

<b>PHA 5-Year and Annual Plan 2011-2015</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Arlington County – Department of Human Service – Housing Choice Voucher</u> Programs _____ PHA Code: <u>VA028</u> 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): <u>07/2010</u>																										
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>0</u> Number of HCV units: <u>1461</u>																										
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input 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.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:					
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<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:  <b>To assist families to achieve their highest level of self-sufficiency by providing affordable, decent, safe, and sanitary housing through the provision of rental assistance.</b>																										
<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.  <b>Attachment A – Goals and Objectives for the next five years.</b>  <b>Attachment B – Progress made in meeting Goals and Objectives in previous five year plan.</b>																										

6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: N/A</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> <ul style="list-style-type: none"> <li>• The Plan will be available for review at the Arlington County Section 8 Housing Programs Administrative Offices: 3033 Wilson Blvd. Suite 400, Arlington, VA 22201.</li> <li>• The Plan will be posted on the Arlington County website <a href="http://www.arlingtonva.us">www.arlingtonva.us</a></li> <li>• The members of the Resident Advisory Board has received a copy of the 5 Year and Annual Plan.</li> <li>• Arlington County’s 5 Year and Annual Plan supporting document are available for inspection at the Section 8 Housing Programs, 3033 Wilson Blvd., Suite 400, Arlington VA 22201</li> </ul> <p><b>PHA Plan Elements (24 CFR 903.7)</b></p> <p><b>Attachment C –</b></p> <p><b>Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.</b></p>
7.0	<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>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</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>
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>
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>
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><b>Attachment D – PHA Housing Needs</b></p>

<p>9.1</p>	<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><b>Attachment D - Strategy for Addressing Housing Needs</b></p>
<p>10.0</p>	<p><b>Additional Information.</b> 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><b>Attachment A – Goals and Objectives for the next five years.</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p><b>Attachment E – Significant Amendment Definition</b></p>
<p>11.0</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> <p>(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)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(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.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

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](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.

## ATTACHMENT A

### Goals and Objectives for the next five years

#### **PHA Goal: Expand the supply of assisted housing**

##### **Objectives:**

Apply for 100 additional rental vouchers.

Promote a market-driven housing program that will help qualify low-income families to be successful in obtaining affordable housing and increase the supply of housing choices for such families

Encourage developers to increase the supply of three and four bedroom units so Arlington County residents will not need to port out to other localities.

Provide an incentive to private property owners to rent to very-low income families by offering timely assistance payments through the direct deposit program.

Leverage private and public funds to create additional housing through community housing resources and in conjunction with other housing stakeholders and partners within Arlington County.

#### **PHA Goal: Increase the quality of assisted housing**

##### **Objectives:**

Improve SEMAP score: Strive to comply with scoring requirements set forth by HUD. Meet or exceed required scoring levels.

Increase customer satisfaction.

Concentrate on efforts to improve specific management functions (e.g. voucher unit inspections).

Attain and maintain a high level of standards and professionalism in our day-to-day management of all program components.

Administer an efficient, high-performing agency through continuous improvement of the office support systems and commitment to our employees and their development

Ensure all units meet Housing Quality Standards and families pay fair and reasonable rents.

#### **PHA Goal: Increase assisted housing choices**

##### **Objectives:**

Conduct outreach efforts to potential voucher landlords: At least two outreach sessions will be held in the upcoming fiscal year.

Increase voucher payment standards according to market needs

Petition HUD to increase exception payment standards in more areas of the community

Promote a housing program that maintains quality service and integrity while providing an incentive to private property owner to rent to Housing Choice Voucher families

#### **PHA Goal: Provide an improved living environment**

##### **Objectives:**

Designate developments of buildings for particular resident groups (elderly, persons with disabilities).

Create positive public awareness and expand the level of family, owner, and community support in accomplishing the mission of the Housing Choice Voucher program office.

Assist the local economy by increasing the occupancy rate and the amount of money flowing into the community.

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

##### **Objectives:**

Provide supportive services to increase independence for elderly families and or persons with disabilities. Note: This is currently being accomplished through the establishment of the Supportive Housing and or elderly project-based Vouchers.

Encourage self-sufficiency of participant families and assist in the expansion of opportunities which address education, socio-economic, recreational and human service needs through partnerships with other stakeholders and organization within the community and the Department of Human Services.

