



OFFICE OF HOUSING

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-8000

March 15, 2017

Guidance on Rental Assistance Demonstration (RAD) Letters of Interest

When HUD is maintaining a waiting list for RAD applicants, in lieu of a RAD Application a PHA may submit a “Letter of Interest.” A Letter of Interest must identify all of the properties (PIC # and name) and associated ACC units that the PHA is proposing for conversion (subject to future modifications by the PHA) and must be signed by the PHA’s Executive Director and sent to RADapplications@hud.gov. A Letter of Interest serves to reserve the PHA’s spot on the waiting list under the “All other” category in the order in which the letter was received. (There are now only two prioritization categories, as described in Section 1.11 of the RAD Notice: “High Investment” applications and “All Other” applications. Eighty-ninety percent of all projects proposed for RAD typically fall under the “All Other” category.) Letters of Interest will be maintained on the same list as “All Other” applications, in the order in which they are received.

In anticipation of HUD’s ability to make additional awards from the waiting list, HUD will notify the PHA that it must submit a complete RAD Application, Portfolio Award, or Multi-phase award, and comply with all of the Application requirements (e.g. resident consultation, Board approval, etc.), within 60 days of such notification. Accordingly, HUD strongly encourages PHAs to monitor the waiting list and be prepared to make necessary submissions on a timely basis. There is no penalty for failing to submit an application within 60 days other than forfeiting one’s position on the waiting list. A PHA may submit an application for projects that were not included in its original Letter of Interest as long as the total number of converting units does not increase.

PHAs may consider submitting complete RAD Applications separately for properties within its Letter of Interest that would fall into the High Investment category. Doing so would allow a PHA to achieve a higher position on the waiting list for those units. Such an Application would then be treated separately from the Letter of Interest and would be time-stamped by the submission date of the Application and ordered accordingly in the High Investment category