

Significant Amendment to the 2019 Agency Plan of the Jersey City Housing Authority

The Jersey City Housing Authority (“JCHA”) is amending its 2019 Annual and 5-Year Public Housing Plans because it was a successful applicant in the Rental Assistance Demonstration (“RAD”) to include the following language in Attachment C: HOPE VI, Mixed-Finance, Mod/Development, Rehabilitation/ Sustainability, Demo/Disposition, Conversions, Homeownership Programs, Project-Based Vouchers (B.2 of HUD FORM 50075-ST)

Section 2: Mixed Finance and Modernization:

Recently, the JCHA’s four oldest LIHTC sites have completed, or are about to complete, their tax credit compliance period. These properties are: Lafayette Village (NJ009000012); Lafayette Senior Living Center (NJ009000013), Pacific Court (NJ009000014), and Woodward Terrace (NJ009000015).

The JCHA delivered a Letter of Intent (LOI) to convert these LIHTC sites to the Rental Assistance Demonstration (RAD). In addition to these four AMPs, the JCHA included Barbara Place (NJ009000018), Glennview I (NJ009000021), and Glennview II East and West (NJ009000023 and NJ009000025) in the LOI.

The JCHA conducted the mandatory resident meetings, and applied for the RAD conversions for these AMPs.

In December of 2018 the United States Department of Housing and Urban Development (“HUD”) approved the JCHA’s request to convert the 323 units into RAD units by issuing Commitment to Enter into a Housing Assistance Payment (“CHAP”)¹ letter for the following sites:

- 40 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000018, commonly known as **Barbara Place Terrace**.
- 45 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000015, commonly known as **Woodward Terrace**.
- 41 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000014, commonly known as **Pacific Court**.
- 77 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000012, commonly known as **Lafayette Village**.
- 82 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000013, commonly known as **Lafayette Senior Living Center**.
- 38 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000021, commonly known as **Glennview I**.

The JCHA will be converting the listed units (323 units in total) into Project Based Vouchers under the guidelines of PIH Notice 2012-32, REV-1 and any successor Notices. Upon conversion to Project Based Vouchers the Authority will adopt the resident rights, participation, waiting list and grievance procedures in Section 1.6 of PIH Notice 2012-32, REV-2; and Joint Housing PIH Notice

¹ A copy of the CHAP for each site are appended to this attachment as **Exhibit “A”**.

H-2014-09/PIH-2014-17.² Additionally, the JCHA certifies that it is currently compliant with all fair housing and civil rights requirements including those imposed, if any, by any remedial orders or agreements.

- **Barbara Place Terrace** is a 67 mixed-finance family unit development including forty (40) residential ACC units scattered throughout the seven (7) walk-up buildings.
- **Woodward Terrace** is a seventy (70) mixed-finance family unit development including forty-five (45) residential ACC units scattered throughout the five (5) walk-up and row house buildings.
- **Pacific Court** is a seventy-two (72) mixed-finance family unit development including forty-one (41) residential ACC units scattered throughout the eight (8) walk-up and row house buildings.
- **Lafayette Village** is a 124 mixed-finance family unit development including seventy-seven (77) residential ACC units scattered throughout the 32 townhouse and walk-up buildings.
- **Lafayette Senior Living Center** is an 83 mixed-finance senior unit development including eighty-two (82) residential senior ACC units in one (1) elevator building.
- **Glennview I** is a 63 mixed-finance family unit development including thirty-eight (38) residential ACC units scattered throughout the six (6) walk-up buildings.

The size and bedroom distribution of the units will not change at any of the sites. There will not be any transfer of assistance to any other location at the time of conversion.³

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the JCHA and its mixed-finance partner, with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the JCHA's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that the JCHA through its mixed-finance partner, may also borrow funds to address its capital needs. The JCHA will also be contributing Operating Reserves in the amount of \$0.00, Capital Funds of \$0.00 towards the conversion, and Replacement Housing Factor Funds in the Amount of \$0.00 towards the conversion. The JCHA currently has no debt attributed to Barbara Place Terrace, Woodward Terrace, Pacific Court, Lafayette Village, Lafayette Senior Living Center, or Glennview I under the Capital Fund Financing Program. The JCHA currently has no debt attributed to Barbara Place Terrace, Woodward Terrace, Pacific Court, Lafayette Village, Lafayette Senior Living Center, or Glennview I under an Energy Performance Contract.

The JCHA is also exploring the suitability of converting Montgomery Family Phase II for conversion under RAD. In addition to considering a RAD conversion, the JCHA expects to develop at least two more phases at the former Montgomery Gardens Apartments complex.

² These resident rights, participation, waiting list and grievance procedures are appended to this attachment as **Exhibit "B"**.

³ **Exhibit "C"** provides specific information regarding the ACC unit conversions at the 6 affected sites.

Any anticipated or contemplated future Mixed-Finance developments shall adhere, as closely as possible, with JCHA's deconcentration of poverty standards prescribed in Sections 5.1 and 5.5 of the JCHA ACOP.



