RELOCATION PLAN
FOR
TWELVE GARDENS REHABILITATION PROJECT

147 EXISTING UNITS

Property addresses:

2400-2410 N. Ventura Avenue
52-66 S. Laurel Street
150-166 Santa Cruz Street
217-233 Harrison Avenue
103-109 Hemlock Street
323-329 W. Park Row Avenue
32 N. Joanne Avenue
60-98 Cambria Avenue
7995 Telephone Road
1050 Partridge Drive
9808-9880 Jamestown Street
10540 Daisy Drive

PREPARED BY
HAMNER, JEWELL & ASSOCIATES
GOVERNMENT REAL ESTATE SERVICES
PROPERTY ACQUISTION AND RELOCATION ASSISTANCE CONSULTANTS

September 2026

RELOCATION PLAN
TWELVE GARDENS REHABILITATION PROJECT

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INTRODUCTION

This Relocation Plan has been prepared by Ventura Housing (Housing Authority of the City of San Buenaventura) ("HACSB"), in conformance with the applicable provisions of the California Relocation Assistance Law (California Government Code Section 7260 et seq.), the Relocation Guidelines (California Code of Regulations Title 25, Chapter 6), the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, the implementing regulations of Handbook 1378 of the Department of Housing and Urban Development (HUD) (collectively, the URA Requirements), and the requirements for the rehabilitation of public housing units in accordance with Section18 of the 1937 United States Housing Act.

The subject of this Plan encompasses twelve public housing properties, each of which will undergo rehabilitation of units under the Rental Assistance Demonstration Program (RAD). HACSB proposes to convert all 148 public housing units (except for one unit that serves as an office) located across twelve scattered sites to a Twelve Gardens LP a California Limited Partnership through the HUD RAD/Section 18 process, financed with a single Tax-Exempt Bond and 4% Low Income Housing Tax Credit allocation. This collective project is being referred to as the Twelve Gardens Rehabilitation Project ("Project")

The sites encompassed in this Project vary in lot size, unit count, location and population type. All are located within the City of Ventura. The renovations will consist of improving the 148 units with new flooring, upgrading building systems, increasing the number of ADA accessible units, assessing the replacement of windows, assessing any needed replacement of roofing, assessing the replacement of appliances, assessing the replacement of cabinets, incorporating one onsite resident manager's unit, assessing building utility connections to confirm if they could be converted from gas to all electric, and upgrading the landscaped areas of each site.

This transformation will preserve housing affordability for existing residents. improve upon the retention and increase of affordable housing units in the City of Ventura.

The twelve public housing properties encompassed by the Twelve Gardens Rehabilitation Project, all located within the City of Ventura, include:

2400-2410 N. Ventura Avenue
52-66 S. Laurel Street
150-166 Santa Cruz Street
217-233 Harrison Avenue
103-109 Hemlock Street
323-329 W. Park Row Avenue
32 N. Joanne Avenue
60-98 Cambria Avenue
7995 Telephone Road
1050 Partridge Drive
9808-9880 Jamestown Street
10540 Daisy Drive

The Project involves the sale / transfer of property ownership from HACSB (the Project Owner) to Twelve Gardens LP, a California Limited Partnership, under the HUD Resident Assistance Demonstration (RAD) Program. It will involve the conversion of housing assistance from Public Housing to Section 8 Project Based Assistance under the RAD Program. HACSB's affiliate, Homecomings, Inc. will serve as the General Partner in the limited partnership. This Project will leverage low-income housing tax credits and a mortgage loan to rehabilitate the housing units, improving and increasing the housing stock within the City of Ventura.

The proposed Project is specifically planned to be developed as follows: 40 one-bedroom Low Income Housing Tax Credit ("LIHTC") units, 26 two-bedroom LIHTC units (one "two-bedroom apartment" is an office), 67 three-bedroom LIHTC units, 8 four-bedroom LIHTC units, 1 three-bedroom manager's unit, and 5 non-LIHTC units. The proposed apartments will be much more energy efficient, accessible, and comfortable for the residents.

The Project will be undertaken under a Section 18 Housing Act requirements blended with the RAD Program that is being used to support the implementation of this rehabilitation project. The RAD program mandates that all displaced residents be provided with the right to return to a new unit within the Project when rehabilitation is completed. Each resident will therefore be offered the right to return to a rehabilitated unit in the Project when completed and will also be provided with an option of waiving their right to return in the event they prefer to stay at their temporary relocation location and avoid the need to again move a second time.

Rehabilitation periods are expected to be less than 60 days. Tenants will need to temporarily fully vacate their units while some rehabilitation work is being completed. Because all affected units are currently public housing units, other publicly subsidized housing program units are deemed comparable replacement units and the Housing Authority intends to make replacement units available to all involved households either in other affordable housing developments in the Housing Authority's affordable housing stock, as available, or in private sector apartments within the City that will be leased by HACSB. All households will be offered temporary and permanent affordable replacement housing with comparable rent rates as those paid by each household prior to their temporary relocation to accommodate the rehabilitation work.

This Relocation Plan is presented in four Sections:

Section I: Project Location and Description

Section II: Assessment of Relocation Needs

Section III: Relocation Resources

Section IV: The Relocation Assistance Program (with Budgetary Estimate)

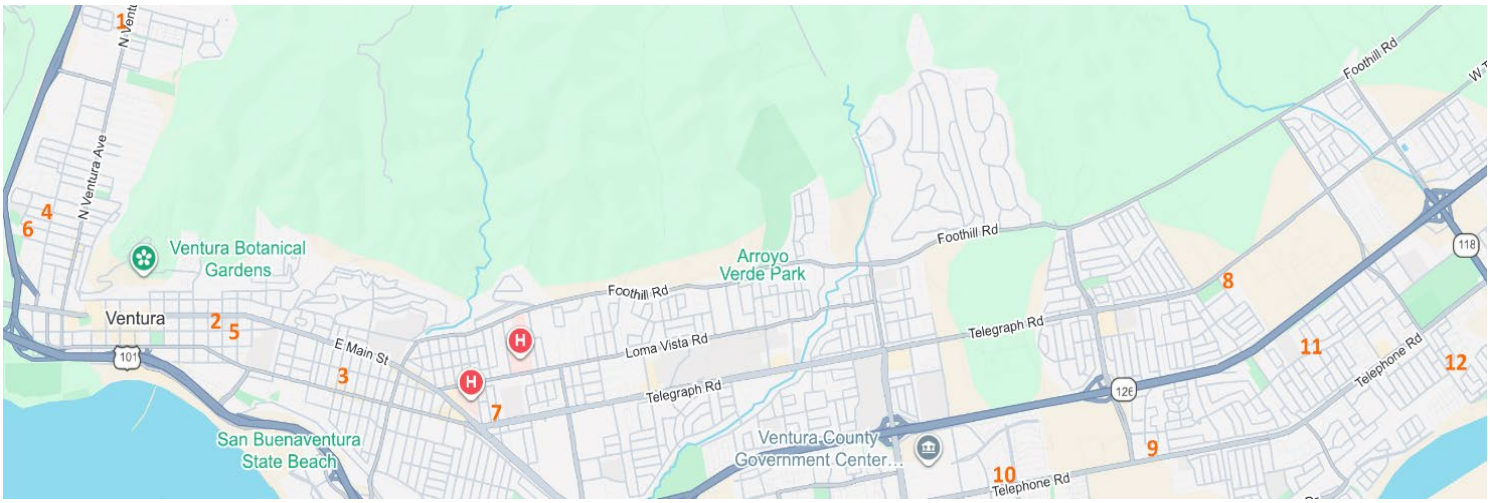
This Relocation Plan is consistent with the local housing element.

