

<b>1.0</b>	<b>PHA Information</b> PHA Name: _Prince William County Office of Housing and Community Development____ PHA Code: __VA046_____ PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): _07/01/2010____				
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____Number of HCV units: _____1908_____				
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
<b>4.0</b>	<b>PHA Consortia</b> <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
	PHA 1:				PH      HCV
	PHA 2:				
	PHA 3:				
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.				
<b>5.1</b>	<b>Mission.</b> 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:  <i>N/A – Annual Plan Submission</i>				
<b>5.2</b>	<b>Goals and Objectives.</b> 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.  <i>N/A – Annual Plan Submission</i>				
<b>6.0</b>	<b>PHA Plan Update</b>  (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  (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.				

6.0  
Cont.

(a) 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.

*N/A – no revision*

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.

*Please see Section 13.0 of this plan.*

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

*N/A – no revision*

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.

*N/A – no revision*

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

*N/A – no revision*

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.

*N/A – Section 8 only agency.*

**6.0  
Cont.**

**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**).

*N/A – Section 8 only agency.*

**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.

*N/A – Section 8 only agency*

**9. Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

*N/A – Section 8 only agency.*

**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.

*Civil Rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.*

**11. Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

*Prince William County was required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h) and did submit the most recent one to HUD. There were no Findings.*

**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.

*N/A – Section 8 only agency*

<p><b>6.0</b> <b>Cont.</b></p>	<p><b>13. Violence Against Women Act (VAWA).</b> A description of: <b>1)</b> 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; <b>2)</b> 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 <b>3)</b> 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.</p> <p><i>The Act has been reviewed and OHCD applies the statutes of the law with regards to occupancy issues and termination proceedings. Currently, applicants on the waiting list identified as domestic violence victims receive a Preference 1 rating if they also live and/or work in Prince William County under current Preference Standards. Sensitivity to issues of domestic violence is also employed as one of the factors in the determination of remaining voucher issuance in instances of split households once assisted by the Housing Choice Voucher program. OHCD refers clients to various County Agencies and/or Non-Profit Organizations that provide domestic violence services.</i></p> <p><b>(b) PHA Plan Locations</b></p> <p>Prince William County Office of Housing and Community Development 15941 Donald Curtis Drive, Suite 112 Woodbridge, Va. 22191-4217</p> <p>Chinn Park Regional Library 13065 Chinn Park Drive Prince William, Va. 22192-5073</p> <p>OHCD Website – <a href="http://www.pwcgov.org/housing">www.pwcgov.org/housing</a></p>
<p><b>7.0</b></p>	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> <i>Include statements related to these programs as applicable.</i></p> <p><i>Prince William Office of Housing and Community Development continues to operate the Housing Choice Voucher (HCV) Homeownership option, which began on a pilot basis in 2005. The program has had careful and modest growth to assist 7 current families, having served a total of 9 families since its inception. The program guidelines administered by OHCD require that the family present sufficient funds for down payment and closing costs (an average of 3-6%); and that the financing for the purchase of a home using the homeownership voucher option be provided, insured or guaranteed by the state or Federal government. Where not possible to meet the financing criteria, the loan must conform to generally accepted private sector underwriting standards. Subprime lending underwriting standards are considered unacceptable as they often allow excessive debt to income ratios that put the participant at a disproportionate risk for default. Homeownership education is a key component. OHCD has identified all of the areas of the program needing restructuring and anticipate those changes to be present in the revised Administrative Plan for consideration and approval. OHCD’s goal is to continually develop the HCV Homeownership program through, and beyond, the pilot stage, and has begun marketing the program to those families with higher annual incomes that can afford homeownership, but who may not be aware of this option.</i></p>

8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p> <p><i>N/A Section 8 Only agency</i></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> 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> <p><i>N/A Section 8 Only agency</i></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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> <p><i>N/A Section 8 Only agency</i></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b>  <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> <p><i>N/A Section 8 Only agency</i></p>
9.0	<p><b>Housing Needs.</b> 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.</p> <p><i>N/A – Agency is rated a High Performing Agency and will submit with next Five-Year Plan. Current submission is the Annual Plan.</i></p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> 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. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p><i>N/A – Agency is rated a High Performing Agency and will submit with next Five-Year Plan. Current submission is the Annual Plan.</i></p>

