

Prince William County
Office of Housing and Community
Development



DRAFT

Destroy after February 25, 2024

Public Housing Agency

5-Year Plan

Fiscal Year 2024-2028

And FY2024 Annual Action Plan

5-Year PHA Plan (For All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. 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, goals, and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																					
A.1	<p>PHA Name: <u>Prince William County Office of Housing and Community Development</u> PHA Code: <u>VA046</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2023</u> The Five-Year Period of the Plan (i.e., 2019-2023): <u>2024-2028</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. 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 their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.)</p> <table border="1" data-bbox="212 989 1471 1623"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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B.	Plan Elements. Required for <u>all</u> PHAs completing this form.																																					
B.1	<p>Mission. State the PHA’s mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA’s jurisdiction for the next five years.</p> <p><i>Prince William County Office of Housing and Community Development will develop affordable housing opportunities and neighborhood resources for low and moderate-income area residents by implementing appropriate policies and programs, which provide a safe and healthy environment in which to work and play.</i></p>																																					

B.2

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years.

Goal 1: Increase the availability of decent, safe, and affordable housing

Strategy 1: Expand the supply of assisted housing

Objectives:

1. Apply for additional rental vouchers
2. Leverage private or other public funds to create additional housing opportunities

Strategy 2: Improve the quality of assisted housing

Objectives:

1. Improve voucher management
2. Increase customer satisfaction
3. Concentrate on efforts to improve specific management functions

Strategy 3: Increase assisted housing choices

Objectives:

1. Provide voucher mobility counseling
2. Conduct outreach efforts to potential voucher landlords
3. Increase voucher payment standards when appropriate
4. Expand voucher homeownership program as able
5. Encourage and increase Family Self-Sufficiency participation
6. Encourage homeownership participation through the First-Time Homebuyer Program where downpayment and closing costs assistance is available

Goal 2: Promote self-sufficiency and asset development of families and individuals

Strategy 1: Promote self-sufficiency and asset development of assisted households:

Objectives:

1. Increase the number and percentage of employed persons in assisted families
2. Provide or attract supportive services to improve assistance recipients' employability
3. Provide or attract supportive services to increase independence for the elderly or families with disabilities
4. Expand Family Self-Sufficiency activity & programming availability to all assisted households

Goal 3: Ensure Equal Opportunity in Housing for all Americans

Strategy 1: Ensure equal opportunity and affirmatively further fair housing

Objectives:

1. Undertake affirmative measures to ensure access to assisted housing and provide a suitable living environment, regardless of age, race, color, creed, religion, ancestry, national origin, sex, disability, age, marital/familial status, status to public assistance, sexual orientation, gender identity or expression, genetic characteristics, or U.S. military veteran status
2. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

B.3

Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

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

- I. Increase the availability of decent, safe, and affordable housing.*
- II. Promote self-sufficiency and asset development of families and individuals.*
- III. Ensure Equal Opportunity in Housing for All Americans*

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

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

PHA Goals – Expand the supply of assisted housing by:

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

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

Five-Year Progress Report:

OHCD's rental assistance office has established relationships with the entities listed above as well as formed relationships with many other organizations related to housing. These organizations provide HCV families with a variety of services, such as but not limited to, housing counseling, financial counseling, family counseling, disability services, and housing search assistance just to name a few.

The Director attended and collaborated on housing issues with Virginia Housing officials. OHCD staff conducted training sessions with various non-profits; staff assisted in the HUD sponsored Homeownership fair; staff also participated in the Northern Virginia Regional Housing Expo, Prince William Association of Realtors (PWAR) Conference; Prince William County Community Fair; and several Prince William County Community Pop-Ups all of which provide information on programs and services promoting housing options for all families living in the Prince William Area.

PHA Goal – Improve the quality of assisted housing by:

Improving voucher management and increasing customer satisfaction: OHCD will accomplish this by moving agency to a Non-Troubled Agency and by publishing a semi-annual agency newsletter. In addition, improve Financial Procedures and SEMAP Quality Control Procedures to ensure OHCD is operating with HUD's guidelines.

