



*Burlington County Board of Social Services
Burlington County Human Services Facility
Rental Assistance Program
795 Woodlane Road
Mount Holly, New Jersey 08060*

Daniel Ross, Director

(609)261-1000

Eleanor Coleman, Supervising Administrative Analyst

(609)261-0717 fax

October 6, 2011

Bala Hanan, Acting Director
Office of Public Housing
U.S. Department of Housing & Urban Development
Newark Field Office - Region II
One Newark Center, Thirtieth Floor
Newark, New Jersey 07102-3260
Attn: Kenneth Adelman, Housing Revitalization Specialist

Subject: Burlington County Board of Social Services PHA
Re: NJ2151Y 2012 PHA Annual Plan/Certifications

Dear Mr. Turner:

Enclosed please find the Annual Plan and required Certifications for the Burlington County Board of Social Services PHA Fiscal Year 2012.

If you have any questions, please do not hesitate to contact me at (609) 518-4702 or via e-mail Daniel_Ross@bbsa.org. You can also contact Eleanor Coleman at (609) 261-4957 or via e-mail Eleanor.Coleman@bbsa.org.

Sincerely,



Daniel Ross
Director

DB: RY: MM: ERC

Cc: Ronald A. Yurick, Jr., Deputy Director
Maureen McLaughlin, Administrator
Eleanor R. Coleman, Supervising Administrative Analyst

Encls: Form HUD-50075, PHA 5-Year and Annual Plan
Form HUD-50077-PIA, Certifications of Compliance with PHA Plans and Related Regulations
Form HUD-50077-CR, Civil Rights Certification
Form HUD-50077-SL, Certification by State or Local Official of PHA Plans Consistency with Consolidated Plan Certification Regarding Lobbying

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

Burlington County Board of Social Services
PHA

Annual Plan for Fiscal Year 2012



Prepared for the Burlington County
Board of Social Services
By:
Daniel Boas, Director
Ronald A. Yulick, Jr., Deputy Director
Maureen McGlashon, Administrator
Eleanor R. Coleman, Supervising Administrative Analyst

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 8/30/2011
-----------------------------------	---	--

1.0	PHA Information PHA Name: <u>Burlington County Board of Social Services</u> PHA Code: <u>NJ215</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2012</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: 627				
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" 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
	PHA 1:				PH
	PHA 2:				HCV
	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:				
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.				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: No PHA Elements have been revised since 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. The public can obtain copies of the PHA Annual Plan at the main Administrative Office of County government, Public Library, main Administrative Office of the PHA, and the PHA WEB Site. See Attachment "A" for PHA Plan Elements				
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.				
8.1	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.				
8.2	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.				

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>																																																																																								
9.0	<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.</p> <table border="1" data-bbox="272 422 1533 911"> <thead> <tr> <th colspan="8">Housing Needs of Families in the Jurisdiction by Family Type</th> </tr> <tr> <th>Family Type</th> <th>Overall</th> <th>Affordability</th> <th>Supply</th> <th>Quality</th> <th>Accessibility</th> <th>Size</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Income <= 30% of AMI</td> <td>4,808</td> <td>5</td> <td>5</td> <td>5</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Income >30% but <=50% of AMI</td> <td>4,992</td> <td>5</td> <td>5</td> <td>5</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Income >50% but <80% of AMI</td> <td>8,255</td> <td>3</td> <td>3</td> <td>3</td> <td>1</td> <td></td> <td></td> </tr> <tr> <td>Elderly*</td> <td>7,751</td> <td>5</td> <td>3</td> <td>5</td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Families with Disabilities**</td> <td>60,198</td> <td>3</td> <td>5</td> <td>N/A</td> <td>5</td> <td></td> <td></td> </tr> <tr> <td>Race/Ethnicity</td> <td>N/A</td> <td>(See Note)</td> <td>(See Note)</td> <td>N/A</td> <td>N/A</td> <td></td> <td></td> </tr> <tr> <td>Race/Ethnicity</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td></td> <td></td> </tr> <tr> <td>Race/Ethnicity</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td></td> <td></td> </tr> <tr> <td>Race/Ethnicity</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td>N/A</td> <td></td> <td></td> </tr> </tbody> </table> <p>of units, and location.</p> <ul style="list-style-type: none"> • *All Income Levels • ** Based upon most recent Census data – all income levels, owners, and renters 	Housing Needs of Families in the Jurisdiction by Family Type								Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location	Income <= 30% of AMI	4,808	5	5	5	1			Income >30% but <=50% of AMI	4,992	5	5	5	1			Income >50% but <80% of AMI	8,255	3	3	3	1			Elderly*	7,751	5	3	5	2			Families with Disabilities**	60,198	3	5	N/A	5			Race/Ethnicity	N/A	(See Note)	(See Note)	N/A	N/A			Race/Ethnicity	N/A	N/A	N/A	N/A	N/A			Race/Ethnicity	N/A	N/A	N/A	N/A	N/A			Race/Ethnicity	N/A	N/A	N/A	N/A	N/A		
Housing Needs of Families in the Jurisdiction by Family Type																																																																																									
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location																																																																																		
Income <= 30% of AMI	4,808	5	5	5	1																																																																																				
Income >30% but <=50% of AMI	4,992	5	5	5	1																																																																																				
Income >50% but <80% of AMI	8,255	3	3	3	1																																																																																				
Elderly*	7,751	5	3	5	2																																																																																				
Families with Disabilities**	60,198	3	5	N/A	5																																																																																				
Race/Ethnicity	N/A	(See Note)	(See Note)	N/A	N/A																																																																																				
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A																																																																																				
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A																																																																																				
Race/Ethnicity	N/A	N/A	N/A	N/A	N/A																																																																																				

