

PHA 5-Year and Annual Plan

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing**

**OMB No. 2577-0226
Expires 4/30/2011**

1.0	PHA Information PHA Name: Baltimore County Housing Office PHA Code: MD033 PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 7/2010					
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: 5799 and VASH 175					
3.0	Submission Type X 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only					
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)					
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
					PH	HCV
PHA 1:						
PHA 2:						
	PHA 3:					
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.					
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: Baltimore County is committed to administering quality rental assistance programs that effectively address the needs of our low, very low, and extremely low-income families. We will do this by providing leadership, innovative responses, and comprehensive support to our citizens. Our rental assistance programs will: 1) provide decent, safe and affordable housing free from discrimination; 2) promote freedom of housing choice and spatial deconcentration; 3) provide incentives to private property owners to rent to lower income families; and, 4) promote economic self-sufficiency and asset development.					

5.2

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

- **For PHA progress report on the goals and objectives described in our previous 5-year plan, see attachment md033v02a.**

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- X PHA Goal: Expand the supply of assisted housing
Objectives:
X Apply for additional rental vouchers:
 Reduce public housing vacancies:
X Leverage private or other public funds to create additional housing opportunities:
 Acquire or build units or developments
 Other (list below)

- X PHA Goal: Improve the quality of assisted housing
Objectives:
 Improve public housing management: (PHAS score)
X Improve voucher management: (SEMAP score)
 Increase customer satisfaction:
 Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 Renovate or modernize public housing units:
 Demolish or dispose of obsolete public housing:
 Provide replacement public housing:
X Provide replacement vouchers:
 Other: (list below)

- X PHA Goal: Increase assisted housing choices
Objectives:
X Provide voucher mobility counseling:
X Conduct outreach efforts to potential voucher landlords
X Increase voucher payment standards
 Implement public housing or other homeownership programs:
 Implement public housing site-based waiting lists:
 Convert public housing to vouchers:
 Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- X PHA Goal: Provide an improved living environment
Objectives:
 Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 Implement public housing security improvements:
 Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
X Other: (list below)

By its nature, our Housing Choice Voucher Program promotes deconcentration of poverty and promotes income mixing within the community. FSS families are making strides in increasing earned income and participant in the local economy. Outreach to families with special needs enables families with disabilities and the elderly to enjoy an improved living environment within our communities.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- X PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
X Increase the number and percentage of employed persons in assisted families:
X Provide or attract supportive services to improve assistance recipients' employability:
X Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
X Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
X Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
X Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
X Other: (list below)
Ensure equal opportunity and protection of Housing Choice Voucher Program families who are or have been victims of domestic violence, dating violence, or sexual assault or stalking.

5.2	<p>Other PHA Goals and Objectives: (list below)</p> <p>Baltimore County will support the primary objectives of the Violence Against Women’s Act of 2005, which are to reduce violence against women and to protect, or increase the protections of the safety and confidentiality of women who are victims of abuse. With these new provisions that became effective on January 5, 2006, for families participating in HUD programs, the Housing Office has implemented changes to our Administrative Plan to allow equal access and protect the rights of applicants and participants in the Housing Choice Voucher program who are victims of domestic violence, dating violence, sexual assault or stalking.</p>																				
6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: All elements of the Plan have been revised since the previous submission.</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <p>Copies of the County’s Agency Plan have been available during normal business hours in the Housing Office and in all public libraries. Additionally, the entire plan is available on our website at www.baltimorecountymd.gov.</p> <table border="1" data-bbox="436 730 1203 1209"> <thead> <tr> <th colspan="2">Baltimore County Public Libraries</th> </tr> </thead> <tbody> <tr> <td>Arbutus Branch 1581 Sulphur Spring Road 21227, Suite 105</td> <td>North Point Area Branch 1716 Merritt Boulevard 21222</td> </tr> <tr> <td>Catonsville Area Branch 1100 Frederick Road 21228</td> <td>Pikesville Area Branch 1301 Reisterstown Road 21208</td> </tr> <tr> <td>Cockeysville Area Branch 9833 Greenside Drive 21030</td> <td>Randallstown Area Branch 8604 Liberty Road 21133</td> </tr> <tr> <td>Essex Branch 1110 Eastern Boulevard 21221</td> <td>Reisterstown Branch 21 Cockeys Mill Road 21136</td> </tr> <tr> <td>Hereford Branch 16940 York Road 21111</td> <td>Rosedale Area Branch 6105 Kenwood Avenue 21237</td> </tr> <tr> <td>Lansdowne Branch 500 Third Avenue 21227</td> <td>Towson Area Branch 320 York Road 21204</td> </tr> <tr> <td>Loch Raven Branch 1046 Taylor Avenue 21286</td> <td>White Marsh Branch 8133 Sandpiper Circle 21236</td> </tr> <tr> <td>Parkville-Carney Branch 9506 Harford Road</td> <td>Woodlawn Branch 1811 Woodlawn Drive 21207</td> </tr> <tr> <td>Perry Hall Branch 9685 Honeygo Boulevard 21128</td> <td></td> </tr> </tbody> </table> <p>• See PHA Plan Elements attachment md033v02b.</p>	Baltimore County Public Libraries		Arbutus Branch 1581 Sulphur Spring Road 21227, Suite 105	North Point Area Branch 1716 Merritt Boulevard 21222	Catonsville Area Branch 1100 Frederick Road 21228	Pikesville Area Branch 1301 Reisterstown Road 21208	Cockeysville Area Branch 9833 Greenside Drive 21030	Randallstown Area Branch 8604 Liberty Road 21133	Essex Branch 1110 Eastern Boulevard 21221	Reisterstown Branch 21 Cockeys Mill Road 21136	Hereford Branch 16940 York Road 21111	Rosedale Area Branch 6105 Kenwood Avenue 21237	Lansdowne Branch 500 Third Avenue 21227	Towson Area Branch 320 York Road 21204	Loch Raven Branch 1046 Taylor Avenue 21286	White Marsh Branch 8133 Sandpiper Circle 21236	Parkville-Carney Branch 9506 Harford Road	Woodlawn Branch 1811 Woodlawn Drive 21207	Perry Hall Branch 9685 Honeygo Boulevard 21128	
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7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p>																				
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>																				
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>																				
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>																				
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>																				

