

<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Housing Authority of St. Mary's County, Maryland</u> PHA Code: <u>MD021</u> PHA Type: <input checked="" 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): <u>01/2012</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>52</u> Number of HCV units: <u>Baseline 1,263</u>
------------	--

<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only
------------	--

<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)
------------	---

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.
------------	--

<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:
------------	--

<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>6.0</b>	<p><b>PHA Plan Update</b></p> <p><b>Mission: Providing housing opportunities, community development and neighborhood improvements to all citizens of need.</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p><b>HASMC's plan for 2012 includes continued interagency collaboration serving the public; the recognition of financial stress on rental housing developments within St. Mary's County and interagency leveraging of funds for energy efficiency improvements at Public Housing properties.</b></p> <p><b>Interagency program support and collaboration: the Transitional Housing and Empowerment (T.H.E.) Project through the Department of Justice establishes and implements enhanced services for victims of sexual assault, domestic violence, dating violence and/or stalking; the Family Unification Program (FUP) t serves needs within the community by promoting family unification through Housing Choice Vouchers (HCV) to families for whom the lack of adequate housing is a primary factor in separation, or the threat of imminent separation, of children from their families and also provides HCV to youths who have left the foster care system and lack adequate housing. FUP is a partnership with St. Mary's County Department of Social Services.</b></p> <p><b>Recognition of financial stress on rental housing developments: HASMC and HUD recognize that market down turns and other economic factors, from time to time, place financial stress on rental housing developments. It is prudent to address and understand this financial stress and halt further financial/neighborhood decline and loan default where practicable.</b></p> <p><b>Interagency leveraging of funds for energy efficiency improvements: Through the use of both Maryland Energy Efficiency (MEA) funds, the Multifamily Energy Efficiency and Housing Affordability Program (MEEHA) and ARRA funds, HASMC has been able to upgrade at least forty (40) energy efficient HVAC systems and upgrade to compact fluorescent lighting, install efficient showerheads and faucet aerators, control air leakage and insulate all hot water heaters in all HASMC Public Housing units.</b></p> <p><b>HASMC also continues to update and/or clarify program policies such as, the Administrative Plan for the Housing Choice Voucher Program (clarifications will include, but are not limited to, preferences, VAWA, etc.). Other updates will better address the coordination of Housing Authority resources when faced with community wide housing needs caused by unforeseen events like Hurricane Irene.</b></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> <p><b>The public may obtain copies of HASMC's Annual PHA Plan FY 2012, along with all elements, at its main administrative office located at 21155 Lexwood Drive, Suite C, Lexington Park, MD 20653. Summaries of this Plan will be available in each of the three public libraries in St. Mary's County during regular business hours.</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> <p>HASMC's could use access to funding from <b>Hope IV, Mixed Finance Modernization or Development, Demolition and/or Disposition and Conversion of Public Housing</b> if funding was to become available and HASMC were to be eligible. HASMC will most likely use <b>Project-based Vouchers</b> in 2012 and future years, via the appropriate regulatory process.</p> <p><b>Homeownership Programs</b> – HASMC accepts the challenge to increase homeownership among St. Mary's County's low-to moderate-income households, and to assist in preserving the safe and habitable conditions of existing homes in the County. HASMC will accomplish this by providing access to a variety of homeownership tool, such as Housing Choice Voucher Homeownership, Homeownership preparation, Public Housing Homeownership and education programs, including, but not limited to, credit counseling and repair, homeownership acquisition and homeowner support programs; all of which are designed to educate in good financial habits and provide homeowner awareness. Additionally, HASMC offers its resources in Federal, State and local funding programs to assist low-to moderate-income households with the purchase of homes, needed upgrades and/or needed repair/rehabilitation modifications to existing homes.</p> <p>HASMC is a Level II Loan Administrator with the Maryland Department of Housing and Community Development's CDA Department. Federal and State funding will be utilized to assist households with incomes at or below 80% of the St. Mary's County median income by administering existing programs and/or developing new programs. These programs will bring various Federal, State and Local-level funding sources to households in the County who need assistance in procuring their first home, or who need assistance in preserving or improving their current homes. The Homeownership Program is operated under the Community and Program Development Division of HASMC and is recognized as a homeownership mentoring resource in St. Mary's County.</p> <p>HASMC, through a Homeownership Preparatory Program for Housing Choice Voucher participants, will involve enrollment in a Family Self-Sufficiency program. This program will encourage responsible homeownership and to build and/or restore credit.</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 State of Maryland 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>The table below is a statistical summary of HASMC's Housing Choice Voucher and Public Housing Waiting Lists. This table identifies the housing needs of the low-income, very low-income and extremely low-income households who reside in St. Mary's County, Maryland. This statistical summary includes details of those households on our waiting list including, race, ethnicity and family composition.</b></p>

**Waiting List: Housing Choice Voucher Program**

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Black/African American	0	0	1701	147	108	30	7	2	0	0	1995	53.24%
Not Assigned	0	0	23	17	15	1	3	0	0	0	59	1.49%
American Indian/Alaska Native	0	0	76	9	2	1	0	0	0	0	88	2.35%
Native Hawaiian/Other Pacific Islander	0	0	4	3	4	1	0	0	0	1	12	0.32%
Asian	0	0	0	1	2	0	0	0	0	1	3	0.08%
White	0	0	1342	143	34	13	4	0	0	0	1536	42.51%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3146</b>	<b>317</b>	<b>225</b>	<b>46</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3747</b>	
<b>Total Percent</b>	<b>0.00</b>	<b>0.00</b>	<b>81.96</b>	<b>8.46</b>	<b>6.30</b>	<b>1.23</b>	<b>0.29</b>	<b>0.05</b>	<b>0.00</b>	<b>0.00</b>		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Family	0	0	2956	273	191	41	10	0	0	0	2571	68.63%
Disabled	0	0	381	39	32	3	1	2	0	0	458	12.22%
Single	0	0	655	4	2	0	0	0	0	0	661	17.64%
Elderly	0	0	54	1	0	2	0	0	0	0	57	1.52%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3146</b>	<b>317</b>	<b>225</b>	<b>46</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3747</b>	
<b>Total Percent</b>	<b>0.00</b>	<b>0.00</b>	<b>83.96</b>	<b>8.46</b>	<b>6.00</b>	<b>1.23</b>	<b>0.29</b>	<b>0.05</b>	<b>0.00</b>	<b>0.00</b>		

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Assigned	0	0	23	17	15	1	0	0	0	0	56	1.49%
Not Hispanic or Latino	0	0	3056	284	189	42	10	2	0	0	3623	96.69%
Hispanic or Latino	0	0	27	16	21	3	0	0	0	0	67	1.81%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3146</b>	<b>317</b>	<b>225</b>	<b>46</b>	<b>11</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>3747</b>	
<b>Total Percent</b>	<b>0.00</b>	<b>0.00</b>	<b>83.96</b>	<b>8.46</b>	<b>6.00</b>	<b>1.23</b>	<b>0.29</b>	<b>0.05</b>	<b>0.00</b>	<b>0.00</b>		

**Waiting List: Public Housing**

Race	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
American Indian/Alaska Native	0	0	13	17	6	0	0	0	0	0	36	3.02%
Native Hawaiian/Other Pacific Islander	0	0	2	2	2	0	0	0	0	0	6	0.50%
Asian	0	0	0	0	1	0	0	0	0	0	1	0.08%
White	0	0	182	202	120	0	0	0	0	0	504	42.21%
Black/African American	0	0	230	218	164	0	0	0	0	0	612	51.26%
Not Assigned	0	0	13	13	10	0	0	0	0	0	35	2.93%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>439</b>	<b>452</b>	<b>303</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1194</b>	
<b>Total Percent</b>	<b>0.00</b>	<b>0.00</b>	<b>36.77</b>	<b>37.86</b>	<b>25.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