Comparative Summary of Changes Chart of 2019 Annual Plan Revision

The following chart summarizes the changes proposed to JCHA’s 2019 Agency Plan

No.	Section	Source	Existing Agency Plan Text	Proposed Agency Plan Text
1	Attachment C: HOPE VI, Mixed-Finance, Mod/Development, Rehabilitation/ Sustainability, Demo/Disposition, Conversions, Homeownership Programs, Project-Based Vouchers (B.2 of HUD FORM 50075-ST) Section 104		<p>2. Mixed Finance Modernization/Development</p> <p>Recently, the JCHA’s four oldest LIHTC sites have completed, or are about to complete, their tax credit compliance period. These properties are: Lafayette Village (NJ009000012); Lafayette Senior Living Center (NJ009000013), Pacific Court (NJ009000014), and Woodward Terrace (NJ009000015).</p> <p>The JCHA delivered a Letter of Intent (LOI) to convert these LIHTC sites to the Rental Assistance Demonstration (RAD). In addition to these four AMPs, the JCHA included Barbara Place (NJ009000018), Glennview I (NJ009000021), and Glennview II East and West (NJ009000023 and NJ009000025) in the LOI.</p>	<p>2. Mixed Finance Modernization/Development</p> <p>Recently, the JCHA’s four oldest LIHTC sites have completed, or are about to complete, their tax credit compliance period. These properties are: Lafayette Village (NJ009000012); Lafayette Senior Living Center (NJ009000013), Pacific Court (NJ009000014), and Woodward Terrace (NJ009000015).</p> <p>The JCHA delivered a Letter of Intent (LOI) to convert these LIHTC sites to the Rental Assistance Demonstration (RAD). In addition to these four AMPs, the JCHA included Barbara Place (NJ009000018), Glennview I (NJ009000021), and Glennview II East and West (NJ009000023 and NJ009000025) in the LOI.</p> <p>The JCHA conducted the mandatory resident meetings, and applied for the RAD conversions for these AMPs.</p> <p><u>In December of 2018 the United States Department of Housing and Urban Development (“HUD”)</u></p>

		<p>The JCHA conducted the mandatory resident meetings, and applied for the RAD conversions for these AMPs.</p> <p>The JCHA is also exploring the suitability of converting Montgomery Family Phase II for conversion under RAD. In addition to considering a RAD conversion, the JCHA expects to develop at least two more phases at the former Montgomery Gardens Apartments complex.</p> <p>Any anticipated or contemplated future Mixed-Finance developments shall adhere, as closely as possible, with JCHA’s deconcentration of poverty standards prescribed in Sections 5.1 and 5.5 of the JCHA ACOP.</p>	<p><u>approved the JCHA’s request to convert the 323 units into RAD units by issuing Commitment to Enter into a Housing Assistance Payment (“CHAP”)¹ letter for the following sites:</u></p> <ul style="list-style-type: none"> • <u>40 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000018, commonly known as Barbara Place Terrace.</u> • <u>45 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000015, commonly known as Woodward Terrace.</u> • <u>41 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000014, commonly known as Pacific Court.</u> • <u>77 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000012, commonly known as Lafayette Village.</u> • <u>82 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000013, commonly known as Lafayette Senior Living Center.</u> • <u>38 Annual Contributions Contract (“ACC”) units in PIC Development NJ009000021, commonly known as Glennview I.</u> <p><u>The JCHA will be converting the listed units (323 units in total) into Project Based Vouchers under the guidelines of PIH Notice 2012-32, REV-1 and any successor Notices. Upon conversion to Project</u></p>
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¹ A copy of the CHAP for each site are appended to this attachment as **Exhibit “A”**.

				<p><u>Based Vouchers the Authority will adopt the resident rights, participation, waiting list and grievance procedures in Section 1.6 of PIH Notice 2012-32, REV-2; and Joint Housing PIH Notice H-2014-09/PIH-2014-17.² Additionally, the JCHA certifies that it is currently compliant with all fair housing and civil rights requirements including those imposed, if any, by any remedial orders or agreements.</u></p> <ul style="list-style-type: none"> • <u>Barbara Place Terrace is a 67 mixed-finance family unit development including forty (40) residential ACC units scattered throughout the seven (7) walk-up buildings.</u> • <u>Woodward Terrace is a seventy (70) mixed-finance family unit development including forty-five (45) residential ACC units scattered throughout the five (5) walk-up and row house buildings.</u> • <u>Pacific Court is a seventy-two (72) mixed-finance family unit development including forty-one (41) residential ACC units scattered throughout the eight (8) walk-up and row house buildings.</u> • <u>Lafayette Village is a 124 mixed-finance family unit development including seventy-seven (77) residential ACC units scattered throughout the 32 townhouse and walk-up buildings.</u>
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² These resident rights, participation, waiting list and grievance procedures are appended to this attachment as Exhibit “B”.

				<ul style="list-style-type: none"> • <u>Lafayette Senior Living Center is an 83 mixed-finance senior unit development including eighty-two (82) residential senior ACC units in one (1) elevator building.</u> • <u>Glennview I is a 63 mixed-finance family unit development including thirty-eight (38) residential ACC units scattered throughout the six (6) walk-up buildings.</u> <p><u>The size and bedroom distribution of the units will not change at any of the sites. There will not be any transfer of assistance to any other location at the time of conversion.³</u></p> <p><u>RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the JCHA and its mixed-finance partner, with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the JCHA's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that the JCHA through its mixed-finance partner, may also borrow funds to address its capital needs. The JCHA will also be contributing Operating Reserves in the amount of \$0.00, Capital Funds of \$0.00 towards the conversion,</u></p>
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³ Exhibit "C" provides specific information regarding the ACC unit conversions at the 6 affected sites.

				<p><u>and Replacement Housing Factor Funds in the Amount of \$0.00 towards the conversion. The JCHA currently has no debt attributed to Barbara Place Terrace, Woodward Terrace, Pacific Court, Lafayette Village, Lafayette Senior Living Center, or Glennview I under the Capital Fund Financing Program. The JCHA currently has no debt attributed to Barbara Place Terrace, Woodward Terrace, Pacific Court, Lafayette Village, Lafayette Senior Living Center, or Glennview I under an Energy Performance Contract.</u></p> <p>The JCHA is also exploring the suitability of converting Montgomery Family Phase II for conversion under RAD. In addition to considering a RAD conversion, the JCHA expects to develop at least two more phases at the former Montgomery Gardens Apartments complex.</p> <p>Any anticipated or contemplated future Mixed-Finance developments shall adhere, as closely as possible, with JCHA's deconcentration of poverty standards prescribed in Sections 5.1 and 5.5 of the JCHA ACOP.</p>
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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 14, 2018

Vivian Brady-Phillips
Interim Executive Director
Housing Authority City of Jersey City
400 U.S. Hiway #1
Jersey City, NJ 07306

Dear Ms. Brady-Phillips:

Thank you for your application under the Rental Assistance Demonstration (RAD) for the conversion of assistance of 40 units to Project Based Vouchers at the following PIC Development NJ009000018, BARBARA PLACE TERRACE.