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford - ability	Supply	Quality	Access - ibility	Size	Location
Income <= 30% of AMI	49,968	5	5	4	3	3	2
Income >30% but <=50% of AMI	47,712	5	5	4	3	3	2
Income >50% but <80% of AMI	53,686	5	5	4	3	3	2
Elderly	152,480	5	5	4	4	2	3
Families with Disabilities	150,000	5	5	4	4	2	3
White	536,891	5	5	4	3	3	2
Black	192,775	5	5	4	3	3	2
Family Type	Overall	Afford - ability	Supply	Quality	Access - ibility	Size	Location
Hispanic	23,319	5	5	4	3	3	2
Native American	1,837	5	5	5	3	3	2
Asian	33,140	5	5	5	3	3	2
Native Hawaiian	283	5	5	5	3	3	2
Other	20,623	5	5	5	3	3	2

9.0

As noted in Baltimore County's current Consolidated Plan, "...the demand for affordable housing continues to increase. Renters and even owner-occupants are paying increasingly larger shares of their income for housing costs. According to the Comprehensive Housing Affordability Strategy (CHAS) data, more than 36% of all renter households and more than 25% of all owner households experience a housing cost burden. Fair market rents have increased and incomes have decreased." Combined with flat line funding for the HCV Program, there has been a decreased number of families served from the HCV Program Waiting List. As a result, families on the Waiting List can anticipate a 7+ year wait to reach the top of the list and to be offered a voucher.

According to the Baltimore County Homeless Management Information System, 40% of homeless persons surveyed cite lack of affordable housing as a contributor to their homelessness. The number of elderly citizens experiencing a housing cost burden has increased. The Baltimore County Commission on Disabilities cites affordable, accessible housing as a priority of significance."

Housing opportunities for the County's low, very low and extremely low-income families of all types are in critical need.

9.0

The American Community Survey offers the following data on rents in Baltimore County, and families' gross rents as a percentage of their household incomes.

Selected Housing Characteristics	Estimate	Margin of Error	Percent	Margin of Error
Not computed	566	+/-169	(X)	(X)
Gross Rent				
Occupied units paying rent	98,816	+/-2,300	98,816	+/-0.3
Less than \$200	1,042	+/-308	1.1%	+/-0.4
\$200 to \$299	2,245	+/-444	2.3%	+/-0.5
\$300 to \$499	2,719	+/-485	2.8%	+/-0.9
\$500 to \$749	10,018	+/-890	10.1%	+/-1.5
\$750 to \$999	33,580	+/-1,718	34.0%	+/-1.6
\$1,000 to \$1,499	39,283	+/-1,778	39.8%	+/-0.9
\$1,500 or more	9,929	+/-899	10.0%	(X)
Median (dollars)	999	+/-12	(X)	
No rent paid	3,384	+/-515	(X)	(X)
GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME (GRAPI)				
Occupied units paying rent (excluding units where GRAPI cannot be computed)				
Less than 15.0 percent	97,474	+/-2,336	97,474	(X)
15.0 to 19.9 percent	11,221	+/-1,130	11.5%	+/-1.1
20.0 to 24.9 percent	12,796	+/-1,142	13.1%	+/-1.1
25.0 to 29.9 percent	14,354	+/-1,060	14.7%	+/-1.0
30.0 to 34.9 percent	11,580	+/-1,060	11.9%	+/-1.1
35.0 percent or more	9,014	+/-950	9.2%	+/-1.0
	38,509	+/-1,742	39.5%	+/-1.6
Not computed	4,726	+/-648	(X)	(X)

In sum, affordability problems remain the County's most pervasive housing challenge. Although middle income households feel the pinch, the heaviest burdens of our weak economy are born by our out of work households, low-wage workers, and our low income disabled, elderly and homeless households.

Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- X Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- X Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- X Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- X Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- X Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- X Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

9.1 Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- X Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- X Other: (list below)

- Employ outreach efforts aimed at encouraging families at or below 50% of AMI to apply to the Housing Choice Voucher (HCV) Program applicant waiting list.
- Provide resource and referral information for non-HCV Program affordable housing assistance.

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Seek designation of public housing for the elderly
- X Apply for special-purpose vouchers targeted to the elderly, should they become available
- X Other: (list below)

- Target outreach to elderly citizens least likely to apply for participation in rent subsidy programs.
- Promote the use of Housing Choice Vouchers by Medicaid waiver eligible elderly families.

Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.**

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Seek designation of public housing for families with disabilities
 - Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
 - X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
 - X Affirmatively market to local non-profit agencies that assist families with disabilities
 - X Other: (list below)
- * Maximize use of existing Mainstream, Family Unification Program and Independent Group Residency vouchers.
* Promote the use of Housing Choice Vouchers for Medicaid waiver eligible families.

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- X Affirmatively market to races/ethnicities shown to have disproportionate housing needs
 - X Other: (list below)
- * Participate in public awareness activities coordinated by the County, local advocates and non-profits.

9.1

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
 - X Market the section 8 program to owners outside of areas of poverty /minority concentrations
 - X Other: (list below)
- * Collaborate with advocacy groups to increase public awareness of fair housing rights and responsibilities (CHRB, BNI, Metropolitan Baltimore Quadel, Human Relations Commission, Commission on Disabilities, MCIL, Legal Aid Bureau).

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government
- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- Other: (list below)

Additional Information. Describe the following, as well as any additional information HUD has requested.

- (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

Since this is the 1st year in the new 5-Year Plan, Baltimore County will report on this in our FY'11 Annual Plan.

- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

Criteria for Substantial Deviations and Significant Amendments

(1) Amendment and Deviation Definitions

From time to time the County may make discretionary changes to plans or policies governing the administration of the Section 8 Housing Choice Voucher Program. Within this context, Baltimore County will use the following definitions to determine the need to employ full public hearing and HUD review before implementation of such changes.

- a. Substantial Deviation from the 5-Year Plan

Substantial deviation includes the deletion of any stated annual strategy essential to achieving 5-Year Plan goals.

- b. Significant Amendment or Modification to the Annual Plan

Significant amendments or modifications are discretionary changes in the County's plans or policies that fundamentally change the missions, goals, objectives or plans of the County.

Any substantial deviation from the Mission Statement and/or Goals and Objectives presented in the Five-Year Plan that cause changes in the services provided to residents or significant changes to the Agency's financial situation will be documented in subsequent Agency Plans.

Changes made in response to the changes in HUD regulatory requirements will not be considered significant amendments or substantial deviations.

- (c) **Memorandum of Agreement**

The Baltimore County Housing Office does not have a Memorandum of Agreement (MOA) with the U.S. Department of Housing and Urban Development.

10.0

Additional Information. Describe the following, as well as any additional information HUD has requested.

(d) **PHA Public Hearing**

**Baltimore County, Maryland
Public Housing Agency – Public Hearing
Fiscal Year 2010 PHA Plan**

**Drumcastle Government Center
6401 York Road
Baltimore, Maryland 21212**

**Tuesday, April 20, 2010
6:00 P.M.
Stoneleigh Conference Room #1013**

Baltimore County Department of Social Services, Housing Office

On Tuesday, April 20, 2010 at 6:00 pm, the Housing Office conducted a public hearing to discuss the FY 2010 Agency Plan for administration of the Housing Choice Voucher Program. Representatives of Maryland Legal Aid Bureau and the Baltimore County Health Department attended. The hearing concluded at 7:30 pm.

10.0

Discussion topics included:

- HUD's use of a streamlined 5-year and annual plan
- Success rates of voucher holders
- The impact of the cost of utilities
- The local rental market and landlord participation
- The HCV FSS Program homeownership program
- The availability and success of the HUD-VASH Program
- Changes in the demographics of HCV Program participants
- The status of the HCV Program applicant waiting list
- The current NOFA for Rental Assistance for Non-Elderly Persons with Disabilities and Baltimore County's actions to prepare an application
- Ongoing collaborations among the attendees

11.0

Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.

Resident Advisory Board Recommendations

- a. X Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
If yes, provide the comments below:

Baltimore County's Resident Advisory Board consists of a diverse group of program participants who actively engage in a broad assessment of our Housing Choice Voucher and Family Self-Sufficiency Programs, and the support services needed for family success. They play a critical role in the long-term success of our programs.

Based on their experiences living in subsidized housing, RAB members bring to the table unique and important ideas about how the programs could be improved. Too, they have played a key role in the development and linkage of resources to our programs.

Our RAB meets quarterly, and their goals drive our ongoing program of education and resource development. Board members have selected the following initiatives for 2010:

- * Increase workforce and employment opportunity workshops.
- * Maintain a strong educational program on household budgeting, money management and credit repair.
- * Conduct community outreach for partnerships to present workshops educating families on community resources and services available to assist them with becoming self-sufficient.
- * Conduct a post-purchase survey of FSS graduates.

- b. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:

- X Other: (list below)

The RAB provides commentary within the context of their regular, ongoing meetings. Their comments and proposals for activities are part of our planning process and are incorporated into strategies identified in our PHA Plan.

(g) Challenged Elements

(h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours 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. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

**Baltimore County Housing Office
PHA 5-Year and Annual Plan
Fiscal Years 2010-2014**

5.2 Progress in Meeting FY 2004 – 2009 5-Year Goals & Objectives

During the previous 5-year period, the Housing Office held to our mission as stated in our 5-Year Plan, and accomplished many of the bold goals and objectives we set out to achieve. Following our agency values, we have made progress in delivering innovative and comprehensive responses to families' affordable housing and economic self-sufficiency needs.