Five-Year Progress Report:

OHCD has continued to maintain a High Performer SEMAP rating and maintains a low PIC error rating.

OHCD has established an internal quality control system, to identify any potential case file errors prior to submission.

The Housing Board adopted a Financial Procedures Policy and OHCD rental assistance department established a SEMAP quality control system. The Housing Board receives continued training from Staff on policies, procedures, and requirements of the HCV Program. Staff continues to provide periodic update training for the Housing Board on new policies and procedures from HUD.

<p>B.4</p>	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA’s goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The Prince William County Office of Housing and Community Development (OHCD) will promote and abide by the VIOLENCE AGAINST WOMEN’S ACT (VAWA) that was signed by President Bush on January 5, 2006. OHCD will support or assist victims of domestic violence, dating violence, sexual assault, stalking, economic abuse, technological abuse and/or others as required by the law to prevent them from losing their HUD-assisted housing as a consequence of the abuse of which they were the victim. OHCD will adhere to HUD requirements regarding the VAWA pertaining to Public Housing and Housing Choice Voucher Program (formally referred to as Section 8).</p> <p>OHCD will take action to protect the safety and welfare of all our residents when repeated offenses occur. In the event the victim being protected shows a willingness to continue relationships with such abusers, continues to have them as guests in their home and incidents continue to occur, the victim could be evicted in order to protect other residents.</p> <p>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, economic and technological abuse; 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, economic and technological abuse 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, stalking, economic and technological abuse or to enhance victim safety in assisted families.</p> <p>The Act has been reviewed and OHCD applies that statute of the law concerning occupancy issues and termination proceedings. Under current Preference Standards, applicants on the waiting list are identified as domestic violence victims and receive a Preference 1 rating if they also live and/or work in Prince William County. Sensitivity to issues of domestic violence is also considered as one of the factors in the determination of a voucher issuance in instances of split housings assisted by the Housing Choice Voucher program. OHCD refers clients to various County Agencies as well as to local nonprofit agencies such as Action in Community Shelter (ACTS), and Northern Virginia Family Services/Serve Housing Programs that provides domestic violence assistance /services.</p> <p>OHCD also provides owners with VAWA information during our monthly new landlord orientations; we also provide VAWA information at recertification and during the initial certification process. This information includes but not limited to:</p> <ul style="list-style-type: none"> • Form HUD-5380, Notice of Occupancy Rights under VAWA • Form HUD-5381, Model Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault or Stalking, • Form HUD-5382, Certification of Domestic Violence, Dating Violence, Sexual Assault or Stalking, and Alternate Documentation • Form HUD-5383, Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking
<p>C. Other Document and/or Certification Requirements.</p>	
<p>C.1</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Federal law permits a housing authority to amend its approved Annual, Five-Year, and Capital Plans (Annual Plan). Significant Amendments to the Annual Plan are subject to the same requirements as the original plan including Resident Advisory Board consultation, a 45-day comment period, public hearing, and approval of the Prince William County Housing Board.</p> <p>Significant amendment is defined as any revision to policy governing the Housing Choice Voucher Program. Significant amendments not requiring HUD’s prior approval will be addressed in the following Annual Plan submission.</p> <p>Substantial deviation/modification is defined as any change to previously approved 5-Year Plans or Annual Plans which substantially revises goals or strategies.</p> <p>OHCD will make future amendments to its PHA plan in the following instances:</p> <ol style="list-style-type: none"> 1. Changes to the PHA Plan Goals. 2. Updates to OHCD’s Administrative Plan that effect PHA Plan Key Element Areas

<p>C.2</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the 5-Year PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<p>C.3</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>C.4</p>	<p>Required Submission for HUD FO Review.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, include Challenged Elements.</p>
<p>D. Affirmatively Furthering Fair Housing (AFFH).</p>	