We are pleased to approve your request for conversion as described in the application, subject to the conditions below.

This award letter serves as the Department's Commitment to Enter into a Housing Assistance Payments (CHAP) for the above-referenced project, provided the Owner meets all the requirements contained in the PIH Notice 2012-32, Revision 3 ("Notice") and all subsequent revisions. In addition, the owner must comply with all "CHAP Milestones" identified in section 1.12 of the Notice as applicable.

This award is issued pursuant to the Consolidated and Further Continuing Appropriations Act, 2012, Pub. L. No. 112-55, approved November 18, 2011, the Consolidated and Further Continuing Appropriations Act of 2015 (P.L. 113-235), approved December 6, 2014; the 2017 Consolidated Appropriations Act (P.L. 115-31), approved May 5, 2017, and the Consolidated Appropriations Act of 2018 (P.L. 115-141), approved March 23, 2018; section 8 of the United States Housing Act of 1937 (Act), 42 U.S.C. 1437 et seq.; and the Department of Housing and Urban Development Act, 42 U.S.C. 3531 et seq. The purpose of this award is to begin the process of effectuating the conversion of Public Housing to a form of project-based assistance under section 8 of the Act. This award cannot be transferred without the prior written consent of HUD.

In order to convert your project, the PHA must fulfill the CHAP milestones and deadlines identified in section 1.12 of the Notice. HUD will rely solely on documents and certifications the PHA submits through the RAD Resource Desk to monitor compliance with CHAP milestones. If HUD, in its sole judgment, determines that the PHA fails to meet any of the requirements, the CHAP will be revoked, unless the PHA submits and HUD approves a request for a deadline extension. Any extension request must include both a justification and an explanation of why failure to meet the milestone will not jeopardize the PHA's ability to complete the RAD conversion. Approval of any request for an extension is at HUD's sole discretion.

EXHIBIT A

**IDENTIFICATION OF UNITS (“CONTRACT UNITS”)
BY SIZE AND APPLICABLE CONTRACT RENTS**

The Contract Rents below for the subject project are based on modified Fiscal Year 2016 Federal Appropriations and assumptions regarding applicable rent caps. The final RAD contracts rents, which will be reflected in the RAD HAP contract, will be based on modified Fiscal Year 2016 Federal Appropriations, as well as applicable program rent caps and Operating Cost Adjustment Factors (OCAFs), and, as such, may change. In addition, prior to conversion, the PHA must provide HUD updated utility allowances to be included in the HAP contract.

Existing PIC Development Number: NJ009000018
New Project Name (for tracking purposes only): BARBARA PLACE

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent
11	1	\$707	\$100	\$807
18	2	\$836	\$134	\$970
9	3	\$1,074	\$168	\$1,242
2	4	\$1,163	\$205	\$1,368



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 7, 2018

Ms. Vivian Brady-Phillips
Interim Executive Director
Housing Authority City of Jersey City
400 U.S. Hiway #1
Jersey City, NJ 07306

Dear Ms. Brady-Phillips:

Thank you for your application under the Rental Assistance Demonstration (RAD) for the conversion of assistance of 45 units to Project Based Vouchers at the following PIC Development NJ009000015, WOODWARD TERRACE.

We are pleased to approve your request for conversion as described in the application, subject to the conditions below.

This award letter serves as the Department's Commitment to Enter into a Housing Assistance Payments (CHAP) for the above-referenced project, provided the Owner meets all the requirements contained in the PIH Notice 2012-32, Revision 3 ("Notice") and all subsequent revisions. In addition, the owner must comply with all "CHAP Milestones" identified in section 1.12 of the Notice as applicable.

This award is issued pursuant to the Consolidated and Further Continuing Appropriations Act, 2012, Pub. L. No. 112-55, approved November 18, 2011, the Consolidated and Further Continuing Appropriations Act of 2015 (P.L. 113-235), approved December 6, 2014; the 2017 Consolidated Appropriations Act (P.L. 115-31), approved May 5, 2017, and the Consolidated Appropriations Act of 2018 (P.L. 115-141), approved March 23, 2018; section 8 of the United States Housing Act of 1937 (Act), 42 U.S.C. 1437 et seq.; and the Department of Housing and Urban Development Act, 42 U.S.C. 3531 et seq. The purpose of this award is to begin the process of effectuating the conversion of Public Housing to a form of project-based assistance under section 8 of the Act. This award cannot be transferred without the prior written consent of HUD.

In order to convert your project, the PHA must fulfill the CHAP milestones and deadlines identified in section 1.12 of the Notice. HUD will rely solely on documents and certifications the PHA submits through the RAD Resource Desk to monitor compliance with CHAP milestones. If HUD, in its sole judgment, determines that the PHA fails to meet any of the requirements, the CHAP will be revoked, unless the PHA submits and HUD approves a request for a deadline extension. Any extension request must include both a justification and an explanation of why failure to meet the milestone will not jeopardize the PHA's ability to complete the RAD conversion. Approval of any request for an extension is at HUD's sole discretion.