HUD Goal: Increase the availability of decent, safe and affordable housing

PHA Goal: Expand the supply of assisted housing

Progress:

- The Housing Office applied for and received 175 HUD-VASH Housing Choice Vouchers to assist homeless and disabled veterans, and 294 Housing Choice Vouchers to assist families to relocate from blighted rental communities.
- The Housing Office also applied for 50 FY 2009 Housing Choice Vouchers (HCVs) to expand our Family Unification Program (FUP). We await notice of funding from HUD.

PHA Goal: Improve the quality of assisted housing

Progress:

- The Housing Office invested in strengthening our management performance, and maintained high performer status in HUD's Section 8 Management Assessment Program (SEMAP) throughout the 5 year period.

PHA Goal: Increase customer satisfaction

Progress:

The Housing Office took action to increase the satisfaction of our internal and external customers. We...

- Conducted annual customer satisfaction surveys, receiving positive responses.
- Participated in a local task force to improve information sharing among state, federal and local governments.
- Implemented an online program to encourage landlord participation and to help families locate affordable housing.
- Expedited manual housing assistance payments to landlords upon receipt of required leasing documents.
- Conducted personal signature briefings for remaining members of tenant families.
- Provided credit repair workshops for applicants and participants.

PHA Goal: Increase assisted housing choices

Progress:

During the 5 year period, we...

- Conducted outreach to potential and existing landlords throughout the County, and implemented new marketing materials. A new outreach brochure explains the opportunities for landlords to participate in the HCV Program. A dedicated email address allows landlords to freely communicate questions and concerns, and receive timely responses. Consequently, we experienced a 62% increase in the number of participating landlords.
- Maintained an active homeownership program component, with 55 Family Self-Sufficiency Program graduates buying homes.
- Increased program participation by persons with disabilities by 10% through outreach and coordination with targeted community providers. (45% of all current families have disabilities.)
- Maximized payment standards.
- Counseled families on the benefits of expanding their opportunities through the HCV mobility features, and facilitated steady annual increases in the number of assisted families living in low poverty census tracts.
- Increased elderly participation by 15% through outreach and coordination with targeted community providers. (33% of our families are now elderly.)
- Increased housing choices for our homeless citizens through our Homeless Program. (25 vouchers).

HUD Goal: Improve community quality of life and economic vitality

PHA Goal: Provide an improved living environment

Progress:

By its nature, our HCV Program promotes de-concentration of poverty and promotes income mixing within the community. Our Family Self-Sufficiency Program participants made strides in increasing earned incomes, and, thereby, increasing their participation in the local economy. Overall, our housing assistance payments generate \$46 million into the economy of our local business owners.

Importantly, our outreach to families with special needs enabled families with disabilities and the elderly to enjoy an improved living environment within our communities.

HUD Goal: Promote self-sufficiency and asset development of families

PHA Goal: Promote self-sufficiency and asset development of assisted households

Progress:

Increased rate of assisted families' employment

During the 5-year reporting period, the Housing Office maximized participation in our Family Self-Sufficiency (FSS) Program. All FSS families must maintain employment and work toward achieving the goal of economic self-sufficiency. Through ongoing case management and resource development, the number of families with escrow accounts, a barometer of employment levels, doubled since 2000.

Provided/attracted supportive services to improve families' employability

Our FSS Program is the linchpin of efforts to help families make life changes that promote stability, geographic mobility, and economic self-sufficiency. The FSS Program maintained a strong program of collaboration with local service providers, community organizations and businesses, as well as faith institutions to identify, develop and provide resources to promote the employability and economic self-sufficiency. Our resources included education, job-readiness, and employment skills training – all with the focus on helping families create a career path and independence from government subsidy.

Working with our service partners, the FSS Program has provided consistent one-on-one mentoring and case management. Monthly reporting, bi-monthly newsletters, quarterly credit workshops, and semi-annual educational forums keep program participants focused on their goals, and annual awards recognize individuals' progress and achievements.

Within the past year alone:

- 73% of all FSS participants qualified for and maintained escrow accounts based on their sustaining full time employment
- 169 FSS families participated in enhanced employment counseling and job search workshops
- 112 FSS families gained full time employment
- 32 FSS families eliminated receipt of cash welfare assistance
- 96 FSS families completed credit repair education
- 103 FSS families completed homeownership education / counseling
- 61 FSS families completed pre-purchase homeownership counseling

Provided / attracted supportive services to increase independence for the elderly or families with disabilities

Baltimore County maintains a strong network of agencies that effectively deliver programs and services to the elderly, and families with disabilities. During the previous 5-year period, the Housing Office worked with these agencies to increase choices for these populations and to promote the most integrated community-based settings. A key factor in achieving this has been providing opportunities for families to find and rent affordable housing in the community.

HUD Goal: **Ensure Equal Opportunity in Housing for all Americans**

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Progress:

During the 5-Year Plan period, the Housing Office consistently complied with all federal, state and local requirements for affirmatively furthering fair housing and ensuring equal opportunity. This is more fully discussed in our Affirmatively Furthering Fair Housing Plan on file with HUD. This has included ensuring equal opportunity and protection of Housing Choice Voucher Program families who are or have been victims of domestic violence, dating violence, or sexual assault or stalking.

Other PHA Goal: Support VAWA

Progress:

During the 5-Year Plan period, the Housing Office actively supported the primary objectives of the Violence Against Women’s Act (VAWA).

