

Key Monitorship Expectations

1. Agreement Requirements

- a. Ensure that NYCHA has an effective strategy in place to accomplish each of the specific obligations of the Agreement (“Agreement Requirements”).
- b. Provide stakeholders and the public with detailed, data-driven analysis of NYCHA’s strategy for achieving the Agreement Requirements, its progress towards meeting the Agreement Requirements, and the timeline on which NYCHA is projected to meet these requirements.
- c. Identify obstacles to accomplishing the Agreement Requirements and propose actionable solutions, including those related to hiring, training, setting work rules, procurement, capital projects, and accountability.

2. Organizational Reform

- a. Ensure that NYCHA effectively implements its Organizational Plan and any other reforms necessary to achieve sustained compliance with the Agreement.
- b. Provide strategic and technical assistance to support NYCHA’s reform efforts.
- c. Provide stakeholders and the public with detailed, data-driven analysis of the implementation of the Organizational Plan and other necessary reforms and their success or failure in achieving their goals.
- d. Identify obstacles to reform and propose actionable solutions to address those obstacles, including those related to hiring, training, setting work rules, procurement, capital projects, and accountability.

3. Collaboration

- a. Work collaboratively with, and be responsive to, SDNY and HUD.
- b. Develop collaborative relationships with NYCHA executives responsible for all areas pertinent to the Agreement and NYCHA’s reform efforts.
- c. Develop collaborative relationships with NYCHA resident leadership.
- d. Engage constructively with NYCHA residents, New York City, and other stakeholders.

4. Communications

- a. Keep stakeholders (including residents) up-to-date on current status of major projects.
- b. Exercise good judgment about whether and when to seek HUD/SDNY involvement or input on actions.
- c. Provide accurate, data-driven, appropriate, and transparent public reporting (including but not limited to in the quarterly reports required under the Agreement) that highlights NYCHA’s successes and failures in complying with the Agreement Requirements and encourages future compliance.
- d. Ensure that all staff and subcontractors are professional and respectful at all times.

5. **Project Management and Staffing**

- a. Ensure that the monitor's core leadership team includes staff or subcontractors with substantial expertise in public housing and in the specific subject matters relevant to the Agreement (including lead-based paint, elevator, pests, heat, and mold).
- b. Engage staff and subcontractors experienced in complex data analysis and reporting.
- c. Engage staff and subcontractors qualified to identify institutional barriers to compliance arising from civil service laws, labor contracts, or other external restrictions on NYCHA's operations, and to support the development of actionable solutions.
- d. Engage staff and subcontractors experienced in resident and community engagement.
- e. Exercise proper oversight to ensure that the work of the monitor's team is performed well and efficiently, and within the approved budget.

Exhibit B to NYCHA Monitorship Solicitation (To be Completed and Submitted as Exhibit to Statement of Interest)

In addition to addressing, in your statement of interest, your qualifications and monitoring plan, including how you will successfully meet the expectations in Exhibit A; identifying the key individuals and firms anticipated to support the monitorship; and providing a preliminary proposed budget for the first year of the monitorship term, please provide the following information:

1. **Prior Monitorships, Receiverships, and Similar Appointments.** List any prior monitorship, receivership or similar appointments you have performed, and provide (a) the government entity or court that appointed you; (b) the names and positions of the key individuals and contractors who participated in the assignment; (c) the name of the entity monitored or subject to the receivership or similar arrangement; (d) a point of contact from the entity and the relevant government agency; and (e) a brief description of the scope of the assignment.

2. **Conflicts of Interest.** Please provide the following information:
 - a. List all prior contacts between NYCHA and (a) you, (b) your relatives, (c) any partners, employees, contractors, or subcontractors you anticipate will spend a significant amount of time on this monitorship, and (e) relatives of (c).

 - b. Provide any additional information that might be viewed as affecting your independence or that of any partners, employees, or consultants, including for example, but not limited to, any prior consummated or contemplated business transactions or financial relationships with NYCHA.

Notice of Restriction on Future Employment with Monitored Entity. Consistent with Department of Justice policy, the applicant and its employees agree that if the applicant is selected as the monitor, he or she will not seek employment of any kind with the entity to be monitored for a period of at least one year from the date the monitorship is terminated. Further, depending on the scope of their proposed role, the SDNY Monitorship Committee may require consultants, investigators, or other personnel who are proposed to participate in monitorship matters to agree to a similar restriction.

Completed by:

[Name, signature and position]

Date