



RENEWING YOUR SECTION 8 HAP CONTRACT?

***CONSIDER THE BENEFITS OF
A 20 YEAR CONTRACT***

HUD's New England Multifamily HUB has a preservation goal of renewing HAP Contracts for 20 year terms. Owners are encouraged to take advantage of these long term Section 8 Contracts.

20 Year Contracts offer a number of benefits:

- ✓ **A stable, long-term income stream**, even during market downturns.
- ✓ **Securitization of financing** to rehabilitate or remodel the property
- ✓ **Annual rent increases** through the OCAF or budget process.
- ✓ **Reduced processing time** and annual paperwork
- ✓ **Preservation of affordable housing.**

Most properties are eligible to apply for 20 Year HAP contracts.

If you are interested in applying, please let your HUD project manager know and submit renewal materials to your PBCA/TCA for processing.

Thank you for your continued commitment to providing quality affordable rental housing.



HOW TO APPLY FOR A 20 YEAR HAP RENEWAL

To get started with a 20 Year HAP renewal, just follow the instructions below:

Expiring HAP Contracts (Typical Renewal)

Properties whose contracts are expiring should follow these steps:

1. Complete the following documents:
 - a. Contract Renewal Request Form (form HUD-96254). Select the desired Option and specify a period of 20 years. You can download the form at:
<http://www.hud.gov/utilities/intercept.cfm?/offices/adm/hudclips/forms/files/9624.pdf>
 - b. Accompanying documents. Please check with your PBCA/TCA for a list of required documents, depending on the Option you choose.
2. Submit the cover letter and all necessary accompanying documents to the PBCA/TCA or if a HUD administered contract to your HUD project manager.

Amendment of Existing Multi-year Contracts

Properties with existing multi-year contracts who wish to extend up to 20 years should do the following:

1. Write a short memo that describes the property and the existing HAP contract and that requests to extend the current contract term up to 20 years.
2. Submit the memo to the PBCA or if a HUD administered contract to your HUD project manager.