

# Proposal for a Public Housing Project

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0157 (Exp. 1/31/2027)  
See Public Reporting Burden Statement on Page 3

Project Number:

If an ACC for Front End Funds was executed

Allocation Area:

Loan Authority= \$ \_\_\_\_\_

Metro Area

PHA inside Central City

Contract Authority= \$ \_\_\_\_\_

Non-Metro Area

Allocation Area  
 PHA outside Central City  
Allocation Area

Date: \_\_\_\_\_

## Part I—PHA Data

1. Name of PHA: \_\_\_\_\_

2. Address of PHA: \_\_\_\_\_

3. PHA area of jurisdiction includes the community for which public housing development assistance is being requested.

4. The required Cooperation Agreements are executed for the proposed project.

5. A current General Certificate: (a) is attached (b) was submitted, dated \_\_\_\_\_, and is still valid.

6. The required PHA resolution authorizing submission of this PHA Proposal, etc., (a) is attached (b) was submitted, dated \_\_\_\_\_

## Part II—Proposal Project Summary and Development Schedule Section A. Project Location

1. Community: \_\_\_\_\_

2. County or Other Similar Area: \_\_\_\_\_

3. Congressional District(s) \_\_\_\_\_

4. Census Tracts/Enumeration District(s) \_\_\_\_\_

## Section B. Housing Type and Development Method

1. Housing Type and Development Method

2. If Turnkey:

3. Is Congregate or other special-use housing proposed?

(1)  Conventional

(a)  RFP and Developer's Packet is attached.

(a) Yes (b) No. If "Yes" specify # of units:

(2)  Turnkey

(b)  PHA selected Turnkey Proposal is attached.

and specify use(s): \_\_\_\_\_

(3)  Acquisition

(c)  PHA certifies that Turnkey Proposal was selected based on an objective rating system using such factors as site location, project design, price and developer experience.

(a)  New Construction

(b)  Rehabilitation

(c)  Existing

## Section C. Dwelling Units by Household Type and Structure Type

As appropriate, enter the number of dwelling units (DUs), proposed for this project by number of bedrooms, structure and household type.

	Column 1 Structure Type 1	Column 2 No. of Buildings	Column 3 Total DUs			Column 4 Number of Family and Large Family DUs						Column 5 Number of Elderly DUs			
			(a) Total	(b) Family	(c) Elderly	(a) 1-BR	(b) 2-BR	(c) 3-BR	( ) 4-BR	(a) 5-BR	(b) 6-BR	(a) Efficiency	(b) 1-BR	(c) 2-BR	
1	D														
2	SD														
3	E														
4	W														
5	E2														
6	DM														
7	DS														
8	UA														
9	Totals														
10	No. in Line 9 for Access.														

1 Structure Types are: D=Detached; SD=Semi-Detached; R=Row or Townhouse, W=Walkup; and E=Elevator; DM = Designated UFAS/ADA Mobility Accessible Unit; DS = Designated UFAS/ADA Sensory Accessible Unit; UA = Unit with some accessibility features (under the Fair Housing Act, UFAS, and/or the ADA).

2 Justification required; See Part III, Item A.4, Density

## Section D. Proposed Project Development Schedule

Schedule each processing step for the proposed project in the "PHA Estimate" column by entering the estimated number of calendar days required.

### Number of Calendar Days

8. Date by which complete proposal will be submitted: \_\_\_\_\_

### Processing Steps

(1) PHA Estimate (2) HUD Use

Processing Steps		Number of Calendar Days		8. Date by which complete proposal will be submitted: _____
		(1) PHA Estimate	(2) HUD Use	
1. Site Documents	(a) PHA Submission			9. State the earliest option expiration date and identify the applicable site: _____
	(b) HUD Decision	25	25	
2. Design Documents	(a) PHA			_____
	(b) HUD Decision	45	45	
3. Construction Documents	(a) PHA			_____
	(b) HUD Decision	45	45	
4. Contract Documents	(a) PHA			_____
	(b) HUD Decision	15	15	
5. Construction Start				_____
6. Completion or Acquisition				_____
7. Total				

**Part III—Proposal Content**

**Section A. Proposed Site, Project Description and Construction Cost**

1. **One to Four Family Properties:** A scattered site housing project involving one to four family properties is proposed: (a) Yes, (b) No. If Yes, the following are attached: (1) a neighborhood map identifying specific boundaries within which the PHA proposed to acquire sites or properties; (2) a description of the structural types, unit sizes, and conditions of typical housing in each of the specified neighborhoods; (3) evidence that vacant sites or existing houses, as applicable to the proposal, are regularly offered for sale within cost limitations; and (4) for projects involving 1-to-4-family properties, the attached schedule demonstrates that all properties will be acquired by the PHA within one year of ACC execution and identifies the number of units and dates by which property specific site acquisition documents will be submitted.
2. **Site Design and Cost Reports:** (1) Number of sites in proposed project \_\_\_\_\_; (b) Number of Forms HUD-52651-A attached \_\_\_\_\_; (c) A Form HUD-52651-A with required exhibits is attached for: (1) each proposed site and/or (2) a site comprising several contiguous parcels having common exhibits and information; (d) a separate Form HUD-52651-A is attached summarizing the proposed project as a whole.
3. **Proposed Construction Cost/Price:** The total construction cost/price proposed is \$ \_\_\_\_\_, with a per unit cost/price proposed of \$ \_\_\_\_\_.
4. **Density:** (a) the PHA proposes a project density which meets HUD requirements including those of compatibility for the number and ages of the intended residents; (b) the proposed project: (1) is (2) is not a scattered-site project; (c) justification for the use of high-rise structures: (1) is not applicable, (2) is attached, or (3) was previously submitted to the Field Office on \_\_\_\_\_ (date).
5. **Schools:** A letter from the school board (a) is attached (b) is not required.
6. **PHA:** The PHA selected the proposed site(s) to comply with the locations for assisted housing identified in the HUD-approved PHA: (a) Yes or (b) Not Applicable.
7. **Facilities and Services:** For the intended residents, the PHA proposes a project for which: (a) the facilities and services as currently exist, meet or exceed HUD requirements; or (b) with the addition of the following, the facilities will meet or exceed HUD requirements:

Proposed Facility/Service	Source of Funding	Completion Date	Remarks

8. **Nondwelling Space:** (a) the project nondwelling space proposed complements the facilities and services referred to in Item 7 above. If nondwelling space is **not** exclusively for the proposed project, an attachment state the extent that (b) nondwelling space is also for other public housing projects and the applicable amounts and cost of such space and/or (c) nondwelling space is also for projects under other assisted housing programs.
9. **Utility Combination:** The attached Comparative Analysis of Utility Costs (Form HUD-51994) (a) is the one prepared by the Field Office or (b) is a revised one prepared pursuant to requirements.
10. **Housing Opportunities:** (a) the PHA selected the proposed project site to comply with or exceed HUD housing opportunity requirements and (b) the following information has been added to the locality map required by the Form HUD-52651-A: (1) the percentage of the population by race in the census tract and (2) existing and proposed HUD and other assisted housing.
11. **Environmental:** the PHA proposes a project which complies with or exceeds HUD environmental requirements.
12. **Relocation:** Displacement (a) is (b) is not involved. If displacement is involved, (c) an attachment, in addition to that required by the Form HUD-52651A, identifies: (1) the type of notice (Notice of Displacement, Notice of Right to Continue in Occupancy, or other notice) proposed to be issued to each occupant; (2) the estimated cost of any required relocation benefits; and (d) the following summarizes potential displacement:

(1) Type of Occupant	a. Total Number	b. Eligible for Assisted Housing	c. Estimated Relocation Cost	(2) Sources of Relocation Cost Funds	
				a. Source	b. Amount
1. Families				1. CDBG	
2. Individuals				2. Public Housing	
3. Business Concerns		xxxxxxxxxxxxxxxx		3.	
4. Nonprofit Institutions		xxxxxxxxxxxxxxxx		4.	
5. <b>Total</b>				5. <b>Total</b>	

**13. Site and Neighborhood Standards and Affirmatively Furthering Fair Housing -** PHA certifies that each proposed site to be newly acquired for a public housing project or for construction or rehabilitation of public housing must comply with site and neighborhood standards listed in 24 CFR 905.602(d), and PHA must seek to affirmatively further fair housing

**Section B. Demonstration of Financial Feasibility**

This PHA has demonstrated financial feasibility: (1) with the aid of operating subsidy or (2) without the need for operating subsidy, and a Demonstration of Financial Feasibility (For, HUD-52485) or other demonstration pursuant to HUD instructions is attached.

**Section C. Professional Assistant to PHA**

The following \_\_\_\_\_ (enter the number) professional service contracts are attached:

1. Service	2. Name and Address of Firm or Individual
a.	a.
b.	b.
c.	c.
d.	d.

**Section D. Annual Contributions Terms and Conditions (ACC)**

Three original, signature copies of the following are attached:

- 1.  **Form HUD-53010, HUD-53012 A and B, or a subsequently implemented ACC form as applicable** . Part One of the ACC) signed and dated by the authorized PHA official. (Part Two should not be returned.)
- 2.  **Forms SF-1199a and HUD-51999**. The Designation of Depository for Direct Deposit of Loan or Grant Funds (SF-1199a) and the General Depository Agreement (Form HUD-51999) signed and dated by the authorized PHA official and bank representative.

**Section E. Request for Advances**

- 1. A PHA request for advances (a)  is attached (b)  is not attached.
- 2. Funds required are for: (a)  planning expenses required for the first calendar quarter following Field Office execution of the ACC (\$ \_\_\_\_\_ and/or (b) site acquisition and related costs (\$ \_\_\_\_\_
- 3.  A detailed  explanation of the nature and the amount of each obligation or proposed obligation and the extent that the obligation is necessary for the proposed project is attached.
- 4.  The PHA certifies that required blanket fidelity bond and any other required insurance coverage is in force.

**Section F. Signature**

**WARNING: Anyone who knowingly submits a false claim, or makes false statements is subject to criminal and civil penalties, including confinement for up to 5 years, fines, and civil penalties. (18 U.S.C. §§ 287, 1001 and 31 U.S.C. §3729)**

Typed Name and Title of Authorized PHA Official:	Signature:	Date:
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Public reporting burden for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to the Reports Management Officer, Office of Policy Development and Research, REE, Department of Housing and Urban Development, 451 7th St SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0157. This collection of information is required for developing a public housing project pursuant to HUD regulations 24 CFR 905. The information will be used to provide HUD with sufficient information to enable a determination that funds should or should not be reserved or a contractual commitment made. This information collection is mandated pursuant to the U.S. Housing Act of 1937. The information requested does not lend itself to confidentiality.