I. PROJECT LOCATION AND DESCRIPTION

A. PROJECT LOCATION

The Project is located in twelve distinct areas of the City of Ventura, Ventura County, east of the Pacific Ocean. Ventura is a coastal community located approximately 65 miles north-west of Los Angeles and 33 miles south of Santa Barbara. The locations are listed in the table below and visually noted on the exhibit that follows the table.

1	2400-2410 N. Ventura Ave	**7**	32 N. Joanne Ave
2	52-66 S. Laurel St	**8**	60-98 Cambria Ave
3	150-166 Santa Cruz St	**9**	7995 Telephone Rd
4	217-233 W Harrison Ave	**10**	1050 Partridge Dr
5	103-109 S Hemlock St	**11**	9808-9880 Jamestown St
6	323-329 W. Park Row Ave	**12**	10540 Daisy Dr



B. DESCRIPTION OF CURRENT APARTMENTS

The Project includes forty (40) 1-bedroom units, thirty (30) 2-bedroom units, seventy (70) 3-bedroom units, and eight (8) 4-bedroom units across the twelve sites that make up the Project. Although modernization and maintenance of these units has been ongoing, the rehabilitation work proposed by the Project has been deemed the best long-term plan for preserving these affordable housing units into the future.

C. PROJECT DESCRIPTION

The Project involves the sale / transfer of property ownership of all twelve housing developments encompassed by this Project from HACSB (the Project Owner) to Twelve Gardens LP, a California Limited Partnership, under the RAD Program, and will leverage low-income housing tax credits. The Project will involve the conversion of housing assistance for each Project unit from Public Housing to Section 8 Project Based Assistance under the RAD Program. HACSB's affiliate, Homecomings, Inc. will serve as the General Partner in the limited partnership and manage the Project. The proposed Project will be developed with 40 one-bedroom Low Income Housing Tax Credit ("LIHTC") units, 26 two bedroom LIHTC units, 67 three-bedroom LIHTC units, 8 four-bedroom LIHTC units, 1 three bedroom manager's unit, and 5 non-LIHTC units. Residents returning to the Project after rehabilitation is completed will no longer reside in Public Housing units. Placements will be determined based on eligibility, unit availability, household needs, and reasonable accommodations.

To accommodate the rehabilitation schedule, current residents are expected to need to vacate the property for approximately up to a 60-day period while the rehabilitation of their unit is underway; all will be offered a comparable decent, safe and sanitary, affordable units to temporarily relocate to in advance of their required vacate date, as well as the right to return to a rehabilitated Project unit upon Project completion. The Project schedule calls for the temporary relocation of residents to occur between June 2027 and August 2028 and will be done in phases, subject to the TCAC award, HUD approvals, financing closing, permits, and construction readiness. Based on this schedule, residents would be eligible to return to the Project property in approximately 60-days.

Residents who are not interested in moving twice and returning to a rehabilitated Project unit may be offered an option to remain in their selected housing unit from their initial relocation and be deemed permanently relocated upon documenting their waiver of their right to return. This option would apply only to temporary housing units that are within the HACSB housing stock.

All residents will be eligible for relocation assistance consistent with applicable State and federal relocation assistance laws, Section 18 provisions, and RAD program requirements.

RAD vouchers, Project-based vouchers, Tenant Protection vouchers, and temporary housing subsidies will be utilized to ensure comparable affordable replacement housing is offered to each affected household.

II. ASSESSMENT OF RELOCATION NEEDS

A. METHODOLOGY

To obtain information necessary for the preparation of this Plan, personal data was obtained by HACSB from the 137 tenant households that were in occupancy at the time of this Report preparation, (ten units were vacant at time of survey and one unit was being used as an office). Information gathered included household size, income information, current rent rates, and general needs and preferences related to replacement housing needs.

B. SURVEY RESULTS

1. Profile of Residents to be Relocated

The known resident population within the Project totals 346 individuals. The number of residents in each household to be relocated is detailed in Table 1 below.

Table 1: Distribution of Households by Family Size

# People in Household	(1)	(2)	(3)	(4)	(5)	(6)	**(7)**	**Total 346**
# of Households	49	29	23	22	6	6	**2**	**137**

2. Occupancy

There is an average of 2.53 occupants per unit in the Project. The commonly accepted standard for housing density allows two persons per bedroom and one person in a common living area. Based on this criterion and the available tenant data, there are sixty-eight over-housed units, and no under-housed unit currently within the Project.

3. Household Income

According to income standards for the County of Ventura, adjusted for family size as published by the United States Department of Housing and Urban Development, (HUD), as shown here:

FY 2026 Income Limits Summary

FY 2026 Income Limit Area	Median Family Income	FY 2026 Income Limit Category	Persons in Family							Download .csv
			1	2	3	4	5	6	7	8
Oxnard-Thousand Oaks-Ventura, CA MSA	$135,600	Very Low (50%) Income Limits ($)	54,950	62,800	70,650	**78,500**	84,800	91,100	97,350	103,650
		Extremely Low Income Limits ($)*	33,000	37,700	42,400	**47,100**	50,900	54,650	58,450	62,200
		Low (80%) Income Limits ($)	87,950	100,500	113,050	**125,600**	135,650	145,700	155,750	165,800

81 Project households qualify as extremely low income, (30% or less of median), 29 qualify as very low income, (31%-50% of median), 22 qualify as low income, (51%-80% of median), and 5 as over income, (80% and above of median), as seen in Table 2 below.

Table 2: Income Levels (137 households)			
Extremely Low	Very Low	Low	Over Income
81	29	22	5

C. REPLACEMENT HOUSING NEEDS ASSESSMENT

Because the Project is currently public housing, rents are below market. Therefore rent increases would be expected for all households who must temporarily move offsite to accommodate the rehabilitation of their units if relocation assistance were not available, however the Housing Authority intends to make affordable replacement housing available to all households with the use of RAD program vouchers, Section 8 Project-based vouchers, Tenant Protection vouchers, and housing subsidies to provide the necessary assistance to bridge the gap between pre-displacement and post-displacement rents.

With 96% of Project occupants deemed at low, very low, or extremely low-income levels, and with the open market costs of housing in Ventura, a high-cost housing area with only a 4% vacancy rate, monetary financial assistance and/or housing subsidy programs will be required to ensure that temporary replacement housing options are affordable to each household. Further, there are eleven households

requiring special accommodations including ADA accommodations, and there are fourteen senior households currently residing on the Project site (head of the household or spouse 62 years or older), Based on these statistics, taking into consideration the 68 over-housed units at the time of this survey, the conclusions of the evaluation of the total number and size of replacement units required to temporarily re-house Project tenants during their short-term relocations is summarized below.

	Table 3: Temporary Replacement Housing Needs (137 occupied households at time of this Plan)		
1BR	2BR	3BR	4BR
60	53	22	2

Note that because the Project has ten vacancies at the time of the tenant survey, and we understand that some vacant units may be re-rented before the funding for the Project is allocated, for purposes of this Plan, we will assume all units will be occupied by the time of Project implementation, except for the current office, resulting in a potential number of needed affordable replacement units as shown in Table 4 below. However, it should be noted that not all households will be displaced at once. HACSB intends to phase the work and relocation tenants in phases so that only a portion are offsite at any one time. This will avoid market over-saturation in the effort to find replacement rentals, will maximize the ability to place tenants first within available HACSB affordable housing stock vacancies, and to minimize the number of open market private sector rentals that HACSB would need to lease for tenants. Therefore, the actual number of replacement units at any one time will be much less, and HACSB would intend to rotate tenants through offsite leased housing, leased at HACSB expense, housing multiple tenants in each leased housing unit for just 60 days at a time. As one tenant vacates and moves back to their Project unit, another phase of relocations and rehabilitations would then begin.

