

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: Prince William County Office of Housing & Community Development (OHCD) PHA Code: <u>VA046</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>07/2011</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: _____ Number of HCV units: <u>2028</u>												
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 <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <i>N/A – Annual Plan Submission</i>												
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. <i>Please see the progress report in Section 10 of this plan.</i>												
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.												

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(a) PHA Plan Elements. (24 CFR 903.7)

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

N/A – no revision

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

Please see Section 13.0 of this plan.

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

N/A – no revision

4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

N/A – no revision

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

N/A – no revision

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.

N/A – Section 8 only agency.

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- 7. Community Service and Self-Sufficiency.** A description of: (1) Any programs relating to services and amenities provided or offered to assisted families; (2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; (3) How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**

N/A – Section 8 only agency.

- 8. Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

N/A – Section 8 only agency

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

N/A – Section 8 only agency.

- 10. Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

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

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

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

- 12. Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

N/A – Section 8 only agency

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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.

The Act has been reviewed and OHCD applies the statutes of the law with regards to occupancy issues and termination proceedings. Currently, applicants on the waiting list identified as domestic violence victims receive a Preference 1 rating if they also live and/or work in Prince William County under current Preference Standards. Sensitivity to issues of domestic violence is also employed as one of the factors in the determination of remaining voucher issuance in instances of split households once assisted by the Housing Choice Voucher program. OHCD refers clients to various County Agencies and/or Non-Profit Organization that provide domestic violence services.

(b) PHA Plan Locations

Prince William County Office of Housing and Community Development
15941 Donald Curtis Drive, Suite 112
Woodbridge, Va. 22191-4217

Chinn Park Regional Library
13065 Chinn Park Drive
Prince William, Va. 22192-5073

OHCD Website – www.pwcgov.org/housing

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p><i>Prince William Office of Housing and Community Development continues to operate the Housing Choice Voucher (HCV) Homeownership option, which began on a pilot basis in 2005. The program has had careful and modest growth, currently assisting eight (8) current families, having served a total of eleven (11) families since its inception.</i></p> <p><i>The program guidelines administered by OHCD require that the family present sufficient funds for down payment and closing costs (an average of 3-6%); and that the financing for the purchase of a home using the homeownership voucher option be provided, insured or guaranteed by the state or Federal government. Where not possible to meet the financing criteria, the loan must conform to generally accepted private sector underwriting standards. Subprime lending underwriting standards are considered unacceptable as they often allow excessive debt to income ratios that put the participant at a disproportionate risk for default. Homeownership education is a key component.</i></p> <p><i>OHCD's goal is to continually develop the HCV Homeownership program through, and beyond, the pilot stage, and has begun marketing the program to those families with higher annual incomes that can afford homeownership, but who may not be aware of this option.</i></p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p><i>N/A Section 8 Only agency</i></p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p><i>N/A Section 8 Only agency</i></p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p><i>N/A Section 8 Only agency</i></p>

<p>8.3</p>	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p><i>N/A Section 8 Only agency</i></p>
<p>9.0</p>	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><i>N/A – Agency is rated a High Performing Agency and will submit with next Five-Year Plan. Current submission is the Annual Plan.</i></p>
<p>9.1</p>	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <p><i>N/A – Agency is rated a High Performing Agency and will submit with next Five-Year Plan. Current submission is the Annual Plan.</i></p>

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

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

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

(a) Progress in Meeting Mission and Goals.

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

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

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

III. Ensure Equal Opportunity in Housing for All Americans

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

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

PHA Goal – Expand the supply of assisted housing by:

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

Progress Report: *PWC OHCD has been able to reduce the HCV waiting list from over 3,000 applicants to 0 applicants over the past three (3) annual reporting periods, by establishing an aggressive leasing schedule. OHCD has also been awarded 50 Family Unification vouchers and 70 Non-elderly Disabled Voucher effective October 1, 2010. OHCD also reopened its HCV Waiting List in December 2010 and received over 8,000 applications. OHCD will continue to explore applying for additional vouchers during its next fiscal year should HUD make them available.*

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

Progress Report: *OHCD's Rental Assistance Office continues to build relationships with all of the entities listed above. HCV families have been provided Home Ownership Assistance, credit counseling, and additional units have been made available to HCV families through the Rental Rehab Project and Housing Preservation & Development Fund projects. Rental Assistance Staff continue to assist at the OHCD Home Office during its Homeownership Fair, and participate in a regional Realty Board Housing Fair. Community representatives continue to be members of the Family Self-Sufficiency Program Coordinating Committee, and Phase II panel.*

During the reporting period OHCD applied for Non-elderly Disabled Vouchers, and this required collaboration with various community organizations. OHCD held information and input sessions with these organizations which led to a successful application because of the organizations' commitment to utilize their resources to assist disabled applicants with services if funding was awarded. OHCD called on these organizations again when we opened our HCV waiting list. This proved to be very successful and displayed a continued collaboration with the PWC disability community. The organizations opened up their offices to allow disabled clients to apply for assistance; and also provided assistance to ensure the application was completed correctly. As a result of this effort over 1,400 disabled families applied for assistance.