9.1	<p>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.</p> <p>The Consolidated Plan for the PHA County has identified an overall 4,487 families with housing needs at or below 30% of the Average Median Income, 5,045 greater than 30% of AMI but less than 50% of AMI families with housing needs. In addition AMI families at 50% but less than 80% of AMI are in need of housing. The Plan identified 6,109 elderly families of all income levels with housing needs and 20,088 families with disabilities with housing needs based on most recent Census data. That number includes all income levels, owners and renters. The PHA source of information is the Consolidated Plan of the jurisdiction, the US. Census data and the Comprehensive Housing Affordability Strategy data set.</p> <p>Strategy for Addressing Housing Needs</p> <ul style="list-style-type: none"> • Build enrollment in the Programs to achieve 100% utilization; • Exceed HUD’s policy that 75% of new enrollments be at income level of 30% MFI or less; • Assist families to locate units outside of poverty areas such as the Gardens section of Mount Holly, Sunbury Village in Pemberton Twp. and certain sections of Burlington City; • Participate in educational programs to landlords to encourage their participation in the program; • Participate with the Human Relations Commission in providing Fair Housing Education Programs in an effort to reduce discriminatory attitudes toward rental assistance recipients, minority groups, persons with disabilities and families with children; • Coordinate with disabilities advocacy organizations to develop a means of identifying accessible rental units; • Maintain full enrollment in the Family Self-Sufficiency Program, providing sufficient Funding is allocated; • Assure that all units occupied by children under the age of six in the program are free of lead paint hazards; • Promote program participation with owners of units that have three or more bedrooms to house large families.
-----	--

10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(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.</p> <p>The PHA continues to bridge with human service agencies to expand linkages with agencies that service individuals and families with special needs. Program Staff work closely with Case and Social Workers to ensure the needs of the Participant are addressed, the PHA accepted applications from families whose income was at or below 30% of AMI making their household income extremely-low. Our mission has been compromised by the U.S. Department of Housing and Urban Development’s lack of funding.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>The PHA's definition of a "significant amendment" is an amendment that changes the meaning of the Mission Statement; or changes the planned goals or objectives of the PHA. A significant amendment would include a change in the financial resources in excess of \$100,000; a change in the nature of the policies or procedures stated in the following components: Waiting List Organization, Search Time for a unit, Admission Preferences, Payment Standards, Minimum Rent; a Reorganization of the Management Structure; or the addition of a new Program; or the deletion of an existing Program to or from the current Plan. Changes to the Annual Plan may be made without undertaking a comment process if such change is made in response to a change in governing regulations. If such a change should occur it will be presented in the next Annual Plan.</p> <p>The PHA defines a "Substantial Deviation" as a course of action that is not consistent with the Mission Statement; or a course of action that is inconsistent with the planned goals and objectives of the PHA.</p>
-------------	--

6.0 PHA Plan Elements:

- (a) No PHA Plan elements have been revised since the PHA's prior Plan submission.
- (b) The Public can obtain the copies of the PHA Annual Plan at the main administrative Office of County government, Public Library, main Administrative Office of the PHA, and PHA Web site.

