifically, those who owe money to the Housing Authority. If a repayment agreement is signed by the resident, and he/she continues to comply with the terms of the agreement, the family will be eligible for full relocation benefits. By identifying these families early, DCHA will have enough time to assure the families can be moved from the site in a timely manner.

Failure of Residents to adhere to this plan

A resident's refusal to accept a suitable offer of housing referrals made in accordance with this Relocation Plan will be determined to have caused a lease violation and will subject the resident to a mandatory transfer and/or eviction action. A reasonable number of offers are defined as two, provided the first is turned down for a reason acceptable to DCHA and in accordance with this Plan. DCHA will exercise authority in order to ensure residents will comply with this Relocation Plan and enable the redevelopment activities in a timely fashion. The eviction action and mandatory transfer authority will only be enforced for violations pertaining to the relocation effort. All other lease and occupancy violations will be handled under DCHA's normal eviction procedures.

DCHA may initiate actions under the eviction procedures if a resident refuses to comply with the following:

- 1 move or relocate;
- 2 come into the relocation office for interviews required under this plan;
- 3 meet with the Relocation Specialist, or
- 4 cooperate in the relocation process.

Residents may file a written appeal to the DCHA, Office of the Executive Director, 1133 North Capitol Street N.E. Suite 200, Washington, D.C. 20002-7599. DCHA will have up to thirty (30) days to respond to the appeal. A person may file a written appeal with the DCHA if the person believes that the DCHA has failed to

- A Properly determine that the resident qualifies or will qualify as a displaced person who is eligible for relocation assistance
- B Properly determine the amount of any relocation payment required by this plan,
- C Properly provide an appropriate comparable housing referral or inspect replacement housing in a timely manner
- D Properly respond to an appeal in a timely manner

Copies of these procedures can be obtained from the Relocation Coordinator in DCHA's Office of Planning and Development. A resident who is dissatisfied with the determination on the appeal may submit a written request for review of the decision to the HUD Field Office located at 820 1st Street, NE, Washington, D C 20002-4255

DRAFT

XII STANDARDS FOR OCCUPANCY AND RE-OCCUPANCY

Applicants must not receive a poor credit rating from a credit bureau or any other credit reporting agency, and must provide documentation demonstrating the ability to pay rent on time. A Financial Review will be conducted by the Management Agent for each adult contributing head of household without charge to the applicant. The credit report will be reviewed to determine the history of payment practices, including utilities, outstanding loans, judgments, bankruptcies, foreclosures, etc. Rating on this report of 0, 1, 2 or 3 will be generally accepted. Ratings of 4 through 9, excluding medical, that are dated within three years will be cause for rejection.

The following items will be considered examples of unfavorable credit references and will serve as the basis for rejection of the application and applicant's eligibility:

- a) An outstanding balance due a landlord for non-payment of rent and/or damages
- b) An outstanding civil judgment or if the applicant/any member of the household is the defendant in a civil suit, excluding medical catastrophe, at the time of processing the application
- c) A bankruptcy filed within the past three (3) years, (unless the result of medical catastrophe)

The Management Agent may consider the convictions of any applicant family member for a crime involving physical violence against persons or property or other criminal convictions that may adversely affect the health, safety, or welfare of other DCHA residents, staff, or other members of the community. These criminal activity thresholds include, but are not limited to the following:

- a) No record of conviction for manufacturing drugs within the last three (3) years,
- b) No record of conviction for distributing drugs within the last three (3) years,
- c) No record of felony conviction for drug possession within the last three (3) years,
- d) No record of a felony conviction for a crime against a person within the last three (3) years,
- e) No record of a felony conviction for a crime against property within the last three (3) years,

- f No record of a felony conviction involving a prohibited weapon or firearm within the last three (3) years,
- g No record of a conviction involving possession of a firearm or prohibited weapon within the last three (3) years,
- h No record of conviction for murder or manslaughter, attempted murder or manslaughter, felony sexual assault or attempted felony sexual assault at any time

i The Management Agent shall deny admission to any applicant who has been evicted from housing assisted under the United State Housing Act, for drug-related criminal activity for a three year period beginning from the date of the eviction

All other crimes not listed here will be reviewed on a case-by-case basis

Admission is prohibited for any household that includes any individual who is subject to a lifetime registration requirement under a state sex offender registration program

k Applicants must provide police clearances for all members of the household over 18 years of age. Also required is a declaration from the head of household that no family member under 18 years of age has been convicted of a crime as an adult. If the applicant does not provide this information, the application will be deemed incomplete. The Management Agent will also consider the criminal record of any juvenile charged as an adult and convicted of said charges.

