

RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD)
HOUSING ALTERNATIVE INTERVIEWS AND MEETING UPDATE REQUEST

3/15/2019

Dear [Resident Name] – Need to Use Mail Merge:

You are scheduled to attend a mandatory meeting with SHA staff for an update on Spokane Housing Authority's plans to convert our scattered site public housing from the public housing program to Section 8 rental assistance under the Rental Assistance Demonstration (RAD). The meeting information is:

[Insert time and place of at least the resident meeting]

Our meeting in April with your household will explain the alternative housing options available to you, relocation benefits, and project timelines. We will also answer any questions you might have. You will then have a minimum of 30 days to consider which offer best fits your needs. Specific details of the Housing Alternatives and the Project Plan can be found in "Attachment #1" which is included in this letter.

**This letter describes your rights under RAD and
explains how this RAD conversion might affect you.**

Your Right to Information

With this letter, we have included "Attachment #1," which is a description of our current plans for the scattered site properties. At your upcoming meeting with SHA staff, we will review the RAD program and our current plans. You have the right to hear about major changes in the plans for the project, and we will invite you to additional meetings if key features of the plans change. You also have a right to organize and to form a resident organization to serve as your voice and to help you become well informed about the RAD plans.

Your Right to Rental Assistance

Our decision to participate in RAD does not affect your rental assistance eligibility. You are not subject to new eligibility screening. If we satisfy all HUD requirements and the property is placed under a Section 8 Housing Assistance Payment (HAP) contract, you have a right to ongoing rental assistance as long as you comply with the requirements of your lease. In most cases, your rent will not change with the conversion from public housing to Section 8. In the rare event that your rent calculation would change (most commonly, when you are paying a "ceiling rent"), the increase would be phased in over time.

Your Right to Return

You have a right to return to an assisted unit. If the plans involve the transfer of the rental assistance to a different site, you may need to move to the new site to keep your rental assistance (provided that it is within a reasonable distance of your current home), but you still have a right to an assisted unit.

You get to return to a RAD Section 8 unit unless **you voluntarily choose** to move somewhere else. If you believe the plans prevent you from exercising your right to return, you have the right to object to the plans. RAD program rules require us to make sure that anyone who wants to return can do so.

Your Right to Relocation Assistance

You **do not** need to move now. If we require you to move, as a result of this project, you are entitled to certain relocation protections under the RAD rules, including, in all cases, advance written notice and detailed information about the move. The other specific relocation protections depend on the situation, but may include advisory services, moving assistance, payments and other assistance.

In some cases, you have additional rights under other Federal laws, such as the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, often referred to as the “Uniform Relocation Act.” If the Uniform Relocation Act applies, we must give you a “General Information Notice” which is also referred to as a “GIN.” Although we have previously sent out a “GIN” to all households in our public housing, to make sure we are complying with the Uniform Relocation Act, we are including the GIN with this letter. The GIN describes rights you have, but may also describe situations that don’t apply to you.

Don’t Put Your Rights at Risk!

You are always welcome to move based on your household’s needs and personal goals. However, if the RAD effort will require relocation and you choose to move from the property on your own without waiting for instructions from us, you may lose your eligibility for relocation payments and assistance. **If you want to preserve your relocation rights, please wait until you get a Notice of Relocation and instructions to move from us!**

The RAD conversion, and any relocation associated with it, must be implemented consistent with fair housing and civil rights requirements. If you need a reasonable accommodation due to a disability, or have other questions about the RAD conversion, please contact Brian Jennings - bjennings@spokanehousing.org, who will assist you. If you need to appeal a decision made by us, or if you think your rights aren’t being protected, you may contact Michael Look, Deputy Regional Administrator, (206) 220-5101 or at WA_Webmanager@hud.gov.

Because we are getting closer to conversion, the plans for the RAD conversion are firming up. We are holding resident interviews to share our most up to date information on our plans.

We hope this letter gives you useful information about your rights. We are also including with this letter a list of frequently asked questions from the earlier tenant meetings and answers that

may help you understand the RAD program better. We look forward to working with you as over the coming months.

Sincerely,

Brian Jennings

Attachments: Current Plans for the Scattered Site Properties

Attachment #1 Current Plans for the Properties

As mentioned in our previous letters and meetings we hosted with tenants of Scattered Site Public Housing, the Spokane Housing Authority is pursuing RAD in order to transition out of public housing ownership. As a result, SHA is proposing to transfer assistance in a single transaction from 74 units of scattered-site single-family housing to two existing multifamily apartments in Spokane County. One is owned and operated by a local non-profit affordable housing provider, and the other two are owned and operated by a Partnership of which SHA is the General Partner. At this time the properties are:

Apartment Name	Ownership	Address	Unit Configuration
Cedarwest Apartments	Spokane Housing Authority	4018 W Rowan Ave, Spokane, WA 99205	1-2 Bedroom Units
Clare View Seniors	Spokane Housing Ventures	4827 S. Palouse Hwy, Spokane, WA 99223	1-2 Bedroom Units

The Authority plans to sell the scattered site units within 12 months of the project ‘closing’, and we don’t anticipate ‘closing’ to occur until June of 2019. In Table 1 below we have listed the future housing alternatives available to you.

Some of the current households are seeking to purchase their scattered site unit utilizing the Housing Choice Voucher. Others will work with the Authority to implement option #2 or #3 listed below.

Table 1

Future Housing Alternatives for Scattered Site Households due to RAD

- 1) The Head of Household receives a Housing Choice Voucher and stays in the current location purchasing the home with the assistance of the voucher
- 2) Tenants follow the Transfer of Assistance to one of the multifamily communities receiving the RAD subsidy along with relocation assistance from SHA.
- 3) Tenants receive a Housing Choice Voucher and find similar housing in neighborhood of their choice with advisory and relocation assistance from SHA

All alternatives will be available to each household and the decision to choose one over another will rest solely with you.