1. Eligibility, Selection and Admission Policies, and Wait List Procedures: The PHA requests criminal background checks through Lexis-Nexis for screening purposes. This screening is to detect Criminal or drug-related activity only to the extent required by law or regulation. The PHA shares the following information to prospective landlords; violent criminal or drug related activity, family's current address, name and address of the landlord at the family's current and prior address, tenancy history relevant to payment of rent, utility bills, family care of unit, family respect for the rights of others to the peaceful enjoyment of their housing, and family compliance with other essential conditions of tenancy.

The PHA maintains one waiting list for Section 8 tenant based assistance. A merged waiting list does not exist. Applications are accepted by mail. Applications are made available during limited time periods; when applications are taken the Announcement/Application is published in the local newspaper and circulated to county human service agencies for distribution. Applications are made available at the PHA main administrative office, the PHA web-site, and at many other sites. The PHA has four HUD approved local admission preferences; Burlington County Resident who is a Homeless U.S. Veteran, Burlington County Resident who is a Homeless non U.S. Veteran or a Domestic Violence Victim, Burlington County Resident who has a disability as defined by the U.S. Department of Housing & Urban Development, and Burlington County Resident who is 62 years of age or older. The Waiting List is currently closed and is not projected to open for application taking during 2012.

2. Financial Resources: Projected Annual Contributions for Section 8 Tenant-Based Assistance is \$6,062,362.00. The requested 2012 Administrative Fee for the PHA Family Self-Sufficiency Program is \$69,360. The Projected FY 2012 Administrative Fee is \$520,736.

3. Rent Determination: The PHA does not employ discretionary rent-setting policies. Rent determination is based on total household income which results in 30% of adjusted monthly income and no more than 40% of adjusted income for new lease-ups. The minimum rent/Total Tenant Payment) is set at \$50.00.

5. Grievance Procedures: The PHA informal review procedures for Applicants to the Section 8 HCV Program and the informal hearing procedures for families assisted by the HCV Program are in accordance with 24 CFR 982 federal requirements. The PHA has not established procedures in addition to the federal requirements.

11. Fiscal Year Audit: The PHA most recently completed Audit resulted in no findings.

13. Violence Against Women Act (VAWA). Please see Attachment B

13. Violence Against Women Act (VAWA)

Statement of Victim Services

The Burlington County Board of Social Services PHA has revised the Administrative Plan changing the Program Preferences. Burlington County Resident who is a Domestic Violence Victim is now included in the Preference 1 Category. Preference 1 is a Priority Preference. The Program continues to work with area agencies.

Burlington County has various agencies that assist victims of domestic violence. One such agency concentrates on the shelter of the family member(s) with the location of the shelter being one of confidentiality. The mission of the shelter is to “end the cycle of domestic violence through education, empowerment, and advocacy while providing a safe haven from abuse at an emergency shelter with a confidential location”.

The shelter receives funding through our Community Development Block Grant Program. As stated in our Annual Plans and Five Year Plans (Section 3 “PHA Policies Governing Eligibility, Selection, and Admissions, Item (4) Admission Preferences) Victims of Domestic Violence are categorized as a Preference One and receive priority over all other Preferences, with the exception of “Homeless” Families”.

Waiting List Families who are experiencing domestic violence are moved to the top of the Waiting List and are serviced according to their registration number. Families are immediately referred to the shelter for domestic violence and their location and status are kept confidential.

Program Participants experiencing domestic violence are also referred to the shelter. While providing referrals to the shelter, the Staff reviews move options with the Family, to include Portability as an option.

While vacating a unit without proper notice to the Landlord or the Program is grounds for termination based on violation of “Family Obligations”, Families vacating units to escape violence are not penalized for leaving the unit. If the Family authorizes the Program Staff to negotiate early release from their lease with the Landlord, the Staff will negotiate an early release from a Lease.

Individuals do not have to be Participants or Applicants of the Burlington County Rental Assistance Program. Any individual seeking shelter from domestic violence through our office is referred to the Agency(s) that can assist them.

Attachment C

A Resident Advisory Board Meeting was held August 29, 2011 at 5:30 p.m. at the Human Services Facility, Lecture Hall A, 795 Woodlane Road, Mt. Holly, NJ 08060. There were no attendees.

A FY 2012 Annual Plan Information Workshop was held August 30, 2011 at 5:30 p.m. at the Human Services Facility, Lecture Hall A, 795 Woodlane Road, Mt. Holly, NJ 08060. There were six attendees. No additional information was offered for inclusion or exclusion to the PHA Annual Plan.

