

PROJECT SPECIFIC FACT SHEET
Rental Assistance Demonstration (RAD) Section 18 Blend Conversion Program
Housing Authority of Saint Charles Parish
March 25, 2026
Version 3

Introduction

Public Housing Authorities throughout the country have options to transition out of the public housing program. The U. S. Department of Housing and Urban Development (HUD) permits the “repositioning” of public housing through the Rental Assistance Demonstration (RAD) Conversion Program. The Housing Authority of Saint Charles Parish (“HASCP”) considered converting its public housing units under the RAD Program; however, HUD provided in 2019 an alternative for small public housing authorities designated the “Streamlined Voluntary Conversion” program as described in HUD PIH Notice 2019-05.

This notice enables HASCP to transition its Public Housing Program (LA094000200) to the Housing Choice Voucher (Section 8) Program model at the Housing Choice Voucher (HCV) rent funding levels. Section 22 of the Housing Act of 1937 authorizes this legislation. HASCP will voluntarily convert its public housing program to HCV assistance by submitting an application to HUD for the conversion through the Inventory Removal model of PIC via HUD Form-52860 and HUD Form-52860-E. The Board of Commissioners (the “Board”) of HASCP has approved the completion and submission of the conversion application to HUD. HASCP submitted a full SVC Application to HUD. The SVC Application was preliminarily approved by the Special Application Center (SAC) of HUD.

However, on September 3, 2024, HUD contacted the Saint Charles Parish Housing Authority and HUD informed the HASCP that HUD had suspended the approval of SVC Applications. HUD suggested the HASCP to convert its public housing program under another HUD approved repositioning strategy, specifically the Rental Assistance Demonstration (RAD) Section 18 Blend Conversion Program (RAD Section 18 Blend Conversion Program). The Board of Commissioners has approved the conversion under the RAD Section 18 Blend Conversion Program.

Development Partner Selection

HASCP does not have the capacity to undertake the conversion process, including the required capital improvements to the properties following conversion. SCPHA selected Standard Enterprises, Incorporated (SEI) of Monroe, Louisiana as HASCP’s Development Partner, through a formal Request for Proposal (RFP), to assist with the implementation of the Rental Assistance Demonstration (RAD) Conversion Program offered by the HUD.

Standard Enterprises, Incorporated will assist HASCP with the RAD Section 18 Blend Conversion Program application process. Additionally, SEI will assist with the appropriate demolition or disposition of the property and with the comprehensive renovation of the properties and/or new construction of housing units. SEI will assist HASCP with the relocation of families during the redevelopment process either with the entities’ current staff or with a third-party contractor who is experienced in relocation activities.

Future Use of Property Description

The Housing Authority of Saint Charles Parish desires to convert its public housing properties located in three separate communities in Saint Charles Parish under the RAD Section 18 Blend Conversion process. These communities consist of Boutte, Hahnville, and Des Allemands. The Housing Authority of Saint Charles Parish owns three (3) public housing properties with a total of one hundred twenty-nine (129) units ranging from efficiency bedroom units to four (4) bedroom units.

During the RAD Section 18 Blend Conversion process for the properties, the Housing Authority of Saint Charles Parish created a non-profit entity into which the Housing Authority of Saint Charles Parish will transfer the properties. The repositioning strategy for each property consists of major rehabilitation, demolition, and new construction. Under the HASCP RAD Section 18 Blend Conversion process, the units that are demolished and newly constructed and renovated will remain affordable rental housing units. Below is a description of the repositioning strategy for each property under the HASCP RAD Section 18 Blend Conversion process.

Boutte Apartments. Boutte is a multi-family site which consists of 66 public housing units. The physical address for the property is 200 Boutte Estates Drive, Boutte, Louisiana. The Boutte property is currently occupied. HASCP in partnership with SEI will undertake a comprehensive renovation on the property using Low Income Housing Tax Credits (“LIHTCs”) and other funding sources available for the renovations. During the renovation activities, families in the Boutte community will be offered a Tenant Protection Voucher for relocation. HASCP will offer a TPV to the family and HASCP will pay for the relocation services for each family living in the community at the time in which HUD approves the RAD Section 18 Blend Conversion Plan. This newly renovate property will remain as affordable rental housing. This property will be renovated no later than December 31, 2027.

Hahnville Apartments. Hahnville is a multi-family site which consists of 51 public housing units. The physical address for the property is 200 Sunset Court, Hahnville, Louisiana. The Hahnville property is currently vacant. HASCP in partnership with SEI will undertake a comprehensive renovation on the property using Low Income Housing Tax Credits (“LIHTCs”) and other funding sources available for the renovations. This newly renovated property will remain as affordable rental housing. This property will be renovated no later than December 31, 2027.

