

Community Development Block Grant Toolkit on Crosscutting Issues

Module 4: Acquisition and Relocation

Module 4 of the CDBG Toolkit contains statutes, regulations, forms, documents and other resources that will help guide the acquisition and relocation process for state and local government agencies and other organizations using HUD funds. HUD Handbook 1378 provides guidance on the implementation of URA, Section 104(d) and other requirements for HUD-funded programs and projects. HUD publications, forms and other resources available on this CD are useful tools for conducting acquisition and relocation for HUD-funded programs and projects. Additionally, this module of the Toolkit includes a set of training materials on acquisition and relocation crosscutting issues.

The resources contained in this module are current as of August 2009. To ensure that you are using the most updated information, please visit HUD's Acquisition and Relocation web page: <http://www.hud.gov/offices/cpd/library/relocation/index.cfm> or the HUDCLIPS web page: <http://www.hud.gov/offices/adm/hudclips/>.



Please click on the title to access the resources listed below in electronic format.

Contents:

● **Applicable Statutes**

- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA), as amended
- Section 104(d) of the Housing and Community Development Act of 1974, as amended
- 42 U.S.C. 3537c (Prohibition of Lump Sum Payments)

● **Applicable Regulations**

- 49 CFR Part 24 (Uniform Relocation and Real Property Acquisition for Federal and Federally-Assisted Programs)
- URA Fixed Residential Moving Cost Schedule
- 24 CFR Part 42 (Displacement, Relocation Assistance and Real Property Acquisition for HUD and HUD-Assisted Programs)
- 24 CFR 570.606 (Displacement, Relocation, Acquisition and Replacement of Housing)

● **HUD Handbook**

- Handbook 1378.0 (Tenant Assistance, Relocation and Real Property Acquisition Handbook)

- Handbook 6509.2 REV 6, Chapter 25: Acquisition and Relocation

- **HUD Acquisition and Relocation Brochures**

- When a Public Agency Acquires Your Property (HUD 1041-CPD)
Spanish language version (HUD-1041-CPD-1)
- Relocation Assistance to Persons Displaced from Their Homes (Section 104(d))
(HUD-1365-CPD)
Spanish language version (HUD-1365-CPD-1)
- Relocation Assistance to Tenants Displaced from Their Homes (HUD-1042-CPD)
Spanish language version (HUD-1042-CPD-1)
- Relocation Assistance to Displaced Businesses, Nonprofit Organizations and Farms
(HUD-1043-CPD)
Spanish language version (HUD-1043-CPD-1)
- Relocation Assistance to Displaced Homeowner Occupants (HUD-1044-CPD)
Spanish language version (HUD-1044-CPD-1)

- **Relocation Forms**

- HUD-40030 (Claim for Temporary Relocation Expenses (Residential Moves))
- HUD-40054 (Residential Claim for Moving and Related Expenses)
- HUD-40055 (Claim for Actual Reasonable Moving and Related Expenses – Nonresidential)
- HUD-40056 (Claim for Fixed Payment - Nonresidential)
- HUD-40057 (Claim for Replacement Housing Payment for 180-day Homeowner-Occupant)
- HUD-40058 (Claim for Rental Assistance or Down Payment Assistance)
- HUD-40058-S (Claim for Rental Assistance or Down Payment Assistance/Bilingual English-Spanish)
- HUD-40061 (Selection of Most Representative Comparable Replacement Dwelling)
- HUD-40072 (Claim for Rental or Purchase Assistance (sec. 104(d)))

- **Other Resources**

- Uniform Relocation and Real Property Acquisition for Federal and Federally Assisted Programs; Fixed Payment for Moving Expenses; Residential Moves – Federal Register Notice, July 23, 2008
- DOT Training Module: Real Estate Acquisition Under the Uniform Act: An Overview
- Planning and Budgeting Relocation Costs for HUD-Funded Projects
- Illegal Aliens and the URA

- HUD RAP (Relocation & Acquisition Policies) Newsletter
- HUD Acquisition & Relocation Mailing List
- HUD Training Module: Real Estate Acquisition and Relocation in HUD Programs
- Residential Anti-displacement and Relocation Assistance Plan (RARAP)

● **Training Materials**

- Training Curriculum
- Trainer Guide
- PowerPoint Presentation
- “Top Eight Strategies for Successfully Acquiring Property in the CDBG Program”
- Case Study – “The Case of the Unwanted Land”
- “Top Eleven Facts about Relocating a Business”
- Case Study – “What To Do When You Can’t Agree”
- Discussion Questions

Whom to Contact:

HUD Relocation Staff Contacts

<http://www.hud.gov/offices/cpd/library/relocation/contacts/index.cfm>

Local HUD Field Office

<http://www.hud.gov/offices/cpd/about/staff/fodirectors/index.cfm>