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

OHCD works closely with the PWC Human Rights Commission to ensure proper Fair Housing information distribution to program applicants and participants. As part of the briefing process, OHCD provides HCV program applicants with pertinent information and informational brochures about fair housing requirements as well. Fair Housing posters are visible in prominent areas at our OHCD offices. Also, OHCD consults with PWC Human Rights Office, the PWC Attorney, and HUD field office to seek guidance and/or clarity on issues where owner lease requirements may appear ambiguous and/or discriminatory. OHCD includes in all recertification packets a brochure of Fair Housing Rights as a measure to increase awareness and assistance. Since FY18 through FY23 OHCD has provided funding through the Community Development Block Grant (CDBG) to the PWC Human Rights Commission to conduct fair housing testing, marketing, and outreach to the community, and intends to continue this funding for Fair Housing activities. In FY21 OHCD contracted with Washington Council of Government(s) COG for a Metro Regional Analyst of Impediments to Fair housing Choices, which has been finalized this current fiscal year and is now available on both COG's website <https://www.mwcoq.org/documents/2023/11/15/metropolitan-washington-regional-fair-housing-plan-equity-fair-housing-housing/> and Prince William County Office of Housing and Community Development website, <https://www.pwcva.gov/department/housing-community-development>

In FY21 Prince William County government in partnership with the Board of County Supervisors created the Office of Equity and Inclusion, which in partnership with executive management, departments, and the community assists to provide leadership, guidance, and coordination for the organization's continuing efforts toward building an inclusive culture, where diversity is leveraged as a strength to promote an equitable and inclusive culture for both our workforce and how we deliver services to residents, businesses, and visitors.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Supply of affordable housing

- Prince William County should continue to work with local developers and non-profit organizations to expand the stock of affordable housing. Attention should be given to increasing the production of new affordable housing units and assistance toward the purchase and renovation of housing in existing neighborhoods. Greater emphasis should be placed on capacity building and technical assistance initiatives aimed at expanding non-profit, faith-based organizations and private developers' production activities in the County and expanding resources for housing.
- In an effort to expand local resources, research and consider as one particular policy change, inclusionary zoning (inclusionary housing), as one alternative means of promoting balanced housing development.
- The County, in coordination with local Chamber of Commerce, should encourage major employers and lenders to design and implement Employer-Assisted Housing (EAH) programs, encouraging employers to work with employees in their efforts to purchase housing.
- **Prince William County has provided a Housing Chapter in its 2040 Comprehensive Plan, addressing Affordable Housing issues within the County for both acquisition and multi-family. The Office of Housing, the Planning and Zoning Division and Leadership Team collaboratively are working together to create an Affordable Housing Ordinance and a Housing Trust Fund programs.**

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Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

- A. PHA Information.** All PHAs must complete this section. (24 CFR § 903.4)
- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e., 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

- B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR § 903.6(a)(1))
- B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR § 903.6(b)(1))
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (24 CFR § 903.6(b)(2))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR § 903.6(a)(3)).

C. Other Document and/or Certification Requirements.

- C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

- (a) Did the public or RAB have comments?
- (b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR § 903.17(b), 24 CFR § 903.19)

C.3 Certification by State or Local Officials.

[Form HUD-50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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 the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals, and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, 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.

Streamlined Annual PHA Plan (HCV Only PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 03/31/2024
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Purpose. 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, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals, and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and who does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS and SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																																			
A.1	<p>PHA Name: Prince William County Office of Housing & Community Development PHA Code: _VA046_</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): _07/01/2024_</p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Housing Choice Vouchers (HCVs) _2120_</p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>Prince William County Office of Housing and Community Development as indicated within the Open Comment and Notice of Availability document both the DRAFT and the FINAL PHA Plan for Fiscal Year 2024 will be placed on our Housing website and hard copies for review will be located at both the main and satellite offices.</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead PHA:																													
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B.	Plan Elements.
B.1	<p>Revision of Existing PHA Plan Elements.</p> <p>a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> De concentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Operation and Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Informal Review and Hearing Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s):</p>
B.2	New Activities. – Not Applicable

B.3

Progress Report.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

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

Progress Report:

Strategy I - Expand the supply of assisted housing.

