



Name  
Address  
Syracuse NY 13202

UNIT

Dear Name of HOH

You are invited to a resident meeting to talk about **the Syracuse Housing Authority's**, plans to convert McKinney Manor from the public housing program to Section 8 rental assistance under the Rental Assistance Demonstration (RAD). The meeting information is:

**June 22, 2023 at 5:00pm**  
**204 Chavez Terrace**

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 letter 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

With this letter, we have included "Attachment #1," which is a description of our current plans for the property. At the meeting, we will describe the RAD program and our current ideas in more detail. We will have a follow-up meeting to provide more information and answer any questions that have come up for you. We will notify you of the next meeting date. 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.



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### 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

In some situations, we may need to relocate you from your unit temporarily in order to complete repairs or do construction. Since we are at the beginning of the planning process for the RAD conversion, we don't yet know whether 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 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.



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### 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 Bailey Simons Gathany, Housing Site Manager, SHA 504 Coordinator at **(315) 470-4332** who will assist you.

If you need to appeal a decision made by us, or if you think your rights aren't being protected, you may contact Buffalo Field Office Lafayette Court 465 Main Street, 2nd Floor Buffalo, NY 14203 Phone: (716)551-5755 Email: [NY\\_Webmanager@hud.gov](mailto:NY_Webmanager@hud.gov) Fax: (716)551-5752 TTD: (716)551-5787

Because we are very early in the process, the plans for the RAD conversion are likely to change. We are holding resident meetings to share our current ideas and will keep you informed about major changes to these ideas as we develop our plans. You should also share with us any information you have on repairs that need to be made, since you know the property best. We will give that information to the people who are helping us figure out what work needs to be done at the property.

We hope this letter gives you useful information about your rights. We are also including with this letter a fact sheet that may help you understand the RAD program better. 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](mailto:rad@hud.gov).

Sincerely,

**William Simmons**  
**Executive Director**

Attachments: Project-Specific Fact Sheet  
Fact Sheet #1: RAD Overview  
General Information Notice



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## Attachment #1 Project-Specific Fact Sheet

McKinney Manor will be converting through HUD's Rental Assistance Demonstration Program (RAD) to project-based voucher units across **three phases** of new construction, multifamily housing. Additionally, there are plans for the development of the Children Rising Early Childhood Learning Center. HUD created RAD in order to allow Public Housing Authorities to preserve and improve public housing properties. RAD will allow McKinney Manor to obtain public and private funding to fund the development of newly constructed multifamily buildings.

**Phase 1** is 129 units with a mix of multifamily, walk-up apartments, and townhouses. Phase 1 will have its own leasing/management/community space and amenities, including a fitness room, club room, and business center.

**Phase 2** has 126 units in a 4-story elevator building. The senior building will have on-site management and its own amenities, including active and passive outdoor space, a clubroom/living room with a large kitchen, a fitness center, and other amenities.

**Phase 3** total includes a multifamily building, townhomes, and garden apartments on the site's eastern side for a total of 124 units. All replacement units will remain permanently affordable.

On all three phases, the Syracuse Housing Authority (SHA) will partner with McCormack Baron Salazar on this redevelopment effort. While existing McKinney Manor residents will be temporarily relocated in phases during construction, all residents in good standing will have the unqualified right to return to the newly constructed units. SHA will provide relocation assistance. The development will be financed with 4% Low Income Housing Tax Credits, New York State Tax Credits, Tax Exempt Bonds and New York State Housing and Community Renewal soft financing.

Operated by Blueprint 15, the Children Rising Center will include a new, best-in-class early childhood learning center, a Parent/Child Play Center, and a YMCA, among other connected service provision opportunities. This new Center will complement the new SUNY Educational Opportunity Center (EOC) workforce training center a block away.



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# FACT SHEET #1

## RAD Overview



### What is RAD?

RAD stands for Rental Assistance Demonstration. RAD is a tool developed by the U.S. Department of Housing and Urban Development (HUD) to address living conditions in public housing properties. RAD allows public housing authorities to “convert” public housing subsidy into a Section 8 subsidy that is tied to the property. **These fact sheets are intended for residents of public housing properties that may be participating in RAD.**



### Why was RAD Created?

Public housing properties across the country need billions of dollars to pay for the repair of broken systems or replacement of outdated appliances. Public housing authorities (PHAs) do not have enough money to keep their public housing properties in good condition and make the necessary repairs. As a result, many public housing residents nationwide have seen conditions at their property worsen.

RAD was created to allow PHAs to access additional sources of funding to maintain, repair, and replace public housing properties. After a RAD conversion, the federal government continues to provide rental assistance through a Section 8 contract and ensures the property remains permanently affordable; residents continue to benefit from the same rights and protections that they had under the public housing program.