#### **PHA Goal: Ensure equal opportunity and affirmatively further fair housing**

##### **Objectives:**

Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

Promote fair housing and the opportunity for all Housing Choice Voucher families of all ethnic backgrounds and or disabilities to experience freedom of housing choice.

### **Other PHA Goals and Objectives:**

The Department of Human Services (DHS) plays a key role in implementing many Consolidated Plan strategies. The Economic Independence Division (EID) within DHS includes the Arlington Employment Center, Customer Service Center, Crisis Assistance Bureau, Housing Assistance Bureau and Public Assistance Bureau. The Housing Assistance Bureau (HAB), newly created in 2009, brings together in one organizational unit the following programs: the County's Housing Choice Voucher program, the local Housing Grants rent assistance program, the Homeowner Grant Program, the Real Estate Tax Relief Program, Permanent Supportive Housing, Homeless Prevention and Rapid Re-housing Program, and Homeless Shelter and Transitional Housing Programs. HAB also oversees implementation of the 10 Year Plan to End Homelessness and ensures coordination among all of the agencies providing services to persons who are homeless. The Crisis Assistance Bureau addresses emergency housing and financial needs and provides short-term case management.

The Housing Choice Voucher program works closely with all programs within the EID Division in coordinating services for the families it serves. In addition, the Housing Choice Voucher Program has Memorandum of Agreements with many of the Bureaus within DHS such as Public Assistance Bureau, Adult Services, Child and Family Services, the Arlington Employment Center and the Crisis Assistance Bureau to further help families with access to greater services such as financial assistance if needed. Also, the Housing Choice Voucher Program partners with the Family Health Services Division which provide a quarterly report to the Section 8 Inspection unit, a listing of addressees of families within Arlington County who have been identified as having a child under six (6) years of age with environmental interventions blood lead levels to match with addresses of families with children under 6 years of age who are receiving HCV rental assistance benefits. Also, it maintains a partnership through the Crisis Assistance Bureau for its Security Deposit program. This program continues to be a life saver for many of the families served by the program who can not afford the Security Deposit needed to rent an apartment. The families served through this program sign a repayment agreement and pay the loan back on a monthly basis to the program. In the upcoming fiscal year, the Arlington County Housing Choice Voucher Program will continue to obtain these types of support services for the families it serves; keeping local dollars within the community.

In the upcoming fiscal year, the Arlington County Housing Choice Voucher Program will continue be listed on Go Section 8, an internet-based housing search service which provides voucher holders another means of learning about rental opportunities in higher-income areas of Arlington County. Go Section 8 is also another means of attracting owners and managers, since it offers them a free listing service, and the data on the site provides us information to use in our rent reasonableness determinations.

The Arlington County Housing Choice Voucher Program will continue to assist victims of domestic violence, dating violence, sexual assault, or stalking. These services will be provided either directly from the Arlington County Human Services or in cooperation with other service providers. In addition, the Arlington County's Housing Choice Voucher Programs Administrative Plan for the upcoming Fiscal Year will include a preference for Victims of Domestic Violence as established by the Violence Against Women Act (VAWA) to assist child and adult victims obtain or maintain housing and to enhance victim safety in assisted families.

The Arlington County Housing Choice Voucher Program will continue to work to ensure accessible housing to persons with all varieties of disabilities through such efforts as Supportive Housing project-based vouchers, which are set aside for families in which one adult, or another family member, has a physical, sensory, cognitive, and/or mental disability, and works with a case manager to be successful in housing. The Program also administers (contract administrator) vouchers for the Milestones program (targeted to homeless persons with serious mental illness and/or dually diagnosed individuals). In addition, the Program also administers the HOPWA program by providing rental assistance benefits for residents of Arlington County as the Contract Administrator for Northern Virginia Regional Council for those persons in the community living with AIDS.

Additionally, two small-scale supportive housing projects are expected to come on line by 2015: the Mary Marshall Assisted Living Residence and an Affordable Efficiencies Project. Identification of non-local resources for the support services that residents living in these projects will be a top priority activity. In addition, the Housing Choice Voucher program will support these housing endeavors through project based rental assistance for its residences.