Objectives:

1. *Apply for additional rental vouchers.*

The past reporting period's focus was on maintaining service levels and receiving additional vouchers from HUD. Therefore, during the reporting period, our focus has been on maintaining housing assistance levels for our existing program participants as COVID ends in an effort to avoid evictions and homelessness.

2. *Leverage private or other public funds to create additional housing opportunities.*

We continue to look for leverage opportunities during the reporting period. Employment is one of our Family Self-Sufficiency focus areas.

During the past year the program served 41 families. We hope to increase HCV participant participation during the next grant period, with a goal of 50 expected Participants.

We continue our partnership with DSS on their Fatherhood Initiative program, which is designed around strengthening families with having positive male role models more involved and/or reconnecting fathers to or with their children.

Several non-profit organizations also continue to expand their services to include family planning, employment training, as well as first time home buyer's assistance and affordable rental units to LMI households as well as special housing for persons with disabilities.

OHCD's Community Development Unit also continues to provide first time home buyers assistance, home rehabilitation assistance and a community funding pool. All of these efforts expand affordable housing opportunities for low-income families in our community. Many of our HCV clients directly benefit from these programs and services.

Strategy 2: *Improve the quality of assisted Housing.*

Objectives:

Improve voucher management, increase customer satisfaction & concentrate on efforts to improve specific management/functions.

1. *Improve voucher management*

OHCD continues to look for ways to improve in this area. We partnered with Virginia Housing (VH) to utilize their housing search system. This is a free service that allows owners to list their units, in a more comprehensive way and provides them technical assistance. Families now can access unit information from the comfort of their home via the Internet. The system captures all types of unit information from affordability options (HCV, LIHTC, Elderly, & Accessibility) and if the complex has smoking or non-smoking units available, pets and amenities. The unit listing encompasses the entire state of Virginia, allowing families' greater access to available unit search statewide. This system frees up valuable staff time and resources as we do not have to maintain the system ourselves. In addition to using the service by way of the Internet they provide a toll-free number where staff will work with both those looking to find rental units and owners wanting to list their units.

OHCD also provides those looking for housing that are not currently on the County's waitlist, resources from other jurisdictions that may open their Housing Choice Voucher waitlist(s). We also provide information for the Coordinated Entry System, through the Continuum of Care(CoC), as well as the County's Community Resource Information.

OHCD management staff has increased quality control reviews on a monthly basis. All new move-ins and 100% of all recertification's have quality control reviews performed by supervisors. Cases are reviewed in line with SEMAP regulations. We continue to offer Landlord Briefings as well as the availability of the informational guide "*Becoming a Landlord for the HCV Program*". Information is provided to new and current owners regarding program rules of the Housing Voucher Program. During our portability briefings, we request a portability survey completed from each family. This allows us to follow and improve our customer service.

2. *Increase customer satisfaction.*

Customer satisfaction remains a high priority of our office, as evident from above. Staff provides both face-to-face interviews for briefings, and recertifications, or by virtual means; this gives the staff and family opportunity for family development discussions. As mentioned, we continue to hold orientations to new and current owners and their staff. Staff also collaborates with other county agencies and community partners to expand services for our clients.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

3. *Concentrate on efforts to improve specific management functions.*

As stated above, OHCD continues to look for ways to improve management. Three years ago, we increased our Quality Control (QC) to 100% as a result of an audit finding, based on the reduction of errors, those Analysts with less than 1% error rate now have 10% of their case files audited through QC process, and those with higher error rates have 100% of their case files audited through QC process. We made adjustments to ensure errors are identified earlier and appropriate corrective actions are completed timely. We will be exposing other cost saving measures like bi-annual inspections and on-line recertifications. The move to an automated answering system has helped with the reduction in administrative support. Also, the email encryption has increased the protection of client information. This e-mail system has allowed us to automate our portability process, which allows information to be transmitted to other jurisdictions more efficiently while protecting the family's privacy. In addition, tenants have the ability to report changes or verify changes through our on-line process and for those who need assistance the Analyst(s) meet in-person with those.

Strategy 3: Increase assisted housing choices.