PHA Goal – Improve the quality of assisted housing by:

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

Progress Report: *OHCD continues to improve its operation of the HCV program. OHCD maintained its High Performer SEMAP Rating for FY2010. The Rental Assistance Office moved from group recertifications to individual interviews to complete the recertification process. This has allowed some staff that normally do not have the opportunity to work with families in a case management capacity (non-FSS families) to develop a stronger rapport with clients. It has also allowed staff to implement HUD's EIV and Income verification requirements more efficiently. OHCD continues to provide a Housing and Related County Services Guide, which provides families with information on local schools, emergency services, and other housing related information. OHCD continues to utilize surveys to measure customer satisfaction; our receptionist area and monthly Owner surveys continue to have rates of 89% approval. Staff continues to look at ways to better serve our families.*

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OHCD upgraded its HCV software which included an online application feature. This has enabled OHCD to expand access to families applying for rental assistance. During the recent opening of the waiting list OHCD received over 8,000 applications, of which over 7,300 were submitted online.

PHA Goal – Increase assisted housing choices by:

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

Progress Report: *OHCD continues to provide mobility information at voucher issuance and recertification briefings. OHCD continues to provide participants with information regarding public schools, transportation; and, other public service information is made available at our receptionist desk via the OHCD Housing and Related County Services Guide. OHCD continues to conduct monthly landlord briefings (Owner Outreach Sessions) and participates in various housing forums to promote the HCV program. The Family Self-Sufficiency (FSS)/Home Ownership Programs Coordinator works closely with participants to determine their eligibility for HCV homeownership assistance as well as homeownership in general if eligibility for HCV's homeownership assistance program is not possible. OHCD's primary focus continues over the reporting period to be on improving general HCV program management and operations. We are currently exploring ways to reduce our per-unit-cost and to decrease participant caused HQS violations.*

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

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

Progress Report: *The FSS Program Coordinator continues to refine the curriculum for the FSS program which has evolved into the following series: Health & Wellness 1.0 and 2.0; Financial Fitness 1.0 and 2.0; and, Employment Readiness 1.0 and 2.0. Employment Readiness 3.0 is due to launch October 2011. The FSS Program Coordinator is also developing an online curriculum so that participants can take seminars virtually and still complete curriculum requirements should work and/or family schedule conflicts arise. This format will also allow the program to increase the number of seminar offerings as needed. Despite future online offerings, it is anticipated that attendance at seminars on site will continue based on the positive feedback from families who are participating in the quarterly class format.*

The Family Self-Sufficiency (FSS) Program presented a "Strengthening Families Day" during FY11 which was a success and further highlights, along with the Health and Wellness series, the holistic approach that PWC's FSS program takes in providing self-sufficiency programming for families.

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Progress Report, continued:

Although delayed in its anticipated launch, the program looks forward to the long planned implementation of a community service project for participants during this reporting period that will be coordinated by a recent graduate of the program. The children's life skills segment is also scheduled to launch during this reporting period.

During this reporting period, which will include half (½) of the anticipated grant period of FSS Coordinator funding, PWC's FSS Program will develop a partnership with the Workforce Investment Board to develop apprenticeships and job opportunities.

Representatives of entities in the social services network belong to the Family Self-Sufficiency Program Coordinating Committee; and clients are referred to the County's Department of Social Services programs and Virginia Employment Commission's Job Search Unit to assist with their job search. During the reporting period, PWC will be further developing its Program Coordinating Committee – previously shared with the City of Manassas' FSS program. This will provide the opportunity to conduct additional outreach in areas that are unique to Prince William County's FSS programming. This committee will also focus on the update of the Action Plan. Staff continues to work with various county agencies as necessary to best serve our HCV clients; any new partnerships will be listed in OHCD's Housing Guide & Related County Services brochure.