The Management Agent shall deny admission to any applicant who has been evicted from housing assisted under the United State Housing Act, for drug related criminal activity for a three year period beginning from the date of the eviction.

I Screening Criteria to be Considered in Making Applicant Selection

I 1 Maximum income limits

Annual Contribution Contract (ACC) Units - 0 - \$20,000

- Applicants for all rental units must meet the income eligibility requirements for Public Housing and the Low Income Housing Tax Credit Program. In order to qualify for credits, the Management Agent will not accept new applicant household with incomes in excess of 60% of Area Median Income. (Please see the attached schedule for more information.)

I 2 Minimum Income Limits

Market Income Units - \$20,000 - \$35,000

- Minimum income limits prevent households from over spending on housing to the detriment of other needs. Applicants for non-public housing rental units must

demonstrate the ability to pay the posted monthly rent and expected utility expenses. Generally, rent and utility expenses should not exceed 30%-40% of the applicant's household income. (Please see the attached schedule for more information)

DRAFT

XIII RELOCATION BUDGET

RELOCATION W/VOUCHER AT PARKSIDE

Based on actual moving costs

38 UNITS OCCUPIED	COMMENT
	Move outs
RESIDENTIAL MOVES 38 two brms \$650 x 38 = \$24,700 Total mover expense = \$24,700	The price per bedroom size is based on the average cost per move at the prevailing rate
Dislocation allowance = \$100 x 38 = \$3,800	Dislocation allowance is paid to
Reconnection charges \$100 x 38 = \$3,800	Paid to residents only Includes telephone, gas, electric, cable, or any other reconnection charge necessary as a result of the move
Security deposit \$1247 x 7 - 1 bdrm = \$8,729 \$1415 x 23 - 2 bdrm = \$32,545 \$1825 x 8 - 3 bdrm = \$ 14,600 \$ Total security deposits = \$55,874	Based on the current payment standard for the DC Housing Authority Housing Choice Voucher Program Assume one month's security is required by the landlord of the replacement dwelling
Total Contractor fee \$1,100 x 38=\$41,800	Contractor fee is based on the current fee paid under terms of existing contract with the District of Columbia Housing Enterprises
Total \$129,974 x 10%=12,997	
GRAND TOTAL FOR MOVE FROM THE SITE= \$142,971 ROUNDED TO \$ 150,000	

Return moves

Based on actual moving costs

38 UNITS	
<u>RESIDENTIAL MOVES</u>	
7 one bdrms	$\$550 \times 7 = \$3,850$
23 two bdrms	$\$650 \times 23 = \$14,950$
8 three bdrms	$\$750 \times 8 = \$6,000$
Total mover expense = \$24,800	
Dislocation allowance = $\\$100 \times 38 = \\3800	Dislocation allowance is paid to residents only, not to commercial moves
Reconnection charges $\\$100 \times 38 = \\$3,800$	Paid to residents only Includes telephone, gas, electric, cable, or any other reconnection charge necessary as a result of the move
Total Contractor fee $\\$1,100 \times 38 = \\$41,800$	Contractor fee is based on the current fee paid under terms of existing contract with the District of Columbia Housing Enterprises
Total $\\$74,200 \times 10\% = 7,420$	
GRAND TOTAL FOR RETURN TO PARKSIDE = \$81,620	

XIV RESIDENT PARTICIPATION

Communication With Residents

DCHA will use various methods to communicate with residents in order to keep them apprised of all activities regarding this project, including, the postal service, newsletters, flyers, and door to door personal communication from relocation staff. Residents will be informed in writing that any disabled residents will be offered a reasonable accommodation so they may be able to fully participate in all activities regarding this project.

XV RELOCATION RECORDKEEPING AND NOTICES

DCHA, as part of its recordkeeping requirements is maintaining an occupant list that when the project is completed will identify

- 1 All persons occupying the site at the initial submission of the application for HOPE VI funds,
- 2 All persons moving onto the property on or after the date on which the project begins
- 3 Addresses of families who have moved from the site, and
- 4 All persons occupying the property upon completion of the project

DCHA will deliver by certified mail, return receipt requested, the following notices as required at 49CFR part 24

- 1 General Information Notice (Appendix B)
- 2 Notice of Eligibility for Relocation Assistance (Appendix C)
- 3 90 Day Notice (Appendix-D)

The DCHA has discontinued accepting new residents at the project site, and therefore will not need to issue Move-in Notices to new tenants

DRAFT