

The contents of this document, except when based on statutory or regulatory authority or law, does not have the force and effect of law and is not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.

This checklist summarizes the application requirements for a RAD/Section 18 repositioned as demolition and/or disposition of public housing in accordance with Section 18 of the 1937 Act, 24 CFR part 970, and PIH Notice 2021-07 and RAD requirements.

The Section 18 portion of the blended repositioning application must follow the approved RAD application and PHA Plan for both RAD and Section 18 as well as a Financing Plan.

The PHA is not required to submit a separate Section 18 application through IMS/PIC. Instead, HUD's Special Applications Center (SAC) reviews the additional material noted below and uploads it into IMS/PIC in the form of a DDA Section 18 application.

The basic RAD/Section 18 Blend application requires:

- Completion of IMS/PIC application screens (e.g., selecting buildings/units)
- HUD-52860, HUD-52860-A, and required attachments as signed PDF uploaded
- All RAD submission requirements (not through the SAC)
- Supporting documentation pursuant to 24 CFR 970 and PIH Notice 2021-07, as summarized in this checklist.

### Complete RAD Application with set aside for Section 18.

Including the following:

1. RAD Plan
2. PHA Plan
3. Financing Plan\*

\*The PHA's Financing Plan will cover the entire transaction/converting project covered under the Blend. The Financing Plan includes documentation that HUD can use for both RAD and Section 18 processing as well as supplementary documentation needed to complete the Section 18 approval.

#### ☐ General Information.

1. Date of application
2. PHA name & code
3. PHA contact
4. Local HUD Field Office (FO) of Public Housing and Expeditor

<input type="checkbox"/> <b>Property Description.</b> <ol style="list-style-type: none"> <li>1. Units/buildings (PIC numbers)</li> <li>2. Acreage</li> <li>3. Description of land along with a copy of the legal description</li> <li>4. Recorded Declaration of Trust (DOT) or Declaration of Restrictive Covenant (DORC)</li> <li>5. Personal Property (e.g., equipment, supplies, computer centers, furniture, and vehicles) that exclusively or primarily supports the project (do not include central office personal property). There is no specific field on the form HUD-52860 about personal property but attach a list.</li> </ol>
<input type="checkbox"/> <b>PHA Plan.</b> The RAD and Section 18 repositioning must be specifically authorized in a (HUD-approved) PHA Annual Plan or in a Significant Amendment to an Annual Plan. The description of the RAD/Section 18 Blend in the Annual Plan must be identical to the description in the SAC application.
<input type="checkbox"/> <b>Local Government Consultation.</b> <ol style="list-style-type: none"> <li>1. Name of local jurisdiction(s)</li> <li>2. Certification from the appropriate local officials that the Voluntary Conversion Plan is consistent with the Consolidated Plan; or narrative description of consultation with dates, meetings, issues raised and PHA responses, and letter of support</li> </ol>
<input type="checkbox"/> <b>Resident Participation.</b> Submit evidence of at least one meeting with residents of each site (including Resident Council, if any). Submit evidence of how invitations were made (e.g., USPS). Submit evidence that at the meeting, the PHA: (i) explained voluntary conversion requirements (Section 22, 24 CFR Part 972 subpart B, PIH Notices 2008-35 and 2009-42); (ii) distributed draft voluntary conversion plans and (iii) offers residents a reasonable comment period. Evidence may include sign-in sheets, agenda, notices, minutes. Submit summary of resident comments (if any) with PHA's responses/actions taken
<input type="checkbox"/> <b>Board Resolution.</b> Approving RAD/Section 18 Blend repositioning of public housing and dated after resident meeting and government consultation.
<input type="checkbox"/> <b>HUD-52860 and HUD-52860-A</b> Submitted as PDFs (including signed certifications)
<input type="checkbox"/> <b>HUD-5837 (Notification of Public Housing Closeout or Future Development)</b>
<b>Environmental Review (ER).</b> Included already in the RAD application.
<b>Timetable.</b> Included already in the RAD application.
<b>Relocation Plan.</b> Included already in the RAD Application.