

**Part I of the  
Housing Assistance Payments  
Contract**

**U.S. Department of Housing and  
Urban Development**  
Office of Multifamily Housing Programs

OMB Control #2502-0587

Section 8 Housing Assistance Payments Program

Type of Project	<input type="checkbox"/> Private-Owner or  <input type="checkbox"/> PHA-Owner (check the applicable box)	<input type="checkbox"/> Partially-Assisted Project (as defined in 24 CFR § 880.201 )  <input type="checkbox"/> Small Project (as defined in 24 CFR § 880.201) (check if applicable)	<input checked="" type="checkbox"/> New Construction 24 CFR Part 880
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Type of Financing (if applicable):	Section 8 Project Number:	FHA Project Number (if applicable):
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This Housing Assistance Payments Contract (Contract) is entered into by and between \_\_\_\_\_ (PHA), which is a public housing agency as defined in the U.S. Housing Act of 1937, 42 U.S.C. 1437, *et seq* (Act) and \_\_\_\_\_ (Owner), and approved by the United States of America acting through the Department of Housing and Urban Development (HUD) pursuant to the Act and the Department of Housing and Urban Development Act, 42 U.S.C. 3531, *et seq*. The PHA is the Contract Administrator (CA) pursuant to an Annual Contributions Contract (ACC) between the PHA and HUD. The purpose of this Contract is to provide housing assistance payments on behalf of eligible Families leasing decent, safe and sanitary units from the Owner of the project. HUD has transferred or will transfer budget authority to the Contract pursuant to section 8(bb)(1) of the Act.

**1.1 HUD Requirements, Fiscal Year, and Other Items.**

- (a) **HUD Requirements.** The Contract shall be construed and administered in accordance with section 8 of the Act; all other applicable sections of the Act; all applicable HUD regulations, including 24 CFR Part 880, as in effect November 5, 1979, as amended; including any amendments to and/or changes in statutory requirements, HUD regulations, and other requirements.
- (b) **Fiscal Year.** The ending date of each Fiscal Year shall be \_\_\_\_\_. ([Insert March 31, June 30, September 30, or December 31, as approved by HUD.) The Fiscal Year for the project shall be the 12-month period ending on this date. However, the first Fiscal Year for the project is the period beginning with the effective date of the Contract and ending on the last day of the Fiscal Year which is not less than 12 months after the effective date.
- (c) **Project Description:** (Print or type the name of the project, the physical address of the project, the total number of units in the project, and the total number of section 8-assisted units.)

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**Statement of Services, Maintenance and Utilities Provided by the Owner.**

(1) Services and Maintenance:

(2) Equipment:

(3) Utilities:

(4) Other:

(d) **Contents of Contract.** This Contract consists of Part I, Part II, and the following exhibits:

- (1) **Exhibit 1:** Schedule of Contract Units and Contract Rents;
- (2) **Exhibit 2:** Daily Debt Service; and
- (3) **Exhibit 3:** The Affirmative Fair Housing Marketing Plan, if applicable.

Immediately after section 1.1(e)(3) above, print or type the name(s) of any additional exhibit(s). If none, print or type "none."

- (e) **Scope of Contract.** This Contract, including the exhibits, which are hereby incorporated into and made a part of the Contract, comprises the entire agreement between the Owner and the PHA with respect to the matters contained in it. Neither party is bound by any representations or agreements of any kind except as contained in this Contract, any applicable regulations, and agreements entered into in writing by the parties which are not inconsistent with this Contract.
- (f) **Assignability of Contract.** HUD may assign the Contract to a successor PHA under ACC with HUD for the purpose of PHA administration of the Contract. Unless and until HUD does so, the PHA identified at the top of page 1 shall be the CA and, in that capacity, a party to the Contract. Upon any assignment of the Contract by HUD to a successor PHA, the successor PHA shall assume all the contractual and all other legal obligations of the previous PHA and shall replace the previous PHA as the CA and as a party to the Contract during the term of the ACC between HUD and the successor PHA.