	Table 4: Temporary Replacement Housing Needs (Assume full occupancy 147 households)		
1BR	2BR	3BR	4BR
63	54	27	3

III. RELOCATION RESOURCES

A survey was conducted during the month of September 2026 to determine the availability of market rate, private sector rental housing resources in the Ventura area. Listings of available rentals offered during the survey period are shown in Exhibit A attached in the Addendum of this Plan. **Table 5,** below, summarizes the number and rent rates of 1, 2, 3 and 4 bedroom units identified during the survey period.

Table 5: Rental Unit Cost by Bedroom Size				
	1 bedroom	**2 bedroom**	**3 bedroom**	**4 bedroom**
Rent Range	$2,159 - $2,850	$2,400 - $3,699	$2,805 - $3,546	$4,550 - $4,695
Average	$2,390	$2,908	$3,148	$4,615
Median	$2,295	$2,850	$3,120	$4,600
# of Units	9	24	4	3

The survey shows that there is an adequate supply of market rate housing available in the area to rehouse displaced tenants. However, the goal of the Housing Authority is to re-house the majority of households in other affordable units that it manages, to offer vacant units within alternate phases within the Project and other units outside the Project that it also manages.. HACSB intends to offer priority placements to Project households in affordable housing units that it manages elsewhere in the City. These include:

1) Public Housing units, as availability allows

2) Housing aided with the issuance of a Section 8 Project-based Voucher or Tenant Protection voucher.

Several affordable housing developments have been identified as resources. HACSB manages the Westview Village in nearby west Ventura, a large development that includes family units and senior units, for which priority placements will be offered. HACSB also operates newly rehabilitated affordable Senior and accessible units in east Ventura on Chapel Lane. Vacancies here too will be offered to Project displacees for priority placements. Several additional affordable developments have also been identified as options for placements. These include Encanto del Mar, Willett Ranch, and Castillo del Sol.

With all of these market rate and affordable housing development options and resources, housing availability is not expected to be a factor in the relocation process, given the balance

between needs and available resources. HACSB anticipates that all households will be successfully placed both temporarily and permanently when rehabilitation work is completed. Relocation assistance staffing will be dedicated to ensuring that sufficient comparable, affordable replacement housing is identified and referred to each household as their required vacate period approaches. The list of available units will be continually updated through the relocation period until all residents are matched with and successfully placed in comparable right-sized replacement housing.

Concurrent Displacement

The Housing Authority's Santa Clara Project is also pending a RAD rehabilitation project. Project schedules are not yet known until funding is allocated. There are no other known public projects currently underway in the Project vicinity that would entail concurrent displacement activities that could compete for the identified available replacement housing stock.

IV. THE RELOCATION ASSISTANCE PROGRAM

The relocation program and assistance offered by the HACSB will conform to provisions of the California Relocation Assistance Law (California Government Code Section 7260 et seq.), the Relocation Guidelines (California Code of Regulations Title 25, Chapter 6), the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, and the implementing regulations of Handbook 1378 of the Department of Housing and Urban Development (HUD) (collectively, the URA Requirements), RAD program guidelines, and Section 18, as each are applicable to the relocation assistance requirements of the Project.

A. PROGRAM ASSURANCES, STANDARDS AND OBJECTIVES

1. HACSB will fully inform eligible Project occupants of the nature of, and procedures for obtaining relocation assistance and benefits, including the timelines and nature of the relocation, i.e. (temporary / permanent), utilizing recommended HUD guide forms for the preparation and issuance of notices and Relocation Informational Brochures.

2. Each eligible household to be relocated will be provided with referrals to available decent, safe, and sanitary housing and will receive assistance during the Project construction period, and provided the opportunity to return to the Project upon its completion, or will be offered the option to decide to stay permanently in the unit first moved to, if that unit is a HACSB unit, should the household decide that it prefers to remain rather than move twice. This choice will be solely the tenant's, however the tenant must be deemed qualified and eligible to remain in the unit per residency qualification requirements..

3. Because it is expected that the duration of the rehabilitation will only be 1 to 2 months per unit, each household will become eligible for temporary relocation assistance under the provisions of the URA and the California Government Code .

4. HACSB will work with each household to confirm its needs and assistance eligibility. Assistance will include reasonable accommodations for disability, as prescribed under section 504 or the Rehabilitation Act of 1973 and HUD's regulations in 24 CFR Part 8.

5. HACSB will provide an adequate number of referrals to comparable, decent, safe and sanitary housing units within a reasonable time prior to each household's expected temporary relocation and supply information concerning the terms and conditions under which the tenant may lease and occupy said housing.

6. HACSB will ensure that no residential occupant is required to move without adequate advance written notice.

7. HACSB will ensure that all residential occupants to be temporarily relocated are provided with reasonable advance written notice (minimum of 30 days), of the date by which they must vacate and the approximate duration of the relocation.

8. Assistance provided will not result in different or separate treatment due to race, color, religion, national origin, sex, sexual orientation, marital status, or other arbitrary circumstances.

9. Information will be provided concerning available HACSB units, federal and State housing programs and other governmental programs that offer assistance to relocating persons, as needed.

10. Each relocatee will be provided with assistance in completing and submitting relocation assistance claim forms.

11. HACSB commits to making relocation benefit payments timely and in accordance with State and HUD guidelines.

12. HACSB will inform all persons of the HACSB's property management policies, including criteria for pursuing tenant evictions.

13. All tenants who must relocate to accommodate the Project rehabilitation work will be given priority opportunity to obtain housing accommodations in the new Project units being rehabilitated when construction is completed. All tenants will retain a right to return to a Project unit.

B. RELOCATION ADVISORY ASSISTANCE

As a function of the overall relocation assistance program, technical and advisory assistance will be provided to all residents by HACSB staff and/or contracted relocation representatives. The following services and tasks will be undertaken:

1. Each resident household will be personally interviewed to gather information appropriate to determine needs and preferences with regard to the replacement accommodations.
2. A relocation advisor will be available to explain the advisory and financial relocation assistance for which households and individuals may be eligible, including related eligibility requirements and the procedures for obtaining such assistance.
3. Referrals to comparable replacement housing will be provided to each household.
4. Bilingual (Spanish-English) staff and written communications will be provided.
5. All tenants will be kept informed about Project status and timelines through intermittent informational updates.
6. A Relocation Consultant will be retained to supplement HACSB staff for the duration of the relocation phase to ensure that relocation advisory services are readily available to residents:

Contract Relocation Advisor:	Hamner, Jewell & Associates (805) 658-8844
Office Address:	260 Maple Court, Suite 277, Ventura, CA 93003
	http://www.hamner-jewell.com

C. RELOCATION BENEFITS (FINANCIAL ASSISTANCE)

The relocation program and assistance offered by the HACSB will conform to provisions of the California Relocation Assistance Law (California Government Code Section 7260 et seq.), the Relocation Guidelines (California Code of Regulations Title 25, Chapter 6), the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended, and the implementing regulations of Handbook 1378 of the Department of Housing and Urban Development (HUD) (collectively, the URA Requirements) are applicable to this relocation.

Benefits will be paid to eligible residents upon submission of required documentation in accordance with approved procedures. Assistance will be provided in claim preparation and submittal. Eligibility requirements and benefits will be discussed with all residents.

HACSB will directly pay professional movers for professional moving and storage costs of personal furniture and belongings during the temporary relocation period, when such assistance is required in order to alleviate hardships for tenants who do not have access to sufficient funds to pay move costs. Requests for payments will be processed expeditiously. In certain instances, such as severe economic hardship or disability, HACSB may provide an Advance to a displacee for a portion of a self-move allowance or other expenses.

The relocation process includes: household interviews, needs analyses, appropriate replacement housing referrals, preparation and service of appropriate notices, maintaining file documentation, eligibility determinations, processing of claims, and other general services intended to assist residents in preparing for relocation.

