



NY Rising Small Rental Program

Relocation Policy for Uniform Relocation Act

Landlord Fact Sheet

May 28, 2014

If you are a participant in the New York Rising Small Rental Program and your tenants must vacate their unit for repairs to be completed, then you must comply with the federal Uniform Relocation Act (URA). A Program Representative will assist you and your tenants with URA compliance, and New York Rising will pay for any necessary tenant compensation and other costs of URA compliance.

Landlords should work with the Program to provide tenants with a General Information Notice (GIN) that spells out information pertaining to your application for assistance, and provides tenants with notice of possible use of Federal funds for the project. This notice will specify the size of the rental unit, the number of household members legally permitted to occupy the unit and the current rent.

Through the GIN and other communications, you must advise your tenants of their rights and potential eligibility to receive assistance with all reasonable costs of temporary relocation. These costs may include:

- moving expenses
- assistance locating and making deposits for temporary housing that is decent, safe and sanitary
- payments towards the difference in the rent between the new housing and their current rent
- assistance with utility payments

As the landlord, you are responsible for providing and certifying information about whether a tenant has resided in your unit at any time since you made application to the Program. If there was a tenant present, you should be aware of the Program's "no permanent displacement" policy and the Program's provisions to support and fund any temporary relocation of your tenant that is required as a result of needed repairs to the property.

A Program Representative will provide advisory services and information to inform the residents of the rehabilitation project, and the project specific relocation plan. The Representative will meet with the tenant to review the project and its impact on the property. During this meeting they will discuss any and all written notices households may expect to receive, their rights, options and suggestions for avoiding problems. They will identify the housing and moving options the Program knows are available and the pros and cons of each. After consultation and discussion from the property's occupants, the Program Representative will provide a copy of the approved relocation plan.

If the Program offers a tenant a temporary replacement housing unit, the Program will schedule a moving date with the tenant. If a problem is discovered, such as a tenant refusing to move or to come into the office or a tenant cannot be found, the landlord can initiate appropriate actions including eviction proceedings. Tenants are not entitled to relocation payments and assistance if they were evicted for serious or repeated violation of lease terms and the eviction was not undertaken for the purpose of evading the obligation to make available the payments and other relocation assistance.