III. Ensure Equal Opportunity in Housing for All Americans

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

Process Report: *OHCD continues to work closely with the PWC Human Rights Office to ensure proper Fair Housing information is distributed to applicants and participants. As part of the briefing process, OHCD continues to provide Housing Choice Voucher applicants with pertinent information about civil right requirements.*

OHCD's Inspections Unit continues to monitor and enforce HQS measures to ensure program compliance by owners and participants. Rental Assistance staff continues to disseminate, during each stage of the tenancy continuum, information and guidance to reinforce the importance of maintaining suitable living environments. Briefing packages include A Good Place to Live – a HUD publication; and copies of the Virginia Tenant-Landlord Act are made available upon request to tenants and landlords.

<p>10.0 Cont.</p>	<p><i>OHCD continues to target new owners and retain those already participating in the HCV program through an owner outreach program (owner briefing) designed to broaden the base of units available to families. OHCD has continued to maintain a listing of housing developments and/or privately owned units available to persons with disabilities. OHCD is currently working with the Council of Governments in the development of a regional affordable housing data base. This database will be made available to the public and used in future affordable housing development planning.</i></p> <p><i>OHCD continually solicits information from families on the need for reasonable accommodations as part of the intake application process and the reexamination process to determine if applicants or participants require any type of accommodations to ensure full access of HCV programs and services. Virginia Governor McDonald organized a Housing Advisory Group to assist with formulating the Governor's Housing Policy. OHCD's Director was appointed to this Advisory Group, which participated in developing the Governor's Housing Policy Framework.</i></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p><i>N/A – Agency is rated a High Performing Agency and will submit with next Five-Year Plan. Current submission is the Annual Plan.</i></p>
<p>11.0</p>	<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)

12.0	<p>Resident Advisory Board Comments:</p> <p><i>The Resident Advisory Board had no comments on this plan.</i></p> <p><i>There was one citizen comment, please see Attachment 1 for comment and the PHA response.</i></p>												
13.0	<p>Financial Resources:</p> <p>Prince William County OHCD has the following planned sources and uses for the time period covered during this Annual Plan:</p> <table border="0" data-bbox="259 525 1477 882"> <thead> <tr> <th data-bbox="259 525 779 567">Sources</th> <th data-bbox="779 525 1266 567">Planned Use</th> <th data-bbox="1266 525 1477 567">Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="259 567 779 693">HCV Annual Contributions Contract</td> <td data-bbox="779 567 1266 693">Tenant Based Rental Assistance Administrative Fees; Family Self-Sufficiency Grant</td> <td data-bbox="1266 567 1477 693">\$25,874,694</td> </tr> <tr> <td data-bbox="259 693 779 819">HOPWA</td> <td data-bbox="779 693 1266 819">Tenant Based Rental Assistance For persons with HIV/AIDS (includes Administrative funds)</td> <td data-bbox="1266 693 1477 819">\$265,167</td> </tr> <tr> <td data-bbox="259 819 779 898">TOTAL RESOURCES</td> <td data-bbox="779 819 1266 898"></td> <td data-bbox="1266 819 1477 898">\$26,139,861</td> </tr> </tbody> </table>	Sources	Planned Use	Amount	HCV Annual Contributions Contract	Tenant Based Rental Assistance Administrative Fees; Family Self-Sufficiency Grant	\$25,874,694	HOPWA	Tenant Based Rental Assistance For persons with HIV/AIDS (includes Administrative funds)	\$265,167	TOTAL RESOURCES		\$26,139,861
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**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.

Prince William County OHCD

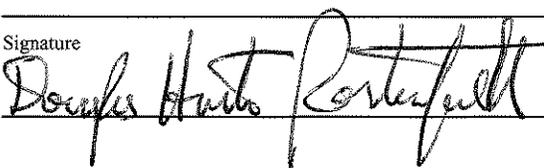
VA046

PHA Name

PHA Number/HA Code

_____ 5-Year PHA Plan for Fiscal Years 20____ - 20____
 x _____ Annual PHA Plan for Fiscal Years 20¹¹ - 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	Title
Douglas Porterfield	Prince William County Housing Board Chairman
Signature	Date
	March 24, 2011