Family Composition	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Single	0	0	146	7	1	0	0	0	0	0	254	21.27%
Elderly	0	0	11	0	0	0	0	0	0	0	11	0.92%
Disabled	0	0	129	38	14	0	0	0	0	0	199	16.67%
Family	0	0	53	405	268	0	0	0	0	0	726	61.14%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>439</b>	<b>452</b>	<b>303</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1194</b>	
<b>Total Percent</b>	<b>0.00</b>	<b>0.00</b>	<b>36.77</b>	<b>37.86</b>	<b>25.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

**Waiting List: Public Housing**

Ethnicity	SRO	0	1	2	3	4	5	6	7	8	Total	Percent
Not Hispanic or Latino	0	0	422	427	285	0	0	0	0	0	1135	95.06%
Hispanic or Latino	0	0	5	12	7	0	0	0	0	0	24	2.01%
Not Assigned	0	0	12	13	10	0	0	0	0	0	35	2.93%
<b>Total</b>	<b>0</b>	<b>0</b>	<b>439</b>	<b>452</b>	<b>303</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1194</b>	
<b>Total Percent</b>	<b>0.00</b>	<b>0.00</b>	<b>36.77</b>	<b>37.86</b>	<b>25.38</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		

*Real Property Research Group* completed a *Multifamily Rental Market Assessment* for St. Mary's County in May 2010. Figures 1-7 from this study identify future housing needs of St. Mary's County and address issues of affordability, supply, quality, accessibility, size of units and location. This market assessment concluded that:

- a) St. Mary's County has a projected excess rental demand for the next 3-5 years.
- b) Less than one-fourth of rental households in St. Mary's County with incomes less than 30% of the area median income are being served by the existing supply of low income rental units in the County.
- c) In Lexington Park, properties serving moderate income band renter households are at a greater risk for losing affordability.

In conclusion, as rents continue to trend up, fair market rents will continue to trend down. In effect, these trends reduce housing opportunities.

HASMC is a Small PHA and will address housing needs more in depth in 2015 with the 5-Year Plan submission.

9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p> <p>HASMC is a Small PHA and will speak to strategies for addressing housing needs in 2015 with the 5-Year Plan submission.</p>
10.0	<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>At this point in time, HASMC is nearly one-third of the way through its 2010 – 2015 Five-Year Plan. HASMC has preserved 176 units of affordable rental units in the private sector. HASMC continues to push modest staff resources to secure a range of funding and partnership resources. These involved applications for Community Development Block Grant, Homelessness Prevention and Rapid Re-housing, HOME, Family Self Sufficiency for Public Housing &amp; Housing Choice Voucher, Maryland Energy Administration, Maryland Energy Efficiency and Housing Affordability Program, Maryland Affordable Housing Trust and others.</b></p> <p><b>HASMC continues to strive toward the completion of other strategic goals, including the repositioning of debt to provide efficiencies and great affordability. Most recently, local elected officials have voted for the privatization of HASMC by July 1, 2012.</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>Significant Amendment – Any amendment or modification reflecting a 50% change in HASMC’s annual budget. Substantial Deviation – A major movement away from addressing the public good.</b></p> <p><b>This plan may be altered by unforeseen circumstances. Such altering would serve vital public needs.</b></p>
11.0	<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.

# **TABLE OF CONTENTS**

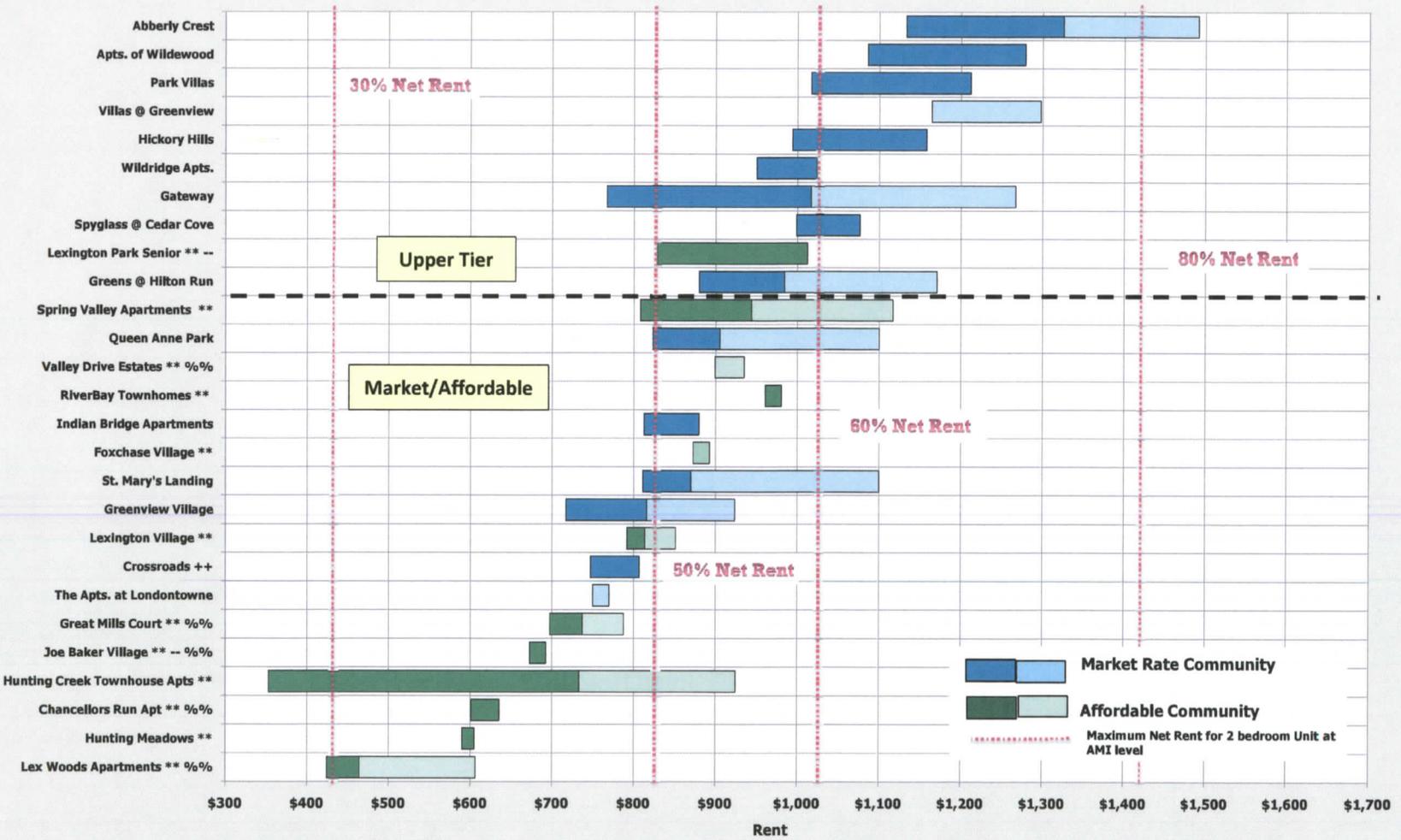
- I. PHA FY 2012 Annual Plan – HUD-50075**
- II. Figures 1 – 7**
- III. HUD-50077 Board Resolution**
- IV. HUD-50077-CR Civil Rights Certification**
- V. HUD-50070 Certification for a Drug-Free Workplace**
- VI. HUD-50071 Certification for Payments to Influence Federal Transactions**
- VII. SF-LLL Disclosure of Lobbying Activities**
- VIII. HUD-50077-SL Certification of PHA Plan with the Consolidated Plan**
- IX. HUD-50075.1 Annual Statement/Performance & Evaluation Reports**
- X. HUD-50075.2 Five-Year Action Plan**
- XI. Resident Advisory Board Comments**
- XII. 2011 Affirmatively Furthering Fair Housing Plan**

