

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: _____ Loudoun County Family Services _____ PHA Code: __VA035_____ PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): _07/2011_____				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____0_____ Number of HCV units: _____752_____				
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 HCV
	PHA 2:				
	PHA 3:				
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update. N/A				
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: N/A				
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. N/A				
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: Changes to the Administrative Plan are attached. (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. Following is a list of items changed in the PHA Plan: There have been no PHA Plan elements changed since the last submission. The PHA Plans may be seen at the Loudoun County Department of Family Services, 102 Heritage Way NE, Suite 103, Leesburg, VA 20176				
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. N/A				
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. N/A				
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. N/A				
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. N/A				
8.3	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.				

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.

HUD Statement of Housing Needs, 2010 Demographics

Income <= 30% of AMI (1)	7,170
Income >30% but <=50% of AMI (1)	10,023
Income >50% but <80% of AMI (1)	16,472
Elderly Households (Householder Age 62+) (2)	13,682
Families with Disabilities	n/a
Race Ethnicity - White (3)	77,767
Race Ethnicity - Black (3)	8,721
Race Ethnicity - Alaska/American Indian (3)	119
Race Ethnicity - Asian/Pacific Islander (3)	12,563
Race Ethnicity - Other Races Alone (3)	1,414
Race Ethnicity - Two or More Races (3)	1,657
Race Ethnicity - Hispanic (3)	7,052

Sources:

(1) Office of Housing and Urban Development, 2008 Area Median Family Income (uncapped); U.S. Census Bureau, 2007 American Community Survey, Table B19001; Loudoun County Government, FY 10 proposed budget 2008 population and household estimates; and Loudoun County Government, Department of Management and Financial Services.

(2) U.S. Census Bureau, 2007 American Community Survey, Tables B19037, B01001; Loudoun County Government, FY 10 proposed budget 2008 population and household estimates; and Loudoun County Government, Department of Management and Financial Services.

(3) U.S. Census Bureau, 2007 American Community Survey, B11001 and B11001A-I; U.S. Census Bureau, Census 2000, Tables P15C, P15E, P15G; Loudoun County Government, FY 10 proposed budget 2008 population and household estimates; and Loudoun County Government, Department of Management and Financial Services.

9.0

9.1 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.**
N/A

10.0

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

- (a) **Progress in Meeting Mission and Goals.** Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.
Loudoun County Family Services (LCFS) is constantly striving to meet the mission to assist low to moderate income households in acquiring safe, decent, affordable housing by inviting applicants in to receive Housing Choice Voucher (HCV) rental assistance as funds become available through attrition and applying for new funding when available. Also, LCFS insures properties pass Housing Quality Standards (HQS) inspection before paying rental assistance (on new move-ins) again annually and as requested by client or landlord. LCFS consistently has more clients in the Family Self-sufficiency (FSS) program than what is required by HUD and still operates the Welfare-to-Work program even though HUD no longer requires it. Also, LCFS provides employment counseling and an employment center to encourage self sufficiency. LCFS has achieved the High Performer SEMAP rating for FY11. Information on portability and equal opportunity regulations is covered in all family briefings. LCFS provides contact information to the Virginia Fair Housing Office to all clients.
- (b) **Significant Amendment and Substantial Deviation/Modification.** Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”
LCFS considers a significant amendment and substantial deviation/modification any changes in admissions policies or organization of the waiting list.

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (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) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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Loudoun County Family Services FY12 Housing Choice Voucher (HCV) Admin Plan Changes for Tenant Based Rental Assistance

- **Glossary add:** Preponderance of evidence- Evidence as a whole shows that the facts are more probable and credible than not. It is evidence which is of greater weight or more convincing than the evidence offered in opposition.

***Purpose of addition:** To explain what preponderance of evidence means.*

- Change all references to “drug sale or distribution” to “illegal manufacture, sale or distribution, or the possession with the intent to manufacture, sell, or distribute a controlled substance or conspiracy to commit these actions”.

***Purpose of change:** This puts into place the wording used in the Code of Federal Regulations.*

3.4 Waiting list administration:

- If more than one wait list application is received at the same exact time and date, applicants will be entered onto the wait list based on the alphabet first using the last name then, if necessary, the first name.

***Purpose of change:** This establishes the procedure to be used if more than one wait list application is received at the exact same time/date. This will be the last paragraph of 3.4 on page 29.*

3.4.4 Waiting list application restrictions:

- Change: “Applicant convicted of drug distribution may not be served” to “may apply to the waiting list 10 years after the conviction date, not including time incarcerated” (For instance- if the person was incarcerated for one year, the waiting time to apply the HCV wait list would be 11 years).