**Pending Authorization:** In cooperation with the Division of Child and Family Services within the Department of Human Services, Arlington County Housing Choice Voucher program submitted an application for 50 Family Unification Program (FUP) vouchers. A funding announcement is anticipated for July, 2010. FUP vouchers will be used to promote family unification of families for whom the lack of adequate housing is a primary factor in the separation, or threat of separation, of children from their families and to youths 18-21 years old who left foster care at age 16 or older and lack adequate housing.

## ATTACHMENT B

### Progress of Previous 5-Year Plan Goals and Objectives

**Goal:** Expanding the supply of assisted housing

**Arlington County's Housing Choice Voucher Program Progress:** The Program applied for additional vouchers when possible, including an application for 50 Family Unification Program (FUP) in 2009; 50 Mainstream vouchers in 2003; and an application for Rent for Success vouchers in 2001. Funding was not approved for any of these additional vouchers.

An application for 50 FUP vouchers was submitted in 2010 with a funding announcement anticipated to be received by July, 2010.

**Goal:** SEMAP scoring: Strive to comply with scoring requirements set forth by HUD. Meet or exceed required scoring levels.

**Arlington County's Housing Choice Voucher Program Progress:** The Program received high performer status under SEMAP in 2009.

**Goal:** Increase assisted housing choices

**Arlington County's Housing Choice Voucher Program Progress:** The Program has and will continue to conduct landlord outreach by offering in house workshops and informational packets; especially in areas of low poverty in the County. Arlington County Section 8 Housing Program implemented a pilot homeownership program in partnership with Arlington County Government, Community Planning and Development Division, but it proved unsuccessful due to the high cost of real estate in Arlington County and other barriers such as poor credit and or lack of adequate down payments. Numerous other outreach activities have been staged, at outside events for landlords for whom the Housing Choice Voucher Program has participated.

**Goal:** Improve community quality of life and economic vitality

**Arlington County's Housing Choice Voucher Program Progress:** The Program performs an assessment annually to determine if deconcentration measures need to be taken in partnership with other housing services divisions in the County who provide financial assistance to developers wanting to build and or rehabilitate housing in the County. Some of the housing units are then made affordable for the families served by the program; some in areas that help to promote the deconcentration of poverty.

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

**Arlington County's Housing Choice Voucher Program Progress:** The Program has a Family Self-Sufficiency program. In addition to the one-on-one counseling and support provided by the Family Self Sufficiency Coordinator, the following workshops have been conducted for participants:

- Budgeting
- Credit Counseling
- Preparing to Become a Homeowner
- Financial Strategies
- Educational Opportunities
- The Importance of Credit Scores
- Credit Cards

- IDA-Individual Development Account
- Surviving a Lay Off
- Repairing Your Credit
- Closing Process

**Goal:** Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability.

And:

Promote fair housing and the opportunity for all Housing Choice Voucher families of all ethnic backgrounds to experience freedom of housing choice.

**Arlington County’s Housing Choice Voucher Program Progress:** The Program has policies and procedures in place to ensure that measures are taken to ensure equal opportunity in housing. The Program publishes public notices in languages other than English and in newspapers aimed at various ethnicities. Announcements are also sent directly to dozens of nonprofits serving area residents, including organizations dealing primarily with African American, Latino, Vietnamese, Somali, and Ethiopian populations. Documents are available in languages other than English, and staff makes frequent use of the Language Line translation service. The Program staff includes members who speak Spanish, and; those fluent in Spanish who use their bilingual abilities on the job now receive premium pay per a new (2005) County policy.

**Goal:** Ensure that all units meet Housing Quality Standards and families pay fair and reasonable rents.

**Arlington County Housing Choice Voucher Program Progress:** Compliance with HQS requirements and rent reasonableness determinations are excellent and part of the reason this program has been rated a High Performer. The Go Section 8 software purchased by the Program in 2005 provides a ample data base for rentals units within Arlington County used by the Housing Inspectors to determine rent reasonableness for comparable units within the community so that families pay fair and reasonable rents.

**Goal:** Provide voucher mobility counseling.

**Arlington County Housing Choice Voucher Program Progress:** New intakes are provided information on portability at the briefings; they are also provided lists of affordable units outside of Arlington County as well as inside our jurisdiction.