Objectives:

1. Provide voucher mobility counseling.

Mobility counseling is provided at initial lease-up, recertification, port-in, and when a family requests to move. We provide information on schools, transportation, and other services within the County. Staff also counsels families of their obligation to maintain units in a safe, decent, and sanitary condition during the course of their tenancy and upon moving out of the unit. Staff also, performs special inspections as needed to ensure HQS compliance is being maintained by owner and tenant.

2. Conduct outreach efforts to potential landlords.

OHCD conducts quarterly or as needed Owner Outreach Sessions, to explain the HCV program and market the program to potential owners. In addition, potential landlords have the opportunity to list their properties, free of charge, on the VH housing search website. OHCD has a website with various information including HCV program requirements and how to become a landlord on the program. The *“Becoming a Landlord for the HCV Program”* informational handbook was created to answer all questions of owners. OHCD also provides direct access to functional managers to answer questions and concerns on program requirements. A list of "Commonly Missed Items" is provided to potential owners interested in knowing, "at a glance", whether or not their unit qualifies for program participation. In addition, our website now includes all staff members with their name, phone, email, and program administered to assist landlords.

3. Increase voucher payment standards when appropriate.

Yearly, OHCD reviews HUD published Fair Market Rents, conducts a survey and analysis of utility standards, and makes necessary adjustments within established guidelines to ensure that program participants are not rent burdened while at the same time ensuring that payment standards and utility costs are fairly representative of open market rents, and housing costs. The payment standards were revised effective 01/01/2024 to reflect FMR based upon zip codes and utility standards effective 01/01/2024.

4. Expand voucher homeownership program.

During the reporting period, OHCD hosted several informational seminars to encourage participation in the Family Self-Sufficiency Program as well as HCV Homeownership Program. During the sessions, there was a continuing communication of the FSS programs' key concentration areas of education, employment readiness/entrepreneurship, financial fitness, health, and wellness and strengthening of the family. These areas of focus are considered essential as they provide a holistic approach to self-sufficiency, which includes homeownership potential. Our goal is to have 50 families participating in the FSS program.

Program staff diligently encourages HCV program participants to explore homeownership options, and educational opportunities concerning financial issues. "The Housing Choice Voucher Homeownership" program brochure is provided to HCV program participants who may have interest in becoming homeowners, and HCV participants are briefed upon expressing interest in the program by the HCV Homeownership Program Coordinator. Currently there are 5 families participating in the HCV Homeownership Program. The HCV Homeownership program has served a total of 41 families.

Goal II Promote self-sufficiency and asset development of families and individuals. Annual Progress Report:

Strategy 1: Promote self-sufficiency and asset development of assisted households: Objectives:

1. Increase the number and percentage of employed persons in assisted families.

The primary focus of the Family Self-Sufficiency (FSS) Program during this reporting period, while continuing to emphasize the holistic development of all family members, is to increase the number and percentage of employed persons in assisted families - both within the core FSS Program and larger HCV program. For federal fiscal year 2023(FY24) there were 23 Family Self-Sufficiency participants. To date there are 34 Participants in the FSS Program.

2. Provide or attract supportive services to improve assistance recipients' employability.

The FSS Program will continue to seek additional families to participate in the FSS Program during FFY2023 (FY24) to expand and strengthen its base of community partners and strengthen client participation in the formalized program of foundation activities required for client success, while continuing the pilot expansion to the HCV program as a whole. We continue to work with other organizations that offer GED training, resume writing, interviewing techniques as well as other services. OHCD has partnered with non-profits and County Agencies to provide a Financial Empowerment to increase financial awareness as well as empower families to increase their living standard and employability by providing resources for credit review, analysis, and financial counseling.

Our office has contracted with a private consultant to provide a 17-week course *“Life Skills”* for FSS participants to assist households in reach their established goals. The consultant has worked successfully with area homeless providers and OHCD Dawson Beach Transitional Housing households to reach their goals.

Conduct partnership with area and state educational institutions and related organizations, to increase the educational achievement levels of assistance. An additional focus will be to increase language and math literacy skills within the family. Families are mobilized as the result of higher education achievement levels, including increased language and math literacy, to not only become more readily employed, but also increase employment wages and opportunities in the short and long term.