**Baltimore County Housing Office
PHA 5-Year and Annual Plan
Fiscal Years 2010-2014**

6.0

PHA Plan Elements

Element #1: Eligibility, Selection and Admissions

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
 Criminal and drug-related activity, more extensively than required by law or regulation
 More general screening than criminal and drug-related activity (list factors):
 Other (list below)

Baltimore County conducts a criminal background check for all adult household members prior to admission to rental assistance programs. This includes a mandatory screening of sex offender registration in Maryland and other states where the household members are known to have resided.

- b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
 Other (describe below)
The Housing Office provides only the following information about a family to prospective owners from Housing Office records, if known:
- The family's current address
 - The name and address of the family's current landlord
 - The name and address of the family's prior landlord

This information is noted in writing on the back of the Request for Tenancy Approval form the Housing Office issues to the family, and which the family must provide to a prospective owner.

Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program
 Other federal or local program (list below)

- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- X PHA main administrative office
 - X Other (list below)

Persons interested in applying for admission to Baltimore County's Housing Choice Voucher Program may obtain an application directly from the Housing Office in person or by mail. Applications may also be obtained at the following locations:

County Department of Social Services District Offices and Service Divisions
 County Public Libraries
 County Health Department
 Shelters for the homeless
 County's web site www.baltimorecountymd.gov

Search Time

- a. X Yes No: Does the PHA give extensions on standard 60-day period to search for a unit? If yes, state circumstances below:

The initial term of the Housing Choice Voucher is sixty (60) days from the date it is issued. Due to the likelihood that it will take voucher holders longer to locate decent housing renting for amount that can approved by the program in a tight housing market, the PHA automatically extends the initial term an additional sixty (60) days. The family is not required to request an extension. This extension is automatically given by the PHA when the voucher is issued.

Additionally, the Housing Office has the discretion to grant further extensions of the term of the voucher for families in the following circumstances:

- Families that include a person with disabilities
- Elderly families
- Hard-to-house families (families with three or more minor children)
- Families with documented extenuating circumstances (hospitalization or a family emergency for an extended period of time.)

Admissions Preferences

- a. Income targeting

Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. X Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent (5) **Special purpose Section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- a. Residents who live and/or work in your jurisdiction
 - Those enrolled currently in educational, training, or upward mobility programs
 - Households that contribute to meeting income goals (broad range of incomes)
 - Households that contribute to meeting income requirements (targeting)
 - Those previously enrolled in educational, training, or upward mobility programs
 - Victims of reprisals or hate crimes
 - Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)
- This preference has previously been reviewed and approved by HUD
 - The PHA requests approval for this preference through this PHA Plan

- a. Relationship of preferences to income targeting requirements: (select one)
- The PHA applies preferences within income tiers
 - Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

Special Purpose Section 8 Assistance Programs

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)
- The Section 8 Administrative Plan
 - Briefing sessions and written materials
 - Other (list below)

The County administers a number of special admission Housing Choice Voucher Programs. These programs include the Mainstream Program for Housing Opportunities for the Disabled (Mainstream Program), the Family Self-Sufficiency Program (FSS), the Welfare-to-Work Program (RISE), the Section 8 Medicaid Waiver Program, and the HUD-Veterans Affairs Supportive Housing (VASH) Program. Positive affirmative action is taken to make these programs and their policies known to the general public, as well as to potential applicants and current participants. As part of the County’s outreach policies information about our special purpose programs are made available through various informational mediums such as public notices, brochures, and outreach materials.

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?
- Through published notices
 - Other (list below)

The Housing Office’s general outreach strategy is designed to attract applications from all elements of these programs’ eligible populations. To assure a broad mix of applicants, the Housing Office periodically reviews the family characteristics of applicants, and amends outreach efforts accordingly. The Housing Office conducts targeted outreach to make the availability of the valuable resources of our special purpose Housing Choice Voucher Programs known to the public. In addition to published notices, the Housing Office regularly markets these programs through broad distribution of written materials such as brochures, flyers, posters, letters, and canvas notices.

See Administrative Plan Chapter 4: Applications, Waiting List Procedures, Selection for Assistance

Element #2: Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$47,500,000	5799
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below) VASH	\$1,291,500	175 VASH
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
4. Non-federal sources (list below)		
Total resources HCVs	\$47,500,000	5799 HCVs
VASH	\$1,291,500	175 VASH

Element #3: Rent Determinations

Payment Standards

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- X Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- X FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- X Reflects market or submarket
- X To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- X Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- X Success rates of assisted families
- X Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- X \$26-\$50

See Administrative Plan Chapters 8 & 9: Policies regarding rents charged.

Element #4: Operation and Management

PHA Management Structure

An organization chart showing Baltimore County Housing Office's management structure and organization is included as attachment md033v02b.

See Administrative Plan: Chapter 1: PHA organization, programs, values
Chapter 7: Housing Quality Standards (HQS), inspection process

Element #5: Grievance Procedures

The Housing Office's grievance and informal hearing and review procedures are made available to program applicants and participants. These are included as attachment md033v02c.

Element #10: Civil Rights Certifications

Civil rights certifications are included in the PHA Plan Certifications on Compliance with the PHA Plans and Related Regulations.

Element #11: Fiscal Audit

The results of the Baltimore County Housing Office's fiscal audit for FYE June 30, 2009 is attachment md033v02d.