In accordance with RAD program requirements, all households will be offered a right to return to a rehabilitated Project unit when Project construction is completed. As such, tenants will choose whether to retain their right to return or to waive that right and remain permanently and their temporary relocation location.

1. Temporary Relocatees

a. Residential Moving and Related Expense Payments

Residential occupants selecting a temporary relocation option will be eligible to receive reimbursement for costs of moving expenses to and from the temporary location, and reimbursement of storage expenses for personal furniture and belongings in certain circumstances, upon pre-approval.

HACSB may develop a schedule of moving allowances by unit size based upon estimates from local movers or utilize the federal moving allowance schedule as a basis of determining the reasonableness of moving costs. However, if a higher amount is warranted and reasonable based upon the actual amount of household goods to be moved or other extenuating circumstances that can be documented or explained, HACSB may approve and reimburse after a review and determination that the additional cost is reasonable and necessary in that certain circumstance. Residents who will be temporarily relocated will be encouraged to submit their moving allowance claims for HACSB approval and processing, and any discretionary expenses requested prior to the move, to enable the HACSB to determine whether the associated costs are reasonable and necessary.

b. Temporary Increased Costs of Housing

Residential occupants selecting a temporary relocation option will be eligible to receive reimbursement for temporary increased housing costs of a comparable, decent, safe, and sanitary temporary housing unit during the period of relocation. The increased housing expenses must not exceed the cost of the decent, safe, and sanitary temporary unit, as determined by HACSB. Cost differential evaluations will consider such recurring housing costs as rent, utilities, maintenance and insurance, and mileage expenses for extended distances while in temporary housing.

2. Permanent Displacees

a. Residential Moving Expense Payments

Residential occupants who choose not to return to the offered rehabilitated Project unit will be deemed permanently relocated upon their waiver of right to return. Permanent relocatees will be eligible to receive a payment for their initial moving expenses. Moving expense payments will be made based upon the actual cost of a professional move or a fixed payment based on a room-count schedule.

i. Actual Cost (Professional Move)

Permanent relocatees may elect to have a licensed professional mover perform their move. The actual reasonable and necessary cost of the moving services, based on at least two acceptable bids, will be paid by HACSB either by reimbursement to the Relocatee upon claim and payment documentation, or by direct payment to the moving company upon presentation of an invoice. Reimbursement of transportation costs are limited to a distance of 50 miles in either case. In addition to the actual move costs, costs associated with utility re-connections, (i.e., gas, water, electricity, telephone, and cable, if any), may also be eligible for reimbursement under the direct cost reimbursement option.

ii. Fixed Payment (Self-Move)

A displacee may elect to receive a fixed payment for moving expenses which is based on the number of tenant-furnished rooms occupied in the displacement dwelling. In this case, the person to be relocated takes full responsibility for the move (“Self-Move”). The fixed payment is intended to cover all costs of moving, inclusive of utility reconnection fees.

The current schedule for fixed moving payments is set forth in Table 7 following:

Table 6: Schedule of Fixed Moving Payments (effective 2021)	
Furnished Dwelling	
One Room	$ 780
Two Rooms	$1,000
Three Rooms	$1,250
Four Rooms	$1,475
Five Rooms	$1,790
Six Rooms	$2,065
Seven Rooms	$2,380
Eight Rooms	$2,690
Each Additional Room	$ 285
Unfurnished Dwelling	
First Room	$ 510
Each Additional Room	$ 100

b. Rental Assistance

To qualify for a rental assistance payment, tenants who are permanently displaced must have legally occupied their project residence for a minimum of 90 days prior to HACSB's notice to vacate, and must rent or purchase and occupy a decent, safe, and sanitary replacement dwelling within one year from the date they move from the displacement dwelling.

Rental assistance is based on the differential of housing costs before and after relocation, with consideration for the predetermined cost of comparable decent, safe and sanitary replacement housing and household income levels. Calculations for benefit determinations will be made in accordance with the provisions of the URA federal guidelines and are based on a period of 42 months.

Benefits will be based on the lesser of:

(i) The monthly rent and estimated average monthly cost of utilities for a comparable replacement dwelling (tenant's rent payment obligation), as determined by HACSB; or

(ii) The monthly rent and estimated average monthly cost of utilities (tenant's payment obligations) for the decent, safe, and sanitary replacement dwelling actually occupied by the displaced person.

For purposes of benefit calculations, the base monthly rent for the displacement dwelling is the deemed the lesser of:

(i) The average monthly cost for rent and utilities (the tenant-paid obligation) at the displacement dwelling for a reasonable period prior to displacement; or

(ii) Thirty percent (30%) of the displaced household's average monthly gross household income if the household income level is classified as "low income" by the U.S. Department of Housing and Urban Development's (HUD) Annual Survey of Income Limits for the Public Housing and Section 8 Programs. Because all households are currently public housing tenants, other public housing or compatible housing subsidized by other programs, including Section 8 vouchers, will be deemed comparable, with the benefit calculation based on actual tenant rent share/obligation rather than market rate rents.

c. Last Resort Housing

When it is anticipated, based on data derived from the surveys and analyses of the occupants in the Project area and costs of replacement housing resources, that "comparable replacement housing" will not be available as required within the maximum relocation amounts provided by the applicable regulations, specifically, when the computed replacement housing assistance eligibility computation shows that the amount needed to cover the housing cost differential exceeds the Rental Assistance statutory limit of $9,570, "Last Resort Housing" provisions will be triggered, requiring the agency to adopt a plan to ensure decent, safe and sanitary replacement housing is made available within the means of each displacee.

In such cases, HACSB will tap all of its available resources to provide the tenant with assistance through various housing subsidy programs and will have the option to pay Last Resort rental assistance payments that exceed the statutory Rental Assistance limit in order to ensure comparable affordable replacement housing is made available to each displacee.

Last Resort Housing payments may be made on a periodic basis or in a lump sum, at the agency's discretion. Recipients of Last Resort assistance who

intend to purchase rather than re-rent replacement housing, have the right to request their benefits in a lump sum payment for the purpose of making a down payment and paying standard, non-recurring closing costs associated with the replacement property purchase. Displacee households receiving periodic payments may elect, at any time, to request a lump sum payment of all remaining benefits to assist with the purchase of a decent, safe, and sanitary dwelling.

Last Resort Housing is expected to be necessary in this Project.

d. Down Payment Assistance

A permanently displaced household may opt to apply their Rental Assistance benefit toward a purchase of a decent, safe and sanitary replacement unit, (Guidelines 49 CFR 24.402(b)) and HUD 1378.

Permanently displaced households, who choose to utilize up to the full amount of their rental assistance eligibility, (including any Last Resort benefits), to purchase a home, will have the funds deposited in an open escrow account, provided that the entire amount is used for the down payment and eligible, incidental costs associated with the purchase of a decent, safe, and sanitary replacement home. The displaced household must take title to the purchased replacement property and must warrant that the purchased property will be occupied as their permanent residence. Provision will be made in the escrow arrangements for the prompt return of the HACSB funds in the event escrow should fail to close within a reasonable period of time.

D. GENERAL INFORMATION ON PAYMENT OF RELOCATION BENEFITS

Claims and supporting documentation for relocation benefits must be filed with HACSB no later than 12 months from the date the claimant moves from the Project property.

The procedure for the preparation and filing of claims and the processing and delivery of payments will be as follows:

1. Claimant(s) will provide all necessary documentation to substantiate eligibility for assistance to relocation staff.

2. Recommended assistance amounts will be determined by relocation staff in accordance with the provisions of the guidelines under the URA.
3. Required claim forms will be prepared by relocation staff for claimant signature.
4. Claims will be submitted by relocation staff to HACSB for review, approval, and timely payment processing and issuance.
5. Tenant-signed receipt acknowledgements for payments will be obtained and archived by relocation staff in individual relocation case files.