**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.

(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”

**(a) Progress in Meeting Mission and Goals.**

**Prince William County has made significant progress in the following HUD Strategic goals:**

***I. Increase the availability of decent, safe, and affordable housing.***

***II. Promote self-sufficiency and asset development of families and individuals.***

***III. Ensure Equal Opportunity in Housing for All Americans***

Within each of these strategic goals, we have made progress on several PHA goals as detailed below:

**I. Increase the availability of decent, safe and affordable housing.**

PHA Goal – Expand the supply of assisted housing by:

Apply for additional vouchers: To reducing the time of Housing Choice Voucher Waiting List Application.

**Progress Report:** *PWC OHCD has been able to reduce the HCV waiting list from over 1,500 applicants to 353 applicants over the past two (2) annual reporting periods, by establishing an aggressive leasing schedule. OHCD has also applied for 50 Family Unification vouchers and will explore applying for additional vouchers during its next fiscal year should HUD make them available.*

Leverage private or other public funds to create additional housing opportunities: Develop relationships with the Virginia Housing Development Authority, OHCD’s HOME Office and local Nonprofit Organizations to identify funds and/or services available to HVC participants.

**Progress Report:** *PWC Rental Assistance Office continues to build relationships with all of the entities listed above. HCV families have been provided Home Ownership Assistance, credit counseling, and additional units have been made available to HCV families through the Rental Rehab Project and Housing Preservation & Development Funds projects. Rental Assistance Staff members have continued to assist the OHCD Home Office during its Homeownership Fair, and participate in a regional Realty Board Housing Fair. Community representatives continue to be members of the Family Self-Sufficiency Program Coordinating Committee, and Phase II panel. OCHD will be reaching out to the Urban League to see what programs are available to the HCV clients.*

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Cont.

**I. Increase the availability of decent, safe and affordable housing, continued**

PHA Goal – Improve the quality of assisted housing by:

Improving voucher management and increasing customer satisfaction: OHCD will accomplish this by moving agency to a Non-Troubled Agency; and by publishing a semi-annual agency newsletter starting in FY2009. In addition, a customer service survey was to be developed. Finally, continue to improve Financial Procedures and SEMAP Quality Control Procedures to ensure OHCD is operating within HUD's guidelines.

**Progress Report:** *OHCD continues to improve its operation of the HCV program. OHCD maintained its High Performer SEMAP Rating for FY2009. OHCD staff, during the reporting period, provided the Housing Board with technical training on all OHCD programs so that they have a better understanding of each program and its requirements. The Rental Assistance Office has moved from group recertifications to one-on-one recertifications to provide families with a more personal interview and implement HUD's new EIV requirements. Although we were unable to publish the OHCD newsletter due to budget constraints, we were able to update the OHCD Housing and Related County Services Guide, which provides families with information on local schools, emergency services, and other housing related information. OHCD continues to utilize surveys to measure customer satisfaction; our receptionist area and monthly Owner surveys continue to have rates of 90% approval. OHCD is expanding the customer service surveys to include portable families. Family Self-Sufficiency (FSS) program participants are surveyed annually to accurately assess if, along with client progress, current programming is fulfilling educational and life skills needs, and in an overall effort to assess program efficacy. Changes have been made to programming as a result of the feedback from those surveys. Family Self-Sufficiency program graduates are also surveyed to determine program effectiveness. It is an agency commitment to continually review program procedures and guidelines to assist families in the best way possible. We are never satisfied in that respect – we continually seek improvement.*

PHA Goal – Increase assisted housing choices by:

Providing HCV voucher holders with information regarding mobility. Conduct outreach efforts to potential voucher landlords and conduct additional outreach as required. Increase voucher payments upon annual review and implement voucher homeownership program.

