

## RAD FHEO Accessibility and Relocation Plan Checklist

The following checklist is required to be submitted to the RAD Transaction Manager prior to, or concurrent with, submission of the Financing Plan.

PHA Name: Housing Authority of the County of Contra Costa PHA Code: CA011

PIC Project Number: CA11700000 B Total Number of Units: 76

Proposed Number of Units to be Converted: 38

PHA Contact Person: Joseph Villarreal Email: jvillarreal@contracostahousing.org Phone: 925-957-8011

Date Completed: 08/29/2016

### **Section I: Threshold Questions**

Please check the appropriate box for the following threshold questions:

| Question   | Yes | No |
|--|-----|----|
| Will the conversion of assistance impact current accessibility?  |     | X  |
| Will the conversion of assistance result in off-site temporary relocation for any resident that will last for more than 60 days or include the transfer of assistance to another site? | X   |    |

**If you answered no to both of the above questions, please skip the remaining sections of this checklist and sign the bottom of the form. In all other cases, please complete the relevant section of the checklist. For example, if you answered yes to the first question, please complete Section II, Accessibility.**

### **Section II: Accessibility**

- a. Please describe how the conversion of assistance will impact accessibility. Additionally, please indicate the number of units to be converted and the units that will be accessible.

38 vacant units will be converted to off-site PBV assistance. Each project assisted with RAD PBVs will include 5 % of the units as fully accessible for persons with physical disabilities plus 1 % of the units will be accessible to persons with visual impairments and 1 % of the units will be accessible to persons with hearing impairments or a minimum of one unit.

## RAD FHEO Accessibility and Relocation Plan Checklist

- b. Please provide the following waiting list and occupancy data for accessible units. If the units are currently vacant, please provide the data for the most recent occupants of the project.

| Bedroom Size  | 0 | 1 | 2  | 3 | 4 | 5 | Other | Total |
|---|---|---|----|---|---|---|-------|-------|
| 1. Number of persons on waiting list who have requested mobility accessible units                                       |   | 3 | 16 | 1 | 0 | 0 |       | 20    |
| 2. Number of persons on waiting list who have requested vision and/or hearing accessible units                          |   | 2 | 8  | 1 | 0 | 0 |       | 11    |
| 3. Number of mobility accessible units occupied by tenants with disabilities who require the features of the unit       |   | 7 | 5  |   |   |   |       | 12    |
| 4. Number of hearing/vision accessible units occupied by tenants with disabilities who require the features of the unit |   |   |    |   |   |   |       |       |

- c. Please provide the distribution of all wheelchair and other accessible units that will be available in the project after RAD conversion.

| Bedroom Size  | 0 | 1  | 2  | 3 | 4 | 5 | Other | Total                          |
|---|---|----|----|---|---|---|-------|--------------------------------|
| 1. All units  |   |    |    |   |   |   |       |                                |
| 2. Total units with project-based rental assistance |   | 18 | 19 | 1 |   |   |       | 38 Off-Site                    |
| 3. Mobility accessible units                        |   | 7  |    |   |   |   |       | 5% of each project             |
| 4. Vision and/or Hearing accessible units           |   | 6  |    |   |   |   |       | 1% or one unit at each project |
| *5. (Total Accessible Units)                        |   | 13 |    |   |   |   |       | TBD - More than 11             |

### **Section III: Relocation Plan**

- a. Please explain any plans for the relocation of current residents, including the number of residents that will need to relocate, whether the relocation is temporary or permanent and, if temporary, the expected duration of the relocation, the type and location (including census tract) of the replacement housing, how the housing qualifies as a comparable unit as defined by the URA and 49 CFR 24.2(a)(6), and the method of determining which families will be subject to such long-term temporary relocation.

All remaining 96 households will be permanently relocated with tenant-based Housing Choice Vouchers or public housing units in other HACCC properties . Families will primarily relocate to units in the private rental market in the greater Contra Costa and surrounding Bay Area Counties.

