Contract Renewal Request Form
Multifamily Section 8 Contracts

U.S. Department of Housing and Urban Development
Office of Housing

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Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Title V of the Departments of Veterans Affairs and Housing and Urban Development and Independent Agencies Appropriations Act of 1988 (P.L. 106-65, 111 Stat. 1384) authorizes the FHA Multifamily Housing Mortgage and Housing Assistance Restructuring Program. HUD implemented a statutory permanent program directed at FHA-insured multifamily projects that have project-based Section 8 contracts with above-market rents. The information collection is used to determine criteria eligibility of FHA-insured multifamily properties for participation in the Mark to Market program and the terms on which participation should occur. The purpose of the program is to preserve low-income rental housing affordability while reducing the long-term costs of Federal rental assistance. While no assurances of confidentiality are pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

Cover Sheet

Greenspire I/II PROJECT NAME	
1040 - 1070 Jackson St. Stoughton, WI 53589 PROJECT ADDRESS	
Stoughton Housing Authority c/o Broihahm Management and Consulting PROJECT OWNER	
N/A	623824625
FHA PROJECT NO	DUNS NUMBER
64	63
TOTAL UNITS IN PROJECT	TOTAL SECTION 8 UNITS IN PROJECT
DATE OF SUBMISSION	DATE RECEIVED BY HUD

Section 8 contracts and stages in the project:

Section 8 Contract Number	Stage Number (if applicable)	Combine (Yes?)	# Units	Expiration Date	Renew (Yes?)
WI39R000046	N/A		63	12/31/2040	X

I hereby elect to renew the above-indicated contracts under the following option (*Check the appropriate box(es) below and provide the corresponding worksheet(s)*)**:**

This is an ☐ **Initial** **or** ☐ **Subsequent** Renewal of a MAHRA contract.

☑ **OPTION ONE - Request Renewal Under Mark-Up-To-Market Procedures**

☑ **Option One A** Entitlement Mark-Up-To-Market

☐ **Option One B** Discretionary Authority

I hereby request a contract renewal for a 20___-year term. (A five-year minimum term)

☐ **OPTION TWO - Request Renewal With Rents At or Below Comparable Market Rents And Without Restructuring**

I hereby request a contract renewal for a _____-year term. (A maximum 20-year term)

☐ **OPTION THREE - Request Referral to OAHP for:** Choose One

☐ **OPTION THREE-A -** Reduction of Section 8 Rents to Comparable Market Rents without Restructuring (Lite)

☐ **OPTION THREE-B -** Restructure of the mortgage and reduction of Section 8 Rents to Comparable Market Rents (Full)

☐ **OPTION FOUR - Request Renewal of the Contract for Projects Exempt from or not Eligible for Debt Restructuring**

I hereby request a contract renewal for a _____-year term.

☐ **OPTION FIVE - Portfolio Reengineering Demonstration and Preservation Contract Renewals**

☐ **I request a contract renewal of my Demonstration Program Contract. (Based on Use Agreement)**

☐ Mortgage Restructuring Demonstration Use Agreement
☐ Budget Based Without Mortgage Restructuring Demonstration Use Agreement

☐ **I request a contract renewal of my Preservation Program Contract.**

I hereby request a contract renewal for a _____-year term. (The term may not exceed the remaining term of the recorded Use Agreement.)

☐ **OPTION SIX - Opt-Out of the Section 8 Contract**

Owner's signature: _____Date: _____

RENEWAL WORKSHEET FOR OPTION ONE
Requesting a Contract Renewal Under the Mark-Up-To-Market Procedure

I hereby request a renewal of my contract under the Mark-Up-To-Market procedures. I have attached a **Rent Comparability Study** (RCS) and completed the "Initial Eligibility Worksheet" for the Section 8 Contract(s) eligible under this Option.

Please select one of the following:

☑ **Option One A**
*I request Option One A, based on the RCS and the Initial Eligibility Worksheet; the comparable Market Rent Potential is at or above **100%** of the published Fair Market Rents (FMRs).*

☐ The property does not have any low or moderate-income use restrictions that I cannot unilaterally eliminate.

☐ **Option One B**
I *request Option One B of the Mark-Up-To-Market eligibility requirements because (Please select the following statements that apply)*

- ☐ The project has a high percentage (≥50%) of the assisted units rented to elderly, disabled, or large families.
- ☐ The project is located in a low-vacancy area (≤3%) where tenant-based assistance is difficult to be used and there is a lack of comparable rental housing; and/or
- ☐ The project is a high priority for the local community as the attached documentation of State or local funds demonstrates.

I hereby certify that:

☐ The property's most recent REAC score is 60 or above and there are no uncorrected Exigent Health and Safety (EHS) violations; and
☐ Neither I, nor any of my affiliates, are suspended or debarred, or
☐ I, or my affiliates, are suspended or debarred and are requesting a contract renewal subject to HUD approval; and
☐ This information is true and complete.

Project Name_Greenspire I/II_____

Owner's Name_____

Owner's Signature_____**Date**_____

Warning: Any person who knowingly presents a false, fictitious, or fraudulent statement or claim in a matter within the jurisdiction of the U.S. Department of Housing and Urban Development is subject to criminal penalties, civil liability, and administrative sanctions, including but not limited to: (i) fines and imprisonment under 18 U.S.C. §§ 287, 1001, 1010 and 1012; (ii) civil penalties and damages under 31 U.S.C. § 3729; and (iii) administrative sanctions, claims, and penalties under 24 C.F.R parts 24, 28 and 30.