Within 30 days of CHAP issuance, you must **confirm your acceptance of a CHAP by submitting an application into the Inventory Removals module in PIC** in order to identify the units that will be removed from public housing Annual Contributions Contract (ACC) when the project completes conversion. HUD has made instructions for submitting a Removal Application into PIC available at www.radresource.net.³⁹ Failure to submit a Removal application into PIC will result in a suspension of the CHAP and a revocation if not corrected within a reasonable time period. Contact your PIH Field Office if you have any questions about this submission.

As the award is a conditional commitment by HUD, HUD reserves the right to revoke or amend its commitment at any time prior to closing if HUD, in its sole judgment, determines that any of the following conditions are present:

- A. any of the contract units were not eligible for selection;
- B. the proposed conversion is not or will not be financially feasible;
- C. the Owner fails to meet any applicable deadline;
- D. the Owner fails to cooperate;
- E. there is any violation of program rules, including fraud; or
- F. the terms of the conversion would be inconsistent with fair housing and civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

This award shall be interpreted and implemented in accordance with all statutory requirements, and with all HUD requirements, including amendments or changes in HUD requirements, the Notice, and all other applicable RAD guidance.

As you start the process of conversion, we urge you to continue to maintain an open dialogue with your residents and local officials. If you have any questions or concerns regarding

³⁹ See www.radresource.net > Document Library > PIC Removal – Instructions for PHAs

the conversion process or fulfilling the CHAP Milestones, please contact your RAD Transaction Manager.

Sincerely,

A handwritten signature in blue ink that reads "Susan A. Wilson". The signature is written in a cursive style with a large initial 'S'.

Susan A. Wilson
Director
Office of Public and Indian Housing

Enclosure

CC: Stephen Cea

EXHIBIT A

**IDENTIFICATION OF UNITS (“CONTRACT UNITS”)
BY SIZE AND APPLICABLE CONTRACT RENTS**

The Contract Rents below for the subject project are based on modified Fiscal Year 2016 Federal Appropriations and assumptions regarding applicable rent caps. The final RAD contracts rents, which will be reflected in the RAD HAP contract, will be based on modified Fiscal Year 2016 Federal Appropriations, as well as applicable program rent caps and Operating Cost Adjustment Factors (OCAFs), and, as such, may change. In addition, prior to conversion, the PHA must provide HUD updated utility allowances to be included in the HAP contract.

Existing PIC Development Number: NJ009000015

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent
2	1	\$666	\$100	\$766
17	2	\$787	\$134	\$921
24	3	\$1,012	\$168	\$1,180
2	4	\$1,096	\$205	\$1,301



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 7, 2018

Ms. Vivian Brady-Phillips
Interim Executive Director
Housing Authority City of Jersey City
400 U.S. Hiway #1
Jersey City, NJ 07306

Dear Ms. Brady-Phillips:

Thank you for your application under the Rental Assistance Demonstration (RAD) for the conversion of assistance of 41 units to Project Based Vouchers at the following PIC Development NJ009000014, PACIFIC COURT.

We are pleased to approve your request for conversion as described in the application, subject to the conditions below.

This award letter serves as the Department's Commitment to Enter into a Housing Assistance Payments (CHAP) for the above-referenced project, provided the Owner meets all the requirements contained in the PIH Notice 2012-32, Revision 3 ("Notice") and all subsequent revisions. In addition, the owner must comply with all "CHAP Milestones" identified in section 1.12 of the Notice as applicable.

This award is issued pursuant to the Consolidated and Further Continuing Appropriations Act, 2012, Pub. L. No. 112-55, approved November 18, 2011, the Consolidated and Further Continuing Appropriations Act of 2015 (P.L. 113-235), approved December 6, 2014; the 2017 Consolidated Appropriations Act (P.L. 115-31), approved May 5, 2017, and the Consolidated Appropriations Act of 2018 (P.L. 115-141), approved March 23, 2018; section 8 of the United States Housing Act of 1937 (Act), 42 U.S.C. 1437 et seq.; and the Department of Housing and Urban Development Act, 42 U.S.C. 3531 et seq. The purpose of this award is to begin the process of effectuating the conversion of Public Housing to a form of project-based assistance under section 8 of the Act. This award cannot be transferred without the prior written consent of HUD.

In order to convert your project, the PHA must fulfill the CHAP milestones and deadlines identified in section 1.12 of the Notice. HUD will rely solely on documents and certifications the PHA submits through the RAD Resource Desk to monitor compliance with CHAP milestones. If HUD, in its sole judgment, determines that the PHA fails to meet any of the requirements, the CHAP will be revoked, unless the PHA submits and HUD approves a request for a deadline extension. Any extension request must include both a justification and an explanation of why failure to meet the milestone will not jeopardize the PHA's ability to complete the RAD conversion. Approval of any request for an extension is at HUD's sole discretion.

Within 30 days of CHAP issuance, you must **confirm your acceptance of a CHAP by submitting an application into the Inventory Removals module in PIC** in order to identify the units that will be removed from public housing Annual Contributions Contract (ACC) when the project completes conversion. HUD has made instructions for submitting a Removal Application into PIC available at www.radresource.net.³⁸ Failure to submit a Removal application into PIC will result in a suspension of the CHAP and a revocation if not corrected within a reasonable time period. Contact your PIH Field Office if you have any questions about this submission.

As the award is a conditional commitment by HUD, HUD reserves the right to revoke or amend its commitment at any time prior to closing if HUD, in its sole judgment, determines that any of the following conditions are present:

- A. any of the contract units were not eligible for selection;
- B. the proposed conversion is not or will not be financially feasible;
- C. the Owner fails to meet any applicable deadline;
- D. the Owner fails to cooperate;
- E. there is any violation of program rules, including fraud; or
- F. the terms of the conversion would be inconsistent with fair housing and civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

This award shall be interpreted and implemented in accordance with all statutory requirements, and with all HUD requirements, including amendments or changes in HUD requirements, the Notice, and all other applicable RAD guidance.

