



## District of Columbia Housing Authority

1133 North Capitol Street, NE Washington, DC 20002-7599  
(202) 535-1000

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Tyrone Garrett, Executive Director

### RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD) RESIDENT INFORMATION NOTICE (RIN)

August 13, 2020

Dear Resident:

You are invited to an upcoming virtual meeting to talk about the District of Columbia Housing Authority's (DCHA) plans to convert Potomac Gardens Senior and Potomac Gardens Family High-Rise from public housing to Section 8 rental assistance under the Rental Assistance Demonstration (RAD) program. This conversion is accompanied by significant investments in the building including improvements to existing apartments and common areas throughout the building. A description of the current plans for the property is attached as "Attachment #1."

There are two rounds of meetings scheduled for Potomac Gardens Senior and Potomac Gardens Family High-Rise

#### Potomac Gardens Senior

Date: Tuesday, August 25, 2020

Time: 2:00 pm EST

WebEx Link (smartphone, computer, or laptop): <https://tinyurl.com/PGdcha2pm>

Dial-in by phone: + +1-415-655-0001; Access code: 160 826 1425

#### Potomac Garners Family High-Rise

Date: Tuesday, August 25, 2020

Time: 6:00 pm EST

WebEx Link (smartphone, computer, or laptop): <https://tinyurl.com/PGdcha6pm>

Dial-in by phone: + +1-415-655-0001; Access code: 160 992 4575

Advance meeting questions, comments, or follow-up requests can be sent to [TransformationPlan@dchousing.org](mailto:TransformationPlan@dchousing.org) or left via voicemail at 202-996-8526.

The second meeting is scheduled for Tuesday, September 15; more information to follow.

In light of the current COVID-19 concerns for resident health and safety, DCHA anticipates that the first two rounds of meetings noted above will be held virtually. DCHA will work to make these virtual meetings accessible to residents. More information regarding the virtual meeting process will follow.

RAD is a voluntary program run by the U.S. Department of Housing and Urban Development (HUD). Under RAD, HUD will change the way it provides rental assistance to the property from public housing to a long-term Section 8 assistance contract. The Section 8 program would make it easier for us to access money to repair and improve the property, either now or in the future.

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

**It is important for you to know that when we convert this building through RAD you will still get rental assistance.**

### **Your Right to Information**

At the two initial meetings, we will describe the RAD program and our current ideas in more detail. If HUD approves DCHA's application, we will have at least one additional meeting, with you about our plans. You have the right to hear about major changes in the plans for the project, and we will invite you to additional virtual or in-person 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**

Participation in RAD does not affect your rental assistance eligibility. This means that your rental subsidy will not go away under this RAD conversion. Additionally, 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 event that your rent

calculation would change (most commonly, when you are paying a “flat rent” or “ceiling rent”), the increase would be phased in over time.

### **Your Right to Return**

You have a right to return to an assisted unit once the construction work is done. However, we may need to move you during construction and your post-construction home may be a different unit than your current home.

You get to return to a RAD Section 8 unit unless **you 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**

In some situations, we may need to relocate you from your unit temporarily in order to complete repairs or do construction. Since we are at the beginning of the planning process for the RAD conversion, we don't yet know whether you will need to move. Unless you are living in a unit within Phase 1 of our current unit renovation project, you **do not** need to move now. Further description of the Phase 1 project is provided in Attachment #1 below.

If temporary relocation is required, 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 upon the situation, but may include advisory services, moving assistance, payments and other assistance.

In some cases, you may 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.” This General Information Notice, or GIN, if applicable, will be distributed to you and your fellow neighbors in the future. 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 receive a notice of relocation from DCHA along with your moving instructions.**

The RAD conversion, and any relocation associated with it, must be implemented consistent with fair housing and civil rights requirements.

DCHA is committed to providing equal access to this event for all residents with disabilities. If you need a reasonable accommodation or sign language interpreter service, please contact ADA/504/Language Department at **202-535-2737** or [ADA504@dchousing.org](mailto:ADA504@dchousing.org) with your complete request. Please allow at least 3 business days to make the necessary arrangements. If you need a foreign language translator, please contact ADA/504/Language Department at **202-535-2737** or [ADA504@dchousing.org](mailto:ADA504@dchousing.org) . Please allow at least 5 business days to make the necessary arrangements.