**Progress Report:** *OHCD continues to provide mobility information at voucher issuance and recertification briefings. OHCD continues to provide participants with information regarding public schools, transportation and other public services. Information is made available at our receptionist desk and, as stated above, has updated the OHCD Housing and Related County Services Guide. OHCD continues to conduct monthly landlord briefings (Owner Outreach Sessions) and participates in various housing forums to promote the Housing Choice Voucher (HCV) program. The Family Self-Sufficiency (FSS)/Home Ownership Programs Coordinator continues to work closely with participants to determine their eligibility for HCV homeownership assistance, as well as homeownership in general if eligibility for HCV's homeownership assistance program is not possible.*

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***I. Increase the availability of decent, safe and affordable housing, continued***

**Progress Report, continued:** *OHCD's primary focus during this reporting period continued to be focused on improving general HCV program management and operations. During FY2010, we were able to assist two (2) families in obtaining HCV homeownership assistance. We anticipate additional families to follow during FY2011 as those families who have expressed interest in the program both increase their financial fitness and are able to marriage the homeownership voucher program with available first time homebuyer programs available at the local and state level. We will continue assisting families that are able to take advantage of current market conditions resulting in lower home prices and the benefit of increased affordability for our clients. Staff has also conducted a Homeownership Information Session for HCV clients to consider utilizing the Homeownership Voucher and other OHCD Homeownership programs to assist them in their dream to purchase a home.*

**II. Promote self-sufficiency and asset development of families and individuals.**

PHA Goals: Promote self-sufficiency and asset development of assisted households. Increase the number and percentage of employed persons in assisted families. Identify organization providing employment services that will work with FSS and Welfare to Work families. Work with PWC's Office on Aging, Community Service Board and Department of Social Services.

**Progress Report:** *The FSS Program Coordinator continues to refine the curriculum for the FSS program which has evolved into the following series: Health & Wellness 1.0 and 2.0; Employment Readiness 1.0 and 2.0; and, Financial Fitness 1.0 and 2.0. Realizing a programmatic need, an additional module is being developed in the Employment Readiness series - Employment Readiness 3.0. All of the series will be repeated as needed during CY2010 and FYB2010 to address the needs of several new families who have entered the program during the second half of CY2009. The focus of the Health & Wellness series is on the development of the participant holistically to address issues that contribute to the barriers that have in the past impeded self-sufficiency – namely, lack of direction and/or focus, goal setting, and health, including nutrition and personal health empowerment. The Employment Readiness series not only addresses job seeking and resume writing, but also addresses work conduct, obtaining promotions, navigating through human resource issues and networking, all of which are vital to career success. Financial Fitness not only handles the obvious issues of budgeting and credit but will also in the future address money management through program offerings addressing the hidden issues of money management and participants' relationship with money – both of which can manifest themselves in poor credit scores and financial missteps. Both of these variables provide barriers to self-sufficiency.*



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Cont.**

**II. Promote self-sufficiency and asset development of families and individuals, continued.**

**Progress Report, continued:**

*The Family Self-Sufficiency program will also accomplish a long planned programmatic goal of establishing a community service project with the input, and participation, of all families. It is anticipated to develop during the first quarter of CY2010, and will continue as a program project through the end of the year.*

*As a result of observing needs during seminars, a co-curriculum for children is in the process of being developed so that they can have their own life skills curriculum appropriate to their varying ages. The goal is to foster healthy families, again holistically, so that the entire household becomes educated and committed to the family's success. It is anticipated that this curriculum will be developed by September 2010.*

*Representatives of entities in the social services network belong to the Family Self-Sufficiency Program Coordinating Committee, and the FSS Coordinators refer clients to the County's Department of Social Services programs and Virginia Employment Commission's Job Search Unit to assist families with their job search. Future FSS program plans for CY2010 include the update of the Action Plan to provide a comprehensive guide to existing and new programs that address the needs of participants. Staff continues to work with various county agencies as necessary to best serve our HCV clients; each of the above agencies' information will be listed in OHCD's Housing Guide & Related County Services brochure.*

**III. Ensure Equal Opportunity in Housing for All Americans**

PHA Goal includes undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability. Further the goal includes undertaking affirmative measures to provide a suitable living environment for families in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