E. IMMIGRATION STATUS

Federal legislation, (PL105-117), prohibits the payment of relocation assistance benefits under the Uniform Act to any alien not lawfully present in the United States unless such ineligibility would result in an exceptional and extremely unusual hardship to the alien's spouse, parent, or child any of whom is a citizen or an alien admitted for permanent residence. Exceptional and extremely unusual hardship is defined as significant and demonstrable adverse impact on the health or safety, continued existence of the family unit, and any other impact determined by HACSB to negatively affect the alien's spouse, parent or child. HACSB may elect to authorize the payment of relocation assistance benefits to any otherwise eligible displacee from non-federally authorized reimbursable funds.

F. RELOCATION ASSISTANCE TAX CONSEQUENCES

In general, relocation payments are not considered income for the purpose of the Internal Revenue Code of 1968, or the Personal Income Tax Law, Part 10 of the Revenue and Taxation Code. However, relocated households are encouraged to consult with personal tax advisors concerning the tax consequences or social service providers to obtain information concerning the tax consequences associated with relocation payments.

G. GRIEVANCE PROCEDURES

The HACSB Grievance Policy follows the standards described in Article 5, Section 6150 et seq., Title 25, Chapter 6, State of California, Department of Housing and Community Development Program guidelines. All relocated persons have the right to ask for administrative review concerning determinations of eligibility; relocation payment amount; the failure by the HACSB to provide comparable replacement housing referrals; or, the property management practices of the HACSB. Appeal requests may be submitted to:

HACSB Relocation Appeal
Administrative Office
995 Riverside St.
Ventura, CA 93001

Any person or organization directly affected by this Relocation Plan may petition the Department of Housing and Community Development (HCD) located at 651 Bannon Street, Sacramento, CA 95811 to review this Relocation Plan.

H. EVICTION POLICY

1. Eviction may affect eligibility for relocation assistance and benefits. Relocation records will be documented to reflect the specific circumstances surrounding any eviction action.

2. Eviction may be undertaken for one, or more of the following reasons:

   (a) Failure to pay rent, except in those cases where the failure to pay is due to the owner's failure to keep the premises in habitable condition; is the result of harassment or retaliatory action; or, is the result of discontinuation, or a substantial interruption of services;
   (b) Performance of a dangerous, and/or illegal act in the unit;
   (c) A material breach of the rental agreement, and failure upon notification to correct said breach within 30 days of Notice;
   (d) Maintenance of a nuisance, and failure to abate such nuisance upon notification within a reasonable time following Notice;
   (e) Refusal to accept one of a reasonable number of offers of replacement dwellings; and/or,
   (f) A requirement under State, local law, or emergency circumstances that cannot be prevented by reasonable efforts on the part of HACSB.

I. PROJECTED DATES OF DISPLACEMENT

Once funding is committed and HUD authorization for relocation is issued, informational notices and notices to vacate will be delivered to each household as their relocation phase approaches. The Project schedule calls for the displacement and relocation of residents to occur between June 2027 and August 2028. Once residents vacate, Project construction is slated to span approximately twelve (12) months beginning in June 2027.

J. CITIZEN PARTICIPATION

HACSB will fully meet its obligations under the Relocation Guidelines with respect to the following activities:

1. Full and timely access to documents relevant to the relocation program;
2. Provision of technical assistance necessary to interpret elements of the Relocation Plan and other pertinent materials;
3. Distribution of a general notice concerning the availability of this Plan for public review, as required, 30 days prior to its proposed adoption. Notice recipients will include affected Project residents and all other interested parties;
4. The opportunity to submit written or oral comments concerning the Plan and to have these comments attached to the Plan when it is forwarded to the HACSB Board of Commissioners for adoption;
5. Final review of the Plan to ensure its feasibility, compliance with applicable environmental standards and relocation guidelines.

K. ESTIMATED RELOCATION COSTS

The Project will be funded with a combination of local HACSB funds and federal tax credits. The estimate of relocation benefits is based on tenant data and current market rental rates, and assumes that all households will be placed in comparable affordable housing units managed by HACSB or a limited number of market rate units that will be leased and subsidized directly by HACSB. HACSB's goal is to relocate all tenants to affordable replacement units.

Based on these assumptions, relocation costs for the Project have been estimated to be **$ 1,536,970**:

Tenant moving expenses (move out)	$ 196,685
Tenant moving expenses (move back)	$ 196,685
Storage Expenses (60 days per household)	$ 80,000
Misc Relocation Expenses/Increased Housing Costs	$ 50,000
20 Market Rate Apartments rented for 1 year	
10 1BRs	$ 276,000
6 2BRs	$ 208,800
4 3BRs	$ 151,200
1 4BR for 6 months	$ 27,600
Relocation Advisory Contract Services	$ 200,000
Contingency	$ 150,000
Total Projected Costs:	$1,536,970

The "Misc Relocation Expenses/Increased Housing Costs" are included due to the varying assistance programs that may be utilized. Sometimes there is a small differential between what the tenant paid in the public housing unit when compared to their tenant share cost for rent and utilities under different subsidy programs at the temporary and/or permanent replacement locations. This is therefore added to accommodate such potential increased costs of housing claims.

This relocation cost estimate does not include relocation administrative services provided by HACSB staff.

EXHIBITS

Exhibit A: Housing Survey Results - Listing of Available Rental Units

Exhibit B: RAD Resident Information Notice

Exhibit C: HUD Claim Form for Temporary Relocations

Exhibit A: Housing Survey Results - Listing of Available Rental Units

# ROOMS (Bed/Bath)	ADDRESS	RENT	RENT INCLUDES/ NOTES	CONTACT	DATE AVAILABLE
1/1	109 W McFarlane Drive, Ventura CA 93001	$2,295	Garage, Laundry	Bridget Goncalves 805-512-0553	Sept 2026
1/1	161 Stadium Avenue Unit A, Ventura, CA 93003	$2,250	Water, Electricity, Gas, Pets OK	Intercontinental Realty Inc 805-650-1290	Sept 2026
1/1	267 W Park Row Avenue #B, Ventura, CA 93001	$2,350	Water, trash, month to month	California Oaks Property Management 805-648-1851	September 10, 2026
1/1	160 S Ventura Avenue Unit MA1, Ventura, CA 93001	$2,850	Laundry, Air Conditioning	Greystar 805-303-2913	Sept 2026
1/1	2218 San Marcos Street Unit 2216, Ventura, CA, 93001	$2,200	Water, sewer, lawn	N/A 805-906-7979	Sept 2026
1/1	161 Stadium Avenue Unit A, Ventura, CA, 93003	$2,250	Water, electricity	Intercontinental Realty Inc 805-650-1290	Sept 2026
1/1	848 Weber Circle Unit 13-101, Ventura, CA 93003	$2,624	Laundry, Air Conditioning	Greystar 805-303-2913	Sept 2026
1/1	760 S Hill Road Unit 371, Ventura, CA 93003	$2,159	Laundry, Internet	Universe Holdings 805-793-0392	Sept 2026
1/1	1241 Cypress Point Lane Unit 1331-101, Ventura, CA 93003	$2,530	Month to month	Avenue 5 Residential 805-303-2293	Sept 2026
2/1	31 Live Oak Drive, Unit 31A Ventura, CA 93001	$3,000	Trash, Pet OK	The Property Management Shoppe 805-843-2767	Sept 2026
2/1	1136 Acadia Place, Ventura, CA 93003	$2,500	Water, trash	Universe Holdings 805-793-0392	Sept 2026
2/1	1161 Johnson Drive, Ventura, CA 93001	$2,565	Water, trash	Paradise Property Mgmt 805-648-3700	Sept 2026
2/1	1188 Bryce Way, Ventura, CA 93001	$2,400	Water, trash	Dennis Property Investments 805-477-8603	September 5, 2026
2/1	102 Kalorama Street Apt 1, Ventura, CA 93001	$3,100	Garage, Pets OK	Cova Realty 805-483-5899	Sept 2026
2/1	3456 San Luis Street, Ventura, CA 93001	$2,550	N/A	Burrows Real Estate Company 805-850-7535	October 10
2/1	1344 E Main Street, Ventura, CA 93001	$2,800	Laundry, Pets OK	Summer House Apartments 805-946-1561	Sept 2026
2/1	6600 E Telephone Road, Ventura, CA 93003	$2,939	Laundry, Cats OK	Greystar 805-303-2913	September 4, 2026
2/1	248 S Hemlock Street, Ventura CA 93003	$2,650	Storage, water, trash	VIP Management Company 213-603-6439	Sept 2026
2/2	1708 Tanager Street, Ventura, CA 93003	$3,699	Laundry, A/C, Pets OK	Bella Vista 805-790-7479	Sept 2026
2/2	2650 Wagon Wheel Road Unit 148, Oxnard, CA 93036	$3,150	Laundry, Air conditioning	Oakwood (805) 263-1629	Sept 2026