As you start the process of conversion, we urge you to continue to maintain an open dialogue with your residents and local officials. If you have any questions or concerns regarding

³⁸ See www.radresource.net > Document Library > PIC Removal – Instructions for PHAs

the conversion process or fulfilling the CHAP Milestones, please contact your RAD Transaction Manager.

Sincerely,

A handwritten signature in blue ink that reads "Susan A. Wilson". The signature is written in a cursive style with a large initial 'S'.

Susan A. Wilson
Director
Office of Public and Indian Housing

Enclosure

CC: Stephen Cea

EXHIBIT A

**IDENTIFICATION OF UNITS (“CONTRACT UNITS”)
BY SIZE AND APPLICABLE CONTRACT RENTS**

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Existing PIC Development Number: NJ009000014

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent
6	1	\$710	\$100	\$810
10	2	\$839	\$134	\$973
23	3	\$1,078	\$168	\$1,246
2	4	\$1,168	\$205	\$1,373



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
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OFFICE OF PUBLIC AND INDIAN HOUSING

December 7, 2018

Ms. Vivian Brady-Phillips
Interim Executive Director
Housing Authority City of Jersey City
400 U.S. Hiway #1
Jersey City, NJ 07306

Dear Ms.Brady-Phillips:

Thank you for your application under the Rental Assistance Demonstration (RAD) for the conversion of assistance of 77 units to Project Based Vouchers at the following PIC Development NJ009000012, LAFAYETTE II.

We are pleased to approve your request for conversion as described in the application, subject to the conditions below.

This award letter serves as the Department's Commitment to Enter into a Housing Assistance Payments (CHAP) for the above-referenced project, provided the Owner meets all the requirements contained in the PIH Notice 2012-32, Revision 3 ("Notice") and all subsequent revisions. In addition, the owner must comply with all "CHAP Milestones" identified in section 1.12 of the Notice as applicable.

This award is issued pursuant to the Consolidated and Further Continuing Appropriations Act, 2012, Pub. L. No. 112-55, approved November 18, 2011, the Consolidated and Further Continuing Appropriations Act of 2015 (P.L. 113-235), approved December 6, 2014; the 2017 Consolidated Appropriations Act (P.L. 115-31), approved May 5, 2017, and the Consolidated Appropriations Act of 2018 (P.L. 115-141), approved March 23, 2018; section 8 of the United States Housing Act of 1937 (Act), 42 U.S.C. 1437 et seq.; and the Department of Housing and Urban Development Act, 42 U.S.C. 3531 et seq. The purpose of this award is to begin the process of effectuating the conversion of Public Housing to a form of project-based assistance under section 8 of the Act. This award cannot be transferred without the prior written consent of HUD.

In order to convert your project, the PHA must fulfill the CHAP milestones and deadlines identified in section 1.12 of the Notice. HUD will rely solely on documents and certifications the PHA submits through the RAD Resource Desk to monitor compliance with CHAP milestones. If HUD, in its sole judgment, determines that the PHA fails to meet any of the requirements, the CHAP will be revoked, unless the PHA submits and HUD approves a request for a deadline extension. Any extension request must include both a justification and an explanation of why failure to meet the milestone will not jeopardize the PHA's ability to complete the RAD conversion. Approval of any request for an extension is at HUD's sole discretion.

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- D. the Owner fails to cooperate;
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- F. the terms of the conversion would be inconsistent with fair housing and civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

This award shall be interpreted and implemented in accordance with all statutory requirements, and with all HUD requirements, including amendments or changes in HUD requirements, the Notice, and all other applicable RAD guidance.

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the conversion process or fulfilling the CHAP Milestones, please contact your RAD Transaction Manager.

Sincerely,

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Susan A. Wilson
Director
Office of Public and Indian Housing

Enclosure

CC: Stephen Cea

EXHIBIT A

**IDENTIFICATION OF UNITS (“CONTRACT UNITS”)
BY SIZE AND APPLICABLE CONTRACT RENTS**

The Contract Rents below for the subject project are based on modified Fiscal Year 2016 Federal Appropriations and assumptions regarding applicable rent caps. The final RAD contracts rents, which will be reflected in the RAD HAP contract, will be based on modified Fiscal Year 2016 Federal Appropriations, as well as applicable program rent caps and Operating Cost Adjustment Factors (OCAFs), and, as such, may change. In addition, prior to conversion, the PHA must provide HUD updated utility allowances to be included in the HAP contract.

Existing PIC Development Number: NJ009000012

New Project Name (for tracking purposes only): LAFAYETTE VILLAGE

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent
52	2	\$837	\$134	\$971
17	3	\$1,075	\$168	\$1,243
8	4	\$1,165	\$205	\$1,370



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 7, 2018

Ms. Vivian Brady-Phillips
Interim Executive Director
Housing Authority City of Jersey City
400 U.S. Hiway #1
Jersey City, NJ 07306

Dear Ms. Brady-Phillips:

Thank you for your application under the Rental Assistance Demonstration (RAD) for the conversion of assistance of 82 units to Project Based Vouchers at the following PIC Development NJ009000013, LAFAYETTE SENIOR LIVING CENTER.

We are pleased to approve your request for conversion as described in the application, subject to the conditions below.

This award letter serves as the Department's Commitment to Enter into a Housing Assistance Payments (CHAP) for the above-referenced project, provided the Owner meets all the requirements contained in the PIH Notice 2012-32, Revision 3 ("Notice") and all subsequent revisions. In addition, the owner must comply with all "CHAP Milestones" identified in section 1.12 of the Notice as applicable.