Des Allemands Apartments. Des Allemands is a multi-family site which consists of 12 public housing units. The physical address for the property is 172 Normand Avenue, Des Allemands, Louisiana. The Des Allemands site is completely vacant. HASCP in partnership with SEI will demolish the property and rebuild new units on the property using LIHTCs and other funding sources available for new construction. HASCP proposes to increase the number of units on the site from 12 units to 24 units or 36 units, depending on the number of units allowed relative to local codes. HASCP will implement the Project Based Voucher (PBV) Program at this site. This newly constructed property will remain as affordable rental housing. This property will be constructed no later than December 31, 2027.

The Housing Authority of Saint Charles Parish is proposing to submit a RAD Section 18 Blend Conversion Plan and Application for the conversion. The portfolio is comprised of three sites (Boutte, 66 units; Hahnville, 51 units; and Des Allemands, 12 units) with a total of one-hundred twenty-nine (129) units. Total acreage is 15.1734 acres.

Conversion Proposal

The Housing Authority of Saint Charles Parish is proposing to submit a RAD Section 18 Blend Conversion Program Plan and Application for the conversion of the entire public housing portfolio. The portfolio is comprised of three sites (Boutte, 66 units; Hahnville, 51 units; and Des Allemands, 12 units) with a total of one-hundred twenty-nine (129) units. Total acreage is 15.1734 acres. See Unit Mix Breakdown below.

Unit Mix Breakdown Housing Authority of Saint Charles Parish

Development/Site	Acres	Total Units	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Chadbourne Estates 200 Boutte Estates Dr. Boutte, LA	7.7134	66	4	24	18	18	2	0
Richard Smith Complex 200 Sunset Court Hahnville, LA	5.29	51	0	20	18	12	1	1
Des Allemands Square 172 Norman Avenue Des Allemands, LA	2.17	12	0	4	4	4	0	0
Total	15.1734	129	4	48	40	34	2	1

The intent of the HASCP is to withdraw Ninety Percent (90%) or one hundred six teen (116) of the units from the conventional public housing program and the remaining thirteen percent (10%) or thirteen (13) of the unit will remain under the public housing program, to convey the properties to a subsidiary (Saint Charles Housing Development, Incorporated) of HASCP, and to retain the units as affordable housing through the provision of both Tenant Protection Vouchers (TPVs) and project-based subsidy assistance through the Housing Choice Voucher (HVC) Program as administered by HASCP. In order to ensure that the units meet and exceed Housing Quality Standards (HQS) as required by the Housing Choice Voucher Program, HASCP intends to complete comprehensive rehabilitation as needed on the units using the current Low-Income Housing Tax Credits (LIHTC) and other resources.

In addition, HASCP proposed to utilize Project Based Vouchers (PBV) on the properties. Families who voluntary consent to PBV Assistance will have to remain in their unit under a PBV Contract administered by HASCP. Tenant consent means a family, after being fully informed of its rights and options, voluntarily gives up the ability to receive a tenant-based HVC voucher (that could be used at the property or off-site in the private market) in order to be assisted under a PBV contract at the property. The informed and voluntary consent a family gives is to forego tenant-based assistance (for use at the property or in the private market).

If a family fails to consent to the PBV Assistance and chooses to remain using tenant-based HVC Assistance, that family's unit will be excluded from the PBV Housing Assistance Payments (HAP) Contract until the family moves out or consents to switching to PBV assistance. Families will be advised of their rights through a series of group and one on one meetings.

Capital Improvements and Financing Plan

HASCP completed a Physical Conditions Assessment (PCA) on the public housing properties. The PCA outlines the amount of capital improvements needed at each property immediately and the amount of capital improvement needs spread over a 20-year span. The PCA is helpful in determining whether to demolish or to renovate a property. At a minimum, HASCP will make the capital improvements identified in the PCA. An architect has been procured for the design work. HASCP has started developing the Plans and Specifications for the renovation needs for the properties. Price estimates will be received for the renovations and a Construction Contractor will be selected to complete the construction work at the sites based on the final Scope of Work.

HASCP has started to develop a Financing Plan for the capital improvement needs. HASCP is ready to pursue financing immediately after the RAD Section 18 Blend Conversion Program Application for the PHA has been approved by HUD. The Financing Plan includes funding from the Louisiana Housing Corporation Low Income Housing Tax Credit Program (4% Credits) and other funds. A Preliminary Sources and Uses of Funds has been developed which outlines the sources of funding and expenditures for the capital improvements. HASCP expects to secure the financing for the projects; to complete the capital improvements to the properties; and to move the returning families back and new families to the properties.

