

**Attleboro Housing Authority  
Section 8 Project-Based Voucher Program**

## **Request for Proposals**

**Release Date: August 20, 2025**

**Submission Due Date: 4pm September 5, 2025**

The Attleboro Housing Authority (AHA) issues this Request for Proposals (RFP) to seek proposals from partners, owners, and / or developers interested in applying for Project Based Vouchers (PBVs) to be used in existing rental housing units or new construction / substantial rehabilitation of multifamily rental housing in the City of Attleboro.

The AHA is seeking experienced owners and developers capable of delivering high quality affordable housing and services for voucher recipients. Applicants must apply for a minimum of eight (8) vouchers. A total of eight (8) vouchers are currently available.

As a result of this RFP, the Attleboro Housing Authority will award vouchers to a single project.

### **Introduction**

The Attleboro Housing Authority endeavors to provide quality rental housing in Attleboro, MA. The AHA currently houses a diverse mix of over 650 households. The AHA is now accepting applications for a limited pool of Project-Based Vouchers, aimed at increasing the supply of rental housing for Low- and Moderate-Income residents.

## **Section 8 Project-Based Voucher Assistance**

### **Program Background**

Subsidy awarded from this Request for Proposals will be structured as a Project-Based Voucher under the Housing Choice Voucher Program.

With the approval of the Department of Housing and Urban Development (HUD), the project based voucher (PBV) program allows Public Housing Authorities to project-base up to 30% of its authorized units and attach the funding to specific units of a development rather than tenant based assistance [24 CFR 983.6]. Under the PBV program, a housing authority enters into a Housing Assistance Payments (“HAP”) Contract with a property owner to pay rental subsidy on behalf of eligible tenants (defined as households earning 50% of Area Median Income or lower) for up to 20 years. The HAP contract may cover either all or a portion of the units in a development, subject to specific limits explained in the HUD regulations.

The AHA may attach PBV assistance for units in newly constructed housing. Upon award of PBV assistance for new construction or substantial rehab, the housing authority and property owner enter into an Agreement to enter into a Housing Assistance Payments (AHAP) contract prior to the start construction. Unlike the tenant-based voucher programs within Section 8, the subsidy of a project-based program is attached to the housing unit. The provisions that differ between programs are listed within 24 CFR 983.2. Partners with units selected under this RFP will be required to follow the AHA's Approved Administrative Plan policies for all units under the HAP Contract.

## Structure

Administered through the Housing Choice Voucher Program (HCV, also known as Section 8), in partnership between HUD and the Attleboro Housing Authority. Financial assistance is attached to a specific unit and be leased to eligible tenants earning less than 50% of Area Median Income.

## General Guidelines

### Tenancy & Leasing

Applicants who will occupy units with PBV Program assistance are selected from the AHA's voucher waiting list. The housing authority establishes applicant eligibility in accordance with federal regulations; however, the owner determines the suitability of the applicant according to the screening criteria indicated in their AHA approved Tenant Selection Plan. Tenant Selection Plans submitted by proposers cannot include an applicant preference or priority for a population with a specific type of disability (for example, a preference for households who are visually impaired). Preferences for people with disabilities in general, or other preferences may be included – but the AHA will have to consider whether any preferences are allowable under the Fair Housing Act and voucher program regulations.

If approved for a voucher, the applicant may enter into a lease with the owner where the household pays 30% of its adjusted income toward rent and the housing authority pays the difference towards the gross rent of the unit. If a tenant is required to pay for utilities, the AHA applies its utility allowance schedule and pays a utility allowance directly to the tenant. The income targeting requirement applies to the total of admissions to both programs [24 CFR 983.251(c)(6)].

No occupant of a unit with project-based assistance receive the benefit of any of the following (24 CFR 983.54):

- Any other form of Section 8 assistance
- Rent supplement
- Section 23 housing assistance
- Section 236 “deep subsidy” rental assistance payments.

## Project Eligibility

Eligible proposals must request assistance for 8 units. Project consisting of newly constructed housing of various types may be appropriate for attaching assistance to the units, including single-family and multi-family structures.

Several categories of housing are ineligible for Project-Based Vouchers. These are:

- Units in an owner-occupied building
- Units for which construction is started before a Subsidy Layering Review is completed by HUD and Agreement to Enter into Housing Assistance Payments is executed;
- Existing housing units for which the rehabilitation project has started after an application is submitted but before an Agreement to Enter into Housing Assistance Payments is executed;
- Shared housing; nursing homes; and facilities providing continual psychiatric, medical, nursing services, board and care or intermediate care;
- Units within the grounds of penal, reformatory, medical, mental and similar public or private institutions;
- Units that are owned or controlled by an educational institution or its affiliate and are designated for occupancy by students of the institution;
- Manufactured homes;
- Transitional housing; and
- Units occupied by ineligible families.

