Low-Income Leased Housing, Handbook cancelled as a requirement, but retained as guidance to understanding and interpreting the regulations.

TABLE OF CONTENTS

CHAPTER 1.  INTRODUCTION

SECTION 1.  THE SECTION 23 LEASED HOUSING PROGRAM

1. Legislation
2. Features of the Program
3. Programming Considerations
4. Dwelling Units
5. Congregate Housing
6. Construction for Leasing
7. Homeownership Objectives
8. FHA, VA and Section 202 Properties

SECTION 2.  THE SECTION 10(c) LEASING PROGRAM

1. Legislation
2. Features of the Program
3. Use of Section 23 Procedures and Forms

CHAPTER 2.  PROGRAM DEVELOPMENT

SECTION 1.  APPLICATIONS

1. Forms and Filing
2. Rental Market Information
3. Financial Feasibility
4. Program Development Schedule
5. Contract Coverage of Program in Increments

SECTION 2.  CONTRIBUTIONS AND SUBSIDIES

1. The Flexible Formula
2. Alternate Methods of Determining Annual Contributions
3. Annual Contributions for Expanded Programs
4. Contributions for Programs Contracted in Increments
5. Effective Date of Annual Contributions Contract Changes
6. Additional Contributions

CHAPTER 3.  PROJECT OPERATIONS

SECTION 1.  LEASING

1. Surveys, Listings and Inspections
2. Actions to Secure Listings
3. Lease Negotiations
4. Leasing Occupied Units
Paragraph

SECTION 2. LEASES

1. Format
2. Recording
4. Recommended Provisions
5. Program Authorization

SECTION 3. PROGRAM REVISION

1. Reallocation of Units
2. Program Increases
3. Program Decreases
4. Documentation

CHAPTER 4. PROJECT ADMINISTRATION

SECTION 1. MANAGEMENT

1. Eligibility, Rents and Occupancy
2. Administration of Leased Housing Under Title VI of the
   Civil Rights Act of 1964 - Tenant Selection
3. Social Services and Community Facilities

SECTION 2. FINANCIAL MANAGEMENT

1. General
2. Financial Planning
3. Federal Subsidies
4. Requests for Partial Payment of Contributions
5. Payments to the Public Housing Agency
6. Statement and Voucher for Basic Annual
   Contribution - Leased Housing, Form HUD-52981
7. Settlement on Contributions Payments
8. Operating Reserve

SECTION 3. REPORTING REQUIREMENTS

1. Statistical Reporting
2. Financial Reporting
3. Location of Units leased
4. Miscellaneous Reports and Recordkeeping

11/79
FORWARD

This Handbook prescribes policies and procedures covering the leased housing program, both Section 23 and Section 10(c), and also provides some advisory material to assist Local Housing Authorities to obtain and operate such housing.