**Process Report:** *OHCD continues to work closely with the PWC Human Rights Office to ensure proper Fair Housing information is distributed to applicants and participants. As part of the briefing process, OHCD continues to provide Housing Choice Voucher applicants with pertinent information about civil rights requirements. The Rental Assistance staff received Fair Housing Training conducted by PWC's Human Rights Office; the Team Leaders and the Inspection Supervisor received additional Fair Housing Training sponsored by the State of Virginia. OHCD's Inspections Unit continues to monitor and enforce HQS measures to ensure program compliance by owners and participants. Occupancy housing specialists are also proactive in mediating issues of tenancy related to tenant or owner compliance with regards to HQS issues. These concerted efforts of Staff as a whole have resulted in a reduction in participant-caused HQS violations. Staff will continue to review such programs and efforts. Inspections staff is researching the US Environmental Protection Agency (EPA) Renovation, Repair and Painting Rule to determine the implication of the ruling on program owners and program participants in pre-1978 units.*

<p><b>10.0</b> <b>Cont.</b></p>	<p><b>III. Ensure Equal Opportunity in Housing for All Americans, continued</b></p> <p><b>Progress Report, continued:</b>  <i>Rental Assistance staff, in each stage of the tenancy continuum, from the issuance of a participant’s voucher through the occupancy of a unit; continuously disseminate information and guidance to reinforce the importance of maintaining suitable living environments. Briefing packages include A Good Place to Live – a HUD publication; and copies of the Virginia Tenant-Landlord Act are made available upon request to tenants and landlords.</i></p> <p><i>OHCD continues to target new owners and retain those already participating in the HCV program through an owner outreach program (owner briefing) designed to broaden the base of units available to families. OHCD has continued to maintain a listing of housing developments and/or privately owned units available to persons with disabilities. Despite the County experiencing the highest foreclosure rate in the state and OHCD losing some long term landlords, new owners continue to make units available to program participants.</i></p> <p><i>OHCD continually solicits information on the need for reasonable accommodation as part of the intake application process and the reexamination process to determine if applicants or participants require any type of accommodations to ensure full access of HCV programs and services.</i></p> <p><b>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</b></p> <p><i>N/A – Agency is rated a High Performing Agency and will submit with next Five-Year Plan. Current submission is the Annual Plan.</i></p>
<p><b>11.0</b></p>	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> <li>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</li> <li>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</li> <li>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</li> <li>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</li> <li>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</li> <li>(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.</li> <li>(g) Challenged Elements</li> <li>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</li> <li>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</li> </ul>

12.0	<p><b>Resident Advisory Board Comments:</b></p> <p><b>The Resident Advisory Board did not have any concerns with the PHA Plan and mentioned feedback was positive.</b></p> <p><b>There was one citizen comment, please see Attachment 1 for comment and the PHA response.</b></p>												
13.0	<p><b>Financial Resources:</b></p> <p>Prince William County OHCD has the following planned sources and uses for the time period covered during this Annual Plan:</p> <table border="0" data-bbox="284 514 1502 871"> <thead> <tr> <th data-bbox="284 514 779 556"><b>Sources</b></th> <th data-bbox="820 514 1266 556"><b>Planned Use</b></th> <th data-bbox="1315 514 1502 556"><b>Amount</b></th> </tr> </thead> <tbody> <tr> <td data-bbox="284 556 779 682">HCV Annual Contributions Contract</td> <td data-bbox="820 556 1266 682">Tenant Based Rental Assistance Administrative Fees; Family Self-Sufficiency Grant</td> <td data-bbox="1315 556 1502 682">\$24,347,980</td> </tr> <tr> <td data-bbox="284 703 779 745">HOPWA</td> <td data-bbox="820 703 1266 829">Tenant Based Rental Assistance For persons with HIV/AIDS (includes Administrative funds)</td> <td data-bbox="1315 703 1502 829">\$260,000</td> </tr> <tr> <td data-bbox="284 850 779 884"><b>TOTAL RESOURCES</b></td> <td data-bbox="820 850 1266 884"></td> <td data-bbox="1315 850 1502 884"><b>\$24,607,980</b></td> </tr> </tbody> </table>	<b>Sources</b>	<b>Planned Use</b>	<b>Amount</b>	HCV Annual Contributions Contract	Tenant Based Rental Assistance Administrative Fees; Family Self-Sufficiency Grant	\$24,347,980	HOPWA	Tenant Based Rental Assistance For persons with HIV/AIDS (includes Administrative funds)	\$260,000	<b>TOTAL RESOURCES</b>		<b>\$24,607,980</b>
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Attachment 1  
Citizen Comments  
&  
PHA Response

**From:** Jane Burnette [mailto:jburnette@ieccil.org]  
**Sent:** Monday, March 22, 2010 5:13 PM  
**To:** Lawson, Kim A  
**Subject:** Comments on PHA Plan

Dear Ms. Lawson:

Independence Empowerment Center commends the Prince William Office of Housing and Community Development for its aggressive work to assist people with disabilities in obtaining housing. We congratulate you on the huge reductions in the voucher waiting list that have been achieved.