## RAD FHEO Accessibility and Relocation Plan Checklist

Replacement RAD units have been awarded to owners with existing or new construction units throughout the Housing Authority of the County of Contra Costa's jurisdiction.

- b. List the civil rights characteristics (race, national origin, familial status, and/or disability, etc.) of the residents to be transferred off-site for greater than 60 days or permanently relocated due to a transfer of assistance, as a result of the proposed conversion

| White | African American | Asian | Hispanic | American Indian and Alaska Native | Native Hawaiian and Other Pacific Islander | Other (e.g., Families with Children; Disabled Individuals, etc.) |
|-------|------------------|-------|----------|-----------------------------------|--|--|
| 63    | 158              | 3     | 59       | 2                                 | 6  | 158  |

Please describe :

- c. The type of housing counseling or services provided to affected families.

A relocation consultant has been hired to provide customized relocation services to the remaining families of Las Deltas and Las Deltas Annex I. The services provided to these families will include the following:

1. Fully inform eligible occupants of the nature of, and procedures for, obtaining relocation assistance and benefits;
2. Determine the needs of each residential displacee eligible for assistance;
3. Provide an adequate number of referrals – which, pursuant to the Guidelines requires a minimum of three (3) – to comparable, decent, safe and sanitary housing units within a reasonable time prior to displacement, and assure that no residential occupant is required to move without a minimum of 90 days written notice to vacate;
4. Provide current, and continually updated information concerning replacement housing opportunities;
5. Provide special assistance in the form of referrals to governmental and social service agencies, if needed. Referral agencies may include, but not necessarily be limited to, the Department of Public and Social Services (DPSS) for income maintenance or food stamps, Medi-Cal, Employment Development Department, Contra Costa County Health and Human Services Department, and Child and Adult Protective Services.
6. Provide assistance that does not result in different or separate treatment due to race, color,

## RAD FHEO Accessibility and Relocation Plan Checklist

religion, national origin, sex, sexual orientation, marital status or other arbitrary circumstances;

7. Supply information concerning federal and state housing programs and other governmental programs providing assistance to displaced persons;
8. Assist each eligible person to complete applications for benefits;
9. Make relocation benefit payments in accordance with State of California Guidelines, including the provisions of the Last Resort Housing sections, where applicable;
10. Inform all persons subject to displacement of HACCC's policies with regard to eviction and property management; and,
11. Establish, and maintain a formal grievance procedure for use by displaced persons seeking administrative review of HACCC decisions with respect to relocation assistance..

- d. Describe the likely housing market areas/communities where tenants will relocate through HCV assistance or other HUD assistance programs, including whether they are relocated to an area of higher opportunity, areas (e.g., areas with better schools, employment, transportation opportunities), and the extent of improved housing choices and opportunities under the relocation plan.”

Families will primarily relocate to units in the private rental market in the greater Contra Costa and surrounding Bay Area Counties and public housing units in other HACCC properties. Efforts will be made to encourage households to move to low poverty, low minority concentrated areas. In addition, RAD PBV units have been awarded to projects that meet the Civil Rights criteria as outlined by HUD in determining site selection for RAD replacement units. The review of these projects has been completed and ensures that units will be located in areas of higher opportunity consistent with HUD standards.

Joseph Villarreal, Executive Director

Name and Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The signature above indicates that (1) I am legally authorized to represent the agency in this matter, (2) all information provided in this checklist is true and accurate, (3) no resident shall be permanently and involuntarily relocated as a result of any conversion action associated with RAD, (4) the PHA will maintain compliance with Section 504 of the Rehabilitation Act of 1973, and HUD's two (2%) and five (5%) percent accessibility requirements, (5) any relocation lasting under 60 days shall comply with all civil rights and fair housing requirements, including Section 504 of the Rehabilitation Act of 1973, (6) any relocation performed shall comply with Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) and its implementing regulations (49 CFR Part 24), and (7) if the proposed relocation was to be for less than 60 days and something changes requiring a period of temporary relocation longer than 60 days, I shall fill out this form again with the additional details.

OMB Approval 2577-0276 (Expires 2/29/16)