This award is issued pursuant to the Consolidated and Further Continuing Appropriations Act, 2012, Pub. L. No. 112-55, approved November 18, 2011, the Consolidated and Further Continuing Appropriations Act of 2015 (P.L. 113-235), approved December 6, 2014; the 2017 Consolidated Appropriations Act (P.L. 115-31), approved May 5, 2017, and the Consolidated Appropriations Act of 2018 (P.L. 115-141), approved March 23, 2018; section 8 of the United States Housing Act of 1937 (Act), 42 U.S.C. 1437 et seq.; and the Department of Housing and Urban Development Act, 42 U.S.C. 3531 et seq. The purpose of this award is to begin the process of effectuating the conversion of Public Housing to a form of project-based assistance under section 8 of the Act. This award cannot be transferred without the prior written consent of HUD.

In order to convert your project, the PHA must fulfill the CHAP milestones and deadlines identified in section 1.12 of the Notice. HUD will rely solely on documents and certifications the PHA submits through the RAD Resource Desk to monitor compliance with CHAP milestones. If HUD, in its sole judgment, determines that the PHA fails to meet any of the requirements, the CHAP will be revoked, unless the PHA submits and HUD approves a request for a deadline extension. Any extension request must include both a justification and an explanation of why failure to meet the milestone will not jeopardize the PHA's ability to complete the RAD conversion. Approval of any request for an extension is at HUD's sole discretion.

Within 30 days of CHAP issuance, you must **confirm your acceptance of a CHAP by submitting an application into the Inventory Removals module in PIC** in order to identify the units that will be removed from public housing Annual Contributions Contract (ACC) when the project completes conversion. HUD has made instructions for submitting a Removal Application into PIC available at www.radresource.net.³⁷ Failure to submit a Removal application into PIC will result in a suspension of the CHAP and a revocation if not corrected within a reasonable time period. Contact your PIH Field Office if you have any questions about this submission.

As the award is a conditional commitment by HUD, HUD reserves the right to revoke or amend its commitment at any time prior to closing if HUD, in its sole judgment, determines that any of the following conditions are present:

- A. any of the contract units were not eligible for selection;
- B. the proposed conversion is not or will not be financially feasible;
- C. the Owner fails to meet any applicable deadline;
- D. the Owner fails to cooperate;
- E. there is any violation of program rules, including fraud; or
- F. the terms of the conversion would be inconsistent with fair housing and civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

This award shall be interpreted and implemented in accordance with all statutory requirements, and with all HUD requirements, including amendments or changes in HUD requirements, the Notice, and all other applicable RAD guidance.

As you start the process of conversion, we urge you to continue to maintain an open dialogue with your residents and local officials. If you have any questions or concerns regarding

³⁷ See www.radresource.net > Document Library > PIC Removal – Instructions for PHAs

the conversion process or fulfilling the CHAP Milestones, please contact your RAD Transaction Manager.

Sincerely,

A handwritten signature in blue ink that reads "Susan A. Wilson". The signature is written in a cursive style with a large initial "S" and "W".

Susan A. Wilson
Director
Office of Public and Indian Housing

Enclosure

CC: Stephen Cea

EXHIBIT A

**IDENTIFICATION OF UNITS (“CONTRACT UNITS”)
BY SIZE AND APPLICABLE CONTRACT RENTS**

The Contract Rents below for the subject project are based on modified Fiscal Year 2016 Federal Appropriations and assumptions regarding applicable rent caps. The final RAD contracts rents, which will be reflected in the RAD HAP contract, will be based on modified Fiscal Year 2016 Federal Appropriations, as well as applicable program rent caps and Operating Cost Adjustment Factors (OCAFs), and, as such, may change. In addition, prior to conversion, the PHA must provide HUD updated utility allowances to be included in the HAP contract.

Existing PIC Development Number: NJ009000013

New Project Name (for tracking purposes only): LAFAYETTE SENIOR

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent
78	1	\$878	\$101	\$979
4	2	\$1,037	\$134	\$1,171



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 14, 2018

Vivian Brady-Phillips
Interim Executive Director
Housing Authority City of Jersey City
400 U.S. Hiway #1
Jersey City, NJ 07306

Dear Ms. Brady-Phillips:

Thank you for your application under the Rental Assistance Demonstration (RAD) for the conversion of assistance of 38 units to Project Based Vouchers at the following PIC Development NJ009000021, GLENVIEW I.

We are pleased to approve your request for conversion as described in the application, subject to the conditions below.

This award letter serves as the Department's Commitment to Enter into a Housing Assistance Payments (CHAP) for the above-referenced project, provided the Owner meets all the requirements contained in the PIH Notice 2012-32, Revision 3 ("Notice") and all subsequent revisions. In addition, the owner must comply with all "CHAP Milestones" identified in section 1.12 of the Notice as applicable.

This award is issued pursuant to the Consolidated and Further Continuing Appropriations Act, 2012, Pub. L. No. 112-55, approved November 18, 2011, the Consolidated and Further Continuing Appropriations Act of 2015 (P.L. 113-235), approved December 6, 2014; the 2017 Consolidated Appropriations Act (P.L. 115-31), approved May 5, 2017, and the Consolidated Appropriations Act of 2018 (P.L. 115-141), approved March 23, 2018; section 8 of the United States Housing Act of 1937 (Act), 42 U.S.C. 1437 et seq.; and the Department of Housing and Urban Development Act, 42 U.S.C. 3531 et seq. The purpose of this award is to begin the process of effectuating the conversion of Public Housing to a form of project-based assistance under section 8 of the Act. This award cannot be transferred without the prior written consent of HUD.