Element #13: Violence Against Women Act

The primary objectives of the Violence Against Women Reauthorization Act of 2005 are to reduce violence against women and to protect, or increase protection of, the safety and confidentiality of women who are victims of abuse. Protections for families participating in HUD programs became effective upon enactment of the law in January 2006. The Housing Office has taken all action to implement VAWA.

The Housing Office has amended its Administrative Plan to include all relevant policies related to implementation of the Violence Against Women and Department of Justice Reauthorization Act of 2005. These include: (1) admission, occupancy, and termination of assistance policies, (2) rights and responsibilities of the Housing Office, owners and managers, (3) certifications of abuse and confidentiality, (4) portability, and (5) notifications to families and landlords. Amendments also include definitions and terms relating to VAWA.

Chapter 2:	Nondiscrimination
Chapter 3:	Denial of Assistance
Chapter 10:	Moving with Continued Assistance and Portability
Chapter 12:	Termination of Assistance and Tenancy
Chapter 13:	Owner Responsibilities
Chapter 16:	Informal Reviews and Hearings
	Notices to Applicants, Participants and Owners
Glossary:	Definitions of Terms

Upon publication of VAWA, the Housing Office issued requisite notices to program participants and owners advising of VAWA provisions, and the rights and protections of both parties. Copies of notices are attached to this Annual Plan.

Baltimore County offers a range of services to victims of domestic violence, as well as monitoring offenders referred for intervention. The Department of Social Services' Family Violence Unit provides distinct services that will be available for our families where there is domestic violence. The goals of the Family Violence Unit are:

- To provide 24 hour accessibility to victims of domestic violence through resources through maintaining a 24 hour crisis hotline for victims of Domestic Violence and Sexual Assault.
- To assist victims of Domestic Violence in accessing available resources in Baltimore County including shelter services, counseling services court advocacy and to create a safety plan with those victims.
- To monitor court ordered offenders compliance with court ordered treatment in Baltimore County. To assist victims and their children in living free from violence in their home.
- Provide training, education, and case consultation so victims receive coordinated resource and help in Baltimore County

Services of the Family Violence Unit include the following.

Hotline

The Family Violence Unit provides a 24-hour response to primary and secondary victims with information about services and resources and referrals for immediate help in crisis situations. Approximately 30 volunteers staff the Hotline 24 hours daily for 365 days a year.

Court Advocate Program

The three (3) Court Advocates contact all victims whose abusers are scheduled for trial, without provide legal advice. The Advocates offer Victims information on different strategies to be safe, routinely guide Victims to create a safety plan, access shelter or use civil or criminal means to protect themselves. Additionally, the Court Advocates accompany victims to court on the day of their trial, explain the court process, assist victims in navigating the complex court process, and explain the disposition of their case after the trial is finished.

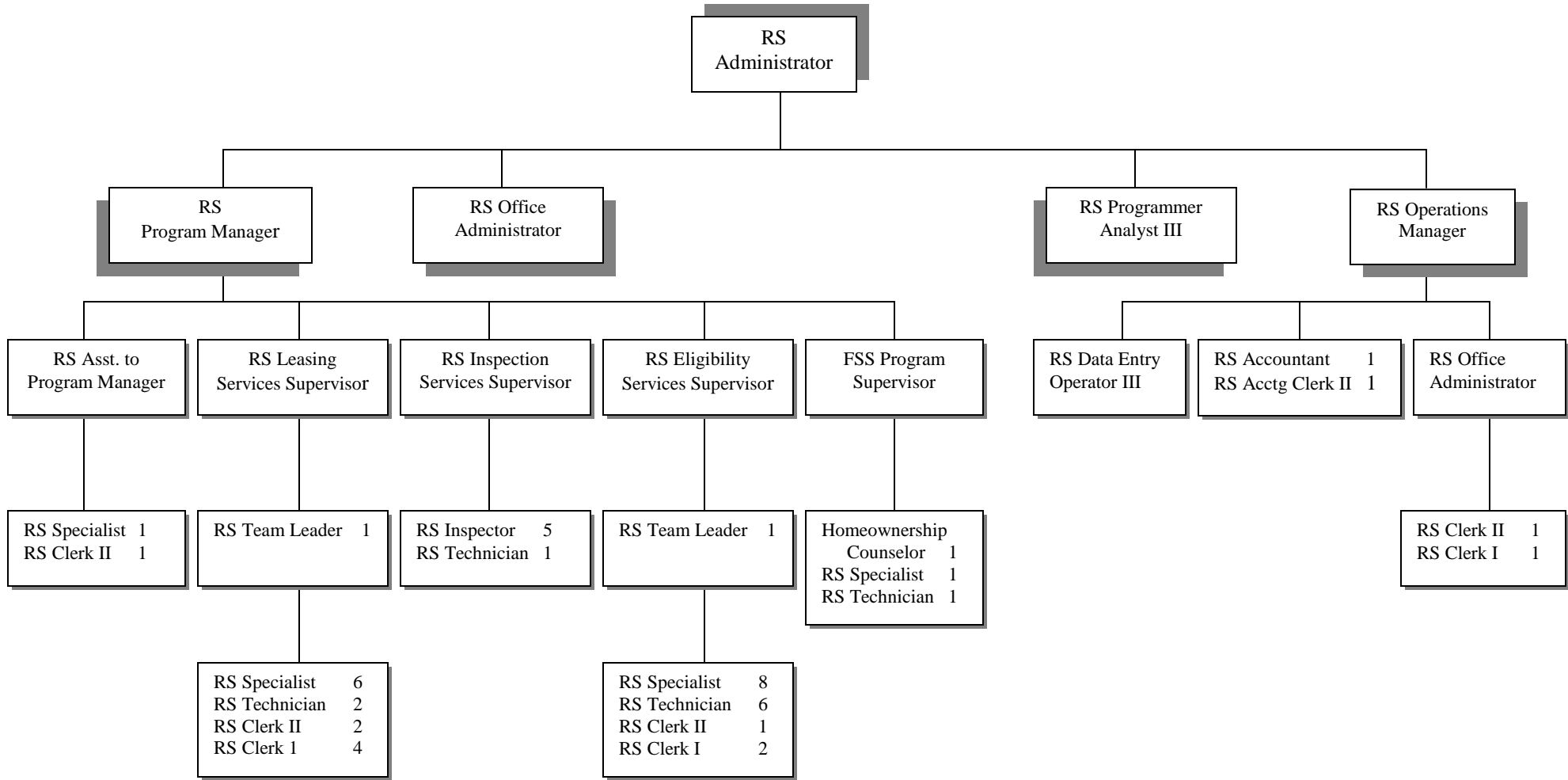
Case Monitors/Domestic Violence Referral Program