**TABLE 31 Inventory of Affordable Rental Units**

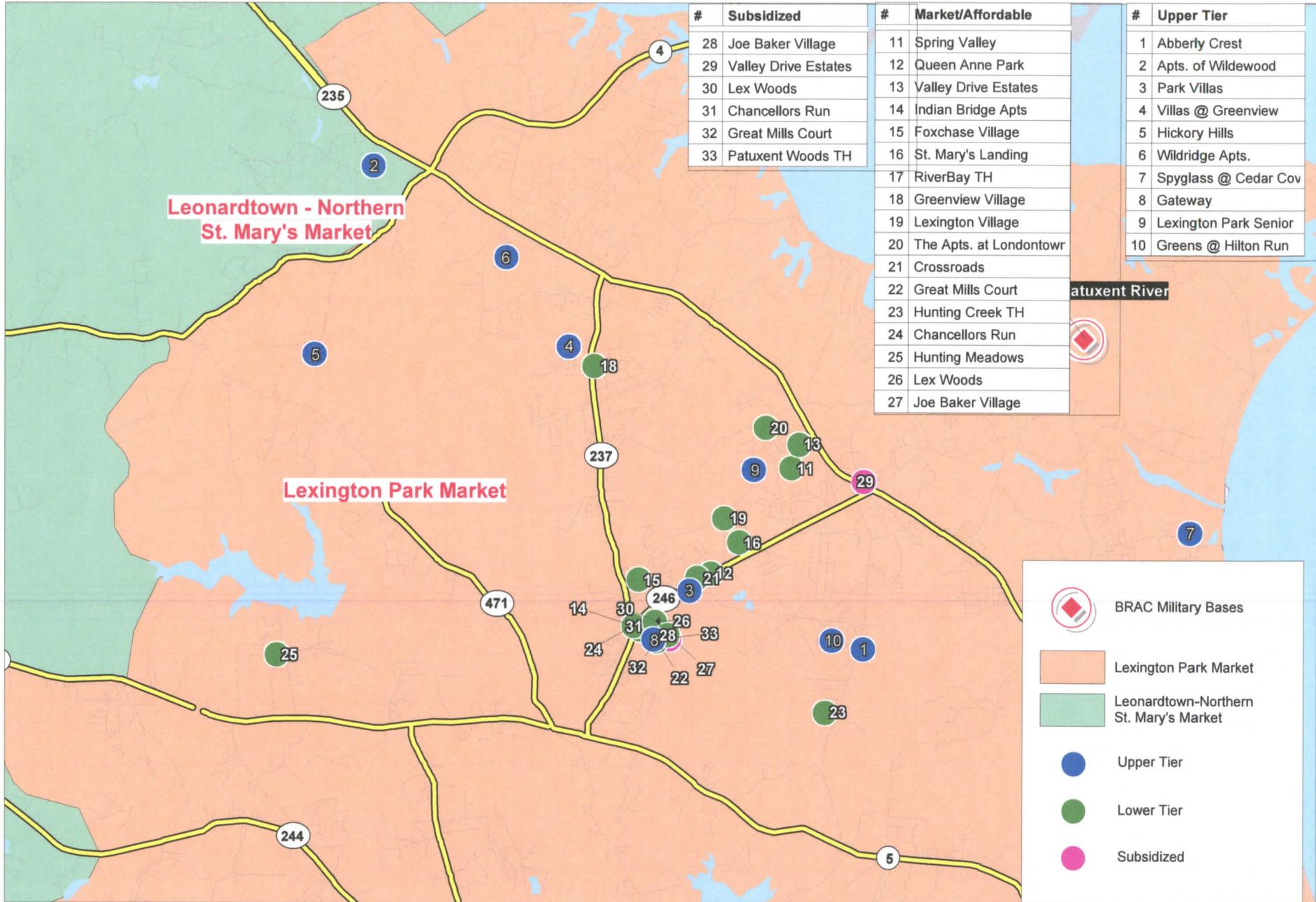
	Leonardtown- Northern St. Marys		Lexington Park		St. Marys County		
<b>Inventory of Affordable Rental Units</b>							
<b>Total Number of Multifamily Rental Units</b>		<b>167</b>		<b>3,621</b>		<b>3,788</b>	
	<i>Maximum Rent</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>	<i>#</i>	<i>%</i>
<b>&lt;30% Extremely Low Rent and Subsidized Units</b>		<b>84</b>	<b>50.3%</b>	<b>162</b>	<b>4.5%</b>	<b>246</b>	<b>6.5%</b>
Efficiency and One Bedroom Units	\$461	39	46.4%	60	37.0%	99	40.2%
Two Bedroom Units	\$593	14	16.7%	47	29.0%	61	24.8%
Three Bedroom Units	\$685	31	36.9%	55	34.0%	86	35.0%
Four+ Bedroom Units	\$764	0	0.0%	0	0.0%	0	0.0%
Units with Subsidy		84	100.0%	152	93.8%	236	95.9%
Units with Program Rent Restrictions		0	0.0%	10	6.2%	10	4.1%
<b>30-50% Very Low Rent Units</b>		<b>71</b>	<b>42.5%</b>	<b>483</b>	<b>13.3%</b>	<b>554</b>	<b>14.6%</b>
Efficiency and One Bedroom Units	\$769	0	0.0%	25	5.2%	25	4.5%
Two Bedroom Units	\$989	63	88.7%	251	52.0%	314	56.7%
Three Bedroom Units	\$1,142	8	11.3%	207	42.9%	215	38.8%
Four+ Bedroom Units	\$1,274	0	0.0%	0	0.0%	0	0.0%
Units with Program Rent Restrictions		71	100.0%	311	64.4%	382	69.0%
<b>50-60% Low Rent Units</b>		<b>12</b>	<b>7.2%</b>	<b>1,039</b>	<b>28.7%</b>	<b>1,051</b>	<b>27.7%</b>
Efficiency and One Bedroom Units	\$923	12	100.0%	159	15.3%	171	16.3%
Two Bedroom Units	\$1,187	0	0.0%	807	77.7%	807	76.8%
Three Bedroom Units	\$1,370	0	0.0%	73	7.0%	73	6.9%
Four+ Bedroom Units	\$1,529	0	0.0%	0	0.0%	0	0.0%
Units with Program Rent Restrictions		12	100.0%	366	35.2%	378	36.0%
<b>60-80% Moderate Rent Units</b>		<b>0</b>	<b>0.0%</b>	<b>1,544</b>	<b>42.6%</b>	<b>1,544</b>	<b>40.8%</b>
Efficiency and One Bedroom Units	\$1,230	0	--	455	29.5%	455	29.5%
Two Bedroom Units	\$1,582	0	--	864	56.0%	864	56.0%
Three Bedroom Units	\$1,827	0	--	225	14.6%	225	14.6%
Four+ Bedroom Units	\$2,038	0	--	0	0.0%	0	0.0%
Units with Program Rent Restrictions		0	--	64	4.1%	64	4.1%
<b>80-100% High Rent Units</b>		<b>0</b>	<b>0.0%</b>	<b>393</b>	<b>10.9%</b>	<b>393</b>	<b>10.4%</b>
Efficiency and One Bedroom Units	\$1,538	0	--	254	64.6%	254	64.6%
Two Bedroom Units	\$1,978	0	--	139	35.4%	139	35.4%
Three Bedroom Units	\$2,284	0	--	0	0.0%	0	0.0%
Four+ Bedroom Units	\$2,548	0	--	0	0.0%	0	0.0%
Units with Program Rent Restrictions		0	--	0	0.0%	0	0.0%
<b>100-120% Very High and Extremely High Rent Units</b>		<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
Efficiency and One Bedroom Units	+	0	--	0	--	0	--
Two Bedroom Units	+	0	--	0	--	0	--
Three Bedroom Units	+	0	--	0	--	0	--
Four+ Bedroom Units	+	0	--	0	--	0	--
Units with Program Rent Restrictions		0	--	0	--	0	--
						0	
<b>All Units with Moderate Rent or Lower</b>		<b>167</b>	<b>100.0%</b>	<b>3,228</b>	<b>89.1%</b>	<b>3,395</b>	<b>89.6%</b>
Units with Subsidy		84	50.3%	152	4.7%	236	7.0%
Units with Program Rent Restrictions		83	49.7%	751	23.3%	834	24.6%
Units with Market-Rate Rent		0	0.0%	2,325	72.0%	2,325	68.5%