2/2	2601 Wagon Wheel Rd, #410 Oxnard, CA 93036	$2,918	Pets OK	Oakwood (805) 263-1629	Sept 2026
2/2	2601 Wagon Wheel Rd, #352 Oxnard, CA 93036	$3,053	Pets OK	Oakwood (805) 263-1629	Sept 2026
2/2	6160 Promotory Lane Unit D, Ventura, CA 93001	$3,595	N/A	Island View Apartments 805-303-7987	October 3
2/2	11114 Darling Road, Ventura, CA 93001	$2,500	Water, trash, sewer	Universe Holdings 805-793-0392	Sept 2026
2/1.5	10829 Del Norte Street, Ventura, CA 93004	$2,595	Pets w/deposit	Universe Holdings 805-793-0392	Sept 2026
2/1.5	1274 San Simeon Court, Ventura, CA 93001	$2,800	Water, trash	California Oaks Property Management 805-648-1851	September 5, 2026
2/2	10896 Telegraph Road Unit C, Ventura, CA 93001	$2,595	Pets OK	Parklands Apartments 805-920-8515	Sept 2026
2/2	1241 Cypress Point Lane Unit 1275-203, Ventura, CA 93003	$2,740	Month to month	Avenue 5 Residential 805-303-2293	Sept 2026
2/2	760 S Hill Road Unit 090, Ventura, CA 93003	$2,660	Laundry, Internet	Universe Holdings 805-793-0392	Sept 2026
2/2	848 Weber Circle Unit 07-106, Ventura, CA 93001	$2,900	Laundry, Air Conditioning	Greystar 805-303-2913	Sept 2026
2/2	160 S Ventura Avenue Unit 128, Ventura, CA 93001	$3,585	Laundry, Air Conditioning	Greystar 805-303-2913	Sept 2026
2/2	11059 Carlos Street Unit D-301, Ventura, CA 93004	$3,100	Pets OK	Dansk 805-427-8437	Sept 2026
2/2.5	343 Rosewood Street, Ventura, CA 93001	$3,400	Water, trash	N/A 805-514-1794	Sept 2026
3/1.5	11150 Citrus Drive, Ventura, CA 90004	$2,805	Laundry, Internet	CAL AM Properties 805-793-0553	Sept 2026
3/1	603 W 1st Street, Oxnard, CA 93030	$3,150	Sewer, water	Forsyth & Rizzie Realtors 805-377-9034	Sept 2026
3/2	2601 Wagon Wheel Rd, #C3 Oxnard, CA 93036	$3,546	Pets OK	Oakwood (805) 263-1629	September 14, 2026
3/1	5200 S J Street, Oxnard 93033	$3,090	Pets OK, Garage, Laundry	Via Oxnard 820-348-5841	September 7, 2026
4/2.5	10463 Graham Court, Ventura, CA 93004	$4,550	Water, trash, garage	Kay Wilson-Bolton 844-794-3031	Sept 2026
4/3	1568 E Thompson Blvd, Ventura, CA 93001	$4,695	Water, trash, sewer	Kristina Brewer 805-832-4075	Sept 2026
4/2	6453 Tanager Street, Ventura, CA 93003	$4,600	Laundry, garage	Kate Turner 644-7800	Sept 2026

EXHIBIT B

RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD)
RESIDENT INFORMATION NOTICE (RIN)

RAD is a voluntary program run by the U.S. Department of Housing and Urban Development (HUD). Under RAD, HUD will change the way it provides rental assistance to the property from public housing to a long-term Section 8 assistance contract. The Section 8 program would make it easier for us to access money to repair and improve the property, either now or in the future.

This Notice describes your rights under RAD and explains how a RAD conversion might affect you. Whether we participate in RAD or not, you will still get rental assistance.

Your Right to Information

The Housing Authority will provide you with a description of our current plans for the property. You will be invited to tenant meetings in which we will describe the RAD program and our current ideas in more detail. We will provide more information and answer any questions that you may have. If we submit an application to HUD and are accepted into the program, we will have at least two (2) additional meetings with you about our plans. You have the right to hear about major changes in the plans for the project, and we will invite you to additional meetings if key features of the plans change. You also have a right to organize and to form a resident council to serve as your voice and to help you become well informed about the RAD plans.

Your Right to Rental Assistance

Our decision to participate in RAD does not affect your rental assistance eligibility. You are not subject to new eligibility screening. If we satisfy all HUD requirements and the property is placed under a Section 8 Housing Assistance Payment (HAP) contract, you have a right to ongoing rental assistance as long as you comply with the requirements of your lease. **In most cases, your rent will not change with the conversion from public housing to Section 8**. In the rare event that your rent calculation would change (most commonly, when you are paying a "flat rent"), the increase would be phased in over time if the increase is more than 10% or $25/ month.

Your Right to Relocation Assistance

Since we are at the beginning of the planning process for the RAD conversion, we don't yet know when you will need to move. You do not need to move now.

If we require you to move, you are entitled to certain relocation protections under the RAD rules, including, in all cases, advance written notice and detailed information about the move. The other specific relocation protections depend on the situation, but may include advisory services, moving assistance, payments and other assistance.

In some cases, you have additional rights under other Federal laws, such as the Federal Uniform Relocation Assistance and Real Property Acquisition Policies Act, often referred to as the "Uniform Relocation Act." If the Uniform Relocation Act applies, we must give you a "General Information Notice" which is also referred to as a "GIN." To make sure we are complying with the Uniform Relocation Act, we are including the GIN with this letter. The GIN describes rights you have, but may also describe situations that don't apply to you.

Your Right to Return

If you need to move temporarily for reconstruction or repairs, you have a right to return to an assisted unit once any construction work is done. However, we may need to move you during construction and your post-construction home may be a different unit than your current home. If the plans involve the transfer of the rental assistance to a different site, you may need to move to the new site to keep your rental assistance (provided that it is within a reasonable distance of your current home), but you still have a right to an assisted unit.

You get to return to a RAD Section 8 unit unless you choose to move somewhere else. If you believe the plans prevent you from exercising your right to return, you have the right to object to the plans. RAD program rules require us to make sure that anyone who wants to return can do so.

Don't Put Your Rights at Risk!

You are always welcome to move based on your household's needs and personal goals. However, if the RAD effort will require relocation and you choose to move

from the property on your own without waiting for instructions from us, you may lose your eligibility for relocation payments and assistance.

The RAD conversion, and any relocation associated with it, must be implemented consistent with fair housing and civil rights requirements. If you need a reasonable accommodation due to a disability, or have other questions about the RAD conversion, please contact us for assistance. If you need to appeal a decision made by us, or if you think your rights aren't being protected, you may contact _____ at ____[phone] or by email at _____.