I'm sure that you are aware that HUD plans to release 4,000 new housing vouchers in the near future. Of these, 3,000 will be for non-elderly people with disabilities, and the remaining 1,000 will be targeted to non-elderly persons with disabilities transitioning out of institutional settings under the Money Follows the Person Program. According to Medicaid's survey of people in nursing homes, there are 62 people in Prince William County nursing homes who wish to leave them ([http://www.cms.hhs.gov/MDSPubQandResRep/06\\_q1areport.asp?isSubmitted=q1a3&date=17&state=VA](http://www.cms.hhs.gov/MDSPubQandResRep/06_q1areport.asp?isSubmitted=q1a3&date=17&state=VA)).

Allocation of the vouchers will be competitive, and to obtain the maximum number of vouchers, PHAs need to establish administrative preferences for supporting individuals transitioning from institutional settings to the community. I understand that Prince William Housing does plan to apply for some of the new HUD vouchers, and I am wondering if you have established this preference. A letter from Secretary Donovan to PHAs, providing more detail and sample preference language, is attached. Individuals who are ready to transition or identified as at risk of institutionalization can be placed on the PA waiting list. Even if the list is closed, it can be opened for people who meet an established administrative preference, and they can then be placed on the list.

In reviewing your 2010 Annual Plan, I discovered that I have a few other questions. The plan mentions the *OHCD Housing and Related Services Guide*. I think this is a great product--such resource guides are in demand in our area. However, I could not find it on the web. Is it available on the web? If not, I would suggest placing it online.

Also, Prince William County conducts a customer satisfaction survey, and program changes have been made based on survey suggestions. I do not know if those surveys include questions related to disabilities or program accessibility, and I would like to suggest that questions related to disability needs be included if they are not currently included.

Finally, I need to confirm that when people with disabilities turn in vouchers, they are re-issued to others with disabilities. I expect this to be the case, given that people with disabilities are listed as a first preference, and I just need to confirm.

Thank you for all of your work on behalf of people with disabilities in Prince William.

Sincerely,

Jane Burnette  
Service Facilitator

Jane Burnette  
Independence Empowerment Center  
9001 Digges Rd. #103  
Manassas, VA 20110  
703-257-5400 x 115



Elijah T. Johnson  
Director

## COUNTY OF PRINCE WILLIAM

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Rental Assistance: FAX: (703) 792-4978  
CDBG/HFD: FAX: (703) 792-7393  
Finance: FAX: (703) 792-5888

OFFICE OF HOUSING AND  
COMMUNITY DEVELOPMENT

March 24, 2010

Ms. Jane Burnette  
Independence Empowerment Center  
9001 Digges Rd. #103  
Manassas, Va. 20110

Dear Ms. Burnette:

Thank you for submitting your comments and questions concerning the Prince William County Office of Housing and Community Development's FY2011 Annual Public Housing Agency Plan. The Prince William County Housing Board and the Office of Housing and Community Development (OHCD) remains concerned about the affordable housing issues our disabled residents face. Below are responses to the comments/concerns that you have raised.