***Purpose of change:** To give applicants who have turned their life around an opportunity to be served by the HCV program. At the point an applicant with a drug distribution conviction reach the top of the waiting list, the case will be evaluated to determine if there are any additional factors to be considered before a decision of eligibility is determined. The decision to serve applicants who reach the top of the waiting list and have additional factors to be considered will be done on a case by case basis. This change will be on page 30.*

- Add: All restrictions listed will be considered for those trying to join existing HCV households.

***Purpose of addition:** To establish criteria for those eligible to be added to established HCV households. This will be a new paragraph on 3.4.4 on page 30.*

3.7.5 New section:

- Add: Child care expenses- The Virginia Department of Social Services child care expense chart for Loudoun County shall be used as the maximum amount of child care allowance limit.

Purpose of addition: To establish criteria to limit the amount of child care expense that will be considered as an adjustment to the amount of tenant rent a client must pay. The new section will be under 3.7.4 on page 33.

3.9.1 Grounds for denial of assistance (to applicants):

- Change: “If any family member has ever been convicted of sale or distribution of controlled substances, murder or rape” to “If any family member has ever been convicted of murder or rape”.

Purpose of change: To take out “convicted of sale or distribution of controlled substances” (see next bullet). This change will be on page 35.

- Add: If any family member has ever been convicted of illegal manufacture, sale or distribution, or the possession with the intent to manufacture, sell, or distribute a controlled substance or conspiracy to commit these actions within 10 years after date of conviction of reaching the top of the HCV waiting list (not including time incarcerated).

Purpose of addition: To give applicants who have turned their life around an opportunity to be served by the HCV program. The decision to serve those who have a conviction for drug distribution will be done on a case by case basis. This addition will be on page 35.

- Add: These rules and regulations also apply to those trying to join an existing HCV household.

Purpose of addition: To establish criteria for those eligible to be added to established HCV households. This addition will be on page 35.

3.11.6 Subsidy Standards (new section under subsidy standards): Uniform statewide building code:

Number of occupants includes adults and children

<i>Bedroom Size (Square Feet)</i>	<i>Maximum Number of Occupants per Room</i>
70	1
100	2
150	3
200	4

- Bedrooms must contain at least 70 square feet of floor area plus an additional 50 square feet per individual if occupied by more than one person.
- Bedrooms must not be the only access to other bedrooms or habitable space and must not constitute the only exit from other habitable space.
- Every bedroom must have access to a bathroom without having to pass through another bedroom.
- Kitchens and other non-habitable space must not be used for sleeping purposes.
- Bedrooms must provide light, ventilation, room area, ceiling height and room width in conformity with the code, and conformity with fire safety requirement.
- Two means of exit must be available from a bedroom, with one being a door or window leading directly to the exterior.
- The window sill must be at a maximum height of 44 inches from the floor.
- An exit must not lead through another sleeping area of a bathroom.

Purpose of addition: To define local and statewide code for bedrooms which DFS will enforce for properties occupied by HCV tenants.

7 Special Housing Types (new sections):

Purpose for addition of the following sections 7.2. through 7.5: To provide specific information and procedure for these special housing types. The following “special housing type” guidelines have been approved by HUD for use in Annual Plans.

- 7.2 Congregate Housing

Congregate housing is intended for use by elderly persons or persons with disabilities. A congregate housing facility contains a shared central kitchen and dining area and a private living area for the individual household that includes at least a living room, bedroom and bathroom. Food service for residents must be provided. If approved by the Public Housing Authority (PHA), a family member or live-in aide may reside with the elderly person or person with disabilities. The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

When providing HCV assistance in congregate housing, a separate lease and Housing Assistance Payment (HAP) contract are executed for each assisted family, and the standard form of the HAP contract is used.

- PHA Policy:

A voucher may be used in congregate housing provided its use will make a difference to the individual; e.g., enable the applicant to change and improve their housing situation. An applicant residing in congregate housing may not use a voucher to lease in-place if the primary change for the applicant would be in the state or federal agency that is paying for their housing assistance.

The payment standard for an individual unit in a congregate housing facility is based on the number of rooms in the private living area. If there is only one room in the unit (not including the bathroom or the kitchen, if a kitchen is provided), the PHA must use the payment standard for a 0-bedroom unit. If the unit has two or more rooms (other than the bathroom and the kitchen), the PHA must use the 1-bedroom payment standard. The HAP for an assisted occupant in a congregate housing facility is the lower of the applicable payment standard minus the Total tenant Payment (TTP) or the gross rent for the unit minus the TTP.