The two (2) Case Monitors interview all court ordered offenders and refer them to the appropriate private non-profit agency. The Case Monitors assist these offenders in accessing services with the goal of helping the offender complete their court ordered treatment.

Education and Training

The Family Violence Unit Coordinator provides training for Baltimore County employees on the dynamics of Domestic Violence, also the connection between Domestic Violence and work place violence for new employees and supervisors.

Baltimore County Department of Social Services Housing Office



➤ The Informal Review is your opportunity to appeal the decision made by the Housing Office.

➤ It is important to keep this appointment because it will not be rescheduled.

You may be eligible for representation by the Legal Aid Bureau. You can contact Legal Aid at 410-296-6705.



Baltimore County
Department of Social Services
Housing Office
Drumcastle Government Center
6401 York Rd.
Baltimore, MD 21212
(410) 853-8900
FAX (410) 853-8999

12/01/07
InformalReviewProceduresBrochure.doc

INFORMAL REVIEW PROCEDURES



WHEN CAN I ASK FOR AN INFORMAL REVIEW?

You may ask for a Review to consider whether the Housing Office decision to deny your assistance as an applicant is in accordance with the law, HUD regulations and Housing Office Policies.

WHEN ISN'T A REVIEW ALLOWED?

The Housing Office does not have to allow your family a review for any of the following:

1. Discretionary administrative decisions by the Housing Office.
2. General policy issues or class grievances.
3. A determination of your family unit size (subsidy size) under Housing Office's subsidy standards.
4. A decision not to approve an extension or suspension of a voucher term.
5. A decision not to give approval of a unit or tenancy.
6. A determination that a unit selected by an applicant is not in compliance with Housing Quality Standards.
7. A decision that a unit does not meet Housing Quality Standards because of your family size or composition.

HOW DO I REQUEST A REVIEW?

Your written request for a review must be received by Mrs. Heard, Informal Review Scheduler, at the Baltimore County Housing Office within ten (10) business days of the date of the denial notice from the Housing Office.

You will be notified of the status of your request within ten (10) business days of the receipt of your request.

An appointment letter will be mailed to you notifying you of the date and time of the informal review.

All informal reviews are held at the Baltimore County Housing Office.

DO I NEED AN ATTORNEY?

You may choose to be represented by a lawyer or other representative.

You are responsible for this expense.

CRIMINAL RECORDS

A copy of your criminal record is enclosed with your denial letter if you are being denied for criminal activity.

You will be given the opportunity to dispute the accuracy and relevance of the record at the review.

WHAT CAN I EXPECT AT THE REVIEW?

A person other than the person who made or approved the decision under review will conduct the review.

You will be given the opportunity to present written or oral objections to the Housing Office decision.

The Housing Office will notify you of the final decision within ten (10) business days after the informal review, including a brief statement of the reasons.

A copy of the decision will be mailed directly to you.

HOW DO I PREPARE FOR THE HEARING?

You or your representative may review your Housing Office file before your scheduled hearing date.

The Housing Office may ask you to submit certain documents relevant to your hearing.

WHAT CAN I EXPECT AT THE HEARING?

A person other than a person who made or approved the decision under review will conduct the hearing.

The Housing Office representative and you or your representative will be given the opportunity to present evidence, and may question any witnesses.

The Hearing Officer will issue a written decision within ten (10) business days of the date of the hearing, stating the reasons for the decision.

A copy of the decision will be mailed directly to you.

The Housing Office is not bound by a decision that exceeds the authority of the person conducting the hearing.

You may be eligible for representation by the Legal Aid Bureau. You can contact Legal Aid at 410-296-6705.

PRE-HEARING RIGHT TO DISCOVERY

You may examine and copy, at your own expense, before the hearing any documents directly relevant to the hearing.

You must make this request no later than 12:00 p.m. on the business day prior to the scheduled hearing date.

➤ The Informal Hearing is your opportunity to appeal the decision made by the Housing Office.

➤ It is important to keep this appointment because it will not be rescheduled.