**Goal:** Increase voucher payment standards (according to market needs).

**Arlington County Housing Choice Voucher Program Progress:** The Section 8 Program has set nearly all Payment Standards higher than the Fair Market Rent (FMR) levels over the past five years. Efforts are being made to deconcentrate poverty by obtaining waivers from HUD for exception payment standards above 110% of the FMR in order to allow clients to rent in more expensive neighborhoods of Arlington. These neighborhoods often have better access to public transportation—especially the subway; higher-ranked schools; and better access to employment opportunities. We continue to review payment standards and the creation of exception rent areas as feasible.

## ATTACHMENT C

### PHA Plan Elements (CFR 903.7)

#### 1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

When a family wishes to receive Section 8 assistance, the family must submit an application that provides the PHA with the information needed to determine the family's eligibility. HUD requires the PHA to place all families that apply for assistance on a waiting list. When HCV assistance becomes available, the PHA must select families from the waiting list in accordance with HUD requirements and policies as stated in the administrative plan and the annual plan. The Housing Choice Voucher Program has adopted a clear approach to accepting applications, placing families on the waiting list, selecting families from the waiting list and follows this approach consistently. The actual order in which families are selected from the waiting list can be affected if a family has certain characteristics designated by HUD or the PHA to receive preferential treatment. Funding earmarked exclusively for families with particular characteristics may also alter the order in which families are served. HUD regulations require that all families have an equal opportunity to apply for and receive housing assistance, and that the affirmatively further fair housing goals in the administration of the program [24 CFR 982.53, HCV GB p. 4-1]. Adherence to the selection policies described in this chapter ensures that the will be in compliance with all relevant fair housing requirements, as described in Chapter 2. This chapter describes HUD and policies for taking applications, managing the waiting list and selecting families for HCV assistance. The policies outlined in this chapter are organized into three sections, as follows

Part I: The Application Process. This part provides an overview of the application process, and discusses how applicants can obtain and submit applications. It also specifies how Arlington County's Housing Choice Voucher Programs will handle the applications it receives.

Part II: Managing the Waiting List. This part presents the policies that govern how Arlington County's Housing Choice Voucher Programs waiting list is structured, when it is opened and closed, and how the public is notified of the opportunity to apply for assistance. It also discusses the process that Arlington County's Housing Choice Voucher Programs will use to keep the waiting list current. Currently, the Waiting List is closed and has been since 2005. However, it is

Part III: Selection for HCV Assistance. This part describes the policies that guide the Arlington County Section 8 Housing Programs in selecting families for HCV assistance, as such assistance becomes available. It also specifies how in-person interviews will be used to ensure that the Arlington County's Housing Choice Voucher Programs has the information needed to make a final eligibility determination.

**2. Financial Resources.**

**Financial Resources:  
Planned Sources and Uses**

Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2010__ grants</b>		
a) <b>Annual Contributions for Section 8 Tenant-Based Assistance</b>	\$14,391,911 1/1/10 – 12/31/10	Housing Assistance Payments
<b>MOD Rehab</b>	M2 \$268,552 Exp 1/31/11	Housing Assistance Payments
<b>2. Other income (list below)</b>		
<b>HOPWA</b>	\$113,000 1/1/10-12/31/10	Housing Assistance Payments
<b>Shelter-Plus Care (Milestone Program)</b>	\$205,000 1/1/10-12/31/10	Housing Assistance Payments

**3. Rent Determination.**

The rent to owner is limited only by rent reasonableness. The PHA must demonstrate that the rent to owner is reasonable in comparison to rent for other comparable unassisted units.

The only other limitation on rent to owner is the maximum rent standard at initial occupancy (24 CFR 982.508). At the time a family initially receives tenant-based assistance for occupancy of a dwelling unit, whether it is a new admission or a move to a different unit, if the gross rent for the unit exceeds the applicable payment standard for the family, the family share may not exceed 40 percent of the family's monthly adjusted income.

During the initial term of the lease, the owner may not raise the rent to owner.

**5 Grievance Procedures.**

The PHA will respond promptly to complaints from families, owners, employees, and members of the public. All complaints will be documented. The PHA may require that complaints other than HQS violations be put in writing. HQS complaints may be reported by telephone to the appropriate Section 8 Specialist. Anonymous complaints will be documented and verified whenever possible, then forwarded to the appropriate Specialist.

The PHA hearing procedures will be provided to families in the briefing packet.

When the PHA makes a decision regarding the eligibility and/or the amount of assistance, applicants and participants must be notified in writing. The PHA will give the family prompt notice of such determinations which will include:

The proposed action or decision of the PHA;

The date the proposed action or decision will take place;

The family's right to an explanation of the basis for the PHA's decision.