The gross rent for the unit for the purpose of calculating HCV assistance is the shelter portion (including utilities) of the resident’s monthly housing expense only. The residents’ costs for food service should not be included in the rent for a congregate housing unit.

- HQS requirements as described in Chapter 8 apply to congregate housing except for the requirements stated below.

Congregate housing must have (1) a refrigerator of appropriate size in the private living area of each resident; (2) a central kitchen and dining facilities located within the premises and accessible to the residents, and (3) food service for the residents, that is not provided by the residents themselves.

7.3 Group Home

- A group home is a state-licensed facility intended for occupancy by elderly persons and/or persons with disabilities. Except for live-in aides, all persons living in a group home, whether assisted or not, must be elderly persons or persons with disabilities. Persons living in a group home must not require continuous medical or nursing care. A group home consists of bedrooms for residents, which can be shared by no more than two people, and a living room, kitchen, dining area, bathroom, and other appropriate social, recreational, or community space that may be shared with other residents. No more than 12 persons may reside in a group home including assisted and unassisted residents and any live-in aides. If approved by the PHA, a live-in aide may live in the group home with a person with disabilities. The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.
- When providing HCV assistance in a group home, a separate lease and HAP contract is executed for each assisted family, and the standard form of the HAP contract is used.
- PHA Policy
A voucher may be used in a group home provided its use will make a difference to the individual; e.g., enable the applicant to change and improve their housing situation. An applicant residing in a group home may not use a voucher to lease in-place if the primary change for the applicant would be in the state or federal agency that is paying for his housing assistance.
- Unless there is a live-in aide, the family unit size for an assisted occupant of a group home must be 0- or 1-bedroom, depending on the PHA's subsidy standard. If there is a live-in aide, the aide must be counted in determining the household's unit size.
- PHA Policy
If the applicant will have private facilities, such as a private bedroom and sanitary facilities, the family unit size is one; otherwise the family unit size is zero.
- The payment standard used to calculate the HAP is the lower of the payment standard for the family unit size or the prorata share of the payment standard for the group home size. The prorata share is calculated by dividing the number of persons in the assisted household by the number of persons (assisted and unassisted) living in the group home. The HAP for an assisted occupant in a group home is the lower of the payment standard minus the TTP or the gross rent minus the TTP. The utility allowance for an assisted occupant in a group home is the prorata share of the utility allowance for the group home. The rents paid for participants residing in group homes are subject to generally applicable standards for rent reasonableness. The rent for an assisted person must not exceed the prorata portion of the reasonable rent for the group home. In determining reasonable rent, the PHA should consider whether sanitary facilities and facilities for food preparation and service are common facilities or private facilities.

HQS requirements described in Chapter 8 apply to group homes except for the requirements stated below:

- *Sanitary Facilities:* A group home must have at least one bathroom in the facility, with a flush toilet that can be used in privacy, a fixed basin with hot and cold running water, and a shower or bathtub with hot and cold running water. A group home may contain private or common bathrooms. However, no more than four residents can be required to share a bathroom.
- *Food Preparation and Service:* Group home units must contain a kitchen and dining area with adequate space to store, prepare, and serve food. The facilities for food preparation and service may be private or may be shared by the residents. The kitchen must contain a range, an oven, a refrigerator, and a sink with hot and cold running water. The sink must drain into an approvable public or private disposal system.
- *Space and Security:* Group homes must contain at least one bedroom of appropriate size for every two people, and a living room, kitchen, dining area, bathroom, and other appropriate social, recreational, or community space that may be shared with other residents.
- *Structure and Material:* To avoid any threat to the health and safety of the residents, group homes must be structurally sound. Elevators must be in good condition. Group homes must be accessible to and usable by residents with disabilities.
- *Site and Neighborhood:* Group homes must be located in a residential setting. The site and neighborhood should be reasonably free from hazards to the health, safety, and general welfare of the residents, and should not be subject to serious adverse conditions, such as:
 - Dangerous walks or steps
 - Instability
 - Flooding, poor drainage
 - Septic tank back-ups
 - Sewage hazards
 - Abnormal air pollution
 - Smoke or dust
 - Excessive noise
 - Vibrations or vehicular traffic
 - Excessive accumulations of trash
 - Vermin or rodent infestation, and
 - Fire hazards.