Civil Rights Certification

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

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

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

Prince William County OHCD

VA046

PHA Name

PHA Number/HA Code

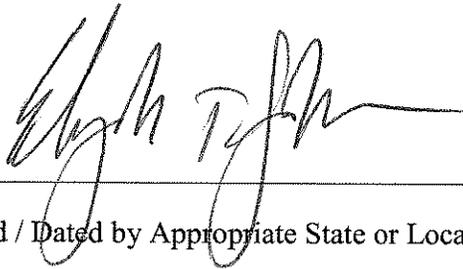
I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)	
Name of Authorized Official Douglas Porterfield	Title Prince William Housing Board Chairman
Signature 	Date 24 March 2011

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

 3/24/11

Signed / Dated by Appropriate State or Local Official

Attachment 1
Citizen Comments
And
PHA Response

From: Jane Burnette [mailto:jburnette@ieccil.org]
Sent: Tuesday, March 22, 2011 4:13 PM
To: Johnson, Elijah T.
Subject: Comments on Housing Choice Voucher Plan

Hi, Elijah,

I went to the Consolidated Plan meeting and provided some comments there, and don't have too much to say about the Housing Choice Voucher Plan, just a couple of things:

1. Is information given to prospective home owners under the home ownership program about accessibility modification grants and tax credits?
2. In the survey, did you add questions about disability and accessibility features needed? (To establish need for accessible housing)
3. In OCHD's list of developments and private units AVAILABLE to people with disabilities, does the list specify what accessibility features these properties have?

I got a copy of the *Housing and Related Services Guide*, and I think it's great--very thorough. I will contact you with more comments as I go through it. We may want to get copies of this to provide to some of our consumers.

Thank you for doing such a great job for Prince William citizens who have disabilities!

Jane

--

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



Elijah T. Johnson
Director

COUNTY OF PRINCE WILLIAM

Dr. A.J. Ferlazzo Building
15941 Donald Curtis Drive, Suite 112
Woodbridge, Virginia 22191-4217
TTY (Test Telephone): (703) 792-4364
MAIN: (703) 792-7530 FAX: (703) 792-4386
Rental Assistance: FAX: (703) 792-4978
CDBG/HFD: FAX: (703) 792-7393
Finance: FAX: (703) 792-5888

OFFICE OF HOUSING AND
COMMUNITY DEVELOPMENT

March 24, 2011

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

Dear Ms. Burnette:

Thank you for submitting your comments and questions concerning the Prince William County Office of Housing and Community Development's FY2012 Annual Public Housing Agency Plan. The Prince William County Housing Board and the Office of Housing and Community Development (OHCD) remains concerned about the affordable housing issues our disabled residents face.

Below are responses to the comments/concerns that you have raised.

Q. Is information given to prospective home owners under the home ownership program about accessibility modification grants and tax credits?

R. Each family is worked with on an individual basis, because their needs may vary. All have to meet the basic homeownership program requirements. Once staff meets with the family, and has conducted their needs assessment; they are assisted with obtaining necessary accommodations to make their home livable if needed. If the family needs modifications, we refer them to the appropriate organization that may be able to assist them. If you have specific information that you would like to share, please provide it to our office so that we can add it to our resource list.

Q. In the survey, did you add questions about disability and accessibility features needed? (To establish need for accessible housing)

R: The Customer Service surveys mentioned in the Plan do not ask specific questions regarding a person's disability or accessibility needs. They are not designed for that purpose. We obtain information about disability or accessibility needs when we conduct

Ms. Jane Burnette
March 24, 2011
Page 2

R. *continued*

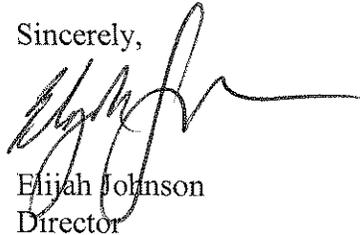
certifications and/or recertification meetings with each family. If a family identifies the need for an accessible unit we work with the family to locate a unit in such ways as contacting owners identified with accessible units to see if they have vacancies, as well as determining if their current owner can modify the unit to meet the family's needs. We also conduct a needs analysis when we update our Five Year Plan that guides how we operate and identifies areas in which we may need to seek funding. The previous needs analysis indicated the need for additional funding for families with disabilities; as you are aware our office was successful in being awarded with 70 non-elderly disabled vouchers. We will continue to seek additional funding should it become available.

Q. In OCHD's list of developments and private units available to people with disabilities, does the list specify what accessibility features these properties have?

R. Not at this time. We are reviewing this list for completeness and will take this under advisement when making changes to the current format of the Unit Availability List. The list currently advises if the unit is accessible, but does not specify the features.

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Elijah Johnson', with a long horizontal flourish extending to the right.

Elijah Johnson
Director