Public Housing Agency (PHA) Plan

HASCP has created the 2024 Public Housing Agency Plan revision which outlines the HASCP desire to convert under the RAD Section 18 Blend process and the removal action of the Public Housing Program and replacing the Public Housing Program with the Housing Choice Voucher (Section 8) Program. The HASCP has received approval from its Board of Commissioners and HUD on its 2025 PHA and 5 Year PHA plan which includes its intent to redevelop its properties under the RAD/Section 18 blend conversion program.

Local Government Consultation and Support

A requirement of the application process is that the conversion plan must be developed in consultation with appropriate public officials, including the local government. In addition, HASCP must receive confirmation that the proposed RAD Section 18 Blend Conversion Program Application and subsequent conversion of the Public Housing units to the Housing Choice Voucher (Section 8) Program is consistent with the jurisdiction's current approved Consolidated Plan. The Saint Charles Parish Council has pledged support of HASCP desire to convert under RAD. HASCP met with the Saint Parish Council to explain the conversion of the public housing program to the HVC program.

Resident Consultation

It is not expected that any residents will be displaced as a result of the Streamlined Voluntary Conversion process. All remaining households residing in the units will be provided a comparable housing unit through the use of a Tenant Protection Voucher to remain at the properties or rent on the private market. All families are currently at or below 80% of the Area Median Income (AMI) and will be offered Housing Choice Voucher (HCV) Assistance through the award of Tenant Protection Vouchers.

The HASCP conducted meetings/briefings at the properties on March 20, 2025 in which all residents living at the properties at the time were invited to attend the meetings/briefings. Additional meetings are scheduled for November 5, 2025. Residents were given copies of the information of the proposed conversion action and the rights and responsibilities of the families. Resident comments will be solicited. HASCP shall carefully prepare the RAD Section 18 Blend Draft Conversion Plan with the HUD requirements as outlined the regulations and with input from the residents of the SCPHA.

Relocation

HASCP understands the importance of handling the relocation in the best interest of the residents and HASCP has carefully crafted a Relocation Plan that minimizes disruption to residents and directly responds to resident needs and preferences. The HASCP staff and the HASCP Developer Partner, Standard Enterprises, Incorporated, will provide relocation services, in accordance with the Relocation Plan. As a part of the RAD/Section 18 blend repositioning strategy program, you have the right to return to the unit you had to vacate due to the work being done through this program if you choose to do so.

HASCP will communicate with the residents throughout the conversion application and approval process. HASCP will conduct ongoing resident meetings and provide updated information and notices to impacted households. After voluntary conversion is approved and relocation commences, HASCP will also provide the relocation and advisory services and carefully track residents both during and after their moves to ensure that the residents have uninterrupted access to services during relocation. Lastly, HASCP will develop a database that will track household status in the relocation process, where they have relocated to and whether or not they are receiving appropriate services.

Tenant Protection Vouchers (TPVs)

The HASCP currently administers a Housing Choice Voucher Program. Upon approval of the RAD Section 18 Blend Conversion Plan Application, the HASCP will request Replacement Tenant Protection Vouchers for the number of units under the Annual Contribution Contract (ACC) at the property that have been occupied during the past twenty-four (24) months in accordance with the HUD rules and regulations. The HASCP will immediately apply for TPVs for the eligible units approved to receive TPVs. The TPVs will be converted to project-based vouchers for use at the property.

The Replacement TPVs will be used first to assist eligible families impacted by the Public Housing conversion action. After ensuring all eligible families in the impacted Public Housing units have been offered TPV assistance, HASCP will issue any remaining replacement TPVs to families on the waiting list and/or project-base the remaining replacement TPVs.

RAD Section 18 Blend Conversion Plan Timeline
March 1, 2026

The HASCP must provide a Timeline of when the public housing program close-out process will end. See RAD Section 18 Blend conversion plan timeline below.

<u>Description of Activity</u>	<u>Proposed Completion Date</u>
Board Approves RAD Plan Submission	February 1, 2025
Resident Meetings/Briefings	March 20, 2025
Resident Consent Forms	April 30, 2025
Approved PHA Plan	April 30, 2025
Submit Conversion Plan to HUD	December 31, 2025
HUD Approves Conversion Plan, CHAP	March 31, 2026
Submit Financing Plan to HUD	June 30, 2026
HUD Approves Financing Plan	July 31, 2026
Construction Starts	August 1, 2026
Construction Ends	August 1, 2027
Partial Public Housing Program Close-Out	December 31, 2027