Q. *I'm sure that you are aware that HUD plans to release 4,000 new housing vouchers in the near future. Of these, 3,000 will be for non-elderly people with disabilities, and the remaining 1,000 will be targeted to non-elderly persons with disabilities transitioning out of institutional settings under the Money Follows the Person Program. According to Medicaid's survey of people in nursing homes, there are 62 people in Prince William County nursing homes who wish to leave them.*

*Allocation of the vouchers will be competitive, and to obtain the maximum number of vouchers, PHAs need to establish administrative preferences for supporting individuals transitioning from institutional settings to the community. I understand that Prince William Housing does plan to apply for some of the new HUD vouchers, and I am wondering if you have established this preference. A letter from Secretary Donovan to PHAs, providing more detail and sample preference language, is attached. Individuals who are ready to transition or identified as at risk of institutionalization can be placed on the PA waiting list. Even if the list is closed, it can be opened for people who meet an established administrative preference, and they can then be placed on the list.*

R. OHCD does intend to apply for these vouchers should HUD announce a Notice of Funding Availability (NOFA). At that time, OHCD will establish the required local preference(s) as required by the NOFA. Although OHCD's waiting list is currently closed, families with disabilities can qualify for assistance under our Preference One category who are currently on the waiting list. Additional families may apply when the list is open. We have also contacted HUD for further clarification of Secretary Donovan's letter on establishing the local preference.

*Q. In reviewing your 2010 Annual Plan, I discovered that I have a few other questions. The plan mentions the OHCD Housing and Related Services Guide. I think this is a great product--such resource guides are in demand in our area. However, I could not find it on the web. Is it available on the web? If not, I would suggest placing it online.*

R. This is a very good suggestion and the Guide is being placed on the website.

*Q. Also, Prince William County conducts a customer satisfaction survey, and program changes have been made based on survey suggestions. I do not know if those surveys include questions related to disabilities or program accessibility, and I would like to suggest that questions related to disability needs be included if they are not currently included.*

R. We will consider this suggestion for future surveys.

*Q. Finally, I need to confirm that when people with disabilities turn in vouchers; they are re-issued to others with disabilities. I expect this to be the case, given that people with disabilities are listed as a first preference, and I just need to confirm.*

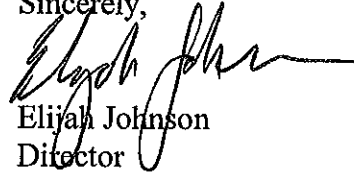
R. Vouchers used by disabled families and no longer needed or used by that family do not automatically transfer to another disabled family. In order for a voucher to directly transfer in that manner it must have been designated by HUD under a special allocation, such as the recent Family Unification Program (FUP) NOFA. It requires that the voucher be used by another FUP eligible family. Likewise, HUD may require this when they release the NOFA for assistance under the Money Follows the Person Program. Currently OHCD issues available vouchers to the next eligible waiting list applicant in accordance with our Section 8 Administrative Plan.



Ms. Jane Burnette  
March 24, 2010  
Page 3

Again, thank you for your comments and questions. We look forward to working with you in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Elijah Johnson", written over the printed name and title.

Elijah Johnson  
Director

# Resident Advisory Board Feedback

**From:** Mikeya [mailto:mj.duzant@gmail.com]  
**Sent:** Thu 3/18/2010 1:50 PM  
**To:** Davis, Angela K.  
**Subject:** Re: PHA Plan Public Hearing/RAB Comments

Hi Angela,

No one had any concerns about the plan and the feedback was all positive which I will get to you soon.

Mikeya

**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 \_\_\_ 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.

Prince William County OHCD

VA046


\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA Code

\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

X  Annual PHA Plan for Fiscal Years 2010 - 2011

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  Douglas Porterfield	Title  Prince William County Housing Board Chairman
Signature 	Date  March 25, 2010

**Civil Rights Certification**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
**Expires 4/30/2011**

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

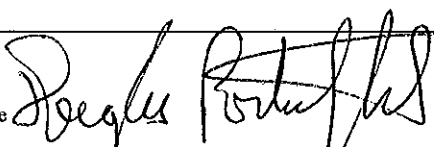
The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Prince William County OHCD

VA046

\_\_\_\_\_  
PHA Name

\_\_\_\_\_  
PHA Number/HA Code

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 <b>Douglas Porterfield</b>	Title <b>Chairman, Prince William County Housing Board</b>
Signature 	Date <b>03/25/2010</b>

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, Elijah T. Johnson the Director certify that the Five Year and Annual PHA Plan of the Prince William County OHCD is consistent with the Consolidated Plan of Prince William County, Virginia prepared pursuant to 24 CFR Part 91.

 3/25/10  
Signed / Dated by Appropriate State or Local Official