

Notice of Non-Displacement – GUIDE
Residential Tenant

Grantee or Agency Letterhead

(date)

Dear _____,

On (date), the (city, county, state, Public Housing Authority, other), notified you of the proposed plans to rehabilitate the property you currently occupy at (address) for a project which could receive funding assistance from the U.S. Department of Housing and Urban Development (HUD) under the HOME Program. On (date), the project was approved and will receive federal funding. Repairs will begin soon.

- **This is a notice of non-displacement.** You will not be required to move permanently as a result of the rehabilitation.

This notice guarantees you the following:

1. Upon completion or the rehabilitation, you will be able to lease and occupy your present apartment or another suitable, decent, safe and sanitary apartment in the same building/complex under reasonable terms and conditions. *Under HOME at 24 CFR 92.353(c)(2)(C)(1):* “your new lease will be for a term of not less than one year at a monthly rent will remain the same or, If increased, your new monthly rent and estimated average utility costs will not exceed: (1) If you are low income, the total tenant payment as defined by HUD (*under 24 CFR 5.628*) or (2) 30% of the monthly gross household income, if you are not low income.”
2. If you must move temporarily so that the rehabilitation can be completed, you will be reimbursed for all of your extra expenses, including the cost of moving to and from temporary housing and any increased interim housing costs. The temporary unit will be decent, safe and sanitary, and all other conditions of the temporary move will be reasonable.

Since you will have the opportunity to occupy a newly rehabilitated apartment, I urge you not to move. If you elect to move for your own reasons, you will not receive any relocation assistance. We will make every effort to accommodate your needs. Because federal funding is involved in this project, you are protected by the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended. You must continue to comply with the terms and conditions of your lease.

If you have any questions, please contact (name), at (phone number), or (address). This letter is important and should be retained.

Sincerely,

Name and Title

NOTES:

1. The case file must indicate the manner in which this notice was delivered – personally served or certified mail with return receipt – and the date of delivery.
2. This is a guide and should be revised to reflect the circumstances.