FIGURE 1 FY 2012 PHA Annual Plan

**FIGURE 8 Range of Net 1, 2, and 3 Bedroom Rents**  
**Lexington Park**



Source: Field/Phone Surveys, Real Property Research Group, Inc. March-May 2010  
 NOTE: (--) Age Restricted Senior Communities / (\*\*) LIHTC Communities /

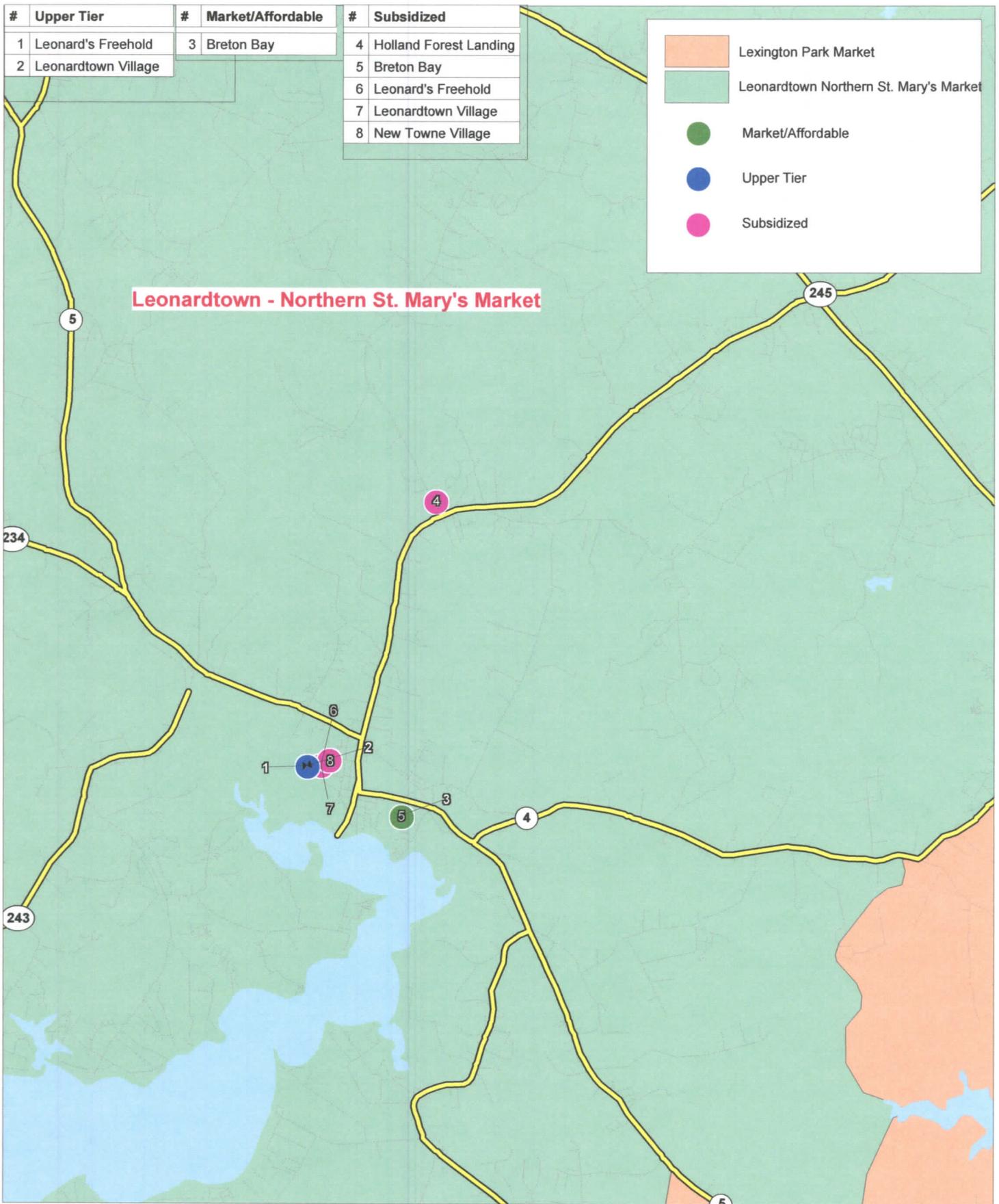


**Map 7**  
**Multifamily Inventory of Lexington Park Market Area**  
**St. Mary's County, Maryland**

FIGURE 4 FY 2012 PHA Annual Plan

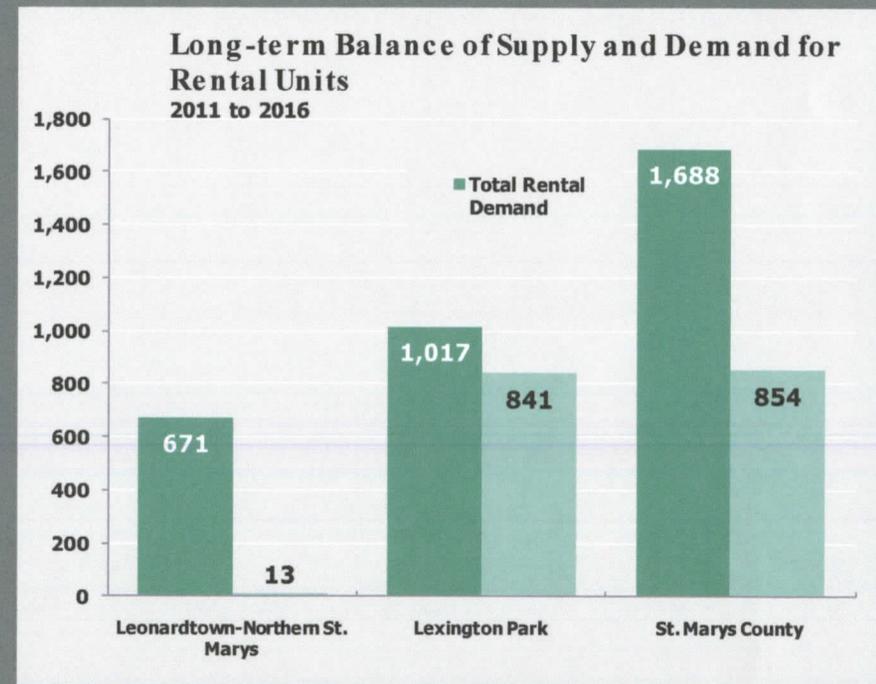
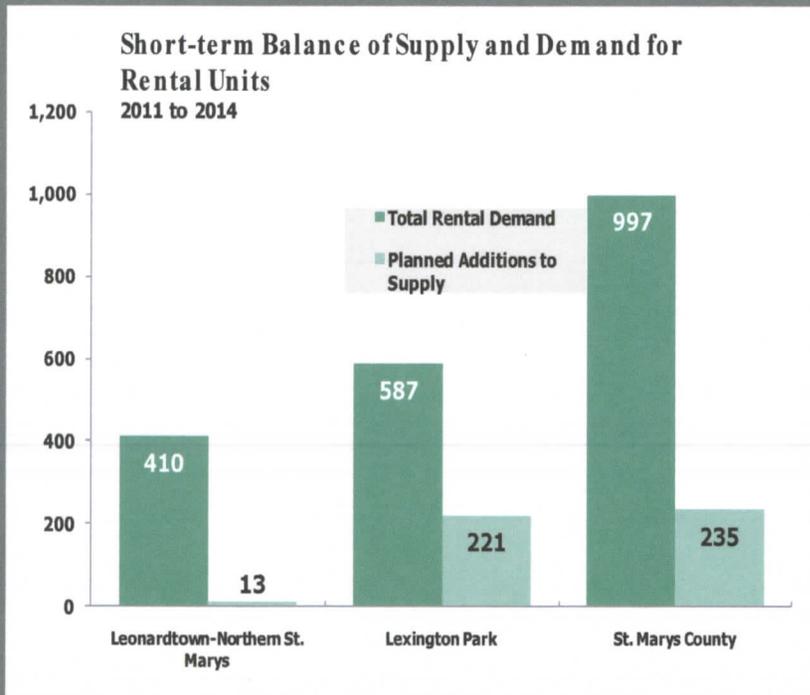
#	Upper Tier	#	Market/Affordable	#	Subsidized
1	Leonard's Freehold	3	Breton Bay	4	Holland Forest Landing
2	Leonardtown Village			5	Breton Bay
				6	Leonard's Freehold
				7	Leonardtown Village
				8	New Towne Village