A Public Hearing was held August 31, 2011 at 5:30 p.m. at the Human Services Facility, Lecture Hall A, 795 Woodlane Road, Mt. Holly, NJ 08060. There were no attendees

The Agenda Items for both the Resident Advisory Board Meeting and the Information Workshop are as follows:

- Program Funding
- Program Authorized Size and Funding
- Cost Saving Measures
- Program Eligibility/Preferences
- Rent Determination
- Minimum Rent
- Denial & Termination Appeal Process
- Housing Discrimination
- Subsidy Standards

The Agenda for the Public Hearing was review of the FY 2012 Draft Annual Plan.

**Certification for
a Drug-Free Workplace**

U.S. Department of Housing
and Urban Development

Application Form

For Applicants to the Board of Public Housing (BPH)

Applicants to the Public Housing (PH)

Form HUD-9000-201 (1-1997)

During execution of the above named application for a Federal Contract, I certify the following conditions and agree to comply with the Department of Housing and Urban Development (HUD) Contracting Documents listed below:

I certify that the above named Applicant will continue to maintain a drug-free workplace:

(1) Publishing a statement notifying employees that the applicant maintains a drug-free workplace, providing a list of prohibited substances or behaviors in the applicant's workplace and notifying the employee that will be taken against employees for violation of such prohibition.

(2) Establishing an ongoing drug-free awareness program for all employees:

(A) In the absence of drug abuse in the workplace;

(B) As a supplement to any other drug-free workplace activities;

(C) Any available drug counseling, rehabilitation, and employee assistance programs; and

(D) Other measures that may be imposed upon employees for drug-related violations occurring in the workplace.

(3) Making the program available to all employees to the degree and the effectiveness of the program given the nature of the activities required by the contract;

(4) Notifying all employees in the workplace required by paragraph (1) that, as a condition of employment under the contract, an employer will:

(A) Abide by the terms of this statement; and

(B) Notify the employee in writing of the employer's compliance with a condition of a contract if any violation occurs, or the employee is found to have violated such a condition, or conviction.

(5) Notifying the agency in writing within the calendar year after receiving notice under paragraph (1)(B) if the employee is also receiving federal notice of such conviction. This notice must also advise employees that, should notice be received from any other federal or other agency, the employee will be notified in writing, unless the Department has been provided written notice in the absence of such notice. Notice shall include the identifying information of such federal agency.

(6) Taking care of any business affairs, within 30 calendar days of receiving notice under paragraph (1)(B), with respect to any employee who is so notified.

(7) Taking appropriate personnel action against such an employee, or to any individual forming an association with the employee of the Federal contractor, or of 1971, as mandated;

(8) Reporting such employee to any other applicable law enforcement agency, or to the Federal Bureau of Investigation, or to the Department of Justice, or to any appropriate law enforcement or regulatory agency;

(9) Making good faith effort to ensure that all other law enforcement agencies through implementation of paragraph (1)(B).

2. **State for Work Performance:** The Applicant shall be responsible for the performance of the contract and shall be held responsible for the performance of the contract. The Applicant shall be held responsible for the performance of the contract. The Applicant shall be held responsible for the performance of the contract. The Applicant shall be held responsible for the performance of the contract.

Printed Name: Board of Public Housing (BPH)
PHS Contract No. 1997-
Knox County, Franklin County, New Jersey 08702

Check one There are no copies of the contract listed on the attached lists.

I certify that the above named Applicant will continue to maintain a drug-free workplace. I agree to comply with the Department of Housing and Urban Development (HUD) Contracting Documents listed below:

Contract No. 1997-
PHS Contract No. 1997-
Knox County, Franklin County, New Jersey 08702

Printed Name

Signature

Signature

Date

Date

Signature

Signature

HUD-9000-201 (1-1997)
U.S. Department of Housing and Urban Development

Civil Rights Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Lapine #982811

Civil Rights Certification

Annual Certification and Board Resolution

I, the undersigned, Director of the Housing Department of the Public Housing Agency (PHA) hereby certify that this year's compliance with the requirements of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and Title VI of the American with Disabilities Act of 1980, and will affirmatively further fair housing.

The PHA certifies that it will comply with 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 VI of the American with Disabilities Act of 1980, and will affirmatively further fair housing.

By: Jackson County Board of Social Services

6/1/16

PHA Name:

PHA Number/HA Code:

I, the undersigned, Director of the Housing Department of the Public Housing Agency (PHA) hereby certify that this year's compliance with the requirements of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and Title VI of the American with Disabilities Act of 1980, and will affirmatively further fair housing.

