

NOTICE TO RESIDENTS

PROJECT PARTICIPATION IN HUD'S OPERATING ASSISTANCE PROGRAM

The Department of Housing and Urban Development (HUD) is considering (Project Name/Number) for assistance under the Operating Assistance Program. The program is designed to assist in preserving and improving subsidized housing projects by providing funds to cover: (1) unmet project operating expenses, (2) needed maintenance, repairs and replacements, and (3) shortages in the project's Replacement Reserve Fund.

Before the project can receive this assistance, we must prepare a Management Improvement and Operating (MIO) Plan detailing how we will operate the project during the next year and how we would spend the assistance funds, if provided. A copy of our proposed MIO Plan will be available for your inspection and copying during the hours of __ (1) __. This information may be examined for 15 calendar days from the date of this Notice at __ (2) __. If you wish, legal or other representatives may assist you in reviewing this information and/or in preparing your comments on our request.

During the 15-day comment period, you or your authorized representatives may submit written comments on our proposed MIO Plan directly to us at (address). We will review your comments and send them to HUD, along with recommendations for appropriate changes in the proposed MIO Plan. You also may submit your comments directly to HUD at the address shown below:

HUD
Attention: Loan Management Branch Chief
(Address of HUD Office)

You will be notified when a final Plan has been approved by HUD, and it will be made available for your inspection at that time.

Signature of Project Owner/Manager

(1) Specify hours and days of the week when proposed MIO Plan will be available. The MIO Plan must be available for at least 4 hours on the weekend, one evening per week and during all normal office hours.

(2) Specify a location on the project site.

NOTICE TO RESIDENTS

PROJECT PARTICIPATION IN HUD'S CAPITAL IMPROVEMENT LOAN PROGRAM

The Department of Housing and Urban Development (HUD) is considering (Project Name/Number) for assistance under the Capital Improvement Loan Program. The program is designed to assist in preserving and improving subsidized housing projects by allowing owners to make capital improvements to their properties.

Before the project can receive this assistance, we must prepare a (Management Improvement and Operating (MIO) Plan and/or Work Write-Up) detailing how we will operate the project during the next year and how we would spend the assistance funds, if provided. A copy of our proposed (MIO Plan and/or Work Write-Up) will be available for your inspection and copying during the hours of __ (1) __. This information may be examined for 15 calendar days from the date of this Notice at __ (2) __. If you wish, legal or other representatives may assist you in reviewing this information and/or in preparing your comments on our request.

During the 15-day comment period, you or your authorized representatives may submit written comments on our proposed (MIO Plan and/or Work Write-Up) directly to us at (address). We will review your comments and send them to HUD, along with recommendations for appropriate changes in the proposed (MIO Plan or Work Write-Up). You also may submit your comments directly to HUD at the address shown below:

HUD
Attention: Loan Management Branch Chief
(Address of HUD Office)

You will be notified when a final (MIO Plan and/or Work Write-Up) has been approved by HUD, and it will be made available for your inspection at that time.

Signature of Project Owner/Manager

(1) Specify hours and days of the week when proposed MIO Plan and/or Work Write-Up will be available. These documents must be available for at least 4 hours on the weekend, one evening per week and during all normal office hours.

(2) Specify a location on the project site.