	<p>3. Provide or attract supportive services to increase independence for the elderly or families with disabilities.</p> <p>OHCD is a member of the County's Human Services Agency Team. This team consists of the Area Office on Aging, Community Service Department, Department of Social Services, and The Virginia Cooperative Extension Office. Being a part of this team gives OHCD direct access to key personnel in each agency and allows us to receive important information on services available to the elderly and persons with disabilities. The Agency Directors meet on a monthly basis to keep each other apprised of new programs and services. This gives us the ability to better coordinate services. OHCD also works closely with the local Continuum of Care (CoC) organizations and Human Services Coalition. More importantly OHCD's Housing Board has representatives from the Area Office on Aging, Community Service, CoC and Disability Services Board. They provide vital programmatic oversight and share information regarding affordable housing issues/concerns facing the elderly and persons with disabilities. Many of our clients receive supportive services from the above agencies and community partners, these include but limited to, job training, counseling services, educational services, and housing services.</p> <p>4. Expand Family Self-Sufficiency activity & program availability to all assisted households.</p> <p>The FSS Program continues to invite all HCV participants to its events. While there will be a continuing emphasis on the five key areas of education, employment readiness/entrepreneurship, financial fitness, health, and wellness and strengthening of the family - there is an increased focus on moving assisted participants towards employment and increased education achievement levels in the activities produced and planned during this reporting period. It is hoped that all families will benefit from these activities.</p> <p>Goal III. Ensure Equal Opportunity in Housing for All Americans. Annual Progress Report: Strategy /: Ensure equal opportunity and affirmatively further fair housing. Objectives:</p> <p>1. Undertake affirmative measures to ensure access to assisted housing regardless of age, race, color, religion national origin, sex, familial status, and disability.</p> <p>OHCD continues to work closely with the PWC Human Rights Commission to ensure proper Fair Housing information distribution to program applicants and participants. As part of the briefing process, we provide HCV program applicants with pertinent information about fair housing requirements. Fair Housing posters are conspicuously placed at our OHCD offices. Also, OHCD consults with PWC Human Rights Office, the PWC Attorney, and HUD field office to seek guidance and/or clarity on issues where owner lease requirements may appear ambiguous and/or discriminatory. FY2019, FY2020 & FY2022 OHCD contracts with PWC Human Rights Commission to conduct fair housing testing, marketing, and outreach. This contract for these services is between OHCD and the PWC County Human Rights Commission is funded through Community Development Block Grant (CDBG) administrative funds. In FY21 OHCD contract with COG for Metro Regional Analyst of Impediment to Fair Housing Choices.</p> <p>2. Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of age, race, color, religion, national origin, sex, familial status, and disability.</p> <p>As mentioned previously OHCD through our partnership with VH is providing more housing choice as well as unit and community information so families can make a more informed choice when searching for a unit. OHCD continuously monitors and enforces HQS requirements to ensure program compliance by owners and participants. Inspection staff is proactive during inspections in identifying health and safety issues that may necessitate reasonable accommodation for individuals with disabilities. Program staff disseminates information during each stage of the tenancy continuum. Participants and owners are provided with Briefing Packages that contain, among other information, a HUD publication "A Good Place to Live", a "Know Your Fair Housing Rights" pamphlet, and The Virginia Landlord- Tenant Handbook.</p> <p>3. Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required</p> <p>OHCD continues to target new owners and retain those already participating in the HCV program through our owner outreach program (owner briefing) designed to broaden the base of units available to HCV families with disabilities. As part of the intake application and recertification processes, OHCD continually solicits information on the need for reasonable accommodations to ensure families that need accommodations receive the appropriate accommodations. The new housing search system identifies accessible units as well. OHCD also has an "Owner Handbook" and a "Briefing Package".</p>
B.4	Capital Improvements. – Not Applicable
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
C.	Other Document and/or Certification Requirements.