If you need to appeal a decision made by us, or if you think your rights aren't being protected, you may contact the DC Field Office of the Department of Housing and Urban Development (HUD) at District of Columbia Field Office:

820 First Street NE, Suite 300  
Washington, D.C. 20002-4205

Phone: (202) 275-9200

Email: [DC\\_Webmanager@hud.gov](mailto:DC_Webmanager@hud.gov) (Customer Service)

Fax: (202) 275-6385

TTY: (202) 275-6388

Because we are early in the process, the current plans for the RAD conversion are likely to change as the project advances. We are holding resident meetings to share our current ideas and will keep you informed about major changes to these ideas as we develop our plans. You should also share with us any information you have on repairs that need to be made, since you know the property best. We will share that information with the teams who are helping us figure out what work needs to be done at the property.

We hope this letter has given you an overview about your rights. We are also including with this letter a list of frequently asked questions and answers ("Attachment 2") to help you better understand the RAD program. We encourage you to attend the virtual resident meetings to learn more about how the RAD conversion could impact you.

Sincerely,

Alexander Morris



Chief of Planning, Design and Construction, Office of Capital Programs

Attachments: Attachment #1 - Current Plans for the Property  
Attachment #2 - Frequently Asked Questions and Answers  
Meeting Flyer  
Choice Mobility Fact Sheet

## **Attachment #1**

### **Current Plans for the Property**

As part of the RAD Conversion of Potomac Gardens Senior and Potomac Gardens Family High-Rise, DCHA plans to make significant improvements to the buildings and surrounding property to bring these sites into a state of good repair.

**Note: As DCHA advances this project, plans are subject to change to incorporate the following: your opinions; an independent professional's analysis of what needs to be repaired at the property; the cost to maintain the property for the long-term; and the financing we may be able to obtain.**

#### **Description of Work:**

After conversion of the properties to Project-Based Voucher subsidy DCHA is planning to perform a comprehensive rehabilitation at both Potomac Gardens and Potomac Gardens Family High-Rise. This rehabilitation work is anticipated to address all of the physical condition issues with both properties and bring them into a full state of good-repair, including renovations to the site and landscape, lighting and security, unit interiors and common spaces, and all building systems (lighting, plumbing and heat and air-conditioning).

### **General Description of Conversion Transaction**

DCHA anticipates undertaking this RAD conversion transaction as a partnership with a private developer. DCHA is planning to issue a Request for Proposals (RFP) for a master development partner to assist DCHA in the RAD conversion and physical improvements of both properties. This RFP is going to be issued later this fall, with submissions due by the end of 2020. Residents will be kept informed as the RFP process proceeds, and further meetings will be held with residents at critical points during the RFP process.

DCHA plans to pursue this project as a partnership with its selected developer partner through a special purpose entity), and plans to seek 4% tax credits and bonds to finance certain of the improvements as well as stabilize the property.

As described above, the Conversion Transaction will primarily involve the rehabilitation of existing units. DCHA does not plan new construction as part of this project at this time, however, depending upon the proposals received by DCHA

from potential developer-partners, new construction on one or both sites is a possibility in the future.

As provided in the HUD RAD guidance in PIH Notice 2019- 23 and PIH Notice 2019-09, DCHA may also use the RAD/Section 18 Blend as part of the RAD conversion and financing in order to accomplish the renovations. Under the HUD RAD Section 18 blend, 25 percent of the units would be converted under a Section 18 disposition as a part of the RAD transaction. The HUD RAD/Section 18 Blend disposition is a HUD-approved tool that generates additional sources of revenue for project that support the planned renovations at the properties. Per HUD RAD requirements, the inclusion of a Section 18 disposition does not diminish residents' rights described in the Resident Information Notice (RIN) and will not affect residents differently compared to a conventional RAD conversion without a Section 18 disposition. DCHA will continue to update the residents as the conversion progresses.

## **Attachment #2 Frequently Asked Questions about RAD Conversions**

### **Will a RAD conversion affect my housing assistance?**

You will not lose your housing assistance and you will not be subject to eligibility re-screening as a result of the RAD conversion. You can remain in your unit regardless of your current income. However, your PHA will continue to follow its annual and interim re-examination processes, including re-examination of your income to adjust your rent. These requirements will be in your lease.

In a RAD conversion, your housing assistance will change from being public housing assistance to being Section 8 housing assistance under either the Project Based Voucher (PBV) program or the Project Based Rental Assistance (PBRA) program. The PHA chooses whether to convert the unit to PBV or PBRA.