Baltimore County
Department of Social Services

Housing Office
6401 York Rd.
Baltimore, MD 21212
(410) 853-8900
FAX (410) 853-8999

Email: housingoffice@dhr.state.md.us

The Baltimore County Housing Office is dedicated to ensuring our rental assistance programs are readily accessible to and usable by individuals with disabilities. You may request an assistance aid, service or accommodation if you or a family member has a disability that limits one or more major life activities by calling (410) 853-8900 (voice); or Maryland Relay 711.

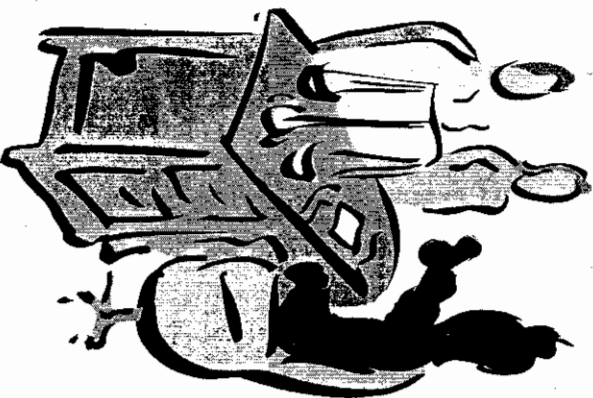
The Baltimore County Housing Office does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of housing services.



Equal Opportunity Housing

InformalHearingProcedures.doc Revised 7/17/2009

INFORMAL HEARING PROCEDURES



If you do not speak English as your first language and have a limited ability to read, write, speak, or understand English, you may request a reasonable accommodation.

If you have a disability that limits one of life's major activities, you may also request a reasonable accommodation.

Contact the Baltimore County Housing Office's Reasonable Accommodation Customer Service Representative at 410-853-8963, Monday to Friday from 9:00 a.m. – 3:00 p.m.

WHEN CAN I ASK FOR AN INFORMAL HEARING?

You may ask for a hearing to consider whether the following Housing Office decisions are in accordance with the law, HUD regulations and Housing Office policies:

1. A computation of annual or adjusted income and the use of the income to compute the housing assistance payment.
2. The utility allowance used in the computation of your tenant rent.
3. The determination of your family unit size (subsidy size) under Baltimore County's subsidy standards.
4. The decision to deny your family's request for an exception to Baltimore County's subsidy standards.
5. The decision to terminate your assistance because of your failure to comply with your responsibilities under the rental assistance program.
6. The decision to terminate your assistance because your family has been absent from the assisted unit for longer than the maximum period under our policy and HUD rules.

WHEN ISN'T A HEARING ALLOWED?

The Housing Office does not have to allow your family a hearing for any of the following:

1. Discretionary administrative decisions by the Housing Office.
2. General policy issues or class grievances.
3. Establishment of the Housing Office's schedule of utility allowances for families in the program.
4. A decision not to approve an extension or suspension of a voucher term.
5. A decision not to give approval of a unit or tenancy.
6. A determination that a unit is not in compliance with Housing Quality Standards unless the breach of Housing Quality Standards is caused by the family.
7. A decision that a unit does not meet Housing Quality Standards because of your family size or composition.
8. A determination to exercise or not to exercise any right or remedy against a landlord under a HAP contract.

HOW DO I REQUEST A HEARING?

Your written request for a hearing must be received by Mrs. Heard, Informal Hearing Scheduler, at the Baltimore County Housing Office within ten (10) business days of the date of the notice of termination from Housing Office.

You will be notified of the status of your request within ten (10) business days of receipt of your request.

An appointment letter will be mailed to you notifying you of the date and time of your informal hearing.

All informal hearings are held at the Baltimore County Housing Office.

DO I NEED AN ATTORNEY?

You may choose to be represented by a lawyer or other representative. You are responsible for this expense.

CRIMINAL RECORDS

A copy of your criminal record is enclosed with your termination letter if you are being terminated for criminal activity.

You will be given the opportunity to dispute the accuracy and relevance of that record.



U.S. Department of Housing and Urban Development

Baltimore Office
City Crescent Building
10 South Howard Street, 5th Floor
Baltimore, MD 21201-2528

May 25, 2010

Ms. Lois Cramer
Executive Director
Baltimore County Housing Office
Drum Castle Government Center
6401 York Road
Baltimore, MD 21212

Dear Ms. Cramer:

SUBJECT: Fiscal Audit for FYE 6/30/2009

HUD has reviewed the audit prepared by Clifton Gunderson, LLP for the fiscal year ended June 30, 2009, which contained an unqualified opinion on the financial statements and stated that no instances of noncompliance or material weaknesses were discovered regarding the financial statements. The audits were conducted in accordance with OMB Circular A-133 Compliance Supplement. No findings or recommendations were noted.

If you should have any questions, please contact Emma L. Middleton at (410) 209-6567 or electronically at emma.middleton@hud.gov.

Sincerely,

A handwritten signature in cursive script, appearing to read "Rachel Raffel".

Rachel Raffel
Acting Deputy Director
Baltimore Hub Office
of Public Housing

MAY 28 2010

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the X 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 7/1/2010, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.

12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Baltimore County Housing Office

MD033


PHA Name

PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2010- 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Fred Homan	Administrative Officer
Signature 	Date
	3/13/10