Lexington Park Market  
 Leonardtown Northern St. Mary's Market  
 Market/Affordable  
 Upper Tier  
 Subsidized



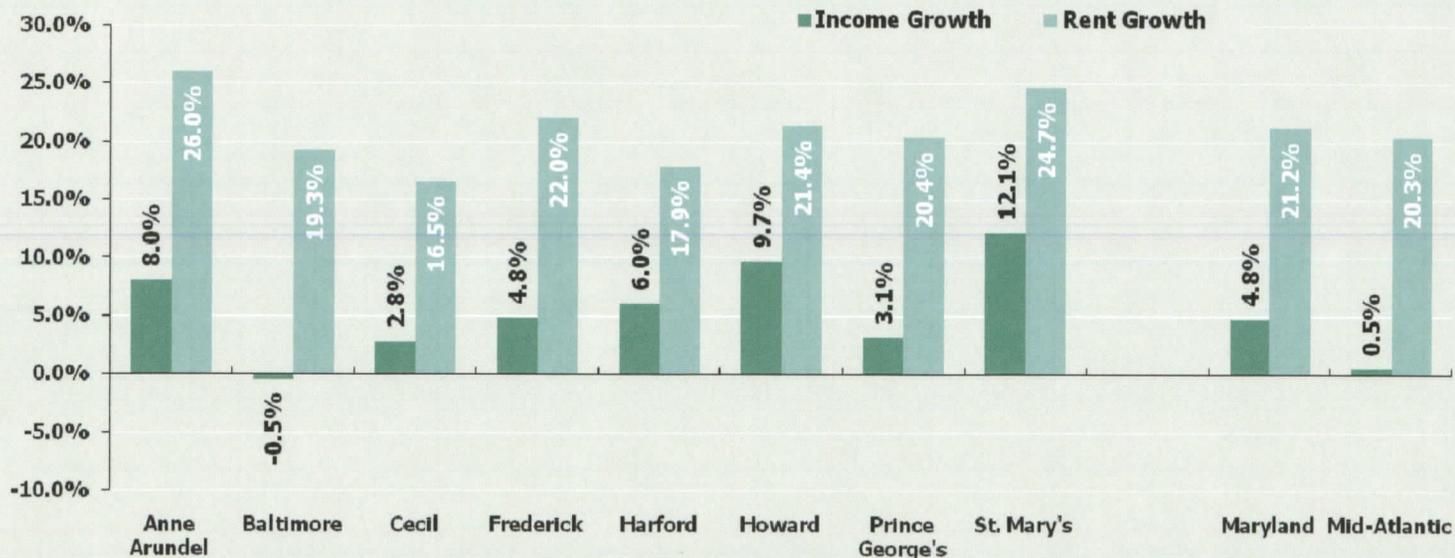
**Map 6  
Rental Inventory of Leonardtown-Northern St. Mary's Market  
St. Mary's County, Maryland**

# Short and Long Term Rental Demand



# Income Growth vs Rent Growth

- Between 2000 and 2008, growth in real income did not keep pace with growth in real rent

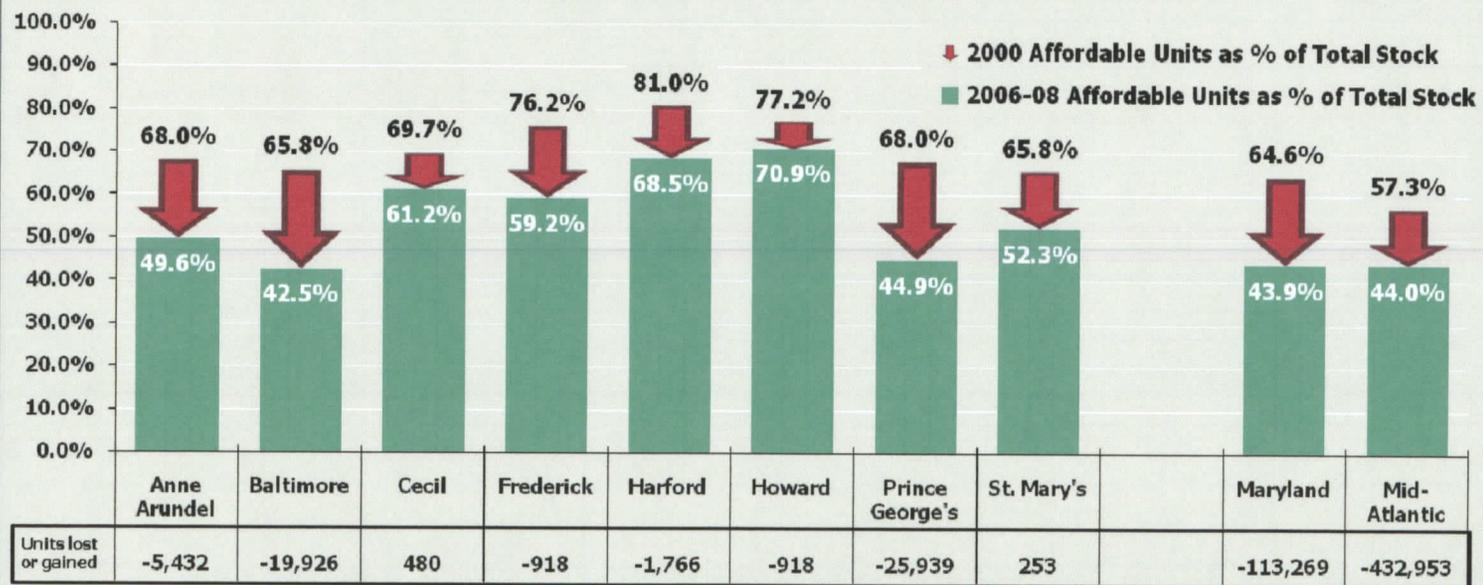


Note: Mid-Atlantic includes Delaware, District of Columbia, Maryland, Pennsylvania, New Jersey, Virginia and West Virginia

Source: 2000 Census; 2006-08 American Community Survey

# The Shrinking Stock of Affordable Housing

- In 8 years, the relative size of the affordable housing stock fell from 65% to 44%



Note: Mid-Atlantic includes Delaware, District of Columbia, Maryland, Pennsylvania, New Jersey, Virginia and West Virginia

---

**Resolution 2011-04**

**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 X Annual PHA Plan for the PHA fiscal year beginning January 1, 2012, 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.

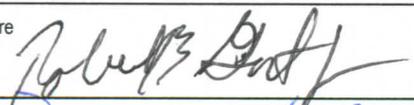
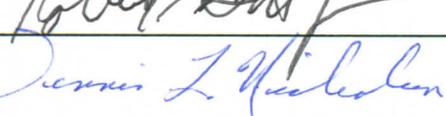
Housing Authority of St. Mary's County, Maryland  
PHA Name

MD021  
PHA Number

   5-Year PHA Plan for Fiscal Years 2010 – 2014

  X   Annual PHA Plan for Fiscal Years 2010 - 2011

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Robert Gant Jr.	Commissioner Chair
Dennis L. Nicholson	Executive Director
Signature 	Date 12 Oct 2011
X 	Date 10/12/2011

**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.

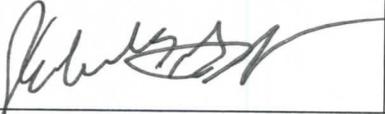
Housing Authority of St. Mary's County, Maryland

MD021

\_\_\_\_\_  
 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		Robert B. Gant, Jr.		Title		Chair, Housing Board of Commissioners	
Signature				Date		12 Oct 2011	

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of St. Mary's County, Maryland

Program/Activity Receiving Federal Grant Funding

Capital Fund Program - PHA Annual Plan FY 2012

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

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

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

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

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

The Housing Authority of St. Mary's County, Maryland  
21155 Lexwood Drive, Suite C  
Lexington Park, MD 20653

Check here  if there are workplaces on file that are not identified on the attached sheets.