C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.2	<p>Certification by State or Local Officials.</p> <p>Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>

D. Affirmatively Furthering Fair Housing (AFFH).

D.1	<p>Affirmatively Furthering Fair Housing (AFFH).</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1" data-bbox="181 1134 1450 1585"> <tr> <td data-bbox="181 1134 1450 1176"> <p>Fair Housing Goal:</p> </td> </tr> <tr> <td data-bbox="181 1176 1450 1585"> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>OHCD works closely with the PWC Human Rights Commission to ensure proper Fair Housing information distribution to program applicants and participants. As part of the briefing process, OHCD provides HCV program applicants with pertinent information and informational brochures about fair housing requirements as well. Fair Housing posters are visibly placed at our OHCD offices. Also, OHCD consults with PWC Human Rights Office, the PWC Attorney, and HUD field office to seek guidance and/or clarity on issues where owner lease requirements may appear ambiguous and/or discriminatory. In FY22 OHCD implemented that all recertification packets contained a brochure of Fair Housing Rights as a measure to increase awareness and assistance. For FY2019 thru FY2023. OHCD provided funding through the Community Development Block Grant (CDBG) to the PWC Human Rights Commission to conduct fair housing testing, marketing, and outreach to the community, and intends to continue this funding for Fair Housing activities in FY24. In FY21 OHCD contracted with Washington Council of Government(s) COG for a Metro Regional Analyst of Impediments to Fair housing Choices, which has been finalized this current fiscal year and is now available on both COG's website https://www.mwcog.org/documents/2023/11/15/metropolitan-washington-regional-fair-housing-plan-equity-fair-housing-housing/ and Prince William County Office of Housing and Community Development website, https://www.pwcva.gov/department/housing-community-development</p> </td> </tr> </table> <table border="1" data-bbox="181 1606 1450 1648"> <tr> <td data-bbox="181 1606 1450 1648"> <p>Fair Housing Goal:</p> </td> </tr> </table>	<p>Fair Housing Goal:</p>	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p> <p>OHCD works closely with the PWC Human Rights Commission to ensure proper Fair Housing information distribution to program applicants and participants. As part of the briefing process, OHCD provides HCV program applicants with pertinent information and informational brochures about fair housing requirements as well. Fair Housing posters are visibly placed at our OHCD offices. Also, OHCD consults with PWC Human Rights Office, the PWC Attorney, and HUD field office to seek guidance and/or clarity on issues where owner lease requirements may appear ambiguous and/or discriminatory. In FY22 OHCD implemented that all recertification packets contained a brochure of Fair Housing Rights as a measure to increase awareness and assistance. For FY2019 thru FY2023. OHCD provided funding through the Community Development Block Grant (CDBG) to the PWC Human Rights Commission to conduct fair housing testing, marketing, and outreach to the community, and intends to continue this funding for Fair Housing activities in FY24. In FY21 OHCD contracted with Washington Council of Government(s) COG for a Metro Regional Analyst of Impediments to Fair housing Choices, which has been finalized this current fiscal year and is now available on both COG's website https://www.mwcog.org/documents/2023/11/15/metropolitan-washington-regional-fair-housing-plan-equity-fair-housing-housing/ and Prince William County Office of Housing and Community Development website, https://www.pwcva.gov/department/housing-community-development</p>	<p>Fair Housing Goal:</p>
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<p>Fair Housing Goal:</p>				

Describe fair housing strategies and actions to achieve the goal

Supply of affordable housing

- Prince William County should continue to work with local developers and non-profit organizations to expand the stock of affordable housing. Attention should be given to increasing the production of new affordable housing units and assistance toward the purchase and renovation of housing in existing neighborhoods. Greater emphasis should be placed on capacity building and technical assistance initiatives aimed at expanding non-profit, faith-based organizations and private developers' production activities in the County and expanding resources for housing.
- In an effort to expand local resources, research and consider as one particular policy change, inclusionary zoning (inclusionary housing), as one alternative means of promoting balanced housing development.
- The County, in coordination with local Chamber of Commerce, should encourage major employers and lenders to design and implement Employer-Assisted Housing (EAH) programs, encouraging employers to work with employees in their efforts to purchase housing.
- Prince William County has provided a Housing Chapter in its 2040 Comprehensive Plan, addressing Affordable Housing issues within the County for both acquisition and multi-family. The Office of Housing, the Planning and Zoning Division and Leadership Team collaboratively are working together to create an Affordable Housing Ordinance and a Housing Trust Fund programs.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

**Instructions for Preparation of Form HUD-50075-HCV
Annual PHA Plan for HCV-Only PHAs**

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), Number of Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

B. Plan Elements. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no."

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income, and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR 5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR § 903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

DE concentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(e)).