### **Will a RAD conversion affect my rent?**

Most residents will not have a rent increase as a result of a RAD conversion. If your rent is based-upon 30% of your adjusted income, your rent will not increase as a result of RAD. However, if you are paying a flat rent in public housing, you will most likely have to pay more in rent over time. If your rent changes by more than 10% and requires you to pay more than \$25 per month in additional rent, your new rent will be phased in. However, if the increase in your rent is less than 10% or \$25 per month, the change in rent will be effective immediately.

### **How can I participate in the RAD planning process?**

Prior to applying for a RAD, HUD requires PHAs to:

- Notify all residents at the property about their RAD plans, and
- Conduct at least two (2) meetings with residents.

These meetings are an opportunity for you to discuss the proposed conversion plans with your PHA, ask questions, express concerns and provide comments. These meetings are also an opportunity to tell the PHA what you think needs to be



repaired at the property. The PHA can then consider that information when developing plans for the property.

The PHA must have at least one more meeting with all residents of the property before HUD approves the final RAD conversion. This additional meeting is another opportunity for the PHA to keep you informed and for you to provide comments about the PHA's RAD conversion plans.

In addition to these resident meetings, your Resident Advisory Board (RAB) will also be consulted and have an opportunity to make recommendations on your PHA's RAD conversion plans during the PHA Plan public hearing process.

### **What if I need accommodations to participate?**

Your PHA must make materials available in accessible formats for persons with disabilities and must make meetings accessible for persons with disabilities.

Your PHA must also provide language assistance to persons with limited English proficiency so that you can understand materials, participate in meetings, and provide comments on the proposed RAD conversion. This may include providing written translation of the PHA's written materials and providing oral interpreters at meetings.

### **Will I have to move if my home or building is rehabbed?**

If the repairs planned at your property are small, you will most likely be able to stay in your home during renovation. If the repairs planned at your property are more extensive, you will most likely need to be relocated during rehabilitation. Even if you are required to move during the construction, you have a right to return to a RAD-assisted unit after construction is completed.

If relocation will last longer than 12 months, you benefit from additional protections as a "displaced person" under the Uniform Relocation Act. In this situation, you will be able to choose between the permanent relocation assistance that you are eligible for under the Uniform Relocation Act and the temporary relocation assistance (including the right to return) that you are eligible for under RAD. This is your choice and the PHA must work with you so you have the information you need to make this choice.

### **What changes will I see in my lease renewal process?**

At the time of the RAD conversion, you will need to sign a new lease. Unless there is good cause for eviction based on your actions, your new lease will continue to renew. Under both the PBV and PBRA programs, a property owner who tries to end your lease must give you notice and grievance rights similar to the rights you have under public housing and the owner must follow state and local eviction laws.

### **Will RAD affect my rights and participation as a resident in the development?**

RAD keeps many of the resident rights available under public housing such as the ability to request an informal hearing and the timeliness of termination notification. You also have a right to organize, and resident organizations will continue to receive up to \$25 per occupied unit each year.

### **Will RAD increase my ability to choose where I live?**

In most cases, you will have greater choice in where to live through the RAD “choice mobility option.” This option is available under PBV after living in a RAD property for one (1) year and under PBRA after living in a RAD property for two (2) years. After the required time living in the RAD property after conversion, you may request a Housing Choice Voucher (HCV) and will have priority on the HCV waiting list when an HCV is available. (Please see the Choice Mobility Fact Sheet attached in this document)

### **Will I still be able to participate in self-sufficiency programs?**

The public housing Family-Self-Sufficiency Program (PH FSS) helps families obtain and maintain living wage employment (income that covers a family’s basic needs) by connecting residents to services. If you are a current participant in an FSS program, you will still be able to participate in FSS after the RAD conversion.

If your development converts to PBV, you will be automatically moved from the public housing FSS to the Housing Choice Voucher FSS program if your PHA has a Housing Choice Voucher FSS program. The rules for both public housing and Housing Choice Voucher FSS programs are very similar.

If your development converts to PBRA, you may continue your participation in FSS until your current contract of participation ends. New participants may enroll only if the owner voluntarily establishes an FSS program at the site.

The Resident Opportunities and Self Sufficiency-Service Coordinators Program (ROSS-SC) program provides public housing residents with coordinators to connect them to supportive services and empowerment activities.

If you are a current participant in the ROSS-SC, you can continue to participate in ROSS-SC until program funding is used up. Once the grant funds are spent, your PHA cannot apply for a new grant for a RAD property.

**What if I need more information?**

For more information, go to the RAD website, [www.hud.gov/rad](http://www.hud.gov/rad).