Because we are very early in the process, the plans for the RAD conversion are likely to change. We will be holding resident meetings to share our current ideas and will keep you informed about major changes to these ideas as we develop our plans.

We hope this letter gives you useful information about your rights. We encourage you to come to the resident meetings to learn more about how the RAD conversion would impact your property and you. If you have additional questions about RAD and would like to contact HUD directly, you can do so by sending an email to rad@hud.gov, or you may contact us at:

Name

Address

Phone

Email

EXHIBIT C

Claim for Temporary Relocation Expenses (Residential Moves) (Appendix A, 49 CFR 24.2(a)(9)(ii)(D))

U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0016
(exp. 12/31/2024)

See page 3 for Public Reporting Burden and Privacy Act Statements before completing this form

For Agency Use Only Name of Agency	Project Name or Number	Case Number

Instructions: This claim form is for the use of families and individuals applying for reimbursement of temporary relocation expenses. The Agency will assist you in completing the form. If the full amount of your claim is not approved, the Agency will provide you with a written explanation of the reason. If you are not satisfied with the Agency's determination, you may appeal that determination. The Agency will explain how to make an appeal. The Department of Housing and Urban Development provides information on these requirements and other guidance materials on its website at www.hud.gov/relocation.

1a. Your Name(s) (You are the Claimant(s)) and Present Mailing Address	**1b**. Telephone Number(s)

2a. Have all members of the household moved to the same dwelling? □ Yes □ No (If "No," list the names of all members and the addresses to which they moved in the Remarks Section.)	**2b**. Do you (or will you) receive a Federal, State, or local housing program subsidy at the dwelling you moved to? □ Yes □ No

	Dwelling	Address	When Did You Rent This Unit?	When Did You Move to This Unit?	When Did You Move Out of This Unit?
3. Unit That You Moved From					
4. Unit That You Moved To					
5. Unit That You Returned To					

6. CERTIFICATION OF LEGAL RESIDENCY IN THE UNITED STATES (Please read instructions below before completing this section.)
Instructions: To qualify for relocation advisory services or relocation payments authorized by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, you must be a United States citizen or national, or an alien lawfully present in the United States. **The certification below must be completed in order to receive any relocation assistance.** (This certification may not have any standing with regard to applicable State laws providing relocation assistance.) **Your signature on this claim form constitutes certification.** See 49 CFR 24.208(g) and (h) for hardship exceptions.

Please address only the category (individual or family) that describes your occupancy status. For Line (2), please fill in the correct number of persons.

RESIDENTIAL HOUSEHOLDS

(1) Individual.
I certify that I am: (check one)
_____ a citizen or national of the United States
_____ an alien lawfully present in the United States

(2) Family.
I certify that there are _____ persons in my household and that _____ are citizens or nationals of the United States and _____ are aliens lawfully present in the United States.

7. DETERMINATION OF MOVING EXPENSES – MOVE TO TEMPORARY UNIT
Instructions: You may be eligible for reimbursement of actual and reasonable moving costs and related expenses in connection with your move to a temporary housing unit. The computation table below provides you with the ability to compute your payment.

Move to Temporary Unit	(1) Commercial Move (Actual Costs) Claimant	(1) **Agency Use**	(2) Self Move (Actual Costs) (Not to exceed cost paid by a commercial mover) Claimant	(2) **Agency Use**
(a) Moving Cost Expenses (49 CFR 24.301(g)(1-7)); see page 3 (Do not include storage costs listed separately below.)	$	$	$	$
(b) Storage cost (not to exceed 12 months)	$	$	$	$
(c) Telephone re-connection	$	$	$	$
(d) Cable/Internet re-connection	$	$	$	$
(e) Other (Explain in Remarks Section)	$	$	$	$
(f) Total (Lines 7(a) – 7(e))	$	$	$	$
(g) Amount Previously Received, if any	$	$	$	$
(h) Amount Requested (Subtract Line 7(g) from Line 7(f)	$	$	$	$
(i) Total Amount Approved by Agency (for move to temporary unit)		$		$

TO BE COMPLETED BY AGENCY

SUMMARY FOR MOVE TO TEMPORARY HOUSING UNIT

Line No.:	**Amount Claimed:**	**Amount Recommended:**	**Date Paid:**	**Payable To:**
(j) Line 7(i), Column (1)	$	$		
(k) Line 7(i), Column (2)	$	$		
(l) **Total:**	$	$		
Payment Action	**Amount of Payment**	**Signature**	**Name (Type or Print)**	**Date (mm/dd/yyyy)**
(m) **RECOMMENDED**	$			
(n) **APPROVED**	$			

Remarks (Attach additional sheets, if necessary)

8. DETERMINATION OF MOVING EXPENSES – MOVE TO PERMANENT UNIT

Instructions: You may be eligible for reimbursement of actual and reasonable moving costs and related expenses in connection with your move to a permanent housing unit. The computation table below provides you with the ability to compute your payment.

Move to Permanent Unit	(1) Commercial Move (Actual Costs)		(2) Self Move (Actual Costs) (Not to exceed cost paid by a commercial mover)	
	Claimant	Agency Use	Claimant	Agency Use
(a) Moving Cost Expenses (49 CFR 24.301(g)(1-7)); see page 3	$	$	$	$
(b) Telephone re-connection	$	$	$	$
(c) Cable/Internet re-connection	$	$	$	$
(d) Other (Explain in Remarks Section)	$	$	$	$
(e) Total (Lines 8(a) – 8(d))	$	$	$	$
(f) Amount Previously Received, if any	$	$	$	$
(g) Amount Requested (Subtract Line 8(f) from Line 8(e)	$	$	$	$
(h) Total Amount Approved by Agency (for move to permanent unit)		$		$

TO BE COMPLETED BY AGENCY

SUMMARY FOR MOVE TO PERMANENT UNIT

Line No.:	Amount Claimed:	Amount Recommended:	Date Paid:	Payable To:
(i) Line 8(h), Column (1)	$	$		
(j) Line 8(h), Column (2)	$	$		
(k) **Total:**	$	$		
Payment Action	**Amount of Payment**	**Signature**	**Name (Type or Print)**	**Date (mm/dd/yyyy)**
(l) **RECOMMENDED**	$			
(m) **APPROVED**	$			

Remarks (Attach additional sheets, if necessary)

9. MONTHLY OUT-OF-POCKET COSTS FOR TEMPORARY RELOCATION

Costs listed on this form are for the period beginning _____ (Month/Day) _____ (Year) **and ending** _____ (Month/Day) _____ (Year) **TOTAL # OF MONTHS:** _____

DETERMINATION OF RENT AND AVERAGE MONTHLY UTILITY COSTS

Instructions: To compute the payment, entries on Line 9(i) must reflect all utility services. Therefore, identify on Lines 9(b) through 9(f) each utility necessary to provide electricity, gas, other heating/cooking fuels, water and sewer. In those cases where the utility service is covered by the monthly rent, enter "IMR" (In Monthly Rent). If a monthly housing program subsidy (e.g., Housing Choice Voucher/Section 8, other) has been provided, enter the applicable amount on Line 9(h).