The procedure for requesting a hearing if the family disputes the action or decision;

The time limit for requesting the hearing.

### **13. Violence Against Women Act (VAWA).**

The Arlington County Housing Choice Voucher Program will continue to assist victims of domestic violence, dating violence, sexual assault, or stalking. These services will be provided either directly from the Arlington County Department of Human Services or in cooperation with other service providers, to such victims. In addition, the Program will include a preference for victims of Domestic Violence when it Administrative Plan is updated in the summer of 2010.

## Attachment D

### Strategy for Addressing Housing Needs

#### **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.**

- Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- Maintain or increase Section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.

##### **Strategy 2: Increase the number of affordable housing units.**

- Apply for additional Section 8 units should they become available.
- Leverage affordable housing resources in the community through the creation of mixed - finance housing.
- Coordinate with Arlington Economic Development to identify prospective landlords and developers.
- Utilize voucher dollars to project-base units in existing housing.

#### **Need: Specific Family Types: Elderly and Families with Disabilities**

##### **Strategy 1: Target available assistance to the elderly and families with disabilities.**

- Apply for any NOFAs, should they become available, to families including those for elderly or disabled.
- Utilize voucher funds to project base units in existing housing geared primarily towards senior citizens.
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available.
- Work with developers and landlords to build accessible or modified units.

##### **Strategy 2: Conduct activities to affirmatively further fair housing.**

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations.

##### **Strategy 3: Increase the number of preferences to the waiting list.**

- Adopt local preference for victims of domestic violence living within the PHA's jurisdiction by working closely with Project Peace Representatives.
- Adopt local preference for homeless individuals living within the PHA's jurisdiction by working closely and in coordination with representatives of the ten year plan to end homelessness.

## Strategy for Addressing Housing Needs Con'd

The table below shows Housing Needs of Families in the Jurisdiction Served by the PHA and Housing Needs of Families on the tenant-based Housing Choice Voucher Program Waiting Lists. As of December 2009, there were 1,082 families on the waiting list. Of these, 88% were extremely low income (earning less than 30% AMI); 11% were very low income (30-50% AMI); and 1% were low income (earning 50-80% AMI). More than half of the families on the list had children (49%) and 21% had disabled or handicapped members. The majority of individual family members on the waiting list were black (1,927 or 71%) and 9% were Hispanic.

Figure 16

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income <= 30% of AMI	5,184	5	5	4	5	5	5
Income <= 30% of AMI	5,184	5	5	4	5	5	5
Income >30% but <=50% of AMI	4,948	5	5	3	5	5	4
Income >50% but <80% of AMI	3,433	3	5	4	4	4	4
Elderly	1,749	5	4	3	4	3	4

Figure 17

Housing Needs of Families on the Waiting List (as of December 2009)			
	# of families	% of total families	Annual Turnover
<b>Waiting list total (families)</b>	1,082		
Extremely low income <=30% AMI	952	88%	
Very low income (>30% but <=50% AMI)	121	11%	
Low income (>50% but <80% AMI)	9	1%	
Families with children	531	49%	

<b>Housing Needs of Families on the Waiting List (as of December 2009)</b>			
Families with Disabled or Handicapped Members	232	21%	
<b>Total Individuals on List<sup>1</sup></b>	2,639		
Total number of elderly (over 62)	93	4%	
Race/ethnicity	1= 575	21%	1=White
Race/ethnicity	2= 1,927	71%	2=Black
Race/ethnicity	3= 6	.2%	3=American Indian/Alaskan Native
Race/ethnicity	4= 120	4%	4=Asian
Race/ethnicity	5= 11	.4%	5=Native Hawaiian/Pacific Islander
Race	237	9%	Hispanic
Race/Ethnicity	2,406	88 %	Non-Hispanic

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<sup>1</sup> Some of the figures may be duplicates (e.g. elderly family with disabled family member).