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities subject to Section 3 of the Housing and Community Development Act of 1968 (24 CFR Part 135) and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii)).

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

B.2 New Activities. This section refers to new capital activities which is not applicable for HCV-Only PHAs.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.11(c)(3), 24 CFR §903.7(r)(1))

B.4 Capital Improvements. This section refers to PHAs that receive funding from the Capital Fund Program (CFP) which is not applicable for HCV-Only PHAs

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.2 Certification by State of Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, 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. (24 CFR §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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 the Annual PHA Plan. The Annual PHA Plan provides 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 for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 6.02 hour 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



OPEN COMMENT PERIOD & NOTICE OF AVAILABILITY OF DRAFT

PRINCE WILLIAM COUNTY HOUSING AND COMMUNITY DEVELOPMENT
HOUSING CHOICE VOUCHER PROGRAM
PUBLIC HOUSING AGENCY
5-YEAR CONSOLIDATED PLAN FOR
PWC FISCAL YEAR 2024-2028 AND
ANNUAL ACTION PLAN FOR FISCAL YEAR 2024

All citizens and interested parties of Prince William County are hereby notified that **effective January 12, 2023**, the draft plans & progress report will be available for public review and comments. Copies of the plans are available for public viewing at the Office of Housing and Community Development. To request a copy of the draft, call 703-792-7531 or visit our website at <https://www.pwcva.gov/department/housing-community-development/reports>

Informational briefings of the Plan will take place on:

Thursday, January 26, 2023, at 8:30 a.m.

McCoart Building
1 County Complex Court
Woodbridge, VA 22192
In the Occoquan Room

Thursday, February 23, 2023, at 8:30 a.m.

McCoart Building
1 County Complex Court
Woodbridge, VA 22192
In the Occoquan Room

Pursuant to section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) that the Prince William County Office of Housing and Community Development (OHCD) Housing Choice Voucher Program (formerly Section 8), have developed the required public housing agency plan for tenant-based Housing Choice Voucher Program's mission and the long-range goals and objectives for achieving the mission. The Plan provides details about the strategy for handling operational concerns, residents' concerns and needs, programs and services for the upcoming fiscal year. A public hearing will be held to discuss the public housing agency plan and to invite public comments regarding the plan. OHCD tenant-based Housing Choice Voucher Program does not discriminate regardless of age, race, color, religion, national origin, sex, elderliness, familial status, and disability, source of funds, sexual orientation, gender identity, or military status.

Citizens and other interested parties are urged to attend the informational meeting and/or submit written comments, by no later than **Midnight, February 27, 2023.**

Non-English-speaking residents and citizens with speech, sight, or hearing impairments who wish to review the documents or comment at the public meetings should contact the Prince William County Office of Housing & Community Development five days in advance at 703-792-7531. Virginia Relay enables people who are deaf, hard of hearing, deaf/blind, or have difficulty speaking to communicate by TTY (text telephone) or another assistive telephone device with anyone who uses a standard phone. Anyone can make a Virginia Relay call by dialing 7-1-1. Each request will be considered individually according to the type of assistance required, the availability of resources, and the financial ability of the County to provide accommodation. For more information concerning any of the above call Danica Blount at (703) 792-7531, or TTY: (703) 792-4364 (for speech/hearing impaired). Written comments should be directed to:

PWC Office of Housing and Community Development
Attn: Danica Blount, Administrative Support Coordinator II
15941 Donald Curtis Drive, Suite 112
Woodbridge, Virginia 22191-4291
dblount@pwcgov.org