7.4 Shared Housing

- Shared housing is a single housing unit occupied by an assisted family and another resident. The shared unit consists of both common space for use by the occupants of the unit and separate private space for each assisted family. An assisted family may share a unit with other persons assisted under the HCV program or with other unassisted persons. The owner of a shared housing unit may reside in the unit, but housing assistance may not be paid on behalf of the owner. The resident owner may not be related by blood or marriage or domestic partnership ties to the assisted family. If approved by the PHA, a live-in aide may reside with the family to care for a person with

disabilities. The PHA must approve a live-in aide if needed as a reasonable accommodation so that the program is readily accessible to and usable by persons with disabilities.

- When providing HCV assistance in shared housing, a separate lease and HAP contract are executed for each assisted family, and the standard form of the HAP contract is used.
- PHA Policy
Two or more assisted families may enter into a shared housing arrangement provided that each family has private use of its family unit size number of bedrooms.
- The payment standard for a family in shared housing is the lower of the payment standard for the family unit size or the prorata share of the payment standard for the shared housing unit size. The prorata share is calculated by dividing the number of bedrooms available for occupancy by the assisted family in the private space by the total number of bedrooms in the unit. The HAP for a family in shared housing is the lower of the payment standard minus the TTP or the gross rent minus the TTP. The utility allowance for an assisted family living in shared housing is the prorata share of the utility allowance for the shared housing unit. The rents paid for families living in shared housing are subject to generally applicable standards for rent reasonableness. The rent paid to the owner for the assisted family must not exceed the pro-rata portion of the reasonable rent for the shared unit. In determining reasonable rent, DFS should consider whether sanitary and food preparation areas are private or shared.
- The PHA may not give approval to reside in shared housing unless the entire unit, including the portion of the unit available for use by the assisted family under its lease, meets the housing quality standards. HQS requirements described in Chapter 8 apply to shared housing except for the requirements stated below:
 - Facilities Available for the Family: Facilities available to the assisted family, whether shared or private, must include a living room, a bathroom, and food preparation and refuse disposal facilities.
 - Space and Security: The entire unit must provide adequate space and security for all assisted and unassisted residents. The private space for each assisted family must contain at least one bedroom for each two persons in the family. The number of bedrooms in the private space of an assisted family must not be less than the family unit size. A 0-bedroom or 1-bedroom unit may not be used for shared housing.

7.5 Assisted Living Facility

- HUD defines an assisted living facility as a facility designed for residents who have the physical ability to live independently but need assistance with some activities of daily living, such as personal care, transportation, meals, nursing care, laundry, medication monitoring, security, and housekeeping. A public, proprietary or private nonprofit corporation or association may own an assisted living facility.
- A voucher may be used in assisted living facilities in accordance with HUD Notice PIH 2000-41(HA) provided its use will make a difference to the individual; e.g., enable the applicant to change and improve their housing situation. An applicant residing in an assisted living facility may not use a voucher to lease in-place if the primary change for the applicant would be in the state or federal agency that is paying for his housing assistance.

11.2.2 Preponderance of Evidence:

- Add: See glossary for definition

Purpose of addition: *This will advise those concerned where to find this definition.*

**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 Annual PHA Plan for the PHA fiscal year beginning July 1, 2011, 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.

Loudoun County Family Services

VA035

PHA Name

PHA Number/HA Code

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20____

X _____ Annual PHA Plan for Fiscal Years 20¹² - 20¹²

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)

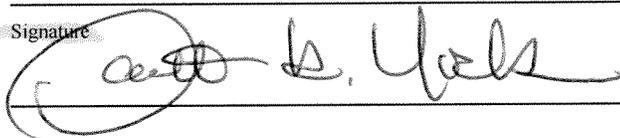
Name of Authorized Official

Scott K. York

Title

Chairman, Loudoun County Board of Supervisors

Signature



Date

April 11, 2011

FY 12 HCV RESIDENT ADVISORY BOARD COMMENTS

An Advisory Board member asked questions concerning giving convicted of drug distribution an opportunity to be served after 10 years (not including time incarcerated). It was explained that many people turn their lives around and turn into upstanding members of the community. This will give them an opportunity to be served by the Housing Choice Voucher program if they have done so.

A question was raised concerning enforcement of lead based paint regulations for congregate homes. The proposed inclusion of congregate homes in the administrative plan said that lead based paint regulations would not be enforced. The reason for this is that congregate homes are meant for adults and lead poisoning is considered an issue for children. Upon further consideration, the decision was made to delete the exclusion of lead based paint enforcement in the proposed addition to the administrative plan.