## **ATTACHMENT E**

### Significant Amendment Definition

Arlington County Section 8 Housing Program will consider the following to be significant modifications or substantial deviations of the Annual Plan from the 5 Year Plan:

- Changes to rent or admissions policies
- Organization of the waiting list

## Submit Plan Checklist – PHA Plans

How do you know if your plan is complete? Use the following checklist to ensure the PHA Plan is complete and ready for submission: **Arlington County Department. Human Services 7/1/10**

<i>Place an "X" or √ in this column for items completed</i>		<b><i>Standard and Troubled 5-Year/ Annual 50075</i></b>	<b><i>High Performers, Section 8 Only 50075</i></b>
X	<b>1.0 PHA Information</b>	X	X
X	<b>C. 5-Year Plan completed (when due)</b>	X	X
X	<b>2.0 Inventory</b>	X	X
X	<b>3.0 Submission Type</b>	X	X
	<b>4.0 PHA Consortia</b>	Optional	Optional
X	<b>5.1 Mission (when 5-Year Plan due)</b>	X	X
X	<b>5.2 Goals and Objectives (when 5-Year Plan due)</b>	X	X
X	<b>6.0 PHA Plan Update</b>	X	X
	<b>7.0</b>		
	HOPE VI	If applicable	If applicable
	Mixed Finance Mod/Development	If applicable	If applicable
	Demo/Disposition	If applicable	If applicable
	Mandatory or Voluntary Conversion	If applicable	If applicable
	Homeownership Programs	If applicable	If applicable
	Project-based Vouchers	If applicable	If applicable
	<b>8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report</b>	If applicable	If applicable
	<b>8.2 Capital Fund Five-Year Action Plan</b>	If applicable	If applicable
	<b>8.3 Capital Fund Financing Program (CFFP)</b>	If applicable	If applicable
X	<b>9.0 Housing Needs</b>	X	5-Year Plan Only
X	<b>9.1 Strategy for Addressing Housing Needs</b>	X	5-Year Plan Only
X	<b>10.0 Additional Information</b>	X	<b>5-Year Plan only</b>
	<b>11.0 Required Submissions, if applicable</b>	X	

X	Required <b>Certifications</b> signed and submitted to Local HUD Field Office	
X	<i>Certification of Compliance with PHA Plan and Related Regulations</i> Form HUD-50077	X
	If applying for Capital Funds: Form HUD-50070, <i>Drug-Free Workplace</i> Form HUD-50071, <i>Payments to Influence Federal Transactions</i> Forms SF-LLL and SF-LLLa, <i>Lobbying Activities</i>	X
X	<b>RAB</b> comments received and addressed	X

**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 7/1/10, 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.

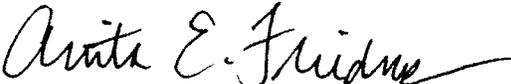
Arlington County - DHS

Housing Choice Voucher Programs

VA028

PHA Name	PHA Number/HA Code
<input checked="" type="checkbox"/> 5-Year PHA Plan for Fiscal Years 20 <u>11</u> - 20 <u>15</u>	
<input checked="" type="checkbox"/> Annual PHA Plan for Fiscal Years 20 <u>10</u> - 20 <u>11</u>	

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 <p style="text-align: center;">Anita Friedman</p>	Title <p style="text-align: center;">Department of Human Services Chief, Economic Independence Div</p>
Signature 	Date <p style="text-align: center;">4/15/10</p>

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

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

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

I, Anita Friedman the Department of Human Services, Chief, Economic  
Independence Division certify that the Five Year and  
Annual PHA Plan of the Arlington County DHS - Housing Choice Voucher  
Programs is consistent with the Consolidated Plan of  
Arlington County prepared pursuant to 24 CFR Part 91.

*Anita E. Friedman* 4/15/10

Signed / Dated by Appropriate State or Local Official

**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.

Arlington County - Department of Human Services-Housing  
 Choice Voucher Programs

VA028

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

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

<small>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)</small>	
Name of Authorized Official Anita Friedman	Title Department of Human Services, Chief, Economic Independence Division
Signature 	Date 04/15/2010



DEPARTMENT OF HUMAN SERVICES

Section 8 Housing Assistance Program

3033 Wilson Boulevard, Suite 400A Arlington, VA 22201  
TEL 703 228-1450 FAX 703 228-1042 [www.arlingtonva.us](http://www.arlingtonva.us)

**Requirement Submission to HUD Field Office Review for the Resident Advisory Board (RAB) comments.**

**The Annual beginning July 1, 2010 and Five Year Plans 2011-2015 were sent to the Resident Advisory Board members for review by the PHA, however, no comments were received by them.**