*Note: The AHA may not enter into a HAP contract for any project unless it meets the HUD required Site and Neighborhood Standards for existing and rehabilitated housing (24 CFR 983.57[d]) or for new construction (24 CFR 983.57[e]), depending on which standards apply to the project.*

## Applicable Regulations

**Environmental Review:** Activities under the PBV program are subject to HUD environmental regulations in 24 CFR parts 50 and 58.

**Subsidy Layering Review:** HUD must conduct a Subsidy Layering Review (SLR) before an AHAP contract can be executed. A Subsidy Layering Review ensures efficient usage of public funds.

**Construction or site preparation work cannot commence before the Environmental Review or Subsidy Layering Review is completed, and an AHAP contracted is executed.**

**Wage & Labor Standards:** Projects which receive nine (9) or more PBV contract units must pay Davis-Bacon wages to laborers and mechanics employed in the development of those housing units receiving PBV contract assistance. The HUD-prescribed form of the AHAP Agreement will include the labor standards clauses required by HUD, such as those involving Davis-Bacon wage

rates [24 CFR 983.154(b)]. The owner, contractors, and subcontractors must also comply with the Contract Work Hours and Safety Standards Act, Department of Labor regulations in 29 CFR part 5, and other applicable federal labor relations laws and regulations. The AHA will verify developer compliance with labor standards.

**Broadband:** Newly constructed or substantially rehabilitated buildings consisting of four (4) or more rental units (regardless of number of PBV units) must include installation of broadband infrastructure, as defined in 24 CFR 5.100. *Exceptions to this requirement are:* installation infeasibility due to location; installation would cause an undue financial burden or a fundamental alteration in the project nature; and the structure of a substantial rehabilitation project makes installation infeasible.

**Equal opportunity Hiring:** The owner must comply with federal equal employment opportunity requirements of Executive Orders 11246 as amended (3 CFR, 1964-1965 Comp., p. 339), 11625 (3 CFR, 1971-1975 Comp., p. 616), 12432 (3 CFR, 1983 Comp., p. 198) and 12138 (3 CFR, 1977 Comp., p. 393).

**Displacement & Relocation:** Any persons displaced as a result of implementation of the PBV program must be provided relocation assistance in accordance with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA)[42 U.S.C. 4201-4655] and implementing regulations at 49 CFR part 24. All costs related to relocation will be carried by owner.

**Accessibility:** Housing must comply with accessibility requirements of Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8 [24 CFR 983.102]. The AHA commits to making accessible units available in a sufficient range of sizes and amenities. For this RFP, AHA will only consider proposals that include at least one accessible dwelling unit being proposed for a project-based voucher. This minimum requirement applies to existing as well as new housing proposals. While not all disabled participants in the Mainstream voucher program will need an accessible unit, AHA will consider whether any PBV proposal has sufficient accessible units to meet the needs of the Mainstream voucher population.

# Submission Guidelines

## Scoring System – Max of 80 points

**Experience of Owner/Developer:** The AHA will score projects on the strength of the owner/developer. The AHA is prioritizing PBV awards for projects whose owners/developers have strong track records in the development, leasing, and utilization of Project Based Vouchers.

**Mixed-Income Projects:** The AHA is supportive of promoting housing opportunities across the income spectrum. The AHA is prioritizing projects with units for multiple income levels (as measured by Area Median Income) in awarding Project Based Vouchers.

**Housing for Veterans:** The AHA is prioritizing projects that propose to house veterans, and that will coordinate supportive services for veteran tenants.

**Smart Growth:** In line with the Smart Growth and Sustainable Development principles embraced by the AHA, the City of Attleboro, and the Commonwealth of Massachusetts, the AHA is prioritizing projects which expand housing choice, concentrate development in growth centers, and contribute to neighborhood revitalization in order to invest in a thriving, well-housed Attleboro. *In this category, Adaptive Reuse projects will receive 15 Points; Substantial Rehabilitation projects will receive 10 points; and new construction projects will receive 5 points.*

**Historic Preservation:** The AHA is prioritizing preservation of historic buildings in accordance with the National Park Service and/or Massachusetts Historical Commission historic preservation guidelines, to ensure Attleboro's historic buildings are preserved for future generations.

**Municipal Property:** In line with the focus on prudent land use, the adaptive reuse of existing buildings, and historic preservation, the AHA will prioritize projects which utilize property made available by the City of Attleboro for housing development.

**Leveraging & Capital Stack:** The AHA recognizes that much-needed Affordable and Attainable housing developments rely on complex, multi-layered financing to bring them to fruition. In light of this, the AHA is prioritizing incorporating PBVs in projects that are leveraging multiple funding sources.

