



Federal law requires developers to provide relocation assistance to residents who may be displaced by construction at a property site.

Required relocation assistance may be temporary or permanent.

The San Diego Housing Commission (SDHC) expects affordable housing developers on projects that receive financial support from SDHC to comply with all applicable relocation assistance requirements.

Uniform Relocation Assistance Act

The federal Uniform Relocation Assistance (URA) and Real Property Acquisition Act establishes minimum standards for federally funded programs and developments that support the acquisition of real estate or displace individuals and families from their homes, businesses, or farms.

URA protections and assistance apply to the acquisition, rehabilitation, or demolition of real estate for federal or federally funded projects. The U.S. Department of Housing and Urban Development (HUD) administers the URA.

Tenant Relocation Issues to Consider

- Minimizing displacement – HUD requires that all reasonable steps be taken to minimize displacement as a result of a HUD-assisted project.
- Budgetary implications – Planning is essential to ensure that sufficient funds are available to comply with all applicable requirements. Plan early so that project budgets will include realistic estimates for acquisition and relocation expenses.
- Coordination of the development – The owner, or “grantee,” should take steps to coordinate activities and facilitate cooperation among government agencies, neighborhood groups, and persons affected by the project. This will ensure that the project can proceed efficiently and with minimal duplication of effort.
- Determining resource needs – During the planning stage, HUD recommends that the grantee review applicable relocation policies, staffing needs, and training or other capacity building needs to anticipate any issues that may hinder the acquisition and relocation process.
- Administrative requirements – Grantees must adhere to HUD administrative requirements involved in the planning for acquisition and relocation projects.

URA Noticing Requirements

URA regulations require three notices to be issued to eligible persons:

- General Information Notice (GIN) – Informs affected persons of the development and that it may displace them.
- Notice of Relocation Eligibility – Informs persons that they will be displaced by the development and establishes their eligibility for relocation assistance and payments.
- 90-Day Notice – Informs displaced persons of the earliest date by which they will be required to move. This notice may not be issued unless a comparable replacement dwelling is available, and the displaced person is informed of its location and has sufficient time to lease or purchase the property.



Temporary Relocation Requirements

Residential tenants who will not be required to move permanently may be required to relocate temporarily for the project.

Temporary relocation should not extend beyond one year before the person is returned to his or her previous unit or location.

At a minimum, the tenant shall be provided the following:

- Reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation (e.g., moving expenses, increase in monthly rent or utility costs, etc.).
- Appropriate advisory services, including reasonable advance written notice of the following:
 - Date and approximate duration of the temporary relocation;
 - Address of the suitable dwelling to be made available for the temporary period;
 - Terms & conditions under which the tenant may lease and occupy the dwelling in the building/complex upon completion of the project; and
 - Provisions of reimbursement for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation.

Any residential tenant who has been temporarily relocated for more than one year must be offered all *permanent relocation assistance*.

Professional Relocation Services

In addition to being required by law, relocation advisory services are the single most important part of a successful relocation program. Relocation advisory services are required to be provided to all eligible displaced persons, including nonresidential displaced persons. Key advisory services include:

- Determining needs and preferences of displaced persons.
- Explaining available relocation assistance.
- Explaining a person's right to appeal if they are not satisfied with agency decisions.
- Offering/providing transportation to locate replacement housing.
- Offering other assistance (e.g., social, financial and/or housing inspection services, etc.).
- Providing current and ongoing listings of comparable dwellings for residential displacements and replacement sites for businesses.
- Supplying information on other federal and state programs offering assistance
- Providing counseling and other assistance to minimize hardship in adjusting to relocation

SDHC cannot recommend tenant relocation assistance providers, but can share a list of providers utilized by developers/owners.

SDHC recommends developers bring on a third party relocation company to assist with the relocation efforts.

For more information and for a list of relocation consultants, please contact Maurcell Gresham at maurcell@sdhc.org