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

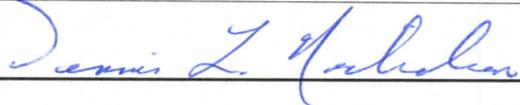
Dennis L. Nicholson

Title

Executive Director

Signature

X



Date

10/12/2011

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of St. Mary's County, Maryland

Program/Activity Receiving Federal Grant Funding

Capital Fund Program - PHA Annual Plan FY 2012

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

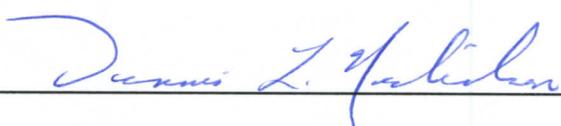
(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

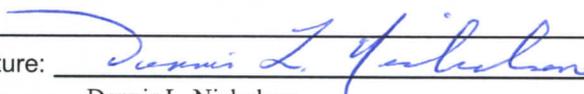
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Dennis L. Nicholson	Title Executive Director
Signature 	Date (mm/dd/yyyy) 10/12/2011

## DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure.)

Approved by OMB  
0348-0046

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> n/a <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Housing Authority of St. Mary's County, MD 21155 Lexwood Drive, Suite C Lexington Park, MD 20653  Congressional District, if known: 4c	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b> U. S. Dept of Housing & Urban Development	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i>	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i>	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Dennis L. Nicholson</u> Title: <u>Executive Director</u> Telephone No.: <u>301-866-6590</u> Date: <u>10/12/2011</u>	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

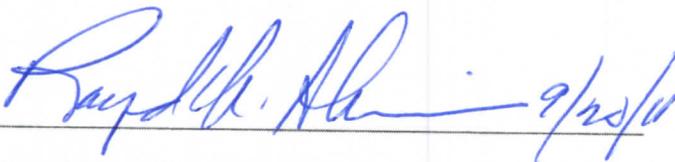
According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

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, Raymond A. Skinner the MD Secretary of Housing & Community Development certify that the Five Year and  
Annual PHA Plan of the Housing Authority of St. Mary's County is consistent with the Consolidated Plan of  
Maryland prepared pursuant to 24 CFR Part 91.

 9/25/10

Signed / Dated by Appropriate State or Local Official

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		
PHA Name: Housing Authority of St. Mary's County, Maryland	Grant Type and Number Capital Fund Program Grant No: MD06P02150108 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2008 FFY of Grant Approval: 2008

Type of Grant  
 Original Annual Statement       Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending:       Revised Annual Statement (revision no:01 )  
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>		+\$10,000.00	\$10,000.00	\$10,000.00
3	1408 Management Improvements	\$17,500.00	-\$10,000.00	\$7,500.00	\$7,500.00
4	1410 Administration (may not exceed 10% of line 21)	\$9,342.00		\$9,342.00	\$9,342.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$1,000.00		\$1,000.00	\$1,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$24,000.00		\$24,000.00	\$24,000.00
10	1460 Dwelling Structures	\$24,000.00		\$24,000.00	\$24,000.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$17,577.00		\$17,577.00	\$17,577.00
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

**Part I: Summary**

<b>PHA Name:</b> Housing Authority of St. Mary's County, Maryland	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150108 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2008</b> <b>FFY of Grant Approval: 2008</b>
--	---	--

**Type of Grant**  
 Original Annual Statement                       Reserve for Disasters/Emergencies                       Revised Annual Statement (revision no: 01 )  
 Performance and Evaluation Report for Period Ending:                       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$93,419.00	\$0.00	\$93,419.00	\$93,419.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b> 	<b>Date</b> 10/17/2011	<b>Signature of Public Housing Director</b>	<b>Date</b>
--	---------------------------	---	-------------

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.











Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

<b>PHA Name: Housing Authority of St. Mary's County, Maryland</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150109 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval: 2009</b>
---	---	---

**Type of Grant**  
 **Original Annual Statement**       **Reserve for Disasters/Emergencies**  
 **Performance and Evaluation Report for Period Ending:**       **Revised Annual Statement (revision no: )**  
 **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$10,000.00		\$10,000.00	\$10,000.00
3	1408 Management Improvements	\$5,000.00		\$5,000.00	\$261.80
4	1410 Administration (may not exceed 10% of line 21)	\$9,600.00		\$9,600.00	\$9,600.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$1,000.00		\$1,000.00	\$759.00
8	1440 Site Acquisition				
9	1450 Site Improvement	\$12,000.00		\$12,000.00	\$12,000.00
10	1460 Dwelling Structures	\$10,000.00	+\$12,000.00	\$22,000.00	\$10,000.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$25,070.00	+\$12,000.00	\$37,070.00	\$30,812.65
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	\$24,000.00	-\$24,000.00		
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>						
<b>PHA Name:</b> Housing Authority of St. Mary's County, Maryland		<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150109 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>	
<b>Type of Grant</b>						
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$96,670.00		\$96,670.00	\$73,433.45	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
<b>Signature of Executive Director</b> 		<b>Date</b> 10/14/2009		<b>Signature of Public Housing Director</b>  		
				<b>Date</b>		

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of St. Mary's County, Maryland			<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150109 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
HA-Wide	Operations	1406		\$10,000.00		\$10,000.00	\$10,000.00	
HA-Wide	Management Improvements Accounting Software Upgrades, etc.	1408		\$5,000.00		\$5,000.00	\$261.80	
HA-Wide	Administration Salary & Fringe	1410		\$9,600.00		\$9,600.00	\$9,600.00	
HA-Wide	Fees & Costs Inspections	1430		\$1,000.00		\$1,000.00	\$759.00	
HA-Wide	Site Improvements Roads/parking areas, Walkways, Fencing, Landscaping, Lighting	1450		\$12,000.00		\$12,000.00	\$12,000.00	
HA-Wide	Dwelling Structures Roofing, Decking, Heating/Cooling	1460		\$10,000.00	+\$12,000	\$10,000.00	\$10,000.00	
HA-Wide	Dwelling Equipment Cabinets, Kitchen and Bathroom Work, etc.	1465.1		\$25,070.00	+12,000	\$25,070.00	\$30,812.65	
HA-Wide	Non-Dwelling Equipment Maintenance Vehicle	1475		\$24,000.00	-\$24,000			











Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>		
<b>PHA Name:</b> Housing Authority of St. Mary's County, Maryland	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06S02150109 (ARRA) Grant Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2009</b> <b>FFY of Grant Approval: 2009</b>

**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no: 01 )  
 Performance and Evaluation Report for Period Ending:       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$118,250.00		\$118,250.00	\$100,820.01
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

<b>Signature of Executive Director</b> <i>Jenni L. Harleston</i>	<b>Date</b> <i>10/17/2009</i>	<b>Signature of Public Housing Director</b>	<b>Date</b>
---	----------------------------------	---	-------------

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.