Name of Director:

DAVID BOSS, III

Director

Date:

David Boss, III

Date:

6/1/16

For Approval by State or Local
Official of PMA Plans Consistency
with the Consolidated Plan

U.S. Department of Health and Human Services
Office of Public Health Programs
Regulatory Affairs Division
Docket # 09AC002

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

I, of the State, do hereby certify that the Five Year and
Annual PMA Plan of the is consistent with the Consolidated Plan of
Budgetary Priority prepared pursuant to 24 CFR Part 92.

Signed and Dated by Appropriate State or Local Official

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OIMR No. 2575-0226
Expires 08/31/2011

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

Adopted on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, by its Chairman or other authorized PHA official (if there is no Board of Commissioners), I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan for the 2011 fiscal year beginning ____, hereafter 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 from pending audit 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 condition that requires the preparation of an Analysis of Impediments to Fair Housing Choice for the 2011 fiscal year 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/Reinvestment Housing Program) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement(s) 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, and that with this Board or Boards including the Plan, and considered the recommendations of its Board or Boards (24 CFR 903.12). The PHA has included in the Plan submission strategy 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 its 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 I of the Americans with Disabilities Act of 1990.
7. The PHA will aggressively further fair housing, by examining the programs or proposed programs, identify any impediments to fair housing those within those programs, address those impediments in a reasonable fashion in view of the resources available and work with the jurisdiction to implement any of the remedial or injunctive measures. Timeliness of fair housing that require the PHA's involvement and maintain standards including these measures and actions.
8. For PHA Plan that includes a policy for site-based waiting lists:
 - The PHA regularly submits required data to HUD's 2008 PHASIS Medicare program rate, complete and timely manner (as specified in FTT Notice 9036-04).
 - 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, settlement agreement or other decision with pending complaint brought by FTT;
 - The PHA will take reasonable measures to ensure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy (when required) is consistent with civil rights laws and regulations, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibition 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 1991 and 24 CFR Part 11, Articles and Procedures for the Enforcement of Barriers 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, Employee and Opportunities for Lower-Voluntary Income Persons, and with its implementing regulation at 24 CFR Part 11.
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.

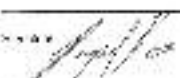
11. The PIA will take appropriate technical action to ensure that it is identifiable and verifiable and is approved in writing by the PIA Director.
12. The PIA will provide the responsible agency or PIA with documentation that the approved PIA entity or PIA needs to carry out its performance for National Government Policy and other related activities in accordance with 24 CFR Part 28 or 48 CFR, as applicable.
13. With respect to performance of the PIA with respect to Title 42 CFR or 48 CFR that is not a safety or health hazard under Section 104 of the Federal Safety Health Act of 1970 and the General Work Hours and Safety Standards Act.
14. The PIA will keep records in accordance with 24 CFR 35.20 and maintain an effective system to ensure compliance with program requirements.
15. The PIA will comply with the Lead Board Policy Following Procedures for the Accredited Title 42 or 48 CFR based Requirements Act of 1970 and 24 CFR Part 35.
16. The PIA will comply with the policies, guidelines, and requirements of OMB Circular No. 1987 (the Principles for State, Local and Federal Government), 41 CFR Part 101, and 41 CFR Part 101-32 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Government).
17. The PIA will determine only activities and programs covered by the PIA in accordance with its Plan and will utilize a covered agency or entity for activities that are not covered under the applicable act included in its Plan.
18. All requirements for the Plan have been met and will continue to be met at all times and all locations that the PIA PIA is available for public inspection. All required supporting documents have been made readily available for public inspection along with the Plan and program requirements and program business hours. The PIA will also make times and locations identified by the PIA in its PIA Plan and will continue to be made available at least at the primary location of the PIA.
19. The PIA provides reports as part of the certification that:
 - (i) The Director Advisory Board has approved in writing and consented to the changes to the policies and programs to be implemented by the PIA;
 - (ii) The changes were only approved by the PIA Board of Directors for a limited purpose (single budget) and;
 - (iii) The required advisory and supporting documents are available for review and inspection at the principal office of the PIA during normal business hours.
20. The PIA certifies that it is in compliance with all applicable Federal, statutory and regulatory requirements.

Durham County Board of Social Services PIA
PIA Name

NJ314
PIA Number/IA Code

Annual PIA Plan for Fiscal Year 2012

Charter City of Durham, North Carolina, is an equal opportunity employer and does not discriminate on the basis of race, sex, or age. If you are a person with a disability, please contact the City of Durham, Human Resources Department, 100 West Main Street, Durham, NC 27701. (919) 286-3100. TDD: (919) 286-3100.

Name of Authorized Official: Daniel Boss	Title: Director
	Date: 1/16/12