Scoring Category	Max Points	Submittals & Notes
Experience of Owner/Developer	15	Please submit a short <b>qualifications statement</b> for the owner/developer highlighting experience in developing, leasing and utilizing Project Based Vouchers.
Mixed-Income Projects	10	Please submit a <b>matrix</b> of the project's planned <b>unit mix</b> , including unit type (bedrooms, income restrictions), anticipated rents, and year one operating proforma.
Housing for Veterans	10	Please note in the <b>unit mix matrix</b> the presence of a veterans preference for any and all applicable units.
Smart Growth	15	Please submit a <b>short summary</b> of how the project utilizes Smart Growth and Sustainable Development principles to contribute to a thriving, well-housed Attleboro.
Historic Preservation	10	Please include evidence of <b>Part 1 Historic Preservation Certification approval</b> from the National Park Service and/or Massachusetts Historical Commission.
Municipal Property	10	Please include a <b>short summary and backup</b> (such as an award, Deed, or Purchase and Sale) of municipal ownership of the project site and anticipated conveyance to the sponsor
Leveraging & Capital Stack	10	Please submit a <b>project development budget</b> including a table of the project's received and planned permanent funding sources and overall planned uses budget. Prospective PBV awards should be reflected in debt figures.
<b>Maximum Possible Points:</b>	<b>80</b>	

## Submittals

**Please submit proposals digitally, via email, to [pmd@attleborohousing.org](mailto:pmd@attleborohousing.org) by the RFP Due Date of 4pm on September 5, 2025.**

Proposals should consist of a separate attachment (.pdf preferred) for each of the following:

- Application Form, with signed acknowledgement\* (attached below)
- Project Summary (1-2 pages)
- Relevant Scoring-Related Attachments, including:
  - Qualifications Statement
  - Unit Mix Matrix & Year One Operating Proforma
  - Smart Growth Summary
  - Historic Preservation Certifications, if applicable
  - Municipal Property Package, if applicable
  - Project Development Budget

*\*Digital signatures are accepted.*

## Proposal Info & Q&A

Please submit any questions about the Request for Proposals in writing to [pmd@attleborohousing.org](mailto:pmd@attleborohousing.org) by August 29, 2025. All questions and responses will be publicly released on Attleboro Housing Authority's website on September 3, 2025.

**Application Form  
Proposal for Award & Use of Project-Based Vouchers  
via the Attleboro Housing Authority**

**Site Information**

Site Address: \_\_\_\_\_

Site Land Area: \_\_\_\_\_

Anticipated Number of Units: \_\_\_\_\_

Planned Number of PBV Units: \_\_\_\_\_

**Sponsor Information**

Sponsor Name: \_\_\_\_\_

Sponsor Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Contact Email: \_\_\_\_\_

**Certification**

The undersigned specifically agrees that the vouchers requested by this application will be secured by a Housing Assistance Payment contract on the property described herein and that the Attleboro Housing Authority, its agents, successors and assigns make no representations or warranties, express or implied, to the Applicant regarding the property, the condition of the property or the value of the property.

Title 18, Section 1001 of the US code states that a person who knowingly and willingly makes false and fraudulent statements to any department of the US Government including the Dept. of Housing & Urban Development (HUD), a public housing authority (AHA) and any owner (or employee of HUD, the PHA, or the owner) may be subject to penalties that include fines and / or imprisonment. I verify that the information in this application is true and correct. I understand that false statements herein are subject to the penalties of Massachusetts law related to unsworn falsification to authorities.

Organization Name: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Terms & Conditions

The owner of existing units must be willing to allow the AHA to perform a Housing Quality Standards (HQS) site inspection of proposed units prior to the award of project-based assistance. Once proposed units have passed the inspection and are approved for an award of PBV assistance, the AHA will move forward towards the execution of a HAP Contract. After the execution of a HAP contract, AHA will conduct an annual inspection of PBV units, as well as inspections at turnover and to address any tenant complaints made to AHA.

Through the PBV program, the AHA will enter into a Housing Assistance Payments (HAP) Contract with selected property owner(s) for an initial term of no less than one year and no more than 20 years. The term of all PBV HAP contracts will be negotiated with the owner on a case-by-case basis. Any time before expiration of the HAP contract, the AHA may extend the term of the contract for an additional term of up to 20 years if the AHA determines an extension is appropriate and sufficient funding is available.

For each unit type and size, the proposed contract rent must be provided in the proposal as well as a breakdown of the utilities to be paid by the tenant and by the owner.

The rent requested plus utility allowances for any utilities paid by tenants must not exceed the lower of:

- 105% of the HUD Published Fair Market Rents (FMR);
- The reasonable rent (set by the AHA).