In order to convert your project, the PHA must fulfill the CHAP milestones and deadlines identified in section 1.12 of the Notice. HUD will rely solely on documents and certifications the PHA submits through the RAD Resource Desk to monitor compliance with CHAP milestones. If HUD, in its sole judgment, determines that the PHA fails to meet any of the requirements, the CHAP will be revoked, unless the PHA submits and HUD approves a request for a deadline extension. Any extension request must include both a justification and an explanation of why failure to meet the milestone will not jeopardize the PHA's ability to complete the RAD conversion. Approval of any request for an extension is at HUD's sole discretion.

Within 30 days of CHAP issuance, you must **confirm your acceptance of a CHAP by submitting an application into the Inventory Removals module in PIC** in order to identify the units that will be removed from public housing Annual Contributions Contract (ACC) when the project completes conversion. HUD has made instructions for submitting a Removal Application into PIC available at www.radresource.net.¹ Failure to submit a Removal application into PIC will result in a suspension of the CHAP and a revocation if not corrected within a reasonable time period. Contact your PIH Field Office if you have any questions about this submission.

As the award is a conditional commitment by HUD, HUD reserves the right to revoke or amend its commitment at any time prior to closing if HUD, in its sole judgment, determines that any of the following conditions are present:

- A. any of the contract units were not eligible for selection;
- B. the proposed conversion is not or will not be financially feasible;
- C. the Owner fails to meet any applicable deadline;
- D. the Owner fails to cooperate;
- E. there is any violation of program rules, including fraud; or
- F. the terms of the conversion would be inconsistent with fair housing and civil rights laws or a fair housing or civil rights court order, settlement agreement, or voluntary compliance agreement.

This award shall be interpreted and implemented in accordance with all statutory requirements, and with all HUD requirements, including amendments or changes in HUD requirements, the Notice, and all other applicable RAD guidance.

As you start the process of conversion, we urge you to continue to maintain an open dialogue with your residents and local officials. If you have any questions or concerns regarding

¹ See www.radresource.net > Document Library > PIC Removal – Instructions for PHAs

the conversion process or fulfilling the CHAP Milestones, please contact your RAD Transaction Manager.

Sincerely,

A handwritten signature in blue ink that reads "Susan A. Wilson". The signature is written in a cursive style with a large initial 'S'.

Susan A. Wilson
Director
Office of Public and Indian Housing

Enclosure

CC: Stephen Cea

EXHIBIT A

**IDENTIFICATION OF UNITS (“CONTRACT UNITS”)
BY SIZE AND APPLICABLE CONTRACT RENTS**

The Contract Rents below for the subject project are based on modified Fiscal Year 2016 Federal Appropriations and assumptions regarding applicable rent caps. The final RAD contracts rents, which will be reflected in the RAD HAP contract, will be based on modified Fiscal Year 2016 Federal Appropriations, as well as applicable program rent caps and Operating Cost Adjustment Factors (OCAFs), and, as such, may change. In addition, prior to conversion, the PHA must provide HUD updated utility allowances to be included in the HAP contract.

Existing PIC Development Number: NJ009000021
New Project Name (for tracking purposes only): GLENVIEW I

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent
14	1	\$736	\$100	\$836
16	2	\$870	\$134	\$1,004
6	3	\$1,118	\$168	\$1,286
2	4	\$1,211	\$205	\$1,416

I. Waiting List

The Project owner can utilize a project-specific waiting list or an owner/management agent community waiting list. An owner/management agent community waiting list is different from the public housing community-wide waiting list. Prior to RAD conversion, the PHA shall refer to PIH 2012-32 (HA), REV-2 for guidance to consider the best means to transition applicants from the current public housing waiting list.

The creation of the waiting list is to be done using existing PIH rules including any posting or notification requirements and may be done using the lottery system. For more information on creating a project waiting list see 24 CFR 903.7(b)(2)(ii)-(iv). After conversion, the project waiting list must conform to the requirements outlined in HUD Handbook 4350.3 REV-1, Chapter 3, Section 3.

Project Owners may adopt a preference for elderly single persons pursuant to 24 CFR § 5.655(c)(5) and Housing Handbook 4350.3, Chapter 4. Project Owners who wish to adopt a preference for populations that are not identified in 24 CFR § 5.655(c)(5) (e.g., elderly families, near-elderly single persons, near-elderly families), may do so pursuant to Housing Notice 2013-21 (July 25, 2013). An owner may not adopt a preference that would have the purpose or effect of substantially delaying or denying the participation of other eligible families in the program on the basis of race, color, national origin, religion, sex, disability, or familial status, or would create or perpetuate segregation.

II. Resident Procedural Rights

A. Termination Notification. Pursuant to the RAD Statute, HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects converting assistance under RAD, that supplement notification requirements in regulations at 24 CFR § 880.607 and the Multifamily HUD Model Lease.

a. Termination of Tenancy and Assistance. The termination procedure for RAD conversions to PBRA will additionally require that Project Owners provide adequate written notice of termination of the lease which shall not be less than:

i. A reasonable period of time, but not to exceed 30 days:

- If the health or safety of other tenants, Project Owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
- In the event of any drug-related or violent criminal activity or any felony conviction; or

ii. 14 days in the case of nonpayment of rent.

b. Termination of Assistance. In all other cases, the requirements at 24 CFR §880.603, the Multifamily HUD Model Lease, and any other HUD multifamily administrative guidance shall apply.