<sup>1</sup>Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		
PHA Name: .00	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150110 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2010 FFY of Grant Approval: 2010

Type of Grant  
 Original Annual Statement       Reserve for Disasters/Emergencies  
 Performance and Evaluation Report for Period Ending:       Revised Annual Statement (revision no: )  
 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$10,000.00		\$10,000.00	\$10,000.00
3	1408 Management Improvements	\$5,000.00		\$5,000.00	
4	1410 Administration (may not exceed 10% of line 21)	\$9,600.00		\$9,600.00	\$6,400.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$1,000.00		\$1,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$16,000.00		\$16,000.00	\$11,924.46
10	1460 Dwelling Structures	\$18,000.00		\$18,000.00	\$18,000.00
11	1465.1 Dwelling Equipment—Nonexpendable	\$36,164.00		\$36,164.00	\$24,520.15
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of St. Mary's County, Maryland		<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150110 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2010</b> <b>FFY of Grant Approval: 2010</b>	
<b>Type of Grant</b>					
<input checked="" type="checkbox"/> <b>Original Annual Statement</b>		<input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b>		<input type="checkbox"/> <b>Revised Annual Statement (revision no: )</b>	
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b>		<input type="checkbox"/> <b>Final Performance and Evaluation Report</b>			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$95,764.00		\$95,764.00	\$70,844.61
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b> <i>Jessie L. Harrison</i>		<b>Date</b> 10/14/2011		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of St. Mary's County, Maryland			<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150110 CFPP (Yes/No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2010</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MD06P021003 MD06P021008 MD06P021009	Operations	1406		\$10,000.00		\$10,000.00	\$10,000.00	
MD06P021003 MD06P021008 MD06P021009	Management Improvements Accounting Software Upgrades, etc.	1408		\$5,000.00		\$5,000.00		
MD06P021003 MD06P021008 MD06P021009	Administration Salary & Fringe	1410		\$9,600.00		\$9,600.00	\$6,400.00	
MD06P021003 MD06P021008 MD06P021009	Fees & Costs Inspections	1430		\$1,000.00		\$1,000.00		
MD06P021003 MD06P021008 MD06P021009	Site Improvements Roads/parking areas, Walkways, Fencing, Landscaping, Lighting	1450		\$16,000.00		\$16,000.00	\$11,924.46	
MD06P021003 MD06P021008 MD06P021009	Dwelling Structures Roofing, Decking, Heating/Cooling	1460		\$18,000.00		\$18,000.00	\$18,000.00	
MD06P021003 MD06P021008 MD06P021009	Dwelling Equipment Cabinets, Kitchen and Bathroom Work, Refrigerators, etc.	1465.1		\$36,164.00		\$36,164.00	\$24,520.15	






<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>		
<b>PHA Name: Housing Authority of St. Mary's County, Maryland</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150111 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2011</b> <b>FFY of Grant Approval: 2011</b>

**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$10,000.00		\$10,000.00	
3	1408 Management Improvements	\$5,000.00		\$5,000.00	
4	1410 Administration (may not exceed 10% of line 21)	\$9,600.00		\$9,600.00	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$1,000.00		\$1,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$16,000.00		\$16,000.00	
10	1460 Dwelling Structures	\$18,000.00		\$18,000.00	
11	1465.1 Dwelling Equipment—Nonexpendable	\$36,164.00		\$36,164.00	
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of St. Mary's County, Maryland		<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150111 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2011</b> <b>FFY of Grant Approval: 2011</b>	
<b>Type of Grant</b> <input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:                      )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$95,764.00		\$95,764.00	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b> 		<b>Date</b> 10/14/2011		<b>Signature of Public Housing Director</b>  	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of St. Mary's County, Maryland		<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150111 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2011</b>			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MD06P021003 MD06P021008 MD06P021009	Operations	1406		\$10,000.00		\$10,000.00		
MD06P021003 MD06P021008 MD06P021009	Management Improvements Accounting Software Upgrades, etc.	1408		\$5,000.00		\$5,000.00		
MD06P021003 MD06P021008 MD06P021009	Administration Salary & Fringe	1410		\$9,600.00		\$9,600.00		
MD06P021003 MD06P021008 MD06P021009	Fees & Costs Inspections	1430		\$1,000.00		\$1,000.00		
MD06P021003 MD06P021008 MD06P021009	Site Improvements Roads/parking areas, Walkways, Fencing, Landscaping, Lighting	1450		\$16,000.00		\$16,000.00		
MD06P021003 MD06P021008 MD06P021009	Dwelling Structures Roofing, Decking, Heating/Cooling	1460		\$18,000.00		\$18,000.00		
MD06P021003 MD06P021008 MD06P021009	Dwelling Equipment Cabinets, Kitchen and Bathroom Work, Refrigerators, etc.	1465.1		\$36,164.00		\$36,164.00		






<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



<b>Part I: Summary</b>		
<b>PHA Name: Housing Authority of St. Mary's County, Maryland</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150112 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2012</b> <b>FFY of Grant Approval: 2012</b>

**Type of Grant**  
 Original Annual Statement     Reserve for Disasters/Emergencies     Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:     Final Performance and Evaluation Report

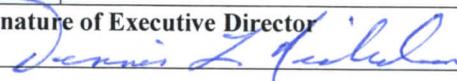
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$10,000.00		\$0	
3	1408 Management Improvements	\$5,000.00		\$0	
4	1410 Administration (may not exceed 10% of line 21)	\$9,600.00		\$0	
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$1,000.00		\$0	
8	1440 Site Acquisition				
9	1450 Site Improvement	\$16,000.00		\$0	
10	1460 Dwelling Structures	\$18,000.00		\$0	
11	1465.1 Dwelling Equipment—Nonexpendable	\$36,164.00		\$0	
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of St. Mary's County, Maryland		<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150112 Replacement Housing Factor Grant No: Date of CFFP:		<b>FFY of Grant:2012</b> <b>FFY of Grant Approval: 2012</b>	
<b>Type of Grant</b>					
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$95,764.00		\$0	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b> 		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.  
<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of St. Mary's County, Maryland			<b>Grant Type and Number</b> Capital Fund Program Grant No: MD06P02150112 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2012</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
MD06P021003 MD06P021008 MD06P021009	Operations	1406		\$10,000.00		\$0		
MD06P021003 MD06P021008 MD06P021009	Management Improvements Accounting Software Upgrades, etc.	1408		\$5,000.00		\$0		
MD06P021003 MD06P021008 MD06P021009	Administration Salary & Fringe	1410		\$9,600.00		\$0		
MD06P021003 MD06P021008 MD06P021009	Fees & Costs Inspections	1430		\$1,000.00		\$0		
MD06P021003 MD06P021008 MD06P021009	Site Improvements Roads/parking areas, Walkways, Fencing, Landscaping, Lighting	1450		\$16,000.00		\$0		
MD06P021003 MD06P021008 MD06P021009	Dwelling Structures Roofing, Decking, Heating/Cooling	1460		\$18,000.00		\$0		
MD06P021003 MD06P021008 MD06P021009	Dwelling Equipment Cabinets, Kitchen and Bathroom Work, Refrigerators, etc.	1465.1		\$36,164.00		\$0		






<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



**Capital Fund Program—Five-Year Action Plan**

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

<b>Part I: Summary</b>						
PHA Name/Number		Locality (City/County & State)			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016
B.	Physical Improvements Subtotal	Annual Statement				
C.	Management Improvements		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$9,600.00	\$9,600.00	\$9,600.00	\$9,600.00
F.	Other		\$71,164.00	\$71,164.00	\$71,164.00	\$71,164.00
G.	Operations		\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$95,764.00	\$95,764.00	\$95,764.00	\$95,764.00



<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2011	Work Statement for Year 2013 FFY 2013			Work Statement for Year: 2014 FFY 2014		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	MD06P021003 MD06P021008 MD06P021009  Fees & Costs Inspections		\$1,000.00	MD06P021003 MD06P021008 MD06P021009  Fees & Costs Inspections		\$1,000.00
Annual	MD06P021003 MD06P021008 MD06P021009  Site Improvements Roads/Parking areas, walkways, fencing, landscaping, lighting		\$16,000.00	MD06P021003 MD06P021008 MD06P021009  Sight Improvements Roads/Parking areas, walkways, fencing, landscaping, lighting		\$16,000.00
Statement	MD06P021003 MD06P021008 MD06P021009  Dwelling Structures Roofing, decking, heating/cooling		\$18,000.00	MD06P021003 MD06P021008 MD06P021009  Dwelling Structures Roofing, decking, heating/cooling		\$18,000.00
	MD06P021003 MD06P021008 MD06P021009  Dwelling Equipment Cabinets, kitchen and bathroom work, refrigerators, etc.		\$36,164.00	MD06P021003 MD06P021008 MD06P021009  Dwelling Equipment Cabinets, kitchen and bathroom work, refrigerators, etc.		\$36,164.00