Monthly Temporary Relocation Cost (For temporary relocation that lasts more than one month, either complete a Continuation Form for each additional month of temporary relocation or enter total claimed on Line 9(p) and explain under "Remarks."	Unit You Moved From		Unit You Moved To		Increase In Monthly Cost	Amount Approved
	(1) Claimant	(2) For Agency Use Only	(3) Claimant	(4) For Agency Use Only	(5) For Agency Use Only	(6) To Be Provided by Agency
(a) Rent (The monthly rental amount due under the terms and conditions of occupancy). Check appropriate box: □ All utilities included □ Utilities not included (list on Line 9(b) to 9(f) below)	$	$	$	$	$	$
(b) Electricity	$	$	$	$	$	$
(c) Gas	$	$	$	$	$	$
(d) Water/sewer	$	$	$	$	$	$
(e) Sanitation	$	$	$	$	$	$
(f) Other	$	$	$	$	$	$
(g) Gross Monthly Rent and Utility Costs (add Lines 9(a) through 9(f))	$	$	$	$	$	$
(h) Monthly Housing Subsidy, if applicable (e.g., Housing Choice Voucher/Section 8, other)	$	$	$	$	$	$
(i) Net Monthly Rent and Utility Costs for Month of _____ (subtract Line 9(h) from Line 9(g) above)	$	$	$	$	$	$

OTHER REASONABLE OUT-OF-POCKET EXPENSES

Instructions: You may be eligible for other reasonable out-of-pocket expenses as approved by the agency in connection with your temporary move.

Monthly Cost For Month of: _____ (Month) _____ (Year)	(1) Claimant	(2) Agency Use
(j) Per Diem for unit without cooking facilities: $_____ per adult x _____ days in this month period $_____ per child under age 12 x _____ days in this month period	$	$
Other (e.g., increased transportation costs, boarding for pets, parking). Itemize.		
(k)	$	$
(l)	$	$
(m)	$	$

(n) Total (add lines 9(j) through 9(m))	$	$

TO BE COMPLETED BY AGENCY				
SUMMARY OF MONTHLY OUT-OF-POCKET COSTS FOR TEMPORARY RELOCATION				
Line No.:	**Amount Claimed:**	**Amount Recommended:**		
(o) Add Lines 9(i) Column 6 and Line 9(n) Column 2	$	$		
(p) Multiply Line 9(o) by number of months of temporary relocation (# of months: _____) or enter total amount from all Continuation Sheets, Lines 10(i) Column 6 and 10(n) Column 2	$	$		
Payment Action	**Amount of Payment**	**Signature**	**Name (Type or Print)**	**Date (mm/dd/yyyy)**
(r) **RECOMMENDED**	$			
(s)**APPROVED**	$			
Remarks (Attach additional sheets, if necessary)				

CERTIFICATION BY CLAIMANT(S): I certify that this claim and supporting information are true and complete and that I have not been paid for these expenses by any other source. I ask that the amounts on Line 7(n), Line 8(m) and Line 9(r), be paid to: □ me □ the contractor(s) (as specified in the Remarks Section).
Signature(s) of Claimant(s): _____ Date: _____
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Eligible Actual Residential Moving Expenses (49 CFR 24.301(g)(1-7))

1) Transportation of the displaced person and personal property. Transportation costs for a distance beyond 50 miles are not eligible, unless the Agency determines that relocation beyond 50 miles is justified.
2) Packing, crating, unpacking and uncrating of the personal property.
3) Disconnecting, dismantling, removing, reassembling and reinstalling relocated household appliances and other personal property.
4) Storage of the personal property for a period not to exceed 12 months, unless the Agency determines that a longer period is necessary.
5) Insurance for the replacement value of the property in connection with the move and necessary storage.
6) The replacement value of property lost, stolen, or damaged in the process of moving (not through the fault or negligence of the displaced person, his or her agent, or employee) where insurance covering such loss, theft, or damage is not reasonably available.
7) Other moving-related expenses that are not listed as ineligible under §24.301(h), as the Agency determines to be reasonable and necessary.

Public reporting burden for this collection of information is estimated to average 30 minutes per response. This includes the time for collecting, reviewing and reporting the data. The information is being collected under the authority of the Housing and Community Development Act of 1987, 42 U.S.C. 3543, the U.S. Housing Act of 1937, as amended, 42 U.S.C. 1437 et seq., and the Housing and Community Development Act of 1981, P.L. 97-35, 85 stat., 34, 408 to determine if you are eligible to receive a payment for temporary moving expenses and the amount of any payment. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a valid OMB control number.

Privacy Act Notice: This information is being used by an agency administering program services on behalf of HUD for certain HUD programs to determine whether you are eligible to receive a payment for temporary moving expenses. Periodically, HUD reviews a random sample of the agency files to ensure compliance with statutory and regulatory requirements. The information requested is voluntary, you are not required by law to furnish this information, but if you do not provide it, you may not receive any payment for these expenses or it may take longer to pay you. This information is being collected under the authority of the Housing and Community Development Act of 1987, 42 U.S.C. 3543, the U.S. Housing Act of 1937, as amended, 42 U.S.C. 1437 et seq., and the Housing and Community Development Act of 1981, P.L. 97-35, 85 stat., 34, 408. This information may be shared with Federal agencies and other agencies approved by HUD to administer or assist with services for Uniform Relocation Assistance and Real Property Acquisition Policies Act obligations.

[CONTINUATION SHEET]

Claim for Temporary Relocation Expenses (Residential Moves) (Appendix A, 49 CFR 24.2(a)(9)(ii)(D))

U.S. Department of Housing and Urban Development

Office of Community Planning and Development

10. CONTINUATION SHEET FOR EACH ADDITIONAL MONTH OF TEMPORARY RELOCATION

Costs listed on this form are for the period beginning _____ _____ and ending _____ _____ TOTAL # OF MONTHS: _____
(Month/Day) (Year) (Month/Day) (Year)

DETERMINATION OF RENT AND AVERAGE MONTHLY UTILITY COSTS

Instructions: To compute the payment, entries on Line (i) must reflect all utility services. Therefore, identify on Lines 10(b) through 10 (f) each utility necessary to provide electricity, gas, other heating/cooking fuels, water and sewer. In those cases where the utility service is covered by the monthly rent, enter "IMR" (In Monthly Rent). If a monthly housing program subsidy (e.g., Housing Choice Voucher/Section 8, other) has been provided, enter the applicable amount on Line 10(h).

Temporary Relocation Cost for Periods That Exceed One Month (For temporary relocation that lasts more than one month, complete this Continuation Form for each additional month of temporary relocation.)	Unit You Moved From		Unit You Moved To		Increase In Monthly Cost	Amount Approved
	(1) Claimant	(2) For Agency Use Only	(3) Claimant	(4) For Agency Use Only	(5) For Agency Use Only	(6) To Be Provided by Agency
(a) Rent (The monthly rental amount due under the terms and conditions of occupancy). Check appropriate box: □ All utilities included □ Utilities not included (list on Lines 10 (b) to 10(f) below)	$	$	$	$	$	$
(b) Electricity	$	$	$	$	$	$
(c) Gas	$	$	$	$	$	$
(d) Water/sewer	$	$	$	$	$	$
(e) Sanitation	$	$	$	$	$	$
(f) Other	$	$	$	$	$	$
(g) Gross Monthly Rent and Utility Costs (add Lines 10(a) through 10(f))	$	$	$	$	$	$
(h) Monthly Housing Subsidy, if applicable (e.g., Housing Choice Voucher/Section 8, other)	$	$	$	$	$	$
(i) Net Monthly Rent and Utility Costs for Month of _____ (subtract Line 20(h) from Line 10(g) above)	$	$	$	$	$	$

OTHER REASONABLE OUT-OF-POCKET EXPENSES

Instructions: You may be eligible for other reasonable out-of-pocket expenses as approved by the agency in connection with your temporary move.

Monthly Cost For Month of: _____ _____ **(Month) (Year)**	(1) Claimant	(2) Agency Use
(j) Per Diem for unit without cooking facilities: $_____ per adult x _____ days in this month period $ per child under age 12 x days in this month period	$	$
Other (e.g., increased transportation costs, boarding for pets, parking). Itemize.		
(k)		
(l)	$	$
(m)	$	$
(n) Total (add lines 10(j) through 10(m))	$	$