B. Grievance Process. Due to requirements in the RAD statute, HUD is incorporating resident procedural rights to comply with the requirements of section 6 of the Act. In addition to program rules that require that tenants are given notice of covered actions under 24 CFR Part 245 (including increases in rent, conversions of a project from project-paid utilities to tenant-paid utilities, or a reduction in tenant paid utility allowances), HUD requires that:

- a. Residents be provided with notice of the specific grounds of the Project Owner's proposed adverse action, as well as their right to an informal hearing with the Project Owner;
- b. Residents have an opportunity for an informal hearing with an impartial member of the Project Owner's staff within a reasonable period of time;
- c. Residents have the opportunity to be represented by another person of their choice, to ask questions of witnesses, have others make statements at the hearing, and to examine any regulations and any evidence relied upon by the Project Owner as the basis for the adverse action. With reasonable notice to the Project Owner, prior to hearing and at the residents' own cost, residents may copy any documents or records related to the proposed adverse action; and
- d. Project Owners provide the resident with a written decision within a reasonable period of time stating the grounds for the adverse action and the evidence the Project Owner relied on as the basis for the adverse action.

The Project Owner will be bound by decisions from these hearings, except if the:

- a. Hearing concerns a matter that exceeds the authority of the impartial party conducting the hearing.
- b. Decision is contrary to HUD regulations or requirements, or otherwise contrary to federal, State, or local law. If the Project Owner determines that it is not bound by a hearing decision, the Project Owner must promptly notify the resident of this determination, and of the reasons for the determination.

Exhibit B: Specific Information Regarding ACC Unit Conversions at 6 Sites

BARBARA PLACE TERRACE RAD CONVERSION			
Name of Public Housing Project: Barbara Place Terrace	PIC Development ID: NJ009000018	Conversion Type: PBV	Transfer of Assistance: No
Total Units: 40	Pre-RAD Unit Type: Family	Post-RAD Unit Type: Family	Capital Fund Allocation:
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post-Conversion:	Change in Number of Units Per Bedroom:
Studio/Efficiency			
One Bedroom	11	11	0
Two Bedroom	18	18	0
Three Bedroom	9	9	0
Four Bedroom	2	2	0
Five Bedroom			
Six Bedroom			
If Performing a Transfer of Assistance:	Then Explain How Transferring Assistance: Not Applicable because there is no Transfer of Assistance		

WOODWARD TERRACE RAD CONVERSION			
Name of Public Housing Project: Woodward Terrace	PIC Development ID: NJ009000015	Conversion Type: PBV	Transfer of Assistance: No
Total Units: 45	Pre-RAD Unit Type: Family	Post-RAD Unit Type: Family	Capital Fund Allocation:
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post-Conversion:	Change in Number of Units Per Bedroom:
Studio/Efficiency			
One Bedroom	2	2	0
Two Bedroom	17	17	0
Three Bedroom	24	24	0
Four Bedroom	2	2	0
Five Bedroom			
Six Bedroom			
If Performing a Transfer of Assistance:	Then Explain How Transferring Assistance: Not Applicable because there is no Transfer of Assistance		

PACIFIC COURT RAD CONVERSION			
Name of Public Housing Project: Pacific Court	PIC Development ID: NJ009000014	Conversion Type: PBV	Transfer of Assistance: No
Total Units: 41	Pre-RAD Unit Type: Family	Post-RAD Unit Type: Family	Capital Fund Allocation:
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post-Conversion:	Change in Number of Units Per Bedroom:
Studio/Efficiency			
One Bedroom	6	6	0
Two Bedroom	10	10	0
Three Bedroom	23	23	0
Four Bedroom	2	2	0
Five Bedroom			
Six Bedroom			
If Performing a Transfer of Assistance:	Then Explain How Transferring Assistance: Not Applicable because there is no Transfer of Assistance		

LAFAYETTE VILLAGE RAD CONVERSION			
Name of Public Housing Project: Lafayette Village	PIC Development ID: NJ009000012	Conversion Type: PBV	Transfer of Assistance: No
Total Units: 77	Pre-RAD Unit Type: Family	Post-RAD Unit Type: Family	Capital Fund Allocation:
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post-Conversion:	Change in Number of Units Per Bedroom:
Studio/Efficiency			
One Bedroom			
Two Bedroom	52	52	0
Three Bedroom	17	17	0
Four Bedroom	8	8	0
Five Bedroom			
Six Bedroom			

If Performing a Transfer of Assistance:	Then Explain How Transferring Assistance: Not Applicable because there is no Transfer of Assistance
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LAFAYETTE SENIOR LIVING CENTER RAD CONVERSION			
Name of Public Housing Project: Lafayette Senior Living Center	PIC Development ID: NJ009000013	Conversion Type: PBV	Transfer of Assistance: No
Total Units: 82	Pre-RAD Unit Type: Senior	Post-RAD Unit Type: Senior	Capital Fund Allocation:
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post-Conversion:	Change in Number of Units Per Bedroom:
Studio/Efficiency			
One Bedroom	78	78	0
Two Bedroom	4	4	0
Three Bedroom	0	0	0
Four Bedroom	0	0	0
Five Bedroom			
Six Bedroom			
If Performing a Transfer of Assistance:	Then Explain How Transferring Assistance: Not Applicable because there is no Transfer of Assistance		

GLENNVIEW I RAD CONVERSION			
Name of Public Housing Project: Glennview I	PIC Development ID: NJ009000021	Conversion Type: PBV	Transfer of Assistance: No
Total Units: 38	Pre-RAD Unit Type: Family	Post-RAD Unit Type: Family	Capital Fund Allocation:
Bedroom Type:	Number of Units Pre-Conversion:	Number of Units Post-Conversion:	Change in Number of Units Per Bedroom:
Studio/Efficiency			
One Bedroom	14	14	
Two Bedroom	16	16	0
Three Bedroom	6	6	0
Four Bedroom	2	2	0
Five Bedroom			
Six Bedroom			

**If Performing a
Transfer of Assistance:**

Then Explain How Transferring Assistance: Not Applicable
because there is no Transfer of Assistance