<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2011	Work Statement for Year: 2015 FFY 2015			Work Statement for Year: 2016 FFY 2016		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	MD06P021003 MD06P021008 MD06P021009  Fees & Costs Inspections		\$1,000.00	MD06P021003 MD06P021008 MD06P021009  Fees & Costs Inspections		\$1,000.00
Annual	MD06P021003 MD06P021008 MD06P021009  Site Improvements Roads/Parking areas, walkways, fencing, landscaping, lighting		\$16,000.00	MD06P021003 MD06P021008 MD06P021009  Site Improvements Roads/Parking areas, walkways, fencing, landscaping, lighting		\$16,000.00
Statement	MD06P021003 MD06P021008 MD06P021009  Dwelling Structures Roofing, decking, heating/cooling		\$18,000.00	MD06P021003 MD06P021008 MD06P021009  Dwelling Structures Roofing, decking, heating/cooling		\$18,000.00
	MD06P021003 MD06P021008 MD06P021009  Dwelling Equipment Cabinets, kitchen and bathroom work, refrigerators, etc.		\$36,164.00	MD06P021003 MD06P021008 MD06P021009  Dwelling Equipment Cabinets, kitchen and bathroom work, refrigerators, etc.		\$36,164.00









# HOUSING AUTHORITY OF ST. MARY'S COUNTY, MARYLAND

21155 LEXWOOD DRIVE, SUITE C. – LEXINGTON PARK, MARYLAND 20653

————— 301-866-6590 ————— Fax 301-737-7929 ————— MD Relay Svc. 711 or 1-800-735-2258 (V/TTY) —————

## **Resident Advisory Board (RAB) Comments**

A RAB meeting was held October 14, 2011 at 5:00 P.M. at the Gateway's, 21155 Lexwood Drive, Lexington Park, MD 20653. The board reviewed the plan with no suggested changes or improvements.





# HOUSING AUTHORITY OF ST. MARY'S COUNTY, MARYLAND

21155 LEXWOOD DRIVE, SUITE C. – LEXINGTON PARK, MARYLAND 20653

301-866-6590

Fax 301-737-7929

MD Relay Svc. 711 or 1-800-735-2258 (V/TTY)

## **2011 Affirmatively Furthering Fair Housing Plan** *As Amended*

The Housing Authority of St. Mary's County Maryland (HASMCM), operating within a non-entitlement community in Maryland, respectfully submits the following information as its narrative statement regarding Affirmatively Furthering Fair Housing. HASMCM continues to make an ongoing effort to ensure equal opportunity and to affirmatively further fair housing for all. This conforms to Section 4, Additional Nondiscrimination and Other Requirements, per the Federal Register dated March 19, 2008 (Volume 73, Number 54, Page 14885-14886).

- 1) Overcome the effects of impediments to fair housing choice that were identified in the jurisdiction's Analysis of Impediments (AI) to Fair Housing Choice (i.e. lack of knowledge about fair housing rights and responsibilities, disproportionate housing need for persons with disabilities, need for more affordable housing, inadequate data to determine needs or identify discrimination, etc.):**

### ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE AND FAIR HOUSING STRATEGY FOR MARYLAND NON-ENTITLEMENT COMMUNITIES *MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT, 2006 & 2010* *AS AMENDED*

- a. Undertake local fair housing outreach programs and information campaigns that emphasize race, ethnicity, and disability. *The Maryland Department of Housing and Community Development (DHCD) is responsible for contracting vendors to provide information and marketing materials for counties to use in their local awareness campaigns. The Housing Authority of St. Mary's County Maryland provides this information on their website, provides brochures at all office locations, and runs regular advertisements and mini-films on the County's cable network station. Further, we facilitate and assist residents with reporting Fair Housing violations, as requested.*
- b. Sponsor Fair Housing workshops and/or seminars to improve fair housing awareness and build on marketing efforts, specifically targeting residents, realtors, developers, landlords, lenders, insurers, management agents, etc. *The Maryland Department of Housing and Community Development contracts for this service on a regular basis*

- and representatives of the Housing Authority of St. Mary's County, Maryland annually attend this training.*
- c. Establish clear documentation that shows fair housing tracking and monitoring have been conducted. *HASMC has implemented a Fair Housing Tracking Log to track, internally, HASMC's efforts to affirmatively further fair housing.*
  - d. Access possible new sources of funding as well as competitive funding under existing HUD and other programs to assist persons with Special Needs. *The Maryland Department of Housing and Community Development has implemented this activity and performs it on a regular basis. HASMC continues to apply for Housing Choice Vouchers (HCV) each year specifically targeted for Non-Elderly Disabled persons. HASMC also considers any applicable funding program applications, subject to conditions and requirements.*
  - e. Implement select strategies as outlined in the State Disabilities Plan to expand housing opportunities for persons with special needs. *The Maryland Department of Housing and Community Development continually promotes the implementation of these strategies.*
  - f. Initiate a state-wide study circle dialogue on race relations. *The Maryland Commission on Human Relations has the responsibility to spearhead this activity and performs it on a regular basis.*
  - g. Promote compliance with community reinvestment act laws. *Local lending institutions partner with the Housing Authority of St. Mary's County Maryland and other agencies to help meet the credit needs of St. Mary's County residents.*
  - h. Promote local adoption of inclusionary zoning and manufactured housing in residential areas. *The Maryland Department of Housing and Community Development and the Maryland Department of Planning constantly promote the adoption of inclusionary zoning into local laws.*
  - i. Increase funding and access to new resources for the production of affordable housing. *The Maryland Department of Housing and Community Development has implemented this activity and performs it on a regular basis.*
  - j. Develop an automatic statewide data base on assisted rental units, including handicap-accessible units. *The Maryland Department of Housing and Community Development has implemented this activity. St. Mary's County inputs information to this database on a regular basis.*
  - k. Create model universal design plans for the disabled. *The Maryland Department of Housing and Community Development has implemented this activity.*

- l. Analyze private appraisal sales advertising and insurance practices for housing discrimination. *The Maryland Department of Housing and Community Development has implemented this activity and performs it on a regular basis.*
- m. Increase participation in local campaigns that advocate equal opportunity and affirmatively further fair housing. *Such campaigns include future participation in New Choices for All Families and Children (New Choices) sponsored by the Baltimore Regional Housing Campaign. New Choices advocates for inclusive smart growth, zoning and land use policies that increase housing choice for low-income families.*

## **2) Remedy discrimination in housing:**

The Housing Authority of St. Mary's County Maryland supports the State of Maryland's Fair Housing Awareness Campaign to property owners, renters, potential homeowners, and real estate/mortgage professionals. This is done through brochures, flyers, announcements on the County's website, and through homeownership and rental housing training sessions.

## **3) Promote fair housing rights and fair housing choice:**

The Housing Authority of St. Mary's County Maryland promotes Fair Housing rights in public and private venues, whenever practical. Further, this Authority promotes fair housing choice by administering a Housing Choice Voucher Program and through homeownership education. Also, the St. Mary's County Board of County Commissioners executes an annual Fair Housing Proclamation in collaboration with the Southern Maryland Board of Realtors as a means of showing and publicizing their support for Fair Housing practices and legislation.

Additionally, the Housing Authority of St. Mary's County, Maryland will affirmatively further fair housing in its HCV FSS and PH FSS programs by 1) marketing the program to all eligible persons including persons with disabilities and persons with limited English proficiency, 2) making buildings and communications needed for applications and service delivery accessible to persons with disabilities, 3) making referrals to fair housing agencies, 4) providing the toll-free number for the Housing Discrimination Hotline: 1-800-669-9777 and information on how to file a fair housing complaint, and 5) recruiting landlords and service providers in areas that expand housing choice to program participants.