### What is a RAD Conversion?

**A RAD Conversion** is the process of changing how the rent subsidy is delivered to a property from the Public Housing program to a Project-Based Section 8 program.



### What are PHAs Required to do in a RAD Conversion?

The requirements that PHAs must follow in order for a public housing property to participate in RAD is described in the RAD Implementation Notice published by HUD ([PIH 2019-23/H 2019-09](#)). They include:

- ✓ **The PHA is required to consult with residents throughout the conversion process and consult with the community and Resident Advisory Board (RAB) through the PHA Plan process.**
- ✓ **No resident may be displaced involuntarily. Every resident has a right to remain in the property or to return to the property if temporary relocation is necessary in order to complete repairs or construction.**
- ✓ **The PHA is required to show that it is repairing or replacing all broken or outdated items at the property.** While an inspector will identify the items that need to be replaced or repaired, residents are encouraged to communicate known issues directly to the PHA.
- ✓ **The public housing units must be replaced one-for-one, with limited exceptions.** This means that generally there must be the same amount of affordable housing after the RAD conversion. HUD allows units to be eliminated that have been vacant for 2 or more years, permits up to 5% reduction in total affordable housing units, and allows housing units to convert to community space for services. However, such reductions are rare.
- ✓ **The PHA or a non-profit must continue to own or control the property following RAD conversion.** In most cases the PHA continues to own the property directly. In some cases, the PHA will partner with other affordable housing providers.
- ✓ **All properties enter a long-term (15 to 20 years) Section 8 contract that must be renewed each time that it expires.** This ensures that the property will remain affordable permanently.
- ✓ **Residents keep the same basic rights from public housing and gain a new right to request a “choice-mobility” voucher.** After living in a RAD property for either 1 or 2 years, a family may request a voucher that they can use to rent a qualifying home of their choosing. With the voucher they will continue to pay 30% of their adjusted income towards rent.

These and many other topics are covered in the remaining fact sheets.



### Will I Keep My Rental Assistance?

In a word...Yes. **No resident can be displaced involuntarily or pay an unaffordable rent.**

Residents of public housing developments participating in RAD are guaranteed the right to ongoing housing assistance. All residents will either remain in their property, or if temporary relocation is needed to make

repairs, be offered the opportunity to return to the property after repairs have been completed. Residents may also choose to accept an alternative housing option, if offered. **Residents under lease in the public housing program cannot be rescreened when the property comes under a Section 8 contract.**



### Will RAD Affect My Rent?

**Most residents will not have rent increases because of RAD.** Like in most public housing, Section 8 residents pay 30% of their income towards rent and utilities. As in public housing, your rent will increase if your income increases and decrease if your income decreases.

However, if you are currently paying a “flat rent” in public housing, your rent will transition to 30% of your income. In these cases, your new rent may be phased in over 3 to 5 years, meaning that you will pay a little more each year until you are paying 30% of your adjusted income towards rent. (For more information, see [Fact Sheet #6: Rent](#))



### Will I Have to Move?

Most repairs made as part of RAD allow you to stay in your home during construction. However, some apartments and buildings need more extensive repairs that require residents to move out during construction.

In these cases, the PHA will pay for temporary relocation and you will be protected by RAD relocation rules. You will have the **right to return** to the property once construction is completed.

If construction at your property takes longer, the PHA may offer you other housing options, such as another public housing unit or a **tenant-based voucher** that you can use to rent a qualifying home you choose and continue paying 30% of your income towards rent. (For more information, see [Fact Sheet #9: RAD and Relocation](#))



### Will RAD Affect My Rights Under My Lease?

RAD maintains the resident processes and rights under public housing, including:

- Requires lease renewal, except with good cause (For more information, see [Fact Sheet #7: Your Lease](#))
- A right to organize and have access to tenant participation funds to support resident organizing and participation (For more information, see [Fact Sheet #8: Resident Organizing and Funding](#))
- Procedures for hearing grievances and minimum timelines for being notified if your assistance is being terminated. (For more information, see [Fact Sheet #10: Resident Grievance and Termination Rights](#))
- Continued participation in FSS, ROSS, or Jobs Plus, while funding remains available. (For more information, see [Fact Sheet #11: Family Self-Sufficiency & Resident Opportunities And Self-Sufficiency](#))

RAD also gives residents a significant new right to request a tenant-based, “choice-mobility,” voucher. (For more information, see [Fact Sheet #12: Choice Mobility](#))





### Who Will Own and Manage the Property?

Most but not all public housing is owned by a public housing authority (PHA) and most, but not all, RAD converted properties are also owned by a PHA. Sometimes, the owner of the property changes through RAD. However, in all cases RAD requires that a public entity, generally the PHA, or a non-profit retain ownership or control of the property. In some cases, particularly when the PHA is using the Low-Income Housing Tax Credit (LIHTC) program to fund repairs, the PHA may partner with other housing organizations to own the property together. As with some public housing properties today, the PHA may partner with another company, including a for-profit, to manage the property day-to-day.