**1.2 Effective Date, Initial Term, and Funding For Initial Term of Contract.**

(a) **Effective Date and Initial Term.** The Contract begins on \_\_\_\_\_ (mm/dd/yyyy) and shall run for an initial term of \_\_\_\_\_ (fill in the appropriate number) \_\_\_\_\_ (fill in the word "day," "days," "month," or "months," as appropriate).

(b) **Funding for Initial Term.**

- (1) Execution of the Contract by HUD is an obligation of HUD of \$ \_\_\_\_\_, an amount sufficient to provide housing assistance payments for approximately \_\_\_\_\_ (fill in the appropriate number) \_\_\_\_\_ (fill in the word "day," "days," "month," or

“months,” as appropriate) of the first increment of the initial term of the Contract.

- (2) HUD will provide additional funding for any remainder of the first annual increment and for subsequent annual increments, including any remainder of such subsequent annual increments, subject to the availability of sufficient appropriations. When such appropriations are available, HUD will obligate additional funding and provide the Owner written notification of (i) the amount of such additional funding, and (ii) the approximate amount of time within the Contract term to which it will be applied.
- (3) HUD has executed the Contract solely for the purpose of obligating funding for the Contract; HUD is not a party to the Contract.

**1.3 Owner Obligation to Operate Project.** The Owner agrees to operate the project in accordance with this Contract for the full initial term of the Contract.

**1.4 Flood Insurance Applicability.**

- If the preceding box is checked, the Owner agrees that the project will be covered, during the life of the property, regardless of transfer of ownership, by flood insurance in an amount at least equal to its development or project cost (less estimated land cost) or to the maximum limit of coverage made available with respect to the particular type of property under the National Flood Insurance Act of 1968, whichever is less.

**Signature Page**

**Warning:** 18 U.S.C. 1001 provides, among other things, that whoever knowingly and willfully makes or uses any writing containing any materially false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of the executive branch of the Government of the United States, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.

As evidenced by the signature below of their authorized representative, the Owner and the PHA hereby agree to the terms of this Contract, the scope of which is set forth in section 1.1(g) of the Contract.

Public Housing Agency

Name of Public Housing Agency (Print or Type)

\_\_\_\_\_

By:

Signature of authorized representative

\_\_\_\_\_

Name of Signatory (Print or Type)

\_\_\_\_\_

Official Title (Print or Type)

\_\_\_\_\_

Date (mm/dd/yyyy): \_\_\_\_\_

Owner

Name of Owner (Print or Type)

\_\_\_\_\_

By:

Signature of authorized representative

\_\_\_\_\_

Name of Signatory (Print or Type)

\_\_\_\_\_

Official Title (Print or Type)

\_\_\_\_\_

Date (mm/dd/yyyy): \_\_\_\_\_

Approved by:

United States of America  
Secretary of Housing and Urban Development

By:

\_\_\_\_\_  
Signature of authorized representative

Name of Signatory (Print or Type)

\_\_\_\_\_  
Official Title (Print or Type)

Date (mm/dd/yyyy): \_\_\_\_\_

**Exhibit 1**

**Schedule of Contract Units and Contract Rents**

Number of Contract Units	Number of Bedrooms	Contract Rent	Utility Allowance	Gross Rent

**Exhibit 2**

**Daily Debt Service**

<b>Number of Rooms</b>	<b>Number of Units</b>	<b>Daily Debt Service</b>
<b>0</b>	_____	<b>\$</b> _____
<b>1</b>	_____	<b>\$</b> _____
<b>2</b>	_____	<b>\$</b> _____
<b>3</b>	_____	<b>\$</b> _____
<b>4</b>	_____	<b>\$</b> _____
<b>5</b>	_____	<b>\$</b> _____

This information is used for computing assistance payments for vacant units under section 2.3(d) of the Contract.

**Exhibit 3**

**Affirmative Fair Housing Marketing Plan (if applicable)**