



US Department of Housing and Urban Development (HUD)
 Community Planning and Development (CPD)
 Relocation and Real Estate Division (RRED)

URA & SECTION 104(D) WORKSHOPS CYCLE

FORM

The Relocation and Real Estate Division (RRED) of the U.S. Department of Housing and Urban Development (HUD) is providing technical assistance through a Workshops Cycle to Region IV Grantees with Community Development Block Grant Disaster Recovery (CDBG-DR) funded projects that require compliance with the Uniform Relocation Assistance and Real Property Acquisition Act (URA), Section 104 (d) of the Housing and Community Development Act of 1974 and applicable waivers and alternative requirements. **A Grantee’s success is HUD’s success!** And this Workshops Cycle provides the Grantees all the necessary tools to have a compliant and effective project. RRED encourages Grantees to participate in this unique opportunity. This form should be completed by the Grantee for RRED to better understand their needs and customize each workshop accordingly.

Please fill the Grantee’s information below:

Grantee:	
Contact information:	Date:
Program/Project #1:	Type of program/project: (ex. buyout, new construction)
Additional sources of funds:	Allocation date:
Program/Project #2:	Type of program/project:
Additional sources of funds:	Allocation date:
Program/Project #3:	Type of program/project:
Additional sources of funds:	Allocation date:
Program/Project #4:	Type of program/project:
Additional sources of funds:	Allocation date:

Please select any of the four (4) workshops needed by the Grantee. Then, select the topics of preference for each selected workshop. New Grantees are required to complete the workshop included in track 1.

<input type="checkbox"/> Have a good start! (Track 1)	
Policies & Procedures and RARAP	Planning and Documentation
<input type="checkbox"/> Understanding HUD, the Grantees & the Subrecipients roles	<input type="checkbox"/> Visit your communities!
<input type="checkbox"/> Importance of community	<input type="checkbox"/> Budgeting and timeframe for residential vs non-residential

<p>engagement</p> <ul style="list-style-type: none"> <input type="checkbox"/> Strategies to minimize displacement <input type="checkbox"/> Relocation assistance under the URA vs waived Section 104 (d) <input type="checkbox"/> Advisory services <input type="checkbox"/> One-for-one replacement policy limited waiver and its implication <input type="checkbox"/> Recordkeeping <input type="checkbox"/> Proper notices emissions <input type="checkbox"/> Amended RARAP or new RARAP for DR 	<p>acquisitions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Budgeting and timeframe for homeowner vs tenant relocations <input type="checkbox"/> Aspects to consider when using different sources of funding <input type="checkbox"/> Critical issues to consider before implementation <input type="checkbox"/> Actual policies & procedures review <input type="checkbox"/> Common mistakes and findings
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Getting ready to acquire (Track 2)

<ul style="list-style-type: none"> <input type="checkbox"/> Voluntary vs involuntary acquisitions <input type="checkbox"/> Types of acquisitions <input type="checkbox"/> Applicable notices <input type="checkbox"/> Initiation of Negotiations (ION) <input type="checkbox"/> Title study <input type="checkbox"/> Appraisals <input type="checkbox"/> Review appraisals <input type="checkbox"/> Tenant owned improvements <input type="checkbox"/> Establishment & offer of just compensation <input type="checkbox"/> Acquisition recordkeeping <input type="checkbox"/> Optional/programmatic relocation policy <input type="checkbox"/> Incidental expenses 	<ul style="list-style-type: none"> <input type="checkbox"/> Buyout <input type="checkbox"/> Purchase <input type="checkbox"/> Donations <input type="checkbox"/> Eminent domain <input type="checkbox"/> Negotiation procedures <input type="checkbox"/> Administrative settlement <input type="checkbox"/> Partial acquisitions <input type="checkbox"/> Uneconomic remnant <input type="checkbox"/> Voluntary acquisitions: Safe housing incentives <input type="checkbox"/> Actual files review <input type="checkbox"/> Common mistakes and findings
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Families and their relocation process (Track 2)

<ul style="list-style-type: none"> <input type="checkbox"/> Types of occupants (homeowners, tenants, other types of occupants) <input type="checkbox"/> Permanent versus temporary relocation <input type="checkbox"/> Relocation assistance advisory services <input type="checkbox"/> Applicable notices <input type="checkbox"/> General Information Notice (GIN) <input type="checkbox"/> Socioeconomic study <input type="checkbox"/> Not lawfully present in the US <input type="checkbox"/> Comparable replacement dwellings <input type="checkbox"/> Decent, Safe and Sanitary (DSS) <input type="checkbox"/> Relocation recordkeeping <input type="checkbox"/> Optional/programmatic relocation policy 	<ul style="list-style-type: none"> <input type="checkbox"/> Functional diversity considerations for replacement housing <input type="checkbox"/> Evictions <input type="checkbox"/> Federal assistance programs as a relocation benefit <input type="checkbox"/> Relocation benefits <input type="checkbox"/> Last resort <input type="checkbox"/> Rental assistance <input type="checkbox"/> Moving and related expenses <input type="checkbox"/> Actual files review <input type="checkbox"/> Common mistakes and findings
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Understanding Non-Residential Relocations (Track 2)

<ul style="list-style-type: none"> <input type="checkbox"/> Types of occupants (businesses, farms, and nonprofit organizations) 	<ul style="list-style-type: none"> <input type="checkbox"/> Evictions <input type="checkbox"/> Reestablishment expenses
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<input type="checkbox"/> Permanent versus temporary relocation	<input type="checkbox"/> Related nonresidential eligible expenses
<input type="checkbox"/> Relocation assistance advisory services	<input type="checkbox"/> Moving and related expenses
<input type="checkbox"/> Applicable notices	<input type="checkbox"/> Discretionary utility relocation payments
<input type="checkbox"/> General Information Notice (GIN)	<input type="checkbox"/> Relocation recordkeeping
<input type="checkbox"/> Interviews and inventory	<input type="checkbox"/> Actual files review
<input type="checkbox"/> Replacement site	<input type="checkbox"/> Common mistakes and findings

Please include any other needs identified by the Grantee below:

For more information or assistance in completing this form, please reach out to Jennifer Rivera De Jesús, Relocation Specialist for Disaster Recovery (jennifer.riveradejesus@hud.gov), Regina Montgomery, Region IV Relocation Specialist (regina.m.montgomery@hud.gov) or Maria Caridad (Cari) Palerm, Region IV (PR & USVI) Relocation Specialist (maria.c.palerm@hud.gov).