### How Can I Be Involved?

HUD encourages residents and their PHAs to work together during the RAD conversion process. PHAs are required to hold meetings with residents and send notices at various stages in the conversion process to educate residents about RAD and provide updates on plans. During these meetings, you can **learn about the conversion plans, ask questions, express concerns, and provide comments**. The PHA must submit your comments and its responses to HUD. (For more information, see [Fact Sheet #5: Resident Engagement and Consultation](#))



### Who Can I Talk to if I Have Questions?

You should talk to a PHA representative if you have specific questions about the RAD conversion process and the specific plans for your property. You may also direct any questions to HUD at [rad@hud.gov](mailto:rad@hud.gov) and Office of Recapitalization staff will respond confirming receipt and indicating next steps.



**Chicago, IL:** A resident enjoys his newly renovated kitchen in the Fannie Emanuel Apartments. The 181-unit senior apartment building was the first RAD conversion by the Chicago Housing Authority.





### ATTACHMENT 3

#### RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD) GENERAL INFORMATION NOTICE (GIN)

The property you currently occupy is being proposed for participation in the Department of Housing and Urban Development's (HUD) Rental Assistance Demonstration (RAD) program. At this time, we expect that [the proposed acquisition, rehabilitation or demolition, may require you to be relocated (temporarily or permanently) from your unit]. We will provide further details to you as plans develop. **This notice does not mean that you need to leave the property at this time. This is not a notice of eligibility for relocation assistance.** The remainder of this letter only applies to situations where you will need to be relocated from your unit.

This notice serves to inform you of your potential rights under the RAD program and a federal law known as the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA). If the proposed RAD project receives HUD approval and if you are displaced permanently as a result, you may become eligible for relocation assistance and payments under the URA, including:

- 1) Relocation advisory services that include referrals to replacement properties, help in filing payment claims and other necessary assistance to help you successfully relocate;
- 2) **At least 90 days' advance written notice of the date you will be required to move;**
- 3) Payment for moving expenses; and
- 4) Payments to enable you to rent a similar replacement home.

NOTE: Aliens not lawfully present in the United States are not eligible for URA relocation assistance, unless such ineligibility would result in exceptional and extremely unusual hardship to a qualifying spouse, parent, or child as defined at 49 CFR 24.208(h). All persons seeking relocation assistance will be required to certify that they are a United States citizen or national, or an immigrant lawfully present in the United States.

As a resident of a property participating in RAD, you have the right to return to the project after the project is complete. You will be able to lease and occupy a unit in the converted project when rehabilitation is complete.



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If you are permanently displaced from your home, you will not be required to move until you are given at least 90-day advance written notice of any required move and at least one comparable replacement dwelling has been made available to you. If you are temporarily relocated and your temporary relocation lasts more than one year, you will be contacted and offered permanent relocation assistance as a displaced person under the URA. This assistance would be in addition to any assistance you may receive in connection with temporary relocation and will not be reduced by the amount of any temporary relocation assistance you have already received.

If you are required to relocate from the property in the future, you will be informed in writing. SHA will inform you of what assistance and payments you are eligible for if you will be relocated because of RAD and how you will receive these payments. If you become a displaced person, you will be provided reasonable assistance necessary to complete and file any required claim to receive a relocation payment. If you feel that your eligibility for assistance is not properly considered, you will also have the right to appeal a determination on your eligibility for relocation assistance.

You should continue to pay your rent and meet any other requirements specified in your lease. If you fail to do so, SHA may have cause for your eviction. If you choose to move, or if you are evicted, prior to receiving a formal notice of relocation eligibility, you may become ineligible to receive relocation assistance. It is very important for you to contact us before making any moving plans.

Below is the date and times of the first Resident Meeting:

**December 12th at 3pm or 5pm**  
**204 Chavez Terrace**

If the project is approved, we will make every effort to accommodate your needs. In the meantime, if you have any questions about our plans, please contact:

Lindy Madill, Compliance Director, 516 Burt Street, Syracuse NY 13202, 315-470-4240

This letter is important to you and should be retained.

Sincerely,

**William Simmons**  
**Executive Director**



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